



## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	\$533,889	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
 NET FISCAL IMPACT	 \$533,889	 _____	 _____	 _____	 _____

### # ADDITIONAL FTE

POSITIONS (Cumulative)    0                      0                      0                      0                      0

Is Item Included In Current Budget?    Yes   X      No \_\_\_\_\_

Budget Account Exp No: Fund 0001 Department 153 Unit Varies Object Varies

Rev No: Fund \_\_\_\_\_ Department \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Funding source is Palm Beach County.

Departmental Fiscal Review: Guinevere Digna

## III. REVIEW COMMENTS

### A. OFMB Fiscal and/or Contract Dev. and Control Comments:

Sherry Bm  
OFMB  
9/29/15

Dr. J. Jacobson 9/30/15  
Contract Administration  
BWheeler 9-30-15

### B. Legal Sufficiency:

Helene C. Heind 9-30-15  
Assistant County Attorney

### C. Other Department Review:

\_\_\_\_\_  
Department Director

This summary is not to be used as a basis for payment.

(Continued from Page 1)

**Summary:** On July 22, 2014, the Board of County Commissioners approved the transfer of funding allocations for the Youth Violence/Diversion and Summer Camp Scholarship Programs from the Department of Community Services to the newly created Youth Services Department. The five (5) referenced agreements were previously a part of the Financial Assisted Agency (FAA) program and are now referred to as Community Based Agencies (CBAs) under the new Youth Services Department. The contract amendments recommended for approval reflect the last remaining renewal in a three (3) year cycle for a total contract amount of \$533,889, which was approved as part of the FY 2016 budget process. Funding is the same as FY 2015 and no additional funds are being allocated in this item. Countywide (HH)

**Background and Policy Issues:** In providing for youth programming, Palm Beach County augments its own service mix through the provision of funding for external programming and services delivered by Community Based Agencies. The FAA program was established in the early 1980s to overcome the adverse impact of reduced federal funding. It is now an important component of the federal, state and local funding sources that support our County's system of care. The Board of County Commissioners has directed staff to pursue data-driven, evidenced-based programming and outcome measures that ensure effective changes in people's lives in our community. The transferred contracts are monitored by the Youth Services Department to maintain programmatic and fiscal accountability. Contracts include the following safeguards to protect the County: insurance coverage is mandatory, funds are paid out on a unit cost basis and funds cannot be used to initiate or to pursue litigation against the County.

**SECOND AMENDMENT TO FINANCIALLY ASSISTED AGENCIES  
CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE**

**THIS SECOND AMENDMENT TO THE FINANCIALLY ASSISTED AGENCIES (hereinafter referred to as COMMUNITY BASED AGENCIES) CONTRACT (R2014-0025, as previously amended R2014-1560) made and entered into in Palm Beach County Florida, on this \_\_\_\_\_ day of \_\_\_\_\_ 2015 by and between PALM BEACH COUNTY, hereinafter referred to as "COUNTY" and ASPIRA of Florida, Inc. hereinafter referred to as the AGENCY, a not-for-profit corporation authorized to do business in the State of Florida, whose address is **5913 South Dixie Highway, Ste. D, West Palm Beach, FL 33405.****

**W I T N E S S E T H:**

**WHEREAS**, the parties entered in a contract on **January 14, 2014**, as previously amended, which provided for the agency/program which provides services to the brief program description; and

**WHEREAS**, the contract, as previously amended, currently has expiration date of September 30, 2015 and is funded in the amount of **TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000).**

**WHEREAS**, the parties desire to extend the contract to September 30, 2016 and in the amount of **ONE HUNDRED TWENTY-FIVE THOUSAND DOLLARS (\$125,000).**

**WHEREAS**, the parties agree that certain other amendments to the contract are necessary and appropriate.

**NOW THEREFORE**, the above named parties hereby mutually agree that the contract is hereby amended as follows:

1. All references in the contract and any prior amendments that say the Palm Beach County Community Services Department (DEPARTMENT) shall be amended to read Palm Beach County Youth Services Department. Further, all references to Financially Assisted Agencies (FAA) shall be amended to read Community Based Agencies (CBA).
2. So much of **ARTICLE 2 - SCHEDULE** that says September 30, 2015 shall be amended to read September 30, 2016.
3. So much of **ARTICLE 3 - PAYMENTS** that says **TWO HUNDRED FIFTY THOUSAND DOLLARS (\$250,000)** shall be amended to read **THREE HUNDRED SEVENTY-FIVE THOUSAND DOLLARS (\$375,000).**
4. **ARTICLE 3- PAYMENTS** paragraph 2 shall be replaced by the following:

The program and unit cost definitions for this contract year are set forth in Exhibit B-2. All requests for payments of this Contract shall include an original cover memo on AGENCY letterhead signed by the Chief Executive Officer.

5. **Exhibit A** is hereby replaced in its entirety by **Exhibit A-1** for FY 2016 and is attached hereto and made a part hereof showing new scope of work and services units.
6. **Exhibit B-1** is hereby replaced in its entirety by **Exhibit B-2** for FY 2016 and is attached hereto and made a part hereof showing new units service rate and definition and such exhibit supersedes and replaces Exhibit B-1.
7. **Exhibit C-2** "Financial Reconciliation Statement" for FY 2016 is amended and attached hereto, replacing Exhibit C-1.
8. **ARTICLE 7 – INSURANCE**, Section I shall be replaced by the following:

Certificate of Insurance AGENCY agrees to provide COUNTY a Certificate(s) of Insurance evidencing that all coverage's, limits and endorsements required herein are maintained and in full force and effect. In addition, AGENCY agrees to notify COUNTY of any cancellation, non-renewal or material change taking place during the life of this contract. The Certificate Holder address shall read:

**Palm Beach County  
% Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

9. **ARTICLE 11 - NONDISCRIMINATION** shall be replaced with the following:

The AGENCY warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

AGENCY has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R-2014-1421, as amended, or in the alternative, if the AGENCY does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has acknowledged through a signed statement provided to COUNTY that AGENCY will conform to the COUNTY's non-discrimination policy as provided in R-2014-1421, as amended.

10. So much of **ARTICLE 15 - ACCESS AND AUDIT REQUIREMENTS** that say the financial audit report shall be sent directly to the Community Services Department shall be amended to read:

**Palm Beach County Youth Services Department  
Attn: CBA Program Monitor  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

11. So much of **ARTICLE 29 - NOTICES** that say all notices required in this Contract shall be sent by, and if sent the COUNTY shall be mailed to: Chanelle Wilkins, Director, Community Services Department, Palm Beach County, 810 Datura Street, West Palm Beach, Florida 33401 shall be amended to read:

**Tammy K. Fields, Director  
Palm Beach County Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

With copy to:

**Palm Beach County Attorney's Office  
301 North Olive Ave.  
West Palm Beach, Florida 33401**

#### **OTHER PROVISIONS**

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this Second Amendment are still in effect and are to be performed at the same level as specified in the Contract.

[Remainder of page left blank intentionally]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of  
Florida

BOARD OF COUNTY  
COMMISSIONERS

BY: \_\_\_\_\_  
Clerk & Comptroller

BY: \_\_\_\_\_  
Mayor

WITNESS:

AGENCY:

\_\_\_\_\_

ASPIRA of Florida, Inc..  
Agency's Name Typed

\_\_\_\_\_  
Name Typed

BY \_\_\_\_\_  
Signature

59-2105537  
Agency's Federal ID Number

\_\_\_\_\_  
Agency's Signatory Name Typed

\_\_\_\_\_  
Agency's Signatory Title Typed

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND  
CONDITIONS  
Youth Services Department

\_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
Tammy K. Fields, Director

**SCOPE OF WORK & SERVICE UNITS  
2015-2016 COMMUNITY BASED AGENCIES FINANCIAL ASSISTANCE CONTRACT**

Agency Name: ASPIRA of Florida, Inc.

Program Name: ASPIRA Violence Prevention and Leadership Program

**Overview:**

ASPIRA, through its proposed Violence Prevention and Leadership Program, targets 120 primarily Hispanic and other youth attending five middle schools, addressing the risk factors and aiming to decrease youth violence in Palm Beach County via after school Youth Leadership Development Meetings.

**Observed Need/Risk Factor(s) that will be addressed:** Child has early signs of aggressive or anti-social behavior or depression.

**Outcomes:** ASPIRA will report on achievement of the following Youth Symposium Outcomes with the overarching outcome of reducing youth violence:

- #5- Increase educational performance;
- #6- Increase adolescent pro social behavior.

**Services:**

ASPIRA will provide youth year-round comprehensive group, individual and family advisement sessions and weekly research-based violence prevention curriculum workshops via an ASPIRA Youth Leadership Advisor exclusively designated at each school site. As a result of services provided, increased individual attention and consistent group interaction, youth in the program will view the school as a safe and positive place in which they belong and recognize that people care about them, thus reducing antisocial behavior, improving negative attitudes and preventing violent behavior while encouraging participants to make healthy, positive choices and bonding with their peers, school and community. Program Staff will provide outreach to recruit the highest risk youth by contacting law enforcement, juvenile probation officers, school personnel, and other institutions that have contact with high risk youth. ASPIRA will coordinate with law enforcement to offer G.R.E.A.T., a violence reduction program for middle school youth at a minimum of one time per contract year. ASPIRA will offer additional youth violence reduction programming, e.g. Y-Girls, Choice to Change, or like programs to all youth at a minimum of one time per contract year. Curriculums will require prior approval from the Director of Outreach & Community Programming.

**Clients Served Through CBA:**

120 participants



UNITS OF SERVICE RATE AND DEFINITION 2016  
FINANCIAL ASSISTANCE CONTRACT

Community  
Based Agency: ASPIRA of Florida, Inc.

Service Name and Definition of Unit of Service	Unit Cost	Total Cost Of Service
---------------------------------------------------	--------------	--------------------------

Service: **ASPIRA Violence Prevention and  
Leadership Program**

A unit of service is defined as one hour of staff time in direct client services or in related indirect work and can include one- on-one counseling services, intakes and student contracts, individual counseling, teacher and parent consultations, group violence prevention and leadership workshops/club meetings, home visits, community service, girls/boys conferences, case management, referrals/linkages to other services, documentation, & data management of client services.

\$81.62      \$125,000

**TOTAL CONTRACT** **\$125,000**

The AGENCY is allowed to expend up to \$1,500 for the annual renewal fee out of this FY 2016 contract. This option exercised by the agency will be taken from the approved budget thus reducing the number of units to be provided. Certification is a requirement of contracting with the COUNTY as referenced in Article 14 of the original contract.

**FINANCIAL RECONCILIATION STATEMENT**

As required by the provisions of the Agreement/Contract between Palm Beach County ("the County") and Agency Name ("Agency") [Contract Number] effective \_\_\_\_\_, 201\_\_\_\_\_, for \_\_\_\_[describe subject of Agreement/Contract], attached is a final financial reconciliation of the funds provided by County.

As shown in the attached (mark applicable box):

☐ All funds provided by Palm Beach County were spent in accordance with the provisions of the Agreement/Contract; and total administrative expenses did not exceed fifteen percent (15%)

OR

☐ There were under expenditures in the amount of \$\_\_\_\_\_, which pursuant to the Contract/Agreement, will be returned to Palm Beach County by \_\_\_\_ [date]; all other funds were spent in accordance with the provisions of the Agreement/Contract.

The undersigned states that he/she is the CFO or other individual dually authorized as stipulated in the contract to sign this type of document. The information attached is a true and accurate representation of the expenditure of Palm Beach County funds under the Agreement/Contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**SECOND AMENDMENT TO FINANCIALLY ASSISTED AGENCIES  
CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE**

**THIS SECOND AMENDMENT TO THE FINANCIALLY ASSISTED AGENCIES (hereinafter referred to as COMMUNITY BASED AGENCIES) CONTRACT (R2013-1393 as previously amended R2014-1440) made and entered into in Palm Beach County Florida, on this \_\_\_\_\_ day of \_\_\_\_\_ 2015 by and between PALM BEACH COUNTY, hereinafter referred to as "COUNTY" and Communities in Schools of Palm Beach County, Inc. hereinafter referred to as the AGENCY, a not-for-profit corporation authorized to do business in the State of Florida, whose address is 1660 Southern Blvd., Suite A, West Palm Beach, FL 33406.**

**WITNESSETH:**

**WHEREAS**, the parties entered in a contract on **October 22, 2013**, as previously amended, which provided for the agency/program which provides services to the brief program description; and

**WHEREAS**, the contract, as previously amended, currently has an expiration date of September 30, 2015 and is funded in the amount of **ONE HUNDRED THIRTY-NINE THOUSAND TWO HUNDRED THIRTY-SIX DOLLARS (\$139,236).**

**WHEREAS**, the parties desire to extend the contract to September 30, 2016 and in the amount of **SIXTY-NINE THOUSAND SIX HUNDRED AND EIGHTEEN DOLLARS (\$69,618).**

**WHEREAS**, the parties agree that certain other amendments to the contract are necessary and appropriate.

**NOW THEREFORE**, the above named parties hereby mutually agree that the contract is hereby amended as follows:

1. All references in the contract, any any prior amendments, that say the Palm Beach County Community Services Department (DEPARTMENT) shall be amended to read Palm Beach County Youth Services Department. Further, all references to Financially Assisted Agencies (FAA) shall be amended to read Community Based Agencies (CBA).
2. So much of **Article 2 - SCHEDULE** that says September 30, 2015 shall be amended to read September 30, 2016.

3. So much of **Article 3 - PAYMENTS** that says **ONE HUNDRED THIRTY NINE THOUSAND, TWO HUNDRED AND THIRTY-SIX DOLLARS (\$139,236)** shall be amended to read **TWO HUNDRED EIGHT THOUSAND, EIGHT HUNDRED AND FIFTY-FOUR DOLLARS (\$208,854)**.

4. **ARTICLE 3- PAYMENTS** paragraph 2 shall be replaced by the following:

The program and unit cost definitions for this contract year are set forth in Exhibit B-2. All requests for payments of this Contract shall include an original cover memo on AGENCY letterhead signed by the Chief Executive Officer.

5. **Exhibit A** is hereby replaced in its entirety by **Exhibit A-1** for FY 2016 and is attached hereto and made a part hereof showing new scope of work and service units.
6. Exhibit B-2 for FY 2016 is attached hereto and made a part hereof showing new units service rate and definition and such exhibit supersedes and replaces Exhibit B-1.
7. Exhibit C-2 "Financial Reconciliation Statement" for FY 2016 is amended and attached hereto, replacing Exhibit C-1.

8. **ARTICLE 7- INSURANCE, Section I** shall be replaced by the following:

Certificate of Insurance AGENCY agrees to provide COUNTY a Certificate(s) of Insurance evidencing that all coverage's, limits and endorsements required herein are maintained and in full force and effect. In addition, AGENCY agrees to notify COUNTY of any cancellation, non-renewal or material change taking place during the life of this contract. The Certificate Holder address shall read:

**Palm Beach County  
% Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

9. **ARTICLE 11 - NONDISCRIMINATION** shall be replaced with the following:

The AGENCY warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

AGENCY has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R-2014-1421, as amended, or in the alternative, if the AGENCY does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has acknowledged through a signed statement provided to COUNTY that AGENCY will conform to the COUNTY's non-discrimination policy as provided in R-2014-1421, as amended.

10. So much of **ARTICLE 15- ACCESS AND AUDIT REQUIREMENTS** that says the financial audit report shall be sent directly to Community Services Department shall be amended to read:

**Palm Beach County Youth Services Department  
Attn: CBA Program Monitor  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

#### **OTHER PROVISIONS**

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this Second Amendment are still in effect and are to be performed at the same level as specified in the Contract.

[Remainder of page left blank intentionally]

WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of Florida

BOARD OF COUNTY COMMISSIONERS

BY: \_\_\_\_\_  
Clerk & Comptroller

BY: \_\_\_\_\_  
Mayor

WITNESS:

\_\_\_\_\_

AGENCY:

Communities in Schools of Palm Beach  
County, Inc.  
Agency's Name Typed

\_\_\_\_\_  
Name Typed

BY \_\_\_\_\_  
Signature

59-2516164  
Agency's Federal ID Number

\_\_\_\_\_  
Agency's Signatory Name Typed

\_\_\_\_\_  
Agency's Signatory Title Typed

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

APPROVED AS TO TERMS AND  
CONDITIONS  
Youth Services Department

By: \_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
Tammy K. Fields, Director

**SCOPE OF WORK & SERVICE UNITS**  
**2015-2016 COMMUNITY BASED AGENCIES FINANCIAL ASSISTANCE CONTRACT**

Agency Name: Communities in Schools

Program Name: Charting for Success

**Overview:**

The Communities in Schools Charting for Success (CFS) program supports at-risk students in schools throughout Palm Beach County. By providing a positive environment for these students, insuring their access to educational opportunities, social services and support services, students overcome barriers and make positive life choices. Consequently, Communities in Schools of Palm Beach County (CIS) help young people graduate from high school, and go on to reach their highest potential as successful citizens, positive contributors to the community and fill participants in society.

**Observed Need/Risk Factor(s) that will be addressed:** Child is not performing to his/her ability academically; Child is skipping classes 3 or more times in the last 60 days.

**Outcomes:** Communities in Schools will report on achievement of the following Youth Symposium Outcomes with the overarching outcome of reducing youth violence:

#5- Increase educational performance;

#6- Increase adolescent pro social behavior.

**Services:**

The mission of CIS is to surround students with a community of support, empowering them to stay in school and achieve in life. CIS will partner with the School District, identify and mobilize existing community resources and fosters cooperative partnerships for the benefit of students and families. Because CIS staff is school-based, they are trusted members of the school's team. CIS will work with students who have been identified as possessing risk factors which often result in delinquent behavior. CIS will implement its national evidence based program model, known locally as the Charting for Success (CFS) program. This unique approach of providing community-based, integrated student services will provide six different components:

1. Placing a school-based CIS Site Coordinator to interface with school staff, community partners, students and their family/guardian at approved targeted schools- schools must be Title I middle or high schools;
2. Completing an annual comprehensive school and student level needs assessment;
3. Conducting a community assets assessment which includes identifying community partners;

4. Developing annual school and student-level plans for delivery of prevention and intervention services;
5. Delivering appropriate prevention and intervention services; and
6. Evaluation through data collection and reporting to ensure service strategies are appropriate.

CIS will provide widely accessible prevention services and resources that will also be paired with the coordinated, targeted, and sustained intervention services and resources for the subset of students who are most at risk of dropping out of school and/or involved in youth court. Unfortunately, troubled youth and their families often have difficulty negotiating their way through public and private services, all located in different places and following different rules. CIS will eliminate this problem by bringing community resources inside a public school building or a student's home, where they will be accessible, coordinated, and accountable. The parents, through their relationship with CIS, will be supported, encouraged, and taught to create solutions to improve their lives, and become involved in their child's education. CIS will provide comprehensive services to targeted schools which includes not only individualized and sustained services, but also includes services benefiting the entire school, such as a health and career fair and violence prevention workshops.

Program Staff will provide outreach to recruit the highest risk youth by contacting law enforcement, juvenile probation officers, school personnel, and other institutions that have contact with high risk youth. CIS will coordinate with law enforcement to offer G.R.E.A.T., a violence reduction program for middle school youth at a minimum of one time per contract year. CIS will offer additional youth violence reduction programming, e.g. Y-Girls, Choice to Change, or like programs to all youth at a minimum of one time per contract year. Curriculums will require prior approval from the Director of Outreach & Community Programming.

**Clients Served Through CBA:**

100 participants



**UNITS OF SERVICE RATE AND DEFINITION 2016  
FINANCIAL ASSISTANCE CONTRACT**

**Agency:** Communities in Schools of Palm Beach County, Inc.

Service Name and Definition of Unit of Service	Unit Cost	Total Cost Of Service
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**Service:** Charting for Success

A unit of service is defined as one hour of staff time in direct client services or in related indirect work and can include providing services to CIS Students, their families and the school at large, one-on-one with individual students, classroom time, school-related meetings, home visits and parent/teacher contacts.	\$60.24	\$69,618
---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------	----------

Group supervision or any group services will be billed as a single unit, not per employee or client participating.

**TOTAL CONTRACT**

**\$69,618**

The AGENCY is allowed to expend up to \$1,500 for the annual renewal fee out of this FY 2016 contract. This option exercised by the agency will be taken from the approved budget thus reducing the number of units to be provided. Certification is a requirement of contracting with the COUNTY as referenced in Article 14 of the original contract.

**FINANCIAL RECONCILIATION STATEMENT**

As required by the provisions of the Agreement/Contract between Palm Beach County ("the County") and Agency Name ("Agency") **[Contract Number]** effective \_\_\_\_\_, 201\_\_, for \_\_\_\_ [describe subject of Agreement/Contract], attached is a final financial reconciliation of the funds provided by County.

As shown in the attached (mark applicable box):

☐ All funds provided by Palm Beach County were spent in accordance with the provisions of the Agreement/Contract; and total administrative expenses did not exceed fifteen percent (15%)

OR

☐ There were under expenditures in the amount of \$\_\_\_\_\_, which pursuant to the Contract/Agreement, will be returned to Palm Beach County by \_\_\_\_\_ **[date]**; all other funds were spent in accordance with the provisions of the Agreement/Contract.

The undersigned states that he/she is the CFO or other individual dually authorized as stipulated in the contract to sign this type of document. The information attached is a true and accurate representation of the expenditure of Palm Beach County funds under the Agreement/Contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

## AMENDMENT TO FINANCIALLY ASSISTED AGENCIES CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE

**THIS AMENDMENT TO THE FINANCIALLY ASSISTED AGENCIES (hereinafter referred to as COMMUNITY BASED AGENCIES) CONTRACT**

**(R2013-1559, as previously amended R2014-1561) made and entered into in Palm Beach County Florida, on this \_\_\_\_\_ day of \_\_\_\_\_ 2015 by and between PALM BEACH COUNTY, hereinafter referred to as "COUNTY" and Gulfstream Goodwill Industries, Inc. hereinafter referred to as the AGENCY, a not-for-profit corporation authorized to do business in the State of Florida, whose address is 1715 Tiffany Drive East – Suite 201, West Palm Beach, FL 33407.**

### W I T N E S E T H:

**WHEREAS**, the parties entered in a contract on **November 5, 2013, as previously amended**, which provided for the agency/program which provides services to the brief program description; and

**WHEREAS**, the contract, as previously amended, currently has an expiration date of September 30, 2015 and is funded in the amount of **TWO HUNDRED FORTY-SEVEN THOUSAND FIVE HUNDRED and FOURTEEN DOLLARS (\$247,514).**

**WHEREAS**, the parties desire to extend the contract to September 30, 2016 and in the amount of **ONE HUNDRED TWENTY-THREE THOUSAND SEVEN HUNDRED and FIFTY-SEVEN DOLLARS (\$123,757).**

**WHEREAS**, the parties agree that certain other amendments to the contract are necessary and appropriate.

**NOW THEREFORE**, the above named parties hereby mutually agree that the contract is hereby amended as follows:

1. All references in the contract, and any prior amendments, that say the Palm Beach County Community Services Department (DEPARTMENT) shall be amended to read Palm Beach County Youth Services Department. Further, all references to Financially Assisted Agencies (FAA) shall be amended to read Community Based Agencies (CBA).
2. So much of **Article 2 - Schedule** that says September 30, 2015 shall be amended to read September 30, 2016.
3. So much of **Article 3 - Payments** that says **TWO HUNDRED FORTY SEVEN THOUSAND, FIVE HUNDRED AND FOURTEEN DOLLARS (\$247,514)** shall be amended to read **THREE HUNDRED SEVENTY ONE THOUSAND, TWO HUNDRED AND SEVENTY ONE DOLLARS (\$371,271).**

4. **ARTICLE 3 – PAYMENTS** Paragraph 2 shall be replaced with the following:

The program and unit cost definitions for this contract year are set forth in Exhibit B-2. All requests for payments of this Contract shall include an original cover memo on AGENCY letterhead signed by the Chief Executive Officer.

5. **Exhibit A** is hereby replaced in its entirety by **Exhibit A-1** for FY 2016 and is attached hereto and made a part hereof showing new scope of work and service units.

6. **Exhibit B-2** for FY 2016 is attached hereto and made a part hereof showing new units service rate and definition and such exhibit supersedes and replaces **Exhibit B-1**.

7. **Exhibit C-2** "Financial Reconciliation Statement" for FY2016 is amended and attached hereto, replacing **Exhibit C-1**.

8. **ARTICLE 7 - INSURANCE**, Section I shall be replaced with the following:

Certificate of Insurance AGENCY agrees to provide COUNTY a Certificate(s) of Insurance evidencing that all coverage's, limits and endorsements required herein are maintained and in full force and effect. In addition, AGENCY agrees to notify COUNTY of any cancellation, non-renewal or material change taking place during the life of this contract. The Certificate Holder address shall read:

**Palm Beach County  
% Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

9. **ARTICLE 11 - NONDISCRIMINATION** shall be replaced with the following:

The AGENCY warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

AGENCY has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R-2014-1421, as amended, or in the alternative, if the AGENCY does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has acknowledged through a signed statement provided to COUNTY that AGENCY will conform to the COUNTY's non-discrimination policy as provided in R-2014-1421, as amended.

10. So much of **ARTICLE 15- ACCESS AND AUDIT REQUIREMENTS** that says the financial audit report shall be sent directly to the Community Services Department shall be amended to read:

**Palm Beach County Youth Services Department  
Attn: CBA Program Monitor  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

- 11.** So much of **ARTICLE 29 - NOTICES** that say all notices required in this Contract shall be sent by, and if sent the COUNTY shall be mailed to: Chanelle Wilkins, Director, Community Services Department, Palm Beach County, 810 Datura Street, West Palm Beach, Florida 33401 shall be amended to read:

**Tammy K. Fields, Director  
Palm Beach County Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

With copy to:

**Palm Beach County Attorney's Office  
301 North Olive Ave.  
West Palm Beach, Florida 33401**

#### **OTHER PROVISIONS**

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this Second Amendment are still in effect and are to be performed at the same level as specified in the Contract.

[Remainder of page left blank intentionally]

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed by their officials thereupon duly authorized.

**ATTEST:**

**Sharon R. Bock, Clerk & Comptroller**

**PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of Florida**

**BOARD OF COUNTY COMMISSIONERS**

BY: \_\_\_\_\_  
Clerk & Comptroller

BY: \_\_\_\_\_  
Mayor

**WITNESS:**

**AGENCY:**

\_\_\_\_\_

**Gulfstream Goodwill Industries, Inc.**  
Agency's Name Typed

\_\_\_\_\_  
Name Typed

BY \_\_\_\_\_  
Signature

59-1197040  
Agency's Federal ID Number

\_\_\_\_\_  
Agency's Signatory Name Typed

\_\_\_\_\_  
Agency's Signatory Title Typed

**APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY**

**APPROVED AS TO TERMS AND CONDITIONS  
Youth Services Department**

By: \_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
Tammy K. Fields, Director

**SCOPE OF WORK & SERVICE UNITS  
2015-2016 COMMUNITY BASED AGENCIES FINANCIAL ASSISTANCE CONTRACT**

**Agency Name:** Gulfstream Goodwill Industries  
**Program Name:** Alternative to Secure Detention

**Overview:**

The goal for this innovative program is to reduce the number of juveniles in detention, deter future criminal activity through personal and family strengthening activities and reducing the cost to the County for detention services. To achieve these goals, Gulfstream Goodwill Industries (GGI) provides home detention monitoring services to eligible juveniles ages 8-18, with a court order in secured juvenile detention. This program is designed to achieve positive outcomes for the enrolled youth and reduce recidivism and costs to Palm Beach County by monitoring up to 30 youth at a time. GGI offers a variety of services to each youth, combining academic remediation, psychological evaluations, vocational evaluations, support services and comprehensive case management. Youth and their Juvenile Case Worker (JJCW) work on areas such as: time and money management, resume creation and initiating personal development plans with goals and steps to achievement. This program provides opportunities to acquire new skills and experience success that will enhance the self-esteem and motivation of each participant.

**Observed Need/Risk Factor(s) that will be addressed:** Child/youth has delinquency record.

**Outcomes:** Gulfstream Goodwill Industries will report on achievement of the following Youth Symposium Outcome with the overarching outcome of reducing youth violence:

#6- Increase adolescent pro social behavior.

**Services:**

Currently, the Florida Department of Juvenile Justice (DJJ) employs "trackers" who strictly monitor youth who are released from secure detention to ensure adherence to rules such as curfews, school attendance, and community service compliance. There are no positive interventions for youth or their families to assist in deterring a return to court on new charges. According to the results of the Annie E. Casey Juvenile Detention Alternatives Initiative alternative programs are most effective in deterring future criminal activity and reducing cost for state and local entities.

GGI's program offers a continuum of services designed to raise self-esteem through life-skills curriculum, uncover skills and abilities leading to high school/GED completion, post-secondary education and employment opportunities, discover hidden mental health and cognitive issues affecting behavior through the use of neuropsychological exams with a program psychologist, linkages to a community filled with valuable youth and family resources with an emphasis on family strengthening, and academic remediation in one-to-one and small group settings with a certified teacher in order to maximize the transfer of knowledge in the least stressful manner possible. Drawing on evidence-based research, GGI and DJJ designed this project in the fall of 2010 to represent a fresh approach to a long-term problem facing the County.

**Clients Served Through CBA:**  
30 participants

**UNITS OF SERVICE RATE AND DEFINITION 2016  
FINANCIAL ASSISTANCE CONTRACT**

**Agency:** Gulfstream Goodwill Industries, Inc.

<b>Service Name and Definition of Unit of Service</b>	<b>Unit Cost</b>	<b>Total Cost Of Service</b>
-----------------------------------------------------------	----------------------	----------------------------------

**Service:** Alternative to Secure Detention

A unit of service is defined as one hour of service that may include outreach, recruitment, intake, tutoring, therapy/counseling sessions, development and linkages to mainstream resources for youth and family, court attendance, school and foster care support meetings, evaluations, screenings and development and regular tracking of service plans.	\$30.53	\$123,757
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------	-----------

**TOTAL CONTRACT**

**\$123,757**

The AGENCY is allowed to expend up to \$1,500 for the annual renewal fee out of this FY 2016 contract. This option exercised by the agency will be taken from the approved budget thus reducing the number of units to be provided. Certification is a requirement of contracting with the COUNTY as referenced in Article 14 of the original contract.



**FINANCIAL RECONCILIATION STATEMENT**

As required by the provisions of the Agreement/Contract between Palm Beach County ("the County") and Agency Name ("Agency") **[Contract Number]** effective \_\_\_\_\_, 201\_\_, for \_\_\_\_ [describe subject of Agreement/Contract], attached is a final financial reconciliation of the funds provided by County.

As shown in the attached (mark applicable box):

☐ All funds provided by Palm Beach County were spent in accordance with the provisions of the Agreement/Contract; and total administrative expenses did not exceed fifteen percent (15%).

OR

☐ There were under expenditures in the amount of \$\_\_\_\_\_, which pursuant to the Contract/Agreement, will be returned to Palm Beach County by \_\_\_\_\_ **[date]**; all other funds were spent in accordance with the provisions of the Agreement/Contract.

The undersigned states that he/she is the CFO or other individual dually authorized as stipulated in the contract to sign this type of document. The information attached is a true and accurate representation of the expenditure of Palm Beach County funds under the Agreement/Contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**SECOND AMENDMENT TO FINANCIALLY ASSISTED AGENCIES  
CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE**

**THIS SECOND AMENDMENT TO THE FINANCIALLY ASSISTED AGENCIES**  
(hereinafter referred to as COMMUNITY BASED AGENCIES) **CONTRACT**

**(R2014-0239, as previously amended R2014-1905)** made and entered into in Palm Beach County Florida, on this \_\_\_\_\_ day of \_\_\_\_\_ 2015 by and between PALM BEACH COUNTY, hereinafter referred to as "COUNTY" and **City of Pahokee**, hereinafter referred to as the "AGENCY", a not-for-profit corporation authorized to do business in the State of Florida, whose address is 171 North Lake Avenue, Pahokee, FL 33476.

**W I T N E S S E T H:**

**WHEREAS**, the parties entered in a contract on **March 11, 2014**, as previously amended, which provided for the agency/program which provides services to the brief program description; and

**WHEREAS**, the contract currently has an expiration date of September 30, 2015 and is funded in the amount of **TWO HUNDRED SIXTY TWO THOUSAND, SEVEN HUNDRED AND TWENTY-EIGHT DOLLARS (\$262,728).**

**WHEREAS**, the parties desire to extend the contract to September 30, 2016 and in the amount of **ONE HUNDRED THIRTY-ONE THOUSAND, THREE HUNDRED AND SIXTY-FOUR DOLLARS (\$131,364).**

**WHEREAS**, the parties agree that certain other amendments to the contract are necessary and appropriate.

**NOW THEREFORE**, the above named parties hereby mutually agree that the contract is hereby amended as follows:

1. All references in the contract, and any prior amendments, that say the Palm Beach County Community Services Department (DEPARTMENT) shall be amended to read Palm Beach County Youth Services Department. Further, all references to Financially Assisted Agencies (FAA) shall be amended to read Community Based Agencies (CBA).
2. So much of **Article 2 - Schedule** that says September 30, 2015 shall be amended to read September 30, 2016.
3. So much of **Article 3 - Payments** that says **ONE TWO HUNDRED SIXTY TWO THOUSAND, SEVEN HUNDRED AND TWENTY-EIGHT DOLLARS (\$262,728)** shall be amended to read **THREE HUNDRED NINETY FOUR THOUSAND, AND**

**NINETY-TWO DOLLARS (\$394,092).**

4. **ARTICLE 3 – PAYMENTS-** Paragraph 2 shall be replaced with the following:

The program and unit cost definitions for this contract year are set forth in Exhibit B-2. All requests for payments of this Contract shall include an original cover memo on AGENCY letterhead signed by the Chief Executive Officer.

5. **Exhibit A-1** is hereby replaced by **Exhibit A-2** for FY 2016 and is attached hereto and made a part thereof.
6. **Exhibit B-2** for FY 2016 is attached hereto and made a part hereof showing new units service rate and definition and such exhibit supersedes and replaces **Exhibit B-1**.
7. **Exhibit C-2** "Financial Reconciliation Statement" for FY 2016 is amended and attached hereto, replacing **Exhibit C-1**.

8. **ARTICLE 7- INSURANCE**, Section I shall be replaced by the following:

Certificate of Insurance AGENCY agrees to provide COUNTY a Certificate(s) of Insurance evidencing that all coverage's, limits and endorsements required herein are maintained and in full force and effect. In addition, AGENCY agrees to notify COUNTY of any cancellation, non-renewal or material change taking place during the life of this contract. The Certificate Holder address shall read:

**Palm Beach County  
% Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

9. **ARTICLE 11 - NONDISCRIMINATION** shall be replaced with the following:

The AGENCY warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

AGENCY has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R-2014-1421, as amended, or in the alternative, if the AGENCY does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has

acknowledged through a signed statement provided to COUNTY that AGENCY will conform to the COUNTY's non-discrimination policy as provided in R-2014-1421, as amended.

10. So much of **ARTICLE 15- ACCESS AND AUDIT REQUIREMENTS** that says the financial audit report shall be sent directly to the Community Services Department shall be amended to read:

**Palm Beach County Youth Services Department  
Attn: CBA Program Monitor  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

11. So much of **ARTICLE 29 - NOTICES** that say all notices required in this Contract shall be sent by, and if sent the COUNTY shall be mailed to: Chanelle Wilkins, Director, Community Services Department, Palm Beach County, 810 Datura Street, West Palm Beach, Florida 33401 shall be amended to read:

**Tammy K. Fields, Director  
Palm Beach County Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

With copy to:

**Palm Beach County Attorney's Office  
301 North Olive Ave.  
West Palm Beach, Florida 33401**

#### **OTHER PROVISIONS**

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this Second Amendment are still in effect and are to be performed at the same level as specified in the Contract.

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed by their officials thereupon duly authorized.

**ATTEST:**

**Sharon R. Bock, Clerk & Comptroller**

**PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of Florida**

**BOARD OF COUNTY COMMISSIONERS**

BY: \_\_\_\_\_  
Deputy Clerk

BY: \_\_\_\_\_  
Mayor

**WITNESS:**

\_\_\_\_\_

**AGENCY:**

**City of Pahokee**  
Agency's Name Typed

\_\_\_\_\_  
Name Typed

BY \_\_\_\_\_  
Signature

59-6000400  
Agency's Federal ID Number

\_\_\_\_\_  
Agency's Signatory Name Typed

\_\_\_\_\_  
Agency's Signatory Title Typed

**APPROVED AS TO FORM AND  
SUFFICIENCY**

**APPROVED AS TO TERMS AND LEGAL  
CONDITIONS  
Youth Services Department**

By: \_\_\_\_\_  
Assistant County Attorney

By: \_\_\_\_\_  
Tammy K. Fields, Director

**SCOPE OF WORK & SERVICE UNITS  
2015 COMMUNITY BASED AGENCIES FINANCIAL ASSISTANCE CONTRACT**

**Agency Name:** City of Pahokee

**Program Name:** Fresh Start

**Overview:**

The City of Pahokee program provides assistance and support to approximately thirty-five (35) children ranging from 12-16 years of age and their working parents who otherwise do not have community access to an afterschool program in which they can improve their educational abilities during after school hours. The program offers an academic environment that is critical during the 3pm to 6pm time period, on regular school days (Monday through Friday), before most working parents arrive home. Students in the afterschool program are encouraged and tutored in Math, Reading, and other academic subject areas. Children also receive instruction and guidance in model behavior, etiquette, and attendance. In addition, the program offers the children a safe place to learn during the peak hours when juveniles are typically victims of crime or engage in criminal activity; which is inherent in impoverished communities with high unemployment rates, like Pahokee.

In addition, to the after school program which runs concurrently with the school year (August-July), the Fresh Start program continues during winter and spring breaks and the summer months. During these school breaks the program is open Monday through Friday 8am to 5pm. During the summer months, students have access to reading, math, science, and technology tutorials in the morning and recreational activities in the afternoon.

**Observed Need/Risk Factor(s) that will be addressed:** Child is not performing to his/her ability academically; Child is skipping classes 3 or more times in the last 60 days.

**Outcomes:** City of Pahokee will report on achievement of the following Youth Symposium Outcomes with the overarching outcome of reducing youth violence:

#5- Increase educational performance;

#6- Increase adolescent pro social behavior.

**Service:**

The City of Pahokee's after school program will provide youth with homework and tutorial assistance after school. During the after school program, youth will engage in an integrated curriculum to develop their capabilities by exploring advanced technology as they utilize the computer lab. The program will allow the participants to complete research papers, homework assignments, and projects. They will create digital books, venture on Brain Pop, experience virtual

field trips, create web designs, surf the net, network with other youth, and explore new software. The program's key goal is to increase parent and community involvement through these activities. Involving our youth in education, social activities, and recreational sports will strengthen our community because they will develop a sense of ownership and accomplishment. This interaction will assist in meeting the goals of our community by solving violence and gang activity issues. Recreational sports, which is also offered during after school hours and during school breaks and the summer session have proven that they can make a difference in the lives of our youth and community. Program Staff will provide outreach to recruit the highest risk youth by contacting law enforcement, juvenile probation officers, school personnel, and other institutions that have contact with high risk youth. The City of Pahokee will coordinate with law enforcement to offer G.R.E.A.T., a violence reduction program for middle school youth at a minimum of one time per contract year. The City of Pahokee will offer additional youth violence reduction programming, e.g. Y-Girls, Choice to Change, or like programs to all youth at a minimum of one time per contract year. Curriculums will require prior approval from Contract Manager.

**Clients served through CBA:**

35

**UNITS OF SERVICE RATE AND DEFINITION 2016  
FINANCIAL ASSISTANCE CONTRACT**

**Agency:**        **City of Pahokee**

<b>Service Name and Definition of Unit of Service</b>	<b>Unit Cost</b>	<b>Total Cost Of Service</b>
-----------------------------------------------------------	----------------------	----------------------------------

**Service:**        **Fresh Start**

A unit of service is defined as one day of service to one client. That service will be to a youth participant and may include academic tutoring, social, recreational, life skills, nutrition or mentoring activities.

\$20.41    \$131,364

**TOTAL CONTRACT**

**\$131,364**

The AGENCY is allowed to expend up to \$1,500 for the annual renewal fee out of this FY 2016 contract. This option exercised by the agency will be taken from the approved budget thus reducing the number of units to be provided. Certification is a requirement of contracting with the COUNTY as referenced in Article 14 of the original contract.



**FINANCIAL RECONCILIATION STATEMENT**

As required by the provisions of the Agreement/Contract between Palm Beach County ("the County") and Agency Name ("Agency") **[Contract Number]** effective \_\_\_\_\_, 201\_, for \_\_\_[describe subject of Agreement/Contract], attached is a final financial reconciliation of the funds provided by County.

As shown in the attached (mark applicable box):

☐ All funds provided by Palm Beach County were spent in accordance with the provisions of the Agreement/Contract; and total administrative expenses did not exceed fifteen percent (15%)

OR

☐ There were under expenditures in the amount of \$\_\_\_\_\_, which pursuant to the Contract/Agreement, will be returned to Palm Beach County by \_\_\_\_\_ **[date]**; all other funds were spent in accordance with the provisions of the Agreement/Contract.

The undersigned states that he/she is the CFO or other individual dually authorized as stipulated in the contract to sign this type of document. The information attached is a true and accurate representation of the expenditure of Palm Beach County funds under the Agreement/Contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

## SECOND AMENDMENT TO FINANCIALLY ASSISTED AGENCIES CONTRACT FOR PROVISION OF FINANCIAL ASSISTANCE

THIS SECOND AMENDMENT TO THE FINANCIALLY ASSISTED AGENCIES (hereinafter referred to as COMMUNITY BASED AGENCIES) CONTRACT (R2013-1562, as previously amended R2014-1440) made and entered into in Palm Beach County Florida, on this \_\_\_\_\_ day of \_\_\_\_\_ 2015 by and between PALM BEACH COUNTY, hereinafter referred to as "COUNTY" and Urban Youth Impact, Inc., hereinafter referred to as the AGENCY, a not-for-profit corporation authorized to do business in the State of Florida, whose address is **2823 North Australian Avenue, West Palm Beach, FL 33407.**

### WITNESSETH:

**WHEREAS**, the parties entered in a contract on **November 5, 2013**, as previously amended, which provided for the agency/program which provides services to the brief program description; and

**WHEREAS**, the contract, as previously amended, currently has an expiration date of September 30, 2015 and is funded in the amount of **ONE-HUNDRED SIXTY-EIGHT THOUSAND THREE HUNDRED DOLLARS (\$168,300).**

**WHEREAS**, the parties desire to extend the contract to September 30, 2016 and in the amount of **EIGHTY-FOUR THOUSAND ONE HUNDRED AND FIFTY DOLLARS (\$84,150).**

**WHEREAS**, the parties agree that certain other amendments to the contract are necessary and appropriate.

**NOW THEREFORE**, the above named parties hereby mutually agree that the contract is hereby amended as follows:

1. All references in the contract, and any prior amendments, that say the Palm Beach County Community Services Department (DEPARTMENT) shall be amended to read Palm Beach County Youth Services Department. Further, all references to Financially Assisted Agencies (FAA) shall be amended to read Community Based Agencies (CBA).
2. So much of **Article 2 - SCHEDULE** that says September 30, 2015 shall be amended to read September 30, 2016.
3. So much of **ARTICLE 3 - PAYMENTS** that says **ONE HUNDRED SIXTY-EIGHT THOUSAND, THREE HUNDRED DOLLARS (\$168,300)** shall be amended to read **TWO HUNDRED FIFTY-TWO THOUSAND, FOUR HUNDRED FIFTY DOLLARS (\$252,450).**

4. **ARTICLE 3 – PAYMENTS**—Paragraph 2 shall be replaced with the following:

The program and unit cost definitions for this contract year are set forth in Exhibit B-2. All requests for payments of this Contract shall include an original cover memo on AGENCY letterhead signed by the Chief Executive Officer.

5. **Exhibit A** is hereby replaced in its entirety by **Exhibit A-1** for FY 2016 and is attached hereto and made a part hereof showing new scope of work and service units.

6. **Exhibit B-2** for FY 2016 is attached hereto and made a part hereof showing new units service rate and definition and such exhibit supersedes and replaces **Exhibit B-1**.

7. **Exhibit C-2** "Financial Reconciliation Statement" for FY 2016 is attached hereto and made a part hereof and such exhibit supersedes and replaces **Exhibit C-1**.

8. **ARTICLE 7 – INSURANCE**—, Section I shall be replaced by the following:

Certificate of Insurance AGENCY agrees to provide COUNTY a Certificate(s) of Insurance evidencing that all coverage's, limits and endorsements required herein are maintained and in full force and effect. In addition, AGENCY agrees to notify COUNTY of any cancellation, non-renewal or material change taking place during the life of this contract. The Certificate Holder address shall read:

**Palm Beach County  
% Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

9. **ARTICLE 11 - NONDISCRIMINATION** shall be replaced with the following:

The AGENCY warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, gender identity and expression, or genetic information.

AGENCY has submitted to COUNTY a copy of its non-discrimination policy which is consistent with the above paragraph, as contained in Resolution R-2014-1421, as amended, or in the alternative, if the AGENCY does not have a written non-discrimination policy or one that conforms to the COUNTY's policy, it has acknowledged through a signed statement provided to COUNTY that AGENCY will conform to the COUNTY's non-discrimination policy as provided in R-2014-1421, as amended.

10. So much of **Article 15 - ACCESS AND AUDIT REQUIREMENTS** that says the financial audit report shall be sent directly to the Community Services Department shall be amended to read:

**Palm Beach County Youth Services Department  
Attn: CBA Program Monitor  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

11. So much of **ARTICLE 29 - NOTICES** that say all notices required in this Contract shall be sent by, and if sent the COUNTY shall be mailed to: Chanelle Wilkins, Director, Community Services Department, Palm Beach County, 810 Datura Street, West Palm Beach, Florida 33401 shall be amended to read:

**Tammy K. Fields, Director  
Palm Beach County Youth Services Department  
50 S. Military Trail, Suite 203  
West Palm Beach, FL 33415**

With copy to:

**Palm Beach County Attorney's Office  
301 North Olive Ave.  
West Palm Beach, Florida 33401**

#### **OTHER PROVISIONS**

All provisions in the Contract or exhibits to the Contract in conflict with this Second Amendment to the Contract shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this Second Amendment are still in effect and are to be performed at the same level as specified in the Contract.

[Remainder of page left blank intentionally]

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their officials thereupon duly authorized.

ATTEST:

Sharon R. Bock, Clerk & Comptroller

PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of Florida

BOARD OF COUNTY COMMISSIONERS

BY: \_\_\_\_\_  
Clerk & Comptroller

BY: \_\_\_\_\_  
Mayor

WITNESS:

\_\_\_\_\_

AGENCY:

Urban Youth Impact, Inc.  
Agency's Name Typed

\_\_\_\_\_  
Name Typed

BY: \_\_\_\_\_  
Signature

91-1901103  
Agency's Federal ID Number

\_\_\_\_\_  
Agency's Signatory Name Typed

\_\_\_\_\_  
Agency's Signatory Title Typed

APPROVED AS TO FORM AND  
SUFFICIENCY

APPROVED AS TO TERMS AND LEGAL  
CONDITIONS  
Youth Services Department

BY: \_\_\_\_\_  
Assistant County Attorney

BY: \_\_\_\_\_  
Tammy K. Fields, Director

**SCOPE OF WORK & SERVICE UNITS  
2015-2016 COMMUNITY BASED AGENCIES FINANCIAL ASSISTANCE CONTRACT**

**Agency Name:** Urban Youth Impact, Inc.

**Program Name:** The Leadership Academy After School Program

**Overview:**

Urban Youth Impact has over 14 years of experience in loving, equipping, and empowering at risk youth ages 5-18 residing in low income areas of Palm Beach County, including West Palm Beach and Riviera Beach through the development of programs and activities that build trusting and loving relationships with both the youth and their parents. Our largest program is The Leadership Academy (TLA) After School Program which operates 3 hours a day, 5 days a week. The 120 children, grades K-12 who are enrolled receive one-on-one tutoring, academic enrichment, computer-based reading instruction, life skills lessons, recreation time, snack, field trips, arts (including such things as choir, dance, drama, drawing, crafts, golf, violin and drum lessons) and techniques to work on behavior management.

**Observed Need/Risk Factor(s) that will be addressed:** Child not performing to his/her ability academically.

**Outcomes:** Urban Youth Impact, Inc. will report on achievement of the following Youth Symposium Outcomes with the overarching outcome of reducing youth violence:

#5- Increase educational performance;

#6- Increase adolescent pro social behavior.

**Services:**

The Leadership Academy (TLA) is a multi-approach after school program that features a structured educational component with tutoring, academic enrichment and computer based reading software, a behavioral/emotional social component with life skills lessons in character development, guest speakers and field trips, a physical component with team sports, team building games, and healthy snacks. Urban Youth Impact, Inc. will offer mentoring, counseling, and performing arts. These programs and services will be provided to 30 inner city at-risk youth, ages 5-18, in grades K-12. A major objective of TLA is to provide additional academic enrichment throughout the school year to improve a student's chances of high achievement and success, especially in the area of literacy. This is done through one-on-one reading times, enrichment activities that tie in with school based learning and reading and English improvement through Scholastic's Read About online education software. The Read About system, which was purchased in collaboration with The Kings Academy college preparatory school, allows Urban Youth Impact, Inc. to track the progress of each child and identify the specific areas which need improvement.

TLA will also track improvement in a child's behavior using tools developed to be utilized in the discipline system. These tools will allow TLA to track the frequency and type of poor behavior choice, create a plan to improve these areas in each child, and track changes. They will use a zone discipline system. Their life skills component is designed to help students improve their decision-making ability. Whether that decision is not to join a gang, or engage in risky behaviors, or which college to attend, TLA will encourage them to think about the reasons behind the choices they make. The life skills revolve around weekly themes and many times staff will find games, arts and crafts, etc., that tie in directly with the theme. Recently, due to an increase in the rise of childhood obesity and early onset of chronic disease, Urban Youth Impact, Inc. has begun to implement more physical activity into TLA through a partnership with Palm Beach Atlantic University Pharmacy School. Program Staff will provide outreach to recruit the highest risk youth by contacting law enforcement, juvenile probation officers, school personnel, and other institutions that have contact with high risk youth. Urban Youth Impact, Inc. will coordinate with law enforcement to offer G.R.E.A.T., a violence reduction program for middle school youth at a minimum of one time per contract year. Urban Youth Impact, Inc. will offer additional youth violence reduction programming, e.g. Y-Girls, Choice to Change, or like programs to all youth at a minimum of one time per contract year. Curriculums will require prior approval from the Director of Outreach & Community Programming.

**Clients Served Through CBA:**

30 participants

UNITS OF SERVICE RATE AND DEFINITION 2016  
FINANCIAL ASSISTANCE CONTRACT

Agency: Urban Youth Impact, Inc.

Service Name and Definition of Unit of Service	Unit Cost	Total Cost Of Service
---------------------------------------------------	--------------	--------------------------

**Service:** The Leadership Academy After School Program

A unit of service is defined as one hour of staff time in direct client services or in related indirect work and can include tutoring, homework assistance and instruction in reading through online reading software, recreational activities and cultural enrichment activities.

\$40.00 \$84,150

Group supervision or any group services will be billed as a single unit per hour, not per employee or client participating.

**TOTAL CONTRACT** **\$84,150**

The AGENCY is allowed to expend up to \$1,500 for the annual renewal fee out of this FY 2016 contract. This option exercised by the agency will be taken from the approved budget thus reducing the number of units to be provided. Certification is a requirement of contracting with the COUNTY as referenced in Article 14 of the original contract.



**FINANCIAL RECONCILIATION STATEMENT**

As required by the provisions of the Agreement/Contract between Palm Beach County ("the County") and Agency Name ("Agency") **[Contract Number]** effective \_\_\_\_\_, 201\_\_, for \_\_\_\_[describe subject of Agreement/Contract], attached is a final financial reconciliation of the funds provided by County.

As shown in the attached (mark applicable box):

☐ All funds provided by Palm Beach County were spent in accordance with the provisions of the Agreement/Contract; and total administrative expenses did not exceed fifteen percent (15%).

OR

☐ There were under expenditures in the amount of \$\_\_\_\_\_, which pursuant to the Contract/Agreement, will be returned to Palm Beach County by \_\_\_\_\_ **[date]**; all other funds were spent in accordance with the provisions of the Agreement/Contract.

The undersigned states that he/she is the CFO or other individual dually authorized as stipulated in the contract to sign this type of document. The information attached is a true and accurate representation of the expenditure of Palm Beach County funds under the Agreement/Contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name