



# **RESOLUTION No. 16-142**

## **OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA**

### **RESOLUTION APPROVING EXECUTION OF AMENDMENT NO. 1 TO THE RENEWAL STANDARD AGREEMENT NUMBER 16F-5029 WITH THE STATE DEPARTMENT OF COMMUNITY SERVICES AND DEVELOPMENT (CSD) FOR COMMUNITY SERVICES BLOCK GRANT (CSBG) FUNDING**

WHEREAS, per Resolution 16-006, on January 12, 2016, the Board approved execution of a renewal Standard Agreement Number 16F-5029 with the State Department of Community Services and Development (CSD) for Community Services Block Grant (CSBG) Funding in the maximum amount payable of \$67,684 for the term of January 1, 2016 through December 31, 2016; and

WHEREAS, Amendment No. 1 increases the maximum amount payable and replaces Part II, Article 7.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Nevada County Board of Supervisors, State of California, that the Amendment No. 1 to the Standard Agreement No. 16F-5029 by and between the County and the State Department of Community Services and Development (CSD), for Community Services Block Grant (CSBG) funding, which increases the maximum amount payable from \$67,684 to \$134,990 (an increase of \$67,306) and replaces Part II, Article 7, CSBG Terms, Conditions, Programmatic Provisions and Reporting, pages 29 through 30 for the term of January 1, 2016 through December 31, 2016 to support services to improve the conditions of low-income residents, be and hereby is approved in substantially the form attached hereto and that the Chair of the Board of Supervisors be and is hereby authorized to execute the Amendment on behalf of the County of Nevada.

Funds to be deposited into revenue account: 1711-50602-451-2016/446690.

PASSED AND ADOPTED by the Board of Supervisors of the County of Nevada at a regular meeting of said Board, held on the 12th day of April, 2016, by the following vote of said Board:

Ayes: Supervisors Nathan H. Beason, Edward Scofield, Dan Miller, Hank Weston and Richard Anderson.

Noes: None.

Absent: None.

Abstain: None.

ATTEST:

JULIE PATTERSON HUNTER  
Clerk of the Board of Supervisors

By: 



Dan Miller, Chair

4/12/2016 cc: DSS(2)  
AC\*(hold)

4/28/2016 cc: DSS\*  
AC\*(release)

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CONTRACT SERVICES UNIT

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AGREEMENT NUMBER <b>16F-5029</b>	AMENDMENT NUMBER <b>1</b>
REGISTRATION NUMBER	

1. This Agreement is entered into between the State Agency and the Contractor named below  
STATE AGENCY'S NAME  
**Department of Community Services and Development**  
CONTRACTOR'S NAME  
**Nevada County Department of Housing and Community Services**
2. The term of this Agreement is : January 1, 2016 through December 31, 2016
3. The maximum amount of this Agreement is: Total \$134,990.00
4. The parties mutually agree to this amendment as follows. All actions noted below are by this reference made a part of the Agreement and incorporated herein:
  - A. The maximum amount of this Agreement payable to Contractor by the State has changed from \$67,684.00 to \$134,990.00, reflecting an increase of \$67,306.00.
  - B. Part II, Article 7, CSBG Terms, Conditions, Programmatic Provisions and Reporting, pages 29 through 30 are deleted in their entirety and replaced with the attached pages 29 through 30.All other terms and conditions shall remain unchanged.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.

CONTRACTOR		CALIFORNIA Department of General Services Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) <b>Nevada County Department of Housing and Community Services</b>		<p>"I hereby certify that all conditions for exemption have been complied with, and this document is exempt from the Department of General Services approval."</p> <p><i>Wm. N. R. H.</i></p>
BY (Authorized Signature) 	DATE SIGNED (Do not type) <b>4-12-2016</b>	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>Dan Miller, Chair - Board of Supervisors</b>		
ADDRESS <b>950 Maidu Avenue, Nevada City, CA 95959</b>		
STATE OF CALIFORNIA		
AGENCY NAME <b>Department of Community Services and Development</b>		
BY (Authorized Signature) 	DATE SIGNED (Do not type) <b>4/25/16</b>	
PRINTED NAME AND TITLE OF PERSON SIGNING <b>Cindy Halverstadt, Deputy Director, Administrative Services</b>		
ADDRESS <b>2389 Gateway Oaks Drive, Suite 100, Sacramento, California 95833</b>		

☐ Exempt per \_\_\_\_\_

**STANDARD AGREEMENT  
PARTS I & II – ENTIRE CONTRACT**

**Subpart C – Programmatic Requirements**

**ARTICLE 7 – CSBG Terms, Conditions, Programmatic Provisions and Reporting**

**7.1 Fair Hearing for Denial of Client benefits by Contractor**

- A. Pursuant to Title 22 of the California Code of Regulations, Section 100751, as amended, Contractor shall advise individuals who have been denied assistance under a program funded by this Agreement of their right to appeal to CSD for a fair hearing within twenty (20) days from the denial of assistance.
- B. Within five (5) working days of receipt of an appeal from a client, CSD's Fair Hearings Officer shall schedule an administrative hearing to be conducted no later than thirty (30) calendar days from the receipt of the request.
- C. The client may withdraw the appeal/request for fair hearing at any time during the appeal process by providing written, email, or telephonic notice to CSD. Telephonic notice of withdrawal must be confirmed in writing by the Fair Hearings Officer or designated CSD staff.

**7.2 Organizational Standards**

The CSBG Organizational Performance Standards are effective starting with the Federal Fiscal Year 2016/17 (October 1, 2015). The standards are available at <http://www.acf.hhs.gov/programs/ocs/resource/csbg-im-138-state-establishment-of-organizational-standards-for-csbg-eligible-entities>, and are also posted on the Provider's website at: <http://providers.csd.ca.gov/>.

**7.3 Programmatic Reporting**

**A. Submission of Required Plans/Reports**

Unless otherwise specified by the provisions of this Article, all Community Action Plans and reports required by the provisions of this Article shall be submitted via email to [CSBGReports@csd.ca.gov](mailto:CSBGReports@csd.ca.gov), no later than the date specified.

**B. Community Action Plan**

Contractor shall submit a Community Action Plan meeting the requirements of Government Code § 12747 no later than June 30th of every other year, unless/until otherwise instructed by CSD.

**STANDARD AGREEMENT  
PARTS I & II – ENTIRE CONTRACT**

**C. Annual Programmatic Reports**

Annual programmatic reports cover the programmatic activities from January 1, 2016, through December 31, 2016. Contractor shall complete the CSBG/NPI Programs Report (CSD 801) and CSBG Programmatic Data Client Characteristic Report (CSD 295) –CCR, and submit no later than January 20, 2017.

**D. Term Extension Reports**

Contractor shall be required to submit CSBG/NPI Program Report (CSD 801) and Client Characteristics Report (CSD 295) during an extended contract term approved by CSD. The report will cover clients served during the extended contract term - January 1, 2016 through the extended period as stated in STD 213. Contractor shall complete and submit the CSD 801 and CSD 295 to CSD via email to [CSBGReports@csd.ca.gov](mailto:CSBGReports@csd.ca.gov) 30 days after the extended term or no later than June 30, 2016.

**E. Community Services Block Grant Information Survey**

The CSBG/IS covers the period of January 1, 2016, through December 31, 2016. Contractor shall complete and submit to CSD CSBG Fiscal Data—Other Funds (CSD 425.OF), CSBG Fiscal Data—Other Resources (CSD 425.OR), and CSBG Program Accomplishments and Coordination of Funds (CSD 090) annually via email no later than March 1, 2017, to [CSBGIS@csd.ca.gov](mailto:CSBGIS@csd.ca.gov).