

FIRST AMENDMENT TO AGREEMENT  
BETWEEN  
COUNTY OF ORANGE  
AND  
NEW ALTERNATIVES, INC.  
FOR THE PROVISION OF CHILD ABUSE PREVENTION AND INTERVENTION  
SERVICES

THIS FIRST AMENDMENT, made and entered into upon execution of all necessary signatures, is to that certain AGREEMENT Number CPY0318 between the parties hereto, hereinafter referred to as the “Agreement” and is by and between the COUNTY OF ORANGE, hereinafter referred to as “COUNTY,” and NEW ALTERNATIVES, INC., a California non-profit corporation, hereinafter referred to as “CONTRACTOR.” This Amendment shall be administered by the County of Orange Social Services Agency, hereinafter referred to as “ADMINISTRATOR.”

W I T N E S S E T H

WHEREAS, on July 1, 2018, COUNTY and CONTRACTOR entered into an Agreement for the provision of In-Home Coaching Services and Monitored and Supervised Visitation with Transportation Services for child abuse prevention and intervention services, for the term of July 1, 2018, through June 30, 2021;

WHEREAS, COUNTY desires to renew the Agreement for an additional twelve (12) months from July 1, 2021, through June 30, 2022;

WHEREAS, COUNTY desires to amend Paragraph 1, Subparagraph 6.1, Subparagraph 8.3.3, Subparagraph 8.4.2.3, Subparagraph 19.1, and Paragraph 42 of the Agreement;

WHEREAS, COUNTY desires to add Subparagraph 7.3, Subparagraphs 13.5 and 13.6, and Paragraph 47 to the Agreement;

WHEREAS, COUNTY desire to add Subparagraph 2.5.4, and amend Subparagraph 4.3 and Subparagraph 11.1 of Exhibit A of the Agreement;

WHEREAS, COUNTY desire to add Subparagraph 2.1.4 and amend Subparagraph 5.11, and Subparagraph 12.1 of Exhibit B of the Agreement;

WHEREAS, CONTRACTOR agrees to such amendments and to continue to provide such services under the terms and conditions set forth in this Agreement;

WHEREAS, such services are authorized and provided for pursuant to California Welfare and Institutions Code Sections 16501, 18961, and 18967; and

ACCORDINGLY, THE PARTIES AGREED AS FOLLOWS:

1. Paragraph 1 of the Agreement is hereby amended to read as follows:

“1. TERM

The term of this Agreement shall commence on July 1, 2018, and terminate on June 30, 2022, unless earlier terminated pursuant to the provisions of Paragraph 44 of this Agreement; however, CONTRACTOR shall be obligated to perform such duties as would normally extend beyond this term, including, but not limited to, obligations with respect to indemnification, audits, reporting, and accounting. This Agreement may be renewed thereafter for one (1) additional one-year term upon mutual agreement of both Parties. The COUNTY does not have to provide a reason if it elects not to renew this Agreement.”

2. Subparagraph 6.1 of the Agreement is hereby amended to read as follows:

“6.1 Delegation and Assignment/Change of Ownership

6.1.1 In the performance of this Agreement, CONTRACTOR may neither delegate its duties or obligations nor assign its rights, either in whole or in part, without the prior written consent of COUNTY. Any attempted delegation or assignment without prior written consent shall be void. The transfer of assets in excess of ten percent (10%) of the total assets of CONTRACTOR, or any change in the corporate structure, the governing body, or the management of CONTRACTOR, which occurs as a result of such transfer, shall be deemed an assignment of benefits under the terms of this Agreement requiring COUNTY approval.

6.1.2 COUNTY reserves the right to immediately terminate the Agreement in the event COUNTY determines that the assignee is not qualified or otherwise acceptable to COUNTY for the provision of services under the Agreement.

6.1.3 CONTRACTOR agrees that if there is a change or transfer in ownership of CONTRACTOR's business prior to completion of this Agreement, and COUNTY agrees to an assignment of the Agreement, the new owners shall be required, under the terms of sale or other instruments of transfer, to assume CONTRACTOR's duties and obligations contained in this Agreement and complete them to the satisfaction of COUNTY."

3. Subparagraph 7.3 is hereby added to the Agreement to read as follows:

"7.3 Name Change

CONTRACTOR must notify COUNTY, in writing, of any change in CONTRACTOR's status with respect to name changes that do not require an assignment of the Agreement. While CONTRACTOR is required to provide name change information without prompting from the COUNTY, CONTRACTOR must also provide an update to COUNTY of its status upon request by COUNTY."

4. Subparagraph 8.3.3 of the Agreement is hereby amended to read as follows:

"8.3.3 CONTRACTOR shall refer any and all employees desirous of filing a formal discrimination complaint to:

California Department of Fair Employment

2218 Kausen Drive, Suite 100

Elk Grove, CA 95758

Telephone: (800) 884-1684

(800) 700-2320 (TTY)"

5. Subparagraph 8.4.2.3 of the Agreement is hereby amended to read as follows

"8.4.2.3 Civil Rights Contacts:

County Civil Rights Contact:

Orange County Social Services Agency

Program Integrity

Attn: Civil Rights Coordinator

P.O. Box 22001

Santa Ana, CA 92702-2001

Telephone: (714) 438-8877

State Civil Rights Contact:

California Department of Social Services

Civil Rights Bureau

P.O. Box 944243, M.S. 8-16-70

Sacramento, CA 94244-2430

Telephone: (916) 654-2107

Toll Free: (866) 741-6241

Federal Civil Rights Contact:

Office of Civil Rights

U.S. Department of Health and Human Services

90 7<sup>th</sup> Street, Suite 4-100

San Francisco, CA 94103

Customer Response Center: (800) 368-1019”

6. Subparagraphs 13.5 and 13.6 are hereby added to the Agreement to read as follows:

“13.5 Any instance in which CONTRACTOR becomes a party to any litigation against COUNTY, or a party to litigation that may reasonably affect CONTRACTOR’s performance under this Agreement. While CONTRACTOR is required to provide this information without prompting from COUNTY, any time there is a change to CONTRACTOR’s litigation status, CONTRACTOR must also provide an update to COUNTY whenever requested by COUNTY.

13.6 Any Notice of Contract Breach, or equivalent, received from any entity for whom

CONTRACTOR is providing the same or similar services, under a written agreement, regardless of service location or jurisdiction.”

7. Subparagraph 19.1 of the Agreement is hereby amended to read as follows:

“19.1 Maximum Contractual Funding Obligation

The maximum funding obligation of COUNTY under this Agreement shall not exceed the amount of \$5,027,552, or actual allowable costs, whichever is less. The annual amount for each twelve (12) month period is as follows:

19.1.1 \$1,306,888 for July 1, 2018 through June 30, 2019;

19.1.2 \$1,306,888 for July 1, 2019 through June 30, 2020;

19.1.3 \$1,306,888 for July 1, 2020 through June 30, 2021; and

19.1.4 \$1,106,888 for July 1, 2021 through June 30, 2022.

Allowable Costs

During the term of this Agreement, COUNTY shall pay CONTRACTOR monthly in arrears, for actual allowable costs incurred and paid by CONTRACTOR pursuant to this Agreement, as defined in Title 2 CFR Part 200, or as approved by ADMINISTRATOR. However, COUNTY, at its sole discretion, may pay CONTRACTOR for anticipated allowable costs that will be incurred by CONTRACTOR for June 2019, 2020, 2021, and 2022, during the month of such anticipated expenditure.”

8. Paragraph 42 of the Agreement is hereby amended to read as follows:

“42. CERTIFICATION REGARDING LOBBYING AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS

42.1 CONTRACTOR shall be in compliance with Section 319 of Public Law 101-121 pursuant to Section 1352, Title 31, U.S. Code. Under these laws and regulations, it is mutually understood that any contract which utilizes federal monies in excess of \$100,000 must contain and CONTRACTOR must certify compliance utilizing a

form provided by ADMINISTRATOR that includes the text below in Subparagraphs 42.1.1 – 42.1.1.4:

42.1.1 The undersigned certifies to the best of his or her knowledge and belief that:

42.1.1.1 No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.

42.1.1.2 If any funds other than federal appropriated funds have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Agreement, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL “Disclosure Form to Report Lobbying” in accordance with its instructions.

42.1.1.3 The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants loans and cooperative agreements) and that subrecipients shall certify and disclose accordingly.

42.1.1.4 This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification, shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.”

9. Paragraph 47 is hereby added to the Agreement to read as follows:

“47. SERVICES DURING EMERGENCY AND/OR DISASTER

47.1 CONTRACTOR acknowledges that service usage may surge during or after an emergency or disaster. For purposes of this Agreement, an emergency is defined as a sudden, urgent, usually unexpected occurrence or event requiring immediate action to protect the health and well-being of COUNTY residents. A disaster is defined as an occurrence that has resulted in property damage, deaths, and/or injuries to a community. Emergencies and/or disasters as described above may require resources or support beyond the local government’s capability and will typically involve a proclamation of a local emergency by the local governing body (e.g., city council, county board of supervisors, or state) and may be declared at the federal level by the President of the United States.

47.2 CONTRACTOR agrees to collaborate with COUNTY, on an urgent basis, to adjust service delivery in a manner that assists COUNTY in meeting the needs of clients COUNTY identifies as being impacted by emergencies and/or disasters. Time limited adjustments may include, but are not limited to: providing services at different location(s), assigning staff to work days or hours beyond typical work schedules or that may exceed contracted Full Time Equivalents (FTEs), reassigning staff to an assignment in which their experience or skill is needed, and prioritizing services for staff as requested by COUNTY.

47.3 CONTRACTOR shall service COUNTY during emergencies and/or declared disaster under the same terms and conditions that apply during non-emergency/disaster conditions. With the exception of overtime hours which require pre-authorization, reimbursement of ordinary expenditures provided during or after an emergency/disaster shall be calculated by the same rates that apply during non-emergency/disaster conditions. Additionally, any costs to continue services to clients during an emergency and/or disaster shall be incurred by the Contractor, except as needed for the direct delivery of services to maintain the safety and well-being of the clients and personnel who have direct interaction with clients. These costs may include, but are not limited to: Personal Protective Equipment or other services and supplies necessary to conduct business during an emergency and/or disaster.”

10. Subparagraph 2.5.4 is hereby added to Exhibit A of the Agreement to read as follows:

“2.5.4 Minimum of eighty-five percent (85%) of FAMILIES will complete IHCS by successfully meeting the goals on the ATP in Year Four (4).”

11. Subparagraph 4.3 of Exhibit A is hereby amended to read as follows:

“4.3 CONTRACTOR’s services shall be provided in two (2) tiers:

4.3.1 Level 1 – FAMILIES served require a minimum level of intervention or highly specific services in the home as determined by the Senior Social Worker (SSW). CONTRACTOR shall provide up to four (4) hours of in home services per FAMILY, per week, not to exceed a total of twenty-four (24) hours.

4.3.2 Level 2 – FAMILIES served require a higher level of intervention or highly specific services as determined by the SSW. CONTRACTOR shall provide up to six (6) hours of in home services per FAMILY, per week, not to exceed a total of forty-eight (48) hours.

4.3.3. Upon assessment of the FAMILY, should the CONTRACTOR determine Level 1 services are not sufficient, CONTRACTOR shall submit a request to increase the level to RDM and SSW for approval.”

12. Subparagraph 11.1 of Exhibit A is hereby amended to read as follows:



“11.1 The annual budget for the period of July 1, 2018 to June 30, 2021 for services provided pursuant to Exhibit A of this Agreement is set forth as follows:

<u>SALARIES</u>	<u>FTE<sup>(1)</sup></u>	<u>Maximum Hourly Rate<sup>(2)</sup></u>	<u>Annual Budget</u>
<u>DIRECT SERVICE POSITIONS</u>			
Program Supervisor	1.00	\$31.00	\$58,240
Counselor I	2.00	\$22.75	\$82,160
Counselor I (Bi-lingual Spanish)	4.00	\$22.75	\$164,320
Paraprofessional	1.00	\$20.75	\$36,920
Paraprofessional (Bi-lingual Spanish)	2.00	\$20.75	\$73,840
Student Intern and/or Volunteer (In-Kind)	<u>1.27</u>	\$16.50	<u>\$43,586</u>
SUBTOTAL DIRECT SERVICE SALARIES	11.27		\$459,066
DIRECT SERVICE BENEFITS <sup>(3)</sup> (27%)			\$112,180
Student Intern/Volunteer (In-Kind Benefits 27%)			<u>\$11,768</u>
TOTAL DIRECT SALARIES AND BENEFITS			\$583,014
<u>ADMINISTRATIVE POSITIONS</u>			
Clerk	0.40	\$20.00	\$14,144
Accounting/Bookkeeping	0.20	\$37.50	<u>\$14,352</u>
SUBTOTAL ADMINISTRATIVE SALARIES	0.60		\$28,496
ADMINISTRATIVE SERVICE BENEFITS <sup>(3)</sup> (27%)			\$7,694
SUBTOTAL ADMINISTRATIVE SALARIES/BENEFITS			<u>\$36,190</u>
TOTAL ALL SALARIES AND BENEFITS			\$619,204
<u>SERVICES AND SUPPLIES</u>			
Independent Audit			\$900
IT Service Provider			\$1,200
Office Expense			\$6,400
Program Expense			\$2,960
Telephone			\$15,260
Mileage <sup>(4)</sup>			\$25,020
Minor Equipment			\$2,700
Advertising			\$188

Donated Items (In-Kind)	<u>\$3,746</u>
SUBTOTAL SERVICES AND SUPPLIES	\$58,374
 <u>OPERATING EXPENSES</u>	
Facility Lease/Rental	\$10,870
Equipment Lease/Rental	\$3,300
Maintenance	\$2,000
Utilities	\$9,280
Insurance	\$4,960
Facility Lease/Rent (In-Kind) <sup>(5)</sup>	\$5,788
SUBTOTAL OPERATING EXPENSES	<u>\$36,198</u>
TOTAL SALARIES, BENEFITS, SERVICES AND SUPPLIES, AND OPERATING EXPENSES	\$713,776
Less Match <sup>(5)</sup> (at least 10% TOTAL)	\$(64,888)
<b>TOTAL ANNUAL MAXIMUM OBLIGATION</b>	<b>\$648,888</b>

<sup>(1)</sup> For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Agreement. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Agreement, regardless of the number of hours actually worked.

<sup>(2)</sup> Maximum hourly rate which will be permitted during the term of this Agreement; employees may be paid at less than maximum hourly rate.

<sup>(3)</sup> Employee Benefits include: contributions to 401k or retirement plans; health insurance; dental insurance; life insurance; long-term disability insurance; payroll taxes such as FICA, Federal Unemployment Tax, State Unemployment Tax, and Workers' Compensation Tax, based on the currently prevailing rates; and expense for vacation time payout, for a separated employee, limited to the actual vacation time accrued during the fiscal year in which the expense is claimed, minus the actual vacation time used by the employee during said fiscal year. The overall benefit rate shall not exceed 27.0% of the actual salary expense claimed.

<sup>(4)</sup> Mileage is limited to the amount allowed by IRS.

<sup>(5)</sup> The match includes in-kind donations to meet a need directly relevant to IHCS. In-kind donations provided to meet other needs are not allowable under this budget line item.

The annual budget for the period of July 1, 2021 to June 30, 2022 for services provided pursuant to Exhibit A of this Agreement is set forth as follows:

<u>SALARIES</u>	<u>FTE</u> <sup>(1)</sup>	<u>Maximum</u> <u>Hourly</u> <u>Rate</u> <sup>(2)</sup>	<u>Annual</u> <u>Budget</u>
<u>DIRECT SERVICE POSITIONS</u>			
Program Supervisor	1.00	\$31.00	
Counselor I	1.00	\$22.75	
Counselor I (Bi-lingual Spanish)	4.00	\$22.75	
Paraprofessional	1.00	\$20.75	
Student Intern and/or Volunteer (In-Kind)	<u>0.50</u>	\$16.50	
SUBTOTAL DIRECT SERVICE SALARIES			\$317,770
DIRECT SERVICE BENEFITS <sup>(3)</sup> (27%)			\$60,112
Student Intern/Volunteer (In-Kind Benefits 27%)			<u>\$3,443</u>
SUBTOTAL DIRECT SALARIES AND BENEFITS			\$381,325
<u>ADMINISTRATIVE POSITIONS</u>			
Clerk	0.40	\$20.75	
Accounting/Bookkeeping	0.15	\$37.50	
SUBTOTAL ADMINISTRATIVE SALARIES			\$24,908
ADMINISTRATIVE SERVICE BENEFITS <sup>(3)</sup> (27%)			\$4,981
SUBTOTAL ADMINISTRATIVE SALARIES/BENEFITS			<u>\$29,889</u>
TOTAL ALL SALARIES AND BENEFITS			\$411,214
Service and Supplies <sup>(4)</sup>			\$31,118
Operating Expenses <sup>(5)</sup>			\$27,209
Donated Items (In-Kind) <sup>(6)</sup>			\$6,122
Facility Lease/Rent (In-Kind)			\$18,113

TOTAL SALARIES, BENEFITS, SERVICES AND SUPPLIES, AND OPERATING EXPENSES	\$493,776
Total Match for In-Kind Expenses <sup>(7)</sup>	\$(44,888)
<b>TOTAL ANNUAL MAXIMUM OBLIGATION</b>	<b>\$448,888</b>

<sup>(1)</sup> For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Agreement. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Agreement, regardless of the number of hours actually worked.

<sup>(2)</sup> Maximum hourly rate which will be permitted during the term of this Agreement; employees may be paid at less than maximum hourly rate.

<sup>(3)</sup> Employee Benefits include contributions to health insurance; dental insurance; life insurance; long-term disability insurance; accrued vacation time; payroll taxes such as FICA, Federal Unemployment Tax, State Unemployment Tax, and Workers' Compensation Tax, based on the currently prevailing rates; and Workers' Compensation. The overall benefit rate shall not exceed 27% of the actual salary expense claimed.

<sup>(4)</sup> Services and Supplies include independent audit, IT service provider, office expense, program expense, telephone, mileage (limited to the amount allowed by the IRS), minor equipment, and advertising.

<sup>(5)</sup> Operating Expenses include facility lease/rental, equipment lease/rental, maintenance, utilities, and insurance.

<sup>(6)</sup> The match includes in-kind donations to meet a need directly relevant to IHCS. In-kind donations provided to meet other needs are not allowable under this budget line item.

<sup>(7)</sup> The total match includes \$17,210 for Staffing, \$3,443 for In-Kind Benefits, \$6,122 for Donated Items, and \$18,113 for Facility Lease/Rent."

13. Subparagraph 2.1.4 is hereby added to Exhibit B of the Agreement to read as follows:

"2.1.4 Minimum of 13,660 hours of direct services in Year Four (4) of the Agreement."

14. Subparagraph 5.11 of Exhibit B is hereby amended to read as follows:

“5.11 No Show Policy

CONTRACTOR shall comply with SSA’s no show policy which requires the following actions:

5.11.1 Unless the VISITOR calls the CONTRACTOR at least twenty-four (24) hours in advance of a scheduled appointment to reschedule a time within seven (7) calendar days, the VISITOR is considered a no show and CONTRACTOR must notify the assigned SSW of the missed appointment (no show), by telephone, immediately, no later than twenty-four (24) hours.

5.11.2 Based on personnel availability, CONTRACTOR shall accommodate a VISITOR’s request to reschedule a visit within the same week in order to avoid a no show.

5.11.4 CONTRACTOR shall document the missed appointment (no show) by sending a written no show letter to the VISITOR. If the VISITOR’s primary language is other than English, CONTRACTOR shall also send a copy of the English language version of the letter to the SSW. A copy of every no show letter, in both languages, shall also be filed in the CLIENT’s case file.

5.11.4.1 CONTRACTOR shall notify the SSW and RDM by telephone within twenty-four (24) hours if the VISITOR(S) accumulates three (3) consecutive no shows that the referral has been suspended and will be closed in ten (10) business days from notification unless a reinstatement is authorized.”

15. Subparagraph 12.1 of Exhibit B of the Agreement is hereby amended to read as follows:

“12.1 The annual budget for services provided, pursuant to Exhibit B of this AGREEMENT, is set forth as follows:

<u>SALARIES</u>	<u>FTE<sup>(1)</sup></u>	<u>Maximum</u>	<u>Annual</u>
<u>DIRECT SERVICE POSITIONS</u>		<u>Hourly</u>	<u>Budget</u>
		<u>Rate<sup>(2)</sup></u>	

Monitored Visitation and Transportation Specialist	0.50	\$23.00	
Transportation Specialist	1.00	\$20.00	
Student Intern/Volunteer (In-Kind) <sup>(6)</sup>	0.29	\$16.50	
Monitored Visitation and Transportation Specialist, Bi. Vietnamese	0.50	\$23.00	
Monitored Visitation and Transportation Specialist, Bi. Spanish	4.00	\$23.00	
Transportation Specialist, Bi. Spanish	<u>2.00</u>	\$20.00	
<b>SUBTOTAL DIRECT SERVICE SALARIES</b>			\$323,980
<b>DIRECT SERVICE BENEFITS<sup>(3)</sup> (24.20%)</b>			\$76,008
Student Intern/Volunteer (In-Kind Benefits 24.20%) <sup>(3)(6)</sup>			<u>\$2,396</u>
<b>TOTAL DIRECT SALARIES AND BENEFITS</b>			\$402,384
<b><u>ADMINISTRATIVE POSITIONS</u></b>			
Program Supervisor	1.00	\$36.00	
Scheduler	1.00	\$27.75	
Accounting/Bookkeeping	0.10	\$37.50	
<b>SUBTOTAL ADMINISTRATIVE SALARIES</b>			\$118,186
<b>ADMINISTRATIVE SERVICE BENEFITS<sup>(3)</sup> (24.20%)</b>			<u>\$28,600</u>
<b>TOTAL ADMINISTRATIVE SALARIES/BENEFITS</b>			\$146,786
<b>TOTAL ALL SALARIES AND BENEFITS</b>			\$549,170
Services and Supplies <sup>(4)</sup>			\$80,620
Operating Expenses <sup>(5)</sup>			\$40,506
Donated Items (In-Kind) <sup>(6)</sup>			\$1,856
Facility Lease/Rent (In-Kind) <sup>(7)</sup>			\$51,648
<b>TOTAL SALARIES, BENEFITS, SERVICES AND SUPPLIES, AND OPERATING EXPENSES</b>			\$723,800
Total Match for In-Kind <sup>(6)</sup> Expenses			\$(65,800)

**TOTAL ANNUAL MAXIMUM OBLIGATION****\$658,000**

- <sup>(1)</sup> For hourly employees, Full-Time Equivalent (FTE) is defined as the amount of time (stated as a percentage) the position will be providing services under the terms of this Agreement. This percentage is based upon a 40-hour work week. For salaried employees, FTE is defined as the amount of time (stated as a percentage) the position will be paid for under the terms of this Agreement, regardless of the number of hours actually worked.
- <sup>(2)</sup> Maximum hourly rate which will be permitted during the term of this Agreement; employees may be paid at less than maximum hourly rate.
- <sup>(3)</sup> Employee Benefits include contributions to health insurance; dental insurance; life insurance; long-term disability insurance; accrued vacation time; payroll taxes such as FICA, Federal Unemployment Tax, State Unemployment Tax, and Workers' Compensation Tax, based on the currently prevailing rates; and Workers' Compensation. The overall benefit rate shall not exceed 24.20% of the actual salary expense claimed.
- <sup>(4)</sup> Services and Supplies include independent audit, IT service provider, office expense, program expense, telephone, mileage (limited to the amount allowed by the IRS), Gas, Oil, vehicle rent, minor equipment, and advertising.
- <sup>(5)</sup> Operating Expenses include facility lease/rental, equipment lease/rental, maintenance, utilities, and insurance.
- <sup>(6)</sup> The match includes in-kind donations to meet a need directly relevant to MSVT. In-kind donations provided to meet other needs are not allowable under this budget line item.
- <sup>(7)</sup> The total match includes \$9,900 for Staffing, \$2,396 for In-Kind Benefits, \$1,856 for Donated Items, and \$51,648 for Facility Lease/Rent.”
16. The parties agree that separate copies of this Amendment may be signed by each of the parties, and this Amendment will have the same force and effect as if the original had been signed by all parties.
17. All others terms and conditions of the Agreement shall remain the same and in full force and in effect.

