

AMENDATORY AGREEMENT

THIS AMENDATORY AGREEMENT is made and entered into by and between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the “City”) and **VOLUNTEERS OF AMERICA COLORADO**, a Colorado not-for-profit corporation, whose address is 2660 Larimer Street, Denver, Colorado 80205 (the “Contractor”), jointly “the parties”.

RECITALS:

A. The parties entered into an Agreement dated May 22, 2019, to provide comprehensive Head Start services for program year 2019-2020 (the “Agreement”).

B. The City and the Contractor wish to amend the Agreement to modify the budget exhibits, the maximum contract amount, and the total amount of non-federal share to be provided by the Contractor.

The Parties agree as follows:

1. Effective July 1, 2019, all references in the Agreement to “Exhibit B” are amended to read as “Exhibits B and B-1.” Exhibit B-1 is attached and incorporated into the Agreement by this reference. Effective as of July 1, 2019, Exhibit B-1 will supersede and replace Exhibit B. All payments and match contributions under Exhibit B-1 are retroactive to July 1, 2019.

2. Subparagraph D. (1) of Article 7, entitled “**Maximum Contract Amount**”, is amended by deleting and replacing it with the following:

“D. Maximum Contract Amount:

(1) Notwithstanding any other provision of the Agreement, the City’s maximum payment obligation will not exceed **Five Hundred Twenty-Seven Thousand Two Hundred Thirty-Seven Dollars and Zero Cents (\$527,237.00)** (the “Maximum Contract Amount”). The City is not obligated to execute an Agreement or any amendments for any further services, including any services performed by Contractor beyond that specifically described in Exhibit A. Any services performed beyond those in Exhibit A are performed at Contractor’s risk and without authorization under the Agreement.”

3. Subparagraph F. of Article 7, entitled “**Non-Federal Share Match**” is amended by deleting and replacing it with the following:

“F. **Non-Federal Share Match**. The Contractor will provide its proportionate share of non-federal funds through cash or in-kind, fairly evaluated, contributions. The phrase “fairly evaluated” referenced in the preceding sentence will be interpreted in accordance with 45 C.F.R. Part 74.23 and/or 45 C.F.R. Part 92.24 as well as any other applicable federal regulations pertaining to match and cost sharing requirements for the Head Start program. Contractor’s contribution under this Agreement will be **One Hundred Thirty-One Thousand Eight Hundred Nine Dollars and Twenty-Five Cents (\$131,809.25)** as set forth in more detail in Exhibits B and B-1, as applicable. The Contractor will report in writing to the City, within thirty (30) calendar days from the date of receipt thereof, any cash or other funds to be applied toward the non-federal match that Contractor receives. Contractor will be responsible for documenting and maintaining accurate records to the reasonable satisfaction of the City for both Contractors' non-federal share contributions and the contributions of Subdelegates and any Vendor designated by the Director. Such contributions will be recorded on each expenditure variance report and in written reports forwarded to the City on a monthly basis. Each monthly report will list all contributions provided by Contractor and/or its Subdelegates and/or any Vendor for each respective quarter and will list the total amount of contributions made as of the date of the monthly report. The City reserves the right to withhold, adjust and/or reallocate subsequent Grant funds whenever it determines that Contractor’s current spending is inconsistent with amounts and categories listed on Exhibits B and B-1, as applicable, the purposes identified in Exhibit A, or if reports of non-federal share contributions, in whole or in part, are not provided by Contractor on a timely basis.”

4. This Amendatory Agreement is not effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

5. Except as amended here, the Agreement is affirmed and ratified in each and every particular.

END

Signature pages and Exhibit B-1 follow this page

Contract Control Number: MOEAI-201950747-01/Alfresco: 201948402-01
Contractor Name: VOLUNTEERS OF AMERICA OF COLORADO

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver

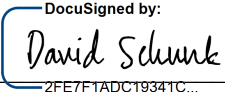
By:

By:

By:

Contract Control Number:
Contractor Name:

MOEAI-201950747-01/Alfresco: 201948402-01
VOLUNTEERS OF AMERICA OF COLORADO

By:  _____
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Name: David Schunk
(please print)

Title: President and CEO
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)

Exhibit B-1

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 01/31/2019

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Program Operations	93.600	\$	\$	\$ 521,849	\$ 131,809	\$ 653,658
2. TTA	93.600			5,388	0	5,388
3.						
4.						
5. Totals		\$ 0	\$ 0	\$ 527,237	\$ 131,809	\$ 659,046

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Program Operations	(2) TTA	(3)	(4)	
a. Personnel	\$ 377,388	\$ 0	\$	\$	\$ 377,388
b. Fringe Benefits	121,972	0			121,972
c. Travel	0	0			0
d. Equipment	0	0			0
e. Supplies	837	0			837
f. Contractual	6,514	5,388			11,902
g. Construction	0	0			0
h. Other	15,138	0			15,138
i. Total Direct Charges (sum of 6a-6h)	521,849	5,388			\$ 527,237
j. Indirect Charges	0	0			\$ 0
k. TOTALS (sum of 6i and 6j)	\$ 521,849	\$ 5,388	\$	\$	\$ 527,237
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program		(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8.	Program Operations	\$ 131,809	\$	\$	\$ 131,809
9.	TTA				0
10.					
11.					
12. TOTAL (sum of lines 8-11)		\$ 131,809	\$ 0	\$ 0	\$ 131,809

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 527,237	\$ 131,809	\$ 131,809	\$ 131,809	\$ 131,810
14. Non-Federal	\$ 131,809	32,952	32,952	32,952	32,953
15. TOTAL (sum of lines 13 and 14)	\$ 659,046	\$ 164,761	\$ 164,761	\$ 164,761	\$ 164,763

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges:		22. Indirect Charges:	
23. Remarks:			

**Volunteers of America Head Start
Budget Narrative 2018-2019
5/20/2019**

Volunteers of America requests \$527,237 in federal operating funds to serve 80 children with Head Start services. This funding includes \$512,773 funding from PA 22 (Operations), the FY19 COLA increase in the amount of \$9,076, and \$5,388.00 to be used for Training & Technical Assistance (PA 20). VOA's required non-federal share, including the COLA increase, is \$131,809.25. The total operating budget for VOA Head Start is \$659,046.25. All staff will receive a minimum increase of at least 1.77% and the base salary structure is being permanently increased by at least 1.77% for all Head Start staff.

A. PERSONNEL

Personnel costs reflect .075 Executive (Division) Director; .80 FTE Director of early Childhood Services; .80 FTE ECE Manager; .80 FTE Education and Disabilities Specialist; .25 of administrative assistant; .5 of 4 FTE Lead Teachers; .25 of 2 FTE ECT Lead Teachers; .5 of 5 FTE Teacher Associates; 2 PTE Assistant Teachers/Child Development Aides; .5 of 2 FTE Family Service Workers; 1 PTE Family Service Worker, 1 PTE Lunch Coordinator, .5 FTE VOA Maintenance staff; and \$988/yr for VOA meal service delivery driver.

i. Federal Funds Requested:	\$ 370,591.30
ii. Federal Funds COLA Requested:	\$ 6,796.70
iii. VOA Non Federal Match funds:	\$ 73,758.83
iv: VOA Non Federal Match COLA funds:	<u>\$ 1,699.17</u>
v. Total Cost, this category:	\$ 452,846.00

B. FRINGE BENEFITS

Fringe benefits include FICA at 7.65% of total payroll, unemployment ins. at .5%, worker's comp at 2%, pension and retirement @ 9.5%, and health insurance at \$5,491/annual per employee who chooses health insurance.

i. Federal Funds Requested:	\$ 119,692.48
ii. Federal Funds COLA Requested:	\$ 2,279.30
iii. VOA Non Federal Match funds:	\$ 24,666.40
iv: VOA Non Federal Match COLA funds:	<u>\$ 569.83</u>
v. Total Cost, this category:	\$ 147,208.01

C. TRAVEL

No **travel funds** are requested

D. EQUIPMENT

No **equipment funds** are requested

E. SUPPLIES

Supply costs include office Supplies, child and family services supplies, food service supplies, medical supplies; laundry, housekeeping supplies and disposables.

i. Federal Funds Requested:	\$	837.00
ii. VOA Non Federal Match funds:	\$	<u>2,436.00</u>
iii. Total Cost, this category:	\$	3,273.00

F. CONTRACTUAL

Contractual services include audit; food service; (amount budgeted is the difference between food service billed and reimbursement received from the Child and Adult Care Food Program); VOA Foster Grand Parents (providing 4 "grandparents" for Head Start classrooms); security costs and temporary help.

i. Federal Funds Requested:	\$	6,514.00
ii. VOA Non Federal Match funds:	\$	<u>4,392.00</u>
iii. Total Cost, this category:	\$	10,906.00

G. CONSTRUCTION

No **construction funds** are requested

H. OTHER COSTS

Other costs includes utilities, staff costs, fees and other occupancy costs.

i. Federal Funds Requested:	\$	15,138.22
ii. VOA Non Federal Match funds:	\$	<u>24,287.02</u>
iii. Total Cost, this category:	\$	39,425.24

I. T and TA

i. Federal Funds Requested:	\$	5,388.00
ii. VOA Non Federal Match funds:		<u> </u>
iii. Total Cost, this category:	\$	5,388.00

TOTAL FED FUNDS	\$	518,161.00
TOTAL FED MATCH	\$	129,540.25
TOTAL COLA FUNDS	\$	9,076.00
TOTAL COLA MATCH FUNDS	\$	2,269.00
TOTAL BUDGET	\$	659,046.25

NOTE: A federal indirect cost rate agreement is not used for VOA Head Start.

MATCH SOURCES

Denver Preschool Program (DPP) - Tuition credits for four year old children who are kindergarten bound	\$21,996.00
Colorado Preschool Program (CPP)	\$75,519.43
Mile High United Way Grant - Two year grant agreement	\$34,293.82
Total of Match Sources	\$131,809.25

Salary Cap Statement

None of the funds appropriated through a contract for Head Start are used to pay the compensation of an individual, either as a direct cost or any proration as an indirect cost, at a rate in excess of Executive Level II, which for PY 17 is at \$187,000.00. VOA Head Start understands that this figure is subject to change.