

Contract #2022-2023 PCIS Outreach

Amendment #2- PCIS Outreach

PURPOSE OF THE CHANGE: To amend the contract between PCIS and Pacific County.

IT IS MUTUTALLY AGREED AND THEREFORE THE CONTRACT IS HEREBY AMENDED AS FOLLOWS:

1. PCIS Outreach Amendment #2 Exhibit B Budget and attached matrix will replace Exhibit A Amendment #1.
2. Amendment #2 clarifies required back up documentation required for expenditures incurred by PCIS for the Outreach Contract.
3. Amendment #2 reflects final amount of funding expended in fiscal year 2021-2022 and adds an additional \$10,000 from Commerce to Staff Salary & Benefits.
4. ALL OTHER TERMS AND CONDITIONS of the original contract and Amendments shall remain in full force and effect.
5. This Agreement may be executed in any number of counterparts and by the parties hereto on separate counterparts, each of which when so executed and delivered shall be an original but such counterparts together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the undersigned have affixed by their duly authorized representatives their signatures below.

SUB RECIPIENT
PCIS

BOARD OF COUNTY COMMISSIONERS
PACIFIC COUNTY, WASHINGTON

Authorized Representative Date

Title

Address

Address

APPROVED AS TO FORM:

Prosecutor's Office

Authorized Representative Date

Title

Address

Address

ATTEST:

Amanda Bennett, Clerk of Board

PCIS Outreach Grant

March 1, 2022- June 30, 2023

Exhibit B- Budget

Amendment #2

Time period	Expense	Total Budget
March- June 30, 2022	Salary	\$ 84,516.25
	Benefits	\$ -
	Program and Event Supplies	\$ 20,237.09
	Administration	\$ 2,780.88
	Total	\$ 107,534.22

Time period	Expense	Total Budget	Amendment #2	Description of allowable expenses
	Salary	\$ 121,356.00	\$ 131,356.00	Three 0.5 FTE promotoras/outreach workers, 0.5 FTE manager
	Benefits			Actual cost of payroll and fringe benefits up to 35% of salary costs for Outreach Worker

July 1, 2022- June 30, 2023				Contrator shall submit a detailed budget for all planned events by December 31, 2022 for approval by the county. Inentives are capped at \$25 per person served at events. The event plan can be amended throughout the year with written approval by the county. No event expense shall be reimbursed without prior written approval by the county.
	Program and Event Supplies	\$ 13,936.00	\$ 13,936.00	10% of total (actual) expenses billed each month. Admin includes agency overhead costs, expenses incurred by this project that are not budgeted as program costs including executive staff time, IT, HR, and other organization-wide fees or costs like insurance, office space, rent, etc. Can also include training or other costs that will enhance future outreach efforts like SOAR training (for SSI/SSDI Outreach) or staff costs associated with starting up future outreach efforts like Medicaid
	Administration	\$ 2,720.00	\$ 2,720.00	
		\$ 138,012.00	\$ 148,012.00	

Invoices for all months except June must be submitted by the 10th of the month following the month of service. Invoices for the months of June must be submitted by the 5th of July. Invoices must include back up documentation to support all costs for which reimbursement is being requested. Back up documentation submitted must meet the requirements outlined in the fiscal back up documentation matrix provided by PCHHD.