

**SECOND AMENDMENT**  
**to**  
**SUBRECIPIENT AGREEMENT**  
**BETWEEN**  
**COUNTY OF SANTA BARBARA**  
**AND**  
**NBCC**  
**Emergency Solutions Grant, Coronavirus (ESG-CV)**

This Second Amendment to SUBRECIPIENT Agreement (“Second Amendment”) is entered into by and between the County of Santa Barbara, political subdivision of the State of California (“COUNTY”), and NBCC, a California Nonprofit public benefit corporation (“SUBRECIPIENT”).

With reference to the following:

**RECITALS**

**WHEREAS** on March 27, 2020, the federal government passed the Corona Virus Aid, Relief and Economic Security (CARES) Act, which established the Coronavirus Relief Fund for the Emergency Solutions Grants, Coronavirus Response (“ESG-CV”) Program (“Program”) to, in part, provide funding to local governments to support their costs associated with responding to the COVID-19 Pandemic; and

**WHEREAS** COUNTY is an approved State ESG Administrative Entity that previously received ESG-CV funding under the initial ESG-CV Notice of Funding Availability dated June 1, 2020 (“NOFA”); and

**WHEREAS** COUNTY may approve funding allocations for the ESG-CV Program, subject to the terms and conditions of the NOFA, Program regulations and requirements, the Standard Agreement by and between the State and COUNTY governing such ESG-CV funds, and other contracts between COUNTY and ESG-CV grant recipients; and

**WHEREAS**, SUBRECIPIENT represents that it is specially trained, skilled, experienced and competent to provide the housing and services required by the COUNTY; and

**WHEREAS**, COUNTY and SUBRECIPIENT are parties to that certain Subrecipient Agreement dated March 21, 2023, regarding payment by COUNTY to SUBRECIPIENT of ESG-CV Program funds in the sum of One Hundred Eighty-Five Thousand, Three Hundred and Three Dollars and no cents (\$185,303) for Rapid Rehousing services, including housing location and case management services, rental and financial assistance, as amended by that certain First Amendment dated February 20, 2024 (as amended by the First Amendment, the “AGREEMENT”); and

**WHEREAS**, COUNTY and SUBRECIPIENT desire to amend the AGREEMENT to increase the funding amount by \$26,880, for an amended maximum contract amount of \$230,703.

**NOW THEREFORE**, the parties hereto mutually agree to amend the AGREEMENT as follows:

1. Section 4 of the AGREEMENT is hereby amended by replacing the first sentence of Section 4 to read in its entirety as follows:

“It is expressly agreed and understood that the total amount to be paid by COUNTY under this Agreement shall not exceed \$230,703.”

2. EXHIBIT A to the Agreement is hereby replaced in its entirety as follows:

### **Scope of Services**

#### Emergency Solutions Grant (ESG-CV) Program Funding

**Project Title:** Rapid Re-Housing  
**Agreement Amount:** \$ 230,703  
**Time of Performance:** January 1, 2023 – May 15, 2024

**A. INTRODUCTION**

This Scope of Services is attached to and incorporated into the Subrecipient Agreement between the County of Santa Barbara (“COUNTY”) and NBCC (“SUBRECIPIENT” or “NBCC”) as referenced in the Agreement. The purpose of this Scope of Services is to further describe the Project requirements referenced in Section I of the Agreement.

**B. PROJECT DESCRIPTION**

**1. Purpose**

The Rapid Re-Housing (RRH) project will serve individuals and families County-wide. This will include case management, housing location, assistance in increasing income, creating and implementing individualized service plans, utility expenses and rental assistance. NBCC will actively participate in the biweekly Coordinated Entry System (CES) meetings to receive RRH referrals and to case conference any individuals or families in need of RRH. The Case Manager will also continue to provide case management after clients are housed to ensure housing retention and to provide resources should their living or income situation change.

The second component is the financial assistance in the form of a security deposit, utility assistance or rental assistance. The case managers connect clients to additional services to stabilize their housing, access to food supplement programs, securing additional streamline benefits, or linkages to treatment or therapy programs that can provide the support that is needed.

**2. Services**

**a. General**

Services will be provided by SUBRECIPIENT under the supervision of the Executive Director who shall ensure that the background and qualifications of SUBRECIPIENT’s staff providing services are appropriate for the persons being served under this

project and meet the minimum standards established by pertinent licensing bodies if applicable.

SUBRECIPIENT will be responsible for providing services in a manner satisfactory to COUNTY and consistent with any standards required as a condition of receiving ESG-CV Program Funds.

b. Federal and State Regulatory Information

Activity	Federal Regulation	State Regulation
Rapid Rehousing	24 CFR 576.104	
Housing Relocation/Stabilization Services	24 CFR 576.105	25 CCR 8408 25 CCR 8409
Rental Assistance	24 CFR 576.106	

3. **Levels of Accomplishment**

Goals

SUBRECIPIENT shall provide the following levels of Services during the Term of the Agreement:

***Rapid Re-housing***

	<b>Goal</b>
Total unduplicated number of persons served	17
Total unduplicated number of households served	12

Performance Measures

SUBRECIPIENT shall meet the following performance measures during the Term of the Agreement:

***Rapid Re-housing***

	<b>Goal</b>
% of participants will move into permanent housing (other than RRH) at project exit	90%
% of adult participants gaining new or increasing existing cash income at project exit	40%
% of adult participants will obtain cash/non-cash benefits at project exit	40%
% of participants who move into transitional housing or permanent housing (including RRH) will remain housed for 1 year	80%

**DATA COLLECTION AND REPORTING**

4. **General**

Data collection must be completed in accordance with 24 CFR 576.400, subdivision (f), and in sufficient detail to determine the project’s progress in meeting the goals and performance measures as set forth in Section B.3.

5. **Report Schedule**

Quarterly Status Reports are due according to the following schedule: due on a quarterly basis, on the 15<sup>th</sup> day following the close of the previous month.

Period	Due Date
January 1, 2023 – March 31, 2023	April 15, 2023
April 1, 2023 – June 30, 2023	July 15, 2023
July 1, 2023 – September 30, 2023	October 15, 2023
October 1, 2023 – December 31, 2023	January 15, 2024
January 1, 2024 – March 31, 2024	April 15, 2024
April 1, 2024 – May 15, 2024	June 5, 2024

**6. Report Content**

Status Reports must contain the following:

- a. ESG-CV Annual Performance Report (APR) Subrecipient Report generated from the Santa Barbara County Homeless Management Information System (HMIS);
- b. Data on goals and permanent measures as set forth in Section B.3.;
- c. Data on funding received for the Project from all sources; and
- d. Signature of SUBRECIPIENT's Executive Director or his or her designee attesting to the accuracy of the information submitted.

See Exhibit D for a Status Report sample.

3. EXHIBIT B to the Agreement is hereby amended as follows:
  - i. The "Agreement Amount" set forth at the top of Exhibit A is amended to state "\$230,703."
  - ii. The "Time of Performance" set forth at the top of Exhibit A is amended to state "January 1, 2023—May 15, 2024."
4. Attachment B—1 to the AGREEMENT is hereby amended by replacing Attachment B—1 to the AGREEMENT to read in its entirety as follows:



## State Funding, Including: Emergency Solutions Grant, Coronavirus Response Round 2

Project Budget - Revenues

Project Title Rapid Rehousing  
 Applicant Name NBCC  
 ESG-CV2 Award \_\_\_\_\_ Budget Term: **2023 - 2024**

Component	Award Amount
Services	\$ 230,703.00
Rental Assistance or Subsidies	\$ -
<b>TOTAL</b>	<b>\$ 230,703.00</b>

Revenue and Expense budgets should reflect the *entire program budget* for the specific project for which ESG-CV2 funds were awarded. Total Revenue and Expenses should match.

Please specify the source of "Other Federal Funds".

Revenue

Source	Total Program Budget	ESG-CV2 Funds
<b>ESG-CV2 Program (This grant)</b>	<b>\$ 230,703.00</b>	<b>\$ 230,703.00</b>
CDBG - Cities	\$ 65,000	
CDBG - County	\$ -	
CoC Program	\$ 227,315	
ESG - County	\$ 69,969	
HOME - Cities	\$ -	
HOME - County	\$ 200,000	
Other Federal Funds ( <i>specify program below</i> )	\$ -	
Other State Funds ( <i>specify program below</i> )		
Whole Person Care	\$ 300,000	
HHAP 3	\$ 181,000	
Other Funds		
County Human Services	\$ 75,000	
Other Local Funds: County and City of SB general Funds	\$ 126,779	
Private Trusts and Foundation Funds	\$ 25,500	
Fundraising Events	\$ 1,000	
Donations	\$ 43,197	
Program Manual Sales	\$ 4,000	
Other ( <i>specify source below</i> )	\$ -	
<b>Total Revenue</b>	<b>\$ 1,549,463.00</b>	<b>\$ 230,703.00</b>



## State Funding, Including: Emergency Solutions Grant, Coronavirus Response Round 2 - Extension

Project Budget - Expenses

Project Title Rapid Rehousing  
 Applicant Name NBCC

Expenses Budget Term: 2023-2024

Expense	Total Program Budget	ESG-CV2 Program		
		Services	Rental Assistance or subsidies	Other Source
<b>Salaries, Benefits, and Payroll Taxes - Provide detail for all program staff. Add lines as needed.</b>				
Housing Navigator 1 FTE @ 70% - \$54,080/year x 1 yr	\$ 60,213.00	\$ 29,620.09		
Housing Retention Specialist 1 FTE @ 60% - \$54,080 x 1 yr	\$ 93,678.00	\$ 65,000.00		
Homeless Services Director 1.0 FTE @ 10% - \$90,000/year x 1 yr	\$ 45,000.00	\$ 12,000.00		
Safe Parking Program Director 1.0 FTE @ 10% - \$85,000/year x 1 yr	\$ 85,000.00			
Safe Parking Program Manager 1.0 FTE @ 10% - \$70,000/year x 1 yr	\$ 70,000.00	\$ 16,000.00		
Executive Director/Program Director 1.0 FTE @ 5% - \$119,500/year x 1 yr	\$ 38,700.00	\$ 11,000.00		
Grants Administration Director 1.0 FTE @ 5% - \$84,000/year x 1 yr	\$ 18,820.00	\$ 5,000.00		
Finance Associate 1.0 FTE @ 5% - \$65,440/year x 1 yr	\$ 25,180.00	\$ 3,272.00		
Employee Benefits and Payroll Taxes	\$ 210,470.00	\$ 30,000.00		
<b>Client Services and Direct Assistance</b>				
Rental Assistance	145,202.00	13,160.00		
Security Deposits	145,202.00	5,625.00		
<b>Program Implementation</b>				
Consultants and Contracts (Includes AmeriCorps)	57,707.00	7,000.00		
Supplies (needed for program delivery - not general admin)	7,000.00	1,200.00		
Travel, Mileage, and Training (Includes Gas and Vehicle Expense)	69,400.00	1,000.00		
Equipment Purchase, Rental and Maintenance	12,000.00	3,500.00		
Marketing and Outreach, PSA, etc.	7,750.00	750.00		
Office space rental, cell phones, internet, phones	128,461.00	10,000.00		
Other (specify below)				
Indirect Costs (Maximum 10% of Labor and Program Implementation)	329,680.00	16,575.91		
<b>Total Expenses</b>	<b>\$ 1,549,463.00</b>	<b>\$ 230,703.00</b>	<b>\$ -</b>	<b>\$ -</b>
		<b>TOTAL ESG-CV2 \$ 230,703</b>		

Mandatory Budget Narrative (Please briefly describe each line item, provide example expenditures)

Each line item has been described above.

IN WITNESS WHEREOF, COUNTY and SUBRECIPIENT have executed this Second Amendment by their respective authorized officers as set forth below to be effective as of the first date duly executed by all of the parties hereto.

“SUBRECIPIENT”

NBCC:

By: DocuSigned by:  
Kristine J. Schwarz  
E43E80CEA9FC00A  
Kristine Schwarz, Chief Executive Officer

Date: 3/19/2024 | 9:05 PM PDT

5. Except as set forth herein, this Second Amendment shall not modify or change any of the provisions of the AGREEMENT or Second Amendment, and the parties to the AGREEMENT are bound by its provisions, as amended herein.

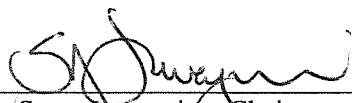
6. This Second Amendment may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as the parties shall preserve undestroyed, shall together constitute one and the same instrument.

IN WITNESS WHEREOF, COUNTY and SUBRECIPIENT have executed this Second Amendment by their respective authorized officers as set forth below to be effective as of the first date duly executed by all of the parties hereto.

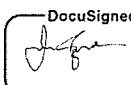
ATTEST:  
MONA MIYASATO  
CLERK OF THE BOARD

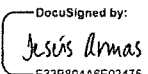
“COUNTY”  
COUNTY OF SANTA BARBARA:

By:   
Deputy Clerk

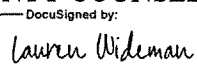
By:   
Steve Lavagnino, Chair  
Board of Supervisors

APPROVED AS TO ACCOUNTING FORM:  
BETSY M. SCHAFFER, CPA  
AUDITOR-CONTROLLER

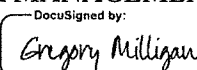
By:   
6BAAEA15901943F  
Auditor-Controller

By:   
E325804A6E03476  
Jesús Armas  
Community Services Director

APPROVED AS TO FORM:  
RACHEL VAN MULLEM  
COUNTY COUNSEL

By:   
8F4010822C01458...  
Deputy County Counsel

APPROVED AS TO FORM:  
GREG MILLIGAN  
RISK MANAGEMENT

By:   
05F355F00209400...  
Risk Manager

[Signature of SUBRECIPIENT on the Following Page.]