

## EXHIBIT B (Third Amendment)

### BUDGET AND PAYMENT PROCEDURES

SUBRECIPIENT: United Way of Santa Barbara County

PROGRAM NAME: Appropriations Act Emergency Grant Payment Program

AGREEMENT AMOUNT: \$16,478,948.68

#### INTRODUCTION

This Budget and Payment Procedures exhibit is attached to and incorporated into the Subrecipient Agreement between the County of Santa Barbara, State of California and United Way of Santa Barbara County (SUBRECIPIENT) as referenced in the Agreement. The purpose of this Budget and Payment exhibit is to further describe the payment requirements referenced in the Subrecipient Agreement.

#### 1. BUDGET

ITEM	GRANT AMOUNT
United Way Program Delivery Costs	\$410,652.47
Admin Contingency	\$0.00
FSA Case Management Subcontract	\$321,750.00
Direct Assistance	\$15,145,425.35
Housing Counseling Subcontract	\$601,120.86
<b>TOTAL</b>	<b>\$16,478,948.68</b>

#### 2. REIMBURSEMENT OF STAFF SALARIES AND BENEFITS

Check box if Not Applicable

The salaries and benefits of the following staff positions are eligible for reimbursement:

TITLE	DUTIES
United Way Pres./Executive Director	Oversees all organizations' programs
United Way VP	Oversees ERA and other programs
Program Coordinator	Document and Reporting
Finance/Accounting	Department Costs/prepare invoices to County, along with required supporting documentation
Housing Counseling Subcontractor	Eviction Prevention, Relocation, and Housing Stability services

*Individual staff members may change from time-to-time; however, such changes must be reported to the County.*

#### 3. DRAW REQUESTS

Draw requests must include:

- A. Expenditure Summary and Payment Request (ESPR)
- B. Supporting documentation (check all that apply):
  - Third-party invoices or receipts
  - Check copies showing payment (cancelled checks)
  - Payroll records, including timesheets delineating time worked on eligible activities and payroll journals showing gross pay and deductions
  - Proof of County residency, self-verification of income level and COVID-19 impact