

**FIRST AMENDMENT TO SUBRECIPIENT AGREEMENT BETWEEN COUNTY OF SANTA BARBARA AS ADMINISTRATIVE ENTITY FOR THE SANTA BARBARA COUNTY PERMANENT LOCAL HOUSING ALLOCATION CONSORTIUM AND HOUSING TRUST FUND OF SANTA BARBARA COUNTY**

This First Amendment to the Subrecipient Agreement between the County of Santa Barbara as Administrative Entity for the Santa Barbara County Permanent Local Housing Allocation Consortium and Housing Trust Fund of Santa Barbara County, Inc. is made this 28th day of June, 2022, between the County of Santa Barbara (herein called the "COUNTY"), a political subdivision of the State of California, and Housing Trust Fund of Santa Barbara County, Inc. (herein called the "SUBRECIPIENT").

**RECITALS**

WHEREAS, on March 8, 2022, COUNTY entered into an Agreement with SUBRECIPIENT to allocate \$444,960 of Permanent Local Housing Allocation funds to support the provision of down payment loans and closing cost grants to income eligible homebuyers (the "AGREEMENT"); and,

WHEREAS, the Scope of Work described in the AGREEMENT's Exhibit A defines the Eligible Geographic Area of the SUBRECIPIENT's Workforce Homebuyer Program to be within the City limits of Santa Maria, CA; and,

WHEREAS, it is the goal of the COUNTY and SUBRECIPIENT to expand the Eligible Geographic Area of the Workforce Homebuyer Program to be Countywide with the exception of the Cities of Lompoc and Santa Barbara, as they receive their own independent PLHA Allocation; and,

WHEREAS, \$444,960 of the Santa Barbara County PLHA Consortium funds have been designated for allocation to the Subrecipient to administer its Workforce Homebuyer Program to homebuyers within the Santa Maria Housing Market Area; and,

WHEREAS, \$207,396 of the Santa Barbara County PLHA Consortium funds are available for allocation to the Subrecipient to administer its Workforce Homebuyer Program to homebuyers within Southern Santa Barbara County, defined as the area within Santa Barbara County South of the Santa Ynez Mountains, excluding the City of Santa Barbara.

**AGREEMENT**

NOW THEREFORE, COUNTY and SUBRECIPIENT hereby agree as follows:

1. Section I.B.2, Services to be Provided; and Exhibit A, Sections B.1, B.1.a, B.2.a, and B.2.b of the AGREEMENT are hereby amended to redefine the approximate number of first time, income-eligible homebuyers from twenty (20) to twenty-two (22), to whom

SUBRECIPIENT shall be responsible for providing down payment loans and closing cost grants.

2. Section IV, PAYMENT, of the AGREEMENT is hereby amended to establish the new total contract maximum amount of PLHA funds to be paid by COUNTY under the AGREEMENT to not exceed \$652,356.
3. Exhibit A, Section B.1.c, Eligible Geographic Area, to the AGREEMENT is hereby amended to redefine the expanded Eligible Geographic Area to include all areas of Santa Barbara County, with the exception that homes purchased within the Cities of Santa Barbara and Lompoc are not eligible for the use of funds under the AGREEMENT.
4. A new Section B.1.c.i shall be added to Exhibit A, as follows:

Until December 31, 2023, for down payment assistance loans and closing cost grants to homebuyers purchasing homes within Southern Santa Barbara County, defined as the area within Santa Barbara County South of the Santa Ynez Mountains, excluding the City of Santa Barbara (which receives its own independent PLHA funds), no more than \$207,396 of the total \$652,356 Santa Barbara County PLHA Consortium funds provided under the AGREEMENT may be disbursed by SUBRECIPIENT. Beginning January 1, 2024, any portion of these \$207,396 PLHA funds that remain unexpended and have not been committed for expenditure by SUBRECIPIENT for down payment assistance loans and closing cost grants to homebuyers purchasing homes within Southern Santa Barbara County may be used anywhere within the Eligible Geographic Area defined within Exhibit A, Section B.1.c. The Community Services Department Director, in his or her sole discretion, may adjust the dates in this Section B.1.c.i if necessary to ensure the timely expenditure of PLHA funds by State deadlines or to ensure that all PLHA funds are expended prior to the expiration of the Agreement

5. Exhibit B, Budget, to the AGREEMENT is hereby amended to reflect the increase of the Total Program Budget from \$444,960 to \$652,356, by replacing in their entirety the original attachments that made up Exhibit B with the following attachments that collectively shall constitute the new Exhibit B:
6. Except as expressly modified by this First Amendment to the AGREEMENT, the terms of the AGREEMENT shall remain in full force and effect.

SIGNATURES ON FOLLOWING PAGES

**SUBRECIPIENT:**

Housing Trust Fund of Santa Barbara County, Inc.

By: <sup>DocuSigned by:</sup> Jennifer McGovern  
2706630C667117E  
Jennifer McGovern, President & CEO

**ATTEST:**

**COUNTY:**

MONA MIYASATO  
Clerk of the Board

County of Santa Barbara,  
a political subdivision of the State of California

By: Sheila LaGuerra  
Deputy Clerk of the Board

By: Joan Hartmann  
Joan Hartmann, Chair  
Board of Supervisors

<sup>DocuSigned by:</sup>  
By: George Chapjian  
89FB8FEFE9E4E2  
George Chapjian, Director  
Community Services Department

**APPROVED AS TO ACCOUNTING FORM:**

BETSY M. SCHAFFER, CPA  
AUDITOR-CONTROLLER

By: <sup>DocuSigned by:</sup> Robert Guis  
023019E2AF084BE  
Auditor-Controller

**APPROVED AS TO FORM**

RACHEL VAN MULLEM  
COUNTY COUNSEL

By: <sup>DocuSigned by:</sup> Mike Munoz  
6251CC384EB341E  
Deputy County Counsel

**APPROVED AS TO FORM:**

RISK MANAGEMENT

By: <sup>DocuSigned by:</sup> Gregory Milligan  
0C270AC1664242E  
Risk Manager

EXHIBIT B



State of California  
**Permanent Local Housing Allocation**  
 Exhibit B Part 1 Project Budget - Revenue

Project Title Workforce Homebuyer Program  
 Applicant Name Housing Trust Fund of Santa Barbara County

Revenue and Expense budgets should reflect the *entire program budget* for the specific project for which State PLHA funds are requested. Total Revenue and Expenses should match.

Please specify the source of "Other Federal Funds" and "Other State Funds".

Revenue - 2 years

Source	Total Program Budget	PLHA	Other
<b>Permanent Local Housing Allocation (This award)</b>	\$ 652,356	\$ 652,356	
CDBG - Cities (SB = Human Services Funds)	\$ -		
CDBG - County	\$ -		
CoC Program	\$ -		
HOME - Cities	\$ -		
HOME - County	\$ -		
Other Federal Funds:	\$ -		
Other Federal Funds:	\$ -		
Other State Funds: CalHome Program	\$ 1,687,400		\$ 1,687,400
Other State Funds	\$ -		
County Human Services Funds	\$ -		
Other Local Funds	\$ 25,000		\$ 25,000
Private Trusts and Foundation Funds	\$ 55,000		\$ 55,000
Fundraising Events	\$ -		
Donations	\$ 79,132		\$ 79,132
Client Fees	\$ -		
<i>Other (specify source below)</i>			
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
<b>Total Revenue</b>	<b>\$ 2,498,888</b>	<b>\$ 652,356</b>	<b>\$ 1,846,532</b>

EXHIBIT B (cont.)



State of California  
**Permanent Local Housing Allocation**  
 Exhibit B Part 2 Project Budget - Expenses

Project Title: Workforce Homebuyer Program  
 Applicant Name: Housing Trust Fund of Santa Barbara County

Expenses - 2 Year Budget

Expense	Total Program Budget	PLHA	
		Workforce Homebuyer Program	Other
Salaries, Benefits, and Payroll Taxes - Provide detail for all program staff. Add lines as needed.			
1- Employee Salary FTE \$\$/hr			
Workforce Homebuyer Program Loan Administrator - \$42.21 per 75% time for 2 years	\$ 131,708	\$ 25,768	\$ 105,940
CEO Supervision - \$57.21 per hour 20% time for 2 years	\$ 47,600	\$ -	\$ 47,600
Employee Benefits 21% for 2 years	\$ 37,654	\$ 6,850	\$ 30,804
Legal, homebuyer outreach materials - 2 years	\$ 10,000	\$ -	\$ 10,000
Other Expenses: 30% proportionate share of agency overhead, including telephone/DSL, Accounting services, audit, insurance, field office, Web master, IT Security, travel/training, licenses & Fees, Payroll Expense, memberships & Subscriptions - 2 years	\$ 38,130	\$ -	\$ 38,130
Client Services and Direct Assistance			
Homebuyer Education grants	\$ 2,400		\$ 2,400
Closing Cost Grants	\$ 110,000	\$ 110,000	\$ -
Down payment loans	\$ 2,109,738	\$ 509,738	\$ 1,600,000
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
	\$ -		
Other (specify below)	\$ -		
Indirect Costs (Not to exceed 10% of total request)			
<b>Total Expenses</b>	<b>\$ 2,265,714</b>	<b>\$ 652,356</b>	<b>\$ 1,846,532</b>
	<b>TOTAL:</b>	<b>\$ 652,356</b>	

Narrative (optional)

This budget is an estimate based on projected funding; consequently staffing and/or levels of financial assistance may vary slightly in actuality.