

# AGENDA REQUEST FORM

**Return completed form and complete agenda item to the Clerk of the Board  
Yakima County Commissioners' Office, Room 232**

Prepared by:

Meg Scott

Department: Human Services

Requested Agenda Date: 12/12/2023

Presenting: Esther Magasis

Document Title:

Northwest Community Action Center, Rental Assistance Contract Modification 2  
(NCAC-RA-2024 MOD 2)

Action Requested: *Check Applicable Box*

PASS RESOLUTION       EXECUTE or AMEND **AGREEMENT CONTRACT or GRANT**  
 ISSUE PROCLAMATION     PASS ORDINANCE     OTHER \_\_\_\_\_

Describe Fiscal Impact:

Adding \$154,870 to the current budget of \$211,225 for a new total of \$366,095 to Northwest Community Action Center.

Background Information:

This is a modification to a current contract with Northwest Community Action Center. Additional grant funds have been awarded by the State to address the impact of inflation costs, providing much-needed financial support to help organizations and projects maintain their operations and services in the face of rising expenses. The additional funding comes from a State grant intended for this purpose.

Summary & Recommendation:

This modification is needed to add an additional line item for inflation.  
Recommend to approve.

Motion:

Department Head/ Elected Official

*Esther Magasis*

Signature

*[Signature]*

**AGREEMENT** Attached Is Approved as to Form  
Corporate Counsel Initial *DC*

*Late Agenda Requests Require BOCC Chairman Signature:*

## HUMAN SERVICES CONTRACT FACE SHEET

CONTRACTOR IS A <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> VENDOR		CONTRACT NUMBER: NCAC-RA-2024 MOD 2	
1. NAME/ADDRESS: <b>Northwest Community Action Center DBA Yakima Valley Farm Workers Clinic, UEI: XPMYYG76MMD5 706 Rentschler Ln Toppenish, WA 98948 (509) 865-7630</b>	2. ORIGINAL CONTRACT AMOUNT: <b>\$211,225</b>	5. PREVIOUS CONTRACT AMOUNT: <b>\$211,225</b>	
	3. CASH MATCH REQUIREMENT:	6. MODIFICATION AMOUNT: <b>\$154,870</b>	
	4. TOTAL CONTRACT AMOUNT: <b>\$211,225</b>	7. NEW TOTAL CONTRACT AMOUNT: <b>\$366,095</b>	
8. CONTACT: <b>Sherran Campos, Admin Fellow 706 Rentschler Ln Toppenish, WA 98948 (509) 865-7630 SherranC@yvfwc.org</b>	9. COUNTY PROGRAM CONTACT: <b>Yakima County Human Services Esther Magasis, Director 128 N 2<sup>nd</sup> Street, Room 102 Yakima, WA 98901-2639 (509) 574-1366 Esther.Magasis@co.yakima.wa.us</b>	10. COUNTY FISCAL CONTACT: <b>Yakima County Human Services Lance Larsen, Accounting Manager 128 N 2<sup>nd</sup> Street, Room 102 Yakima, WA 98901-2639 (509) 574-1369 Lance.Larsen@co.yakima.wa.us</b>	
	11. CONTRACT START DATE: <b>July 1, 2023</b>	12. CONTRACT END DATE: <b>June 30, 2024</b>	
	13. FUNDING AUTHORITY: <b>Wa St Dept of Commerce, Consolidated Homeless Grant</b>	14. INDIRECT RATE: <b>N/A</b>	
15. CFDA NUMBER(s): <b>N/A</b>	16. CFDA TITLE(S): <b>N/A</b>		
17. PURPOSE: <b>Funding for Rental Assistance - Rapid Rehousing</b>			
<b>EXHIBITS:</b> When the box below is marked with an X, the following Exhibits are attached and are incorporated into this Contract by reference: <input checked="" type="checkbox"/> Exhibits (specify): <b>EXHIBIT A – Special Terms &amp; Performance Measures</b> <b>EXHIBIT B – Budget</b> <b>EXHIBIT C – Insurance Certificate</b> <b>EXHIBIT D – Uniform Guidance</b> <b>EXHIBIT E – Modification 1</b> <b>EXHIBIT F – Modification 2</b>			
This Contract contains all of the terms and conditions agreed upon by the parties and all documents attached or incorporated by reference, include Basic Interagency Agreement or its successor. No other understandings or representations, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or bind the parties. The parties signing below warrant that they have read and understand this Contract and have authority to enter into this Contract.			
<b>NORTHWEST COMMUNITY ACTION CENTER dba YAKIMA VALLEY FARMWORKERS CLINIC</b> <hr/> <i>Christy Bracewell Trotter</i> Christy Bracewell Trotter, CFO		<b>BOARD OF COUNTY COMMISSIONERS</b> <hr/> <i>LaDon Linde</i> LaDon Linde, Chair	
11/20/2023 Date		<hr/> <i>Amanda McKinney</i> Amanda McKinney, Commissioner	
Approved as to Form: <hr/> <i>Daniel Clark</i> Deputy Prosecuting Attorney		<hr/> <i>Kyle Curtis</i> Kyle Curtis, Commissioner	
Agreement Number <hr/> BOCC Agreement		DATED <b>DEC 12 2023</b> Attest: <i>Julie Lawrence</i> Julie Lawrence, Clerk of the Board <i>Erin Franklin</i> Erin Franklin, Deputy Clerk of the Board	
<b>419-2023</b>			

**EXHIBIT F**  
**NCAC-RA-2024 MODIFICATION 2**

Whereas, Yakima County, a subdivision of the State of Washington (hereinafter described as the “County” or “Yakima County”), and Northwest Community Action Center DBA Yakima Valley Farm Workers Clinic, have entered into a contractual relationship with Agreement 211-2023 to provide homeless services.

Whereas, both parties entered into and executed a contract for existing contract on August 15, 2023 (date of original agreement) and,

Whereas, the Washington State Department of Commerce has identified the need to provide additional funding to homeless service provider workforce to address the challenges posed by inflation.

Now therefore, the parties agree to the following:

1. Budget: The budget adds a new budget category ‘Inflation Increase’ for the amount of \$154,870 for a new total contract value of \$366,095.

<u>Category</u>	<u>Original Amount</u>	<u>Mod Amount</u>	<u>New Amount</u>
Administration	\$12,625	\$0	\$12,625
Rental Assistance	\$142,500	\$0	\$142,500
Operations	\$56,100	\$0	\$56,100
Inflation Increase	\$0	\$154,870	\$154,870
<b>TOTAL</b>	<b>\$211,225</b>	<b>\$154,870</b>	<b>\$366,095</b>

2. T Funding use is to maintain current levels of homeless subsidies and services and to stabilize the homeless service provider workforce. Commerce expects grantees to prioritize salary increases or retention stipends for their homeless service provider workforce, and to the extent possible, offset other inflation costs.
3. This is a one-time budget increase and will not be sustained with future funds.
4. Allowable uses for these funds are for any allowable Consolidated Homeless Grant activity.
5. That all other terms and conditions of the Agreement shall remain the same and shall be performed by the parties.
6. That the above modifications shall be effective upon full execution of the parties.