



BOARD OF YAKIMA COUNTY COMMISSIONERS

Agenda Request Form (ARF)

Deliver completed ARF and finalized agenda item to the Clerk or Deputy Clerk of the Board at the Yakima County Commissioners' Office, Room 232.

Prepared by: Kimberly Ruelas

Department: Human Services

Requested Agenda Date: DEC 03 2024

Presenting: Lance Larsen

Board of County Commissioners Record Assigned

#

BOCC Agreement

433-2024

Yakima County, WA

Action Requested – Check Applicable Box:

PASS RESOLUTION

EXECUTE or AMEND

PASS ORDINANCE

AGREEMENT, CONTRACT, or GRANT

ISSUE PROCLAMATION

OTHER _____

Document Title:

Justice Housing Yakima Permanent Supportive Housing 2025 Contract Modification 1
(JH-PSH-2025-MOD1)

Background Information:

Justice Housing was awarded \$61,750 for Year 1 of their Permanent Supportive Housing contract, covering the period from July 1, 2024, through June 30, 2025. They are requesting a modification to move funds out of facility support to operations. The increase to operations will go towards staff cost. They are also adding a line for administration within the allowable limits. The budget adjustments are to account for the ramp up phase of the program and align the budget with the true cost of the program.

Describe Fiscal Impact:

\$0 - The total contract amount remains unchanged. This budget revision is focused on realigning the budget categories to reflect the grantee's actual operational needs and compliance with grant guidelines.

Summary & Recommendation:

Recommend to approve.

Esther Magasis

Department Head/Elected Official Signature

DC

Corporate Counsel Initial (for Agreements Only)

HUMAN SERVICES CONTRACT FACE SHEET

CONTRACTOR IS A <input checked="" type="checkbox"/> SUBRECIPIENT <input type="checkbox"/> VENDOR		CONTRACT NUMBER: JH-PSH-2025-MOD1
1. NAME/ADDRESS: Justice Housing Yakima P.O Box 1097 Yakima, WA 98907	2. ORIGINAL CONTRACT AMOUNT: \$61,750	5. PREVIOUS CONTRACT AMOUNT:
	3. CASH MATCH REQUIREMENT:	6. MODIFICATION AMOUNT:
	4. TOTAL CONTRACT AMOUNT: \$61,750	7. NEW TOTAL CONTRACT AMOUNT:
8. CONTACT: Jennifer Schlenske, Executive Director P.O Box 1097 Yakima, WA 98907 (509) 999-6918 director@justicehousing.org	9. COUNTY PROGRAM CONTACT: Yakima County Human Services Melissa Holm, Grant Manager 223 N 1st Street Yakima, WA 98901-2639 (509) 865-5005 Melissa.Holm@co.yakima.wa.us	10. COUNTY FISCAL CONTACT: Yakima County Human Services Kimberly Ruelas, Accountant II 223 N 1st Street Yakima, WA 98901-2639 (509) 823-8881 kimberly.ruelas@co.yakima.wa.us
11. CONTRACT START DATE: July 1, 2024	12. CONTRACT END DATE: June 30, 2025	
13. FUNDING AUTHORITY: Washington State Department of Commerce Consolidated Homeless Grant	14. INDIRECT RATE: N/A	
15. CFDA NUMBER(s): N/A	16. CFDA TITLE(S): N/A	
17. MODIFICATION PURPOSE: Budget revision allocation to better align with actual operational needs during the program's ramp-up phase. The total contract amount remains unchanged.		
EXHIBITS: 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): EXHIBIT A – Special Terms & Performance Measures EXHIBIT B – Budget EXHIBIT C – Insurance Certificate EXHIBIT D – Uniform Guidance EXHIBIT E – Modification 1		
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.		
Justice Housing Yakima <i>Jennifer Schlenske</i>	BOARD OF COUNTY COMMISSIONERS	
Jennifer Schlenske, Executive Director 11/22/2024 Date	<i>Amanda McKinney</i> Amanda McKinney, Chair EXCUSED <hr/>	
Approved as to Form: <i>Daniel Clark</i> Deputy Prosecuting Attorney	<i>LaDon Linde</i> LaDon Linde, Commissioner DATED DEC 03 2024 Attest: <i>[Signature]</i> Julie Lawrence, Clerk of the Board or Erin Franklin, Deputy Clerk of the Board	
Agreement Number BOCC Agreement		
433-2024		

EXHIBIT E

MODIFICATION 1

This Contract is modified as follows:

EXHIBIT B BUDGET

GRANTEE is authorized to spend no more than **SIXTY-ONE THOUSAND SEVEN HUNDRED AND FIFTY AND 00/100 DOLLARS (\$61,750)** FROM July 1st, 2024, through June 30th, 2025.

Budget Category	Current Contract Amount	Modification 1	New Contract Amount
Operations	\$25,750	\$21,000	\$46,750
Facility Support	\$36,000	(\$24,000)	\$12,000
Administration	\$0	\$3,000	\$3,000
TOTAL	\$61,750	\$0	\$61,750

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.