



Tooele County Council Agenda Item Summary

Department Making Request:

Meeting Date:

Sept 7

Item Title:

Amending WFRC Consolidated Planning & CDBG Administration

Summary:

Amending a CDBG grant (Tooele County Contract #20-10-10 /Known by the state as #21-1327). This is a pass-through grant for the CDBG program for the Wasatch Front Regional Council Region. Was previously awarded \$50,000 increased to \$55,000 due to administrative costs incurred between 4/1/21 to 6/30/21 related to CDBG activities.



CONTRACT AMENDMENT

DEPARTMENT OF WORKFORCE SERVICES (DWS)
HOUSING AND COMMUNITY DEVELOPMENT DIVISION (HCD)
1385 South State Street, Suite 400, Salt Lake City, UT 84115

20-10-10

AMENDMENT #: 1 CONTRACT #: 21-1327 CONTRACT ADMINISTRATOR: Sarah Moore
CONTRACT TITLE: WFRC Consolidated Planning and CDBG Administration

TO BE ATTACHED TO AND MADE A PART OF the above numbered contract by and between the State of Utah,
DEPARTMENT OF WORKFORCE SERVICES, HOUSING & COMMUNITY DEVELOPMENT DIVISION, Community
Development Block Grants (CDBG), referred to as STATE and TOOELE COUNTY, referred to as CONTRACTOR

THE PARTIES AGREE TO AMEND THE CONTRACT AS FOLLOWS:

1. Contract Period:

07/01/2020 (Original Start Date) 06/30/2021 (Original End Date) N/A New End Date

2. Contract Amount:

\$50,000.00 (Current Contract Amount) \$55,000.00 New Contract Amount

3. Scope of Work Change: (See Attached Revised Scope of Work)

4. Budget Change: (See Attached Revised Budget)

5. Effective Date of Amendment: 04/01/2021

6. Special Notices: This amendment adds \$5,000 for administration costs incurred between 04/01/2021 to 06/30/2021 related to WFRC CDBG-CV activities.

7. STATE FISCAL YEAR BILLING DEADLINE

DWS must receive proper billing for expenditures incurred up to and including June 30 no later than **July 15** of the same year, due to the DWS fiscal year end. **Billings submitted after this date may be denied.**

All other conditions and terms in the original contract and previous amendments remain the same.

IN WITNESS WHEREOF, the parties sign and cause the amendment to be executed.

CONTRACTOR: TOOELE COUNTY

STATE: HOUSING & COMMUNITY DEVELOPMENT
DIVISION

James A Welch
James A Welch (Jul 1, 2021 08:26 MDT)

Signature

Signature

County Manager

07/01/2021

Title

Date

Title

Date

Division of Finance

Date

Attachment C - BUDGET

Revised Budget - 2020

Budget Category	Grant Funds	Other Funds	Total Funding
Administration	\$37,000.00	\$0.00	\$37,000.00
Planning	\$18,000.00	\$0.00	\$18,000.00
Technical Assistance (AOG)	\$0.00	\$0.00	\$0.00
Program Delivery Costs	\$0.00	\$0.00	\$0.00
Construction	\$0.00	\$0.00	\$0.00
Engineer/Architect	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Real Property Acquisition	\$0.00	\$0.00	\$0.00
Totals	\$55,000.00	\$0.00	\$55,000.00

Attachment D - SCOPE OF WORK

Amendment #1 – 21-1327

Tooele County – Pass Through Grant to Wasatch Front Regional Council

Consolidated Planning		
Outcomes	Activities	Budget
<p><i>Goal 1. Identify and Prioritize Local Needs.</i></p> <p>The Consolidated Plan will be effective in identifying and prioritizing local needs to create optimal outcomes.</p>	<ol style="list-style-type: none">1. Work to ensure Capital Investment Plans are longer term.2. Work to involve all member cities/ counties, public service agencies, and other interested persons.3. Promulgate plan to ensure community input and awareness	<p>\$18,000</p>
<p><i>Goal 2. Address Federal and State Requirements and Priorities.</i></p> <p>Produce the regional portion of the Consolidated Plan so that it meets HUD requirements and addresses state and federal priorities.</p>	<ol style="list-style-type: none">1. Work with HCD to ensure required elements of the Plan are understood and complete.2. Utilize HUD and HCD websites as resources.3. Work to ensure the demographic & statistical housing, community, and economic development information is up to date.	<p>HUD Matrix Code 20</p>
CDBG Administration		
Outcomes	Activities	Budget
<p><i>Goal 1. Program Awareness.</i></p> <p>Create awareness among local governments about the CDBG program and its potential uses and limits</p>	<ol style="list-style-type: none">1. Promulgate CDBG information to help ensure program awareness, i.e. post information on the WFRC website.2. Target and distribute information to eligible entities within the region.3. Work to ensure interested entities understand the program and process.4. Attend all CDBG Policy Committee Meetings and CDBG Grantee Workshop	<p>\$32,000</p> <p>HUD Matrix Code 21A</p>
<p><i>Goal 2. Applications Meet Necessary Requirements.</i></p> <p>Ensure that quality applications are submitted that meet program requirements.</p>	<ol style="list-style-type: none">1. Provide application assistance to any eligible entity.2. Conduct how to apply workshop and ensure applicants understand the application process.3. Assist applicants with income surveys	
<p><i>Goal 3. Transparent Rating and Ranking Process.</i></p> <p>Ensure that a transparent, objective, and quantifiable rating and ranking process is developed, applied and reviewed annually to improve outcomes.</p>	<ol style="list-style-type: none">1. Work to ensure RRC understands the program and their role.2. Provide administrative support to the RRC3. Work with RRC to create Criteria that meet local and state requirements and needs.4. Update Criteria to improve project outcomes and reflect the region's 1 year Action Plan and 5 year Consolidated Plan priorities	
CDBG-CV Administration – Amendment #1		
Costs incurred 04/01/2021 to 06/30/2021 to administer the regional CDBG-CV funding awarded to Wasatch Front Regional Council. WFRC has received authorization from the state to incur costs as of 04/01/2021		<p>\$5,000</p> <p>HUD Matrix Code 21A</p>

FEDERAL GRANT FUNDING INFORMATION

Contract Number	21-1327
Subrecipient or Contractor Name	Tooele County
Federal Awarding Agency	U.S. Department of Housing & Urban Development
CFDA Number	14.228
CFDA Name	Community Development Block Grant Program
Federal Award Identification Number (FAIN)	B-20-DW-49-0001
Federal Award Issue Date	03/01/2020
Amount Awarded By This Action	\$ 5,000
Previous Amount Awarded	\$ 50,000
Total Amount Awarded	\$ 55,000
Is Federal Award for R&D?	Yes No X

OTHER FUNDING IN THIS CONTRACT (Matching funds, etc.)

No Matching Funds.

DEPARTMENT OF WORKFORCE SERVICES (DWS) FISCAL GRANT MANAGER INFORMATION

Name	Margaret Lautaimi
Email	Margaret Lautaimi@utah.gov
Phone	(385) 341-1671