



STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES

CONTRACT AMENDMENT

Contractor: THAMES VALLEY COUNCIL FOR COMMUNITY ACTION, INC.
Contractor Address: ONE SYLVANDALE ROAD, JEWETT CITY, CT 06351
Contract Number: 104C-HHD-29 / 14DSS1301ZK
Amendment Number: 1
Amount as Amended: \$167,029.00
Contract Term as Amended: 10/1/14 – 9/30/16

The contract between **Thames Valley Council for Community Action, Inc.** (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and signed by the by the Office of the Attorney General on 10 /29 /14 , is hereby amended as follows:

1. The total maximum amount payable under this contract is increased by \$81,504.00 from \$85,525 to \$167,029.00. This increase is to continue to provide Hispanic Human Resources Development (HHD) services to the New London County service area.
2. The Contractor shall adhere to the budget as modified on page 5 of this amendment.
3. The term of the contract is extended for an additional one (1) year and the end date of the contract is changed from 9/30/15 to 9/30/16.
4. During the contract period ending 9/30/16, Part I, Section A.1 Description of Services of the original contract shall include at least an additional 100 clients (individuals and/or families) receiving services.
5. In Part I, Section A.2 of the original contract, the phrase "clients ages 5 to 12 years and to" shall be deleted.
6. Part I, Section A.5.d Youth Education Services shall be deleted in entirety.
7. Part I, Section B.1 Program Administration of the original contract shall reflect revised staffing and percent of salary funded under this contract, to include the following: Case Manager (1) @ 25 hours per week, (100%); Case Worker (1) @ 20 hours per week

(57.14%); Case Manager (1) @ 15 hours per week (42.86%); Social Services Manager (1) @ 5 hours per week (14.29%); and Program Assistant (1) @ 2.5 hours per week (7.14%).

8. Part I, Section B.2 Program Service location shall be changed from Centro de la Comunidad, 109 Blinman Street, New London, CT to TVCCA, 83 Huntington Street, New London, CT. Standard Program hours of operation shall be changed from Monday, Wednesday, Thursday, Friday, 8:30 a.m. to 1:00 p.m., to Monday – Friday 8:00 AM – 4:00 PM.
9. Part I, Section E Client-Based Outcomes and Measures shall be deleted and replaced by page 4 of this amendment.
10. Part I, Section G.1 shall be deleted and replaced with the following: The Contractor agrees to subcontract the Program services described in Part I Section A of this contract to Centro de la Comunidad, located at 109 Blinman Street, New London, CT in an amount not to exceed \$29,987.63 for the period 10/1/2014 through 1/31/2015.
11. **Federal Funding Accountability and Transparency Act (FFATA):**
 - a. The Contractor shall register with the Federal System for Award Management (SAM) at <https://www.sam.gov> to assist the Department with meeting its obligation to comply with the Federal Funding Accountability and Transparency Act (FFATA).
 - b. The Contractor shall ensure that it shall remain active in SAM by updating its SAM profile at least every 12 months. Upon notification by the Department that its SAM status is not active, the Contractor shall update its SAM profile within five business days of such notification. The Contractor's failure to comply may impact future issuance of payments by the Department.

E. **CLIENT-BASED OUTCOMES AND MEASURES:** The Contractor will implement the Program and services described herein to result in the following outcomes on behalf of the clients. Such outcomes will be measured in the manner herein and documented in the client case records. The Department will monitor outcome results achieved pursuant to these terms and conditions.

OUTCOME	MEASURES
i. Clients receive appropriate information and referrals to appropriate service providers.	a. At least 100% of those clients in the Program whose primary need is to access information and subsequent referrals will be provided with such services.
ii. Clients have basic needs to satisfy and maintain satisfactory daily life-function.	<p>a. At least 80% of the clients seeking these services accessed or obtained basic tangibles necessary to improved life-functioning (e.g. food, clothing, fuel assistance, shelter, etc.) after receiving appropriate information and referral services.</p> <p>b. At least 70% of the clients in the Program who are deemed eligible for public assistance (cash, medical or both) received benefits after receiving appropriate information and referral services.</p>
iii. The client develops a better understanding of the local job market and employment opportunities.	a. At least 80% of the clients seeking employment opportunities develop a better understanding of the local job market through job-readiness activities and local guest speaker presentations.
iv. The client is able to complete and submit a job application and resume for employment.	a. At least 70% of the clients seeking employment opportunities will submit a properly completed application and resume to at least three (3) prospective employers.
v. The client secured and maintained employment.	a. At least 25% of the clients seeking employment secured employment.
vi. Clients will be enrolled in an appropriate educational or vocational program.	a. At least 60% of the clients seeking ESL or Adult Education successfully enroll and attend classes.

All terms and conditions of the original contract, and any subsequent amendments thereto, which were not modified by this Amendment remain in full force and effect.

PART I					
PROGRAM NAME:		Hispanic Human Development		2014-2016	
PROGRAM NUMBER:		104C-HHD-29 / 14DSS1301ZK			
			Requested	Adjustments	Approved
Contract Amount			85,525	81,504	167,029
<i>For Amendments Only</i>					
Previously Approved Contract Amount			85,525		
Adjustments & New Contract Amount				81,504	167,029
Line #	Item	Subcategory	Line Item Total	Adjustments	Revised Total
		(a)	(b)	(c)	(d)
1.	UNIT RATE				
	1a. Bed Days				
	1b. Client Advocate				
	1c. Security Deposit				
	1d. Other Unit Rate Costs				
	TOTAL UNIT RATE				
2.	CONTRACTUAL SERVICES				
	2a. Accounting				
	2b. Legal				
	2c. Independent Audit				
	2d. Other Contractual Services				
	TOTAL CONTRACTUAL SERVICES				
3.	ADMINISTRATION				
	3a. Admin. Salaries				
	3b. Admin. Fringe Benefits				
	3c. Admin. Overhead	4,634		2,859	7,493
	TOTAL ADMINISTRATION		4,634	2,859	7,493
4.	DIRECT PROGRAM STAFF				
	4a. Program Salaries	55,984		54,305	110,289
	4b. Program Fringe Benefits	13,087		15,283	28,370
	TOTAL DIRECT PROGRAM		69,071	69,588	138,659
5.	OTHER COSTS				
	5a. Program Rent	1,708		2,562	4,270
	5b. Consumable Supplies	3,600		600	4,200
	5c. Travel & Transportation				
	5d. Utilities	2,447		1,635	4,082
	5e. Repairs & Maintenance	2,722		2,700	5,422
	5f. Insurance	303			303
	5g. Food & Related Costs				
	5h. Other Project Expenses	1,040		1,560	2,600
	TOTAL OTHER COSTS		11,820	9,057	20,877
6.	EQUIPMENT				
7.	PROGRAM INCOME				
	7a. Fees				
	7b. Other Income				
	TOTAL PROGRAM INCOME				
8.	TOTAL NET PROGRAM COST		85,525	81,504	167,029
	(Sum of 1 through 6, minus Line 7)				

SIGNATURES AND APPROVALS

104C-HHD-29 / 14DSS1301ZK

The Contractor IS NOT a Business Associate under the Health Insurance Portability and Accountability Act of 1996 as amended.

Documentation necessary to demonstrate the authorization to sign must be attached.

CONTRACTOR - THAMES VALLEY COUNCIL FOR COMMUNITY ACTION, INC

Deborah Monahan
Deborah Monahan, *Executive Director*

9/29/2015
Date

DEPARTMENT OF SOCIAL SERVICES

Kathleen M. Brennan
Deputy Commissioner

9/30/15
Date

OFFICE OF THE ATTORNEY GENERAL

This Contract Amendment template having been reviewed and approved by the OAG, it is exempt from review pursuant a Memorandum of Agreement between the Agency and the OAG dated March 19, 2009.