

RESOLUTION B-19-039
AMENDING THE ANNUAL BUDGET
FOR MANATEE COUNTY, FLORIDA
FOR FISCAL YEAR 2018-2019

WHEREAS, Florida Statutes 129.06, authorizes the Board of County Commissioners to amend its budget for the current fiscal year as follows:

- a) Appropriations for expenditures in any fund may be decreased and other appropriations in the same fund correspondingly increased, provided the total appropriations of the fund are not changed.
- b) Appropriations from reserves may be made to increase the appropriation for any particular expense in the same fund, or to create an appropriation in the fund for any lawful purpose.
- c) Unanticipated revenues, including increased receipts for enterprise or proprietary funds, may be appropriated for their intended purpose, and may be transferred between funds to properly account for the unanticipated revenue.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Manatee County, Florida that the 2017-2018 budget is hereby amended in accordance with FS 129.06 as described on the attached summary and specified in the budget adjustment batch files which are listed below:

Department: NEIGHBORHOOD SERVICES
Fund: GENERAL FUND
Fund: GRANTS > 7/03
Description: Deappropriates \$12,393 from grant revenue in the FY17-18 Emergency Home Energy Assistance Program (EHEAP) as a result of a statewide grant reduction from the Department of Elder Affairs. Transfers \$2,000 from reserves in the General fund to cover ineligible expenses in the grant. The grant contract amendment is being presented to the Board along with this budget amendment.

Batch ID: EPC0318A/B

Reference:

BU19000148

ADOPTED IN OPEN SESSION WITH A QUORUM PRESENT AND VOTING THIS 18th DAY OF December, 2018.



BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

By: *Prinella Dora*
Chairman

ATTEST: Angelina Colonneso,
Clerk of the Circuit Court

By: *Wibe Jessome*
Deputy Clerk

THIS AMENDMENT, entered into between Senior Connection Center, Inc., hereinafter referred to as the "agency", and Manatee County, a political subdivision of the State of Florida, hereinafter referred to as the "subrecipient", amends Contract No. EH-18/19-MAN.

The purpose of this amendment is to:

- 1) decrease Section 3, Contract Amount, by **\$12,393.00**;
- 2) decrease Section 5, Source of Funds, by **\$12,393.00**;
- 3) amend Attachment I, Sections 2(4) and (5), Definition of Terms;
- 4) amend Attachment I, Sections 6(2) and (3), Major Program Goals;
- 5) amend Attachment I, Section 7(3)(h)(viii), Client Determination;
- 6) amend Attachment I, Section 8(8), Service Tasks;
- 7) introduce Attachment I, Sections 9(10) and (11), Staffing Requirements;
- 8) amend Attachment I, Section 10(3), Service Delivery;
- 9) amend Attachment I, Section 11(3)(l), Deliverables;
- 10) amend Attachment I, Section 14(14)(m), Subrecipient Responsibilities;
- 11) renumber Attachment I, Sections 17-19; and
- 12) revise and replace Attachment III, Budget Summary.

1. Section 3, is hereby amended to read:

3. Contract Amount

The agency agrees to pay for services according to the conditions of **ATTACHMENT I** an amount not to exceed **\$42,599.00**, subject to the availability of funds.

2. Section 5, is hereby amended to read:

5. Source of Funds

The costs of services paid under any other contract or from any other source are not eligible for reimbursement under this contract. The funds awarded to the subrecipient pursuant to this contract are in the state grants and aids appropriations and consist of the following:

Program Title	Funding Source	CFDA #	Fund Amounts
Emergency Home Energy Assistance Program	U.S. Department of Health and Human Services	93.568	\$42,599.00
TOTAL FUNDS CONTAINED IN THIS CONTRACT:			\$42,599.00

3. **ATTACHMENT I**, Sections 2(4) and (5), are hereby amended to read:

(4) **Client Application Date** -The date the application is completed (whether by self or with assistance) and signed by the elder. This date shall not be changed. Signatures must be in ink. Rubber-stamped signatures will not be accepted. This date shall not be changed. If an elder cannot write their signature on the application, or any other required document, and must sign with an "X", two witnesses are required.

(5) **Crisis** - A home cooling or heating crisis exists when an elder has no access to, or is in danger of losing access to needed home energy.

4. **ATTACHMENT I**, Sections 6(2) and (3), are hereby amended to read:

(2) Crisis Assistance is defined as a home cooling or heating crisis exists when an elder has no access or is in danger of losing access to needed home energy because one or more of the following conditions is present:

- (a) The elder's home cooling or heating energy source has been cut off;
- (b) The elder has been notified that the energy source for cooling or heating will soon be cut off;
- (c) The elder has an energy bill or notice for which the due date has lapsed;
- (d) The elder has received a notice indicating the household's energy bill is delinquent or past due;
- (e) The elder is unable to get delivery of heating fuel, is out of heating fuel, or is in danger of being out of heating fuel; or
- (f) The elder has other problems with lack of cooling or heating in the home, such as needing to pay a deposit, needing a repair or purchase of heating or cooling equipment, or needing interim emergency measures to avoid further crisis.

(3) Allowable Categories for Crisis Assistance are:

- (a) Electric;
- (b) Gas;
- (c) Propane;
- (d) Wood/coal;
- (e) Refillable fuels; and
- (f) Pre-pay home energy usage.

(i) The elder should be within seven (7) days of using the remaining balance of the pre-purchased energy source, the elder's power is currently disconnected/shut off, or the elder needs a deposit.

(ii) The LIHEAP Payment Matrix provided by the agency is used to determine the benefit amount.

5. ATTACHMENT I, Section 7(3)(h) (viii), is hereby amended to read:

(viii) Payment for temporary emergency shelter is allowable, if due to energy related crisis, not to exceed the maximum limit of \$600.

6. ATTACHMENT I, Section 8(8), is hereby amended to read:

(8) Post appeal provisions in a prominent place and in plain view at all locations where applications are received;

7. ATTACHMENT I, Sections 9(10) and (11), are hereby introduced and read:

(10) A subcontractor shall not be permitted to perform services related to this contract without an executed subcontract or MOU, which includes verification that the subcontractor's staff is paid from non-federal resources or is compensated for such activities from EHEAP funding. The agency and the Department shall not be responsible or liable for any obligations or claims resulting from any subcontract or MOU.

(11) For each subcontractor, the subrecipient shall provide a written statement to the agency regarding whether that subcontractor is a minority vendor, as defined in Section 288.703, F.S.

8. ATTACHMENT I, Section 10(3), is hereby amended to read:

(3) Service Publishing

Subrecipient shall publish its service delivery location, toll-free telephone number and normal business hours in available forms of media (i.e. newspapers, radio, television, websites, publications, etc.).

9. **ATTACHMENT I**, Section 11(3)(l), is hereby amended to read:

(l) Copies of approval or denial letters, including those related to the initial application and all appeals, which are provided to the elder;

10. **ATTACHMENT I**, Section 14(14)(m), is hereby amended to read:

(m) A policy defining the criteria and required verification to determine if a household has a "home energy crisis," and the information and/or documentation required to verify the crisis;

11. **ATTACHMENT I**, Sections 17-19, are hereby renumbered to read:

17. Request for Payment Invoices

18. Financial Consequences

19. Remedies for Nonconforming Services

20. Consequences for Non-Compliance

12. **ATTACHMENT III**, Budget Summary, is hereby replaced with the revised **ATTACHMENT III**, Budget Summary, attached hereto.

This amendment shall be effective on the last date that the amendment is signed by both parties.

All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform to this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract.

This amendment and all its attachments are hereby made a part of the contract.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties hereto have caused this 5 page amendment to be executed by their officials thereunto duly authorized.

SUBRECIPIENT: Manatee County,
a political subdivision
of the State of Florida

AGENCY: Senior Connection Center, Inc.

SIGNED
BY: Priscilla Trace

SIGNED
BY: Lilly Ho Pehling

NAME: Priscilla Trace

NAME: Lilly Ho Pehling

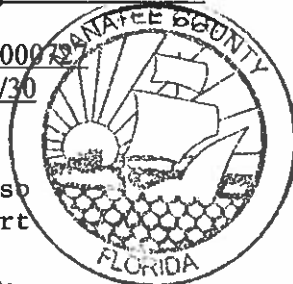
TITLE: Chairman

TITLE: Chair, Board of Directors

DATE: 12/18/18

DATE: 1/25/19

FEDERAL ID NUMBER: 59-60007
FISCAL YEAR END DATE: 9/30



ATTEST: Angelina Coloneso
Clerk of the Circuit Court

By: Uliana Teresma

ATTACHMENT III

EMERGENCY HOME ENERGY ASSISTANCE PROGRAM

BUDGET SUMMARY

PSA 6Original
Amendment X

SUBRECIPIENT: Manatee County Community Services Department

1.	Administration*	\$605.00
2.	Outreach *	\$7,584.00
3.	EHEAP Benefits (Crisis)	\$33,887.00
4.	Weather-Related/Supply Shortage **	<u>\$523.00</u>
5.	Total	\$42,599.00
6.	Projected minimum number of Individuals to be served:	122
7.	Projected minimum number of Individuals to be served (Weather- Related/Supply Shortage):	N/A

NOTE: Eligible households may be provided with one benefit per season up to six hundred dollars per benefit. The minimum number of consumers may reflect duplicated consumers if a consumer receives a benefit in both seasons.

* Allowable administrative and outreach expenses are defined in ATTACHMENT III, EXHIBIT A. Funds budgeted for administration and outreach may be used for emergency energy assistance benefits upon approval of the agency and a contract amendment.

** Weather Related/Supply Shortage funds are set-aside for emergency assistance. These funds must be held in this budget line item category until November 1 of the program year, for use in response to a possible disaster. Directives for the Weather-Related/Supply Shortage funds are identified in ATTACHMENT III, EXHIBIT B and EXHIBIT C.

APPROVED in Open Session

Manatee County Board of County
Commissioners

Manatee County Government Administrative Center
Patricia M. Glass Commission Chambers, First Floor
9:00 a.m. - December 18, 2018

12/18/18

December 18, 2018 - Regular Meeting
Agenda Item #28

Subject

Amendment 2 to the FY 18/19 Emergency Home Energy for the Elderly Assistance Program

Briefings

None

Contact and/or Presenter Information

Tracie Adams, Human Services Program Manager / Ext. 3646

Action Requested

Authorization for the Chairman to execute Amendment #2 to the FY 18/19 Emergency Home Energy Assistance for the Elderly Program (EHEAP) agreement EH-18/19-MAN between Manatee County and Senior Connection Center, Inc., which includes decreasing the funding amount by \$12,393.00, revising the budget summary and language changes.

Adoption of Budget Resolution B-19-039 amending the annual budget for Manatee County for FY 2018/2019.

Enabling/Regulating Authority

Florida Statutes Chapter 125

Background Discussion

- Amendment #2 reflects a statewide reduction in funding by the state Department of Elder Affairs for the EHEAP program, replaces the budget summary, and reflects wording changes.
- Amendment #2 decreases the funding amount by \$12,393.00 which is a combination of funds used for Administration, Outreach, and Benefits.
- This decrease will result in approximately 30 - 35 fewer clients being assisted in the grant year.
- Budget Resolution B-19-039 reflects the decrease in grant revenue.
- The Emergency Home Energy Assistance for the Elderly Program is funded through the Senior Connection Center, Inc., and assists low income households with at least one person 60 years of age or older who are experiencing a home energy emergency.
- The program allows for assistance with electric bill payments through an application qualifying process.

County Attorney Review

Not Reviewed (No apparent legal issues)

Explanation of Other

Reviewing Attorney

N/A

Instructions to Board Records

Return two originals of Amendment #2 to Neighborhood Services Department with a signed copy of Resolution B-19-039.

One original amendment will be returned to Board Records when executed by the funding source.

Email the signed Budget Resolution B-19-039 to budget@mymanatee.org.

Cost and Funds Source Account Number and Name

\$42,599 Federal Funds 18/19 EHEAP 1739000212

Amount and Frequency of Recurring Costs

N/A

Attachment: [EHEAP 1819 AMEND2.pdf](#)

Attachment: [B-19-039 EHEAP Amend #2.pdf](#)