

AMENDMENT NUMBER 1 TO CITY OF ANN ARBOR 2023-2024 HUMAN SERVICES CONTRACT WITH THE SHELTER ASSOCIATION OF WASHTENAW COUNTY FOR 2023-24 WINTER EMERGENCY SHELTER AND WARMING CENTER RESPONSE

This Amendment Number 1 (“Amendment”) is to the 2023-2024 Human Service Contract between the City of Ann Arbor, (“City”) and the Shelter Association of Washtenaw County, (“Contractor”) for the 2023-24 Winter Emergency Shelter and Warming Center Response dated November 1, 2023 (“Agreement”).

City and Contractor agree to amend the Agreement as follows:

The following replaces Section 2 “Budget” in its entirety, and replaces Attachment 2 with Attachment 2A:

- 2. BUDGET. If Contractor is in compliance with this Agreement, the City agrees to pay up to, or on behalf of the contractor as detailed on Attachment 2A, "2023-2024 Program Budget", from the following funding source. Such payments shall be made on behalf of the City as coordinated by the Office of Community and Economic Development.

Program	Funding Source	Amount
2023-24 Winter Emergency Shelter and Warming Center Response	City of Ann Arbor General Funds	\$72,000
2023-24 the Marijuana Excise Tax Revenue Allocation	City of Ann Arbor General Funds	\$100,000
TOTAL		\$172,000

All terms, conditions, and provisions of the Agreement, unless specifically amended above, shall apply to this Amendment and are made a part of this Amendment as though expressly rewritten, incorporated, and included herein.

City and Contractor agree that for this Amendment and any documents related to the Agreement: 1) signatures may be delivered electronically in lieu of an original signature; 2) to treat electronic signatures as original signatures that bind them; and 3) signatures may be executed and delivered by facsimile and upon such delivery, the facsimile signature will be deemed to have the same effect as if the original signature had been delivered to the other party.

This Amendment to the Agreement shall be binding on the Parties’ heirs, successors, and assigns.

[SIGNATURE PAGE FOLLOWS]

The undersigned have executed this Agreement as of the day and year first above written.

CITY:
CITY OF ANN ARBOR, a Michigan Municipal Corporation

By: _____
Christopher Taylor
Mayor

By: _____
Jacqueline Beaudry
City Clerk

Approved as to Substance:
By: _____
Milton Dohoney
City Administrator

By: _____
Derek Delacourt
Community Services Administrator

Approved as to Form:
By: _____
Atleen Kaur
City Attorney

APPROVED AS TO CONTENT:

By: _____
Toni Kayumi (Date)
Director
Office of Community & Economic Development

CONTRACTOR:
Shelter Association of Washtenaw County, a Michigan nonprofit corporation

By: _____
Daniel Kelly (Date)
Executive Director
Shelter Association of Washtenaw County

Attachment 2A: 2023-2024 PROGRAM BUDGET - Washtenaw County

Agency Name: Shelter Association of Washtenaw County

Project Name: Winter Emergency Shelter and Warming Center Response

Revenue Source(s):	Washtenaw County Grant	Name of Other Funding Sources	Amount of Other Funding Sources	STATUS*	Total
Grant Amount	\$83,540				\$83,540
Other Grant Amounts		City of Ann Arbor	\$172,000	P 11-1-23, 9yrs	\$172,000
		City of Ypsilanti	\$100,000	S 11-13-23	\$100,000
(Please list each outhur funding source on a separate line.)					\$0
					\$0
					\$0
Other Support (In-Kind) - a		SAWC Fundraising	\$135,378		\$135,378
Program Fees - b					\$0
Total Revenues	\$83,540		\$407,378		\$490,918

*If secured funding, this cell should include (S) and the award date [Example: (S) 1/5/2011]; if funding is pending, this cell should include (P), the application date, and the number of years award has been received previously [Example: (P) 1/18/11 5yrs].

Program Expenses	Washtenaw County Grant	Amount of Other Funding Sources	Total
Personnel, Taxes & Fringe Benefits	\$83,540	\$258,335	\$341,875
Consultant & Contractual Fees - c		\$34,750	\$34,750
Administrative Costs**		\$23,377	\$23,377
Specific Assistance to client- d			\$0
Other - e		\$90,916	\$90,916
Total Expenditures	\$83,540	\$407,378	\$490,918

**Administrative Costs include office space, utilities, supplies, audits, marketing and evaluation. No itemization necessary.

Personnel, Taxes & Fringe Benefits Detail

Position Title	Amount charged to Washtenaw County Grant	Percentage of Time allocated to this Program	Amount charged to other fund sources	Annual Salary including employer share of taxes & fringes
Overnight Winter Operations Specialists	83,540	100%	128,644	\$212,184
Day Shelter Specialists	-	100%	\$78,160	\$78,160
Winter Intake Specialists		100%	\$17,931	\$17,931
Warming Center Case Managers		100%	\$33,600	\$33,600
Total Personnel Tax & Fringes:	83,540		\$258,335	\$341,875

BUDGET NARRATIVE QUESTIONS

Please answer the following questions briefly & concisely in the boxes below.
(You may expand the size of the box provided if necessary.)

(a) Describe how in-kind donations are estimated and recorded.

The Shelter Association fundraises for the program costs that exceed Ann Arbor, Washtenaw County, and City of Ypsilanti support. These services are estimated through the creation of a program budget and recordkeeping of program expenses throughout the program year.

(b) Describe the source of program fees.

N/A

(c) List name of firm and scope of services.

Shelter Association of Washtenaw County - please see scope of services form for more information. Includes winter security support.

(d) Describe eligible uses of funds. Estimate amount per customer and attach the policy for determining the amount of subsidy per customer.

The funds are used to support local residents who are experiencing homelessness. There is no set amount per client served as the level of service varies depending the length of shelter and other needs.

(e) List type of expense(s) and identify costs for each.

includes additional personnel expenses from training (\$26,400), estimated overtime (8,966), supplies (23,500), transportation (19,000), and meals (13,050)