

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20060500

1. ACTION REQUESTED/PURPOSE:

Amend a contract between the State of Florida Department of Community Affairs and the Board of County Commissioners to receive an additional \$387,188 for the Low Income Home Energy Assistance Program (LIHEAP); approve a budget amendment resolution.

2. WHAT ACTION ACCOMPLISHES:

Will provide a total of \$860,492 in grant funds for assistance with energy costs to qualified Lee County households

3. MANAGEMENT RECOMMENDATION:

Approve and sign a Modification of Agreement between Florida Department of Community Affairs and Lee County Board of County Commissioners to receive additional Low Income Home Energy Program funds; approve a budget amendment resolution.

4. Departmental Category: 05

C5A

5. Meeting Date: 05-02-2006

6. Agenda:
 Consent
 Administrative
 Appeals
 Public
 Walk-On

7. Requirement/Purpose: (specify)
 Statute
 Ordinance
 Admin. Code
 Other

8. Request Initiated:
 Commissioner _____
 Department Human Services
 Division Susan Oliver
 By: Susan Oliver, Program Mgr.

9. Background:

The State of Florida, Department of Community Affairs has made available an additional \$387,188 for the Low Income Home Energy Assistance Program. The original grant agreement was signed by the Board of County Commissioners on January 31, 2006. This amendment brings the total grant amount to \$860,492. There is no match requirement. This program provides utility assistance for qualifying low-income households, with priority given to the elderly, disabled and households with small children.

Attachments: Modification Agreement (3 originals)
 Budget Amendment Resolution

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services				County Manager/P.W. Director
					Analyst	Risk	Grants	Mgr.	
<i>[Signature]</i>	N/A	N/A	N/A	<i>[Signature]</i>	RK 4/20	MR 4/20/06	4/20/06	4/20/06	HS 4/20/06

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

RECEIVED BY COUNTY ADMIN: 210
4-19-06
3:40
 COUNTY ADMIN FORWARDED TO: [Signature]
4/20/06
4:20 PM

Rec. by CoAtty
 Date: 4/19/06
 Time: 1:20pm
 Forwarded To:
Admin 4/19/06
3:30

RESOLUTION

Amending the General Fund #00100 Budget to incorporate unanticipated receipts into estimated Revenues and Appropriations for Fiscal Year 2005-2006.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the General Fund #00100 budget for \$387,188 of the additional revenue from the Low Income Home Energy Assistance Program (LIHEAP) Grant and an appropriation of a like amount for indigent rent and utilities;

WHEREAS, the General Fund #00100 budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES		
Prior Total:		\$538,109,348
Additions		
11082500100.331621.9004	LIHEAP	\$387,188
Amended Total Estimated Revenues		\$538,496,536

APPROPRIATIONS		
Prior Total:		\$538,109,348
Additions		
11082500100.508303.106	Indigent Rent and Utilities	\$387,188
Amended Total Appropriations		\$538,496,536

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the General Fund #00100 budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2006.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRWOMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YA
LEDGER TYPE BA

MODIFICATION OF AGREEMENT
BETWEEN
FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS
AND

LEE COUNTY BOARD OF COUNTY COMMISSIONERS

This Modification is made and entered into by and between the State of Florida, Department of Community Affairs, ("the Department"), and LEE COUNTY BOARD OF COUNTY COMMISSIONERS, the ("Recipient") to modify DCA Contract Number 06EA-3M-09-46-01-015, ("the Agreement").

WHEREAS, the Department and the Recipient have entered into the Agreement, pursuant to which the Department has provided a grant to the Recipient under the Low-Income Home Energy Assistance Program (LIHEAP) of \$473,304; and

WHEREAS, the Department and the Recipient desire to modify the Agreement.

WHEREAS, additional funds have become available to increase the amount of the funding granted to the Recipient.

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. Paragraph (17)(a) Funding/Consideration is hereby modified to read as follows:

"This is a cost-reimbursement Agreement. The Recipient shall be reimbursed for costs incurred in the satisfactory performance of work hereunder in an amount not to exceed \$860,492 subject to the availability of funds and appropriate budget authority. The Recipient is authorized to incur costs in an amount not to exceed \$298,182 until further notification is received from the Department. As funds and budget authority are available, changes to the costs the Recipient may incur will be accompanied by notice from the Department to the Recipient, in the form of certified mail, return receipt requested, to the Recipient contact person identified in Attachment I, Recipient Information. The terms of the Agreement shall be considered to have been modified to allow the Recipient to incur additional costs upon the Recipient's receipt of the written notice from the Department." This revised contract amount includes:

1. \$473,304 Current FFY 2006-2007 LIHEAP contract allocation
 2. \$387,188 Base Increase Funds
2. Attachment I, Recipient Information, is hereby deleted in its entirety and replaced with Amended Attachment I.

3. Attachment J, Budget Summary and Workplan, is hereby deleted in its entirety and replaced with Amended Attachment J.
4. Attachment K, Budget Detail, is hereby deleted in its entirety and replaced with Amended Attachment K.
5. Attachment L, Multi-County Fund Distribution, is hereby deleted in its entirety and replaced with Amended Attachment L.
6. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.
7. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this document as of the dates set out herein.

RECIPIENT

**STATE OF FLORIDA
DEPARTMENT OF COMMUNITY AFFAIRS**

BY: _____

BY: _____

(Type Name and Title)

Kimball Love, Director
Division of Housing and Community
Development

Date: _____

Date: _____

59-6000702

Federal Identification Number

**LIHEAP
REVISED ATTACHMENT J
BUDGET SUMMARY AND WORKPLAN**

RECIPIENT: LEE COUNTY BOARD OF COUNTY COMMISSIONERS

I. BUDGET SUMMARY

A. BUDGET CATEGORY	B. Last Approved Budget Amount	C. Adjustments to Last Budget (Optional)	D. April 2006 Base Increase Funds	E. TOTAL Modified Budget
REVENUE AND FUNDING				
1. LIHEAP Funds	\$473,304	\$0	\$387,188	\$860,492
GRANTEE ADMINISTRATIVE EXPENSE (Cell 2E cannot exceed 8% of Cell 1E)				
2. Salaries including Fringe; Rent, Utilities, Travel, Other	\$22,158	+\$23,642	\$0	\$45,800
GRANTEE OUTREACH EXPENSE (Cell 3E cannot exceed 15% of the difference between Cell 1E and Cell 2E)				
3. Salaries including Fringe; Rent, Utilities, Travel, Other	\$19,800	+\$14,850	\$0	\$34,650
DIRECT CLIENT ASSISTANCE				
4. Home Energy Assistance Payments (Cell 4E must be at least 25% of Cell 1E)	\$118,326	\$0	\$96,799	\$215,125
5. Crisis Benefit Payments	\$303,553	-\$38,492	\$282,646	\$547,707
6. Weather Related/Supply Shortage (Cell 6E must be at least 2% of Cell 1E)	\$9,467	\$0	\$7,743	\$17,210
7. DIRECT CLIENT ASSISTANCE SUBTOTAL (Lines 4+5+6)	\$431,346	-\$38,492	\$387,188	\$780,042
LEVERAGING FUNDS ONLY				
8. Home Energy Assistance				
9. Crisis Assistance				
10. TOTAL LEVERAGING (Lines 8+9)				
11. GRAND TOTAL (Lines 2+3+7+10)	\$473,304	-\$38,492	\$387,188	\$860,492

II. WORKPLAN

Type of Assistance	Estimated # of Households		Estimated Cost Per Household	Estimated Expenditures (Estimated # of HHs x Estimated Cost Per Household) Amounts must agree with Column E above.
	Previous	Amended		
Home Energy	788	1,721	\$125	\$215,125
Crisis	1011	1,825	\$300	\$547,707
Weather Related/Supply Shortage	31	49	\$350	\$17,210
TOTAL	1,830	3,595		\$780,042

**REVISED ATTACHMENT K
ADMINISTRATIVE AND OUTREACH EXPENSE BUDGET DETAIL
(BUDGET SUMMARY LINES 2 AND 3)**

Line Item Number	EXPENDITURE DETAIL (Round up line items to dollars. Do not use cents and decimals in totals)	LIHEAP FUNDS
ADMINISTRATIVE EXPENSE		
2	Average Salaries (including fringe calculated at 38%)	
	Fiscal Support:	
	20 hours/week for 50 weeks @ avg. \$21.98.00 = \$21,980	
	FSS Administrative Support & Secondary Case Review:	
	Counselors/Admin Specialist/Program Manager	
	18 hours/week for 50 weeks @ 26.4666 = \$23,820	
	TOTAL	\$45,800
OUTREACH		
3	Average Salaries (including fringe calculated at 38%)	
	Human Services Staff:	
	35 hours/week for 50 weeks @ avg. \$19.8000 = \$34,650	
	TOTAL	34,650
DIRECT CLIENT ASSISTANCE		
4	Home Energy Assistance = \$215,125	
5	Crisis Assistance = \$547,707	
6	Weather Related Assistance = \$17,210	
	TOTAL	780,042
	GRAND TOTAL	\$860,492

**LIHEAP
REVISED ATTACHMENT L
MULTI-COUNTY FUND DISTRIBUTION**

In the form below, describe upon what basis you plan to equitably allocate LIHEAP resources to each of the counties you serve. This plan must be at least in part based on the 150% poverty population of each county. Provide reasoning and numeric justification for distribution plan.

COUNTY	ALLOCATION	% OF AGENCY'S DIRECT CLIENT ASSISTANCE DOLLARS ALLOCATED TO THIS COUNTY	BASIS FOR DISTRIBUTION/CALCULATION USED TO DETERMINE ALLOCATION
LEE	\$ 780,702	100 %	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
		%	
Total Budgeted Direct Client Assistance	\$ 780,042	100 %	