

OMB Contract Review

Contract Name	Emergency Solutions Grant Program-Specific Performance Agreement with Community Action Stops Abuse, Inc.				
CATS#	16-1048A	Contract #	ESG1415CASA	Date:	7-8-2016

Mark all Applicable Boxes:

Type of Contract									
CIP		Grant		Other	X	Revenue		Project	

Contract information:

New Contract (Y/N)	Yes	Original Contract Amount	\$41,000
Fund(s)	1009	Amount of Change	
Cost Center(s)	242240	Contract Amount	\$41,000
Program(s)	1331	Amount Available	Total: \$219,730 Budget FY16
Account(s)	5800001	Included in Applicable Budget? (Y/N)	Yes (Budget Amendment not needed)
Fiscal Year(s)	FY16		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

The agreement is with the Community Action Stops Abuse (CASA), Inc. to reimburse this agency for the cost of essential services provided to homeless individual and families living at their domestic violence emergency shelter. The agreement limits the reimbursement at \$41,000 for eligible costs incurred by the agency. The agreement's Term of Performance period starts October 1, 2015 and ends September 30, 2016.

The source of available funds is the Community Development Fund (1009): the Emergency Solutions Grant (ESG).

Comments:

The Agreement period is completely within the FY16 budget year. The budget analyst expected the component to be listed in the 2015-2016 Annual Action Plan. However, a component for "facility operation expenses" is listed in the 2016-2017 Annual Action Plan that was approved June 21, 2016 by the Board of County Commissioners. The Project Description in the agreement, Section A, refers to "essential services." This budget analyst is not sure that "essential services" are equivalent to "facility operation expenses".

The amount of available funding in the cost center as of July 8, 2016, is \$102,768.

Analyst: Katherine Burbridge

Ok to Sign with comments:

Instructions/Checklist

1. Upon receipt of a contract and notification in County Admin Tracking System (CATS) review the Agenda and Contract for language and accuracy. Make sure there are available funds, the dept is not overextending itself, was it planned, etc.
2. Complete the form above using the contract document and the County accounting & budgeting systems.
3. Use the "Description & Comments" section to give a brief summary of the contract and include your thoughts and pertinent information.
4. Print the form, initial, and leave folder on the Director's desk.
5. Login to CATS and click in the cell next to your name. A date will appear and click on the date you completed your review. Choose save and close the CATS system.