CDBG-DR SUB-RECIPIENT AGREEMENT BETWEEN
THE CITY OF JOPLIN
AND
JOPLIN AREA AGENCY ON AGING REGION X

THIS SUB-RECIPIENT AGREEMENT ("Agreement") entered this day of _____ 2018, by and between the City of Joplin (herein called the "Grantee") and the Joplin Area Agency on Aging Region X, DUNS#15-522-6665 (herein called the "Sub-Recipient").

WHEREAS, the Grantee has applied for and received funds from the Federal Government, U.S. Department of Housing and Urban Development (HUD) under the Disaster Relief Appropriations Act of 2012, Public Law 112-55, Federal Award ID# B-12-MT-29-0001; and

WHEREAS, the Grantee wishes to engage the Sub-Recipient to assist the Grantee in utilizing such funds;

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF PROJECT

A. Activities

The Sub-Recipient will be responsible for administering a Community Development Block Grant – Disaster Recovery (CDBG-DR) grant in a manner satisfactory to the Grantee and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant, Disaster Recovery program:

Program Delivery:
Activity: In support of on-going and expanded operations, CDBG-DR funds have been allocated to fund the design and construction of a new Senior Citizens Center (Phase I) to adequately serve the growing senior citizen population within the City of Joplin.

This allocation as a part of Senior Center Phase II will provide means to purchase the necessary furniture, fixtures, and equipment required to develop and execute the programs/classes offered within the proposed Senior Center. The furniture, fixtures, and equipment will be used to carry out the programs and activities provided by the proposed Joplin Senior Center, including, but not limited to:

- An expanded kitchen to serve over 140 seniors daily and load home delivery meals
- Exercise classrooms to accommodate 40-50 seniors
- Additional program possibilities including health classes, computer skills, reading areas, etc.
- Privacy rooms to provide free wellness checks, counseling, Medicare open enrollment assistance, etc.

Federal Award Description
Senior citizens, a population presumed LMI, will benefit from a variety of wellness programs and classes at the facility including meals, aerobics, fall prevention, art courses, etc.
As required under 24 CFR 570.201(e) the Joplin Senior Center will utilize the National Objective of Low-Moderate Income Limited Clientele by providing equipment for an ADA compliant senior citizen

community in Joplin.

This award is not intended for Research & Development activities.

General Administration
The Sub-Recipient will maintain program and financial records documenting eligibility, provisions of services, and Sub-Recipient's expenses relative to the project as a result of assistance provided through the CDBG-DR program.

B. National Objectives
All activities funded with CDBG-DR funds must meet one of the CDBG-DR program's National Objectives: benefit low-and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

The Sub-Recipient certifies that the activity(ies) carried out under this Agreement will meet the Low-Moderate Income Limited Clientele activity [570.208(a)(2)(i)(a)]. This activity is eligible under the category Public Services [570.201(e)]. Sub-Recipient will use Demographic/Income form to document the national objective. See A/B.

C. Project Compliance Requirements
Sub-Recipient agrees to adhere and comply with all CDBG-DR project compliance requirement, including yet not limited to the following:

1. Maintain proper financial and program administration records related to the management of the Project as identified by Grantee (i.e., procurement records, invoices, time sheets, etc.)
2. Follow City of Joplin CDBG-DR policy for procurement for procuring equipment, furniture, and fixtures to include installation and labor as needed as well as the proper handling of the equipment to the extent it will no longer be used for its intended purpose.
3. Serve at least 51% LMI clientele for up to 3 years after the expiration of this Sub-Recipient agreement from which the assistance to the purchase of the equipment was provided.
4. The Sub-Recipient shall verify on SAM.gov that all Contractors, Sub-contractors and Vendors are not ineligible (e.g. debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded) from participation in Federal programs and shall submit the documentation to the Grantee for their approval prior to entering into any contracts.
5. All records and files related to the proposed procedures are maintained and submitted to the Grantee as required.
6. All invoices are reviewed for completeness prior to submitting to the Grantee for their review and reimbursement.

D. Levels of Accomplishment –Performance Goals and Timelines

1. The Sub-Recipient shall complete the activities required under this agreement in accordance with the following timeframes and performance goals associated with each of the activities:

Activity	**Performance Goal**	**Timeframe for Completion of Performance Goal**
Meals	50 meals (both in center and homebound)	Daily basis
Nutrition Education	Give educational course	Quarterly
Foot clinic/medication management	Give educational course	Monthly
Exercise classes	Give 2 exercise courses	weekly
"Fraud Facts"	Give educational information to seniors	Monthly

E. Staffing

Staff Member & Title	General Project Duties
- Stan Heater, Chief Executive Officer	- Authorized Signatory
- Nancy Raines, Chief Financial Officer	- Financial Services/Reporting
- Stephanie Denham, Nutrition Director	- Aid in project supervision/guidance
- Angela Austin-Fears, Center Manager	- Manage day to day facility operations

Any changes in the Key Personnel assigned or their general responsibilities under this project are subject to the prior approval of the Grantee.

F. Performance Monitoring

The Grantee will monitor the performance of the Sub-Recipient against compliance requirements, goals and performance standards required herein. Substandard performance as determined by the Grantee will constitute noncompliance with this Agreement. If action to correct such substandard performance is not taken by the Sub-Recipient within a reasonable period of time after notification by the Grantee, Agreement suspension, termination, and recapture procedures may be initiated.

II. PERIOD OF PERFORMANCE AND TERM

Period of Performance shall start on the 22nd day of January, 2018 and end on the 22nd day of January, 2019 or when services are completed. Reimbursement of funds will not be available to the Sub-Recipient from the CDBG-DR Program after the 22nd day of January, 2019, unless otherwise approved by Grantee. Any extension request would need to be approved by the Grantee. To obtain such an extension the Sub-Recipient must submit a written formal letter to the Grantee, requesting such extension, ninety (90) days prior to the 22nd day of January, 2019. Grantee shall approve or deny the completion date extension request in writing within sixty (60) days of receipt of said request. This agreement and its terms and conditions shall remain in effect during any period that the Sub-recipient has control over CDBG-DR funds provided through this agreement, including program income as defined in 77 Federal Register 22591, April 16, 2012 and Section VIII of this agreement.

III. BUDGETS – DEVELOPMENT & OPERATION

The Grantee will reimburse the Sub-Recipient for an amount not to exceed Two hundred thousand and No/100 ($200,000.000) dollars to purchase and install the necessary furniture, fixtures and equipment to furnish the newly constructed Senior Center. This will include Sub-Recipient administrative costs not to exceed five thousand and No/100 ($5,000.00) dollars.

Any indirect costs charged must be consistent with the conditions of Paragraph VIII (C) (1) of this Agreement. Any amendments to the budget must be approved in writing by both the Grantee and the Sub-Recipient.

IV. PAYMENT

It is expressly agreed and understood that the total amount of Federal funds obligated, and to be paid, by the Grantee under this Agreement shall not exceed:

Two hundred thousand and No/100 ($200,000.00) dollars.

Drawdowns for the payment of eligible expenses shall be made against the budget specified in Section III herein. All payments will be on a reimbursement basis contingent upon proper documentation provided.

Payments may be contingent upon certification of the Sub-Recipient's financial management system in accordance with the standards specified in 2 CFR Part 200 Subpart D §305.

V. COMMUNICATIONS, NOTICES & DEMANDS

General project communications required by this Agreement shall be in writing and delivered via mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid shall be effective on the date of delivery. All notices and other written communications under this Agreement shall be addressed to the individuals in the capacities indicated below, unless otherwise modified by subsequent written notice.

Communications, official notices, demands and other details concerning this Agreement shall be directed to the following representatives:

Grantee
Name: Troy Bolander
Title: Director of Planning, Development &Neighborhood Services
Grantee: City of Joplin
602 South Main Street
Joplin, Missouri 64801
Phone: (417) 624-0820 ext. 510
Fax: (417) 525-4738
Email: tbolande@Joplinmo.org

Sub-Recipient
Name: Stan Heater
Title: Chief Executive Officer
Sub-Recipient: Joplin Area Agency on Aging
531 E. 15th Street
Joplin, Missouri 64804
Phone: (417) 781 - 7562
Fax: (417) 781 - 1609
Email: sheater@aaaregionx.org

VI. SPECIAL CONDITIONS

The final 5% of this grant, or ten thousand and No/100 ($10,000.00) may be withheld from reimbursement until all documentation is received by the Grantee for this activity. Required documentation shall be proof that the Sub-Recipient has made final payments to all vendors contracted to perform services under this grant, and proof that all required furniture, fixtures and equipment as part of this grant have been procured.

VII. GENERAL CONDITIONS

The following requirements are applicable to all activities undertaken with CDBG-DR funds.

A. General Compliance

The Sub-Recipient agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants Disaster Recovery(CDBG-DR)) including subpart K of these regulations, except that the Sub-Recipient does not assume the Grantee's environmental responsibilities described in 24 CFR part 58 and the Sub-recipient does not assume any of the Grantee's responsibilities for initiating the review process under the provisions of 24 CFR Part 52. The Sub-Recipient also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this Agreement. The Sub-Recipient further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "Independent Contractor"

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Sub-Recipient shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The Grantee shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the Sub-Recipient is an independent contractor.

C. Hold Harmless

The Sub-Recipient shall hold harmless, defend and indemnify the Grantee from any and all claims, actions, suits, charges, and judgments whatsoever that arise out of the Sub-Recipient's performance or nonperformance of the services or subject matter called for in this Agreement, except for claims, actions, suits, charges, and judgments arising from the Grantee's performance or nonperformance of its duties and obligations called for in this Agreement.

D. Workers' Compensation

The Sub-Recipient shall provide Workers' Compensation Insurance coverage for all of its employees involved in the performance of this Agreement.

E. Insurance & Bonding

Consistent with the requirements of 2 CFR Part 200 Subpart D §304 and §310, the Sub-Recipient, shall carry sufficient insurance coverage to protect Agreement assets from loss due to theft, fraud and/or undue physical damage, and as a minimum shall purchase a blanket fidelity bond covering all employees in an amount equal to the Grant amount.

The Sub-Recipient, at the Sub-Recipient's sole cost and expense, shall maintain the following insurance coverage for the Property:

- Fire and Extended Coverage in the amount of the full replacement value of the equipment purchased through this Sub-Recipient Agreement, and
- General Liability Coverage in the amount of One Million Dollars ($1,000,000.00) per occurrence and Two Million Dollars ($2,000,000.00) aggregate.

The Sub-Recipient agrees to add the Grantee as an additional insured party on all required insurance policies, including being listed as 'Loss Payee". The Sub-Recipient also agrees to procure endorsements on the required insurance policy(ies) wherein and whereby the insurance company will agree that the Grantee will be given ten (10) days advance written notice of any cancellation or reduction of insurance under such policy and that copies of all endorsements issued after the date of such policy will be forwarded to the Grantee. In the event the Sub-Recipient fails to pay any premium on such policy when due, the insurance company agrees to notify Grantee of such past-due payment status.

F. Grantee Recognition

The Sub-Recipient shall insure recognition of the role of the Grantee in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to funding source. In addition, the Sub-Recipient will include a reference to the support provided herein in all publications made possible with funds made available under this Agreement. The Sub-Recipient agrees not to use CDBG-DR funds for such recognition and/or any other promotional material or efforts.

G. Amendments

The Grantee or Sub-Recipient may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing, signed by a duly authorized

representative of each organization, and approved by the Grantee's and Sub-Recipient's respective governing bodies. Such amendments shall not invalidate this Agreement, nor relieve or release the Grantee or Sub-Recipient from its obligations under this Agreement.

The Grantee may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the funding, the scope of services, or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by written amendment signed by both Grantee and Sub-Recipient.

H. Suspension or Termination

In accordance with 2 CFR Part 200 Subpart D §338-339, the Grantee may suspend or terminate this Agreement if the Sub-Recipient materially fails to comply with any terms of this Agreement, which include (but are not limited to), the following:

1. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
2. Failure, for any reason, of the Sub-Recipient to fulfill in a timely and proper manner its obligations under this Agreement;
3. Ineffective or improper use of funds provided under this Agreement; or
4. Submission by the Sub-Recipient to the Grantee reports that are incorrect or incomplete in any material respect.

In accordance with 2 CFR Part 200 Subpart D §339, this Agreement may also be terminated for convenience by either the Grantee or the Sub-Recipient, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the Grantee determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the Grantee may terminate the award in its entirety.

I. Recapture

The Grantee may terminate the Sub-Recipient Agreement in whole or in part, at any time, including before project completion, whenever it is determined by the Grantee that the Sub-Recipient has failed to comply with the conditions of the Agreement. The Grantee shall notify the Sub-Recipient in writing of the determination and the reasons for the termination, together with the effective date. The Sub-Recipient shall be given thirty (30) days to come into compliance with the conditions of the Agreement. If the Sub-Recipient does not come into compliance with the Agreement within thirty (30) days, the termination of the Sub-Recipient Agreement, in whole or in part, will take effect within ten (10) days from that date. The Sub-Recipient shall perform any remedial actions determined appropriate by the Grantee to correct the deficiency, which actions may include, but are not limited to:

1. The repayment or reimbursement to the Grantee of inappropriately used CDBG-DR funds;
2. The return of any equipment, real property, materials, or supplies purchased, leased, or lease purchased using CDBG-DR funds to Grantee or the supplier; and,
3. Any other actions the Grantee deems appropriate

It shall be the Sub-Recipient's duty to take any and all legal efforts to cancel any obligations outstanding upon termination of the agreement.

J. Taxes

The Sub-Recipient agrees to pay any and all real estate taxes and general and special assessments legally levied upon or assessed against the Property and any improvements upon the Property as the same may become due and payable.

K. Liens

Sub-Recipient understands and agrees not to allow liens of any nature to be filed against the Property or it's improvements without the prior written approval of the Grantee. Provided, Grantee consents to a Deed of Trust against the Property to facilitate necessary short-term financing to allow Sub-Recipient to obtain necessary funds to purchase the Property and advance expenses for improvements to the Property prior to drawdown reimbursement pursuant to Section IV. Such financing shall be repaid with funds from expense drawdowns so that the Deed of Trust is released on or before the completion date. Sub-Recipient shall not do or suffer anything to be done whereby the Property and its improvements may be encumbered by mechanics' liens or similar liens, and Sub-Recipient shall whenever and as often as any mechanic's or any other work in, on or about the Property done by, for or under the authority of Sub-Recipient, discharge the same record within ten (10) days after the date of filing.

VIII. ADMINISTRATIVE REQUIREMENTS

A. Financial Management

1. Accounting Standards

The Sub-Recipient agrees to comply with 2 CFR Part 200 Subpart D §302 - §303 and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

2. Cost Principals

The Sub-Recipient shall administer its program in conformance with Cost Principles as outlined in 2 CFR Part 200 Subpart E, as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

3. Program Income

a. Definition of program income. As defined in 77 Federal Register 22591, April 16, 2012, "program income" is defined as gross income generated from the use of CDBG funds and received by:
   i. A State, unit of local government, or tribe, or
   ii. a sub-recipient of a State, unit of general local government, or tribe.

b. Program income includes, but is not limited to, the following:
   i. Proceeds from the disposition by sale or long-term lease of real property purchased or improved with CDBG funds;
   ii. Proceeds from the disposition of equipment purchased with CDBG funds;
   iii. Gross income from the use or rental of real or personal property acquired by a State, unit of general local government, or tribe or sub-recipient of a State, unit of general local government, or tribe with CDBG funds, less costs incidental to generation of the income (i.e., net income);
   iv. Net income from the use or rental of real property owned by a State, unit of general local government, or tribe or sub-recipient of a State, unit of general local government, or tribe, that was constructed or improved with CDBG funds;
   v. Payments of principal and interest on loans made using CDBG funds;
   vi. Proceeds from the sale of loans made with CDBG funds;
   vii. Proceeds from the sale of obligations secured by loans made with CDBG funds;
   viii. Interest earned on program income pending disposition of the income, but excluding interest earned on funds held in a revolving fund account;
   ix. Funds collected through special assessments made against properties owned and occupied by households not of low- and moderate-income, where the

special assessments are used to recover all or part of the CDBG portion of a public improvement; and

x. Gross income paid to a State, unit of local government, tribe, or paid to a sub-recipient thereof from the ownership interest in a for-profit entity in which the income is in return for the provision of CDBG assistance.

c. ‘‘Program income’’ does not include the following:

i. The total amount of funds which is less than $25,000 received in a single year (for the entire grant, not per subrecipient) and retained by a State, unit of local government, tribe, or retained by a sub-recipient thereof;

ii. Amounts generated by activities eligible under section 105(a)(15) of the HCD Act and carried out by an entity under the authority of section 105(a)(15) of the HCD Act; (these are community development activities that are carried out by certain community-based groups are not applicable to this agreement).

d. Retention of program income.

i. City will allow sub-recipients to retain program income for the following activities:

1. use of offsetting operational expenses and maintenance that are incidental to the generation of the income;
2. funding expansions to existing approved, eligible activities.

ii. Operational expenses include the salary of staff for the oversight and operation of the facility, utilities, insurance, property taxes, security, maintenance, and marketing.

1. Utilities include water, electric, gas, and internet.

iii. Individual maintenance expenses in excess of $15,000.00 shall be reviewed and approved by the City prior to using program income to cover the expense and shall be included in the sub-recipient’s property management and maintenance schedule.

iv. Where program income is to be retained by the sub-recipient and used for the activities listed above, all provisions of the written agreement shall apply to the specified activities. Substantially all other program income shall be disbursed for eligible activities before the City will disburse additional payments to the sub-recipient.

v. Where the subrecipient intends to use program income to fund a new, eligible activity, the City must review and approve the proposed activity and determine appropriate next steps, such as whether the program income needs to be remitted, transferred to the City’s Entitlement program and then reallocated for the activities via a new subrecipient agreement.

vi. Any program income or accounts receivable attributable to the use of the CDBG-DR funds on hand when the agreement expires, or received after the agreement's expiration, may be retained by subrecipients and used for the eligible activities described above.

e. Remitting program income

i. Subrecipients that receive program income that will not be used for the approved activities listed above or for another new, eligible activity approved by the City, will be required to remit the program income back to the City annually.

f. Reporting program income.

i. Sub-recipients are required to report all program income to the City quarterly in a method prescribed by the City.
ii. Subrecipients will report program income for five years following expiration of the subrecipient agreement. Following five years after the subrecipient agreement expires, gross income generated from the use of CDBG funds will not be considered program income.

g. Other provisions.
i. The sub-recipient must also follow the program income provisions as defined in 24 CFR 570.502, 24 CFR 570.503, or 24 CFR 570.504, and as modified by 77 Federal Register 22591 governing the use of CDBG-DR funds.

B. Documentation and Record Keeping

1. Records to be Maintained

The Sub-Recipient shall maintain all records required by the Federal regulations specified in 24 CFR 570.506 that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

a. Records providing a full description of each activity undertaken;
b. Records demonstrating that each activity undertaken meets one of the National Objectives of the CDBG-DR program;
c. Records required to determine the eligibility of activities;
d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG-DR assistance;
e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG-DR program;
f. Financial records as required by 24 CFR 570.502, and 2 CFR Part 200 Subpart D §333; and
g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2. Retention

Sub-recipient shall retain financial records, supporting documents, statistical records, and all other Sub-recipient records pertinent to this agreement and Sub-recipient's subaward for three-years following the closeout of the grant between the City of Joplin and HUD. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited and that have started before the expiration of the three-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three- year period, whichever occurs later.

3. Client Data

The Sub-Recipient shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to, client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to Grantee monitors or their designees for review upon request.

4. Disclosure

The Sub-Recipient understands that client information collected under this Agreement is private and the use or disclosure of such information, when not directly connected with the administration of the Grantee's or Sub-Recipient's responsibilities with respect to services provided under this Agreement, is prohibited unless written consent is obtained from such person receiving service and, in the case of a minor, that of a responsible parent/guardian.

5. Close-Outs

The Sub-recipient shall closeout its use of the CDBG-DR funds and its obligations under this agreement by complying with the closeout procedures in 2 CFR § 200.343. The Sub-Recipient's CDBG regulatory obligation to the Grantee shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, de-obligation of unused funds, disposing of program assets (including the return of all unused materials, equipment, program income balances, and accounts receivable to the Grantee), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the Sub-Recipient has control over CDBG-DR funds, including program income.

6. Audits & Inspections

All Sub-Recipient records with respect to any matters covered by this Agreement shall be made available to the Grantee, grantor agency, and the Comptroller General of the United States or any of their authorized representatives, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data. Any deficiencies noted in audit reports must be fully cleared by the Sub-Recipient within 30 days after receipt by the Sub-Recipient. Failure of the Sub- Recipient to comply with the above audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

The Sub-Recipient shall have an annual audit by a Certified Public Accountant conducted in accordance with current Grantee policy concerning Sub-Recipient audits and 2 CFR Part 200 Subpart F (Audit required if the Sub-Recipient expends $750,000 or more in federal funds).

C. Reporting and Payment Procedures

1. Indirect Costs

If indirect costs are charged, the Sub-Recipient will develop an indirect cost allocation plan for determining the appropriate Sub-Recipient's share of administrative costs and shall submit such plan to the Grantee for approval, in a form specified by the Grantee. Indirect costs are those that have been incurred for common or joint purposes. These costs benefit more than one cost objective (programs and projects) and cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved. After direct costs have been determined and assigned directly to Federal awards and other activities, as appropriate, indirect costs are those remaining to be allocated to benefited cost objectives.

2. Payment Procedures

The Grantee will pay to the Sub-Recipient funds available under this Agreement based upon information submitted by the Sub-Recipient and consistent with any approved budget and Grantee policy concerning payments. Payments will be made for eligible expenses actually incurred by the Sub-Recipient, and not to exceed actual cash requirements. Payments will be adjusted by the Grantee in accordance with advance fund and program income balances available in Sub-Recipient accounts. In addition, the Grantee reserves the right to liquidate funds available under this Agreement for costs incurred by the Grantee on behalf of the Sub-Recipient.

3. Quarterly Progress Reports

The Sub-Recipient shall submit regular Progress Reports to the Grantee in the form, content, and frequency as required by the Grantee. In order to comply with HUD reporting requirements, the Sub-Recipient shall submit Quarterly Progress Reports 15 days after the close of the calendar Quarter (i.e., January 15, April 15, July 15, October 15) at the sole discretion and direction of the Grantee such reports will include yet not be limited to the following

information: obligated funding amount, expended funding amount, and activities completed and compliance data collected to-date.

D. Procurement

1. Compliance
   The Sub-Recipient shall comply with current Grantee policy concerning the purchase of equipment, materials and/or services. The Sub-Recipient shall maintain inventory records of all non-expendable personal property as defined by such policy as may be procured with funds provided herein. All unexpended program assets (including program income, property, equipment, etc.) shall revert to the Grantee upon termination of this Agreement.

2. OMB Standards
   Unless specified otherwise within this agreement, the Sub-Recipient shall procure all materials, property, or services in accordance with the requirements of 24 CFR 85.36.

3. Travel
   The Sub-Recipient shall obtain written approval from the Grantee for any travel outside the Joplin, Missouri metropolitan area with funds provided under this Agreement.

4. Use of Debarred, Suspended or Ineligible Contractors
   The Sub-Recipient shall impose the Sub-Recipient's obligations under this agreement on its contractors, specifically or by reference, so that such obligations will be binding upon each of its contractors. The Sub-Recipient must comply with CDBG regulations regarding debarred or suspended entities at 24 CFR 570.609. These regulations require that any entity receiving federal funds is searched for in the federal government database for debarred and suspended entities at SAM.gov or a certification is obtained. The City of Joplin has selected the method of checking SAM.gov and retaining copies of searches and requires its Sub-Recipients to do the same. CDBG funds may not be provided to excluded or disqualified persons. The Sub-Recipient shall maintain oversight of all activities under this agreement and shall ensure that for any procured contract or agreement, its contractors perform according to the terms and conditions of the procured contracts or agreements, and the terms and conditions of this agreement.

E. Use and Reversion of Assets
The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR Part 200 Subpart D and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

1. The Sub-Recipient shall transfer to the Grantee any CDBG-DR funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination.

2. Real property under the Sub-Recipient's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of $25,000 shall be used to meet one of the CDBG-DR National Objectives pursuant to 24 CFR 570.208 until five (5) years after closeout of the grant agreement between the City of Joplin and HUD. If the Sub-Recipient fails to use CDBG-DR- assisted real property in a manner that meets a CDBG-DR National Objective for the prescribed period of time, the Sub-Recipient shall pay the Grantee an amount equal to the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG-DR funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the Grantee. The Sub-Recipient may retain real property acquired or improved under this Agreement after the expiration of the five-year period.

3. In all cases in which equipment acquired, in whole or in part, with funds under this Agreement is sold, the proceeds shall be program income (prorated to reflect the extent to that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the Sub-Recipient for activities under this Agreement shall be (a) transferred to the Grantee for the CDBG-DR program or (b) retained after compensating the Grantee [an amount equal to the current fair market value of the equipment less the percentage of non-CDBG-DR funds used to acquire the equipment].

IX. RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The Sub-Recipient agrees to comply with (a) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (b) the requirements of 24 CFR 570.606(c) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; (c) the requirements in 24 CFR 570.606(d) governing optional relocation policies; and (d) the waivers detailed in the terms of the Federal award as found in the Federal Register Notices. The Sub-Recipient shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b) (2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-DR-assisted project. The Sub-Recipient also agrees to comply with applicable Grantee ordinances, resolutions and policies concerning the displacement of persons from their residences.

X. PERSONNEL & PARTICIPANT CONDITIONS

A. Civil Rights

1. Compliance

The Sub-Recipient agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

2. Nondiscrimination

The Sub-Recipient agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and executive orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

3. Land Covenants

This Agreement is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Agreement, the Sub-Recipient shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the Grantee and the United States are beneficiaries of and entitled to enforce such covenants. The Sub-Recipient, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4. Section 504

The Sub-Recipient agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program.

5. Americans with Disabilities Act

   The Sub-Recipient shall ensure that its activities are consistent with requirements of the Americans with Disabilities Act. The Americans with Disabilities Act (42 U.S.C. 12131; 47 U.S.C. 155, 201, 218 and 225) (ADA) provides comprehensive civil rights to individuals with disabilities in the areas of employment, public accommodations, State and local government services, and telecommunications. It further provides that discrimination includes a failure to design and construct facilities for first occupancy no later than January 26, 1993, that are readily accessible to and usable by individuals with disabilities. Further, the ADA requires the removal of architectural barriers and communication barriers that are structural in nature in existing facilities, where such removal is readily achievable—that is, easily accomplishable and able to be carried out without much difficulty or expense. The Sub-recipient shall comply with the laws, regulations, and executive orders referenced in 24 CFR 570.607 regarding employment and contracting to the extent they are applicable.

6. Architectural Barriers Act

   The Sub-recipient shall ensure that its activities are consistent with requirements of the Architectural Barriers Act. The Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) requires certain Federal and Federally funded buildings and other facilities to be designed, constructed, or altered in accordance with standards that insure accessibility to, and use by, physically handicapped people. A building or facility designed, constructed, or altered with funds allocated or reallocated under this part after December 11, 1995, and that meets the definition of "residential structure" as defined in 24 CFR 40.2 or the definition of "building" as defined in 41 CFR 101-19.602(a) is subject to the requirements of the Architectural Barriers Act of 1968 (42 U.S.C. 4151-4157) and shall comply with the Uniform Federal Accessibility Standards (appendix A to 24 CFR part 40 for residential structures, and appendix A to 41 CFR part 101-19, subpart 101-19.6, for general type buildings).

B. Affirmative Action

1. Approved Plan

   The Sub-Recipient agrees that it shall be committed to carry out an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1966. This Executive Order applies to all federally assisted construction contracts and subcontracts. It provides that no person shall be discriminated against on the basis of race. The Sub-Recipient shall submit a plan for an Affirmative Action Program to the Grantee for approval prior to the start of any construction.

2. Women- and Minority-Owned Businesses (W/MBE)

   The Sub-Recipient will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this Agreement. As used in this Agreement, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and "minority and women's business enterprise" means a business at least fifty-one (51) percent owned and controlled by minority group members or women. For the purpose of this definition, "minority group members" are Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The Sub-Recipient may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3. Access to Records

   The Sub-Recipient shall furnish and cause each of its own Sub-Recipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the Grantee, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions

stated herein.

4. Notifications
The Sub-Recipient will send to each labor union or representative of workers with which it has a collective bargaining Agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker's representative of the Sub-Recipient's commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5. Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement
The Sub-Recipient will, in all solicitations or advertisements for employees placed by or on behalf of the Sub-Recipient; state that it is an Equal Opportunity or Affirmative Action employer.

6. Subcontract Provisions
The Sub-Recipient will include the provisions of Paragraphs X.A, Civil Rights, and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own Sub-Recipients or subcontractors.

C. Employment Restrictions

1. Prohibited Activity
The Sub-Recipient is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; or nepotism activities.

2. Labor Standards
The Sub-Recipient agrees to comply with the labor standards in Section 110 of the Housing and Community Development Act of 1974, as amended and ensure that all laborers and mechanics employed by contractors or subcontractors in the performance of construction work financed in whole or in part with assistance received under this agreement shall be paid wages at rates not less than those prevailing on similar construction in the locality as determined by the Secretary of Labor Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 et seq.) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement.

The Sub-Recipient agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 et seq.) and it's implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The Sub-Recipient shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the Grantee for review upon request.

3. Section 3

a. Compliance
The Sub-Recipient shall comply with the provisions of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 USC 1701u, and implementing its implementing regulations at 24 CFR part 135. The Sub-Recipient shall include the following "Section 3 clause" at 24 CFR 135.38 in every "Section 3 covered contract" (as defined in 24 CFR 135.5): *A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the*

greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.

F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

b. Notifications

The Sub-Recipient agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker's representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The Sub-Recipient will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The Sub-Recipient will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided

it with a preliminary statement of ability to comply with the requirements of these regulations.

4. Federal Work Authorization Program "FWAP"

Sub-recipient represents and agrees that it is enrolled and participating a Federal Work Authorization Program ("FWAP") that ensures that all of its employees or agents have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its Agreement with the City of Joplin. Sub-recipient agrees that it does not knowingly employee any unauthorized alien in connection with the contracted services with the City. Sub-recipient agrees to provide an Affidavit of Compliance stating that they are in enrolled and participating in a FWAP, and that Sub-Recipient does not knowingly employee any unauthorized aliens in connection with the contracted services, upon execution of this Agreement. All Subcontractors shall state, in writing, in their contracts with Sub-Recipient, that they are not in violation of RSMo § 285.530.1 and shall not thereafter be in violation, or subcontractor may submit a sworn affidavit to this effect. Sub-recipient agrees to hold harmless and indemnify the City for any liability due to Sub-Recipient's failure to maintain compliance with FWAP or for violations of the Missouri Unauthorized Alien Workers Act.

D. Conduct

1. Assignability

The Sub-Recipient shall not assign or transfer any interest in this Agreement without the prior written consent of the Grantee thereto; provided, however, that claims for money due or to become due to the Sub-Recipient from the Grantee under this Agreement may be assigned to a bank, trust company, or other financial institution with such approval. Notice of any such assignment or transfer shall be furnished promptly to the Grantee.

2. Subcontracts

a. Approvals

The Sub-Recipient shall review and certify that any and all sub-contractors are listed on SAM.gov and shall submit the documentation to the City for their approval prior to entering into any contracts.

b. Monitoring

The Sub-Recipient will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The Sub-Recipient shall cause all of the provisions of this Agreement in its entirety to be included in and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The Sub-Recipient shall undertake to ensure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the Grantee along with documentation concerning the selection process.

3. Hatch Act
   The Sub-Recipient agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4. Conflict of Interest
   The Sub-Recipient agrees to abide by the provisions of 2 CFR Part 200 Subpart B §112; Subpart D §318 and 570.611, which include (but are not limited to) the following:
   a. The Sub-Recipient shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
   b. No employee, officer or agent of the Sub-Recipient shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
   c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-DR-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or Agreement with respect to the CDBG-DR-assisted activity, or with respect to the proceeds from the CDBG-DR-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the Grantee, the Sub-Recipient, or any designated public agency.
5. Lobbying
   The Sub-Recipient hereby certifies that:
   a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

   b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

   c. It will require that the language of paragraph (d) of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all Sub-Recipients shall certify and disclose accordingly
6. Copyright
   If this Agreement results in any copyrightable material or inventions, the Grantee and/or

grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7. Religious Activities
   The Sub-Recipient agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

XI. ENVIRONMENTAL CONDITIONS

A. Air and Water

The Sub-Recipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C. , 7401, et seq.;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, et seq., as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued hereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.
- Executive Order 11990, Protection of Wetlands;
- The Wild and Scenic Rivers Act of 1968, as amended, (16 U.S.C.S. 1271);
- The Safe Drinking Water Act of 1974, as amended (42 U.S.C.S. 30f et. seq.);
- The Clean Water Act of 1977 (Public Law 95-217);

B. Flood Disaster Protection

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the Sub-Recipient shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. Lead-Based Paint

The Sub-Recipient agrees that any construction or rehabilitation of structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-DR- assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. Historic Preservation

The Sub-Recipient agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty years old or older or that are included on a Federal, state, or local historic property list.

E. Other Provisions

The Sub-Recipient agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- The National Environmental Policy Act of 1969 (42 U.S.C. Sect. 4321 et. seq.) and 24 CFR Part 58;
- The Endangered Species Act of 1973, as amended (16 U.S.C.S. 1531 et. seq.);
- The Fish and Wildlife Coordination Act of 1958, as amended, (16 U.S.C.S. 661 et. seq.);
- The Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 (re U.S.C.S. 6901 et. seq.).

XII. ELIGIBILITY RESTRICTIONS FOR CERTAIN RESIDENT ALIENS

A. The Sub-Recipient agrees to comply with § 570.613 eligibility restrictions for certain resident aliens. The restriction is on certain newly legalized aliens, as described in 24 CFR part 49. These individuals are not eligible to apply for benefits under covered activities.

B. "Benefits" under this section means financial assistance, public services, jobs and access to new or rehabilitated housing and other facilities made available under covered activities funded by the programs noted above. "Benefits" do not include relocation services and payments to which displaces are entitled by law.

C. Covered activities meet the requirements of § 570.208(a) and either:

1. Have income eligibility requirements limiting the benefits exclusively to low- and moderate-income persons; or
2. Are targeted geographically or otherwise to primarily benefit low- and moderate-income persons (excluding activities serving the public at large, such as sewers, roads, sidewalks, and parks), and that provide benefits to persons on the basis of an application.

XIII. HANDBOOK FOR CDBG SUBRECIPIENTS

Sub-Recipient is required and agrees to follow the requirements found in the U.S. Department of Housing and Urban Development office of Community Planning and Development, Community Development Block Grant Program handbook "*Playing by the Rules*", as amended from time to time. The most current publicly available handbook is found as **Appendix E**. It will be the responsibility of the Sub-Recipient to monitor and ensure the handbook being utilized is current. This resource, and checking for updates, can be found at the following link: portal.hud.gov/hud**portal/documents/**hud**doc?id=DOC_17104.pdf**

XIV. FEDERAL AWARD INFORMATION

As required under 2 CFR Part 200 Subpart D §331, the following information under HUD CDBG-DR Award #B-12-MT-29-0001 is provided with regard to the disaster relief funds awarded to the Grantee:

a. Federal award date: May 2013
b. **Federal award amount: $45,266,709**
c. **Funds obligated by this action: $200,000**
d. This award does not have an Indirect Cost Rate, negotiated or de minimus

XV. SERVABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

XVI. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

XVII. WAIVER

The Grantee's failure to act with respect to a breach by the Sub-Recipient does not waive its right to act with

respect to subsequent or similar breaches. The failure of the Grantee to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

XVIII. ENTIRE AGREEMENT

This document constitutes the entire Agreement between the Grantee and the Sub-Recipient for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the Grantee and the Sub-Recipient with respect to this Agreement.

Date: _____

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

City of Joplin, Missouri A Municipal Corporation	Joplin Area Agency on Aging A Not for Profit Organization
Signature:_____ Troy Bolander Planning, Development & Neighborhood Services Director	Signature:_____ Stan Heater Chief Executive Officer

STATE OF MISSOURI)) ss.

COUNTY OF JASPER)

AFFIDAVIT OF COMPLIANCE

(Missouri Unauthorized Alien Workers Act)

My name is_____and I am the_____. I hereby represent, affirm and certify to the City of Joplin that my company does not knowingly employ any person who is an unauthorized alien in connection with contracted services with the City. I further affirm that my company is actively enrolled and participating in a federal work authorization program with respect to all employees working in connection with the contract services provided to the City.

_____
Affiant

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my official seal this

_____day of_____, 2016.

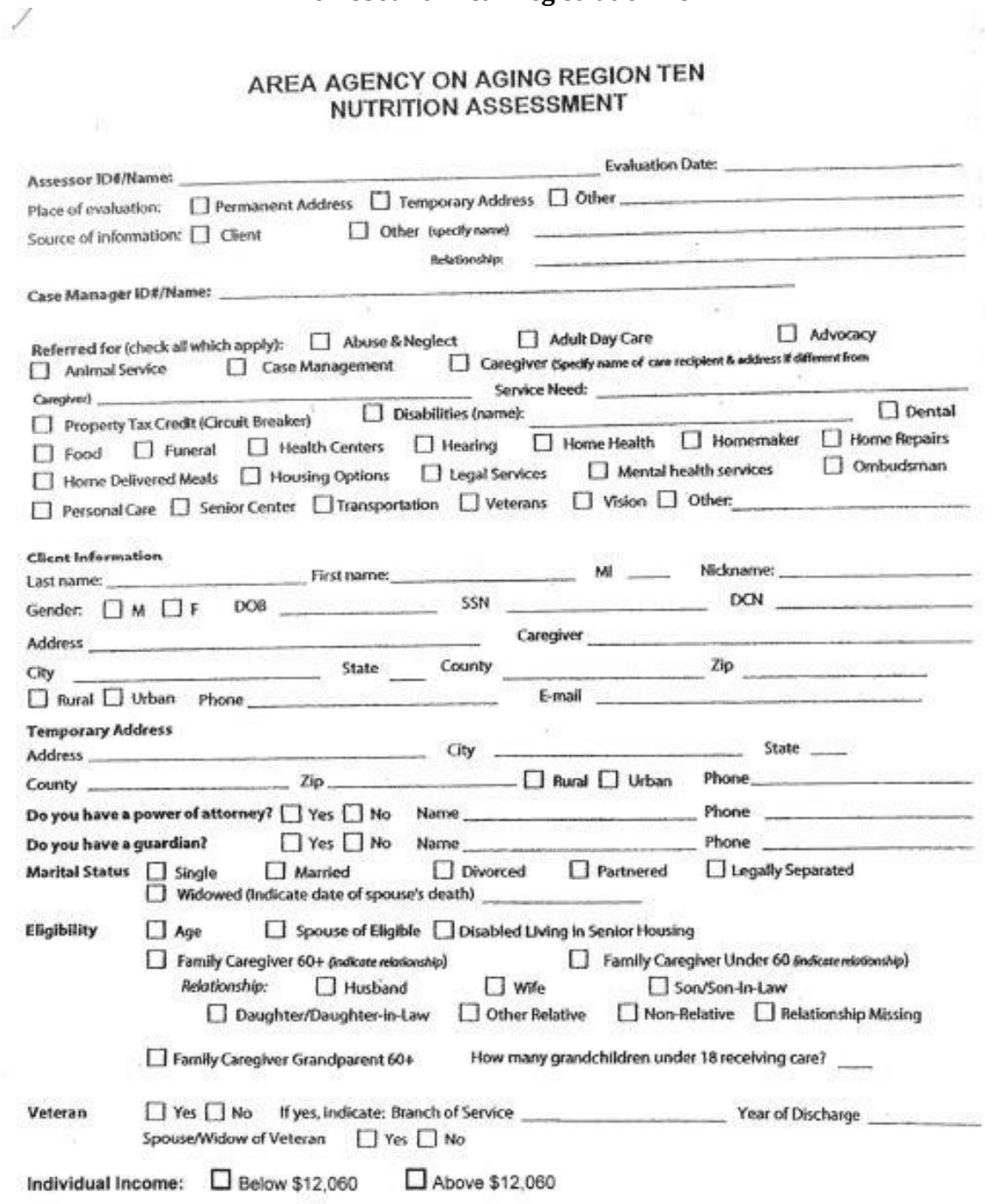
_____
Notary Public

My commission expires:

_____

Appendix A

Homebound Meal Registration Form



AREA AGENCY ON AGING REGION TEN
NUTRITION ASSESSMENT

Assessor ID#/Name: _____ Evaluation Date: _____

Place of evaluation: ☐ Permanent Address ☐ Temporary Address ☐ Other _____

Source of information: ☐ Client ☐ Other (specify name) _____

Relationship: _____

Case Manager ID#/Name: _____

Referred for (check all which apply): ☐ Abuse & Neglect ☐ Adult Day Care ☐ Advocacy
☐ Animal Service ☐ Case Management ☐ Caregiver (Specify name of care recipient & address if different from Caregiver) _____ Service Need: _____

☐ Property Tax Credit (Circuit Breaker) ☐ Disabilities (name): _____ ☐ Dental
☐ Food ☐ Funeral ☐ Health Centers ☐ Hearing ☐ Home Health ☐ Homemaker ☐ Home Repairs
☐ Home Delivered Meals ☐ Housing Options ☐ Legal Services ☐ Mental health services ☐ Ombudsman
☐ Personal Care ☐ Senior Center ☐ Transportation ☐ Veterans ☐ Vision ☐ Other: _____

Client Information

Last name: _____ First name: _____ MI ____ Nickname: _____

Gender: ☐ M ☐ F DOB _____ SSN _____ DCN _____

Address _____ Caregiver _____

City _____ State ____ County _____ Zip _____

☐ Rural ☐ Urban Phone _____ E-mail _____

Temporary Address

Address _____ City _____ State ____

County _____ Zip _____ ☐ Rural ☐ Urban Phone _____

Do you have a power of attorney? ☐ Yes ☐ No Name _____ Phone _____

Do you have a guardian? ☐ Yes ☐ No Name _____ Phone _____

Marital Status ☐ Single ☐ Married ☐ Divorced ☐ Partnered ☐ Legally Separated
☐ Widowed (Indicate date of spouse's death) _____

Eligibility ☐ Age ☐ Spouse of Eligible ☐ Disabled Living in Senior Housing
☐ Family Caregiver 60+ (Indicate relationship) ☐ Family Caregiver Under 60 (Indicate relationship)
Relationship: ☐ Husband ☐ Wife ☐ Son/Son-In-Law
☐ Daughter/Daughter-in-Law ☐ Other Relative ☐ Non-Relative ☐ Relationship Missing

☐ Family Caregiver Grandparent 60+ How many grandchildren under 18 receiving care? ____

Veteran ☐ Yes ☐ No If yes, indicate: Branch of Service _____ Year of Discharge _____
Spouse/Widow of Veteran ☐ Yes ☐ No

Individual Income: ☐ Below $12,060 ☐ Above $12,060

Ethnicity ☐ Hispanic or Latino ☐ Non Hispanic or Latino

Primary Race ☐ African American ☐ Hispanic ☐ American Indian/Native Alaskan ☐ Asian/Pacific Islander ☐ Non-Minority/Caucasian ☐ Other

Secondary Race ☐ African American ☐ Hispanic ☐ American Indian/Native Alaskan ☐ Asian/Pacific Islander ☐ Non-Minority/Caucasian ☐ Other

US Citizen ☐ Yes ☐ No **Non-Citizen Status** ☐ Immigrant ☐ Refugee

Immigrant, Refugee Data: Nationality _____

Speaks English ☐ Yes ☐ No If no, what is their primary language? _____

Living Arrangements Number of people living in household including the client? _____

Check all that apply ☐ Spouse ☐ Family Member ☐ Children 0-18 Number of children _____
☐ Friend ☐ Unpaid/Paid Help ☐ Other (specify)

Place of Residence ☐ House ☐ Duplex/Condo/Townhouse ☐ Apartment ☐ Senior Housing
☐ Assisted Living ☐ Mobile Home ☐ Homeless ☐ Other (specify) _____

Residence is ☐ Owned ☐ Rented ☐ Other _____

Comments/Special Instructions

First Emergency Contact _____ Relationship to client _____

ASK CLIENT: Does this person know that he/she is your emergency contact? ☐ Yes ☐ No

Address _____ City _____ State ____ Zip _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email Address _____

Second Emergency Contact _____ Relationship to client _____

ASK CLIENT: Does this person know that he/she is your emergency contact? ☐ Yes ☐ No

Address _____ City _____ State ____ Zip _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email Address _____

Remarks:

TRITIONAL RISK SCREEN (Check only the numbers for Yes responses)

	YES	COMMENTS	WHAT CHANGE?
1. I have an illness or condition that made me change the kind and/or amount of food I eat.	☐ 2		
2. I eat fewer than 2 meals per day.	☐ 3		
3. I eat few fruits or vegetables or milk products.	☐ 2		
4. I have 3 or more drinks of beer, liquor, or wine almost every day.	☐ 2		
5. I have tooth or mouth problems that make it hard for me to eat.	☐ 2		
6. I do not always have enough money to buy the food I need.	☐ 4		
7. I eat alone most of the time.	☐ 1		
8. I take 3 or more different prescribed or over-the-counter drugs a day.	☐ 1		
9. Without wanting to, I have lost or gained 10 pounds in the past 6 months.	☐ 2	Gained _____ Lost _____	
10. I am not always physically able to shop, cook, and/or feed myself.	☐ 2	Which: _____	

☐ **Elects not to answer.** **Total the score listed for each YES response** _____

(0 - 2) Good (3 - 5) Moderate Nutritional Risk (6 or greater) High Nutritional Risk

OTHER OBSERVATIONS/COMMENTS

MEAL PREPARATION

ASK CLIENT: Does anyone help prepare or bring food to you? ☐ Yes ☐ No **If yes, ask the following:**

1. Who helps prepare your meals (specify) _____ ☐Family/Spouse ☐In-Home Worker

2. What meal(s) Breakfast ☐S ☐M ☐T ☐W ☐T ☐F ☐S Indicate hours/day worker ☐

Lunch ☐S ☐M ☐T ☐W ☐T ☐F ☐S

Dinner ☐S ☐M ☐T ☐W ☐T ☐F ☐S

3. Check any item(s) which affect your ability to eat: ☐Choking ☐Choking on liquids ☐Swallowing ☐Taste ☐Nausea/Vomiting ☐Cutting up food ☐Opening Containers (milk, plastic wrap, jars) ☐Vision ☐Dentures (Lack of / Ill fitting) ☐None

UNCTIONAL ASSESSMENT

Levels of Assistance

= **Independent** Completes the task independently **3 = Minimum Assistance** Occasional assistance or supervision may be necessary
= **Moderate Assistance** Assistance or supervision is always necessary **9 = Maximum Assistance** Totally dependent on others

. For each activity check the box indicating the assistance needed

. If assistance is needed indicate the source of help (**be specific: spouse, family, friend, paid help, volunteer, professional**)

. In the comments section indicate the type of assistance provided and how often it is provided. Also indicate if the client needs further help.

CTIVITIES OF DAILY LIVING ☐ **Elects not to answer.**

Activity	Indep	Min	Mod	Max.	Primary source of help	Comments / Other sources
ating	☐ 0	☐ 3	☐ 6	☐ 9		
athing	☐ 0	☐ 3	☐ 6	☐ 9		
rooming	☐ 0	☐ 3	☐ 6	☐ 9		
ressing	☐ 0	☐ 3	☐ 6	☐ 9		
oilet Use	☐ 0	☐ 3	☐ 6	☐ 9		
obility	☐ 0	☐ 3	☐ 6	☐ 9		
ansferring	☐ 0	☐ 3	☐ 6	☐ 9		

INSTRUMENTAL ACTIVITIES OF DAILY LIVING

Activity	Indep	Min	Mod	Max.	Primary source of help	Comments / Other sources
Laundry	☐ 0	☐ 3	☐ 6	☐ 9		
Shopping	☐ 0	☐ 3	☐ 6	☐ 9		
Light Housework	☐ 0	☐ 3	☐ 6	☐ 9		
Heavy Housework	☐ 0	☐ 3	☐ 6	☐ 9		
Telephone	☐ 0	☐ 3	☐ 6	☐ 9		
Financial Management	☐ 0	☐ 3	☐ 6	☐ 9		
Transportation	☐ 0	☐ 3	☐ 6	☐ 9		
Meal Preparation	☐ 0	☐ 3	☐ 6	☐ 9		
Medication Management	☐ 0	☐ 3	☐ 6	☐ 9		

ADAPTIVE EQUIPMENT	Has	Has but does not use	Needs	Comments / Other sources
Bathing Equip	☐	☐	☐	
Brace, Prosthesis	☐	☐	☐	
Cane, Crutches	☐	☐	☐	
Diabetic Supplies	☐	☐	☐	
Dentures	☐	☐	☐	
Railings	☐	☐	☐	
Hospital Bed	☐	☐	☐	
Medical Phone Alert	☐	☐	☐	
Toilet Equip	☐	☐	☐	
Walker	☐	☐	☐	
Wheelchair	☐	☐	☐	
Other (specify)	☐	☐	☐	

TRANSPORTATION NEEDS

1. Do you drive? ☐ Yes ☐ No
2. Do you have a car? ☐ Yes ☐ No If yes, is the car insured? ☐ Yes ☐ No

If client has a car but does not drive, does someone else drive him/her places? ☐ Yes ☐ No

If yes, specify who drives the client

Are you aware of available public transportation in the area? ☐ Yes ☐ No
(example MAPS, OATS, TATS, Cab and Cab Coupons)

Can you walk from inside your home to the curb? ☐ Yes ☐ No

Can you carry 10 pounds without assistance? ☐ Yes ☐ No

Do you need a vehicle with a wheelchair lift? ☐ Yes ☐ No

Ask the client the following questions:

Do you have difficulty getting into your home? ☐ Yes ☐ No

Do you have difficulty getting into any room in your home? ☐ Yes ☐ No

Comments _____

FALL RISK SCREEN

1. How many times have you fallen in the past year? _____
2. Are you worried that you might have a fall? ☐ Not at all worried ☐ A little worried ☐ Somewhat worried ☐ Very worried
3. Do you limit activities now because of fall-related concerns? ☐ Never ☐ Occasionally ☐ Sometimes ☐ Often

If client has not fallen in the past year, skip questions 4 & 5

4. Where have you fallen? ☐ Getting in and out of bed ☐ Bathroom ☐ Outside the home
   ☐ Between the bed & the bathroom ☐ Kitchen ☐ Other (specify) _____
5. Can you say what makes you more likely to fall? ☐ Feeling dizzy/lightheaded ☐ Getting up quickly ☐ Walking in darkness
   ☐ Certain shoes ☐ Turns ☐ Walking on certain surfaces ☐ Stairs ☐ Dim lighting
   ☐ Other (specify) _____

MEDICAL PERSONNEL

Information not available because (specify) _____

Primary Doctor _____ Phone _____

Hospital Preference _____

During the past 12 months, did you receive a flu shot?

☐ Yes ☐ No ☐ Do not know/refused

CAREGIVER NUTRITION ASSESSMENT

Date: _____

Last name: _____ First name: _____ MI ____ Nickname: _____

Gender: ☐ M ☐ F DOB _____ SSN _____ DCN _____

Address _____ Caregiver _____

City _____ State ____ County _____ Zip _____

☐ Rural ☐ Urban Phone _____ E-mail _____

NUTRITIONAL RISK SCREEN (Check only the numbers for Yes responses)

	YES	COMMENTS	WHAT CHAN
1. I have an illness or condition that made me change the kind and/or amount of food I eat.	☐ 2		
2. I eat fewer than 2 meals per day.	☐ 3		
3. I eat few fruits or vegetables or milk products.	☐ 2		
4. I have 3 or more drinks of beer, liquor, or wine almost every day.	☐ 2		
5. I have tooth or mouth problems that make it hard for me to eat.	☐ 2		
6. I do not always have enough money to buy the food I need.	☐ 4		
7. I eat alone most of the time.	☐ 1		
8. I take 3 or more different prescribed or over-the-counter drugs a day.	☐ 1		
9. Without wanting to, I have lost or gained 10 pounds in the past 6 months.	☐ 2	Gained ____ Lost ____	
10. I am not always physically able to shop, cook, and/or feed myself.	☐ 2	Which:	

☐ Elects not to answer.

Total the score listed for each YES response _____

(0 - 2) Good (3 - 5) Moderate Nutritional Risk (6 or greater) High Nutritional Risk

OTHER OBSERVATIONS/COMMENTS

FUNCTIONAL ASSESSMENT

Levels of Assistance

0 = Independent Completes the task independently **3 = Minimum Assistance** Occasional assistance or supervision may be necess
6 = Moderate Assistance Assistance or supervision is always necessary **9 = Maximum Assistance** Totally dependent on others

1. For each activity check the box indicating the assistance needed
2. If assistance is needed indicate the source of help (be specific: spouse, family, friend, paid help, volunteer, professional)
3. In the comments section indicate the type of assistance provided and how often it is provided. Also indicate if the client needs further help.

ACTIVITIES OF DAILY LIVING ☐ Elects not to answer.

Activity	Indep	Min	Mod	Max.	Primary source of help	Comments / Other sources
Eating	☐ 0	☐ 3	☐ 6	☐ 9		
Bathing	☐ 0	☐ 3	☐ 6	☐ 9		
Grooming	☐ 0	☐ 3	☐ 6	☐ 9		
Dressing	☐ 0	☐ 3	☐ 6	☐ 9		
Toilet Use	☐ 0	☐ 3	☐ 6	☐ 9		
Mobility	☐ 0	☐ 3	☐ 6	☐ 9		
Transferring	☐ 0	☐ 3	☐ 6	☐ 9		

INSTRUMENTAL ACTIVITIES OF DAILY LIVING

Activity	Indep	Min	Mod	Max.	Primary source of help	Comments / Other sources
Laundry	☐ 0	☐ 3	☐ 6	☐ 9		
Shopping	☐ 0	☐ 3	☐ 6	☐ 9		
Light Housework	☐ 0	☐ 3	☐ 6	☐ 9		
Heavy Housework	☐ 0	☐ 3	☐ 6	☐ 9		
Telephone	☐ 0	☐ 3	☐ 6	☐ 9		
Financial Management	☐ 0	☐ 3	☐ 6	☐ 9		
Transportation	☐ 0	☐ 3	☐ 6	☐ 9		
Meal Preparation	☐ 0	☐ 3	☐ 6	☐ 9		
Medication Management	☐ 0	☐ 3	☐ 6	☐ 9		

COMMENTS AND DIRECTIONS TO RESIDENCE:

In Center Meal Registration Form

DATE _____

NAME OF CENTER_____

NUTRITION PARTICIPANT INFORMATION

SPECIAL POPULATION SERVED CONGREGATE

NAME LAST

ADDRESS STREET

CITY

PHONE

BIRTHDATE SOCIAL SECURY #

DOCTOR:

Phone #: _____HOSPITAL

PREFERENCE:_____

MEDICAL ALERTS: diabetic, heart (nitro), allergies, epilepsy, respiratory, asthma, other: _____

_____

_____

EMERGENCY CONTACTS: (prefer someone local, preferably next of kin)

Name: 1. Phone Relationship_____

2. Phone Relationship_____

HEALTH CARE COVERAGE:

_____ Medicare _____ Medicaid Other _____ ETHNIC

SPECIFY

BACKGROUND: (check only one)

White (not Hispanic) Black (not Hispanic) _____Hispanic

American Indian/Alaskan Native Asian/Pacific Islander

SOURCES OF INCOME: _____

Wages Social Security SSI Other

Individual Income: $12,060 or below above $12,060

COMMENTS•

Nutritional Risk Assessment

Please respond with either "Y" for "yes"
"N" for "no"
"D" for "don't know"
E for "I elect not to answer this question"
for each of the questions below:

	I have an illness or condition that made me change the kind and/or amount of food I eat.
	I take three (3) or more different prescribed or over-the-counter drugs a day.
	I have tooth or mouth problems that make it hard for me to eat.
	Without wanting to, I have lost or gained ten (10) pounds in the last six (6) months.
	I am not always physically able to shop, cook and/or feed myself.
	I eat less than two (2) meals a day.
	I don't always have enough money to buy the food I need.
	I eat few fruits and vegetables, or milk products.
	I eat alone most of the time.
	I have three or more drinks of beer, liquor or wine almost every day.

Appendix B

CITY OF JOPLIN COMMUNITY DEVELOPMENT
2017 INCOME/DEMOGRAPHIC SUMMARY FORM

FAMILY SIZE (a)	LMI Families (See 2nd Page for Income Limits)			TOTAL LMI PERSONS [(b)+(c)+(d)] * (a)
	Extremely Low (b)	Low (c)	Moderate (d)	
1 PERSON				
2 PERSONS				
3 PERSONS				
4 PERSONS				
5 PERSONS				
6 PERSONS				
7 PERSONS				

Non-LMI Families (e)	TOTAL Non-LMI PERSONS

1. TOTAL NUMBER OF SURVEYS DISTRIBUTED:	
2. TOTAL NUMBER OF HISPANIC OR LATINO:	

3. RACIAL DESIGNATION	NUMBER OF INDIVIDUALS	NUMBER OF HISPANIC (All Races Can Also Be Hispanic)
A. WHITE		
B. BLACK/AFRICAN AMERICAN		
C. ASIAN		
D. AMERICAN INDIAN /ALASKA NATIVE		
E. NATIVE HAWAIIAN/OTHER PACIFIC ISLANDER		
F. AMERICAN INDIAN/ALASKAN NATIVE & WHITE		
G. ASIAN &WHITE		
H. BLACK/AFRICAN AMERICAN & WHITE		
I. AM. INDIAN/ALASKAN NATIVE & BLACK/AFRICAN AM		
K. OTHER MULTI-RACIAL		

	NUMBER	PERCENT
4. ELDERLY/AGE 60 OR OLDER		
5. HANDICAPPED/DISABLED		
6. FEMALE HEAD OF HOUSEHOLD		

DATE:_____

SIGNATURE:_____

Return to: City of Joplin, Community Development, 602 South Main Street, Joplin, Missouri 64801 at the end of project.

FY 2017 Income Limits Summary

FY 2017 Income	Median Income	FY 2017 Income Limit	Persons in Family							
			1	2	3	4	5	6	7	8
Jasper County	$53,800	Very Low (50%) Income	18,8500	21,5500	24,250	**26,900**	29,100	31,250	33,400	35,550
		Extremely Low Income	12,060	16,240	20,420	**24,600**	28,780	31,250*	33,400*	35,550*
		Low (80%) Income Limits ($)	30,150	34,450	38,750	**43,050**	46,500	49,950	53,400	56,850

The **Joplin, MO MSA** contains the following areas: Jasper County, MO.

* * The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as established by the Department of Health and Human Services (HHS), provided that this amount is not greater
than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.

Income Limit areas are based on FY 2017 Fair Market Rent (FMR) areas. For information on FMRs, please see our associated FY 2017 Fair Market Rent documentation system.

Appendix C

Public Facility Grant Document Checklist

Name of Sub-Recipient:

All Activities Should Have the Following:

__ Must be a 501 (c) 3 tax exempt organization

__ Must not discriminate against any persons on the basis of religion

__ Program Information (brochures, etc.)

__ Signed Written Agreement

__ Income/Demographic Form

__ Must not provide religious instruction or counseling

__ Schedule of proposed work

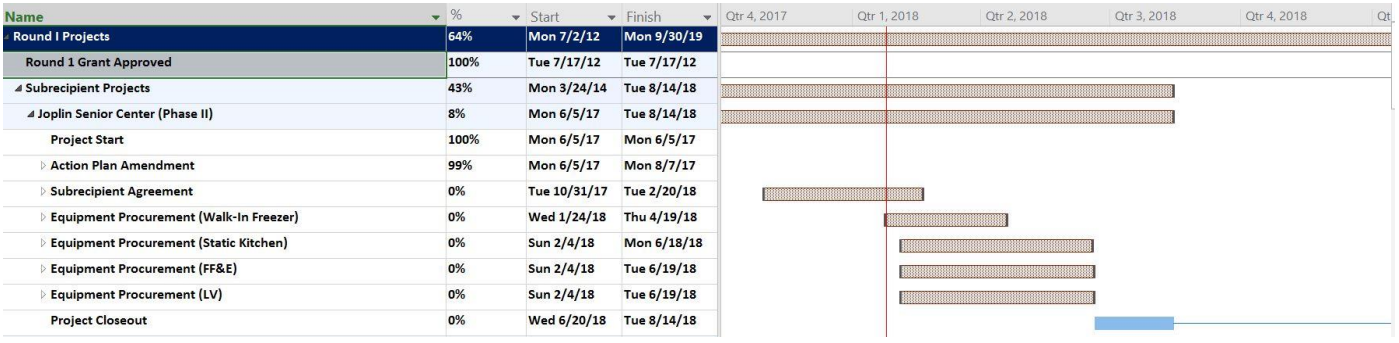
Does the Activity Involve Asset Procurement? Yes __No
If Yes, Include the following:

__ Procurement Threshold Chart

__ Bid Tabulation Forms (Telephone, Written, and Formal)

Appendix D

Project Schedule



Name	%	Start	Finish
Round I Projects	64%	Mon 7/2/12	Mon 9/30/19
Round 1 Grant Approved	100%	Tue 7/17/12	Tue 7/17/12
Subrecipient Projects	43%	Mon 3/24/14	Tue 8/14/18
Joplin Senior Center (Phase II)	8%	Mon 6/5/17	Tue 8/14/18
Project Start	100%	Mon 6/5/17	Mon 6/5/17
Action Plan Amendment	99%	Mon 6/5/17	Mon 8/7/17
Subrecipient Agreement	0%	Tue 10/31/17	Tue 2/20/18
Equipment Procurement (Walk-In Freezer)	0%	Wed 1/24/18	Thu 4/19/18
Equipment Procurement (Static Kitchen)	0%	Sun 2/4/18	Mon 6/18/18
Equipment Procurement (FF&E)	0%	Sun 2/4/18	Tue 6/19/18
Equipment Procurement (LV)	0%	Sun 2/4/18	Tue 6/19/18
Project Closeout	0%	Wed 6/20/18	Tue 8/14/18

Appendix E

Project Budget

Senior Center Phase II				
Capital Plan Allocation	Expenditures to Date	Estimate at Completion	Variance from Allocation	Last Updated
$200,000	$0	$198,242	$1,758	2/9/2018

Description	Vendor	Original Committed	Change Orders	Committed to Date	Contingency (Reserve)	Anticipated Costs	Completed & Stored	Retainage	Expenditures	EAC	ETC	% Complete
		A	B	C=A+B	D	E	F	G=F*%	H=F-G	I=C+D+E	J=I-H	K=H/I
FFE												
Walk-In Freezer		$ 30,000.00	$ -	$ 30,000.00	$ -	$ -	$ -	$ -	$ -	$ 30,000.00	$ 30,000.00	0%
Kitchen		$ 76,235.00	$ -	$ 76,235.00	$ -	$ -	$ -	$ -	$ -	$ 76,235.00	$ 76,235.00	0%
FFE		$ 23,761.68	$ -	$ 23,761.68	$ -	$ -	$ -	$ -	$ -	$ 23,761.68	$ 23,761.68	0%
LV		$ 53,245.00		$ 53,245.00	$ -	$ -	$ -	$ -	$ -	$ 53,245.00	$ 53,245.00	0%
Moving		$ 10,000.00	$ -	$ 10,000.00	$ -	$ -	$ -	$ -	$ -	$ 10,000.00	$ 10,000.00	0%
Area Agency Admin costs		$ 5,000.00	$ -	$ 5,000.00	$ -	$ -	$ -	$ -	$ -	$ 5,000.00	$ 5,000.00	0%
Total FFE		**$ 198,241.68**	**$ -**	**$ 198,241.68**	**$ -**		**$ -**	**$ -**	**$ -**	**$ 198,241.68**	**$ 198,241.68**	**0%**