

**SECOND AMENDMENT TO GRANT AGREEMENT**  
**BETWEEN**  
**NEVADA CLINICAL SERVICES, INC.**  
**AND**  
**WASHOE COUNTY HUMAN SERVICES AGENCY**

This Second Amendment to the Notice of Grant Award and Agreement (“Third Amendment”) is entered into effective July 1, 2023 (the “Effective Date”) by and between Nevada Clinical Services, Inc. (“NCS”) and Washoe County Human Services Agency (“Grantee”).

**RECITALS**

**WHEREAS**, NCS and Grantee entered into the Notice of Grant Award and Agreement effective July 1, 2021, as subsequently amended, also referenced as NCS Contract Number 212257 (“Grant”), to increase food security in Washoe County through food assistance and case management;

**WHEREAS**, NCS and Grantee desire to extend the Grant for two additional twelve-month terms through June 30, 2025 (“Renewal Grant Term”) under the same terms and conditions of the Grant as hereby amended;

**WHEREAS**, NCS and Grantee desire to amend the Grant to incorporate a new scope of work for the Renewal Grant Term as of the Effective Date; and

**WHEREAS**, NCS and Grantee desire to amend the Grant to incorporate a new budget for the Renewal Grant Term as of the Effective Date;

**NOW, THEREFORE**, for and in consideration of the promises and the mutual covenants herein contained, the receipt and adequacy of which are for all purposes acknowledged and confessed herein, the Parties hereby agree as follows:

- I.**     Section B – Description of Services, Scope of Work and Deliverables shall be replaced in its entirety with the amended and restated Section B, appended hereto.
- II.**    Section C – Budget and Financial Reporting Requirements shall be replaced in its entirety with the amended and restated Section C, appended hereto.
- III.**   Except as amended herein, all other terms and conditions of the Grant shall remain in full force and effect subject to the terms of the Grant.
- IV.**    This Second Amendment may be executed in one or more counterparts, and each of them shall be deemed to be one and the same instrument upon execution of all counterparts.

IN WITNESS WHEREOF, the Parties hereto have caused this Second Amendment to be signed and intend to be legally bound thereby as of the Effective Date.

**NCS**

**GRANTEE**

**Washoe County Human Services Agency**

\_\_\_\_\_  
Authorized Signature

Karla Perez

\_\_\_\_\_  
Print Name

Secretary

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

Ryan Gustafson

\_\_\_\_\_  
Print Name

Interim Director

\_\_\_\_\_  
Title

09/14/2023

\_\_\_\_\_  
Date

## **SECTION B**

### **Description of Services, Scope of Work and Deliverables**

**Washoe County Human Services Agency**, hereinafter referred to as “**Grantee**”, agrees to provide the following services and reports according to the identified timeframes:

#### **Scope of Work for Washoe County Human Services Agency**

<b>Baseline Narrative:</b> 245 clients received regular healthy meals annually through the Our Place and Joy House programs during fiscal year						
<b>Expected Outcomes:</b> 245 individuals will receive regular healthy meals annually through the Our Place and Joy House						
<b>Goal 1:</b> Provide food security for vulnerable populations in Washoe County through the Our Place WCHSA program and formal partnerships.						
<b>Responsible person(s):</b> Kim Schweickert						
<i>Objective</i>	<i>Activities</i>	<i>Outputs</i>	<i>Timeline Begin / Completion</i>	<i>Target Population</i>	<i>Evaluation Measure (indicator)</i>	<i>Evaluation Tool</i>
<b>1.1: Through June 30, 2024</b> , continue the Meal Program for an average of 245 residents per day at Our Place Women and Families and Joy House Shelters.	<b>1.1.1:</b> Secure one vendor to provide daily meal services under this Grant.	Execute vendor agreement	7/1/2023 – 9/30/2023	Men, women, children, and seniors experiencing homelessness in Washoe County	# of services rendered # of vendor agreements	Monthly Reports/Quarterly Calls
	<b>1.1.2:</b> Purchase two (2) ServTracker licenses and equipment.	Vendor invoices and receipts	7/1/2023 – 9/30/2023		# of ServTracker licenses obtained # of equipment received.	Monthly Reports/Quarterly Calls
	<b>1.1.3:</b> Distribute daily meal service to an average of 245 residents per day at Our Place and Joy House.	Daily meal counts to include recipient demographics	7/1/2023 – 6/30/2024		Average # of meals provided # of individuals served broken down by race/ethnicity/age # of unduplicated individuals served broken down by race/ethnicity/age # of meals provided # of pounds of food distributed <b>Optional:</b> # of unduplicated individuals served broken down by sexual orientation and gender identity data.	Monthly Reports/Quarterly Calls

<b>Baseline Narrative:</b> Create an annual report of all our partner's successes and barriers.						
<b>Expected Outcomes:</b> With the use of the evaluation measures listed below, it will be compiled and used in an annual report.						
<b>Goal 2:</b> Compile and provide data that summarizes the overall program outcomes and measurements.						
<b>Responsible Persons:</b> Ida Peeks and/or Grants Coordinator						
<i>Objective</i>	<i>Activities</i>	<i>Outputs</i>	<i>Timeline Begin / Completion</i>	<i>Target Population</i>	<i>Evaluation Measure (indicator)</i>	<i>Evaluation Tool</i>
<b>2.1:</b> By July 15, 2024, timely submit 12 monthly reports that contain the required four (4) Data Elements annually.	<b>2.1.1:</b> Track and record the number of instances of services provided, the number of unduplicated individuals served, the number of pounds distributed under this Grant, and the total number of pounds distributed overall.	Four (4) Data Elements	Monthly Reports 7/1/2023 – 6/30/2024  Data Elements No later than July 15, 2024	WCHSA and clients served under this Grant	# of instances of services (duplicated individuals)  # of individuals served (unduplicated)  # of pounds distributed under this Grant  # of pounds distributed overall	Monthly Reports/Quarterly Calls
<b>2.2:</b> By May 31, 2024, submit a Scope of Work for Year 2 if objectives and activities change.	<b>2.2.1:</b> Timely submit Year 2 Scope of Work.	Year 2 Scope of Work	No later than May 31, 2024	WCHSA	Year 1 Performance	Year 1 Data

**Monthly Progress Report/Technical Assistance Due Dates:**

15<sup>th</sup> of every month starting August 15, 2023 through July 15, 2024

## SECTION B

### Annual Budget Narrative: July 1, 2023 – June 30, 2024

<b><u>Total Personnel Costs</u></b>	including fringe	<b>Total:</b>	<b>\$0</b>
<b><u>Travel</u></b>		<b>Total:</b>	<b>\$0</b>
<b><u>Operating</u></b>		<b>Total:</b>	<b>\$231,274</b>
Our Place - Meals	\$231,274.00		
Justification:			
Breakfast	25,180 meals x 3.64 = \$ 91,655		
Lunch	20,880 meals x 4.26 = \$88,949		
Dinner	11,895 meals x 4.26 = \$50,670		
<b><u>Equipment</u></b>		<b>Total:</b>	<b>\$0</b>
<b><u>Contractual</u></b>			<b>\$0</b>
<b><u>Training</u></b>		<b>Total:</b>	<b>\$0</b>
<b><u>Other</u></b>		<b>Total:</b>	<b>\$0</b>
<b>TOTAL DIRECT CHARGES</b>			<b>\$231,274</b>
<b><u>Indirect Charges</u></b>	<b>Indirect Rate:</b>	<b>0.000%</b>	<b>\$0</b>
<b>TOTAL BUDGET</b>	<b>Total:</b>		<b>\$231,274</b>

### Annual Budget Narrative: July 1, 2024 – June 30, 2025

<b><u>Total Personnel Costs</u></b>	including fringe	<b>Total:</b>	<b>\$0</b>
<b><u>Travel</u></b>		<b>Total:</b>	<b>\$0</b>
<b><u>Operating</u></b>		<b>Total:</b>	<b>\$231,274</b>
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<b><u>Equipment</u></b>		<b>Total:</b>	<b>\$0</b>
<b><u>Contractual</u></b>			<b>\$0</b>
<b><u>Training</u></b>		<b>Total:</b>	<b>\$0</b>
<b><u>Other</u></b>		<b>Total:</b>	<b>\$0</b>
<b>TOTAL DIRECT CHARGES</b>			<b>\$231,274</b>
<b><u>Indirect Charges</u></b>	<b>Indirect Rate:</b>	<b>0.000%</b>	<b>\$0</b>
<b>TOTAL BUDGET</b>	<b>Total:</b>		<b>\$231,274</b>