



AMENDMENT A

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COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY (CDBG-DR) WHOLE COMMUNITY RESILIENCE PLANNING (WCRP) PROGRAM

AMENDMENT A TO THE SUBRECIPIENT AGREEMENT BETWEEN THE PUERTO RICO DEPARTMENT OF HOUSING AND HISPANIC FEDERATION, INC. Agreement No. 2023-DR0089 Amendment No. 2023-DR0089A



This **AMENDMENT A TO THE SUBRECIPIENT AGREEMENT** ("**AMENDMENT A**") is entered into this 11 day of October, 2023, by and between the **PUERTO RICO DEPARTMENT OF HOUSING** ("**PRDOH**"), a public agency of the Government of Puerto Rico created under Act No. 97, of June 10, 1972, as amended, 3 LPRA § 441 *et seq.*, known as the "**Department of Housing Organic Act**" ("**Organic Act**"), with principal offices at 606 Barbosa Ave., San Juan, Puerto Rico, represented herein by its Secretary, Hon. William O. Rodríguez Rodríguez, of legal age, attorney, single, and resident of Guaynabo, Puerto Rico; and the **HISPANIC FEDERATION, INC.** ("**Subrecipient**"), a Non-for-Profit Organization, with principal offices at 667 Calle La Paz, Suite 201, San Juan, Puerto Rico, represented herein by its President & CEO, Frankie Miranda Rodríguez, of legal age, married, and resident of Astoria, New York, collectively the "**Parties**".

I. RECITALS AND GENERAL AWARD INFORMATION

WHEREAS, on February 24, 2023, the Parties executed a Subrecipient Agreement, registered as Contract Number **2023-DR0089** ("**Agreement**"), for the amount of **FIVE HUNDRED NINETY-NINE THOUSAND TWO HUNDRED FORTY-ONE DOLLARS (\$599,241.00)** for the Subrecipient to provide services for the **Whole Community Resilience Planning Program** ("**WCRP**" or "**Program**"). The Parties agreed on a performance period of **twenty (20) months** from the execution of the Agreement, ending on **October 23, 2024**.

WHEREAS, as per Section IX (A) of the Agreement, the Agreement may be amended in writing and signed by a duly authorized representative of each party. Nonetheless, the amendment shall not invalidate the Agreement, nor release the Parties from their obligations under the Agreement.

WHEREAS, this **AMENDMENT A** does not constitute an extinctive novation of the obligations of the parties under the Agreement.

WHEREAS, the PRDOH has the legal power and authority, in accordance with its enabling statute, the Organic Act, the Federal laws and regulations creating and allocating funds to the CDBG-DR Program, and the current Action Plan, to enter into this **AMENDMENT A**.

WHEREAS, the Subrecipient has duly adopted Corporate Resolution dated January 19, 2022, authorizing Frankie Miranda Rodríguez, to enter into activities such as the execution of this **AMENDMENT A** with the PRDOH, and by signing this **AMENDMENT A**, the Subrecipient assures PRDOH that it shall comply with all the requirements described herein.

NOW, THEREFORE, in consideration of the mutual promises and the terms and conditions set forth herein, the PRDOH and the Subrecipient agree to execute this **AMENDMENT A** subject to the following:

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II. TERMS AND CONDITIONS

A. SAVINGS CLAUSE

The information included in this **AMENDMENT A** serves the purpose of modifying and amending certain terms and conditions under the Agreement, as established in the following sections B and C of this **AMENDMENT A**. All other provisions of the original Agreement, including its exhibits, shall continue to be in full force and effect.

B. SCOPE OF THE AMENDMENT

The Parties acknowledge and agree that is necessary entails modifications to **Exhibit C** (Key Personnel) and **Exhibit D** (Budget). Moreover, the Parties have agreed to incorporate an updated version of **Section XII. CDBG-DR POLICIES AND PROCEDURES** and **Section XIV. FORCE MAJEURE**. Nevertheless, the modification, the End Term and the Total Authorized Budget of the Agreement remain the same.

C. AMENDMENTS

- a. The Parties agree to amend **Section XII. CDBG-DR POLICIES AND PROCEDURES** of the Agreement as follows:

In addition to what is established in this SRA, the Subrecipient shall comply with all CDBG-DR program specific and general policies and procedures, which may include, but are not limited to, the Subrecipient Management Policy, OS&H Guideline, MWBE Policy, URA & ADP Guidelines, Cross Cutting Guidelines, AFWAM Policy, Section 3 Policy, Language Access Plan, Personally Identifiable Information, Confidentiality, and Nondisclosure Policy and Conflict of Interest and Standards of Conduct Policy, as found in the CDBG-DR Website (<https://cdbg-dr.pr.gov/en/resources/policies/>), which are herein included and made integral part of this SRA, as they may be updated from time to time, Procurement policies and procedures in accordance with the federal procurement rules and regulations found in 2 C.F.R. § 200.318 through §200.327, and reporting requirements as established by the PRDOH.

- b. The Parties agree to amend **Section XIV. FORCE MAJEURE** as follows:

In the event of a fire, flood, earthquake, natural disaster, hurricane, riot, act of governmental authority in its sovereign capacity, pandemic officially declared by the Government of Puerto Rico, strike, labor dispute or unrest, embargo, war, insurrection or civil unrest, any Force Majeure including inclement weather, herein collectively referred to as Force Majeure during the term of this Agreement, neither the PRDOH nor the Contractor or Subrecipient shall be liable to the other party for nonperformance during the conditions created by such event. The party claiming Force Majeure shall exercise due diligence to prevent, eliminate, or overcome such Force Majeure event where it is possible to do so and shall resume performance at the earliest possible date.

The Contractor or Subrecipient shall notify the PRDOH in writing as soon as possible, but in any event within ten (10) business days of the occurrence of the Force Majeure event and describe in reasonable detail the nature of the Force Majeure event, how the non- performance or delay relates to or arises from the Force Majeure event, its anticipated duration and any action taken to minimize its effect. The Contractor or Subrecipient may be entitled to reasonable adjustments in schedule, among other

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measures, in the foregoing circumstances. If non-performance continues for more than thirty (30) days, without reasonable justification, the PRDOH may terminate this Agreement immediately upon written notification to the Contractor or Subrecipient.

- c. **Exhibit C** (Key Personnel) of the Agreement is being replaced by an updated version, hereto incorporated by reference into the Agreement (See **Attachment I**). The following modifications were incorporated to the exhibit:

- **Table I Roles:**

- **Personnel Count and FTE Count columns** - were eliminated, leaving only the Roles Column.
- **Program/Grant Manager**- Name was changed to Grant manager.
- **Project Manager**- Name was changed to Program Manager.
- **Outreach Canvasser** – Role was deleted.

- **Table II Role Description:**

- **Program/Grant Manager** – Name was changed to Grant Manager and role description was edited.
- **Project Manager**- Name was changed to Program Manager; and role description was edited.
- **Policy and Compliance Manager**- Role description was edited.
- **Procurement and Contract Manager**- Role description was edited.
- **Outreach Coordinator**- Role description was edited
- **Outreach Canvasser**- Role and description were deleted.

- d. **Exhibit D** (Budget) of the Agreement is being replaced by an updated version, hereto incorporated by reference into the Agreement (See **Attachment II**), modified to include the following changes:

- **Budget Summary:**

- **Staffing** - Total Budget for Staffing decreased from \$431,577.00 to \$337,498.00.
- **Professional Services**- Total Budget for Professional Services increased from \$99,096.00 to \$195,100.00
- **Other Operating** – Total Budget for Other Operating increased from \$64,068.00 to \$62,143.00.

- **Staffing Detail:**

- **Program/Grant Coordinator** – Name was changed to Grant Manager. Estimated Hours per Month per Resources decreased from 108 to 50. Estimated Hourly Rate decreased from \$63.54 to \$55.74. As a result, the Estimated Cost per Month decreased from \$6,862.65 to \$2,787.00 and Estimated Cost decreased from \$137,254.00 to \$55,740.00.
- **Project Manager** – Name was changed to Program Manager. Estimated Hours per Month per Resources increased from 48 to 60. As a result, the Estimated Cost per Month increased from \$2,394.84 to \$2,993.40, and Estimated Cost increased from \$33,529.00 to \$41,907.60.
- **Policy and Compliance Manager** - Estimated Hours per Month per Resources decreased from 85 to 50. As a result, the Estimated Cost per Month decreased from \$3,845.07 to \$2,262.00 and Estimated Cost decreased from \$76,902.00 to \$45,240.00.
- **Procurement and Contract Manager** – Estimated Hours per Month per Resources increased from 48 to 25. Estimated

Hourly Rate decreased from \$55.74 to \$45.24. As a result, the Estimated Cost per Month decreased from \$2,675.33 to \$1,131.00, and Estimated Cost decreased from \$53,507.00 to \$22,620.00.

- o **Outreach Coordinator** – Estimated Hours per Month per Resources increased from 40 to 60. Estimated Hourly Rate increased from \$23.40 to \$29.25. As a result, the Estimated Cost per Month increased from \$2,808.00 to \$5,265.00, and Estimated Cost increased from \$39,312.00 to \$73,710.00.
- o **Outreach Canvasser**- the position was deleted.
- o **Research Assistant**- Quantity of Resources increased from 2 to 3. Estimated Hours per Month per Resources increased from 72 to 100. Estimated Hourly Rate increased from \$17.55 to \$23.40. As a result, the Estimated Cost per Month increased from \$2,527.20 to \$7,020.00, and Estimated Cost increased from \$35,381.00 to \$98,280.00.
- o **Total Staff Estimated Cost** - Total Staff Estimated Cost decreased from \$431,577.00 to \$337,498.00.

- **Professional Services:**

- o **Community Outreach and participation Support**- Service description was edited. Item Estimated Cost decreased from \$85,996.00 to \$30,000.00.
- o **Professional Planner**- Service and description were added at a total estimated cost of \$140,000.00.
- o **Translation and Interpretation Services**- Service and description were added at a total estimated cost of \$12,000.00.
- o **Total Professional Services**- Total Professional Services Maximum cost increased from \$99,096.00 to \$195,100.00.

- **Other Operating Detail:**

- o **Advertising and Media**- Item description was edited. Item Estimated Cost increased from \$8,000.00 to \$8,075.00.
- o **Materials and Supplies**- Item and description were deleted.
- o **Total Other Operating Maximum Cost**- Total Other Operating Maximum cost decreased from \$64,068.00 to \$62,143.00.

III. SEVERABILITY

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

IV. SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this **AMENDMENT A** are included for convenience only and shall not limit or otherwise affect the terms of the Agreement, and shall not be used to explain, modify, simplify, or aid in the interpretation of the provisions of this **AMENDMENT A**.

V. COMPTROLLER REGISTRY

The PRDOH shall remit a copy of this **AMENDMENT A** to the Office of the Comptroller for registration within **fifteen (15) days** following the date of execution of this **AMENDMENT A** and any subsequent amendment thereto. The services object of this **AMENDMENT A** may not be invoiced or paid until this **AMENDMENT A** has been registered by the PRDOH at the Comptroller's Office, under Act No. 18 of October 30, 1975, as amended by Act No. 127 of May 31, 2004.

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VI. ENTIRE AGREEMENT

The Agreement, as amended, constitutes the entire agreement among the Parties for the use of funds received under the Agreement, as amended, and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written among the Parties concerning the Agreement, as amended.

VII. FEDERAL FUNDING

The fulfillment of the Agreement, as amended, is based on those funds being made available to the PRDOH as the lead administrative agency for Recovery. All expenditures under the Agreement, as amended, must be made in accordance with the Agreement, as amended, the policies and procedures promulgated under the CDBG-DR Program, and any other applicable laws. Further, the Subrecipient acknowledges that all funds are subject to recapture and repayment for non-compliance.

VIII. NON-CONFLICT OF INTEREST CERTIFICATION

The Subrecipient reassures PRDOH Its willingness to comply with the applicable conflict of interest policies by signing the Non-Conflict of Interest certification incorporated by reference into the Agreement via **AMENDMENT A** (See **Attachment III**).

IN WITNESS THEREOF, the Parties hereto execute this **AMENDMENT A** in the place and on the date first above written.

**PUERTO RICO DEPARTMENT OF HOUSING
CDBG-DR Grantee**

By: William O. Rodríguez Rodríguez
William O. Rodríguez Rodríguez (Oct 11, 2023 18:57 EDT)
Name: William O. Rodríguez Rodríguez
Title: Secretary

**HISPANIC FEDERATION, INC.
Subrecipient**

By: Frankie Miranda
Name: Frankie Miranda Rodríguez
Title: President & CEO



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EXHIBIT C

KEY PERSONNEL

WHOLE COMMUNITY RESILIENCE PLANNING PROGRAM

HISPANIC FEDERATION, INC.

Below is the Staffing Plan for Hispanic Federation, Inc. which reflects a combination of existing employees and new hired employees dedicated for the CDBG-DR **WCRP** Program.

I. Roles

Roles
<u>Subrecipient Personnel:</u>
Grant Manager
Program Manager
Policy and Compliance Manager
Procurement and Contract Manager
Outreach Coordinator
<u>Staff to Assist with Planning Activities:</u>
Research Assistant

II. Role Descriptions:

Role	Description
Grant Manager	Responsible for ensuring full compliance with and execution of all HUD and PRDOH requirements, including administrative, financial, and programmatic. Accountable for Implementing oversight mechanisms and developing all necessary policies, procedures, and tools to track progress and monitor the performance of all components of the Program. Ensure compliance with applicable local and federal rules, laws, and regulations. Must be knowledgeable of Program's requirements and cross-cutting Federal requirements. Responsible for overseeing and coordinating with program, compliance and procurement and contract managers, as well as professional services contractors. Must ensure transparency to the public regarding planned and actual use of funds. Responsible for ensuring all reports and deliverables are submitted according to program guidelines through all. Will work closely with PRDOH. Will be responsible for all financial monitoring, documentation, and compliance.

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Role	Description
Program Manager	Work closely with the Program and Compliance Manager and the Planning Consultant in the coordination and implementation of planning activities. Oversee all outreach efforts in coordination with Outreach Staff, and the Outreach Consultants. Responsible for leading the community meetings, working sessions, community assemblies, among others.
Policy and Compliance Manager	Responsible for ensuring that programs are executed, and work is documented within the requirements of the SRA. This includes monitoring and documenting key activities and tasks to ensure progress toward deliverables, and documenting indicators, targets, and timelines established in the SRA. Responsible for ensuring compliance with grant reporting requirements including that all reports and support documentation are submitted in a timely and accurate manner. This person will work closely with the Program Manager and Grant Manager.
Procurement and Contract Manager	Responsible for the efficient management and coordination of all procurement-related services related to the WCRP Program. Must ensure compliance with Puerto Rico, PRDOH and HUD requirements related to procurement package development and solicitation. Will support the Grant Manager with financial monitoring, documentation, and compliance.
Outreach Coordinator	Provides outreach planning, preparation, and implementation support of community events in coordination with the official community representatives and the HF staff. Is responsible for guaranteeing that venues and materials are set for assembly, interviews, surveys, and other outreach tools. Will be responsible for executing outreach tactics in accordance with the methodology developed for each phase and required by the WCRP Program. Will make recordings of gathered data and will ratify with official community representatives the accuracy of data and information. Will work under the supervision of the Program Manager and will work closely with the Planning and Outreach consultants.
Research Assistant	Assist in the implementation of planning activities such as data analysis, information gathering, outreach, findings articulation, data, and information organization, among other - in collaboration with project team. Assume tasks designated by Program Manager.

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EXHIBIT D – SECTION 1 BUDGET

WHOLE COMMUNITY RESILIENCE PLANNING PROGRAM

HISPANIC FEDERATION, INC.

Puerto Rico Department of Housing (PRDOH) designated to the Subrecipient a total allocation amount of **six hundred thousand dollars (\$600,000.00)** for the Whole Community Resilience Planning Program (WCRP). The maximum budget amount assigned to the Subrecipient to complete the activities under this SRA is **five hundred ninety-nine thousand two hundred forty-one dollars (\$599,241.00)**. Proposed budget items will be evaluated according to guidelines laid out in 2 C.F.R. Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards).

The WCRP Program is a reimbursement program. All costs must be incurred prior to reimbursement. Planning and grant management activities will include, but are not limited to those described in **Exhibit A (Scope of Work)** and **Exhibit B (Timelines and Performance Goals)** of this SRA.

PRDOH will use the milestones and tasks included in **Exhibit B (Timelines and Performance Goals)** to evaluate the progression and completion of program activities. The following costs are considered NOT eligible for funding or reimbursement: engineering, architectural, and design costs related to a specific project such as detailed engineering specifications and working drawings; construction or any costs of implementation of projects or plans; and costs not associated with the development of plans or other planning activities.

As a beneficiary of the WCRP Program, the Subrecipient assumes responsibility for administering these CDBG-DR funds in a manner consistent with the SRA, the program objectives, and PRDOH Policies and Procedures. The 2 C.F.R. Part 200 Subpart E (Cost Principles) requires that all costs are **allowable, reasonable, and allocable**.

- **Allowable** costs are those which are necessary in order to carry out the program, are consistent with policies and procedures established by the Subrecipient and the PRDOH, and which are adequately documented.
- **Reasonable** costs are generally considered those which are ordinary and necessary, and do not exceed market prices for comparable goods or services in the area.
- **Allocable** costs are those costs which are necessary in order to carry out the tasks and deliverables required by the WCRP Program.

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BUDGET SUMMARY		
ACTIVITY DESCRIPTION		
STAFFING	Staffing resources for the execution and implementation of the WCRP Program.	\$337,498.00
PROFESSIONAL SERVICES	Procured services that will assist in delivery and implementation of the WCRP Program.	\$195,100.00
OTHER OPERATING	Operational costs associated with delivery and implementation of the WCRP Program. Items include, but are not limited to indirect cost, media, or travel.	\$62,143.00
EQUIPMENT	Equipment needed for the execution and implementation of the WCRP Program.	\$4,500.00
TOTAL PROGRAM BUDGET:		\$599,241.00

BUDGET DETAIL

The budget detail that follows is provided as an expanded budget line-item detail, but not intended as a limiting factor. Expenditures per line item may not exceed the total budget per cost type (staffing, professional services, other operating, and equipment), but amounts may fluctuate between specific line items based on WCRP Program needs.

STAFFING

The total budget for staffing shall not exceed the amount indicated below for "**Total Staff Budget for duration of the Program**" during the term of the SRA.

Positions that are assigned to and invoice time to the WCRP program are considered **direct costs** and must be listed in **Exhibit C (Key Personnel)** as well as **Exhibit D (Budget)** (Staffing Section). They must be necessary to carry out the tasks and activities described in this Grant Agreement. Positions that are not tied directly to the WCRP Program, but may be supporting it indirectly, are considered **indirect cost** and **should not be listed** in **Exhibit C** (Key Personnel) or in **Exhibit D** (Budget - Staffing Section) and will not be eligible to charge their time directly to the WCRP Program.

Reimbursement is contingent upon provision and acceptance of adequate invoicing materials. Those required materials include proof of payment, daily time sheets with description of tasks and activities performed, and others as described in the PRDOH Finance Manual. Staff time will be reviewed for cost allowability, reasonableness, and allocability prior to reimbursement, and may be returned if described tasks and activities are not relevant to the WCRP Program, or if documentation is insufficient, or for any other reason deemed necessary by PRDOH Finance.

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STAFFING DETAIL						
POSITION	QTY. OF RESOURCES [A]	ESTIMATED* HOURS PER MONTH PER RESOURCES [B]	ESTIMATED* HOURLY RATE [C]	NUMBER OF MONTHS [D]	ESTIMATED* COST PER MONTH [E = A x B x C]	ESTIMATED COST [F = D x E]
Grant Manager	1	50	\$55.74	20	\$2,787.00	\$55,740.00
Program Manager	1	60	\$49.89	14	\$2,993.40	\$41,907.60
Policy and Compliance Manager	1	50	\$45.24	20	\$2,262.00	\$45,240.00
Procurement and Contract Manager	1	25	\$45.24	20	\$1,131.00	\$22,620.00
Outreach Coordinator	3	60	\$29.25	14	\$5,265.00	\$73,710.00
Research Assistant	3	100	\$23.40	14	\$7,020.00	\$98,280.00
TOTAL STAFF ESTIMATED COST:						\$337,498.00

* Estimated amount in rate, hours, and monthly cost, could vary based on actual need and work performed on the WCRP Program upon PRDOH approval.

PROFESSIONAL SERVICES

Subrecipient may procure a variety of professional services provided by entities other than the Subgrantee to carry out any component of any of the tasks and activities described in this SRA. The total budget for professional services shall not exceed the amount indicated below for "**Total Proposed Budget for Professional Services**" during the term of the SRA, allowing flexibility that the detail may fluctuate depending on WCRP Program needs.

The federal government imposes procurement requirements for the acquisition of all professional services purchased with federal funds. Everything purchased with federal funds must be obtained through a procurement process that complies with the procurement policies and procedures in accordance with the federal procurement rules and regulations found in 2 C.F.R. § 200.318 through §200.327 and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200). ***The Anticipated Maximum Cost is considered a "not to exceed" amount for budgeting purposes, it does not guarantee the outcomes of the procurement process.***

PROFESSIONAL SERVICES DETAIL		
SERVICES DESCRIPTION		ESTIMATED COST
Community Outreach and Participation Support	Contract community-based entities or businesses to provide services to support outreach, promotion, meeting coordination, participatory planning processes, and data collection strategies.	\$30,000.00
Graphic Design	Support with creation of outreach, advertising, and other media material, as well as graphics necessary for visualizations in final report.	\$5,500.00

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PROFESSIONAL SERVICES DETAIL		
SERVICES DESCRIPTION		ESTIMATED COST
Professional Planner	Support the participatory community planning processes to create three unique Community Resiliency Plans for each community as part of the Department of Housing's WCRP Program. Will perform tasks related to the coordination of community participation, research and data analysis, and reporting and documenting.	\$140,000.00
Translation and Interpretation Services	To provide language access support, as needed for community meetings and outreach - could include sign language or foreign language support.	\$12,000.00
Community Mapping and Planning Support	Support with participatory community mapping and inventory of vacant buildings and support with declarations of public nuisance processes.	\$5,000.00
Aerial Photos Drone Services	Aerial photos will serve to inform the diagnostic phase to develop as-is blueprints, will also help to offer views to enhance the graphic quality of all deliverables in harmony with Program Guidelines to promote readability and under stability of the document for the public.	\$2,600.00
TOTAL PROFESSIONAL SERVICES MAXIMUM COST: \$195,100.00		

OTHER OPERATING

Subrecipient will incur in operational costs associated with delivery and implementation of the WCRP Program. The total budget shall not exceed the amount indicated below for "**Total Other Operating Budget**" during the term of the SRA, allowing flexibility that the detail may fluctuate depending on WCRP Program needs. This includes an amount to cover other operating costs for the duration of the SRA Term. Additional categories or items may be included, per approval from PRDOH Deputy Planning Director and PRDOH Finance. CDBG-DR Program Funds cannot be used to pay for food or refreshments.

The federal government imposes procurement requirements for all acquisitions using federal funds. Everything purchased with federal funds must be obtained through a procurement process that complies with the standards imposed by the federal procurement rules and regulations found in 2 C.F.R. § 200.318 through §200.327 and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200). The Subrecipient may procure items on the condition that the expenses are directly tied to fulfilling the conditions of the SRA, and that they are procured in the appropriate manner.

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OTHER OPERATING DETAIL		
TYPE	DESCRIPTION	ESTIMATED COST
Advertising and Media	Media, promotions, or outreach. These could include but are not limited to printing, advertisements and public announcements or notifications, community meetings, digital and social media or other available media and program-related notifications	\$8,075.00
Indirect Cost	Indirect cost will be reimbursed through: De minimis Rate: 10% of the total direct costs for WCRP Program as negotiated with PRDOH.	\$54,068.00
TOTAL OTHER OPERATING MAXIMUM COST:		\$62,143.00

EQUIPMENT

To support implementation of the WCRP Program, Subrecipient will need a variety of equipment. The total budget for equipment shall not exceed the amount indicated below for "Total Equipment" during the term of the SRA, allowing flexibility that the detail may fluctuate depending on WCRP Program needs. This includes an amount to cover equipment cost from for the duration of the SRA Term. The federal government imposes procurement requirements for the acquisition of all supplies, equipment and real property purchased with federal funds. Everything purchased with federal funds must be obtained through a procurement process that complies with the standards imposed by the federal the federal procurement rules and regulations found in 2 C.F.R. § 200.318 through §200.327 and the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200). The Subrecipient may procure items on the condition that the equipment is directly tied to fulfilling the conditions of the SRA, and that they are procured in the appropriate manner.

EQUIPMENT		
EQUIPMENT DESCRIPTION		ESTIMATED COST
Office equipment	Includes but is not limited to laptops, workstations and tablets, and other computer equipment and peripherals for WCRP Program's staff and fieldwork. Servers and other IT hardware and peripherals as needed. Projectors, screens, cameras, microphone other audiovisual equipment etcetera.	\$4,500.00
TOTAL EQUIPMENT MAXIMUM COST:		\$4,500.00

PRDOH reserves the right to adjust funding levels for each grantee and the allocation of the funding amounts for each planning component. Once Applicants are selected for award, PRDOH will determine the total amount to be awarded to any Subrecipient, based upon the

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BUDGET RE-DISTRIBUTION

- a) The Subrecipient may request in writing to the PRDOH a re-distribution of the Maximum Authorized Budgets shown above without exceeding the Total Authorized Budget.
- b) The PRDOH will evaluate the re-distribution request to validate purpose and balance of funds, and if determined the re-distribution is in benefit for the Program and the balance of funds is validated, the PRDOH will provide written authorization to the Subrecipient. Until the written authorization is submitted by the PRDOH, the re-distribution cannot be considered as authorized.
- c) This re-distribution of funds as described here shall be considered binding and will not require an amendment to this SRA.

END OF DOCUMENT



EXHIBIT I

NO CONFLICT OF INTEREST CERTIFICATION

WHOLE COMMUNITY RESILIENCE PLANNING PROGRAM

HISPANIC FEDERATION, INC.

The CONTRACTOR certifies that:

1. No public servant of this executive agency has a pecuniary interest in this contract, purchase, or commercial transaction.
2. No public servant of this executive agency has requested me or accepted from me, directly or indirectly, for him (her), for any member of his family unit or for any person, gifts, bonuses, favors, services, donations, loans or anything else of monetary value.
3. No public servant (s) requested or accepted any good of economic value, linked to this transaction, from any person of my entity as payment for performing the duties and responsibilities of their employment.
4. No public servant has requested from me, directly or indirectly, for him (her), for any member of his or her family unit, or for any other person, business, or entity, something of economic value, including gifts, loans, promises, favors or services in exchange for the performance of said public servant is influenced in my favor or of my entity.
5. I have no kinship relationship, within the fourth degree of consanguinity and second by affinity, with any public servant who has the power to influence and participate in the institutional decisions of this executive agency.

"I hereby certify under penalty of perjury that the foregoing is complete, true, and correct."

Frankie Miranda

Signature

10/11/2023

Date

Frankie Miranda Rodríguez

Printed Name

President & CEO

Position