

RESOLUTION APPROVING CCMEP TANF SERVICES CONTRACT AMENDMENT FOR THE COMPREHENSIVE CASE MANAGEMENT EMPLOYMENT PROGRAM ACDJFS CONTRACT NO. 21-5002-TANF

WHEREAS, Patrick Arcaro, Director of the Ashtabula County Department of Job & Family Services has presented a Contract Amendment for the approval of the Board, to-wit:

Original Contract Date: October 1, 2020 **Contract No.** 21-5002-TANF

Provider: Catholic Charities of Ashtabula County, 4200 Park Ave, 3rd floor, Ashtabula, OH 44004

Service: Amendment to CCMEP TANF contract, extends contract term for 3 additional months and add additional funds.

Amendment: Section 1. Scope and Term of Agreement
Adds funds for 10/1/2021 – 3/31/22 in the amount of **\$4,000.00**

Increases funds by \$4,000.00 to a total of \$8,000.00

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the Contract Amendment is approved in accordance with the copy now on file in this office.

**ASHTABULA COUNTY COMMISSIONERS
CERTIFICATION PAGE**

Resolution No. 2022-66

January 25, 2022

**RESOLUTION APPROVING CCMEP TANF SERVICES CONTRACT AMENDMENT
FOR THE COMPREHENSIVE CASE MANAGEMENT EMPLOYMENT PROGRAM
ACDJFS CONTRACT NO. 21-5002-TANF, ACDJFS**

Upon the motion of Kathryn L. Whittington, seconded by Casey R. Kozlowski.

VOTE:

J.P. Ducro IV

Aye

Casey R. Kozlowski

Aye

Kathryn L. Whittington

Aye

CERTIFICATE OF CLERK

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



Lisa Hawkins, Clerk of the Board
Board of County Commissioners
Ashtabula County, Ohio

**TANF Services Subgrant Amendment
Amendment # 2 Subgrant Agreement # 21-5002-TANF**

An amendment to the Subgrant Agreement between the Ashtabula County Job and Family Services (Grantor) and Catholic Charities of Ashtabula County, located at 4200 Park Ave, 3rd Floor, Ashtabula, OH 44004 (Subgrantee) to provide Comprehensive Case Management & Employment Program-Financial Literacy for individuals determined eligible for these services which was entered into on the 1st day of October 2020.

I. Availability of Funds

This amendment increases Comprehensive Case Management & Employment Program funds for the period 10/01/21 – 3/31/22 in the amount of \$4,000.00 from \$4,000.00 to \$8,000.00.

II. Section I. Scope and Term of Agreement

This amendment extends the Agreement term end date from 12/31/21 to 3/31/22.

Signatures:



Patrick J. Arcaro, Executive Director
Ashtabula County Job & Family Services

01/03/2022

Date



1/7/22

Date



1-25-22

Date



Ashtabula County Board of Commissioners

Exhibit I

WITH EXTENSION

Applicant Budget
Summary

Applicant: Catholic Charities of Ashtabula County-CCMEP	
Date From: January 1, 2022	31-Mar-22

	Amount
I. Staff	
A. Salaries	\$ 2,348.00
B. Payroll-Related Expenses	\$ 845.00
Total Staff Costs	\$ 3,193.00
II. Operations	
A. Travel and Short-Term Training	\$ 25.00
B. Consumable Supplies	\$ 50.00
C. Occupancy Costs	\$ 125.00
D. Contract and Professional Services	\$ 135.00
E. Other - Miscellaneous	\$ 72.00
Total Operational Costs	\$ 407.00
III. Equipment	
A. Equipment Depreciation	\$ -
B. Small Equipment Purchases	\$ 400.00
C. Leased and Rented Equipment	\$ -
Total Equipment Costs	\$ 400.00
Sub- Total of All Costs	\$ 4,000.00
IV. Minus Other Program Resources	
Total Program Costs	\$ 4,000.00

Budget Computation

Total Operating Expenses	\$	4,000.00
Divided by Total Operating Units		
= Unit Rate		#DIV/0!
	Unit Rate	#DIV/0!
X number of units purchased		
= Total Contract Amount		#DIV/0!

Actual Cost Basis

II. A. Travel and Short-Term Training

	Amount
Mileage Reimbursement rate per mile: \$ 0.44	\$ -
Short-Term, Training	\$ 25.00
Total Travel and Short-Term Training	\$ 25.00

II. B. Consumable Supplies

Type	Amount
Office Supplies	\$ 5.00
Cleaning Supplies	\$ -
Other (identify) Other Supplies	\$ 5.00
Other (identify) Program Supplies	\$ 40.00
Total Consumable Supplies	\$ 50.00

II. C. Occupancy Costs

	Amount
Rent	\$ 75.00
Usage allowance/depreciation @ rate of original acquisition cost of Program Square Footage divided by Provider Square Footage	
Maintenance and Repairs	\$ 10.00
Utilities (if not included in rent) must be itemized	
Heat	
Electric	
Water	
Telephone	\$ 30.00
Sewer	
Other (identify) Alarm	\$ 10.00
Other (identify)	
Total Occupancy Costs	\$ 125.00

II. D. Contract & Professional Services - Consulting, System Support, etc.

Identify Each Contract of Service	Amount
Technology	\$ 30.00
Auditor	\$ 30.00
Other Contract Service Fees	\$ 75.00
Total Contract & Services Costs	\$ 135.00

II. E. Other-Miscellaneous

Identify Miscellaneous Expenses	Amount
Postage	\$ 15.00
Advertising	
Printing & Publications	
Other Technological	\$ 12.00
Other Misc.	\$ 15.00
Computer Software	\$ 30.00
Total Miscellaneous Costs	\$ 72.00

III. B. Small Equipment Purchases (Equipment costing under \$25,000)

Item	Quantity	Amount
Presenter Laptop	1	\$ 400.00
Total Small Equipment Purchases		\$ 400.00

III. C. Leased and Rented Equipment

Item	Quantity	Amount
Total Leased and Rented Equipment		\$ -

IV. Other Program Resources

Source	Amount
Total Other Resources	\$ -

Signature Page

Re: An agreement between Ashtabula County Job & Family Services and Catholic Charities of Ashtabula County Comprehensive Case Management & Employment Program.

Approved as to Legal Form Only:

By: 
Colleen M. O'Toole
Ashtabula County Prosecutor

Date: 01/20/2022

FISCAL OFFICER'S CERTIFICATE

5705.41 O.R.C.

The undersigned, County Auditor of Ashtabula County, hereby certifies that the amount required to meet the obligations of the County during the year 2022 under the Agreement has been lawfully appropriated for that purpose, and is in the Treasury of the County or in the process of collection to the credit of: 2006.030.100-601; not to exceed \$4,000.00, and free from any previous encumbrances.

Agreement Title: an agreement with Catholic Charities of Ashtabula County.



David Thomas
Ashtabula County Auditor

Date: _____

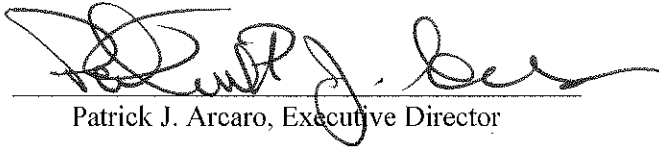
11/14/22

ASHTABULA COUNTY COMMISSIONERS / AGENDA ITEM REQUEST FORM

This form outlining all item(s) to be placed on the Agenda for official action by the Board of Commissioners, must be submitted to Lisa Hawkins, Clerk of the Board a minimum of 8 days prior to the Agenda date, no later than Monday. At a public work session held on Tuesday at 10:00a.m., the Board will meet with you to discuss the item(s). Following the work session, the item(s) will be placed on the next week's agenda session for action by the Board. Please contact Lisa Hawkins at 576-3754 with questions.

Name of Department, with Title and phone number of person recommending item:

Ashtabula County Job & Family Services
Patrick J. Arcaro, Executive Director
Phone: (440) 994-1200


Patrick J. Arcaro, Executive Director

01/03/2022

Date

Proposed Agenda Date:

January 11, 2022

Brief Description of Item and Recommendation:

Attached is an FY 2021 TANF CCMEP Sub-Grant Agreement #21-5002, Amendment #2; recommendation for Catholic Charities of Ashtabula County funded by Temporary Assistance for Needy Families (TANF), which provides the Comprehensive Case Management & Employment Program to Ashtabula County residents. The CCMEP program provides integrated, comprehensive case management and program services to TANF eligible recipients of Ashtabula County, ages 14-24, by helping them to overcome barriers to employment and develop skills local employers seek.

This amendment extends the contract period for an additional 3 months and adds additional funds in the amount of \$4,000.00.

Name and Address of Provider(s):

Catholic Charities of Ashtabula County
4200 Park Ave, 3rd floor
Ashtabula, OH 44004

Cost (include where funds are coming from):

\$16,000.00 = FY 2021 TANF Base Funds for Sub-Grant #21-5002 ends September 30, 2021

\$ 4,000.00= FY2022 TANF Base Funds for Sub-Grant #21-5002, Amendment #1

\$ 4,000.00=FY2022 TANF Base Funds for Sub-Grant #21-5002, Amendment #2

\$16,000.00=FY2022 TANF Base Funds for Sub-Grant #21-5002 for term October 1, 2021 to March 31, 2022

Term (beginning and ending date, if applicable):

FY 2021/FY2022 ~ October 1, 2020 to March 31, 2022