



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER \_\_\_\_\_

PAGE 1 OF 7

DATE: 09/17/2024

SUBJECT: **CONSIDERATION OF AMENDMENT NO. 1 TO THE PROGRAM YEAR 2023 CONTINUUM OF CARE SUBRECIPIENT AGREEMENT BETWEEN TARRANT COUNTY AND CENTER FOR TRANSFORMING LIVES FOR THE 3CP RAPID REHOUSING PROGRAM**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED**

It is requested that the Commissioners Court consider Amendment No. 1 to the Program Year (PY) 2023 Continuum of Care Subrecipient Agreement between Tarrant County and Center for Transforming Lives for the 3CP Rapid Rehousing (RRH) Program, Grant #TX0093L6T012316.

**BACKGROUND**

On May 7, 2024, the Commissioners Court, through Court Order #143048, approved a Subrecipient Agreement between Tarrant County and Center for Transforming Lives to provide \$90,000.00 in interim funding for the 3CP RRH Program to ensure continuity of services.

On August 20, 2024, the Commissioners Court, through Court Order #143658, approved the FY 2023 CoC Program Grant Agreement with HUD to provide Tarrant County with \$422,205.00 in grant funding to support the 3CP RRH Program. The awarded grant funds will be used to reimburse Tarrant County for the interim funds referenced above and provide the remaining award balance to the subrecipient. Tarrant County retains fifty percent (50%) of the \$34,058.00 Administrative Costs allowance within the grant budget.

With approval of Amendment No. 1, Tarrant County will provide the Center for Transforming Lives with \$315,176.00 in additional 3CP grant funds, bringing the total grant award to \$405,176.00. Funding will be used to support the 3CP RRH Program, which provides services to households experiencing homelessness within Tarrant County. These services include rapid rehousing, rental assistance, transportation, and general case management. Reimbursement will not exceed the following amounts:

Supportive Services	\$ 68,359.00 (including \$15,000.00 in interim funding)
Rental Assistance	\$319,788.00 (including \$75,000.00 in interim funding)
Administrative Costs	<u>\$ 17,029.00</u>
Total	\$405,176.00

The term of the Agreement shall remain from April 1, 2024 through March 31, 2025.

SUBMITTED BY: Community Development

PREPARED BY: Janel Holt  
APPROVED BY: James A. McClinton



## COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER: \_\_\_\_\_ DATE: 09/17/2024 PAGE 2 OF 7

The Criminal District Attorney's Office has reviewed this amendment as to form.

### **FISCAL IMPACT**

Funding in the amount of \$405,176.00 is available in grant TX0093L6T012316.

Match requirements, if any, will be fulfilled by the subrecipient.



**TARRANT COUNTY**  
COMMISSIONERS COURT

ADMINISTRATOR'S OFFICE  
COMMUNITY DEVELOPMENT DIVISION

August 1, 2024

**Center for Transforming Lives**  
Attn: Carol Klocek  
512 4th Street  
Fort Worth, Texas 76102

RE: Amendment No. 1 to 2023 Supportive Housing Program Contract Signed on May 7, 2024  
(Commissioners Court Order No. 143048)

Dear Ms. Klocek:

On May 7, 2024, Tarrant County and **Center for Transforming Lives** entered into the above-referenced contract (the "Contract"). By notice of this letter, Tarrant County proposes to amend the Contract concerning the following terms contained within the **Term of Agreement** as follows:

**SCOPE OF SERVICES**

Agency shall provide eligible services at the levels agreed upon in the current HUD approved Grant Application to the homeless population within Tarrant County during the term of this agreement.

*Approved Budget:* The total one-year project budget for the 2023 Continuum of Care Program 3CP (Grant Number Pending) Grant is expected to be \$422,205.00. Pending grant agreements with HUD, interim financing was approved through Commissioners Court to ensure continuity of services. Tarrant County will reimburse Agency out of the project budget for the following expenditures, but not to exceed the following total amounts:

	<b>Maximum Reimbursement</b>
<b>Supportive Services</b>	<b>\$ 15,000</b>
<b>Rental Assistance</b>	<b><u>\$ 75,000</u></b>
<b>Total</b>	<b>\$ 90,000</b>

Tarrant County will reimburse Agency for these services upon timely submission of monthly statement of expenditures. Tarrant County will not reimburse Agency under this grant for any expenses incurred in excess of the maximum reimbursement.

This portion of the Contract is hereby amended, at your request, as follows:

### SCOPE OF SERVICES

Agency shall provide eligible services at the levels agreed upon in the current HUD approved Grant Application to the homeless population within Tarrant County during the term of this agreement.

*Approved Budget:* The total one-year project budget for the 2023 Continuum of Care Program 3CP (TX0093L6T012316) Grant is \$422,205.00. Tarrant County will reimburse Agency out of the project budget for the following expenditures, but not to exceed the following total amounts:

	Maximum Reimbursement
Supportive Services	\$ 68,359.00
Rental Assistance	\$ 319,788.00
Admin	<u>\$ 17,029.00</u>
Total	\$ 405,176.00

Tarrant County will reimburse Agency for these services upon timely submission of monthly statement of expenditures. Tarrant County will not reimburse Agency under this grant for any expenses incurred in excess of the maximum reimbursement.

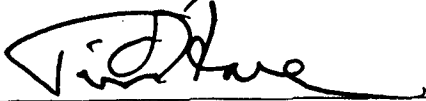
\* \* \*

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[END OF AMENDMENTS]

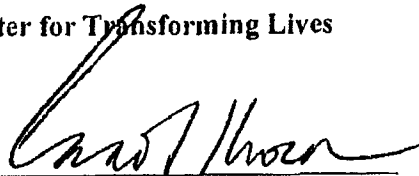
SIGNED AND EXECUTED this 17<sup>th</sup> day of September, 2024.

COUNTY OF TARRANT  
STATE OF TEXAS



Tim O'Hare  
County Judge

Center for Transforming Lives



Authorized Representative

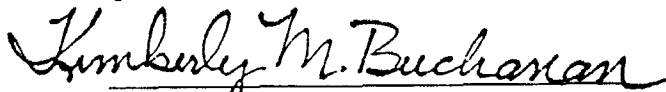
APPROVED AS TO FORM:



Criminal District Attorney's Office\*

CERTIFICATION OF  
AVAILABLE FUNDS:

**In the Amount of:**  
**\$315,176.00**



Tarrant County Auditor

\*By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2024-1200681

Date Filed:  
08/14/2024

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Center for Transforming Lives  
Fort Worth, TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Tarrant County Community Development Division (TCCDD)

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

2024 CoC 3CP  
Rental Assistance for Rapid Rehousing

4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary
	Klocek, Carol	Fort Worth, TX United States	X	
	Lydick, Scott	Fort Worth, TX United States	X	
	Terrell, Megan	Fort Worth, TX United States	X	
	Boyd, Whitnee	Fort Worth, TX United States	X	

5 Check only if there is NO Interested Party. ☐

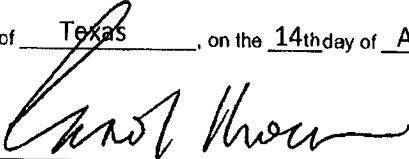
## 6 UNSWORN DECLARATION

My name is Carol Klocek, and my date of birth is April 26, 1967.

My address is 3713 Echo Trail, Fort Worth, TX, 76109, USA.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Tarrant County, State of Texas, on the 14th day of August, 20 24.  
(month) (year)

  
Signature of authorized agent of contracting business entity  
(Declarant)

1.	Subrecipient Name	Center for Transforming Lives
2.	Subrecipient UEI Number	GJQNYJ8BNN23
3.	Federal Award Identification Number (FAIN)	TX0093L6T0 12316
4.	Federal Award Date	2/26/2024
5.	Subaward Period of Performance Start and End Date	4/1/2024-3/31/2025
6.	Amount of Federal Funds Obligated by This Action	TBD
7.	Total Amount of Federal Funds Obligated to the Subrecipient	\$405,176.00
8.	Federal Award Project Description, as required by FFATA	3CP CoC Program
9.	Name of Federal Awarding Agency	U.S. Department of Housing and Urban Development
10.	Pass-Through Entity	Tarrant County
11.	Contact Information for Awarding Official	Tarrant County 100 E. Weatherford Street Fort Worth, TX 76196-0001
12.	CFDA Number and Name	2023 Continuum of Care Program, 14.267
13.	Identification if the Award is R&D	N/A
14.	Indirect Cost Rate	N/A