

**FIRST AMENDMENT TO NRP FUNDING AGREEMENT NO. COM0001317
BETWEEN
CITY OF MINNEAPOLIS
AND
EAST PHILLIPS IMPROVEMENT COALITION**

(East Phillips : 2017-19 Community Engagement Plan)

THIS AMENDMENT, entered into this 28th day of February, 2020, by and between the City of Minneapolis (herein called the "City") and the **East Phillips Improvement Coalition** a Minnesota nonprofit corporation (the "Contractor").

WHEREAS, the City and the Contractor have entered into that certain NRP Funding Agreement No. COM0001317 dated the 17th day of September, 2019 (the "Contract") for a Neighborhood Revitalization Program Action Plan activity; and

WHEREAS, the Contractor would like an extension to the time of performance and an increase to the Contract amount.

NOW, THEREFORE, the parties hereto agree to amend said Contract as follows:

1. The time of performance for services to be performed under the terms of the Contract shall be extended to December 31, 2020.
2. The Contract amount shall be increased by \$76,200.00 for a new Contract total of \$152,400.00.
3. Exhibit B to the Contract is replaced by a new Exhibit B-1.
4. All other terms and conditions of said Contract unaltered hereby shall remain in full force and effect and are hereby ratified and reaffirmed.

IN WITNESS WHEREOF, the City and the Contractor have duly executed this Agreement on, or as of, the date first written above.

NCR Approval:

DocuSigned by:

David Rubador

NCR Director

CITY OF MINNEAPOLIS

DocuSigned by:

By Mwende Ngimbi

Assistant Director of Purchasing/
Finance Officer/
City Purchasing Agent

**EAST PHILLIPS IMPROVEMENT
COALITION**

Approved as to form:

DocuSigned by:

Bradley Cousins

Assistant City Attorney

By Carol Ann Pass

Its President

Tax ID #32-0036350

EXHIBIT B-1**East Phillips Improvement Coalition****C-41956****2017-19 Community Participation Program**

| | CPP Budget | 2019 | 2020 | Total |
|----|---|--------------------|--------------------|---------------------|
| 1 | Staff Expenses | 50,000.00 | 50,000.00 | 100,000.00 |
| 2 | Employee Benefits | 5,000.00 | 5,000.00 | 10,000.00 |
| 3 | Professional Services | 3,000.00 | 3,000.00 | 6,000.00 |
| 4 | Occupancy | 6,400.00 | 6,400.00 | 12,800.00 |
| 5 | General Liability Insurance | 900.00 | 900.00 | 1,800.00 |
| 6 | Directors and Officers Insurance | 900.00 | 900.00 | 1,800.00 |
| 7 | Communications/Outreach | 3,000.00 | 5,000.00 | 8,000.00 |
| 8 | Translation, interpretation and ADA support | 1,000.00 | 1,000.00 | 2,000.00 |
| 9 | Supplies and Materials | 2,000.00 | 2,000.00 | 4,000.00 |
| 10 | Meetings/community building events | 2,000.00 | 2,000.00 | 4,000.00 |
| 11 | Development | 1,000.00 | 1,000.00 | 2,000.00 |
| 12 | Fundraising | 0.00 | 0.00 | 0.00 |
| 13 | Other Services: | 1,000.00 | -1,000.00 | 0.00 |
| | Total for Contract: | \$76,200.00 | \$76,200.00 | \$152,400.00 |

Notes:

- Staff expenses should include payroll, FICA, and withholding, and contract staff.
- Employee benefits should include any health insurance, retirement, or other benefits.
- Professional services should include the cost of temporary contractors, bookkeepers, accountants, etc.
- Occupancy should reflect costs related to rent, utilities, phone, websites and email expenses, and other similar expenses.
- Each neighborhood organization is required to acquire General Liability Insurance and provide a certificate of insurance to the City of Mpls. Contact your Neighborhood Support Specialist for details on required coverage & limits.
- NCR organizes bulk purchase of Directors and Officers Liability insurance for most neighborhood organizations. An additional \$900 is allocated to each neighborhood organization to cover the cost.
- Communications/Outreach should include costs of publications, printing, postage, delivery, flyers, etc.
- Translation, interpretation and ADA support should be included as part of the neighborhood organization's budget, and could include the cost of contract services for translation and interpretation, or accommodations required under the ADA.
- Supplies and materials should include office supplies as well as expenses for supplies related to ongoing programs such as block patrols, etc.
- Meetings and community building events can include those costs related to community meetings and events (excluding food and entertainment).
- Development expenses could include costs related to training, education, recognition, or orientation for board, staff and volunteers.
- Fundraising could include any costs related to fundraising for your organization (hiring of consultants, costs of materials, postage, events, etc).

2/28/2020