

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

(East Phillips : 2017-21 Community Engagement Plan)

THIS AMENDMENT, entered into this 29 day of January, 2021,
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, and amended the 28th day
of February, 2020 (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 July 1, 2021.
2. The Contract amount shall be increased by \$189,343.00 for a new Contract total
of \$341,743.00.
3. Exhibit B-1 to the Contract is replaced by a new Exhibit B-2.
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 Michael Rubedor
90FA32657F494D8
NCR Director

CITY OF MINNEAPOLIS

DocuSigned by:
By Pam Fernandez
Its Assistant Director of Purchasing/
Finance Officer/
City Purchasing Agent

**EAST PHILLIPS IMPROVEMENT
COALITION**

By Carol Ann Pass
Its President
Tax ID #32-0036350

Approved as to form:

DocuSigned by:
Bradley Cousins
18B29C56971E4F8
Assistant City Attorney

**EXHIBIT B-2
COM0001317**

**East Phillips Improvement Coalition
2017-21 Community Participation Program**

	CPP Budget	Current Budget	2021	Total
1	Staff Expenses	100,000.00	100,593.00	200,593.00
2	Employee Benefits	10,000.00	30,200.00	40,200.00
3	Professional Services	6,000.00	5,000.00	11,000.00
4	Occupancy	12,800.00	3,200.00	16,000.00
5	General Liability Insurance	1,800.00	450.00	2,250.00
6	Directors and Officers Insurance	1,800.00	900.00	2,700.00
7	Communications/Outreach	8,000.00	27,500.00	35,500.00
8	Translation, interpretation and ADA support	2,000.00	5,000.00	7,000.00
9	Supplies and Materials	4,000.00	5,000.00	9,000.00
10	Meetings/community building events	4,000.00	10,000.00	14,000.00
11	Development	2,000.00	1,000.00	3,000.00
12	Fundraising	0.00	500.00	500.00
13	Other Services:	0.00	0.00	0.00
	Total for Contract:	\$152,400.00	\$189,343.00	\$341,743.00

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.
- 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).