

STATE OF NEW MEXICO  
HUMAN SERVICES DEPARTMENT  
PROFESSIONAL SERVICES CONTRACT AMENDMENT No A1

THIS Amendment number one to PSC 09-630-9000-0004 is made and entered into by and between the State of New Mexico, Human Services Department, hereinafter referred to as the "Agency" or "HSD" and Eastern Plains Community Action Agency hereinafter referred to as the "Contractor".

IT IS MUTUALLY AGREED BETWEEN THE PARTIES THAT THE FOLLOWING PROVISIONS OF THE ABOVE-REFERENCED CONTRACT ARE AMENDED AS FOLLOWS:

**Section 1, Scope of Work, is hereby amended to read as follows:**

**1. Scope of Work.**

A. Contractor shall provide services in a manner that complies with the federal objectives attached hereto as Revised Exhibit A, Amendment 1.

**Section 2, Compensation, is hereby amended to read as follows:**

**2. Compensation.**

A. The total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed one million one hundred eighty eight thousand six hundred ninety dollars (\$1,188,690). This amount represents an increase to the Contractor of three hundred sixty seven thousand nine hundred eighty two dollars (\$367,982) which includes Federal Stimulus Funds of three hundred forty seven thousand eight hundred thirty six dollars (\$347,836). This amount is a maximum and not a guarantee that the work assigned to Contractor under this agreement to be performed shall equal the amount stated herein.

B. For State Fiscal Year 2009, the total amount paid to the Contractor under the original Agreement, including gross receipts tax and expenses, was two hundred five thousand one hundred seventy seven dollars (\$205,177)..

For State Fiscal Year 2010 and within 30 days of the effective date of this amended Agreement, HSD shall pay to the Contractor quarterly advances or monthly reimbursement, to be determined by HSD, for services not to exceed five hundred fifty three thousand thirteen dollars (\$553,013), (\$215,250 for regular Federal funds and \$337,763 for Federal Stimulus Funds) as detailed in amended Exhibit B.

For State Fiscal Year 2011, the total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed two hundred fifteen thousand two hundred fifty dollars (\$215,250).

For State Fiscal Year 2012 the total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed two hundred fifteen thousand two hundred fifty dollars (\$215,250).

**The total amount payable to the Contractor under this amended Agreement, including gross receipts tax and expenses, shall not exceed one million one hundred eighty eight thousand six hundred ninety dollars (\$1,188,690).**

**Section 13, Matters Affecting Clients, is hereby amended to read as follows:**

- A. Clients shall be determined to be eligible by the Contractor according to the Community Services Block Grant standards of 200%, of the national poverty level for 2009 and 2010.

**The following sections are added to the Agreement:**

**38. Reporting Requirements**

If any part of this Agreement is funded pursuant to the American Recovery and Reinvestment Act (“ARRA”), Contractor agrees to abide by the reporting requirements of that act as defined by Agency. Receipt of funds pursuant to ARRA is contingent upon agreement that these reporting requirements will be met. These reporting requirements shall include, but not necessarily be limited to, the following, as applicable:

- a) Contractor shall acquire or update their DUNS number and register with the Central Contractor Registration, if applicable;
- b) Contractor shall report the total amount of funds received;
- c) Contractor shall report the amount of funds received that were expended or obligated to projects or activities, including unobligated balances to facilitate reconciliations;
- d) Contractor shall report a detailed list of all projects or activities for which funds were expended or obligated, including:
  - i) The name of the project or activity;
  - ii) A description of the project or activity;
  - iii) An evaluation of the completion status of the project or activity; and
  - iv) An estimate of the number of jobs created and the number of jobs retained by the project or activity.

Contractor shall also report on any subcontracts awarded pursuant to this Agreement and in accordance with Section 8 of this Agreement, such reporting to comply with the Federal Funding Accountability and Transparency Act. The data elements required for compliance with the Federal Funding Accountability and Transparency Act are as follows:

- a) The name of the subcontractor receiving a subcontract;
- b) The amount of the subcontract agreement;

- c) Information on the subcontract agreement including the transaction type, funding agency, the North American Industry Classification System (NAICS) code or Catalog of Federal Domestic Assistance (CFDA) number (where applicable), program source, and an agreement title descriptive of the purpose of each funding action;
- d) The location of the subcontractor receiving the subcontract agreement and the primary location of performance under the subcontract, including the city, state, congressional district, and country;
- e) A unique identifier of the subcontractor and of the Contractor (the DUNS number) should the subcontractor be owned by another entity; and
- f) Any other information specified by the Federal Office of Management and Budget (“OMB”) or the Federal awarding Agency, if applicable.

Agency shall work with the Contractor to assist in these reporting obligations. ARRA Funds may be used in conjunction with other funds to perform the Scope of Work under this Agreement, but tracking and reporting must be done separately to meet the reporting requirements of ARRA and the OMB Guidance.

### **39. Additional Audit Requirements**

A. If any part of this Agreement is funded pursuant to the ARRA, Contractor agrees to abide by the following:

- 1.) Allow access by any appropriate Federal entity, including an inspector general appointed under section 3 or 8G of the Inspector General Act of 1978 to examine any records of the Contractor and any subcontractor pursuant to this original Agreement that pertain to, and involve transactions relating to, this Agreement or any subcontract pursuant to this Agreement; and
- 2.) To allow any appropriate inspector general appointed under section 3 or 8G of the Inspector General Act of 1978 to interview any officer or employee of the Contractor or any subcontractor pursuant to this original Agreement regarding such transactions.
- 3.) Nothing in this Section shall be interpreted to limit or restrict in any way any existing authority of an inspector general.

B. If any part of this Agreement is funded pursuant to the ARRA, Contractor agrees to abide by the following:

- 1) Allow access by the Comptroller General and his representatives to examine any records of the contractor or any of its subcontractors, or any State or local agency administering such contract, that directly pertain to, and involve transactions relating to, the contract or subcontract; and
- 2) Allow the Comptroller General and his representatives to interview any officer or employee of the contractor or any of its subcontractors, or of any State or local government agency administering the contract, regarding such transactions.
- 3) Nothing in this section shall be interpreted to limit or restrict in any way any existing authority of the Comptroller General.

Any subcontract agreement entered into by the Contractor pursuant to this original Agreement shall contain such language as is necessary to provide for the agreement of the subcontractor to the requirements of Sections 26, 27, 28, and 29 of this Agreement.

**40. Additional ARRA Requirements**

Agency understands and hereby acknowledges that any funding provided pursuant to ARRA is one-time funding.

**41. Mandatory Reporting**

Any entity awarded funds made available under ARRA is required to promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving such ARRA funds.

**42. Whistleblower Protections of Employees Under ARRA**

Agency and Contractor agree and acknowledge that an employee of any non-Federal employer receiving fund pursuant to ARRA may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing, including a disclosure made in the ordinary course of an employee's duties, to the Recovery Accountability and Transparency Board, an inspector general, the Comptroller General, a member of Congress, a State or Federal regulatory or law enforcement agency(such as the New Mexico Attorney General's Office), a person with supervisory authority over the employee (or such other person working for the employer who has the authority to investigate, discover, or terminate misconduct), a court or grand jury, the head of a Federal agency or their representatives, information that the employee reasonably believes is evidence of:

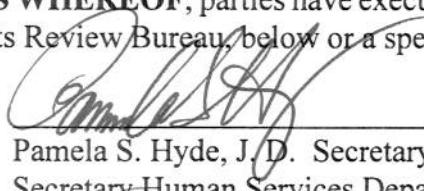
- 1) Gross mismanagement of an agency contract or grant relating to ARRA funds;
- 2) A gross waste of ARRA funds;
- 3) A substantial and specific danger to public health or safety related to the implementation or use of ARRA funds;
- 4) An abuse of authority related to the implementation or use of ARRA funds; or
- 5) A violation of law, rule, or regulation related to an agency contract (including the competition or negotiation of a contract) or grant, awarded or issued relating to ARRA funds.

Any employer, including Contractor, receiving funds pursuant to ARRA shall post notice of the rights and remedies provided under this section.

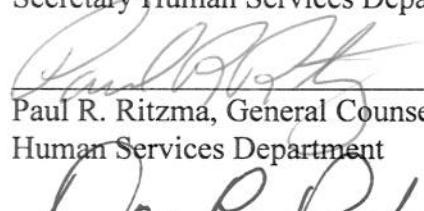
**All other articles of the PSC contract remain the same.**

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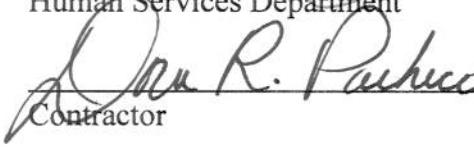
**IN WITNESS WHEREOF**, parties have executed this Agreement as of the date of signature by the DFA Contracts Review Bureau, below or a specified date whichever is later.

By:   
Pamela S. Hyde, J. D. Secretary  
Secretary Human Services Department

Date: 6/19/09

By:   
Paul R. Ritzma, General Counsel  
Human Services Department

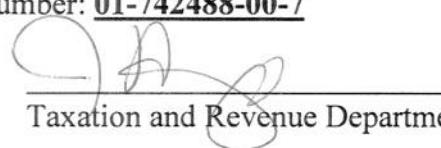
Date: 6/9/09

By:   
Dan R. Pacheco  
Contractor

Date: 6/12/09

The records of the Taxation and Revenue Department reflect that the Contractor is registered with the Taxation and Revenue Department of the State of New Mexico to pay gross receipts and compensating taxes.

ID Number: 01-742488-00-7

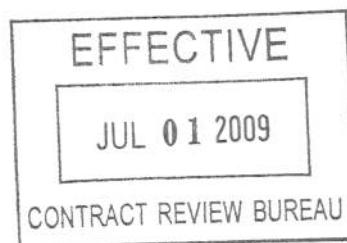
By:   
Taxation and Revenue Department

Date: 6/17/09

This Agreement has been approved by the DFA Contracts Review Bureau:

By:   
DFA Contracts Review Bureau

Date: 8-5-09



## Scope of Work

EXHIBIT A—Amendment 1

### CSBG OUTCOME PLAN FORM FFY 2010

1) AGENCY: Eastern Plains Community Action Agency

2) FEDERAL OBJECTIVES: GOAL 1: Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Lack of available and affordable childcare resources.	<p>NI 1.1-- Employment percentage of low-income participants in community action employment initiatives who get a job or become self-employed as measured by one or more of the following:</p> <p>A. Unemployed and obtained a job.            B. Employed and obtained an increase in employment income.</p>	<p><u>SELF-SUFFICIENCY/ EARLY HEADSTART</u> Provide childcare services to <b>70</b> families.</p> <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the program.</p>	Families	(NI) 1.1A = 20 (NI) 1.1B = 20 (NI) 1.2E = 40
Lack of resources to complete annual federal and state income tax forms.	<p>NI 1.3 Enhancement:</p> <p>1. Number and percent of participants in tax preparation programs to identify any type of Federal or State tax credit and the aggregated dollar amount of credits</p>	<u>INCOME MANAGEMENT / Income Tax Preparation – assist 880</u> low-income people to prepare their federal/state income tax forms and inform them of available credits and benefits. <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the program.</p>	Households	(NI) 800 \$406,764

## Scope of Work

### CSBG OUTCOME PLAN FORM FFY 2010

*1) AGENCY: Eastern Plains Community Action Agency*

*2) FEDERAL OBJECTIVES: GOAL 2: The conditions in which low-income people lives are improved*

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Lack of adequate childcare services for low- income children in eastern NM.	NI 2.1—Community Improvement/Revitalization E. Accessible safe and affordable childcare or child development placement opportunities for low-income families created or maintained.	SELF-SUFFICIENCY / Child & Adult Care Food Program—maintains and supports the child care providers in the service area.  CSBG funds are leveraged. Funds are used for administrative cost to operate the program.	Providers	(NI) 1/ Initiative 240 Opportunities
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME

## Scope of Work

**1) AGENCY:** *Eastern Plains Community Action Agency*

**2) FEDERAL OBJECTIVES: GOAL 3:** Low-income people own a stake in their community

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME (NI)
Low income people and the community in general are not active in assisting with planning of community resources	<p>NI 3.2—Community Empowerment through Maximum Feasible Participation</p> <p>A. Number of low income people participating in formal community organizations, government, boards or councils that provide input to decision making and policy setting through CAA efforts.</p>	<p><u>LINKAGES/ Increase the level of participation from low-income individuals and families with the Board of Directors and the HS policy council.</u></p> <p><i>CSBG funds are leveraged. Funds are used for administrative cost to operate the agency.</i></p>	Individuals	(NI) 5
Low income people and the community in general are not active in assisting with planning of community resources	<p>NI 3.2—Community Empowerment through Maximum Feasible Participation</p> <p>D. Number of low-income people engaged in non-governance community activities or groups created or supported by community action.</p>	<p><u>LINKAGES/ Low-income individuals involved with Head Start parent committees.</u></p> <p><i>CSBG funds are leveraged. Funds are used for administrative cost to operate the program</i></p>	Individuals	(NI) 329

## Scope of Work

### CSBG OUTCOME PLAN FORM FFY 2010

**1) AGENCY:** Eastern Plains Community Action Agency

**2) FEDERAL OBJECTIVES: GOAL 4:** Partnerships Among supporters and providers of services to low-income people are achieved

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Clients are unaware of resources available to them in the seven county areas.	NI 4.1. Expanding opportunities through community-wide Partnerships. The number of organizations, both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes.	<u>LINKAGES/ PARTNERSHIPS</u> – collaborate with other service providers in the local area and establish formal or informal agreements.  <i>CSBG funds are leveraged. Funds are used for administrative cost to operate the program</i>	Partnerships	(NI) 144
Clients are unaware of resources available to them within their community.	NI 4.1. Expanding opportunities through community-wide Partnerships. The number of organizations, both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes.	<u>LINKAGES / Information &amp; Referral</u> – refer eligible clients to food pantries, food banks, food stamps, etc.  <u>LINKAGES / Information &amp; Referral</u> – refer low income clients to the Income Support Division, Social Security, SSI, Churches, Salvation Army, United Way, LIHEAP, housing programs, etc...for additional assistance.	Families  Individuals	(NI) 200  (NI) 300

## Scope of Work

### CSBG OUTCOME PLAN FORM FY 2010

1) **AGENCY:** *Eastern Plains Community Action Agency*

2) **FEDERAL OBJECTIVES: GOAL 6:** Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Persons with low-income do not have the resources to respond to emergencies.	NI 6.2: The number of low-income individuals or families served by community action that sought emergency assistance...including such services as:  A. Food.	<u>EMERGENCY SERVICES/FOOD VOUCHERS</u> – provide \$50.00 food vouchers or food boxes to 120 clients in emergency situations.  CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support.	Households	(NI) 120
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Persons with low-income do not have the financial resources to respond to emergencies.	NI 6.2: The number of low-income individuals or families served by community action that sought emergency assistance...including such services as:  B. Emergency payments to vendors including fuel/energy bills.	<u>EMERGENCY SERVICES / RENT &amp; MORTGAGE</u> – provide \$250.00 vouchers to 40clients, eliminating possible evictions and/or preventing homelessness.  CSBG funds are leveraged. Funds are used for administrative cost to operate the program and for direct care and support.	Households	(NI)40
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
High cost of utilities for low income people.	NI 6.2: The number of low-income individuals or families served by community action that sought emergency assistance...including such services as:  B. Emergency payments to vendors including fuel/energy bills.	<u>EMERGENCY SERVICES/ GOOD NEIGHBOR FUND</u> --provide utility assistance up to \$100 voucher for 100 households.  CSBG funds are leveraged. Funds are used for administrative cost to operate the program. Additional non-CSBG funds are used for direct care and support.	Households	(NI) 100

## Scope of Work

### **CSBG OUTCOME PLAN FORM FFY 2010**

**1) AGENCY: Eastern Plains Community Action Agency**

- 2) FEDERAL OBJECTIVES: GOAL 6:** Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM ROMA AND DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Persons with low income do not have the financial resources to respond in emergencies, i.e., high costs of medical care and medications.	NI 6.2: The number of low income individuals or families served by Community Action that sought emergency assistance... including such services as:  D. Emergency medical care.	<u>EMERGENCY SERVICES/ MEDICAL ASSISTANCE</u> – Provide \$80 vouchers to 60 low income eligible clients in need of medications, doctor visits, medical travel expenses, etc.  CSBG funds are leveraged. Funds are used for administrative costs to operate the program and for direct care and support.	Individuals	(NI) 60
Low income students do not have the financial resources in order to respond to demands and the high costs of school supplies and equipment and/or transportation.	NI 6.2: The # of low-income individuals or families served by community action that sought emergency assistance... including such services as:  Additional: Emergency School Supply Program	<u>EMERGENCY SERVICES/ BACKPACK PROGRAM</u> . Provide \$30 voucher to 40 households for assistance with books, supplies, school fees, transportation, etc.  CSBG funds are leveraged. Funds are used for administrative costs to operate the program and for direct care and support.	Households	(NI) 30

## Scope of Work

*1) AGENCY: Eastern Plains Community Action Agency*

*2) FEDERAL OBJECTIVES: GOAL 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems*

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM ROMA AND DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Lack of affordable, quality child care programs.	<p>NI 6.3 Child and Family Development: The number of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:</p> <p>A. Infants &amp; Children:</p> <ol style="list-style-type: none"> <li>1) Infants and children obtain age appropriate immunization, medical, and dental care.</li> <li>2) Infant and child health and physical development are improved as a result of adequate nutrition.</li> <li>3) Children participate in pre-school activities to develop school readiness skills.</li> <li>4) Children who participate in pre- school activities are developmentally ready to enter kindergarten or 1<sup>st</sup> Grade.</li> </ol>	<p><u>EDUCATION</u> – provide Head Start services to 349 low-income children ages 3 – 5 years old.</p> <p><u>EDUCATION</u> – provide pre-kindergarten services to 20 low-income children (4 year olds).</p> <p><u>EDUCATION</u> – provide Early Head Start services to 70 low-income toddlers (ages 0 – 3 years old) and low-income pregnant women.</p> <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the program.</p>	<p>Children</p>	(NI-1) 439 (NI-2) 439 (NI-3) 439 (NI-4) 152

## Scope of Work

### CSBG OUTCOME PLAN FORM FFY 2010

*1) AGENCY: Eastern Plains Community Action Agency*

- 2) FEDERAL OBJECTIVES: GOAL 6: Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems*

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM ROMA AND DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Lack of adequate nutrition for children.	<p>NI 6.3 Child and Family Development: The number of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:</p> <p>A. Infants &amp; Children:</p> <p>2) Infant and child health and physical development are improved as a result of adequate nutrition.</p>	<p><u>NUTRITION/ CHILD AND ADULT CARE FOOD PROGRAM</u>—Home day care providers prepare and feed nutritious meals to about 1100 children. Providers are reimbursed for these meals.</p> <p><u>NUTRITION/ SUMMER FOOD PROGRAM</u>—Nutritious meals are provided to approximately 300 children under the age of 18 during the summer months.</p> <p>CSBG funds are leveraged. Funds are used for administrative cost to operate the programs.</p>	Children	(NI) 1100  (NI) 300

**EXHIBIT A—Amendment 1****Scope of Work****CSBG OUTCOME PLAN FORM  
STIMULUS**

- 1) **AGENCY:** Eastern Plains Community Action Agency
- 2) **FEDERAL OBJECTIVES: GOAL 1:** Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Unskilled labor force in the 7 counties rural areas leads to higher unemployment rates. Employment opportunities are limited due to lack of living wage jobs, unskilled workers, and remoteness.	N1 1.1 Employment, the number and percentage of low-income participants in Community action employment initiatives who get a job or become self-employed as measured by or more of the following.  A. Unemployed and obtained a job  B. Employed and obtain an increase in employment income.	<u>Employment</u> /Provide case management services to individuals in a seven county area. Case management shall entail the following: intense job development screen and counseling; establishment of employability plans for each participant served; provide resume assistance; enhance interviewing techniques; and provide resources for employment opportunities.  <u>Employment</u> / Provide assistance to low-income clients that are underemployed. Assistance shall consist of training opportunities; career development; job coaching; uniforms, transportation assistance, etc.	Individuals	NI 1.1A: 60 NI 1.1B = 50

**EXHIBIT A—Amendment 1****Scope of Work**

**CSBG OUTCOME PLAN FORM**  
**STIMULUS**

1) AGENCY: Eastern Plains Community Action Agency

2) FEDERAL OBJECTIVES: **GOAL 1:** Low-income people become more self-sufficient

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Employment opportunities are limited due to lack of living wage jobs, unskilled workers, and remoteness. Low-income client do not have the resources to pursue educational and training opportunities for better employment.	<p>NI 1.2 Employment Supports: the number of low income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action as measured by one or more of the following:</p> <ul style="list-style-type: none"> <li>A. Obtained pre-employment skills/competencies required for employment and received training program certificate or diploma.</li> <li>B. Completed ABE/GED and received certificate or diploma</li> <li>C. Obtained care for child or other dependent in order to acquire or maintain employment.</li> <li>D. Obtain access to reliable transportation and/or driver's license in order to acquire or maintain employment.</li> <li>E. Obtained food assistance in support of family stability needed to gain or retain employment.</li> </ul> <p>Additional: Obtained clothing, tools, licenses, and/or testing in support of employment stability.</p>	<p><u>Employment/Education:</u> Provide case management services to individuals in a seven county area. Case management shall entail the following: intense job development screen and counseling; establishment of employability plans for each participant served; provide resume assistance; enhance interviewing techniques; and provide resources for employment opportunities.</p> <p>Assistance shall consist of training opportunities; career development; job coaching; uniforms, transportation assistance, childcare services, emergency support, etc.</p>	<p>NI 1.2 A=110 NI 1.2 B= 5 NI 1.2 E=70 NI 1.2 F=110 NI 1.2 I=160</p> <p>Additional=60</p>	<p>NI 1.2 A=110 NI 1.2 B= 5 NI 1.2 E=70 NI 1.2 F=110 NI 1.2 I=160</p>

**EXHIBIT A—Amendment 1**

## Scope of Work

**CSBG OUTCOME PLAN FORM  
STIMULUS**

- 1) AGENCY: Eastern Plains Community Action Agency
- 2) FEDERAL OBJECTIVES: Goal 2: The conditions in which low-income people live are improved Page 1 of 2

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Due to remoteness in eastern NM employment opportunities are scarce. There is a lack of resources, industry, and economic development.	<p>NI 2.1: Increase in, or preservation of opportunities and community resources or services for low-income people in the community as a result of community action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following:</p> <p>A. Accessible "living wage" jobs created or retained in the community.</p>	<p><u>Employment:</u> Collaboration for the creation or retention of living wage jobs in the communities served..</p> <p>CSBG funds are leveraged. Funds are used for administrative costs to operate the program.</p>	Jobs	NI 2.1 (A) 1 project 110 opportunities
Due to remoteness in eastern NM employment opportunities are scarce. There is a lack of resources, industry, and economic development.	<p>NI 2.2 Community Quality of Life and Assets:</p> <p>The quality of life and assets in low-income neighborhoods are improved by community action initiative or advocacy, as measured by one or more of the following:</p> <p>E. Increase in or preservation of neighborhood quality-of-life resources</p>	<p><u>Linkages:</u> Collaborate with other service providers in the local areas to gain access to resources and information to enhance our case management services.</p>	Service	NI 2.2 (E) 1 initiative 1 service

## EXHIBIT A—Amendment 1

### Scope of Work

#### CSBG OUTCOME PLAN FORM STIMULUS

1) AGENCY: Eastern Plains Community Action agency

2) FEDERAL OBJECTIVES: Goal 4 Partnerships among supporters and providers of services to low income people are achieved.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Low income families are unaware of the resources that are available in the community where they reside.	NI 4.1: Expanding opportunities through community wide partnerships. The number of organizations both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes.	Linkages /Partnerships – collaborate with other service providers in the local area and establish formal or informal agreements specifically with ISD's and NM Workforce solutions./connections, Career Centers, community colleges, small business development agencies.	Partnerships	NI 4.1=10
STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME

## Scope of Work

### EXHIBIT A—Amendment 1

### CSBG OUTCOME PLAN FORM STIMULUS

- 1) **AGENCY:** Eastern Plains Community Action Agency
- 2) **FEDERAL OBJECTIVES: GOAL 6:** Low Income people, especially vulnerable populations, achieve their potential by strengthening family and other supportive systems.

STATEMENT OF THE PROBLEM	DIRECT MEASURE FROM NATIONAL INDICATOR	PROGRAM SERVICE / OBJECTIVE	TYPE OF UNIT	# EXPECTED TO ACHIEVE OUTCOME
Persons with low to middle income do not have the resources to respond financially in emergencies. Utilities, medication and other living necessities are expensive.	<p>NI 6.2 Emergency Assistance: The number of low income individuals or families served by community action that sought emergency assistance ...including such services as:</p> <ul style="list-style-type: none"> <li>A. Food</li> <li>B. Emergency Vendor payments, including Fuel and energy bills and rent/Mortgage payments.</li> <li>C. Emergency Medical Care</li> <li>D. Transportation</li> <li>E. Clothing</li> </ul>	<p>Emergency Services/Participants in the case management program will have access to emergency assistance—food vouchers, medical services, utility assistance, transportation, rent/mortgage, clothing, etc. \$1000 will be allocated for family to meet their emergency needs.</p>	Households	NI 6.2 = 200

NI 6.3 – Child and Family Development: The number and percentage of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following:

**Additional Family Maintenance:**

- (1) Parents and other adults obtain access to reliable transportation services in order to obtain and/or maintain educational and/or training related services for employment opportunities.

**EXHIBIT B**  
**LINE ITEM BUDGET**  
**Eastern Plains Community Action Agency**  
**FOR THE PERIOD OF JULY 1, 2009-JUNE 30, 2010**

Amendment 1

Item	Line Item Description	FY 10 BUDGET
520300	CLASSIFIED PERMANENT POSITIONS - FT	\$ 103,120.00
520400	CLASSIFIED PERMANENT POSITIONS - PT	
520500	TEMPORARY POSITIONS - FT& PT	
	<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 103,120.00</b>
521100	GROUP INSURANCE PREMIUM	\$ 8,800.00
521200	RETIREMENT CONTRIBUTIONS	\$ 6,708.00
521300	F.I.C.A.	\$ 7,888.00
521400	WORKER'S COMPENSATION	\$ 1,031.00
521500	UNEMPLOYMENT COMPENSATION PREMIUM	\$ 5,156.00
521600	EMPLOYEE LIABILITY INSURANCE PREMIUM	\$ 19.00
521900	OTHER EMPLOYEE BENEFITS	
	<b>EMPLOYEE BENEFITS TOTAL</b>	<b>\$ 29,602.00</b>
535200	PROFESSIONAL SERVICES	
535300	OTHER SERVICES	
535400	AUDIT SERVICES	\$ 1,500.00
535600	INFORMATION TECHNOLOGY SERVICES	\$ 2,000.00
	<b>CONTRACTUAL SERVICES TOTAL</b>	<b>\$ 3,500.00</b>
542100	EMPLOYEE IN-STATE MILEAGE & FARES	\$ 1,500.00
542200	EMPLOYEE IN-STATE MEALS & LODGING	\$ 4,000.00
542300	BOARD & COMMISSION MEMBER IN-STATE TRAVEL	\$ 1,300.00
542500	TRANSPORTATION - FUEL & OIL	\$ 2,000.00
	TRANSPORTATION - NON-TAXABLE - PARTS & SUPPLIES,	
542600	TAXABLE - MAINTENANCE & REPAIR SERVICES	\$ 1,998.00
542700	TRANSPORTATION - TRANSPORTATION INSURANCE	\$ 2,000.00
542900	OTHER TRAVEL	
	<b>TRAVEL AND TRANSPORTATION TOTAL</b>	<b>\$ 12,798.00</b>
543100	MAINTENANCE - GROUND & ROADWAYS	
543200	MAINTENANCE - FURNITURE FIXTURES & EQUIPMENT	\$ 2,030.00
543300	MAINTENANCE - BUILDING & STRUCTURES	\$ 1,050.00
543400	MAINTENANCE - PROPERTY INSURANCE	\$ 1,000.00
543500	MAINTENANCE - MAINTENANCE SUPPLIES	\$ 1,000.00
543700	MAINTENANCE - MAINTENANCE SERVICES	\$ 1,000.00
543800	INFORMATION TECHNOLOGY MAINTENANCE	\$ 4,200.00
543900	OTHER MAINTENANCE	
	<b>MAINTENANCE &amp; REPAIRS TOTAL</b>	<b>\$ 10,280.00</b>
544000	SUPPLIES - INVENTORY EXEMPT INFORMATION TECHNOLOGY	\$ 1,900.00
544100	SUPPLIES - OFFICE SUPPLIES	\$ 2,600.00
544400	SUPPLIES - FIELD SUPPLIES	
544800	SUPPLIES - EDUCATION & RECREATIONAL SUPPLIES	
544900	SUPPLIES - INVENTORY EXEMPT	\$ 1,200.00
	<b>SUPPLIES TOTAL</b>	<b>\$ 5,700.00</b>
545600	REPORTING & RECORDS	
545900	PRINTING & PHOTOGRAPHIC SERVICE	\$ 1,000.00
546100	POSTAGE & MAIL SERVICE	\$ 1,000.00
546200	BOND PREMIUMS	\$ 50.00
546300	UTILITIES	\$ 4,200.00
546400	RENT OF LAND OR BUILDINGS	\$ 9,800.00

546500	RENT OF EQUIPMENT	\$	3,000.00
546600	COMMUNICATIONS	\$	4,600.00
546700	SUBSCRIPTIONS & DUES	\$	900.00
546800	EMPLOYEE TRAINING & EDUCATION	\$	1,200.00
546900	ADVERTISING	\$	500.00
CONTRACTUAL SVCS TOTAL		\$	26,250.00
547300	CARE & SUPPORT	\$	22,000.00
547900	MISCELLANEOUS EXPENSE		
OTHER OPERATING COST TOTAL		\$	22,000.00
548200	FURNITURE & FIXTURES		
548300	INFORMATION TECHNOLOGY EQUIPMENT		
548400	OTHER EQUIPMENT		
548800	AUTOMOTIVE AND AIRCRAFT		
CAPITAL OUTLAY TOTAL		\$	-
549600	EMPLOYEE OUT OF STATE MILEAGE & FARES	\$	1,000.00
549700	EMPLOYEE OUT OF STATE MEALS & LODGING	\$	1,000.00
549800	BOARD MEMBER - OUT-OF-STATE MILEAGE & FARES		
549900	BOARD MEMBER - OUT-OF-STATE MEALS & LODGING		
OUT OF STATE TOTAL		\$	2,000.00
555100	OTHER FINANCING USES (15% Adm. Indirect Cost)		
OTHER FINANCING USES TOTAL		\$	-
GRAND TOTAL		\$	215,250.00

**EXHIBIT B**  
**LINE ITEM BUDGET**  
**EASTERN PLAINS C.A.A. (Stimulus)**  
**FOR THE PERIOD OF JULY 1, 2009-JUNE 30, 2010**

Amendment 1

<b>Item</b>	<b>Line Item Description</b>	<b>Stimulus</b>
520300	CLASSIFIED PERMANENT POSITIONS - FT	
520400	CLASSIFIED PERMANENT POSITIONS - PT	
520500	TEMPORARY POSITIONS - FT& PT	\$ 63,336.00
	<b>PERSONNEL SERVICES TOTAL</b>	<b>\$ 63,336.00</b>
521100	GROUP INSURANCE PREMIUM	
521200	RETIREMENT CONTRIBUTIONS	
521300	F.I.C.A.	\$ 4,845.00
521400	WORKER'S COMPENSATION	\$ 1,267.00
521500	UNEMPLOYMENT COMPENSATION PREMIUM	\$ 3,167.00
521600	EMPLOYEE LIABILITY INSURANCE PREMIUM	
	<b>EMPLOYEE BENEFITS TOTAL</b>	<b>\$ 9,279.00</b>
535200	PROFESSIONAL SERVICES	
535300	OTHER SERVICES	
535400	AUDIT SERVICES	\$ 1,000.00
535600	INFORMATION TECHNOLOGY SERVICES	\$ 1,200.00
	<b>CONTRACTUAL SERVICES TOTAL</b>	<b>\$ 2,200.00</b>
542100	EMPLOYEE IN-STATE MILEAGE & FARES	\$ 1,200.00
542200	EMPLOYEE IN-STATE MEALS & LODGING	\$ 2,000.00
542300	BOARD & COMMISSION MEMBER IN-STATE TRAVEL	
542500	TRANSPORTATION - FUEL & OIL	\$ 3,000.00
	TRANSPORTATION - NON-TAXABLE - PARTS & SUPPLIES, TAXABLE	
542600	- MAINTENANCE & REPAIR SERVICES	\$ 1,500.00
542700	TRANSPORTATION - TRANSPORTATION INSURANCE	\$ 1,500.00
542900	OTHER TRAVEL	\$ 696.00
	<b>TRAVEL AND TRANSPORTATION TOTAL</b>	<b>\$ 9,896.00</b>
543100	MAINTENANCE - GROUND & ROADWAYS	
543200	MAINTENANCE - FURNITURE FIXTURES & EQUIPMENT	
543300	MAINTENANCE - BUILDING & STRUCTURES	\$ 2,152.00
543400	MAINTENANCE - PROPERTY INSURANCE	
543500	MAINTENANCE - MAINTENANCE SUPPLIES	\$ 1,200.00
543700	MAINTENANCE - MAINTENANCE SERVICES	
543800	INFORMATION TECHNOLOGY MAINTENANCE	\$ 2,000.00
543900	OTHER MAINTENANCE	
	<b>MAINTENANCE &amp; REPAIRS TOTAL</b>	<b>\$ 5,352.00</b>
544000	SUPPLIES - INVENTORY EXEMPT INFORMATION TECHNOLOGY	\$ 2,400.00
544100	SUPPLIES - OFFICE SUPPLIES	\$ 2,000.00
544400	SUPPLIES - FIELD SUPPLIES	
544800	SUPPLIES - EDUCATION & RECREATIONAL SUPPLIES	
544900	SUPPLIES - INVENTORY EXEMPT	\$ 900.00
	<b>SUPPLIES TOTAL</b>	<b>\$ 5,300.00</b>
545600	REPORTING & RECORDS	
545900	PRINTING & PHOTOGRAPHIC SERVICE	\$ 1,000.00
546100	POSTAGE & MAIL SERVICE	\$ 1,400.00
546200	BOND PREMIUMS	
546300	UTILITIES	\$ 3,000.00

546400	RENT OF LAND OR BUILDINGS	\$ 6,000.00
546500	RENT OF EQUIPMENT	\$ 1,000.00
546600	COMMUNICATIONS	\$ 2,000.00
546700	SUBSCRIPTIONS & DUES	
546800	EMPLOYEE TRAINING & EDUCATION	\$ 3,000.00
546900	ADVERTISING	\$ 1,000.00
<b>CONTRACTUAL SVCS TOTAL</b>		\$ 18,400.00
547300	CARE & SUPPORT	\$ 200,000.00
547900	MISCELLANEOUS EXPENSE	
<b>OTHER OPERATING COST TOTAL</b>		\$ 200,000.00
548200	FURNITURE & FIXTURES	
548300	INFORMATION TECHNOLOGY EQUIPMENT	
548400	OTHER EQUIPMENT	
548800	AUTOMOTIVE AND AIRCRAFT	\$ 18,000.00
<b>CAPITAL OUTLAY TOTAL</b>		\$ 18,000.00
549600	EMPLOYEE OUT OF STATE MILEAGE & FARES	\$ 2,500.00
549700	EMPLOYEE OUT OF STATE MEALS & LODGING	\$ 2,500.00
549800	BOARD MEMBER - OUT-OF-STATE MILEAGE & FARES	\$ 500.00
549900	BOARD MEMBER - OUT-OF-STATE MEALS & LODGING	\$ 500.00
<b>OUT OF STATE TOTAL</b>		\$ 6,000.00
555100	OTHER FINANCING USES (15% Adm. Indirect Cost)	
<b>GRAND TOTAL</b>		\$ 337,763.00