

**Kittitas County
Review Form
Grants & Contract Agreement**



Today's Date 06/08/2017	Agenda Date
Fund/Department 116-Public Health	

Contract/Grant Information

Contract /Grant Agency: DOE amendment 1 to the State of Washington DOE and KCPHD	
Period Begin Date: June 5, 2017	Period End Date: June 30, 2017
Total Grant/Contract Amount: \$58,100.00	
Grant/Contract Number: C1600148	
Contract/Grant Summary: The Department of Ecology Amendment 1 allows for a shift of up to \$8,000.00 between payroll items and non-payroll items, subject to ecology's written approval per budget table provided.	

Recommendation for Board of Health and Board of Health Review on _____

Department Head Signature: _____, Administrator Date: _____

Kittitas County Prosecutor, Auditor, and Board of Health Review and Comment:

APPROVED AS TO FORM:

Signature of Prosecutor's Office	Date
Signature of Auditor's Office	Date
Signature of Board of Health member	Date

Financial Information

Total Amount \$58,100.00	State Funds \$58,100.00	Federal Funds \$
Percentage County Funds	Matching Funds \$	CFDA#
	In-Kind \$ <small>Explain</small>	
Is Equipment being purchased?	Who owns equipment?	

New Personnel being hired?	Contact HR hiring – reporting requirements
Future impacts or liability to Kittitas County:	

Budget Information

Budget Amendment Needed?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> Why not
New Division Created?		Total grant isn't changing, just expend shift
Revenue Code		
116-615.08.04.334.03.10.3 - \$58,100.00		

Pass Through Information

Agency to Pass Through	
Amount to Pass Through	\$
Sub-Contract Approved	Date:

Prosecutor Review

Has the Prosecutor reviewed this agreement?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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County Departments Impacted

Auditor	Facilities Maintenance
Information Services	Human Resource
Prosecutor	Treasurer

Submitted

Signature:	Date:
Department:	

Assignment of Tracking Information

Auditor's Office	
Human Resource	
Prosecutor's Office	
Who Signed the grant application	

Reviewer	Date
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DEPARTMENT OF
ECOLOGY
State of Washington

AMENDMENT NO. 1

TO

CONTRACT NO. C1600148

BETWEEN THE

STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

KITTITAS COUNTY PUBLIC HEALTH DEPARTMENT

PURPOSE: To amend the Agreement between the state of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY," and Kittitas County Public Health Department, hereinafter referred to as "KCPHD" or "CONTRACTOR."

WHEREAS, it is mutually agreed that *KCPHD's request for flexibility within the budget, with Ecology's prior written approval, is beneficial and should therefore be permitted.*

IT IS MUTUALLY AGREED the Agreement is amended as follows:

1) BUDGET

The budget has been amended TO ALLOW FOR A SHIFT OF UP TO \$8,000 BETWEEN Payroll items and non-payroll items, subject to Ecology's written approval, see Project Budget Table:

APPENDIX A, PROJECT BUDGET

PROJECT BUDGET, APRIL 1, 2016--JUNE 30, 2017

Expenses	Amount	Description
STAFF SALARIES**	\$ 30,900	EH Supervisor - 6.5 hours per week at 52 weeks (1 year) = 338 hours
BENEFITS**	\$ 12,200	AQ Specialist - 20 hours per week at 52 weeks = 1040 hours Estimated benefit costs
INDIRECT COSTS**	\$12,500	40.25% of salaries (per federally approved indirect cost allocation plan, actual percentage may be different in 2016-2017)
NON PAYROLL ITEMS	\$2,500	\$1200 travel costs, \$800 registration fees, \$500 supplies and miscellaneous
TOTAL	\$58,100	
<i>**With prior written consent from Ecology, KCPHD may shift up to \$8,000 from "Payroll Items" (Staff Salaries/Benefits/Indirect Costs) to "Non-Payroll Items."</i>		
In Kind Contributions	Amount	Description
Advisory Committee Members	\$2,625	1hr/month x 15 months=12 hours x 5 people at \$35/hour
Health Promotion Supervisor	\$992.50	15 hr/15 month = salary, benefit and indirect costs (Press Releases, media communication, monitoring Ecology messaging and disseminating to list serv)
Assessment Coordinator	\$992.50	15 hr/15 month = salary, benefit and indirect costs (using survey data to mold messaging for Press Releases and educational messaging)
EH Supervisor	\$4,500	Salaries, benefits and indirect costs related 4/1/16 – 7/1/2016 (chairperson of committee, presentation to local and regional organizations on non-attainment issues, providing educational material to neighborhoods identified by complainants)
TOTAL	\$9,110	

All other terms and conditions of the original Agreement including any other Amendments remain in full force and effect, except as expressly provided by this Amendment.

This Amendment is signed by persons who represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This Amendment is effective on June 5, 2017.

IN WITNESS WHEREOF: the parties below, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

**State of Washington
Department of Ecology**

**Kittitas County
Public Health Department**

By: _____
Signature Date

By: _____
Signature Date

Stuart A. Clark

Print Name:

Air Quality Program Manager

Title:

Approved as to form only.
Assistant Attorney General