

**AMENDMENT TO AGREEMENT 2018-5069 BETWEEN the City of Greensboro “AGENCY”
And Kellin Foundation “CONTRACTOR”**

AGREEMENT 2018-5069 signed by the parties and effective April 12, 2018, is hereby AMENDED as follows:

The original contract was executed between the parties on April 12, 2018. The contract was initiated for a grant funded project awarded by the Governor’s Crime Commission with an operating period of October 1, 2017 to September 30, 2019 [#PROJ012236 (Federal Award #2017-VA-GX-0050)].

PROJECT PERSONNEL ADJUSTMENT

The amount of \$24,000 has been allotted annually for Clinical Supervisor/Project Director, Dr. Kelly Graves, within the grant budget (Appendix A). With approval from the Governor’s Crime Commission the AGENCY will remove Clinical Supervisor/Project Director, Dr. Kelly Graves from the project and add another specialized Mental Health (MH) Advocate (III), Lisa Taylor. The Child Response Initiative’s specialized MH Advocates provide direct services to children/families and assist with coordination of victim services care and victim compensation. The funds originally allotted for Dr. Graves, totaling \$48,000 within AGREEMENT 2018-5069, will be repurposed to compensate Taylor. The services provided by the specialized MH Advocates are integral to the program and the GCC funds fully support this contractor.

TRAVEL

The amount of \$1,032 has been allotted for travel expenses within the grant budget (Appendix A). In concurrence, the parties agree to allocate an additional \$1,032 for the CONTRACTOR’s individual travel expenses for the duration of the grant performance period within the contract between the AGENCY and CONTRACTOR until September 30, 2019.

The CONTRACTOR will adhere to the AGENCY’s Travel Policy (Appendix B) and should use sound business judgment in both to determine the need for travel, as well as in expending CONTRACTOR financial resources when travel is necessary. Travelers will not be reimbursed for excess costs caused by:

- An indirect route as a matter of personal preference
- Premature departure for personal reasons from a temporary location; or
- Extending a stay for personal reasons.

TRAVEL AUTHORIZATION

The CONTRACTOR shall ensure that all travel on behalf of the [#PROJ012236 (Federal Award #2017-VA-GX-0050)] administered by the AGENCY is necessary and allowable under the contract. The AGENCY shall review and approve all travel and travel vouchers reflecting travel expenditures.

NON-REIMBURSABLE EXPENSES

Examples of expenses that will not be reimbursed include the following:

- a. alcoholic beverages, entertainment;
- b. laundry, dry cleaning and pressing of clothing;

- c. travel insurance;
- d. parking fines;
- e. charges incurred because of indirect travel for personal reasons;
- f. gratuities and tips paid to porters, waiters, bellboys, and hotel maids inside the lodging facility (included in the per diem reimbursement)
- g. nonproductive time related to official travel to and from one's temporary duty station; and
- h. any charges, fees, or other associated costs related to the making of reservations or other accommodations for travel.

In concurrence, the parties agree to increase the encumbered funds for AGREEMENT 2018-5069 for project related travel in the amount of \$1,032.

It is expressly agreed by the parties that this Agreement is supplemental to the Agreement of April 12, 2018, which is made a part by reference, and all terms, conditions, and provisions of the original contract, unless specifically modified, are to apply to this Agreement and are made a part of this Agreement as though expressly rewritten, incorporated, and included herein.

In the event of any conflict, inconsistency, or incongruity between the provisions of the amended Agreement and any of the provisions of the original Agreement of April 12, 2018, the provisions of the amended Agreement shall in all respects govern and control.

In witness whereof the parties hereto have executed this Agreement in triplicate originals, with the appropriate corporate seal affixed hereto.

KELLIN FOUNDATION:

Date

Title