

THIS AMENDMENT, entered into between the State of Florida, Department of Children and Families, hereinafter referred to as the "Department" and **ChildNet, Inc.**, hereinafter referred to as the "Provider", amends **Contract # IJ706**.

Amendment # 0016 replaced Attachment I, dated May 13, 2014, with revised Attachment I dated June 8, 2017.

Amendment #0017 revised Attachment II-D, CBC Schedule of Funds for FY 2017-2018, dated 07/01/2017, adding funds by the total amount of \$1,126,682.00, increasing the contract amount for FY 17-18 to \$44,914,279.00 and FY 18-19 to \$44,797,295.00, subject to the availability of funds

The purpose of this Amendment #0018 is to add disaster recovery and aid provisions to Community Based Care Lead Agency contract, update the Exhibit B – Reports, dated 10/17/2017, and revise Section C of the Attachment IV Financial and Compliance Audit CF1120.

1. Page 42, Attachment I, Section 5.13, Disaster Recovery, is hereby added to read:

5.13. Disaster Recovery and Aid

The Stafford Act allows federal assistance for major disasters and emergencies upon a declaration by the President. Upon the declaration, the Department is authorized to apply for federal reimbursement from the Federal Emergency Management Agency (FEMA) to aid in response and recovery from a major disaster. The Lead Agency shall request reimbursement for eligible expenses through the Department and payment will be issued upon FEMA approval and reimbursement.

2. Page 46 - 52, EXHIBIT B - REPORTS, is hereby deleted in its entirety and Page 46 - 52, REVISED EXHIBIT B – REPORTS, (dated 10/16/2017), is inserted in lieu thereof and attached hereto.

3. Page 66, Attachment IV, Financial and Compliance Audit, Part III Report Submission, Section C., is hereby amended to read:

- C. Reporting packages for audits conducted in accordance with 2 CFR Part 200 §§ 200.500-200.521, and required by Part I of this agreement shall be submitted, when required by § 200.512 (d) by or on behalf of the recipient directly to the Federal Audit Clearinghouse using the Federal Audit Clearinghouse's Internet Data Entry System at:

<https://harvester.census.gov/facweb/>

and other Federal agencies and pass-through entities in accordance with 2 CFR § 200.512.

This amendment shall begin on **January 23, 2018** or the date on which the amendment has been signed by both Parties, whichever is later.

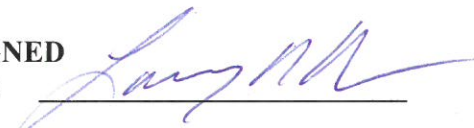
All provisions in the contract and any attachments thereto in conflict with this amendment shall be and are hereby changed to conform with this amendment.

All provisions not in conflict with this amendment are still in effect and are to be performed at the level specified in the contract.

This amendment and all its attachments are hereby made a part of the contract. **IN WITNESS THEREOF**, the parties hereto have caused this **nine (9)** page amendment to be executed by their officials thereunto duly authorized.

PROVIDER: CHILDNET, INC.

FLORIDA DEPARTMENT OF CHILDREN AND FAMILIES

SIGNED BY: 

SIGNED BY: 

NAME: Larry Rein

NAME: Vern Melvin

TITLE: Interim President/Chief Executive Officer

TITLE: Regional Managing Director

DATE: 01-26-18

DATE: 1/26/18

FEDERAL FID # (or SSN): 65-1149351

REVISED EXHIBIT B - REPORTS

The forms of the reports listed in this Exhibit and associated guides and instructions are incorporated into the Contract by reference. Each report shall be completed and submitted by the Lead Agency in accordance with the listed schedule. The current required format for such reports is identified below. A copy of each report submitted in accordance with the schedule below must also be transmitted to the Department electronically at the following e-mail address: cbc_reports@myflfamilies.com. The contract manager will notify the Lead Agency in writing of any changes to format or submission requirements. If the due date for a report falls on a holiday or weekend, the report will be due the next business day.

Report Title	Format and Location	Frequency of Report	Submit To
ADMINISTRATIVE REPORTS			
Tangible Personal Property Inventory & Disposition Report	See the Lead Agency Tangible Personal Property Requirements and the Lead Agency Personal Property Inventory & Disposition Report, maintained on the Department's website.	Must be completed for initial transfer of equipment, and submitted annually by June 15 th .	Contract Manager Forward Copy to: Property Management- General Services, Cheryl.Cox@myflfamilies.com Office: (850) 717-4570
Expiration/Termination Transition Plan	See Expiration/Termination Transition Planning Requirements, maintained on the Department's website.	Six (6) months prior to any end date.	Contract Manager
Emergency Preparedness Plan (COOP)	Standard Contract, Sec. 13, and Chapter 252, F.S.	Annually, commencing one year from date of acceptance of initial plan.	Contract Manager Forward copy to: Regional General Services contact, or at the discretion of each Circuit, to the Circuit Disaster Coordinator.
PROGRAMMATIC REPORTS			
Independent Living My Services and Florida National Youth in Transition Database (NYTD) Surveys	See Independent Living My Services and Florida NYTD Surveys (by age group), maintained on the Department's website.	As required in the implementation document, incorporated herein by reference and maintained on the Department's website.	Surveys are entered into statewide database.

Report Title	Format and Location	Frequency of Report	Submit To
Promoting Safe and Stable Families Narrative and Data Report	See Promoting Safe and Stable Families Narrative and Data Report, maintained on the Department's website.	Quarterly, within thirty (30) days after the beginning of each quarter.	Contract Manager Forward Copy to: Prevention Manager, Erin.Hough@myflfamilies.com Office: (850)717-4658
FEDERAL REPORTING & QUALITY MANAGEMENT			
Civil Rights Checklist	Form CF 946, maintained on the Department's Website.	Annually, no later than May 20th.	Contract Manager Forward Plan to Regional EEO contact.
Data input for Rapid Safety Feedback, Florida CFSRs and Florida CQI	For Rapid Safety Feedback reviews - Web tools located at: http://apps1.dcf.state.fl.us/WebSecurity/login.aspx For special reviews- Web tool as issued by Central Office. For CFSR Reviews-Web tools located at: https://www.cfsrportal.org/oms	For Regional QA Model reviews, at least every three months. October 10 January 10 April 10 July 10 For special reviews, as directed by memo from Central Office.	Data submitted online.
Quality Assurance Annual Report	(See 1.5.4) Criteria provided in the "Windows into Practice," available on the University of South Florida's Center for Child Welfare website at: http://www.centerforchildwelfare.org/QualityAssurance/Windows%20into%20Practice%202015-2015%207_28.pdf .	Annually, no later than Aug. 15	Contract Manager Forward copy to: Manager of Quality Improvement, Mark.Shults@myflfamilies.com Office: (850) 717-4650
Annual CQI Plan	(See 1.5.4) Criteria provided in the "Windows into Practice", available on the University of South Florida's Center for Child Welfare website at: http://www.centerforchildwelfare.org/QualityAssurance/Windows%20into%20Practice%202015-2015%207_28.pdf .	Annual review and revise as necessary, or a memo indicating no revisions are needed by Aug. 31.	Contract Manager Forward copy to: Manager of Quality Improvement, Mark.Shults@myflfamilies.com Office: (850) 717-4650

Report Title	Format and Location	Frequency of Report	Submit To
<p>Child Access and Visitation Local Service Provider Survey</p> <p>Applies only to programs receiving federal grant funds.</p>	<p>See Child Access and Visitation Local Service Provider Survey, Addendum and data file, maintained on the Department's website.</p> <p>Directions for completing Report:</p> <p>Complete the Child Access and Visitation Local Service Provider Survey Federal report (Word) format for Section A, B and C to include the amount of grant funds (charged to the applicable OCA) for the reporting quarter, the addendum; and</p> <p>Complete and submit the Child Access and Visitation Local Service Provider Survey Federal report in Excel format for Section D electronically. The required excel file is generated via the Florida State University (FSU) Clearinghouse on Supervised Visitation Program Database located at https://svpdb.org.</p> <p>To obtain a login code and password for the database, contact FSU Clearinghouse on Supervised Visitation, Karen Oehme at 850-644-6303.</p>	<p>Quarterly, thirty-five (35) days after end of the reporting period.</p> <p>Annually: By October 15th, covering previous federal fiscal year, 10/1-9/30.</p>	<p>Contract Manager</p> <p>Forward copy to: Office of Child Welfare, tammy.rodgers@myflfamilies.com Office:(850) 717-4392</p>

Report Title	Format and Location	Frequency of Report	Submit To
Federal Funding Annual Eligibility Monitoring Plan	Eligibility criteria provided in CFOP's 170-15 and 175-71, Federal and State Funding Eligibility, available on the University of South Florida's Center for Child Welfare. http://centerforchildwelfare.fmhi.usf.edu/HorizontalTab/DeptOperatingProcedures.shtml	Annually, by October 15th, covering current federal fiscal year, 10/1-9/30.	Contract Manager Forward Plan to: Office of Child Welfare, Courtney.Smith@myflfamilies.com Office:(850) 717-4660
Federal Funding Annual Eligibility Report	(See 1.5.1.5) Eligibility criteria provided in CFOP 175-71, Federal and State Funding Eligibility, available on the University of South Florida's Center for Child Welfare. http://centerforchildwelfare.fmhi.usf.edu/HorizontalTab/DeptOperatingProcedures.shtml	Annually, within the Federal Fiscal Year, 10/1-9/30.	Contract Manager. Forward Plan to: Office of Child Welfare, Courtney.Smith@myflfamilies.com Office:(850) 717-4660
Staff Development and Training Plan	(See 1.5.3.1.3)The Annual Staff Development and Training Plan Template can be found at: http://centerforchildwelfare.fmhi.usf.edu/horizontaltab/TrainingReports.shtml	The plan shall be submitted prior to execution of initial contract and annually thereafter by June 15 th of each year for the upcoming fiscal year.	Contract Manager. Forward Plan to: centersupport@usf.edu .
FISCAL REPORTS			
Quarterly Training Expenditure Reports	(See 1.5.3.2) The quarterly training template and Title IV-E Training support Reimbursement Training Report Instructions can be found at: http://centerforchildwelfare.fmhi.usf.edu/horizontaltab/TrainingReports.shtml	Quarterly Jan-March due April 30 April-June due July 31 July- Sept. due October 31 Oct.- Dec. due January 31	Contract Manager & centersupport@usf.edu Forward copy to: Training Manager, MaryAnn.White@myflfamilies.com Office:(850) 717- 4672

Report Title	Format and Location	Frequency of Report	Submit To
Promoting Safe and Stable Families (PSSF) Monthly Match Funds Report	(See 4.3.1.2) The Promoting Safe and Stable Families (PSSF) Monthly Match Funds Report Form is maintained on the Department's website.	Monthly, twenty (20) days after the end of the reporting month.	Contract Manager Forward Copy to: Office of Child Welfare, Lora.Singleton@myflfamilies.com Office:(850) 717-4684 Accounting Services, Cindy.Grammas@myflfamilies.com Office:(850) 717-4722
Child Access and Visitation Grant Monthly Match Funds Report (For ALL Community Based Care Lead Agencies receiving Access and Visitation federal grant funds)	(See 4.3.1.3) The Child Access and Visitation Monthly Match Funds Report is maintained on the Department's website.	Monthly, twenty (20) days after the end of the reporting month, until the annual match requirement has been met. Upon meeting the annual requirement, the last monthly report shall include certification that the match has been met and no additional reports will be submitted for the fiscal year.	Contract Manager, Forward copy to: Office of Child Welfare, tammy.rodgers@myflfamilies.com Office:(850) 717-4392 Accounting Services, Cindy.Grammas@myflfamilies.com Office: (850) 717-4722
Interest Earned Quarterly Expenditure Reports	(See 4.1.2.2.) The Interest Earned Quarterly Report format is maintained on the Department's website.	Quarterly. CBCs that have opted to continue monthly interest payments do not have this reporting requirement.	Contract Manager
Cost Allocation Plan (CAP)	(See 1.9.3.4. and 1.9.3.5.) The CBC Cost Allocation Plan Template, CBC Cost Allocation Plan Position Listing Template (FY2016-17) and approved Cost Allocation Plan Template are maintained on the Department's website.	Initially and by August 31st of each state fiscal year, as well as when changes warrant a modification.	Contract Manager
State Funds Carry-forward Report (when carry forwards are available)	(See 1.9.5.5.) The State Funds Carry-forward Report format is maintained on the Department's website.	Monthly, with the invoice to report on any expenditure of approved carry-forward amounts.	Contract Manager

Report Title	Format and Location	Frequency of Report	Submit To
CBC Monthly Actual Expenditure Report	(See 1.9.3.4., 1.9.5.5., and 4.3.1.1.) The CBC Monthly Actual Expenditure Report format is maintained on the Department's website.	Monthly, with the exception of the June. Monthly Actual Expenditure Report which shall be submitted with the "CBC Final Expenditure Report."	Contract Manager Submitted through the DCF Web Portal using the CBC Financial Application. DCF Web Portal using the CBC Financial Application
OCA Summary and Detail Report	(See 4.3.1.4. and 4.3.1.5.) A Standard Report available in FSFN in the forms of Adobe/Acrobat (.pdf) and exported as a Comma-Separated Value (.csv) and converted to Excel format	Monthly. (Note: If the amount by OCA on the OCA Roll Up Report does not match the amount by OCA on the CBC Monthly Expenditure Report, a reconciliation identifying all payments that compose that difference and their resolution is required. This applies only for OCAs required to be in FSFN.)	Contract Manager
CBC Final Expenditure Report	See CBC Final Expenditure Report format, maintained on the Department's website.	To be submitted on the date of the payment request for September of each fiscal year.	Contract Manager
FSFN to CBC Monthly Expenditure Report Reconciliation	(See 4.3.1.5.) "FSFN to CBC Monthly Expenditure Report Reconciliation Template", maintained on the Department's website at: http://www.myflfamilies.com/service-programs/community-based-care/cbc-fiscal-attachments	Monthly, with the submission of the CBC Monthly Actual Expenditure Report and the CBC Final Expenditure Report.	Contract Manager
CBC Annual Budget by Service Category	(See 1.9.5.6.) The CBC Annual Budget by Service Category format is maintained on the Department's website.	Must be reported within thirty (30) days from the date the CBC receives the Schedule of Funds of each state fiscal year and when payment requests follow an amendment that revises the Schedule of Funds.	Contract Manager

Report Title	Format and Location	Frequency of Report	Submit To
CBC Invoice	(See 4.3.1.) The CBC Invoice is maintained on the Department's website.	Monthly, by the 20th of each month (estimated pay for the following month.)	Contract Manager
Planned Uses of State Funds Carried Forward	(See 1.9.5.4.) Planned Uses of State Funds Carried Forward, is maintained on the Department's website.	Must be submitted within thirty (30) days of receipt from Department of approved amount of state funds carried forward.	Contract Manager
Report on Therapeutic Services for Children (100806 Fund) Expenditures	(See 1.8.3.3.) The Therapeutic Services for Children Purchases (100806 funds) Semi-annual Report format (February 2015) is maintained on the Department's website.	Reporting period - January through June: Report due by August 31. Reporting period - July through December: Report due by January 31.	Contract Manager Forward to: Integration Specialist, Tory.Wilson@myflfamilies.com Office: (850) 509-0755

Note: The information contained in the last column of this Exhibit is administrative information and is subject to change. Changes and corrections may be made to this document without the need for a formal amendment.