Addendum

to

CCDF Match Partnerships II – Request for Grant

Effective: March 31, 2014

Changes to the Scope of Work as follows:

Grantee Contract Responsibilities:

- 1.b. *The organization will provide completed expenditure and certification forms at a minimum quarterly (monthly preferred) and as requested. Qualified expenditures will be tracked and reported to DWS/OCC using an electronic Qualified Cash Match Expenditure Tracking Form.*
- 5.a. *Grantee shall submit requests for reimbursement of expenses using the reimbursement/claim form located at http://jobs.utah.gov/occ/occ2/afterschool/forproviders/servforproviders.html*
- **6. Grant Orientation Meeting**
  The organizations grant administrator and fiscal management staff must attend a 2-3 hour, in-person, grant orientation meeting (TBA).

Program Services:

- ***5. Training***
  a. *Program site manager/coordinator must attend one half-day DWS quality program training related to the grant (TBA). If the program site manager/coordinator changes during the grant year, the new site manager/coordinator will be responsible for completing the online grant training.*
  b. *Program site must provide documentation showing 20 hours of program-related training each year for every staff working 10 or more hours/week.*