



COMMONWEALTH of VIRGINIA

NELSON SMITH
COMMISSIONER

DEPARTMENT OF
BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES
Post Office Box 1797
Richmond, Virginia 23218-1797

Telephone (804) 786-3921
Fax (804) 371-6638
www.dbhds.virginia.gov

MOA RENEWAL/MODIFICATION

Date: May 30, 2023

MOA Number: 720-4955-16

Renewal Number: 1 of 4

Modification Number: 01

Issued By: Department of Behavioral Health and Developmental Services
Procurement and Administrative Services
1220 Bank Street
Richmond, VA 23219

Contractor: City of Hampton

Commodity Description: Virginia Part C Early Intervention Local Contract

This Supplemental Agreement is entered into pursuant to the provision of the basic contract and any contract modifications.

1. Whereas the Commonwealth desires to renew the performance period of the contract; now, therefore, it is agreed that the contract performance period shall be renewed from July 1, 2023 through June 30, 2024.

The Contractor shall not exceed the purchase order amount without the approval of the Purchasing Agency. Should an increase be warranted, the Purchasing Agency will issue a change order to the purchase order.

Description of Modification; effective immediately:

- a. Reference Page 1, Period of Performance: Change to read “From July 1, 2023 through June 30, 2024.
- b. Reference Page 7, Section 2.1.1(7) FISCAL: Change to “Administrator“ to “Program Manager”
- c. Reference Page 8, b. (1) Change Dates to read “07/01/23 – 06/30/24”, Change dates and delete “ARPA funds awarded during the prior SFY 2022 Local Part C Contract that are unexpended at June 30, 2022 may be carried over and expended through June 30, 2022
- d. Reference Page 9, g. Add “and ARPA”, Delete ARPA funds are reported separately and may be retained for expenditure through September 30,2023
- e. Reference Page 13, 3(a) Delete “in accordance”, Add “in the state intervention data system. For the period of July 1, 2023 – December 10, 2023, the required data elements in effect on June 27, 2022 apply. Beginning December 11, 2023, the full set of required data elements defined in the state early intervention data system data dictionary apply.” Delete “This” and add “Data entry”. (4) Revise to read “Review, on at least a

- quarterly basis, the extracts, reports and/or dashboards in the state early intervention data system to verify, that the child’s status in the data system is correct and current and make corrections if needed.”
- f. Reference Page 14, (9) Revise to read “and discharge in accordance with the state early intervention data system required data elements in effect on June 27, 2022 and at annual IFSP beginning December 11, 2023.”
 - g. Reference Page 16, Section 2.1.4.c: Revise to read “Ensure maintenance of an early intervention record for each child either at the local lead agency or at the local participating agency(ies) or provider(s) that provide service coordination and make early intervention records available to the DBHDS upon request and at the location designated by the DBHDS. No later than December 11, 2023, ensure maintenance of the child’s early intervention record in the state early intervention data system through direct entry of required data or through an upload of required data from a local electronic health record.”
 - h. Reference Page 17, Section 2.2.6 Add “Timelines for changes in or additions to required data fields in the state early intervention data system will be established in collaboration with local lead agencies.”
 - i. Reference Page 18, Section 3.1.1 Change date to 2023.
 - j. Reference Page 18, Section 3.1.2 Revise to read “Entry of child-specific data for all children in the state early intervention data system. For the children in the state early intervention data system. For the Period of July 1, 2023 – December 10, 2023, the required data elements in effect on June 27, 2022 apply. Beginning December 11, 2023, the full set of required data elements defined in the state early intervention data system data dictionary apply. Data entry shall occur within 10 business days of the referral date; intake date, eligibility determination date, IFSP date, and the child’s exit date.”
 - k. Reference Page 18, Section 3.1.5 Change dates to read, “Completed quarterly online verification forms confirming the accuracy of data entered or uploaded into the state early intervention data system with due dates as follows: 7/21/23, 10/20/23, 1/22/24, 4/22/24.”
 - l. Reference Page 18, Section 3.1.6 Change to read, Completed Part C expenditure reports with due dates as follows: Mid-Year Report (07/01/23 thru 12/31/23) Due February 15, 2024; End-of-Year Report (01/01/24 thru 06/30/24) Due August 15, 2024; Regular Part C grant funds and ARPA funds must be reported separately.
 - m. Reference Page 19, Section 3.1.6 Add “ARPA funds previously awarded that are unexpended at June 30, 2023 may be carried over and expended through September 30, 2023. Any unspent ARPA funds after September 30, 2023, shall be reported on a separate Federal Balance Report (Attachment B – Federal Balance Report) and returned to the Office of Grants Management of the DBHDS as directed by the DBHDS Fiscal Office.”
“Separate Federal Balance Report for ARPA funds (07/01/23 thru 09/30/23) due November 15, 2023.” Delete “Regular Part C grant funds and ARPA funds must be reported separately.”
 - n. Reference Page 19, Section 3.1.8 Revise to read “Return unspent federal Part C and ARPA funds at the end of the fiscal year according to timelines established by the Fiscal Office of the DBHDS.” Delete “ARPA funds must be reported separately and may be retained through September 30, 2023.”
 - o. Reference Page 19, Section 3.1.9 c Revise to read “Family contact information is up to date in the state early intervention data system by January 20, 2024, for children who were in the system on December 01, 2023 (to meet the OSEP requirements for family outcome measurement/reporting).” and change the date
 - p. Reference Page 19, Section 3.1.10 Change date to read “December 1, 2023”
 - q. Reference Page 20, Section 3.1.13 Change Administrator to “Program Manager”
 - r. Reference Page 20, Section 3.2.6 Add “Written instructions for use of available extracts, reports, and/or dashboards, in the state early intervention data system in order to complete quarterly data verification.
 - s. Reference Page 20, Section 3.2.14 Add “Upon DBHDS termination of the contract with the State Early Intervention Data System vendor and upon request of the local lead agency, DBHDS will

return a secure copy of the locality data entered into the State Early Intervention data system to the local lead agency.”

- t. Reference Page 21 Section 3.2.15 Add “Upon termination of the Virginia Part C Early Intervention Local Contract with DBHDS, DBHDS will return a secure copy of the locality data entered into the State Early Intervention data system to the local lead agency.”
- u. Reference Page 31 Section 9.3 Change Date to read “June 1, 2023.”
- v. Reference Page 31 Section 9.4 Change Date to read “August 15, 2023.”
- w. Reference Page 32 Section 10.0 Updated dates and Allocation Amounts

FY 2024 ALLOCATION	
State General Funds	\$612,913.00
FFY23 Infants & Toddlers with Disabilities	\$218,620.00
	\$831,533.00

- x. Reference Page 35, Attachment B Change Dates to read FY 2023
- y. Reference Page 37, Attachment D Dates updated to reflect FY2024

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect.

CONTRACTOR: City of Hampton	PURCHASING AGENCY: Department of Behavioral Health and Developmental Services
BY:	BY:
PRINTED NAME:	PRINTED NAME:
TITLE:	TITLE:
DATE:	DATE: