

**EXHIBIT 2**  
**SCOPE OF SERVICES**

The following activities and/or projects shall be carried out by the Subrecipient, under the terms of this Agreement and its accompanying certifications and reporting requirements:

Agency: **CITY OF POWDER SPRINGS**

<b><u>Activity Name(s):</u></b>	<b><u>Activity Number:</u></b>	<b><u>Amount:</u></b>
Facility Improvements	CD23-C23C8-F	\$59,848.34

The total PY 2023 CDBG budget for this activity shall not exceed a total of **\$59,848.34**. The Agreement shall be effective on the date specified on Page 4 of this Agreement and terminate on December 31, 2023, unless extended by the CDBG Program Office. The activity shall be completed by December 31, 2023. After that date, Cobb County reserves the right to recapture the funds for use on other eligible projects. Reporting requirements shall continue until December 31, 2028.

**Scope of Work:**

City of Powder Springs will utilize CDBG funding for ADA improvements and to construct a new community center serving disadvantaged youth and senior populations. The project will help improve and maintain a high quality of life for residents. The space will offer low-to-moderate income populations opportunities for active living and recreation in a safe, inclusive environment.

**GENERAL REQUIREMENTS:**

**Budget Modifications**

Subject to written approval from the CDBG Program Office, Subrecipients may transfer funds between approved budget line items during the grant year. However, the CDBG Program Office will only accept budget modification requests once a quarter for each Subrecipient, ***for a maximum of four (4) requests per program year.***

**Activity Delivery Costs/Direct Costs**

Activity Delivery Costs/ Direct costs - are those costs that can be directly assigned to eligible CDBG activities under the funded program relatively easily with a high degree of accuracy. These costs are allowable costs incurred for implementing and carrying out eligible CDBG activities. The activity delivery costs cover the costs of staff directly carrying out the activity in addition to equipment and supplies that are necessary for successful completion of the activity. Activity delivery costs must be allocable to a CDBG-assisted activity or an activity that is CDBG-eligible, meet a national objective, and meet all other CDBG program requirements at 24 CFR § 570.

This standard applies equally to such items as salaries and administrative services contracts, as well as to real property and equipment purchases or leases, travel, and other administrative expenditures. If the Subrecipient submits monthly reports to the CDBG Program Office that reflect no CDBG-eligible service activity has been undertaken, then the Subrecipient will not be reimbursed for direct costs.

**Reporting Requirements**

Monthly Services Reports [see the form which follows] shall be filed with the Cobb County CDBG Program Office beginning with the 1<sup>st</sup> date of operation of the vehicle and/or the activity (s), and shall be submitted for a total of 5 years, following the initial month of operation.

**Special Stipulations for Non-Real Property Acquisitions**

The Subrecipient shall file the Non-Real Property Inventory Form [copy enclosed] for the non-real property with the Cobb County CDBG Program, upon completion of the purchase of each item. The form shall be filed by January 15 of each year, thereafter, for as long as the property shall remain in use as a CDBG-assisted activity.