

## **Addendum to an Existing Contract**

**ARPA SUBRECIPIENT AGREEMENT  
BOARD OF OKLAHOMA COUNTY COMMISSIONERS  
And  
Make-A-Wish Foundation of Oklahoma, Inc.**

THIS CONTRACT ADDENDUM is in reference to a contract agreement dated 10/31/2024 between the Board of Oklahoma County Commissioners, herein referred to as COUNTY, and the **Make-A-Wish Foundation of Oklahoma, Inc.**, herein referred to as SUBRECIPIENT.

THAT WHEREAS, the COUNTY and the SUBRECIPIENT have entered into an agreement for the provision of ARPA funding for projects managed by the SUBRECIPIENT.

- Make-A-Wish Oklahoma (MAWOK) grants hundreds of life-changing wishes each year for children with critical illnesses. As these children courageously battle their diagnoses, it negatively impacts every aspect of their lives; mental, physical, emotional, spiritual, financial, etc.

The idea of a wish is medically proven to enhance these children's psychological well-being, replacing fear with confidence, sadness with joy, and depression with hope. When a wish experience is offered, a child's outlook is proven to change from defeated to engaged. This mental health shift encourages medical compliance as a child begins focusing on their wish and completing their treatments.

A critical illness diagnosis is devastating not only for the child but for their entire family and community facing unimaginable circumstances. While many specialists are available to treat the different elements of the illness, there are fewer tools available to address the child's anxiety, uncertainty, fear, and hopelessness. Make-A-Wish provides what medicine cannot.

A copy of the original contract is made part of this Addendum;

WHEREAS, the parties hereto desire to reduce the terms of this Amendment to writing;

NOW, THEREFORE, for and in consideration of the mutual promises to each other, as hereinafter set forth, the parties hereto do mutually agree to the contract addendum as follows:

**1. Reference: The "not-to-exceed amount"**

- For the additional services as outlined, COUNTY shall provide financial assistance to the SUBRECIPIENT in an additional amount not to exceed \$50,000.00. The not-to-exceed amount is being increased by \$50,000.00 from \$300,000.00 to \$350,000.00.

**2. Reference: Section 10. Reporting Requirements: Project-Specific KPIs is hereby modified to read as follows:**

**Make-A-Wish Foundation of Oklahoma, Inc.** has also elected to track the following KPIs to measure the outcomes and outputs of the project:

- ~~To track the progress of the program is to reduce operational expenses by the end of Fiscal Year 2025 so that more dollars are mission focused.~~
- **Modified KPI 1:** To track the progress of the program by reducing operational expenses by the end of Fiscal Year 2025 and 2026
- **Modified KPI 2:** Number of wishes granted in Oklahoma County in 2025 and 2026

**3. Reference ATTACHMENT A: RISK-BASED SUBRECIPIENT MONITORING is hereby modified to read as follows:**

This subrecipient is MEDIUM RISK (for additional funding amount of \$50,000.00) due to time-constraints in the remaining ARPA funding timeline, this is not due to deficiencies in performance of this project.

- i. County must send reminders to the entity of federal single audit requirements.
  1. If the County subaward to the entity is \$1,000,000.00 or more, subrecipient must complete a federal single audit and County is responsible for confirming the entity completes a federal single audit. If the entity does not complete the federal single audit, they are in violation of federal compliance requirements and corrective action must be taken.
  2. If County subaward to the entity is less than \$1,000,000.00, County should still notify the entity of the requirement as the \$1,000,000 threshold is a cumulative of all federal funds an entity receives during the entity's fiscal year. County must verify if an entity is required to perform a federal single audit by checking the total of federal awards made to an entity through [www.usaspending.gov](http://www.usaspending.gov). Corrective action is needed if the federal single audit threshold is met but the entity has not completed a federal single audit.
- ii. Payments made on reimbursement basis only and reviewed for allowability.
- iii. Random sampling of expenditures for supporting documentation/detail should be conducted at least quarterly.
- iv. Annual site visit until the project is completed.

4. Reference ATTACHMENT B2: PROJECT MILESTONES is hereby modified to read as follows:

<b>Expenditure Timeline</b>					
		<b>Expected Progress</b>	<b>Expected Progress Addendum Modifications (February 2026)</b>	<b>Spending (\$ Amount)</b>	<b>Spending (\$ Amount) Addendum Modifications</b>
<b>2024</b>	Q1				
	Q2				
	Q3				
	Q4	We anticipate spending the full \$300,000 in Q4 of 2024	We anticipate spending the full \$300,000 in Q4 of 2024	\$300,000.00	\$300,000.00
<b>2025</b>	Q1				
	Q2				
	Q3				
	Q4				
<b>2026</b>	Q1		We anticipate spending the additional \$50,000 by Q2 of 2026		\$25,000.00
	Q2		We anticipate spending the additional \$50,000 by Q2 of 2026		\$25,000.00
	Q3				
	Q4				

5. Reference ATTACHMENT B3: BUDGET is hereby modified to read as follows:

High Level Budget					
	Category	Description	Dollar Amount (\$)	Updated Dollar Amount (\$) March 2026	Notes
	<b>Project Name</b>	<b>30154: Make-A-Wish Oklahoma Post Pandemic Wish Pipeline Reduction Project</b>	<b>\$300,000.00</b>	<b>\$350,000.00</b> (increase of \$50,000.00)	
Operational Expenses	<b>Personnel Salaries and Wages</b>	<i>Program directors and assistant directors, teachers, support staff, career or success coaches, translators, workforce development specialists, accessibility specialists, tutors, etc.</i>	\$233,111.00	<b>\$280,152.37</b> (increase of \$47,041.37)	<i>Salaries and Wages</i>
	<b>Personnel Fringe Benefits</b>	<i>Employer-paid portions of FICA; Employee insurance and retirement plans; Unemployment and workers' compensation insurance; professional development</i>	\$40,978.00	<b>\$43,936.63</b> (increase of \$2,958.63)	
	<b>Supplies</b>	<i>Curriculum materials / kits; program supplies</i>	\$-	\$-	
	<b>Advertising and Outreach</b>	<i>Print and digital advertising (e.g. fliers, yard signs, billboards, websites, radio ads, etc.)</i>	\$15,000.00	<b>\$15,000.00</b> (No change)	<i>General marketing materials, Radio Ads, Event signage</i>
	<b>Rent</b>	<i>Cost of rent</i>	\$10,158.00	<b>\$10,158.00</b> (No change)	<i>OKC office rent</i>
	<b>Maintenance and Repair</b>	<i>Cost of maintenance and repairs of equipment</i>	\$-	\$-	
	<b>Services for removing barriers to participation</b>	<i>-Transportation assistance for students (e.g. vouchers for public transportation fares) -Childcare assistance for students -Translation services</i>	\$-	\$-	
	<b>Administrative Cost</b>	<i>Cost of administrative expenses limited to 10% unless Negotiated Indirect Costs Rate Agreement ("NICRA") established.</i>	\$753.00	<b>\$753.00</b> (No change)	<i>Payroll processing</i>
	Capital Expenses	<b>Equipment (Over \$10,000)</b>	<i>General purpose equipment (e.g. motor vehicles enabling transportation assistance for program participants, printing or reproduction technology); Special purpose equipment; Equipment for hands-on learning activities (e.g. ladders, power tools, wiring lab, simulating lab, etc.)</i>	\$-	\$-
<b>Capital Purchases</b>		<i>Facilities or Land acquisition</i>	\$-	\$-	

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following changes and / or additions that are outlined within the addendum. These additions shall be made valid as if they are included in the original stated contract.

No other terms or conditions of the SUBRECIPIENT contract shall be negated or changed as a result of this here stated addendum.

All promises, requirements, terms, conditions, provisions, representations contained and specified in the original Agreement shall survive and become part of this Addendum unless specifically provided otherwise herein, or unless superseded by applicable Federal law or State statutes.

IN WITNESS WHEREOF, the SUBRECIPIENT and the COUNTY respectively, have caused this Agreement to be executed by their duly authorized representatives.

**SUBRECIPIENT**

Deborah McAuliffe Senner  
Make-A-Wish Foundation of Oklahoma, Inc.

Date: 3/30/26

**BOARD OF COUNTY COMMISSIONERS OF OKLAHOMA COUNTY**

\_\_\_\_\_  
CHAIRMAN

**ATTESTED BY: COUNTY CLERK**

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[COUNTY CLERK]