NEIGHBORHOOD RECOVERY INITIATIVE
PARENT LEADERSHIP COMPONENT (Chicago and Other Communities)
AGREEMENT Between
_____ (Lead Agency)
and
_____(Coordinating Partner Agency)

The _____ (Lead Agency) and _____ (Coordinating Partner Agency) hereby enter into this agreement (Agreement) on _____date_____ to implement the FY 11 Neighborhood Recovery Initiative Parent Leadership component as follows:

I Services to be Provided by Lead Agency.

A. Pursuant to the Neighborhood Recovery Initiative, the Lead Agency will coordinate and manage the Neighborhood Recovery Initiative, and fulfill all programmatic and fiscal reporting requirements, as specified in the Grant Agreement between the Illinois Violence Prevention Authority (IVPA) and the Lead Agency.

B. The Lead Agency will enter into, manage, and monitor all subcontracts with specified provider partner agencies, including maintaining a system for partner agencies to report fiscal and program activities pursuant to the terms of the subcontract. Before entering into this Agreement, the Lead Agency will obtain IVPA approval of this Agreement or any modifications or amendments. The Lead Agency will then submit a copy of this Agreement to IVPA immediately upon execution of the Agreement or any modifications or amendments.

II. Services to be Provided by Coordinating Partner Agency

A. The Coordinating Partner Agency agrees to coordinate with the Lead Agency to implement the NRI model, as identified by IVPA, for the Parent Leadership component as follows:

- Conduct overall management of the Parent Leadership Component, including coordination of any Provider Partners through regular meetings and communication, and reporting on component activities.

- Ensure that a background check is conducted for all adults hired under the project and that anyone with a record of child abuse or sex offense conviction is automatically excluded from hire.

- Hire and maintain a .5 FTE Administrative Coordinator (20 hours per week) at $15/hour for 18 weeks to manage the administrative aspects of the Parent Leadership component, coordinate with Provider Partners, supervise Lead Coordinators, conduct training and orientation sessions, and coordinate outreach activities.

- Hire and supervise two (2) half-time Lead Coordinators (20 hours per week) at $11.25 per hour for 18 weeks who will work with Provider Partners and the Coordinator/Mentors to implement the mentoring and outreach efforts.

- Hire and train 50 local low-income parents at $9.75/hour for 8 hours per week for 12 weeks to conduct peer to peer outreach to deliver mental health promotion and violence prevention messages to their community in Community Action Teams (CATS).

- Maintain fiduciary/infrastructure capacity to collect, verify and submit to payroll participant timesheets on a weekly basis.

- Ensure access to facility and physical space available evenings and weekend, with flexible service hours and access to public transportation

- Ensure that all budgeted staff members participate in training and technical assistance required by IVPA.

- Provide required reporting and evaluation data in a format prescribed by IVPA.

B. The Coordinating Partner Agency shall submit to the Lead Agency quarterly data and quarterly fiscal reports by the 10th of the month following the end of the quarter.

C. The Coordinating Partner Agency shall indemnify and hold the Lead Agency, the Illinois Violence Prevention Authority and the State of Illinois harmless from all claims, suits, judgments and damages arising from the conduct of the Coordinating Partner Agency, its agents, and its volunteers in the performance of this Agreement, and in the providing of services as described in this Agreement.

D. The Coordinating Partner Agency shall comply with all laws, statutes, ordinances, rules and regulations of federal, State, county and municipal authorities now in force or which may hereafter be in force, pertaining to the performance of this Agreement.

E. The Coordinating Partner Agency shall maintain for a minimum of three (3) years after the completion of the contract, adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with this Agreement; the contract and all books, records and supporting documents related to the Agreement shall be available for review and audit by the Lead Agency, or the State of Illinois; and the Coordinating Partner

Agency agrees to cooperate fully with any audit conducted by the Lead Agency or the State of Illinois and to provide access to all relevant materials. Failure to maintain the books, records, and supporting documents required under this section shall establish a presumption in favor of the Lead Agency or the State of Illinois for the recovery of any funds paid under the Agreement for which adequate books, record, and supporting documentation are not available to support their purported disbursement.

F. The Coordinating Partner Agency shall permit agents of the Lead Agency or the State of Illinois to inspect the financial records of the Coordinating Partner Agency as they relate to this Agreement. The Coordinating Partner Agency shall also permit agents of the Lead Agency to enter the premises of the Coordinating Partner Agency to observe the operations of the Coordinating Partner Agency program. The Lead Agency shall give the Coordinating Partner Agency reasonable notice of intent to enter for purposes of observing, and such observation shall not reasonably interfere with the conduct of the Coordinating Partner Agency in the providing of its services.

III. Award

A. The Coordinating Partner Agency is awarded a total of $_____ for the Coordinating Partner Agency's activities as outlined in Section II of the Agreement. The Coordinating Partner Agency agrees to use such funds solely for conducting activities specified in Section II of this Agreement and strictly in accordance with the attached Project budget, marked as "Exhibit A". All requests for line item reallocations shall be submitted in writing and must be approved in advance by both the Lead Agency and IVPA

B. Payments to the Coordinating Partner Agency are subject to the availability of funds received by the Lead Agency. Payments are scheduled to be made to the Coordinating Partner Agency as follows:

Payment	For period	When
1st Payment	January 15-April 15, 2011	Upon execution of Agreement
2nd Payment	April 16-July 15, 2011	After receipt and approval of first 3-month report
3rd Payment	July 16-October 15, 2011	After receipt and approval of second 3-month report

IV. Term.

A. This Agreement shall commence on January 15, 2011 and, unless otherwise terminated by one of the parties, shall continue through October 15, 2011.

B. All funds not expended by the end of the grant period are to be returned to the Lead Agency within 30 days of the end of the grant period, unless the parties have agreed in writing to do otherwise.

V. Modification of Agreement. No alteration, amendment, modification, variation, addition or deletion of any provision of this contract shall be effective unless it is in writing, approved by IVPA and signed by both parties to this Agreement.

VI. Termination. This Agreement may be terminated immediately for violation of its terms, or at the will of either party upon thirty (30) days written notice.

VII. Independent Contractor. Nothing in this Agreement shall be considered to create the relationship of employer and employee or principal and agency between the parties to this Agreement. In the performance of this Agreement, the Coordinating Partner Agency shall act as and shall be deemed at all times to be an independent contractor.

Lead Agency _____
FEIN Number _____
Address _____
_____
_____

Coordinating Partner _____
FEIN Number _____
Address_____
_____
_____

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

BUDGET: EXHIBIT A