

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **American Red Cross** with offices located at 1460 Newtown Pike, Lexington, Kentucky 40511, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Twelve Thousand, Five Hundred Dollars (\$12,500.00)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017.**

Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

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12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

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13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

American Red Cross
1450 Newtown Pike
Lexington Ky 40511

Attn: Lynne Washbush

For Government:

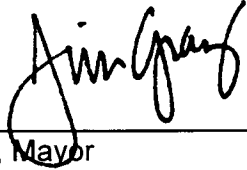
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

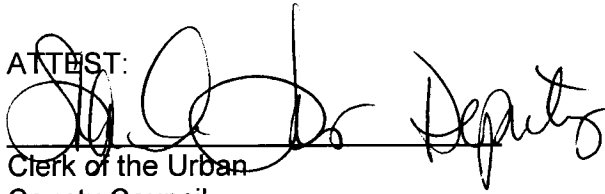
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

AMERICAN RED CROSS BLUEGRASS
CHAPTER

BY: 
Jim Gray, Mayor

BY: Lynne Washbush
Title: Director of Development

ATTEST: 
Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: American Red Cross Bluegrass Chapter

Program Name: Fayette County Disaster Relief

LFUCG Extended Social Resource Grant Program FY17 Funding: \$12,500

Program Summary: The program that we are seeking financial support for is our Fayette County Disaster Services. Red Cross Disaster Services focuses on meeting people's immediate, emergency needs whether they are the victim of a single family fire, or one of many families victimized by ice storms, floods, or tornadoes. Our main goal is to meet all the disaster related needs of our clients and assist them in returning to pre-disaster conditions. When a disaster strikes, the Red Cross provides shelter, food, clothing, and health and mental health services to address basic human needs. In the case of large scale disasters, the Red Cross also feeds emergency workers, handles inquiries from concerned family members outside the disaster area and helps those affected by disaster to access other available resources.

Long-Term Program Goals: The program's goals are to insure that people's immediate emergency needs are taken care of after a disaster so that those individuals and families impacted may return to pre-disaster conditions.

ACTIVITIES	OUTPUTS	OUTCOMES
Provide assistance to those suffering from disasters: Food, clothing, shelter, physical and mental health assistance, and appropriate community referrals.	Historically we assist 50 families composed of approximately 200 individuals each year. We anticipate similar numbers in FY15.	Meet immediate disaster needs (food, clothes, housing, physical and mental health) for 100% of clients.
Provide appropriate community referrals to those clients in need of assistance beyond our services.	Each client receives referrals. In addition, we provide approximately 40 referrals each month to those contacting our office in need of non-disaster related assistance.	Clients will receive the tools and support to begin returning to pre-disaster conditions through direct Red Cross aid and through other agencies.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Emergency needs of 100% of clients are met	The services are tracked via a casework file for each client. In addition, Red Cross client satisfaction surveys are provided.	Every client has a casework file and receives a survey.	Every client receives follow-up after a disaster.
Referrals offered to 100% of clients and 100% of those contacting our office for services not provided by the Red Cross	Referrals are tracked via a client's casework file. A count of phone/email referrals are kept by appropriate staff.	Every client receives a referral list. Every person requesting services not provided by the American Red Cross receives a referral list.	Clients receive a casework follow-up.

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13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Arbor Youth Services
536 W. Third St.
Lexington KY 40508

Attn: _____

For Government:

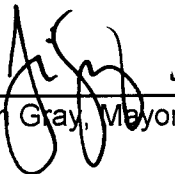
Lexington-Fayette Urban County Gov.
200 East Main Street
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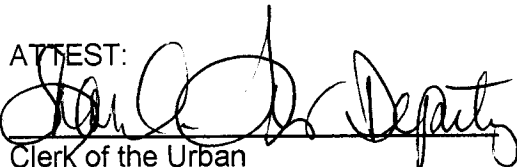
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

ARBOR YOUTH SERVICES, INC.

BY:  _____
Jim Gray, Mayor

BY:  _____
Title: Executive Director

ATTEST:
 _____
Clerk of the Urban
County Council

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and approved prior to the start of fiscal year payments.

Addendum

Agency: Arbor Youth Services

Program Name: Emergency Shelter

LFUCG Emergency Shelter Program FY17 Funding: \$150,000

Program Summary: Arbor Youth Services' MASH Drop Inn is the only emergency youth shelter in Fayette County, providing services to youth ages 6 weeks to 17 years old, including supervision, meals, hygiene supplies, and clothing. Specific services the program will provide are: safety planning; crisis intervention; case management; skills development; enrichment activities; transportation; emotional, behavioral, education and employment supports; in addition to, ensuring school attendance while residing at the shelter.

The target population for our program includes youth experiencing: abuse, neglect, or homelessness; living on the streets because they have run away or been kicked out; experiencing significant family conflict; or identified by the courts or local social service agencies as being in need of interventions and supports offered by AYS. Many youth served by AYS are homeless or exhibiting runaway behavior and are encouraged to seek assistance through the shelter as a healthy choice, instead of staying on the streets or in an unsafe home environment. Youth self-refer or are referred through schools, mental health providers, social workers, judges, law enforcement agencies, and other partner agencies, additionally youth may be referred by parents or guardians. AYS provides emergency shelter to any youth that would otherwise be on the streets, sleeping on friend's couches, or in an unsafe environment and aside from safety risks AYS never turns away youth in crisis.

Once a youth chooses to accept shelter services they complete the general intake paperwork, which includes; a client contract, safety plan, comprehensive assessment, and case plan. If parents and guardians are not aware of the youth seeking shelter services staff are required to contact the custody holder within 72 hours, additionally AYS works with local law enforcement when a missing person report may exist. Once the custody holder has been contacted a family assessment and family plan is completed to address the issues that are keeping the youth from returning home or the family from obtaining adequate housing. Case plans are reviewed and updated on a continuous basis to ensure that youth are reunified with their family or guardian in a safe environment.

Program Results and Effectiveness:

Outputs for 7/1/2016 through 6/30/2017

Number of Beds Available: 12

Number of Unduplicated People Served: 225

Outcomes and Targets for 7/1/2016 through 6/30/2017

Outcome	Target Number	Target Days/Percentage
Average Length of Stay	N/A	8 Days
Number and % Who Exited and Returned Within 12 Months	10	4%
Number and % Who Exited and Had Obtained a Job and/or Increased Income Upon Exit	N/A	N/A
Number and % of Residents who Exited the Program to Permanent Housing	220	98%

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For Organization:

Baby Health Service
1590 Harrodsburg Road
Lexington, Ky 40502
Attn: Alanson H. Boden

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

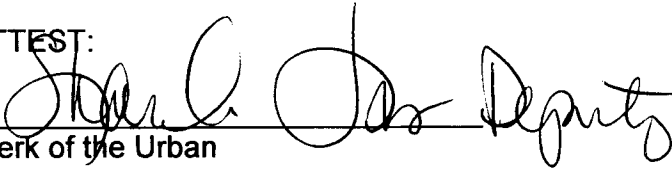
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

BABY HEALTH SERVICE, INC.

BY: 
Jim Gray, Mayor

BY: Alanson H. Boden
Title: Grant Writer

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: Baby Health Service, Inc.

Program Name: BHS Clinic - Primary Healthcare for uninsured children birth - 17 years

LFUCG Extended Social Resource Grant Program FY17 Funding: \$18,610

Program Summary: The BHS clinic provides preventative and primary healthcare services to uninsured children birth to 17 years of age. These are the children who do not qualify for state funded insurance (Medicaid, KCHIP) and whose families are unable to afford private insurance. The clinic is open weekday mornings for well checkups, school and sport physicals, immunizations, sick visits, medications, labs and x-rays for children throughout Fayette county. BHS will serve over 2,500 children in a year. The goal is to continue providing preventative and primary health care services free of charge to uninsured children birth through 17 years of age.

Long-Term Program Goals:

1. Continue to provide preventative and primary health care free of charge to uninsured children and adolescents in Fayette County.
2. Continue to provide all necessary medications, immunizations, labs and x-rays free of charge to BHS patients.
3. To continue to provide each child and family with educational information regarding the CDC immunization schedules, developmental milestones, and health maintenance of their children.
4. To promote healthier children and families in Fayette County.
5. Aid in the battle against childhood obesity in Fayette County.
6. To continue to achieve increased funding through individuals, corporations and grants in order to maintain quality and efficient medical care for BHS patients.

ACTIVITIES	OUTPUTS	OUTCOMES
Preventative and primary healthcare	In 2014, 2,520 clinic visits were documented.	Preventative and primary health care provided free of charge
Immunizations, administered for eligible children and adolescents	In 2014, 1,543 immunizations were administered	Immunizations provided to meet the needs of our patients
Medications administered for eligible children and adolescents	In 2014, 1,720 medications were prescribed and provided	Medications prescribed and provided to meet the needs of our patients for primary and preventative health care
Labs/ X-rays performed for eligible children and adolescents	In 2014, 133 labs/x-rays were ordered and completed	Labs/ X-rays provided as indicated to care for our patients
Services to help reduce childhood obesity	In 2014, 93 children and adolescents with BMI over 85% were seen, counseled and monitored	Services and counseling provided to help reduce BMI of obese patients

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
In 2015-2017, 2,500 uninsured children and adolescents will receive preventative and primary health care at BHS Clinic	BHS clinic staff maintains a daily visit log	All children and adolescents receiving care at BHS clinic are included in the sampling	Data is collected daily and tabulated for monthly and annual totals
Immunizations will be administered as needed to meet the needs of our patients	BHS clinic staff maintains a daily visit log	All children and adolescents receiving care at BHS clinic are included in the sampling	Data is collected daily and tabulated for monthly and annual totals
Medications will be provided as necessary to meet the needs of our patients for primary and preventative health care	BHS clinic staff maintains a daily visit log	All children and adolescents receiving care at BHS clinic are included in the sampling	Data is collected daily and tabulated for monthly and annual totals
Labs/x-rays will be provided as necessary to meet the needs of our patients for primary and preventative health care	BHS clinic staff maintains a daily visit log	All children and adolescents receiving care at BHS clinic are included in the sampling	Data is collected daily and tabulated for monthly and annual totals
Obesity counseling and services will be provided as needed	BHS clinic staff maintains a daily visit log including BMI/ weight tracking	All children and adolescents receiving care at BHS clinic are included in the sampling	Data is collected daily and tabulated for monthly and annual totals



Since 1914

1590 Harrodsburg Road, Lexington, Kentucky 40504
Tel: 859-278-1781 Fax: 859-277-4929
email: babyhealth@windstream.net
www.goodgiving.net

July 2, 2016

Theresa Maynard
Lexington-Fayette Urban County Government
Department of Social Services
200 East Main Street, Suite 328
Lexington, KY 40507

Dear Theresa:

Thank you to you and to the Lexington-Fayette Urban County Government (LFUCG) again for the generous commitment of donating \$18,610 to Baby Health Service over the course of the next year. This funding will greatly help to cover the increasing costs of pediatric medicines and medical supplies.

Please find enclosed Baby Health's Purchase of Service Agreement. I also wanted to let you know that Cathy Rogers will be the Grant Writer for Baby Health Service in 2017-2018. She can be reached via e-mail at karutzrogers@gmail.com or by phone at (859)-321-7532. I will continue to work with her until the end of this year.

With the generous support from LFUCG, Baby Health Service is able to provide free, quality healthcare to uninsured children birth through 17 years old in the Lexington community.

Thank you for your continuing support of Baby Health Service.

Sincerely,

Alanson Boden, Grant Writer
Baby Health Service, Inc.

cc: Cathy Rogers

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Big Brothers Big Sisters of the Bluegrass, Inc.** with offices located at 436 Georgetown Street, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Twenty-Seven Thousand, Two Hundred and Thirty Dollars (\$27,230)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th,**

2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Big Brothers Big Sisters of the Bluegrass
436 Georgetown Street
Lexington, Ky 40508

Attn: Executive Director

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

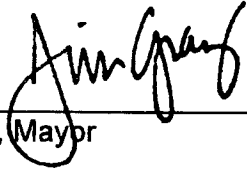
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

BIG BROTHERS BIG SISTERS OF THE
BLUEGRASS, INC.

BY: _____

Jim Gray, Mayor



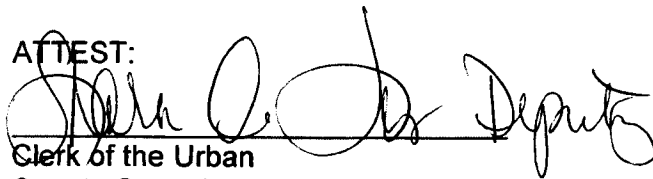
BY: _____

Title: Acting Executive Director



ATTEST:

Clerk of the Urban
County Council



* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: Big Brothers Big Sisters of the Bluegrass , Inc.

Program Name: William Wells Brown School Plus Mentoring Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$27,230

Program Summary: Services are provided with the child and mentor meeting for an hour once a week at school. These meetings would allow for matches to focus on specific academic areas of concern, with opportunities for additional activities in the community that may provide for experiences and opportunities to apply skills in the real world. Case management is provided to all participants and includes monitoring of the relationship, goals, and outcomes, along with coaching, supplemental training and referral services to meet additional needs of the child/family.

Our target population includes male and female WWB students entering 2nd and 3rd grade in the 2015/2016 school years, referred by school officials with priority given to those identified as having the greatest need to achieve academic proficiency.

Our program would serve in the first year 20 children, 20 parents/guardians, and 20 volunteers. In the second year 40 children, 40 parents/guardians and 40 volunteers would be served. This would help us in serving a total of 120 individuals, in addition to impacting students' overall testing (specifically MAP testing & K-Prep), behavior assessments and individual subject assessments throughout the school year.

Long-Term Program Goals: William Wells Brown Elementary School students selected for the program will show an increased proficiency in a specific identified academic area of weakness as well as help the student with identified social support via behavior assessments provided by WWB staff.

ACTIVITIES	OUTPUTS	OUTCOMES
Case Management	Case Management provided to all match parties on a monthly basis in the first year 30 per month. In the second year- 50 per month will be provided.	Educational Improvement
Group Activities	Provided on a quarterly basis. Approximately 4 per year	Attitudes and Competencies
One-to-One Mentoring	40 children mentored on a weekly basis for approximately 1 hour per week. This child will be mentored academically (75%) and through social activities (25%).	Risky Behavior Avoidance Improved MAP Results Targeted academic area improvement

Screening, Orientation and Training-Volunteers	40 volunteers screened, interviewed, orientated and trained.	Positive Behavior
Orientation and Training-Guardians/Children	40 children receive age appropriate safety training and interview. 40 Guardians receive interview, orientation and training.	

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Child is able to avoid risky behaviors such as skipping school, use of tobacco, and not following rules.	Youth Outcomes Survey, Match support and Behavior Outcomes collected by William Wells Brown Elementary School.	YOS Littles- all. Match support- all. School data- all.	YOS- baseline and one year after match. Match support- monthly. Behavior Outcomes collected when available by Behavior Specialist at WWB.
Child will improve academic performance as measured by grades, MAP scores, K-Prep and confidence in completing school work.	Youth Outcomes Survey, Match support, MAP scores and K-Prep.	YOS Littles- all. Match support- all. School data- all.	YOS- baseline and one year after match. Match support-monthly. MAP Scores- Collected three times a year as well as individual subject assessments.
Child will demonstrate an increased sense of acceptance by peers and improved relationships. SOR Surveys will be administered to measure this.	Youth Outcomes Survey and Match support.	YOS Littles- all. Match support- all. School data- all.	YOS-baseline and one year after the match. Match support-monthly.
Child will demonstrate ability to reach different levels of education (high school and college) as well as desire to reach higher educational aspirations.	Youth Outcomes Survey and Match support.	YOS Littles- all. Match support-all.	YOS-baseline and one year after the match. Match support-monthly.
Child demonstrates increased trust in a parent and can identify another adult to trust.	Youth Outcomes Survey and Match support.	YOS Littles- all. Match support-all.	YOS-baseline and one year after the match. Match support-monthly.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Blue Grass Community Action Partnership** with offices located at 111 Professional Court, Frankfort, Kentucky 40601, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

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2. Government shall pay Organization the sum of **Twenty Thousand Dollars (20,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program**

report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

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5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

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 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Blue Grass Community Action Partnership
111 Professional Court
Frankfort, KY 40601

Attn: Troy Roberts

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

BLUEGRASS COMMUNITY ACTION
PARTNERSHIP

BY:

Jim Gray
Jim Gray, Mayor

BY:

Troy Roberts
Title: EXECUTIVE DIRECTOR

ATTEST:

Shirley D. Deputis
Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: Blue Grass Community Action Partnership

Program Name: Elder Nutrition Program--Fayette County

LFUCG Extended Social Resource Grant Program FY17 Funding: \$20,000

Program Summary: The Elder Nutrition Program (ENP) provides: 1. A nutritious meal for congregate clients at our 2 nutrition sites in Lexington and homebound clients throughout Fayette County; 2. The program also aids with transportation to the nutrition sites for seniors to receive a nutritious meal, participate in activities and socialize among their peers.

Target Audience: Individuals who have been determined to be nutritionally-at-risk will be targeted. Outreach efforts to identify low-income, minority, frail elderly are primarily conducted through referrals, friendly visits and assessments. **Service Delivery:** Meals are prepared by Bateman Senior Meals and delivered to the nutrition sites. Staff at each site prepares the meals for the homebound clients ensuring that the meals are delivered at the proper temperature. Congregate and homebound clients receive meals 5 days a week. Congregate clients eat lunch at 11:30.

Long-Term Program Goals: Seniors will live independently as shown by a reduction in the number of premature nursing home placements by increasing consumption of nutritionally sound meals.

The program's goals fit into the total community response by identifying seniors who are in need of a nutritious meal but perhaps cannot afford nutritionally sound meals, cannot prepare nutritionally sound meals or otherwise are not cognitively able to perform meal preparations. These factors help to prevent State dollars being used for premature nursing home placement.

ACTIVITIES	OUTPUTS	OUTCOMES
<p>Homebound clients will receive a nutritious meal meeting 1/3 of the RDA 5 days a week. Frozen meals will be utilized for participants in outlying areas of the county. Emergency shelf meals are provided in November so that the client has food in the event meals cannot be delivered due to inclement weather.</p> <p>Nutrition Education material is provided monthly.</p>	<p>35,500 meals will be delivered 5 days a week to the most frail, elderly, homebound clients in Fayette County.</p> <p>12 pamphlets on nutrition education covering heart healthy meals, diabetes, exercise and food safety will be given each month to the homebound clients.</p>	<p>180 seniors will be able to live independently due to the in-home meal provided.</p>

<p>Congregate clients will receive a nutritious meal 5 days a week. Nutrition Education session is provided once a month. BINGO, exercise, cards and other various activities are provided.</p>	<p>14,500 meals will be served 5 days a week to congregate clients at the nutrition sites.</p> <p>12 pamphlets on nutrition education covering heart healthy meals, diabetes, exercise, and food safety will be distributed each month.</p>	<p>300 congregate clients will receive a nutritious meal and have at least 1/3 of their dietary needs met with each meal provided.</p>
<p>Clients will receive transportation to the nutrition sites to enjoy a nutritious meal in a socialize setting, participate in various activities and receive Nutrition Education each month.</p>	<p>7,800 passes will be provided to clients for transportation to and from the nutrition sites.</p>	<p>33 clients will experience independence to socialize, participate in activities and receive a nutritious meal as a result of providing transportation and driver support to those clients with disabilities.</p>

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
<p>Out of 180 homebound clients, 96% will remain in their own home setting for one year.</p>	<p>Driver manifests and participant satisfaction surveys</p>	<p>All homebound clients receiving meals are indicated on drivers manifest. Also a client satisfaction survey will be given to every homebound meal client.</p>	<p>Daily-- Meal delivery to each client is recorded on driver's manifest every day and recorded in SAMS</p>
<p>Out of 300 congregate clients, 95% will continue to come to the nutrition sites on a monthly basis to ensure proper nutrition.</p>	<p>Sign in sheets and comment cards</p>	<p>All congregate clients must sign in to receive a meal. Seniors are encouraged to complete comment cards indicating their meal preferences for future menus and client satisfaction.</p>	<p>Daily—congregate clients sign in each day and this is recorded in SAMS (State database).</p>
<p>Out of 33 clients, 97% will continue to socialize and participate in activities and receive a hot meal by assessing our transportation service to the nutrition sites at least once a month.</p>	<p>Number of passes distributed</p>	<p>Every client receiving transportation to and from the nutrition site must sign in to receive a meal. Also client must see staff to receive WHEELS passes.</p>	<p>Daily--Passes are distributed daily and recorded in SAMS.</p>

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Bluegrass Council of the Blind** with offices located at 1093 South Broadway, Suite 1230, Lexington, Kentucky 40504, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Fifteen Thousand Dollars** (*15,000*), for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program**

report shall be submitted by July 14th, 2017. A year-end program report shall be submitted by July 10th. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.

B. Investment Funds Management: The governing board may elect to either:

(1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Bluegrass Council of the Blind
1093 S. Broadway, Ste. 1214
Lexington, Ky 40504

Attn: Theresa Thomas

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

BLUEGRASS COUNCIL OF THE BLIND

BY: _____

Jim Gray
Jim Gray, Mayor

BY: _____

Theresa Thomas
Title: Executive Director

ATTEST:

Mr. [Signature]
Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: Bluegrass Council of the Blind, Inc.

Program Name: Assistive Technology and Training

LFUCG Extended Social Resource Grant Program FY17 Funding: \$7,500

Program Summary: Increase independence, self-sufficiency, productivity, and safety for persons with low to no vision through the introduction, training on and acquisition of technology that can assist in managing daily tasks and empower persons with low to no vision. This program offers demonstrations of assistive technology (AT), training on AT devices, a lending library, referrals, individual empowerment plans, and in office use of devices which are offered by appointment for individuals Monday through Friday. BCB offers group demonstrations and training bi-monthly. By participating in this program, adults with low to no vision will have the tools necessary to live, work, and participate in their community independently, safely, and productively. We estimate serving 140 unduplicated participants during the 2 year funding period, with approximately 75% being age 55 or older. This program also offers demonstrations and training for other professionals who work with consumers who are low to no vision. Professionals working with the b/vi will be educated and trained on devices and offered items on loan for demonstrations and training.

Long-Term Program Goals: The goal of the ATT program is to advance the independence, safety, and inclusion of persons with low to no vision through the use of Assistive Technology devices, Accessibility Features and Information Technology Assistance, resulting in blind/vision impaired persons living safer, healthier, more independent and productive lives.

ACTIVITIES	OUTPUTS	OUTCOMES
Informing people of AT available through presentations and demonstrations	15 group presentations and 75 individual demonstrations	B/vi and public are more aware of choices available for independent living and safety
Offer Individual Empowerment Plans (IEP) for participants	56 written IEPs developed for consumers	Participants have plan of action to follow for achieving AT goals
AT acquisition and lending of equipment	Lend or provide 96 items to 60 participants	AT devices are available for participants
Group and individual training classes on devices and accessibility features	312 hours on 624 features and devices	Participants are informed and knowledgeable on what is available and how to use them for safety and independence
AT trainers acquire knowledge of devices and accessibility features available	520 hours of learning through seminars, webinars, blogs, research, podcasts, videos, etc.	AT trainers acquire knowledge of devices and accessibility features available

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Percent of participants who indicate they learned something helpful about AT	Participant surveys, observation, and focus groups	All participants	Survey immediately following demonstrations; focus groups quarterly; quarterly follow up questionnaires
Number of goals reached on IEP	IEP	All participants who complete an IEP	Bi-annually
Number of items received and distributed	Inventory and tracking	All items	Annual inventory and as items are acquired and distributed
Number of participants who indicate they are knowledgeable on using devices and features	Participant surveys, observation, and focus groups	All participants	End of each training and annual surveys
Number of devices and features trainers are familiar with and comfortable teaching	Inventory and tracking	All trainers	Monthly

Addendum

Agency: Bluegrass Council of the Blind, Inc.

Program Name: Peer Support

LFUCG Extended Social Resource Grant Program FY17 Funding: \$7,500

Program Summary: Increase independence, inclusion, safety, and health of anyone affected by vision loss. We provide services for adults who are blind or visually impaired (b/vi) and also their family, friends, caregivers, and other professionals working with those who are b/vi. We estimate reaching 350 unique Fayette County residents directly affected by vision loss during the 2 year funding period. The Peer Support program is organized in four parts; an ongoing peer support group, a peer-to-peer mentoring component, membership with a local and national organization, and information and referral.

Long-Term Program Goals: Blind and visually impaired individuals will achieve greater independence, safety, health, self-esteem, gain more knowledge and skills to cope with low to no vision, resulting in a better quality of life.

ACTIVITIES	OUTPUTS	OUTCOMES
Group support meetings with lunch and share session and informative presentations	20 support group sessions with an average attendance of 25 participants and 500 meals provided	Acquire a variety of methods and techniques for coping with and living independently and safely with vision loss
Community outings and information sessions	11 support group sessions with an average attendance of 27 participants	Participants learn information on community destinations, resources, and are able to navigate confidently
Mentor-mentee support and communication	520 mentor/mentee contacts	Mentor and mentees both feel supported and obtain new ideas and skills for living with vision loss
American Council of the Blind (ACB) and Bluegrass Council of the Blind memberships	8 membership meetings with an average attendance of 35 participants and 280 meals provided; Regular print and electronic communications with ACB members nationwide	Participants connect and learn from thousands of others with similar interests and issues, having a united and stronger voice for legislative issues
Daily sharing of information through social media, website, information and referral calls, and intakes	Provide approximately 624 pieces of information and make referrals to an average of 556 people	Participants and community are educated and informed of resources available for persons affected by vision loss

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Percent of group participants who indicate increased use of independent transportation options and/or reduced reliance on caregivers for transportation	Participant survey	Surveys will be distributed to all in program	Quarterly
Percent of participants more familiar with community resources	Participant survey and tracking of media posts	At least every other caller will be surveyed	Weekly averages
Percent of participants who indicate increased self-esteem and quality of life through support, knowledge, and skills gained	Participant survey	Surveys will be conducted for all in program	Monthly
Percent of mentees who report increased ability in managing personal care and day to day household responsibilities	Participant survey, interview, and ongoing observation	Surveys and interviews will be conducted for all in program	Quarterly
Percent of mentees who establish and achieve personal goals with the support of a b/vi mentor	Pre and post survey, interview, and ongoing observation	Surveys and interviews will be conducted for all in program	Quarterly

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Bluegrass Rape Crisis Center** with offices located at PO Box 1603, Lexington, Kentucky 40588, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Thirty-Two Thousand, One Hundred and Sixty Dollars (\$32,160)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017.** Both reports

shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

Provide sexual violence awareness and prevention training to family members of teen survivors and vulnerable teens at The Nest.	At least, 6 awareness and prevention training sessions will be provided to 60 (total) family members of teen survivors and vulnerable teens at The Nest each year.	Group members will show an increase in knowledge of sexual violence, be able to identify positive coping/support strategies, and be able to identify prevention strategies.
Provide sexual violence services awareness and consultation for referrals to staff at Step By Step, Chrysalis House, and The Nest.	At least 1 awareness and prevention education professional development trainings will be provided to each partner agency (3 total) each year, with a total of 30 staff.	Partner agency staff will show an increase in knowledge of sexual violence service delivery, appropriate referral sources, and strategies of support to survivors.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
75% of group participants will be able to identify 2 trauma symptoms, 4 positive/healthy coping strategies and 3 people/resources as a means of support.	Group Pre and Post Surveys	Simple	Group participants will be surveyed before the first group session and at the end of the last group session.
75% of group participants will be able to identify 2 parenting strategies that promote healthy boundaries, 4 signs of child sexual abuse, 3 situational factors that increase risk of child victimization, and 3 community resources for referral.	Group Pre and Post Surveys	Simple	Group participants will be surveyed before the first group session and at the end of the last group session.
75% of group participants will be able to identify 3 protective factors against re-victimization, 5 positive/healthy coping strategies and 5 people/resources as a means of support.	Group Pre and Post Surveys	Simple	Group participants will be surveyed before the first group session and at the end of the last group session.
75% of group participants will be able to identify 5 prevention strategies, 4 positive/healthy coping/support strategies and 3 resources as a means of support.	Group Pre and Post Surveys	Simple	Group participants will be surveyed before the first group session and at the end of the last group session.
90% of partner agency staff will be able to identify 3 criteria for referrals, 2 positive support strategies and 3 BRCC referral services.	Group Pre and Post Surveys	Simple	Partner Agency Staff will be surveyed at the beginning and end of each professional development training.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Bluegrass Technology Center** with offices located at 817 Winchester Road, Suite 200, Lexington, Kentucky 40505, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Nineteen Thousand, Eight Hundred Dollars (\$19,800)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end**

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

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Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

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13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Bluegrass Technology Center
817 Winchester Rd, Suite 130
Lexington, Ky 40505

Attn: Robin Rice

For Government:


Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

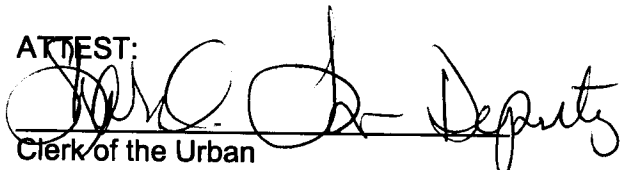
LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

BLUEGRASS TECHNOLOGY CENTER

BY: 
Jim Gray, Mayor

BY: Robin Rice
Title: President

ATTEST:


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: Bluegrass Technology Center

Program Name: CARAT: Coordinating & Assisting the Reuse of Assistive Technology

LFUCG Extended Social Resource Grant Program FY17 Funding: \$19,800

Program Summary: CARAT is a collaborative, ongoing program targeted at improving the health and quality of life of individuals with disabilities through the reuse of assistive technology and home medical equipment. CARAT operates daily to coordinate with healthcare workers and other service providers to locate equipment that is no longer being used, and people who are in need of equipment. Volunteers training for competitive employment (K-TAP recipients, OVR clients, Summer Youth, etc.) work in the center to remove life debris, refurbish and organize equipment, and key-in inventory into our online database. Items are distributed to individuals who need them but are unable to acquire through other means. Individuals and service providers can search www.katsnet.at4all.com to find needed items and make requests 24/7.

Program goals over 2-year period:

- at least 200 residents will receive 300 items, matching 50% of people inquiring with needed equipment;
- accept 1600 items, reducing waste and providing \$200,000 in health care savings;
- provide vocational/training experiences for 120 volunteers, most at poverty-levels;
- 85% volunteers/trainees report job skills growth.

Long-Term Program Goals:

1. Collect all currently unused pieces of assistive technology or durable medical equipment which would have ended up in the landfill.
2. Improve the health and welfare of people with disabilities by providing an increasing number of assistive technology or durable medical equipment to people who can't afford to purchase independently.
3. Improve the health and welfare of the un-/under-employed by providing training opportunities for Fayette County citizens who lack appropriate vocational skills.

ACTIVITIES	OUTPUTS	OUTCOMES
To acquire donations of unused assistive technology and durable medical equipment, we will develop relationships with Fayette County service providers	1600 items will be collected	Reduction in number of items in landfill
Evaluate, refurbish, and prepare items for reuse	1200 items will be kept and entered into inventory	Healthcare savings of \$200,000
Fayette County residents with disabilities acquire needed equipment	200 residents will receive 300 items or pieces of equipment	Residents acquire needed equipment and report improved situation
Recruit and train volunteers to work on CARAT program	120 volunteers will receive training and provide 20,000 hours of work	Volunteers develop vocational skills and improve work habits

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Number of items in CARAT inventory	Record of donation sheets kept in Excel spreadsheet	Actual count of inventory entered	Quarterly generation of reports
Number of items in CARAT inventory entered into online database	Reports generated by online inventory database	Actual count of inventory entered	Quarterly generation of reports
Number of items removed from CARAT inventory	Reports generated by online inventory database	Actual count of inventory entered and random survey of participants 1-3 months after receiving item	Quarterly generation of reports and interviews with 50% of recipients
Volunteers report improved skills and beneficial community service experiences	Monthly/Exit surveys and staff interview	Survey 50% of the participants	Paper survey completed upon program exit of participants

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Children's Advocacy Center of the Bluegrass** with offices located at 162 North Ashland Ave, Lexington, Kentucky 40502, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Fifty-Six Thousand, Five Hundred Dollars (\$56,500)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end**

program report shall be submitted by July 14th, 2017. A year-end program report shall be submitted by July 10th. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Chrysalis House, Inc.** with offices located at 1589 Hill Rise Drive, Lexington, Kentucky 40504, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Eighty-Seven Thousand, Five Hundred Dollars (\$87,500)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end**

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5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Chrysalis House, Inc.
1589 Hill Rise Dr.
Lexington, KY 40504
Attn: Lisa Minton

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services


IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,

Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

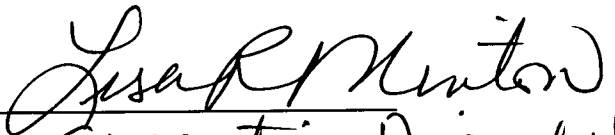
CHRYSALIS HOUSE, INC.

BY:



Jim Gray, Mayor

BY:



Title: Executive Director

ATTEST:



Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Community Action Council for Lexington-Fayette, Bourbon, Harrison and Nicholas Counties, Inc.** with offices located at 710 W High Street, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Twenty-Seven Thousand, Five Hundred Seventy Dollars (\$27,570)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

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5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

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9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Attn: _____

For Government:


Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

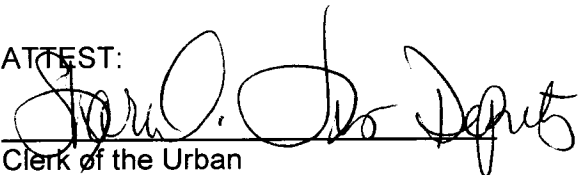
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

COMMUNITY ACTION COUNCIL FOR
LEXINGTON-FAYETTE, BOURBON,
HARRISON AND NICHOLAS COUNTIES,
INC.

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Community Action Council for Lexington-Fayette, Bourbon, Harrison and Nicholas Counties, Inc.

Program Name: Retired and Senior Volunteer Program (RSVP) and Foster Grandparent Program (FGP)

LFUCG Extended Social Resource Grant Program FY17 Funding: \$27,570

Program Summary: RSVP and FGP provides volunteer opportunities for Lexington’s seniors, ages 55 and over. These programs mobilize more than 135 seniors in Fayette County who contribute more than 53,000 volunteer hours, impacting an estimated 1,500 people annually. Both programs provide direct services to people in all phases of life with an emphasis on improving educational outcomes and marketable job skills, fostering intergenerational learning, and bolstering self-esteem and mental health. The following provides a brief overview of what each of these programs has to offer.

The FGP program has two overarching goals: narrow the achievement gap among children with disabilities needing additional supports to achieve educational outcomes and provide positive civic engagement activities for seniors with low-income. With services offered weekly, approximately 31 senior volunteers work individually with more than 125 identified children throughout the school year to prepare them to enter school “ready to learn.”

The RSVP program provides volunteer opportunities for seniors in a variety of disciplines, utilizing their knowledge base and skill set to provide critical support to program partners. Approximately 105 seniors annually volunteer at partner stations such as the Veteran’s Administration Hospital, One Parent Scholar House, and local community gardens. RSVP volunteers assist community members in learning crucial skills, such as budgeting and interpersonal communication, provide staff support at local food banks, and much more.

These two programs coordinate CAC’s Martin Luther King, Jr. Day of Service project—“Back-A-Vet.” Annually, the Back-A-Vet program collects and distributes essential supplies for at least 200 military veterans experiencing homelessness.

Long-Term Program Goals: The long-term goal of the RSVP and FGP programs is to organize approximately 136 senior participants to utilize their skills and knowledge in order to increase the outcomes and human service impact of other programs, thus increasing the economic development of the community at large.

ACTIVITIES	OUTPUTS	OUTCOMES
One-on-one support to preschool age children with special needs enrolled in the Council's child development programs	Approximately 31 seniors will meet at least weekly to provide one-on-one supports for preschool age children with special needs.	90% of all Head Start children will enter Kindergarten "ready to learn."
RSVP volunteers will provide job skills training and skills development activities	Job skills training and employment assistance services will be provided once per month for 12 months for approximately 25 individuals with low-income	60% of all program participants will become gainfully employed.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Children's developmental assessment; Mid year and Post assessment	Teaching Strategies GOLD Assessment	Every child will receive a mid-year and post assessment.	Each assessment will be completed once, annually.
Participants will receive pay stubs as a result of gaining employment	Submission of pay stubs	All program participants will be contacted to inquire about program completion.	Follow-ups will be completed once, annually.

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WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Six Thousand Dollars (\$6,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program**

report shall be submitted by July 14th, 2017. A year-end program report shall be submitted by July 10th. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

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5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

3845 Wyndsong Trail
Lexington, Ky 40514

Attn: Stephanie Wooten, Executive Director

For Government:

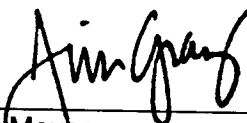
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

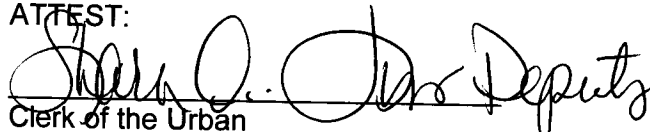
LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

FAITH FEEDS OF KENTUCKY, INC.
d/b/a GLEANKY

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Faith Feeds of Kentucky, Inc. d/b/a GleanKY

Program Name: Gleaning 2016-2017

LFUCG Extended Social Resource Grant Program FY17 Funding: \$6,000

Program Summary: GleanKY seeks to reduce food insecurity in Kentucky, starting with Fayette County, by collecting and redistributing excess fresh fruits and vegetables to nourish our community's hungry. Since 2010, we have gleaned, or gathered, 605,008 pounds of produce from 19 sources, including farms, orchards, farmers' markets, grocery stores, and personal gardens, and distributed the produce to hunger programs serving homeless, low-income, and low-access communities in Fayette County. Our volunteers glean 364 days out of the year (excluding Christmas Day), often making multiple gleaning trips each day, to provide fresh fruits and vegetables to those in need.

We currently serve approximately 39 hunger programs in Fayette County, from food banks to hot meal programs to school backpack programs. The number of clients these programs serve also varies: we provide fruits and vegetables to God's Pantry Food Bank, which served 24,000 families in Fayette County in Fiscal Year 2013, as well as to local "neighborhood ambassadors" who serve 30 to 40 households in their neighborhood. By July 2015, we anticipate being able to better measure the number of individual recipients impacted by our program through a formal evaluation.

By distributing produce, we seek to reduce food insecurity, provide more nutritious food options to hunger programs serving the hungry, and reduce the amount of edible food wasted.

Long-Term Program Goals: GleanKY seeks to reduce food insecurity in Fayette County by acting as the critical link between sources where food is being wasted and organizations serving hungry populations. Within this goal of alleviating food insecurity, GleanKY plans to provide all of Fayette County with access to fresh fruits and vegetables, increasing the quality and nutrition of food consumed by low-income individuals and families.

ACTIVITIES	OUTPUTS	OUTCOMES
We will glean produce from supermarkets and grocery stores.	We will glean 325,000 pounds in 2016 and 2017, equalling 1,300,000 servings of produce.	Participants (defined as the hunger programs with whom we partner) will receive varied types of produce year-round, regardless of growing season.
We will glean produce from orchards, farms, farmers' markets, and personal gardens.	We will glean 325,000 pounds in 2016 and 2017, equalling 1,300,000 servings of fresh, locally grown fruits and vegetables	Participants (defined as the hunger programs with whom we partner) will have access to fresh, nutritious, locally grown fruits and vegetables grown with few chemicals, which will then be directly distributed to their clients. These clients will experience increased health and wellness and decreased food insecurity.
We will distribute fresh, edible fruits and vegetables to partner hunger programs.	We will distribute 650,000 pounds in 2016 and 2017 to 5 new hunger program partners, bringing our total to 44 food distribution sites, including food pantries, hot meal programs, backpack programs, and education programs.	Participants (defined as the hunger programs with whom we partner), many of which operate without any outside assistance, will be able to provide fresh fruits and vegetables to their clients, including individuals and families who may not qualify for other types of assistance.

We will recruit new volunteers and coordinate all volunteer gleaning efforts.	We will recruit and/or maintain 300 volunteers in 2016 and 2017 in order to glean 364 days out of the year.	Participants (defined as the hunger programs with whom we partner) will receive fresh, edible produce year-round delivered by volunteer gleaners from supermarkets, grocery stores, orchards, farms, farmers' markets, and personal gardens.
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INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Number of pounds of produce gleaned Number of days gleaned	Scales Gleaning totals recorded by volunteers Receipts from pantries	All volunteers will update the gleaning records. The gleaning database will be reviewed by a staff member.	All volunteers will update the gleaning records after each gleaning trip. The gleaning database will be reviewed by a staff member monthly.
Number of pounds of produce gleaned Number of days gleaned	Scales Gleaning totals recorded by volunteers Receipts from pantries Responses from recipient partners regarding impact of receiving gleaned produce	All volunteers will update the gleaning records. The gleaning database will be reviewed by a staff member.	All volunteers will update the gleaning records after each gleaning trip. The gleaning database will be reviewed by a staff member monthly.
Number of pounds of produce distributed Number of new partner hunger programs Number of total partner hunger programs Number of individuals and families served by partner hunger programs	Scales Gleaning totals recorded by volunteers Receipts from pantries Demographic information collected from partner hunger programs	All volunteers will update the gleaning records. All hunger program partners will be asked to participate in an evaluation.	All volunteers will update the gleaning records after each gleaning trip. Hunger program partners evaluations will be conducted annually.
Number of new volunteers Number of total volunteers Number of gleaning trips	Records from volunteer orientation sessions Gleaning session records reported by volunteers Database of volunteer contact information	Staff will update and maintain the database of volunteer contact information for new and returning volunteers. All volunteers will update the gleaning records. The gleaning database will be reviewed by a staff member.	The database of volunteer contact information will be updated monthly. All volunteers will update the gleaning records after each gleaning trip. A staff member will review the gleaning records on a monthly basis.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Gods Pantry Food Bank** with offices located at 1685 Jaggie Fox Way, Lexington, Kentucky 40511, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Thirty-Six Thousand, Five Hundred Dollars (\$36,500)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

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 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

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(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

God's Pantry Food Bank
1685 Jaggie Fox Way
Lexington, KY 40511

Attn: Marian Guinn

For Government:

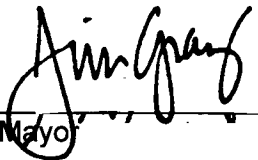
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

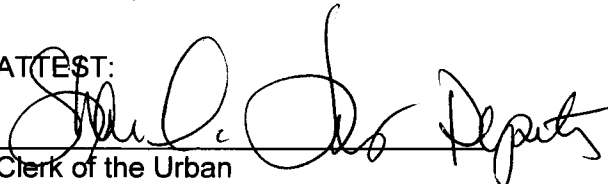
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

GODS PANTRY FOOD BANK

BY: 
Jim Gray, Mayor

BY: 
Title: CEO

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: God's Pantry Food Bank

Program Name: Backpack Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$36,495

Program Summary: There are children in Lexington, Ky., that rely on resources such as free or reduced-priced school breakfast and lunch for most of their meals. The Backpack Program is designed to meet the needs of hungry children at times when these resources are not available, such as weekends and school breaks. To meet those needs, God's Pantry Food Bank sends home a bag of 7-10 kid-friendly, single serve items weekly to up to 745 children who attend Fayette County Public Schools.

These items are mostly purchased by the Food Bank in large quantities, received and stored at our Lexington headquarters, then assembled in plastic grocery bags and delivered by volunteers or school personnel to 21 elementary and middle schools in our community. Family Resource Coordinators or Youth Services staff at each school coordinate selection and enrollment of children and distribution. At times extra food is sent home in advance of a long weekend or an extended break.

The goal is simply to solve food insecurity for these children by putting healthy, accessible food into their hands when they may not otherwise have access to it. We anticipate serving as many as 940 Fayette County children in FY16 and 940 in FY17, for a total of 1,880 unique students during the funding period (most schools distribute to the same population week-to-week, with an estimated 20% turnover due to changing circumstances or enrollment changes). We anticipate distributing a total of 53,600 backpacks during the same time period.

Long-Term Program Goals: The goal of the Backpack Program is to provide easily accessible food to low-income children who may not have another source of meals when school is not in session.

ACTIVITIES	OUTPUTS	OUTCOMES
Our staff dietitian will select, purchase, and distribute enough food for each site and communicate delivery and volunteer information to the Family Resource Center Coordinators or appropriate person at each location.	Through this program, we will distribute up to 745 bags of food to children in Fayette County each week school is in session between September 2015 and June 2016 and up to 745 bags weekly between September 2016 and June 2017.	GPFB staff will select 7-10 healthy items representing the four food groups and make that food available to 745 (FY16) and 745 (FY17) at-risk children who are identified by the Family Resource Coordinator or other staff at the school they attend.
GPFB will provide food and help coordinate volunteer assistance to facilitate distribution of 745 bags of food weekly during the regular school year.	We commit to providing weekend food assistance for low-income children during the academic year at 21 Fayette County Public Schools.	GPFB will continue to serve as a resource for food assistance for at-risk students at time when school is not in session.
GPFB staff will provide educational materials as available to our sponsored Backpack Program locations.	The collection and distribution of educational resources will take place on a bi-monthly basis throughout the regular school year.	Participants of the Backpack Program will be able to make more informed decisions on what they choose to consume and will receive more tips on how to put together meals based on the food item available at home.
GPFB staff will respond to requests for service and inquiries about providing service and, when appropriate, match those organizations to expand services.	GPFB staff members will speak with 10 outside groups about the program based on their interest or available opportunities for promotion.	GPFB will advocate and spread awareness about the Backpack Program through community partnerships and presentations. When appropriate we will share the program's success and challenges through various methods of PR.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Children are adequately nourished over the weekends and return to school ready to learn; food security is restored for up to 745 children weekly in FY16 and up to 745 children weekly in FY17.	Develop a survey with site coordinators that will go to parents of Backpack participants in order to receive direct feedback on the program.	At least 10-15 of the 21 Fayette County Schools where we provide program service.	Twice annually.

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WITNESSETH

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2. Government shall pay Organization the sum of **One Hundred and Ninety-Seven Thousand, Five Hundred and Eighty Dollars (\$197,580)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017**

and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017.

Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

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9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

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(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Darlene Thomas
Exec Director
Greenhouse 17, Inc.

Attn: _____

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington,
Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

GREENHOUSE17, INC

BY: [Signature]
Jim Gray, Mayor

BY: Darlene Thomas
Title: Executive Director

ATTEST:
[Signature]
Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document
and approved prior to the start of fiscal year payments.

Addendum

Agency: GreenHouse17, Inc.

Program Name: Emergency Shelter

LFUCG Emergency Shelter Program FY17 Funding: \$120,000

Program Summary: GreenHouse17 is an advocacy agency committed to ending intimate partner abuse. As the state-designated primary provider of services for victims of intimate partner violence in Lexington/Fayette County (per KRS 209.160b and 922 KAR 5:040 and 5:050), we operate a 32-bed emergency shelter for adult victims and their dependent children. Our provision of emergency shelter includes concomitant trauma-informed services that specifically respond to the safety, healing, and sufficiency needs of intimate partner abuse victims. Our emergency shelter program model responds to the stages experienced by victims of intimate partner abuse following shelter intake.

Need for intake to emergency shelter is self-initiated by victims of intimate partner abuse. Specially certified crisis counselors and advocates determine eligibility for emergency shelter intake per Category 4 of the Final Rule Defining Homeless in the McKinney-Vento Homeless Assistance Act: individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member. The victim must sign a statement that s/he is homeless because of fleeing, or attempting to flee, domestic violence or dating violence and has not identified a subsequent residence and lacks the resources or support networks.

Initial interventions following emergency shelter intake meet the basic needs (food, medicines, transportation, etc.) and develop strategies to maintain safety for themselves and their children. Age-appropriate services for dependent children in shelter including safety planning, support groups, therapy referrals, play activities, and homework assistance to mitigate effects of exposure to abuse. As victims establish safety and legal protections, programming focus shifts to physical and emotional healing approaches. Certified domestic violence advocates help victims to identify and respond to barriers to maintaining safety and establishing self-sufficiency, such as transportation, medical needs, child care, legal representation, etc.

An average of 15 weekly shelter-based support groups provide victims with the opportunity to share their stories, learn from others' experiences, and begin to re-imagine their violence-free future. After healing progress has begun, shelter residents are connected to supportive housing, job skills training, and economic justice options in preparation for exit from the emergency shelter.

Program Results and Effectiveness:

Outputs for 7/1/2016 through 6/30/2017

Number of Beds Available: 32

Number of Unduplicated People Served: 200

Outcomes and Targets for 7/1/2016 through 6/30/2017

Outcome	Target Number	Target Days/Percentage
Average Length of Stay	N/A	80 Days
Number and % Who Exited and Returned Within 12 Months	5	2.5%
Number and % Who Exited and Had Obtained a Job and/or Increased Income Upon Exit	12	6%
Number and % of Residents who Exited the Program to Permanent Housing	34	17%

Addendum

Agency: GreenHouse17, Inc.

Program Name: Trauma-Informed Farm Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$20,250

Program Summary: GreenHouse17, the state-designated provider of intimate partner abuse services in Fayette County, operates a Trauma-Informed Farm Program from the 40-acre rural property surrounding its emergency shelter. A 5,760 sq. ft. garden and four hoop houses are used to grow vegetables, fruits, and greens to prepare meals in our shelter and sell to the community. Two additional plots are used to grow seasonal flowers also marketed to the public. Flowers and produce also are used to make "Handmade by Survivor" products in the commercial kitchen on the property.

Our farm program complements traditional victims services (e.g. safe shelter, legal advocacy) by improving health and self-sufficiency of intimate partner abuse victims and their dependent children following crisis intervention. Three full-time staff deliver farm programming and manage farm operations with supervision and administrative support from six additional full-time staff. Program goals include the following: 1.) Provide nature-based healing for adult victims and their children; 2.) Provide nutritional snacks and meals for adult victims and their children, while improving understanding of health benefits of nutritious food choices; and 3.) Empower adult victims with access to self-sufficiency solutions including job training, micro-business experience, and work stipend opportunities.

Our farm operates 7 days a week, every day of the year. Our farm program will serve at least 500 adult victims and their children during the two-year funding term. The program is the recipient of the national Mary Byron Project Celebrating Solutions Award, Kentucky Nonprofit Network Innovation Award, and the Center for Nonprofit Excellence Social Innovation Award.

Long-Term Program Goals: To provide agriculture-based support services to meet the healing and self-sufficiency needs of intimate partner abuse victims and their dependent children as they rebuild their lives as survivors.

ACTIVITIES	OUTPUTS	OUTCOMES
Prepare daily field-to-table meal and snack options for adults and children in shelter.	250 adult and child victims of domestic violence annually (500 over two-year grant term.)	Adults and children will have access to nutritious meal options featuring field-to-table produce.
Plan and facilitate bi-weekly farm-based support groups for adult victims in shelter.	100 adult victims of domestic violence in emergency shelter annually (200 over two-year grant term.)	Adults residing in shelter more than one week will participate in activities that encourage nature-based healing.
Plan and facilitate regular health-based demonstrations and discussions related to nutrition and well-being.	50 adults and children in emergency shelter annually (100 over two-year grant term.)	Adults and children residing in shelter for more than six weeks will improve understanding of health benefits of good nutrition.
Plan for and provide supervision, training, and assistance for job stipend participants.	35 adult victims of domestic violence in emergency shelter annually (70 over two-year grant term.)	Adults participating in the farm stipend will acquire at least one workplace skill.
Assist farm stipend participants with job search and placement related to agricultural and production skills.	10 adult victims of domestic violence (20 over two-year grant term.)	Adult victims of domestic violence abuse will experience increased job placement opportunities because of farm stipend participation.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Preparation and consumption of field-to-table meals in shelter.	Log of shelter meals prepared.	100%	Monthly and quarterly statistics compiled by staff and reported to the Kentucky Domestic Violence Association and LFUCG.
Participation in farm-based support groups and activities.	Group sign in sheets; case notes, electronic database entry.	100%	Monthly and quarterly statistics compiled by staff and reported to the Kentucky Domestic Violence Association and LFUCG.
Farm stipend participation; reporting to farm on time; showing good judgment; willingness to learn new skills;	Discussion with farm advocate; weekly case notes; electronic database entry.	100%	Monthly and quarterly statistics compiled by staff and reported to the Kentucky Domestic Violence Association and LFUCG.
Making food choices and self-care decisions; choosing healthy snacks over other options; making connection to healthy food and healing after abuse	Weekly case notes; survey of shelter residents	100%	Monthly and quarterly statistics compiled by staff and reported to the Kentucky Domestic Violence Association and LFUCG.
Preparation of resumes reflecting work experience on farm during stipend project; responding to reference requests for applications made	Case notes	100%	Monthly and quarterly statistics compiled by staff and reported to the Kentucky Domestic Violence Association and LFUCG.

Addendum

Agency: GreenHouse17, Inc., Lead Agency
Bluegrass Rape Crisis Center, Inc., Collaborating Agency

Program Name: Green Dot Lexington

LFUCG Extended Social Resource Grant Program FY17 Funding: \$50,330

Program Summary: Green Dot Lexington is a five-year, comprehensive, research-based program to prevent power-based personal violence (intimate partner abuse, rape, sexual assault, stalking, harassment, etc.) in Lexington-Fayette County.

Green Dot Lexington's Lead Agency, GreenHouse17, is a Lexington-based regional organization committed to ending intimate partner abuse in families and the community. Bluegrass Rape Crisis Center (BRCC), the program's Collaborating Agency, is a Lexington-based regional organization that advocates for individuals affected by sexual violence and human trafficking. GreenHouse17 will provide office space and supervision for a new hire Green Dot Lexington Prevention Coordinator, as well as general program and fiscal oversight. Staff at both agencies will introduce the strategy to the community-at-large, build community-wide intolerance for violence, and perform the following activities to prevent violence from happening:

- Engage "Thought-Leaders" in the target neighborhoods to serve on the Green Dot Lexington steering committee.
- Determine target community regions and subgroups to launch Green Dot Lexington strategy.
- Train "Early Adopters" in target community subgroups to become certified bystanders prepared to safely intervene in situations that may lead to violence.
- Assist "Certified Bystanders" with persuasion techniques to influence people in their circles of influence to adopt attitude of intolerance to violence.
- Persuade the community-at-large to assume attitude of intolerance for violence in our community.
- Inspire community-at-large to take green dot actions in the prevention of violent occurrences.

We estimate more than 21,450 will implement at least one green dot in the Lexington/Fayette County community during the two-year funding term.

Long-Term Program Goals: To eradicate power-based personal violence in Lexington-Fayette County, Kentucky.

ACTIVITIES	OUTPUTS	OUTCOMES
Identification, engagement, and training of thought leaders from diverse sectors and backgrounds.	At least 2 community subgroups of focus will be identified and engaged by September in each year in the funding term. (4 subgroups over the two-year funding term.)	Thought-Leaders will demonstrate increased personal commitment to preventing power-based personal violence in their subgroup.
Identification of Early Adopters; delivery of one-day Bystander Training events; tracking of pre- and post-testing of bystanders.	At least 100 Early Adopters in community subgroups will be trained as Bystanders during each year of the funding term. (200 Early Adopters over the two-year funding term.)	Early Adopters trained as Bystanders will exhibit improved understanding of safe intervention strategies to prevent violence from happening.
On-going communication and support with trained Bystanders; distribution of advertising and publicity; reporting and tracking of performed green dots.	At least 750 Green Dots will be performed by Bystanders during each year of the funding term. (1500 Green Dots over the two-year funding term.)	Acts of violence intervention will decrease occurrences of power-based personal violence in identified community subgroup.
Preparation of unique and passionate Overview Talks; scheduling and delivery of Overview Talks; tracking of pre- and post-testing of talk participants.	An average of 500 residents of Lexington-Fayette County will receive Overview Talks during each year of the funding term. (1,000 residents during the two-year funding term.)	Community-at-large will exhibit improved understanding of their role in violence prevention and be inspired to participate in the goal of eradicating power-based personal violence in Lexington-Fayette County.
Design, distribution, and publicity related to community-wide Action Events; tracking of green dots performed during Action Events.	At least 10,000 Green Dot will be performed during Action Events during each year of the funding term. (20,000 Green Dots over the two-year funding term.)	Individual citizens of Lexington-Fayette County will exhibit increased intolerance of power-based personal violence and improved commitment to the solution.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Commitment to possibility of power-based personal violence.	Surveys and pre- and post-testing of identified "Thought-Leaders" in the community.	100% of Thought Leaders	Quarterly surveys; bi-annual pre- and post-testing.
Development of safe intervention strategies and skills to prevent power-based personal violence.	Pre- and post-testing of Early Adopters trained as Bystanders.	100% of Bystanders	Before and after each Bystander training event.
Shifts in attitudes of intolerance for power-based personal violence.	Surveys of target community groups.	Simple Random Survey of 500 members of subgroup community.	Bi-annually during each year of the funding term.
Willingness to take concrete and specific actions to prevent power-based personal violence.	Pre- and Post-testing of Overview Talk Participants	Simple Random testing of 500 Overview Talk Participants	Following randomly selected talks until testing quota is met.
Implementation of green dot actions that prevent power-based personal violence from happening.	Simple count of reported green dots performed.	100% of reported green dots	On-going and perpetual count of green dots reported via social media hash tags, submitted through confidential email, etc.

Addendum

Agency: GreenHouse17, Inc., Lead Agency
Faith Feeds of Kentucky, Inc. dba GleanKY, Collaborating Agency
Seedleaf, Collaborating Agency

Program Name: Lexington Food Processing Collective

LFUCG Extended Social Resource Grant Program FY17 Funding: \$7,000

Program Summary: The Lexington Food Processing Collective is a new multi-agency collaborative program to provide community-based workshops that build skills related to processing of seasonal vegetables gleaned from area resources. The program's target audiences include victims of domestic violence and low-income families. Skills-building workshops to build skills related to the processing, preservation, and preparation of gleaned produce will be conducted each year. Each workshop will be followed by the service of a meal prepared using produce the participants have processed during the workshops. Participants will also retain a portion of the prepared produce for use in future meal preparations after the workshops, and the remaining produce prepared during workshops will be distributed to nonprofit organizations to feed families in need in Fayette County. The program – inclusive of gleaning, processing workshops, and sharing of processed and prepared/preserved food – will occur once per month during the two-year funding term. At least 800 Fayette County residents will participate in the program as workshop participants and/or recipients of donated processed produce to be distributed by partnering organizations.

Specific services to be provided by members of the Lexington Food Processing Collective include:

- GreenHouse17 is a regional Lexington-based agency committed to ending intimate partner abuse in families and our community. GreenHouse17 will function as the lead fiscal and reporting agency for the collaborative program and assist with program participant referrals. GreenHouse17 recently opened a commercial kitchen on the farm property surrounding organization emergency shelter in Fayette County. This facility will serve as the location for a portion of the workshop events, and residents living in the agency's emergency shelter will be invited to participate in the program. Additionally, scraps from produce processed during the workshops will be composted on our property for use as a soil conditioner and fertilizer on the farm surrounding our emergency shelter.
- Seedleaf is a Lexington-based organization that nourishes communities by growing, cooking, sharing, and recycling food. Seedleaf maintains sixteen community gardens to improve healthy food access. This agency will assist with program participant referrals, contribute expertise in facilitation workshops related to food preparation and preservation, and coordinate compost of food scraps following each workshop.
- GleanKY is a regional Lexington-based association that alleviates hunger by gleaning excess food from area farms and grocery stores and distributing the food to people and organizations in need. GleanKY will collect and contribute produce to be processed and preserved during the workshops. Additionally, this agency will assist with program participant referrals and lead the distribution of prepared produce to area nonprofit organization and food banks.

Long-Term Program Goals: For low-income families in Lexington-Fayette to have access to fresh food and know how to process and prepare it.

ACTIVITIES	OUTPUTS	OUTCOMES
Outreach to area nonprofits to establish referrals to the program; development of workshop calendar dates, times, and locations.	Partnerships with at least 15 Lexington-Fayette social service organizations inclusive of collaborating agencies over the two-year term.	Program participants will experience improved access to fresh, healthy food options.
Partnership building with food processing professionals and event marketing for monthly workshops. Development of pre- and post-test workshop tools.	Partnerships with at least 10 food processing professionals in addition to professionals represented by collaborative over the two-year term.	Program participants will improve skills related to processing, preservation, and preparation of healthy foods.
Monthly gleaning at area groceries and farms to collect fresh food for the program's workshops. Delivery of gleaned produced to workshop sites.	Gleaning activities of 12 farms or grocery locations in the area (24 over the two years.)	Program participants will increase understanding of connection between fresh food preparation and consumption and overall health.
Facilitation of monthly skills building workshops related to processing, preservation, and preparation of fresh food. Compilation of pre- and post- testing results.	Facilitation of at least 12 skills building workshops each year (24 over the two-year term.)	Program participants will report improved community connections with area nonprofit organizations providing related social services.
Monthly delivery of excess processed fresh food to partner recipient agencies in the area; distribution of shared food by partner agencies.	Delivery of 12 lots of processed fresh food to at least three partner organizations each year for distribution to low-income families (24 over the two-year term.)	Program participants will develop at least one new marketable job skills related to food industry.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Demonstrated and self-identified food processing and preservation skills	Observations during workshops; pre- and post- tests administered during each workshop	100%	Before and after each skills building workshop
Demonstrated and self-identified preservation and storage of fresh food skills	Observations during workshops; pre- and post- tests administered during each workshop	100%	Before and after each skills building workshop
Willingness to integrate additional fresh food in daily meals	Pre- and post- tests administered during each workshop	100%	Before and after each skills building workshop
Number of program participants receiving shared processed food.	Distribution count by partner agencies	100%	Distribution reports to be submitted by partner agencies within two weeks of each monthly delivery.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **The Hope Center** with offices located at P.O. Box 6 (360 West Loudon Avenue), Lexington, Kentucky 40588, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **One Million, Thirty-One Thousand Dollars (\$1,031,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Hope Center Inc
Po Box 6
Lexington, KY 40588

Attn: Jeff Crook

For Government:


Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

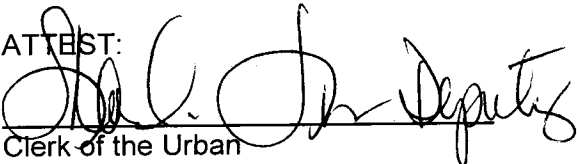
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

HOPE CENTER

BY: 
Jim Gray, Mayor

BY: 
Title: CFO

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Hope Center

Program Name: Emergency Shelter

LFUCG Emergency Shelter Program FY17 Funding: \$260,000

Program Summary: The Hope Center Emergency Shelter provides lodging, food and clothing to homeless adult men in Fayette County 24-hours per day, 365 days per year. The shelter exposes participants to a comprehensive menu of services while providing basic needs. Hope Center provides lodging to about 180-220 men each night, for an average of 6,000 nights of lodging and 13,000 meals per month. In 2014, Hope Center distributed over 39,053 items of clothing.

The program's goal and overriding philosophy is to provide services to all who need them. The nature of the shelter is to provide services on a day-to-day basis, with provision of shelter, food and clothing the primary goal. The Shelter does this, and has never turned anyone away due to lack of capacity.

The Mayor's Task Force report developed in the 1980s which called for the establishment of the Emergency Shelter stated that needs must be met on a variety of levels – beginning with safe and accessible shelter. The report further recognized the need for services that encourage movement out of shelter dependency. The shelter is often the first exposure homeless men have to the Hope Center, and provides a way for trust to be established, allowing Hope Center to introduce its other programs and services which are designed to address factors that contribute to homelessness, including substance abuse, mental illness, employment, education, health needs, etc.

Services begin with the intake process. During business hours, each arriving participant will meet with an intake office representative to complete the comprehensive intake/needs assessment. Intake gathers information such as where the participant came from, why they are at the shelter, demographic information, medical history, criminal history, mental health and substance abuse issues, and what they want from the shelter. Each is provided with a photo ID. Those who arrive after business hours complete intake with help from the front desk, and are issued temporary IDs. They meet with someone from the intake office the next business day. Everyone is assigned and introduced to a caseworker.

Specific populations targeted include adult homeless men, including veterans and men with substance abuse and/or mental health issues.

Program Results and Effectiveness:

Outputs for 7/1/2015 through 6/30/2016

Number of Beds Available: 148

Number of Unduplicated People Served: 1,600

Outcomes and Targets for 7/1/2015 through 6/30/2016

Outcome	Target Number	Target Days/Percentage
Average Length of Stay	N/A	30 Days
Number and % Who Exited and Returned Within 12 Months	300	18.75%
Number and % Who Exited and Had Obtained a Job and/or Increased Income Upon Exit	160	10%
Number and % of Residents who Exited the Program to Permanent Housing	80	5%

Addendum

Agency: Hope Center, Inc.

Program Name: Detention Center Recovery Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$105,000

Program Summary: Both innovative and creative, the Detention Recovery Programs provides daily, full-day recovery services Monday-Friday to inmates of the Fayette County Detention Center. To complete the program, participants take an average of 92 classes and attend 204 meetings. Program capacity is 15 women and 30 men, and the program serves about 106 participants annually. Program goals are successful completion of all program components. All participants receive daily lessons in the 12-Steps and Recovery Dynamics, supplemented with additional classes. Community Meetings, held 2-3 times weekly, address issues that arise from day-to-day community living. Participants hold themselves and their peers accountable for conduct and a commitment to change. The community meetings help participants by identifying specific issues that may be impeding recovery, such as loss of focus, reoccurring destructive behaviors or unacceptable program behavior. The community members make suggestions, and through a vote select a learning experience that will help the participant gain insight into the need for change. Cognitive Behavioral Intervention (CBI), is presented in two courses, Thinking for a Change, and Problem Solving for Offenders. Both courses are endorsed by the National Institute of Corrections to promote effective changes in offender thinking patterns. The courses teach offenders to change and manage antisocial feelings and thinking; increase self-control, self-management and problem solving skills; and to recognize risky situations and develop plans to deal with them. Transition planning starts about halfway through the program.

The Detention Recovery Program addresses the bonus point-eligible need area of substance abuse; and we request these bonus points.

Long-Term Program Goals: The long-term program goals are 1) to provide services that will result in reduced recidivism among program participants who complete the program; and 2) reduce homelessness in Fayette County. These goals are aligned with Hope Center's mission, which is to care for homeless and at-risk persons by providing life-sustaining and life-rebuilding services that are comprehensive and address underlying causes.

ACTIVITIES	OUTPUTS	OUTCOMES
Program management, coordination with Detention Center, coordination with community and agency partners, coordination of volunteer activities, maintenance of existing staff levels, coordination of	Provision of ongoing supervision and support to staff and volunteers; ongoing coordination with all community partners.	1. Consistent ongoing day-to-day management of the program, including consistent procedures and clear communication to participants.
Provision of services including screening, mentoring, counseling, classes, community meetings, transition planning, and other core services.	Provision of program admission for 44 women and 62 men, and provision of classes and other services provided Monday-Friday of each week for to up to 15 women and 30 men.	2. An admission-to-completion ratio (A/C) of 43% for women and 60% for men.
Provision of Recovery Dynamics, Cognitive Behavior Intervention, AA materials, and other necessary teaching resources.	Distribution of materials to up to 15 women and 30 men.	3. Improved knowledge of Recovery Dynamics in 50% of participants who remain in the program for at least 30 days.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Satisfactory program management.	Documented issues, problems or grievances from clients or detention center staff	All Hope Center Detention Recovery Program employees, and all participants in the recovery programs to the extent that grievances will be collected from any	Reported weekly as part of ongoing Hope Center management team meetings, with written documentation available.
Advancement in program, program completion.	Program records indicating admissions and completions	All participants who are admitted to the program.	Information is compiled monthly as part of Hope Center's ongoing data collection, management and analysis
Satisfactory completion of Recovery Dynamics evaluations.	Regular Recovery Dynamics evaluations	All participants who remain in the program at least 14 days.	At least weekly.

Addendum

Agency: Hope Center, Inc., Lead Agency
 Jubilee Jobs of Lexington, Collaborating Agency

Program Name: Hope Center Men's Recovery Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$210,000

Program Summary: The Hope Center Recovery Program for Men generally takes six months or longer to complete. It features a detoxification unit for those who are under the influence when they arrive; a Motivational Track, which requires clients to demonstrate their commitment to entering the program by attending classes and AA or NA meetings for two weeks or longer; a Phase 1 in which the men devote their entire time to learning about addiction, the principles of recovery, the twelve steps and how to plan and live a life free from drugs and alcohol; and a Phase 2 in which the men begin the process of seeking employment and housing outside the facility. The program goals are recovery, self-sufficiency, and housing (end of homelessness) for participants. The Recovery Program for Men served an unduplicated 776 men in 2014, including the provision of 82,443 nights of lodging and 140,169 meals.

The Jubilee Jobs process focuses on compassion, rapid and accurate assessment of an applicant's interests, abilities and placement in the most appropriate job possible. Jubilee Jobs specializes in assisting participants, most who face serious barriers to employment, with developing or improving their job search skills and directly assists them with finding employment. Jubilee Jobs provides skilled job preparation, placement, retention and career advancement to help disadvantaged job seekers move beyond poverty toward self-sufficiency. Its job process is FREE to both applicants and employers. Its purpose is to find employment for people who need, want and have the ability to work.

For this collaboration, Hope Center, Inc. will act as the lead fiscal and reporting agency. Jubilee Jobs will work with the Recovery Program for Men to provide regular 1-hour Life Skills presentations at Hope Center, and to incorporate the Jubilee Jobs program into the Recovery Program, with Hope Center requiring certain Recovery Program participants to complete the Jubilee Jobs program. Both agencies will participate in regular meetings to share and report to each other on the program budget; share and report to each other on the program goals; and prepare the quarterly program reporting and fiscal requirements of the ESR program.

Long-Term Program Goals: The mission of the Hope Center is to care for homeless and at-risk persons by providing life-sustaining and life-rebuilding services that are comprehensive and address underlying causes. In keeping with this mission, the long-term program goal of the Hope Center Recovery Program for Men is to reduce homelessness in Fayette County.

ACTIVITIES	OUTPUTS	OUTCOMES
Day-to-day program management, coordination with community and agency partners, coordination of volunteer activities, maintenance of existing staff levels, coordination of ongoing training and other staff support needs.	Provision of ongoing supervision and support to staff and volunteers; ongoing coordination with all community partners.	1. Consistent ongoing day-to-day management of the program, including consistent procedures and clear communication to participants.

Provision of detoxification unit for those who are under the influence when they arrive; a Motivational Track, which requires clients to demonstrate their commitment to entering the program by attending classes and AA or NA meetings for two weeks or longer; a Phase 1 in which the men devote their entire time to learning about addiction, the principles of recovery, the twelve steps and how to plan and live a life free from drugs and alcohol; and a Phase 2 in which the men begin the process of seeking employment and housing outside the facility	Provision services for an unduplicated 1,500 men, including detox, Motivational Track services, and Recovery Program.	2. Provision of the Recovery Program for Men, thus promoting and supporting recovery, including employment and housing.
Provision of human needs and recovery supports, including lodging, meals, classrooms, Recovery Dynamics and other educational and recovery supplies	Provision of more than 82,000 nights of lodging and 140,000 meals for Recovery Program participants; provision of orientation packets and program materials to all participants.	3. Capacity to provide the supports needed to enable men to achieve recovery.
Collaboration with Jubilee Jobs for employment services for participants	Regular meetings between collaborating agencies to discuss share and report on program budget, program goals, and to prepare the quarterly program reporting and fiscal requirements for the ESR program	4. Submission of quarterly reports with signatures from each collaborating agency.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Satisfactory program management.	Documented issues, problems or grievances from clients	All Hope Center Recovery Program for Men employees and participants	Reported weekly as part of ongoing Hope Center management team meetings, with written documentation available.
Continued availability of program resources for all aspects of the continuum of recovery	Number of units of services provided; detox, Motivational, Recovery, nights of lodging, meals provided.	All Recovery Program for Men participants.	Reported monthly part of Hope Center's ongoing data collection, management and analysis.
Sobriety during program and at follow-up	Random drug testing during program; self-report	All Recovery Program for Men participants who have entered the Recovery phase of the program	Testing is weekly so each client is randomly tested once per month; reported at baseline, 6- and 8- month follow-up; and used in daily program management.
Successful collaborative program to improve employment resources	Documentation of employment resources provided	Hope Center and Jubilee Jobs staff; Hope Center participants	Reported monthly part of Hope Center's ongoing data collection, management and analysis.

Addendum

Agency: Hope Center, Inc., Lead Agency
 Jubilee Jobs of Lexington, Collaborating Agency

Program Name: Hope Center Recovery Program for Women

LFUCG Extended Social Resource Grant Program FY17 Funding: \$196,000

Program Summary: The Hope Center Recovery Program for Women generally takes 6 months to complete. It features a stabilization unit called Safe Off the Streets for women first entering the program; a Motivational Track, which requires clients to demonstrate their commitment to entering the program by attending classes and AA or NA meetings for two weeks or longer; a Phase 1 in which the women devote their entire time to learning about addiction, the principles of recovery, the twelve steps; how to plan and live a life free from drugs and alcohol; and pre-vocational skills. In Phase 2 in which the women begin the process of seeking employment and housing outside the facility. The target audience is adult homeless women with substance abuse. The program goals are recovery, self-sufficiency, and housing (end of homelessness) for participants.

Jubilee Jobs of Lexington specializes in finding entry-level jobs for the unemployed and underemployed. The Jubilee Jobs process focuses on compassion, rapid and accurate assessment of an applicant's interests, abilities and placement in the most appropriate job possible. Our applicants complete a 7-step program that is based on accountability. We provide skilled job preparation, placement, retention and career advancement to help disadvantaged job seekers move beyond poverty toward self-sufficiency.

For this collaboration, Hope Center, Inc. will act as the lead fiscal and reporting agency. Jubilee Jobs will work with the Recovery Program for Women to incorporate the Jubilee Jobs program into the Recovery Program, with Hope Center requiring all Recovery Program participants to complete the Jubilee Jobs program as part of life skills. Hope Center will provide transportation to and from Jubilee Jobs. Both agencies will participate in regular meetings to share and report to each other on the program budget; share and report to each other on the program goals; and prepare the quarterly program reporting and fiscal requirements of the ESR program.

Long-Term Program Goals: The mission of the Hope Center is to care for homeless and at-risk persons by providing life-sustaining and life-rebuilding services that are comprehensive and address underlying causes. The Recovery Program for Women directly addresses our mission by addressing substance abuse, and thus reducing risks for homelessness. The long-term program goal is to reduce homelessness in Fayette County.

ACTIVITIES	OUTPUTS	OUTCOMES
Day-to-day program management, coordination with community and agency partners, coordination of volunteer activities, maintenance of existing staff levels, coordination of ongoing training and other staff support needs	Provision of ongoing supervision and support to staff and volunteers; ongoing coordination with all community partners.	1. Consistent ongoing day-to-day management of the program, including consistent procedures and clear communication to participants.
Provision of Safe Off the Streets (SOS) stabilization; a Motivational Track, which requires clients to demonstrate their commitment to entering the program by attending classes and AA or NA meetings	Provision of Safe Off the Streets for 364 women, Motivational Track services for 312; and Recovery Program for 226.	2. Capacity to provide the Recovery Program for Women, thus promoting and supporting recovery, including employment and housing.

for two weeks or longer; a Phase 1 in which women devote their entire time to learning about addiction, the principles of recovery, the twelve steps and how to plan and live a life free from drugs and alcohol; and a Phase 2 in which women begin the process of seeking employment and housing outside the facility		
Provision of human needs and recovery supports, including lodging, meals, classrooms, Recovery Dynamics and other educational and recovery supplies	Provision of 26,514 nights of lodging and 79,431 meals for Recovery Program participants; provision of orientation packets and program materials to all participants.	3. Capacity to provide the supports needed to enable women to achieve recovery.
Collaboration with Jubilee Jobs for employment services for participants	Regular meetings between collaborating agencies to discuss share and report on program budget, program goals, and to prepare the quarterly program reporting and fiscal requirements for the ESR program	4. Submission of quarterly reports with signatures from each collaborating agency.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Satisfactory program management.	Documented issues, problems or grievances from clients	All Hope Center Recovery Program for Women employees and participants	Reported weekly as part of ongoing Hope Center management team meetings, with written documentation available.
Continued availability of program resources for all aspects of the continuum of recovery	Number of units of services provided; Safe Off the Streets, Motivational, Recovery, nights of lodging, meals provided.	All Recovery Program for Women participants.	Reported monthly as part of Hope Center's ongoing data collection, management and analysis.
Sobriety during program and at follow-up	Random drug testing during program; self-report	All Recovery Program for Women participants who have entered the Recovery phase of the program	Testing is weekly so each client is randomly tested once per month; reported at baseline, and 6- month follow-up; and used in daily program management.
Successful collaborative program to improve employment resources	Documentation of employment resources provided	Hope Center and Jubilee Jobs staff; Hope Center participants	Reported monthly part of Hope Center's ongoing data collection, management and analysis.

Addendum

Agency: Hope Center, Inc., Lead Agency
Canaan House, Inc., Collaborating Agency

Program Name: Hope Center Mental Health Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$210,000

Program Summary: The Hope Center Mental Health Program employs mental health professionals to reach out to adult homeless men with chronic mental illness. Participants are given access to desperately needed comprehensive mental health care. Staff members offer a diverse mix of services that provide effective treatment options tailored to meet individual needs. Clients receive the services of a psychiatrist and a psychiatric nurse from Bluegrass.org.

The team provides a wide variety of services, including: psychiatric assessment and evaluation; medication assistance and monitoring; case management; life skills training; housing support services; service referrals; and transportation assistance. Long-term success entails helping each client reach his potential for self-sufficient living. Each is different, and some need more assistance than others in order to live largely their own. The effort can involve months of work, even years in some cases.

Canaan House was founded in 1989 to provide a home (permanent housing) that is safe and affordable for persons diagnosed with a severe mental illness. Each is eligible to receive Section 8 vouchers rent subsidies, support services and referral to community resources. Canaan house provides a loving, non-judgmental environment that affirms the dignity and self-worth of the residents. Canaan House began with 8 apartments at 379 South Broadway, added a house that houses 3 residents in 1197 Bluebird, and another house with 6 apartments in 2004. LFUCG Community Development was instrumental in the purchases of these properties and Second Presbyterian Church has been a principal supporter of both operational dollars and social support for the residents. Apartments are always full with potential residents on a waiting list when a vacancy occurs.

For this collaboration, Hope Center, Inc. will act as the lead fiscal and reporting agency. Canaan House will provide housing and services for homeless participants with severe mental illness. Both agencies will participate in regular meetings to share and report to each other on the program budget; share and report to each other on the program goals; and prepare the quarterly program reporting and fiscal requirements of the ESR program.

Long-Term Program Goals: The mission of the Hope Center is to care for homeless and at-risk persons by providing life-sustaining and life-rebuilding services that are comprehensive and address underlying causes. The Mental Health Program directly addresses our mission by addressing the needs of homeless adult men with serious mental illness, thus reducing risks for homelessness. The long-term program goal is to help mentally ill homeless persons achieve the highest degree of self-sufficiency possible.

ACTIVITIES	OUTPUTS	OUTCOMES
Day-to-day program management, coordination with community and agency partners, coordination of volunteer activities, maintenance of existing staff levels, coordination of ongoing training and other staff support	Provision of ongoing supervision and support to staff and volunteers; ongoing coordination with all community partners and collaborating agency	1. Consistent ongoing day-to-day management of the program, including consistent procedures and clear communication to participants.
Provision of services including engagement, psychiatric assessment and evaluation; medication assistance and monitoring; case management services; life skills training; housing support services; payee services;	Provision of services to 240 unduplicated clients.	2. Capacity to provide the mental health program to adult homeless men with severe mental illness, thus improving mental health stability, housing stability, and financial stability.
Provision of psychiatric services, access to medication, access to housing	Provision of services to 240 men during the grant period, through 7,607 visits and over 8,000 units of service annually.	3. Capacity to help mentally ill clients become more medically, financially and residentially stable.
Collaboration with Canaan House for housing resources for participants	Regular meetings between collaborating agencies to discuss share and report on program budget, program goals, and to prepare the quarterly program reporting and fiscal requirements for the ESR program	4. Submission of quarterly reports with signatures from each collaborating agency.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Satisfactory program management.	Documented issues, problems or grievances from clients or partners	All Hope Center Mental Health Program employees and participants; Bluegrass.org ; Canaan House	Reported weekly as part of ongoing Hope Center management team meetings, with written documentation available.
Stability of mental illness, housing, and finances	Compliance with medication and appointment schedules; maintenance of housing; and maintenance of income through entitlements or employment, as measured by case file reports	All mental health program clients who remain in the program for at least 90 days	Reported monthly part of Hope Center's ongoing data collection, management and analysis.
Successful collaborative program to support housing resources	Documentation of housing provided	Collaborating agencies staff; Hope Center Mental Health program participants	Reported monthly part of Hope Center's ongoing data collection, management and analysis.

Addendum

Agency: Hope Center, Inc., Lead Agency
Employment Solutions, Inc., Collaborating Agency

Program Name: Mobile Outreach

LFUCG Extended Social Resource Grant Program FY17 Funding: \$50,000

Program Summary: The Mobile Outreach Program team includes a nurse, a case manager and a peer mentor. It operates from a custom motor home (the HopeMobile) parked at a different downtown church location each weekday. The mobile outreach team meets immediate needs in many ways, by distributing food, blankets, warm clothing and other material that help provide respite. It also provides referrals for shelter, counseling and job training at the Hope Center and other agencies. The team also serves people who are marginally housed. By providing these people with services and connecting them to resources, the team helps prevent people from becoming homeless.

Employment Solutions helps people with barriers to employment to become self-sufficient. Employment solutions operates two food programs:

- **SAUTE CAFÉ:** Utilizing a large fully equipped commercial kitchen, Sauté Café provides hands-on learning in food preparation for the students of the College for Technical Education's Food and Hospitality program. Students learn both practical basic cooking techniques and recipes, as well as develop their creative culinary potentials.
- **FRESH APPROACH:** Fresh Approach prepares produce and food trays for use by commercial customers, restaurants, caterers and local schools to save them valuable time and expense. Fresh Approach utilizes a workforce consisting primarily of people with severe disabilities.

For this collaboration, Hope Center, Inc. will act as the lead fiscal and reporting agency. Employment Solutions will provide food units for distribution via the HopeMobile. Both agencies will participate in regular meetings to share and report to each other on the program budget; share and report to each other on the program goals; and prepare the quarterly program reporting and fiscal requirements of the ESR program.

Long-Term Program Goals: Goals

ACTIVITIES	OUTPUTS	OUTCOMES
Program management, coordination with Detention Center, coordination with community and agency partners, coordination of volunteer activities, maintenance of existing staff levels, coordination of ongoing training and other staff support needs.	Provision of ongoing supervision and support to staff and volunteers; ongoing coordination with all community partners.	1. Consistent ongoing day-to-day management of the program, including consistent procedures and clear communication to participants.
Provision of services including screening, information, referrals, distribution of meals, needed items such as blankets, clothing, etc.	Provision of Mobile Outreach services to 8,000 people	2. Capacity to provide Mobile Outreach, food and other needed items and services to all requesting these services.
Provision of food, needed items, food, referrals, etc.	Provision of 13,000 services and distribution of 95,000 units of food	3. Capacity to maintain the Mobile Outreach program so that homeless and marginally housed persons will be able to access food and needed items, and also be introduced to other programs which may lead to stability and self-sufficiency.
Collaboration with Employment Solutions for food resources for participants	Regular meetings between collaborating agencies to discuss share and report on program budget, program goals, and to prepare the quarterly program reporting and fiscal requirements for the ESR program	4. Submission of quarterly reports with signatures from each collaborating agency.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Satisfactory program management.	Documented issues, problems or grievances from clients or detention center staff	All Hope Center Mobile Outreach employees and participants	Reported weekly as part of ongoing Hope Center management team meetings, with written documentation available.
Maintenance of scheduled HopeMobile services	Monthly program reports showing the number of people seen, units of food distributed, and number of services provided.	All Hope Center Mobile Outreach participants	Information is compiled monthly as part of Hope Center's ongoing data collection, management and analysis
Successful collaborative program to support outreach food resources	Documentation of food provided	Collaborating agencies staff; HopeMobile visitor feedback	Reported monthly part of Hope Center's ongoing data collection, management and analysis.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Jubilee Jobs of Lexington** with offices located at 1450 North Broadway, Lexington, Kentucky 40505, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.
2. Government shall pay Organization the sum of **Thirteen Thousand, One Hundred and Ninety Dollars (\$13,190)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. A year-end program report shall be submitted by July 10th. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not

become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:

(1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Jubilee Jobs of Lexington
1450 N Broadway
Lexington, KY 40505

Attn: Cary Plummer, Executive Director

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

JUBILEE JOBS OF LEXINGTON

BY: _____

Jim Gray, Mayor

BY: _____

Title: Executive Director

ATTEST: _____

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Jubilee Jobs of Lexington

Program Name: Jubilee Jobs of Lexington

LFUCG Extended Social Resource Grant Program FY17 Funding: \$13,190

Program Summary: The mission of Jubilee Jobs is to help local, disadvantaged residents of Fayette County move from poverty and despair to dignity and hope through participation in a two-week jobs training program with the ultimate goal of helping each participant to secure sustainable employment. The agency conducts a weekly, Monday morning orientation session that is open to all. It is expected that at least 1,200 people, mostly Fayette County residents, will attend an orientation session during the funding period. At the end of each orientation, attendees are offered the opportunity to enroll for the two-week, seven step employment assistance program. Enrolled clients spend the first week preparing their job history and gathering employment identification information. The second week begins with a structured interview process with trained Job Counselors to determine experience, marketable job skills and abilities as well as any barriers to employment. Clients also attend workshops on interviewing skills and conflict resolution. The second week concludes with a personal resume preparation.

Because a majority of our clients have various background issues which affect employability, our Job Counselors spend a considerable amount of time with each client to address needs specific to them as it relates to their particular background issues. Our goal is to help them secure a position with a company that is willing to give them a second chance.

Clients are included in a database so we can monitor their progress and successes and they are expected to fully participate in the above process for maximum success.

Long-Term Program Goals: To make a significant reduction in the unemployment rate for a disadvantaged portion of Fayette County residents who struggle to find a sustainable job that would move them from poverty and despair to dignity and hope. Many of the barriers faced by these residents include criminal background issues, unstable job history, lack of marketable skills, inability to properly approach employers for a job, poor conflict resolution skills, and no resume. In order to reduce unemployment for this segment of our residents, Jubilee Jobs provides a tested and successful approach for job preparation and placement in real job opportunities. We also continue to stay in touch with our clients for a more lasting, long-term benefit.

ACTIVITIES	OUTPUTS	OUTCOMES
In-depth client interview with a Job Counselor to include review of job and other history, an assessment of marketable skills and determination of ideal job type	Of the 1,200 or so clients who will take advantage of the opportunity to pursue this jobs program, we expect at least 60% of those who participate in the orientation to actively move forward during the funding period.	A large portion of the participants who commit fully to the program are expected to obtain a job during the year. It is expected that at least 430 clients will acquire new jobs during the funding period.
Job preparation workshops to include training in interviewing preparation and conflict resolution skills	It is expected that about 54% of clients who attend the program orientation or 648 will complete all the job preparation workshops.	Clients who complete the two program workshops (648) are encouraged to complete the entire program. We estimate that 77% of these clients or 499 people will complete the entire two-week program, thus increasing their chances of success in the job market.
One-on-one resume preparation so each client will be able to articulate their marketable skills	We estimate that approximately 51% of clients who attend the program orientation or 612 people will complete the resume portion of the program.	Clients who finish the program with a completed resume will have a considerable advantage over those who don't. This group is much more likely to obtain employment. It is expected that at least 70% of this group will be employed during the year.
Discussions with employers regarding specific clients, scheduled job interviews, regular interaction with clients, referral to open jobs, and assistance with online application process.	Historical data indicates about 40% of those clients who began the program will actually complete all phases and will actively seek employment.	Clients who complete the program will have high positive outcomes, with an estimated 41% of interviews scheduled resulting in a job offer. Most clients go to multiple interviews.
Ongoing commitment to all clients to include periodic "Move Up Meetings," additional formal education, mock interviews, assistance with work attire as well as help with grooming needs and job transportation as required.	Ongoing job-related services are provided to any client who seeks such assistance. Typical Move Up Meetings, which we conduct 6 times per year, will have an attendance of 25-30 clients. Move Up Meetings assist clients with improving their marketable skills and ultimately upward mobility within their company. We will assist another 140-200 clients throughout the funding period with mock interviews, clothing, grooming and transportation assistance. We have also just added virtual Move Up Meetings.	Providing ongoing services plays a vital role in continued success of employed clients and sets us apart from other organizations that provide job services. Our goal is to increase the number who participate in such services by at least 20% over FY15 during this new funding period.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Potential client attends orientation and signs voluntary program commitment form.	We maintain weekly records of those who attend orientation meetings and those who complete the voluntary program commitment form.	We record data from this measurement tool on all attendees.	This data is collected on a weekly basis throughout the year and is recorded in an ongoing spreadsheet.
Client completes basic job training program.	A weekly chart is used to gather attendance and participation in the program.	Attendance for all phases of the program is tracked for all participants.	This data is tracked weekly and is used to determine the success of the program.
Client obtains new job through the program.	We use an Access database to keep track of the activity of all clients in our program to include job interviews and hires.	For each client, we record interviews and hires.	We use this data to create monthly Excel spreadsheets which shows the activity of our program and associated successes. This information is reviewed with our board.
Client stays on new job at least 6 months.	Our database tracks this information so we can see if clients are sustaining longer term employment.	We can prepare reports which will display longevity of clients.	When clients leave a job, we record the date they left and the reason. This is somewhat dependent upon the client contacting our office with this information, although many do so to get further assistance with placement in another job.
Client attends periodic Move Up Meetings for additional training. We also track other services we are able to provide clients.	We have clients sign in at all Move Up Meetings and we record their attendance in their record in the database. We record any job advances in the client records. We also record other services clients receive.	We chart attendance at Move Up Meetings with a goal of increasing the number of participants. We specifically record all services clients receive in spreadsheets.	We are having in-person Move Up Meetings about 6 times per year and track the information accordingly. Our plans are to conduct complementary new online, irtual Move Up Meetings at least 6 times per year during the funding period in addition to the ongoing meetings. Other provided services are recorded when clients receive them.

Cary Plummer

From: Theresa Maynard <theresam@lexingtonky.gov>
Sent: Monday, June 13, 2016 2:09 PM
To: (cplummer@jubileejobsoflexington.org)
Subject: Jubilee Jobs-Extended Social Resource (ESR) Grant Program Fiscal Year 2017 PSA documents
Attachments: FY17 PSA - Jubilee Jobs of Lexington.pdf

Good afternoon!

Attached is your Purchase of Service Agreement and its Addendum for your Grant Award for the Extended Social Resource (ESR) Grant Program for Fiscal Year 2017. The Awards for the ESR Grant Program shall be the same amounts for Fiscal Year 2017, which begins July 1st, 2016 and ends June 30th, 2017.

You may see small a small increase of less than \$10 on some awards, rounding them the award up to an even amount.

We will need THREE (3) copies of this printed PSA & Addendum returned to us either by US Mail or hand delivered at the address below no later than **July 15th**. **Each of the three paper copies must contain an original signature.** We cannot accept emailed or faxed copies of the signed agreement, and all three **MUST** have an original signature.

Upon our receipt of the executed agreements, we will provide you with further instruction in regards to the grant disbursement process, and programmatic quarterly reporting requirements for Fiscal Year 2017. These will be changing slightly from the current forms and dates used for Fiscal Year 2016

Thank you for the important work that you do, and we look forward to teaming with you this year to the benefit of our community
Theresa

Theresa Maynard | Administrative Officer

Department of Social Services

Lexington-Fayette Urban County Government | 200 E Main Street, Suite 328 | Lexington, Kentucky 40507

Phone: (859) 258-3807 | Email: theresam@lexingtonky.gov | Web: www.lexingtonky.gov

[Facebook](#) | [Twitter](#)

Hand delivered
6-14-16

Per your request
Thanks,
Cary

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Kentucky CancerLink, Inc.** with offices located at 1589 2425 Regency Road, Suite B, Lexington, Kentucky 40503, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Twenty Thousand Dollars (\$20,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by**

October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Kentucky Cancerlink
2425 Regency Rd Ste B
Lexington, Ky 40503
Attn: Vicki D. Blevins-Booth

For Government:

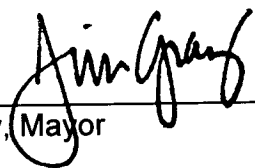
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

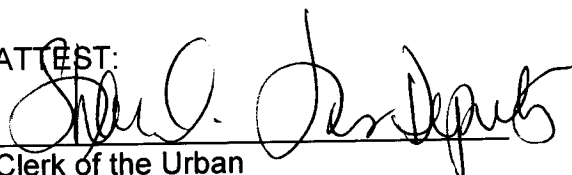
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

KENTUCKY CANCERLINK, INC.

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Kentucky CancerLink, Inc.

Program Name: Fayette County Connection Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$20,000

Program Summary: The Fayette County Connection Program (FCC) is unique in that we provide patient navigation services and educational materials related to 1) cancer screenings, 2) cancer diagnoses, and 3) cancer survivorship to a variety of populations, depending upon their needs. FCC also provides direct and indirect services, supplies, and limited short-term financial support to those in need of cancer screenings, to those receiving cancer treatments, and to cancer survivors. The direct support is provided at no cost to the individuals and is based on a household income at 250% of the Federal Poverty Level or below. The FCC program places a special emphasis on those who are uninsured and under-served. The FCC program will serve at least 800 Fayette County residents.

One of the population groups that FCC serves is those in need of cancer screenings. The screenings will increase their chances of early detection of cancer and survival of cancer. Examples of cancer screenings are clinical breast exams, mammograms, ultrasounds, and biopsies for breast cancer screenings; at-home colon cancer screening test kits and colonoscopies for colon cancer screenings; pap tests for cervical cancer screenings; and, new in 2015, CT lung cancer screenings for lung cancer.

Program services provided include cancer screening educational materials, access to cancer screenings, transportation, childcare assistance, cancer-related medications, wigs, mastectomy products, compression items, survivorship programs and other personal needs. The goals of this program are to increase evidence-based cancer screenings, improve treatment outcomes and provide support to cancer survivors.

Long-Term Program Goals: The long-term goals for the Fayette County Connection Program are: 1) Enable under-served citizens of Fayette County to receive evidence-based preventive cancer screenings at no-cost or low cost through patient navigators and community partners; 2) Provide education on the need for cancer screenings and information on cancer-screening programs available to qualified Fayette County residents; 3) Identify and remove barriers to cancer screening, treatment, and survivorship through internal and external resources; 4) Increase support for Hispanic and other ethnic population through FCC navigator with Spanish language interpreter skills and external language support service.

ACTIVITIES	OUTPUTS	OUTCOMES
Provide Patient Navigation services	The FCC program will provide 400 people personalized assistance in obtaining preventive cancer screening information, access to cancer screening services, referral resources, and support following a diagnosis of cancer.	The FCC program will increase cancer screenings awareness, enable increased early detection of cancer, remove barriers to treatment, allowing patients the ability to complete treatment, and reduce personal and financial
Provide Outreach and educational programs	The FCC program will participate in medical outreach programs, health fairs, speaking opportunities and other public venues providing 175 people educational materials related to evidence-based cancer screenings and	The FCC program will increase cancer education and awareness regarding the importance of obtaining preventive cancer screenings and educate people about the full services offered through the FCC program.
Provide Patient supplies and services programs	The FCC program will provide 225 patients with access to cancer screenings, transportation, and childcare assistance. Supplies provided are mastectomy items, compression garments, wigs, and other personal needs that are identified	By reducing barriers, such as transportation and childcare assistance, more patients will be able to obtain needed cancer screenings and treatment. By providing supplies to cancer patients and survivors, patients will benefit
Provide other community referral services	The FCC program navigators will identify personal barriers and refer 150 patients to community organizations and support systems.	By providing referrals to other community organizations, patients will be able to obtain additional needed assistance, such as short-term payments for rent and utilities, food supplies, medications, durable medical
Provide in-person and call-in language interpretation	The FCC program will provide a Spanish interpreter navigator as well as external language support services for other languages to 125 people.	By providing language support, patients will easily comprehend the services available to them through the FCC program.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Total number of clients served	Aggregated data from MS Access System and patient records	100% of patient population served	Daily
Total number of materials distributed and number of participants attending events	Event reports	100% of participants	Week following the event
Total number of supplies and services provided	Aggregated data from MS Access System and patient records	100% of patients	Daily
Total number of referrals to other organizations and community services	Aggregated data from MS Access System and patient records	100% of patients	Daily
Total number of services provided to patients with Language barriers	Aggregated data from MS Access System and log of events/venues/encounters	100% of patients and participants	Daily

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Lexington Leadership Foundation, Inc.** with offices located at PO Box 4654, Lexington, Kentucky 40544, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Sixty-Eight Thousand, Nine Hundred and Sixty Dollars (\$68,960)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Lexington Leadership Fdn.
P.O. Box 4654
Lexington, Ky 40544

Attn: Eric Geary, CEO

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

LEXINGTON LEADERSHIP
FOUNDATION, INC.

BY: _____

Jim Gray, Mayor

BY: _____

Title: _____

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Lexington Leadership Foundation, Inc., Lead Agency
Art, Work, Empowerment, Inc., Collaborating Agency

Program Name: Urban Youth Empowerment

LFUCG Extended Social Resource Grant Program FY17 Funding: \$68,960

Program Summary: LLF and AWE will collaborate to enhance the Urban Youth Empowerment. LLF's personnel are skilled in program development, mentoring, and athletic programming; the artistic abilities of AWE's personnel add another level of skills for participants. The collaborative program addresses life skills, character development, classwork help, hygiene, transition to middle school, peer relationships, arts/sports skills, and team building—the issues that define the at-risk children and youth of Fayette County. The program's goal is to empower at-risk youth to stay in school, develop self-confidence and self-respect, and succeed in life.

LLF will provide mentoring to youth ages four to 18. Adult volunteers will provide one-to-one mentoring weekly for at least one hour, taking place at various locations and times, depending on the needs of individual mentors, youth, and their caregivers. In addition, group mentoring will be provided at local schools. The weekly schedule will be coordinated with each school.

AWE will provide the On the Move Art Studio, a mobile art classroom, to three LLF partner sites each week: Consolidated Church, Crossroads Church, and Gardenside Church. Art programming will be provided in afterschool sessions lasting one school semester, with two sessions offered each year. In addition, four summer art camps will be held. Participants will be at-risk K-8th graders, with 90% eligible for free or reduced-price lunches.

LLF's week-long summer basketball camp, to be held annually at Broadway Christian Church, will be led by 10 volunteers and two staff coaches, for boys and girls grades 5-6 from 9am-12pm and grades 7-8. A winter basketball league will operate at Breckinridge Elementary for 2nd-7th grade boys and girls led by 30 volunteer coaches/scorekeepers. A three-day summer soccer camp will be held each June at Valley Park serving boys and girls ages 4-18.

Long-Term Program Goals:

- To provide 225 at-risk children and youth (referred to as "youth" below) with character-building activities that also build skills and knowledge
- To provide caring, supportive relationships for 225 at-risk youth
- To engage 105 volunteers as role models for youth participants

ACTIVITIES	OUTPUTS	OUTCOMES
One-to-one mentoring	60 youth matched with 60 mentors; 200 hours of pre-match orientation	70% of matches sustained for 1 year 70% of youth improve behavior
Site-based mentoring	47 youth; 8 adult volunteers; 2 school sites	70% of youth improve grades and school attendance
Afterschool art enrichment program	25 youth; 2 instructors; 3 adult volunteers; 2 sites	100% of youth improve character, peer collaboration, problem solving, and art skills
Arts enrichment camps	75 youth; 16 adult volunteers; 1 camp sites	100% of youth improve character, peer collaboration, problem solving, and art skills
Sports enrichment camps	142 youth; 19 adult volunteers; 2 camp sites	100% of youth improve character, team-building, and sports skills

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Improved relationships, behavior, and outlook on school	Pre and post behavior and attitude evaluations	All participants	Evaluations upon enrolling in and exiting program
Grades School attendance	Reports from school personnel	All participants	Each grading period (every 3 months during school year)
Improved self-confidence, outlook, and peer relationships	Pre and post behavior and attitude evaluations	All participants	Evaluations upon enrolling in and exiting program
Improved self-confidence, outlook, and peer relationships	Pre and post behavior and attitude evaluations	All participants	Evaluations upon enrolling in and exiting program
Improved self-confidence, peer relationships, and response to authority	Pre and post behavior and attitude evaluations	All participants	Evaluations upon enrolling in and exiting program

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Lexington Rescue Mission** with offices located at PO Box 1050, Lexington, Kentucky 40588, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Forty-Nine Thousand Dollars (\$49,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end**

program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.

B. Investment Funds Management: The governing board may elect to either:

(1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Lexington Rescue Mission
P.O. Box 1050
Lexington, KY 40588

Attn: Laura Carr

For Government:

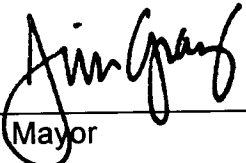
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

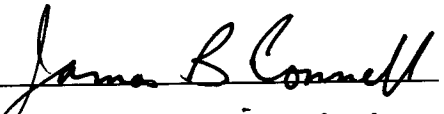
Attn: Chris Ford, Commissioner
Department of Social Services

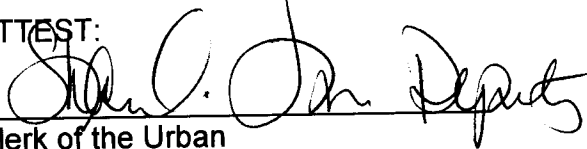
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

LEXINGTON RESCUE MISSION

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Lexington Rescue Mission, Lead Agency
Jubilee Jobs of Lexington, Collaborating Agency

Program Name: Advance Lexington

LFUCG Extended Social Resource Grant Program FY17 Funding: \$49,000

Program Summary: Advance Lexington, a collaborative project of the Lexington Rescue Mission and Jubilee Jobs, is designed to equip people with marketable job skills for employment. This collaborative project will be located at 1400 North Forbes Road. The target audience is unemployed adults living in Fayette County. The Lexington Rescue Mission will provide five weeks of weekday classes through its Jobs for Life program.

Each Jobs for Life participant completes 25 classes, which teach soft skills, including identifying and overcoming roadblocks, perseverance and positive attitude, succeeding through adversity, integrity in the workplace, personal responsibility/self-discipline, conflict resolution, excelling on the job, effective resumes and vocational plans, local business community perspective, and developing community networks. Volunteers from the local business community participate in all of the classes, developing mentoring relationships with participants to guide, encourage, and support them in their search for employment.

Once job-seekers complete these classes, they will have the opportunity to enroll in Advance Lexington Staffing Services, which will contract with local businesses to provide temporary employment. While working through the staffing service, trainees will receive a wage and be able to practice the job skills they have learned in a workplace setting. The Director of Staffing Services will meet with each employer to identify and address challenges and will provide participants with individual case management and on-the-job coaching on a weekly basis. In addition, they will receive support for their job search, including assistance with resumes, job searches, employment applications and other practical needs (IDs, bus passes, interview attire, etc.). Jubilee Jobs, which works with 75 local employers to place job-seekers, will assist participants with finding permanent employment. In addition, trainees may transition to permanent employment at their assigned workplace.

Long-Term Program Goals: Advance Lexington's goal is that unemployed adults will find lasting employment.

ACTIVITIES	OUTPUTS	OUTCOMES
Jobs for Life classes	1,600 hours of training in the skills needed to prepare for, find and maintain lasting employment.	100% of graduates will report that they have learned the skills necessary to find and maintain employment upon completion of the classes. 75% of graduates will secure employment within three months of finishing classes.
Advance Lexington work assignments	21,540 hours of temporary work, including 540 hours with the Employer Relations Coordinator, who provides job coaching and case management.	100% of trainees will earn at least minimum wage for the duration of their work assignment, and 70% will gain at least one positive work reference to use when applying for permanent employment.
Job placement	350 hours of job placement counseling, including assistance with resumes, job searches, employment applications and other practical needs (IDs, bus passes, interview attire, etc.).	75% of trainees will obtain permanent employment or enroll in school to further their education within six months of starting the program.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Participants will complete all 25 sessions, including all homework assignments, and they will graduate from Jobs for Life.	A pre-program and post-program survey assesses clients' attitude and skills, and a follow-up survey tracks employment status, work location and wage information.	Lexington Rescue Mission staff will follow up with all participants, and those who are able to be reached (at least 65%) will complete the survey.	Graduates complete the surveys during the first and last sessions, and they will receive follow-up calls six months after graduation and every six months thereafter.
Trainee receives a paycheck; Employer agrees to serve as a reference.	Accounting software (Sage 50); Meetings with employers	100% of trainees and employers	All trainees will turn in weekly timesheets, and payroll will be processed bi-weekly. The employment counselor will meet with employees on a weekly basis.
Participants report employment status.	Jubilee Jobs uses an Access database to keep track of the activity of all clients in its program, including any job interviews and hires.	For each client, Jubilee Jobs records all interviews and hires as well as the date the client leaves the job.	Monthly Excel spreadsheets show the activity of the program and associated successes. The information is reviewed with the collaborative partners monthly.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Mission Lexington, Inc.** with offices located at 230 South Martin Luther King Blvd, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Sixty-One Thousand, One Hundred and Ninety Dollars (\$61,190)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2015 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. Quarterly financial reports, invoices, and detailed program reports

shall be submitted by October 10th, January 9th, and April 10th. A year-end program report shall be submitted by July 10th. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Mission Lexington
230 South Martin Luther King Blvd
Lexington, KY 40508

Attn: Chris Skidmore

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

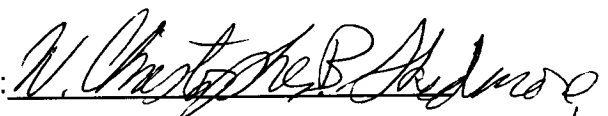
LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

MISSION LEXINGTON, INC.


BY: _____


Jim Gray, Mayor

BY: _____


Title: Mission Lexington Executive Director
6-13-16

ATTEST: _____


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Mission Lexington, Inc., Lead Agency
Kentucky CancerLink, Collaborating Agency
Faith Pharmacy, Collaborating Agency

Program Name: Health Services with In-House Navigation and Pharmacy

LFUCG Extended Social Resource Grant Program FY17 Funding: \$61,190

Program Summary: Kentucky CancerLink, Faith Pharmacy, and Mission Lexington will work together to expand the number of patients that receive health care, improve the quality of care that is delivered, and decrease the rate of missed screening appointments. This program will serve at least 926 uninsured adult residents of Lexington who earn up to 185% of the poverty line.

Mission Lexington offers free clinics that provide medical, dental, and mental health care. Kentucky CancerLink provides patient navigation services for those in need of cancer screenings and support after a diagnosis of cancer. Faith Pharmacy provides free medications to uninsured patients who live below the poverty line. These three organizations will collaborate in a pilot project that will merge Faith Pharmacy with Mission Lexington and bring navigation services on-site, where the primary care services are being provided. Mission Lexington will also provide on-site office space for Kentucky CancerLink's experienced health navigators and language interpreter.

Faith Pharmacy will provide medications, free of charge, to patients who cannot afford them, until pharmaceutical companies' assistance programs can assist.

Kentucky CancerLink will provide colon, breast, lung, and pelvic cancer screenings, outreach to potential patients, in-person and call-in language interpretation, and on-site identification and navigation of barriers to keeping appointments including childcare and transportation. Evidence-based cancer screenings will be provided at no cost to low-income patients-- including mammograms, colon kits, pap smears, and lung cancer screenings.

Long-Term Program Goals:

1. to provide primary medical, mental health, medicinal, and dental care to more residents of Lexington who are not currently being reached;
2. increase the number of individuals who receive the preventative cancer screenings they need;
3. decrease the number of missed appointments;
4. improve the quality of care patients receive with help surmounting language barriers;
5. and help patients overcome the hurdles that prevent patients from receiving the medical care they need.

ACTIVITIES	OUTPUTS	OUTCOMES
Providing primary medical and mental health care to more residents of Lexington who are not currently being served. Mission Lexington will treat issues like high blood pressure, vision problems, depression, diabetes, anxiety, asthma, emphysema, and viral and bacterial infections.	The Mission Lexington Medical Clinic will be open 1.35x longer per year (713 hours) than prior to receiving funding (528 hours).	147 more working families will have more money to spend on rent, utilities, or house payments because their general practice health care is provided free.
Providing dental care to more residents of Lexington who are not currently being served. Mission Lexington will provide treatment planning, oral surgeries, tooth extractions, partials, dentures, cleanings, and fillings for our most vulnerable neighbors.	The Mission Lexington Dental Clinic will be open 1.14x longer per year (1975 hours) than prior to receiving funding (1730 hours).	119 more homeless Lexingtonians will be better poised to obtain a job because they are pain-free and more hygienically appealing to potential employers.
Providing medicinal care to more residents of Lexington who are not currently being served. Faith Pharmacy will move on-site at Mission Lexington and provide life-saving medicines to those who need them the most and can afford them the least.	Faith Pharmacy will be open 1.7x longer (132hours) than prior to funding (78 hours).	589 prescriptions will be filled for 175 patients
Increasing the number of individuals who receive the preventative services for the four evidence-based cancer screenings they need by helping patients surmount language barriers and overcome the hurdles like lack of childcare, lack of transportation, and other hurdles that prevent patients from receiving the medical care they need.	KY CancerLink will provide an on-site navigator and Spanish interpreter at the Mission Lexington facilities 11 hours per week.	Kentucky CancerLink's experienced navigators will have opportunities to counsel with 353 more patients than before.
Increasing the number of individuals who receive the primary medical care, dental care, mental health care, and medicines they need.	KY Cancer Link will refer more impoverished adult Fayette County residents to Mission Lexington during community outreach activities.	90 new patients will be referred to Mission Lexington by KY CancerLink

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Total number of patient visits and total number of new patients served	Aggregated data from actual medical records	100% of patient population	Daily
Total number of patient visits and total number of new patients served	Aggregated data from actual medical records	100% of patient population	Daily
Total number of prescriptions filled and total number of patients served	Aggregated data from actual medical records	100% of patient population	Daily
Total number of patient visits when individuals are available to receive counseling and total number of patients who receive navigation or interpreting services	Data from Kentucky CancerLink records	100% of patients served	Weekly
Total number of new patients served	Aggregated data from actual medical records	100% of patient population	Daily

PURCHASE OF SERVICE AGREEMENT

~~THIS PURCHASE OF SERVICE AGREEMENT~~ (hereinafter "Agreement"); made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"); 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Moveable Feast, Inc.** with offices located at 474 Silver Maple Way, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

~~That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:~~

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **One Hundred and Forty Thousand Dollars (\$140,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end**

program report shall be submitted by July 14th, 2017. A year-end program report shall be submitted by July 10th. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. ~~In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.~~

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5. ~~Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current~~

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9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.

B. Investment Funds Management: The governing board may elect to either:

(1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Moveable Feast Lexington, Inc.
PO Box 367
Lexington, KY 40588

Attn: Terry Mullins

For Government:

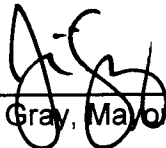
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

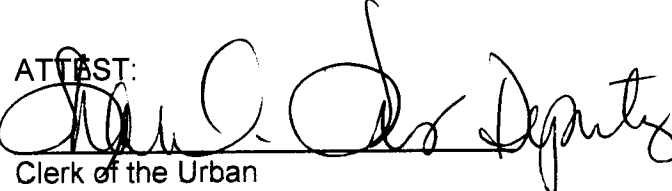
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

MOVEABLE FEAST, INC.

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Moveable Feast Lexington, Inc.

Program Name: Home Delivered Meals

LFUCG Extended Social Resource Grant Program FY17 Funding: \$28,000

Program Summary: Moveable Feast provides a nutritious, freshly prepared, home delivered meal to people in Fayette County. A cold lunch is also provided to the neediest of the clients. In addition, weekly grocery bags are provided and we can arrange for nutrition counseling if desired. The meals are provided five days a week. Meals are delivered between 5:00pm and 7:30pm.

Meals are adjusted to fit specific dietary requirements (i.e. renal failure, gluten intolerance etc.).

In a year's time 250 unduplicated people will be served.

The target populations are those with HIV/AIDS and those on Hospice Care for any reason (as well as their caregivers and any dependent children in the home) with incomes less than 300 percent of the Federal poverty level.

The goals are to improve longevity and quality of life, for HIV/AIDS clients, through better nutrition than client could otherwise afford or prepare on their own. Make harsh medication regimens more tolerable. Free up monetary resources to be used toward more stable housing and medications.

For Hospice clients; to keep terminally ill elderly clients together in their homes instead of separating them by extensive and expensive nursing home stays because of the onerous responsibility of meal preparation on top of care giving for elderly persons.

Long-Term Program Goals: For the HIV/AIDS clients the program hopes to achieve long term success by providing better nutrition than the client could otherwise afford therefore helping them better able to tolerate tough medication regimens and extend longevity and give a better quality of life. Also by providing food to low-income persons the goal is to free up scarce resources thereby enabling them to obtain more stable housing, transportation, phone and/or medications. We expect that a certain number of them will improve enough to return to work at least part time.

For the Hospice clients we know that they are not going to get better or return to work but the goals are to provide a better quality of life in the time they have left, ease the burden on the caregiver and to forestall or eliminate costly nursing homes.

ACTIVITIES	OUTPUTS	OUTCOMES
Prepare Meals	30,000 meals will be delivered to 250 unduplicated clients.	Delivering prepared meals to AIDS clients will free up income for other necessities of life.
Package Meals	10 will be able to return to work at least part time.	Nutritious meals will better enable people with AIDS to combat their illness and handle medications, allowing for more productive lives.
Deliver Meals	20 elderly couples will be able to remain together longer than otherwise would be possible.	Allow over burdened family to spend more time caring for the dying loved loved one and allow person to die at home instead of a nursing home.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Actual number of meals delivered	Records kept by Executive Director	All Clients	Daily
Number of people that secure employment	Communication with and personal knowledge of clients by Executive Director and staff	All Clients	Quarterly
Number of couples that stay together than otherwise would be possible	Knowledge of clients situations by Executive Director with input from Hospice Social Workers	All Clients	Quarterly

Addendum

Agency: Moveable Feast Lexington, Inc., Lead Agency
Hospice of the Bluegrass, Collaborating Agency

Program Name: Basic Needs Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$112,000.

Program Summary: The program has been run separately by Hospice of the Bluegrass and Moveable Feast Lexington for many years however we are now forming a closer working relationship.

Hospice (who serves clients that doctors have determined have six months or less to live) has operated their Charity Care program which provides medical equipment, medical supplies and clinical staff visits to those who have no insurance and their Patient Expense Fund providing rent and utility assistance, groceries and basic needs to low-income clients. This service is administered five days a week around the clock and on weekends in dire situations.

Hospice will serve 1,200 clients in the coming year. Moveable Feast provides a nutritious, freshly prepared, home delivered meal to people in Fayette County. A cold lunch is also provided to the neediest of the clients. In addition, weekly grocery bags are provided. The meals are provided five days a week. Meals are delivered between 5:00pm and 7:30pm. Hospice operates seven days a week. In a year's time 250 unduplicated people will be served.

The target populations are those with HIV/AIDS and those on Hospice Care for any reason (as well as their caregivers and any dependent children in the home) with incomes less than 300 percent of the Federal poverty level.

The goals are to improve longevity and quality of life, for HIV/AIDS clients, through better nutrition than client could otherwise afford or prepare on their own. Make harsh medication regimens more tolerable. Free up monetary resources to be used toward more stable housing and medications.

For Hospice clients; to keep terminally ill elderly clients and their families together in their homes instead of separating them by extensive and expensive nursing home stays because of the onerous responsibility of meal preparation on top of care giving for elderly persons.

The collaborative program will relieve some burden off of Hospice staff by allowing Moveable Feast who is going to the homes already to make some of the deliveries of supplies to clients.

Long-Term Program Goals: For the HIV/AIDS clients the program hopes to achieve long term success by providing better nutrition than the client could otherwise afford therefore helping them better able to tolerate tough medication regimens and extend longevity and give a better quality of life. Also by providing food to low-income persons the goal is to free up scarce resources thereby enabling them to obtain more stable housing, transportation, phone and/or medications. We expect that a certain number of them will improve enough to return to work at least part time.

For the Hospice clients we know that they are not going to get better or return to work but the goals are to provide much needed food, medicine, medical equipment and supplies, rent and utility assistance plus clinical visits by professional staff.

ACTIVITIES	OUTPUTS	OUTCOMES
Prepare Meals	30,000 meals will be delivered to 250 unduplicated clients.	Delivering prepared meals to AIDS clients will free up income for other necessities of life.
Package Meals	10 will be able to return to work at least part time.	Nutritious meals will better enable people with AIDS to combat their illness and handle medications, allowing for more productive lives.
Deliver Meals	20 elderly couples will be able to remain together longer than otherwise would be possible.	Allow over burdened family to spend more time caring for the dying loved one and allow person to die at home.
Deliver Medicines, Medical Supplies, Equipment and make Clinical Visits	1,200 will receive some or all of these services	Provide for the needs of dying peoples medical and nursing care needs.
Assist in Rent & Utilities	10 house holds will receive rent and/or utility assistance.	To allow dying people to stay in their homes.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Actual number of meals delivered	Records kept by Executive Director	All Clients	Daily
Number of people that secure employment	Communication with and personal knowledge of clients by Executive Director and staff	All Clients	Quarterly
Number of couples that stay together than otherwise would be possible	Knowledge of clients situations by Executive Director with input from Hospice Social Workers	All Clients	Quarterly
Actual Number of Deliveries Made	Records Kept by Staff	All Clients	Quarterly
Actual Number of Those Assisted	Records Kept by Staff	All Clients	Quarterly

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **NAMI Lexington** with offices located at 498 Georgetown Street, Suite 201, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Fifty-Seven Thousand Dollars \$51,000** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

NAMI Lexington
498 Georgetown St. Ste 201
Lexington Ky 40508
Attn: Phill Gunning

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507


Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

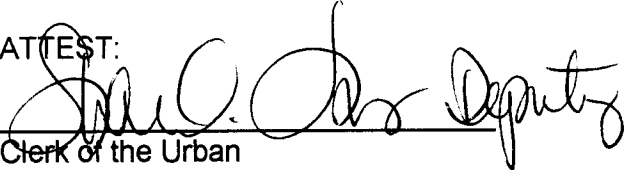
LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

NAMI LEXINGTON

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: NAMI Lexington

Program Name: Participation Station

LFUCG Extended Social Resource Grant Program FY17 Funding: \$57,000

Program Summary: Participation Station was the first peer operated center in Kentucky, opening in 2009, and is managed and operated by individuals in recovery from serious mental illness. The staff includes a team of Kentucky Peer Specialists who have been trained, tested, and certified by the state to provide peer support to other consumers of mental health services. The program design has been recognized by the Kentucky Department of Behavioral Health as a model program for the state. The program is open to any resident of Fayette County who may be dealing with the effects of mental illness or co-occurring substance abuse regardless of their current stage of recovery. Services offered include:

- Individual Peer Support
- Educational Groups related to recovery, self care, physical health maintenance, and life in general
- Support Groups including Double Trouble in Recovery for individuals with mental health and substance abuse disorders.
- Social and Recreational Events, particularly centered around holidays
- System Navigation to help individuals dealing with issues with healthcare (both physical and behavioral), insurance, housing or homelessness, education, relationships, employment, or any other basic human need
- The Warm Line, a telephonic support service open to anyone in the community who “just needs someone to talk to...”

The overarching goal of the program is to offer individuals an environment where they feel accepted and welcome. All services are provided free of charge.

Long-Term Program Goals: To become a center of excellence for consumer operated services and to promote recovery for all individuals who deal with mental illness. To that end, the program aspires to:

- Decrease recidivism (circular jail, hospital admissions, and homelessness) and increase periods of sustained wellness for participants through education and peer support
- Increase awareness and utilization of existing supports and programs through effective system navigation for participants
- Expand availability of co-occurring mental health/substance abuse programming such as Double Trouble in Recovery groups
- Change the perception of mental illness in our community, introducing the possibility of recovery from severe mental illness
- Offer options for support and recovery resources to the entire community through the Peer Operated Warm Line

ACTIVITIES	OUTPUTS	OUTCOMES
Educational and skills tracks including social events targeted at engaging this population	550 tracks held at the center 2837 attendances scheduled tracks in FY14	Increase life skill proficiency as evidenced by increasing the # attendances in educational and social events by 10%
Individual peer support counseling (system navigation support)	1541 incidents of individual peer support in FY14	Promote overall wellness and integration into the community by increasing # of participants receiving formal individual peer support by 15%
Support Groups (VA, Double Trouble in Recovery, family, disease specific, etc.)	Average of 6.3 attendees in 314 support group sessions offered in FY14	Provide individuals with serious mental illness and enhance program utilization by increasing the # of outreach initiatives by 10%
Outreach activities including speaking engagements and attendance at community festivals	39 engagements scheduled with 381 attendees in FY14.	Decrease stigma experienced by individuals with serious mental illness and enhance program utilization by increasing the # of outreach initiatives by 10%
Peer Operated Warm Line	1148 calls received in FY14 24166 minutes of support offered in FY14	Decrease sense of isolation and offer community resources and referrals by increasing the number of Warm Line calls by 25%

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Number of participants actively participating in planned educational tracks & social events	PS Educational Track Database with data from PS Track Leader form	100% sample is entered into Access Database	Data is gathered prior to stipend and entered. Aggregated monthly to analyze trends/patterns
Number of incidents of individual peers support/system navigation.	Recorded on the individual Peer Support Outcomes form SN Service Log and aggregated by PS Program Coordinator	100% sample is entered into Access Database	Form is completed by Peer Specialist at time of service, submitted and entered. Aggregated monthly to analyze trends/patterns
Number of formal planned support groups held. Number of participants attending support groups.	Data entered into PS Overall Data database. (Access)	100% sample of support groups held and attendance.	Data is gathered at time of the group, submitted to PS Program Coordinator, entered daily and aggregated monthly for trends/patterns
Number of outreach activities including speaking engagements and attendance at community festivals	Data submitted to PS Program Coordinator and entered into database.	100% sample of In Our Own Voice presentations and speaking engagements.	Data collected after completion of the activity. entered and aggregated monthly to analyze trends/patterns
Number of calls to the Peer Operated Warm Line. Total minutes of peer support on Peer Warm Line	Each call is documented on Warm Line Call Log form. Logs are entered into Warm Line Database.	100% sample of all calls to the Peer Operated Warm Line including length of call (in minutes)	Data from Warm Line Database is aggregated monthly and analyzed for significant trends/patterns

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **New Beginnings, Bluegrass, Inc.** with offices located at 3131 Custer Drive, Suite 9, Lexington, Kentucky 40517, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **One Hundred, Sixteen Thousand Two Hundred and Forty Dollars (\$116,240)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed**

program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017.

Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

NEW BEGINNINGS, BLUEGRASS, INC.
3131 CUSTER DRIVE, SUITE 9
LEXINGTON, KY 40517

Attn: CHRISTY SHUFFETT

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

NEW BEGINNINGS, BLUEGRASS, INC

BY: 
Jim Gray, Mayor

BY: Christy Shuffett
Title: EXECUTIVE DIRECTOR

ATTEST:


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: New Beginnings, Bluegrass, Inc.

Program Name: Outreach Service Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$53,460

Program Summary: The goal of our Outreach Service Program is to provide recovery-focused housing supports to persons with serious mental illness (SMI). We utilize the principles of the evidence-based practice of Permanent Supportive Housing (PSH) that couples independent housing with the provision of community-based services.

Our agency currently has a lengthy waiting list and this expansion will allow us to assist 30 Fayette County residents by funding a full-time Outreach Worker. Within a week of starting the program, our Outreach Worker will meet with participants in the community to help identify housing options and develop individualized program goals. We will provide weekly contacts to assist with accessing needed items and services such as start-up household furnishings, rent subsidy programs, food stamps, and healthcare.

This program gives priority to individuals who are transitioning from a higher level of care, such as a hospital, personal care home, or jail, to community living. During this step-down process, some individuals will require intensive supports as they develop independent living skills. In order to meet this need, funds will be used to operate a transitional housing unit where daily supports will be offered to help ensure successful transitions from institutional life. As soon as participants determine they're ready to graduate to independent housing, we will help them get established in their own apartments.

Attention will be given to the individual needs of program participants to ensure the appropriate level of continuing services are available to those who need ongoing care.

Long-Term Program Goals:

- Assist individuals with serious mental illness with obtaining safe, affordable permanent housing in the community.
- Assist individuals who are residing in institutions such as hospitals or personal care homes with obtaining integrated, independent housing in the community.
- Assist individuals with developing or re-learning independent living skills necessary to maintain tenure in the community.

ACTIVITIES	OUTPUTS	OUTCOMES
Outreach Services	30 potential participants will be identified and screened for enrollment in the Outreach Program.	24 individuals who meet program criteria will receive outreach services and supports.
Housing Assistance	24 individuals will be assisted with exploring housing options in the community and screened to determine qualification for various housing subsidy programs.	18 program participants (75%) will secure permanent housing within 6 months of program entry.
Supportive Services	24 participants will develop individualized recovery goals with their Outreach Worker.	75% of individuals in the program will identify and show progress toward achievement of a self-identified goal within 3 months of program entry.
Transitional Housing Services	5 individuals will step down from a higher level of care (hospital or personal care home) to transitional housing with daily supports in the community.	80% of individuals (4) will successfully move from a hospital or personal care home to transitional housing with intensive supports and on to independent housing in the community.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Number of participants receiving screening and beginning services within 7 days.	Documentation of contact in New Beginnings' resident records.	100% sample	Data collected at occurrence.
Number of participants screened that obtain housing in the community.	Documentation of secured housing in New Beginnings' resident records.	100% sample	Data collected at occurrence.
Number of participants receiving 2 or more contacts per week.	Documentation of contacts and goal progress in New Beginnings' resident records.	100% sample	Data collected monthly.
Number of participants who enter our program after leaving a higher level of care.	Documentation of housing at program entry in New Beginnings' resident records.	100% sample	Data collected monthly.

Addendum

Agency: New Beginnings, Bluegrass, Inc., Lead Agency
NAMI Lexington, Collaborating Agency

Program Name: Whole Health Improvement Program (WHIP)

LFUCG Extended Social Resource Grant Program FY17 Funding: \$62,780

Program Summary: New Beginnings and NAMI Lexington plan to operate a Whole Health Improvement Program (WHIP) that will offer healthcare supports to individuals residing in New Beginnings staffed residences and to others in the community, primarily at Participation Station, Kentucky's model peer operated center. This innovative program will utilize the services of a masters level professional to coordinate the program, a nurse, and Whole Health Advocates (WHA) to provide individualized supports and mentoring to program participants.

New Beginnings will employ a part-time Program Director to oversee the WHIP, a part-time nurse to create individualized wellness plans that promote whole health wellness, and a full-time WHA to provide access to quality health care in the community. Persons with SMI who reside in New Beginnings residential housing program will be given priority to these services but other individuals in the community will also be served. Weekly home visits by the team will include services such as healthcare screenings, health education, assistance with healthcare system navigation, oversight of medication adherence, and other individualized supports as identified.

NAMI Lexington will employ part-time WHAs who are certified as Kentucky Peer Specialists. These staff will provide one-on-one peer mentoring with New Beginnings program participants and hold community events that are open to the general public at Participation Station including health education forums and whole health related courses. The public forums will be offered monthly and will cover topics such as medication management, healthy eating and menu planning, diabetes management, and smoking cessation. The forums will be facilitated by the Kentucky Peer Specialists, but will include guest presenters from the community such as Genoa Pharmacy, the Bluegrass Community Health Center, and the Fayette County Health Department. The WHAs will also lead weekly courses that cover topics such as physical activity and healthcare awareness.

Long-Term Program Goals: The overarching program goal for the Whole Health Improvement Program is to decrease the discrepancy that exists between healthcare for individuals with a serious mental illness and that of the general public.

Individual Long-Term Program Goals include:

1. Increased physical activity for individuals with serious mental illness in the Lexington/Fayette County area.
2. Improved medication adherence for individuals with serious mental illness in the Lexington/Fayette County area.
3. Improved use of available healthcare for individuals with serious mental illness in the Lexington/Fayette County area.
4. Increased confidence in illness management skills for individuals with serious mental illness in the Lexington/Fayette County area.

ACTIVITIES	OUTPUTS	OUTCOMES
Wellness Screenings	15 individuals will receive wellness screenings.	Improved medical healthcare through early identification as measured by regular healthcare appointments.
Individual Medication Adherence Support	6 individuals will receive daily monitoring of medication adherence.	Increased understanding of medications and their side effects as evidenced by self-report form completed by participant each month.
Individualized Health Improvement Plan	15 individuals from New Beginnings will have health plans developed and receive weekly contacts.	Consistent documented progress toward achievement of personal health goals.
Physical Activity Groups	Weekly physical activity groups will be held at Participation Station and 50 individuals will be served.	Better physical health through increased activity as evidenced by self-report.
Healthcare Education Forums	Monthly public forums addressing health related issues pertinent to individuals with serious mental illness will be held at Participation Station. 50 participants will be served.	Increased self-care skills as evidenced by self-report.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Number of health screenings provided. All participating individuals have current health screening in their record.	WHIP Health Status form	100% sample by record review.	Reviews conducted quarterly.
Number of incidents of medication discrepancies for individuals living in supervised residences.	New Beginning Incident Form - Medication Discrepancies	100% sample.	Data entered into Incident Report Database and aggregated monthly/quarterly to determine trends or patterns.
Number of health goals achieved from Personal Health Plans.	WHIP Personal Health Plan	100% sample by record review.	Goals reviewed with individual at weekly contacts with WHA. Overall goal achievement reviewed quarterly and tallied by WHA for aggregation.
Number of individuals reporting increased activity levels from weekly activity groups.	WHIP Activity Group Evaluation form administered after each session.	100% sample from participants in weekly WHIP Activity groups.	Data entered after each session and aggregated quarterly for review of trends or patterns.
Number of individuals reporting increased healthcare management skills from WHIP Health Education Forums.	WHIP Health Education Forum Evaluation forum administered after each session.	100% sample from participants in monthly WHIP Health Education Forum.	Data entered after each session and aggregated quarterly for review of trends or patterns.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 201, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **New Life Day Center** with offices located at 224 N Martin Luther King Blvd, Lexington, Kentucky 40507, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 201**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Fourteen Thousand Five Hundred and Sixty Dollars** (~~14,500~~) for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

224 N. ALK BLVD
LEXINGTON, KY
40507

Attn: TYLER HULSH

For Government:

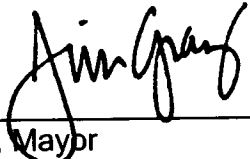
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

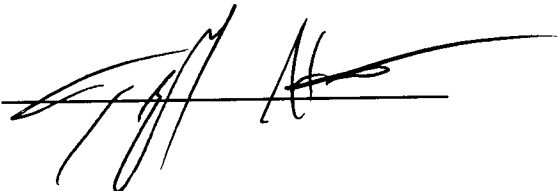
Attn: Chris Ford, Commissioner
Department of Social Services

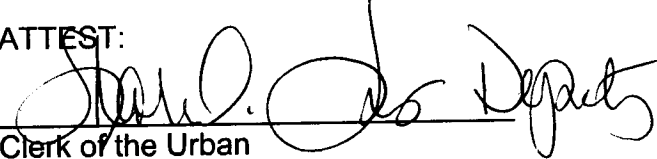
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

NEW LIFE DAY CENTER

BY: 
Jim Gray, Mayor
Title: _____

BY: 

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: New Life Day Center

Program Name: Day Center for Homeless

LFUCG Extended Social Resource Grant Program FY17 Funding: \$14,560

Program Summary: The New Life (Homeless) Day Center (NLDC) has three distinctive purposes:

- Get Lexington/Fayette County homeless off the streets and out of the weather,
- Get them to other services by van transportation that will help them into jobs and housing, and
- Make them less dependent on emergency medical care and less likely to serve jail time by having drug therapy, alcohol treatment, consistent support network, etc. available at the Day Center facility.

In three years of operation, over 3000 homeless clients have registered at NLDC and are daily served by the 22+ all-volunteer staff. While at the Day Center, our staff meets with individual clients and is actively involved in promoting job skill training, taking clients to job interviews, and assisting them into permanent low income housing to improve the stability of their situation. Over 350 clients have been helped into jobs and housing by our program.

In addition to serving as a key “connection point” to needed services for the 150 - 200 clients who come to the Center daily, NLDC personal storage lockers provide secure storage for client belongings as they search for jobs and housing that lead from street life to stability. These services directly address the barriers of housing, shelter, jobs, transportation, substance abuse, and mental health care identified in the UK 2013 Social Services Needs Assessment.

Long-Term Program Goals:

- 1) For the Homeless residents of Lexington and Fayette County, we will assist in managing information, computer resources, applications, and transportation to support them in finding employment and housing that will enable them to get off of the streets permanently
- 2) For the 250 Homeless residents of Lexington and Fayette County who must leave the night shelter locations on a daily basis, we will provide access to a safe refuge from the weather and a secure place to store their belongings

ACTIVITIES	OUTPUTS	OUTCOMES
Safe Shelter (out of the weather, bathrooms, clean water, morning snack, beverages)	1) 260 days of shelter, 200 clients per day 2) 2600 lbs of coffee annually 3) 7000 sq ft of public access room	39,000 shelter days per year out of the weather, off the street refuge. Helps draw homeless off the street, less dependent on emergency medical care, and less likely to serve jail time for behavior related issues
Access to Needed Services, esp. for Jobs and Housing (Social Security, VA, Food Stamp office, Jubilee Jobs, and Housing Facilitator)	1) 3000 van trips annually to social services, including Social Security, VA, Food Stamp office, Jubilee Jobs, etc.	200 clients helped in jobs and housing annually (150 in jobs; 50 in housing)
Access to Communication (Computers, phones, website to navigate services, transportation)	1) ~ 85 clients per day use computers and phones 2) ~600 van tips to appointments made by clients or staff in addition to social services van trips	Internet and phone access to other area services for establishing appointments to assist in finding jobs and housing.
Secure Storage (Lockers for protection of personal belongings and emergency clothing)	1) 120 lockers & 24 "cubbies" on-site for personal storage	Secure personal storage preventing loss of medicines and critical belongings
Life Patterns Improvement (Mental health support and faith based counseling)	1) Weekly mental health counseling on-site with volunteer PhD psychologist 2) Twice weekly faith based chapels	Clients referred to Mental Health treatments and strengthen spiritual outlooks regarding their future

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Off the Streets: Average Daily Attendance	Computerized Check-in Logs	All participants are scanned by picture ID badges and logged by the badging system electronically	Daily
Cooperative Services: Number of clients helped with jobs and housing	Feedback from clients and employers, logbooks	Jobs and housing assistance record for all participants	Daily
Cooperative Services: Van trips for clients to and from appointments for services	Van Trip Log	All participants	Daily
Stable Environment: Clients and Community volunteering to help with Day Center Duties	Volunteer Staffing Log	All participants who volunteer	Monthly
Stable Neighborhood Environment: Number of Complaints from neighbors	Registered complaints made to Day Center Executive Director	Attendance at neighborhood association meetings and contact by neighbors through center	Quarterly

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WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 201**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Forty-Eight Thousand, Six Hundred and Thirty Dollars (\$48,630)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

Addendum

Agency: Nursing Home Ombudsman Agency of the Bluegrass, Inc.

Program Name: Ombudsman Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$48,630

Program Summary: NHOA's Ombudsman Program provides a variety of services to seniors in long-term care facilities and their families. These services include: 1) making regular unannounced visits with residents to check on their well-being and quality of care; 2) identifying and helping to resolve needs, concerns, or complaints of residents; 3) providing information and education to long-term care residents and their families on their rights and how to get good care; 4) advocating for residents in disputes with facilities through a specific problem-solving process; 5) offering ongoing community and provider education related to rights, abuse/neglect prevention, and long-term care.

NHOA's 3 full-time and 13 part-time certified long-term care ombudsmen in Fayette County provide services on a daily basis. Each Ombudsman is assigned an individual schedule every month based on the number of residents in long-term care facilities. Services are primarily provided during the day between 8:00 am and 4:30 pm, but ombudsmen work varying schedules so they can monitor care on weekends and at night.

Over the course of the two-year program and considering turnover, 7,000 long-term care residents, families, and staff in Fayette County will be served. The primary target audience for our services is senior adults and their families who are in or planning for the use of long-term care facilities. Secondary audiences include long-term care providers and the general public. Program goals include: protecting the rights of nursing home residents and empowering residents to make informed choices; educating the community to plan for long term care choices and providers to improve the quality of care; and working to enact laws to better protect residents.

Long-Term Program Goals:

- Consumers will rely on NHOA to monitor the care of residents and advocate for their rights and needs.
- The provider community will view NHOA as a partner in providing quality care.

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WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **One Hundred Fifty-Four Thousand Dollars (\$154,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

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aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

One Parent Scholar House
PO Box 1458
Lexington, KY 40588

Attn: Jennifer Hertweck

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

ONE PARENT SCHOLAR HOUSE

BY: _____

Jim Gray, Mayor



BY: _____

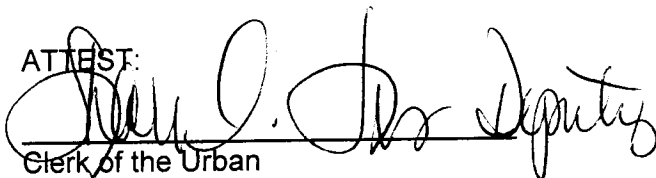
Elisada Simic

Title: _____

Program Director

ATTEST:

Clerk of the Urban
County Council



* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: One Parent Scholar House, Lead Agency
Child Care Council of Kentucky, Collaborating Agency

Program Name: One Parent Scholar House

LFUCG Extended Social Resource Grant Program FY17 Funding: \$154,000

Program Summary: One Parent Scholar House is a comprehensive program for low income single parents that includes housing, child care, counseling, workshops, support from neighbors and staff, and special activities. These activities enhance health maintenance, parenting skills, management of family resources, nutritional knowledge, problem solving, work skills and job-search techniques. Basic to this self-sufficiency program is educational development. Completing the One Parent Scholar House program prepares families to live and work successfully.

The One Parent Scholar House Child Development Center serves children from 6 weeks to 5 years old. It has a 3-star rating from Kentucky's STARS for Kids NOW. It is in partnership with Early Head Start and Head Start. The Head Start Program provides comprehensive education, health, nutrition, and parent involvement services to low-income children and their families; and Early Head Start provides similar services for low-income families with infants and toddlers. Children older than 5 attend Fayette County schools, and receive youth development services through monthly visits with parents and children from One Parent Scholar House staff.

The Child Care Council of Kentucky, Inc. (CCC) was incorporated in 1984 in Lexington, KY. The CCC has long been referred to as the local hub for child care in Central Kentucky. The CCC's mission is to serve as a visible community resource committed to offering access to affordable, quality care and education. We pledge to promote, expand, and enhance services that improve the quality of life for all children, families, and early care professionals in the Bluegrass.

Long-Term Program Goals: The long-term program goal is to provide the needed support of affordable, excellent Child Development Program and Youth Services for single parents who are pursuing postsecondary education.

ACTIVITIES	OUTPUTS	OUTCOMES
Day-to-day program management, coordination with community and agency partners, coordination of volunteer activities, maintenance of existing staff levels, coordination of ongoing training and other staff support needs	Provision of ongoing supervision and support to staff and volunteers; ongoing coordination with all community partners.	1. Consistent ongoing day-to-day management of the program, including consistent procedures and clear communication to participants.
Provision of child development program, and positive youth development, including learning, recreational and other activities, enrichment, and meals.	Provision of child development and positive youth development services to 320 children	2. Capacity to provide child development program while maintaining 3-Star rating; and capacity to provide positive youth development services.
Learning materials, age-appropriate toys, classroom materials	Provision of materials to 270 children	3. Capacity to provide all needed learning materials, toys, and classroom materials
Provision of monthly parent/staff meetings for Youth Services for older children not in the child development program	Monthly parent/staff meetings pertaining to 50 children	4. Capacity to provide youth services to families with children older than age 5.
Collaboration with CCC for teacher training, including regular meetings for program goals, reporting, and budgeting.	Documentation of OPSH and CCC participation in collaboration requirements.	5. Capacity to provide ongoing teacher training to OPSH Child Development Center teachers.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Satisfactory program management.	Documented issues, problems or grievances from parents or staff	All parents and staff of OPSH	Reported weekly as part of ongoing One Parent Scholar House management team meetings, with written documentation available.
Continued availability of program resources for the provision of affordable and excellent child development services for children of One Parent Scholar House participants.	Number of children/youth served; maintenance or increase of Child Development Program rating	All children served; program rating entity	Reported monthly part of Hope Center's ongoing data collection, management and analysis.
Successful collaborative program to improve teacher training	Documentation of training provided and teachers participating in training	CCC staff and OPSH teachers	Reported weekly as part of ongoing One Parent Scholar House management team meetings, with written documentation available.

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 201~~1~~^{4/30} by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Prevent Child Abuse Kentucky** with offices located at 801 Corporate Drive, Suite 120, Lexington, Kentucky 40503, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 201~~1~~⁶**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Four Thousand, Two Hundred and Ninety Dollars (\$4,290)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

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 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

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D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Prevent Child Abuse Ky, Inc.
801 Corporate Dr. - Ste. 120
Lexington, Ky 40503

Attn: Jill Seyfred

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

PREVENT CHILD ABUSE KENTUCKY

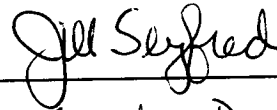
BY: _____

Jim Gray, Mayor



BY: _____

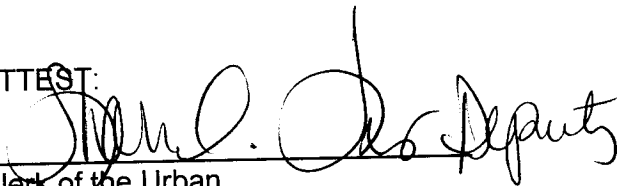
Title: _____



Executive Director

ATTEST:

Clerk of the Urban
County Council



* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Prevent Child Abuse Kentucky, Lead Agency
Lexington Leadership Foundation: Fayette County Fatherhood Initiative, Collaborating Agency

Program Name: Fathers & Children: Building Relationships & Improving Outcomes

LFUCG Extended Social Resource Grant Program FY17 Funding: \$4,290

Program Summary: This program will enhance father's nurturing and communication skills through the provision of a structured, safe interactive learning environment, thereby strengthening the parent/child relationship. Each of these opportunities are specifically linked to evidence informed and strength based protective factors associated with reduction in child abuse and neglect. Goals of the program are to enhance parenting skills of fathers, strengthen relationships and provide a network of support necessary to address barriers. These goals support evidenced informed protective factors found to mitigate risks associated with maltreatment. The target audience is any man in a parental role. The program will serve a minimum of 180 unduplicated Fayette County residents.

Program implementation is a shared responsibility between collaborative partners. Prevent Child Abuse Kentucky (PCKA) will be responsible for program design, group facilitation and program oversight. Fayette County Fatherhood Initiative (FCFI) will assist in recruiting the child care facilitators. FCFI will provide assistance in participant recruitment, mentoring, and case management to participants facing barriers to greater engagement with their children. The evidence-based, Nurturing Parenting (NP) curriculum will be utilized.

Long-Term Program Goals:

1. Enhance nurturing skills of fathers/male caregivers.
2. Strengthen relationships between fathers/male caregivers and their children.
3. Offer network of support.

ACTIVITIES	OUTPUTS	OUTCOMES
1. Assessment and referral	1. Ten classes within ten weeks (four cycles of classes provided during grant period)	1. Participants will have increased knowledge and skills related to healthy parenting
2. Four cycles of a ten week safe and structured course with twenty unduplicated adult participants in each cycle	2. Twenty fathers/male caregiver participants per cycle	2. Observable improvement in parent/child interaction and communication
	3. Up to forty children participants per cycle	3. Increased access to and knowledge of community resources to support healthy parenting

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Participants will demonstrate success by self-report of knowledge increased as well as observed use of healthy parenting skills during the class sessions	NSCS/AAPI Pre and Post Tests will be utilized. Facilitator will document observations of skills utilized by participants on a weekly basis. Process	Simple sampling reported by participants and the facilitator will be documented	Pre/post-tests will be administered four times per each cycle of courses. Responses will be obtained from participants of the 1st/2nd meetings
Participants will demonstrate improved parent-child interactions and discuss new techniques learned	Self-report surveys of father/male caregivers will be used as well as written observations of interactions by the program facilitator	Simple sampling reported by participants and the facilitator will be documented	Surveys will be offered twice per each cycle of courses. They will be given during the 9th and 10th meetings. Weekly progress evaluations will be documented by the facilitator at the end of each meeting
Participants will receive referrals to community supports when need is identified by participant or program facilitator	Referral tracking of connections to community resources provided will be documented by the facilitator	Simple sampling reported by participants and the facilitator will be documented	The facilitator will track referrals to community supports provided following each session

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Repairers Lexington, Inc.** with offices located at 530 North Martin Luther King Blvd, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Five Thousand, Seven Hundred and Ninety Dollars (\$5,790)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

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be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

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13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Repairers Lexington, Inc.
P.O. Box 34152
Lexington, KY 40588

Attn: Shelli Gregory

For Government:


Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

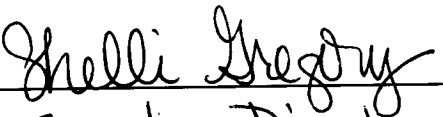
Attn: Chris Ford, Commissioner
Department of Social Services

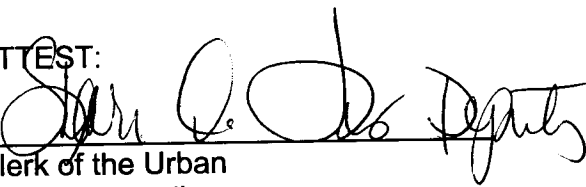
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

REPAIRERS LEXINGTON, INC.

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Repairers Lexington, Inc.

Program Name: E7 Kids Café

LFUCG Extended Social Resource Grant Program FY17 Funding: \$5,790

Program Summary: E7 Kids Cafe provides several direct services for approximately 100 socio-economically disadvantaged youth in census tract 3 of Lexington, Kentucky each year, including hot meals, educational enrichment activities, computer access, tutoring and field trips.

E7 Kids Cafe provides free meals to youth (ages 3-17), Monday - Friday, 3-5:30pm. By providing a nutritious meal, the program helps to relieve the pressure on parents & guardians to feed their children on limited funds. In addition, by providing a safe and nurturing place for youth to socialize, supervised by caring adult volunteers, Kids' Café prevents these young people from engaging in risky behaviors they may otherwise participate in at a less supervised location.

Educational Enrichment activities are also offered. In addition to educational and health benefits, these science, art, literacy, and discovery activities help participants develop self-expression and encourage them to take on new challenges.

The mission of the Computer Lab is to help neighborhood residents hone their computer, internet, writing and research skills by providing computers, computer instruction, and access to online resources. The Tutoring Program addresses the issues of low self-esteem, poor academic achievement, and school drop-out. Through tutoring, students improve their skills, thus giving them the confidence needed to succeed in school.

Various field trips enrich the lives of the Center participants. Field trips over the past year include bowling, hiking at Carter Caves, enjoying two exciting evenings at Lexington Legends baseball games, the Explorium, Urban Ninja, a science lab at BCTC and walking to LASC and Lexington Public Library.

Long-Term Program Goals: The long-term goal of the program is directly stated in the mission statement of the agency: to combat the negative effects of poverty by providing direct social services and opportunity for substantial and lasting improvement in client quality of life. The goal of E7 Kids Cafe is to relieve the pressure on parents & guardians to feed their children on limited funds and to prevent the young people of Census Tract 3 from engaging in risky behaviors they may otherwise participate in at a less supervised location. The goal of the enrichment activities is to help participants develop self-expression, encourage them to take on new challenges and give them an opportunity to develop healthy friendships. The goal of the tutoring program is to motivate children to learn and to foster academic skills needed to improve academic performance, thus giving them the confidence needed to succeed in school and life.

ACTIVITIES	OUTPUTS	OUTCOMES
educational enrichment activities	Minimum of 100 new educational enrichment activities will be completed by a minimum of 20 Census Tract 3 resident youth	Census Tract 3 youth develop greater confidence in their academic abilities and a greater interest in school, and become better adjusted and happier.
tutoring sessions	Minimum of 10 Census Tract 3 resident students will be enrolled and minimum of 5 of them will complete at least one school year of tutoring.	Census Tract 3 youth behave better in class, handle conflict more effectively, and cooperate more with authority figures and with their peers.
field trips	Minimum of 25 field trips will be planned and executed for Census Tract 3 youth	Census Tract 3 youth complete more and better prepared homework.
meals	Minimum of 4000 meals will be served to Census Tract 3	Census Tract 3 youth in the tutoring program meet individual learning objectives at a minimum meeting level with students, parents and staff.
computer lab sessions	Minimum of 20 Census Tract 3 youth will utilize computer lab to complete homework assignments	Census Tract 3 youth in the tutoring program improve their academic performance.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
confidence and interest	teacher evaluations	all participants for which we can obtain teacher evaluations	December and May
behavior and cooperation	teacher evaluations	all participants for which we can obtain teacher evaluations	December and May
homework	teacher evaluations	all participants for which we can obtain teacher evaluations	December and May
learning objectives	participant's file, tutor's notes, tests or quizzes	10 most regular tutoring participants	December and May
grades	report cards	10 most regular tutoring participants	December and May

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **The Salvation Army** with offices located at 736 West Main Street, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Two Hundred Seventy Thousand, Thirty Dollars (\$270,030)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th,**

2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

The Salvation Army
736 W. Main Street
Lexington, KY 40508

Attn: Major Thomas Hinzman

For Government:


Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

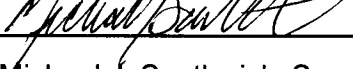
Attn: Chris Ford, Commissioner
Department of Social Services

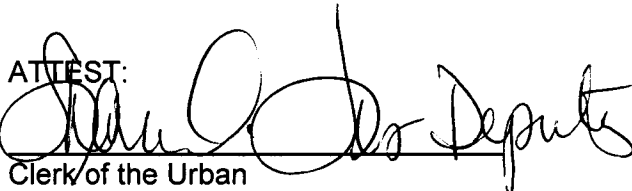
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

THE SALVATION ARMY

BY: 
Jim Gray, Mayor

BY: 
Title: Michael J. Southwick, Secretary

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: The Salvation Army

Program Name: Emergency Shelter

LFUCG Emergency Shelter Program FY17 Funding: \$227,500

Program Summary: The Salvation Army Emergency Homeless Shelter serves single women and single parent families who are homeless and in immediate crisis due to physical, emotional, or financial difficulties. The Salvation Army has provided shelter in our community for over 40 years. Our shelter is open 24 hours per day, every day, and serves over 1,300 individuals each year. Our doors do not close; residents have access to our shelter at all hours and new residents are welcomed at any time of day or night, 365 days per year. Our comprehensive approach, which includes case management, surrounds residents with supportive services that help them conquer barriers to self-sufficiency and reach their full potential.

New residents are given a tour and shelter procedures are reviewed. Each resident meets individually with our director of residential services so that they may share their immediate and dietary needs. Residents are partnered with a case manager who helps them develop an individualized plan towards self-sufficiency. Case managers meet with residents weekly to assess their progress and to provide assistance with accessing resource and implementing their plan.

Along with safe housing, we provide comprehensive support including the following, a no cost to residents:

- Case Management
- Nutritious meals; Menu reviewed by a licensed nutritionist
- Job and Life Skills Classes; Topics include parenting skills, interviewing/resumes, job skills, computer skills, health issues, finance & money management, anger management, relationship issues, grief & coping skills, and nutrition.
- Educational Childcare; On-site, a licensed, STARS Rated Early Learning Center (6 weeks – K) and Youth After School and Summer Programs (K-12) give children a safe learning environment, allowing their parents to focus on work/education
- Assistance with school enrollment, school supplies, and other necessities for school-aged children
- On-site Medical Care
- Mental Health Services
- Clothing, Prescription Drug Assistance, and Personal Hygiene Items
- Local Transportation; work & case plan related
- Job Training and Placement
- Peer Support Group
- Housing Counseling
- Housing Relocation Assistance

Program Results and Effectiveness:

Outputs for 7/1/2016 through 6/30/2017

Number of Beds Available: 158

Number of Unduplicated People Served: 1,300

Number of Unduplicated Households Served: 949

Outcomes and Targets for 7/1/2016 through 6/30/2017

Outcome	Target Number	Target Days/Percentage
Average Length of Stay	N/A	60 Days
Number and % Who Exited and Returned Within 12 Months (households)	225	24%
Number and % Who Exited and Had Obtained a Job and/or Increased Income Upon Exit (households)	600	55%
Number and % of Residents who Exited the Program to Permanent Housing (people)	300	20%

Addendum

Agency: The Salvation Army

Program Name: Youth Development Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$42,530

Program Summary: Our Youth Development Program serves financially disadvantaged and homeless youth with educational, recreational, and wellness services. We serve approximately 400+ Fayette County youth grades K-12 per year on weekdays, during afterschool hours throughout the school year and all day throughout the summer. All activities are available to youth throughout all of Fayette County. Transportation is provided for some activities. Services help improve classroom performance, build self-esteem, promote healthy lifestyles, encourage personal responsibility, and set the stage for youth to become self-sufficient, productive adults.

Long-Term Program Goals: Youth will develop the educational and social skills they need to become productive, self-sufficient adults.

ACTIVITIES	OUTPUTS	OUTCOMES
Education: Tutoring & Homework Help	700 hours of tutoring & homework help will be provided each year	Youth will demonstrate that their homework completion rates will remain maintained.
Education: Technology Center including The Lexia Reading Program, AAA Math, and/or Quarter Mile Math.	325 Computer sessions; 120 Sessions of Quarter Mile Math or Triple AAA Math; 100 Sessions of Lexia Reader or other reading activity (provided each year)	Youth will demonstrate that their reading score will improve and they will know more about the world.
Life/Social Skills Sessions: Activities promoting character development and positive choices, increasing self-esteem, and addressing risky behaviors.	100 youth will participate in 60 life skills sessions of educational & enriching programming each year	Youth will demonstrate that they are earning positive awards/recognition including those who are absent from themselves.
Education: Tutoring & Homework Help Life Skills Sessions	700 hours of tutoring & homework help will be provided each year 100 youth will participate in 60 life skills sessions of educational & enriching programming each year	Youth will demonstrate that their school attendance will improve.
Health & Wellness: Structured & unstructured physical activities including a nutritional and wellness component	350 youth will participate in 650 structured/ unstructured physical activity sessions each year	

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Parents will report whether youth's grades have improved, maintained, or worsened	Parent surveys, given twice per year	Simple - 100% of parents will be given an opportunity to complete a survey. The results will be computed from the returned surveys.	Twice per year -- once in the fall and once in the spring
Comparison between student proficiency in the fall and in the spring	Dolch Sight Words List Pre-test (given in fall) and Post-test (given in spring)	Simple - 100% of youth participants at the time each test is administered will complete the test	Twice per year -- once in the fall and once in the spring
Children demonstrating caring behaviors towards others receive Club Bucks, positive parent notification slips, emblems/recognition, and certificates	Staff records documenting which children receive Club Bucks, positive parent notification slips, emblems/recognition, and certificates	Simple - 100% of youth will be observed and documentation will be made as to how many did not receive awards/recognition	Ongoing during each day of programming
Parents will report whether youth's school attendance has improved, maintained, or worsened	Parent surveys, given twice per year	Simple - 100% of parents will be given an opportunity to complete a survey. The results will be computed from the returned surveys.	Twice per year -- once in the fall and once in the spring
Comparison between student understanding of nutrition, health, and wellness in the fall and in the spring	Health and Wellness Pre-test (given in the fall) and Post-test (given in the spring)	Simple - 100% of youth participants at the time each test is administered will complete the test	Twice per year -- once in the fall and once in the spring

PURCHASE OF SERVICE AGREEMENT

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WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Twenty-Five Thousand, Five Hundred and Ten Dollars (\$25,510)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Step By Step, Inc.
465 East High St., Ste. 109
Lexington, KY 40507

Attn: Shweta Sokela

For Government:


Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

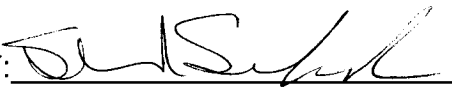
Attn: Chris Ford, Commissioner
Department of Social Services

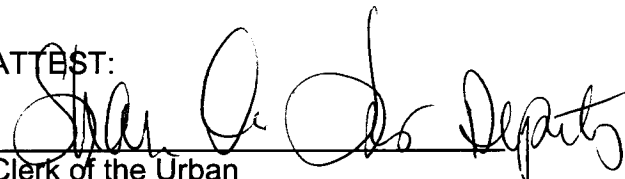
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

STEP BY STEP, INC.

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Step By Step, Inc., Lead Agency
KVC Behavioral HealthCare Kentucky, Collaborating Agency

Program Name: Step Into Parenting

LFUCG Extended Social Resource Grant Program FY17 Funding: \$25,510

Program Summary: KVC Kentucky (KVC) and Step By Step (SBS) intend to collaborate to establish the Step Into Parenting Program to provide parenting groups for young single mothers ages 14 to 27. If the class does not fill within that age group, older moms or married moms will be included. The Nurturing Parenting Program is designed to teach positive parent-child relationships through experiential activities that focus on increasing empathy, bonding, attachment and warmth. Parents are empowered knowing that positive parenting strategies can be learned and that nurturing interactions can become a "way of life" in their families.

KVC will provide four master's level, skilled Clinicians to conduct three concurrent parent and one children's group (a total of 4 groups) for 8 weeks annually. Mothers will attend group respective to age of their children (birth-five and school aged (5-11)). During each 1.5 hour session, Clinicians will lead parents and children in concurrent groups to teach parenting skills specifically designed to enhance parenting capabilities specific to the child's developmental stage. Parents and school-aged children will participate in groups separately but reunite for an activity during "family nurturing time." Planned lessons and experiential activities for both parents and children promote the acquisition of positive parenting skills and engage families in activities to strengthen their relationship.

A SBS Administrative Assistant will utilize the SBS database and community contacts for recruitment of at-risk families to participate in the Step Into Parenting Program. SBS will provide each participant with additional support and access to the full array of SBS services. SBS will provide session Program Facilitators who will provide oversight and organization of groups including transportation oversight and arrangements; childcare oversight, meal planning and preparation; and introductory activities per each session. SBS will provide meeting space for sessions and childcare as well as volunteer support to assist with facilitation. SBS will create a Fayette County Resource Guide tailored to needs of at-risk single parent families.

KVC and SBS will serve approximately 20 mothers and approximately 25 children. *It should be noted that in the first year, there were 26 mothers served and an additional mothers group had to be added to accommodate the additional participants. Participants may be referred by SBS or community partners such as DCBS, and the court system.

Long-Term Program Goals: Meet the unique needs of 20 teen and young mothers and their up to 25 children in a group setting to include the following long term goals:

- Increase positive parenting strategies through education and skills practice
- Increase bonding and attachment in parent-child relationship
- Increase natural supports for young mothers
- Increase empathy to decrease abuse/neglect
- Increase understanding of normal childhood development

ACTIVITIES	OUTPUTS	OUTCOMES
2 Parent Group for Birth-Five Years old; Parent Group for School Aged Children; School age children's group and childcare for birth-5 year olds.	8- 1.5 hour group sessions will be provided to approximately 20 mothers and up to 25 children; 0-5 year old children will receive on-site child care during the (8) week session.	Mothers will participate in a group of their peers according to the ages of their children. Mothers will receive instruction and guided practice from a clinician in a structured group setting and will receive emotional support
Family Bonding activity to include a family meal and opportunities for guided skills practice	Guided family nurturing activities that include a family meal for 45 participants per session.	Opportunities to practice skills learned through common experience of sharing a meal together.
Small weekly incentives for continued participation in group and certificate for completion of entire 8 week series.	1 weekly incentive provided for each group member to encourage attendance and participation.	Drawings for small weekly incentives for group participation will provide encouragement for continued participation from group participants. Incentives will include items beneficial for mothers and children such as diapers, toiletries, etc.
Referrals to needed mental health and case management resources	Participants needing additional resources such as referral to mental health services will be made as needed.	Increased mental health support through in-home clinical and/or case management support will provide additional support to mothers and their children in maintaining gains made in group setting.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Indicators of goal achievement include a decrease in risk responses utilizing the (Adult Adolescent Parenting Inventory-AAPI), a standardized	AAPI-2 assessment of parenting attitudes	Simple-All participating parents will participate in an initial assessment which includes the completion of the AAPI-2 as well as a post test	AAPI-2 will be utilized pre and post intervention to assess the parenting attitudes of participants. Computer generated results from the pre and post
Indicators of goal achievement include a measure of skills learned during the intervention.	Nurturing Quiz, multiple choice given pre and post intervention to measure knowledge of appropriate parenting practices acquired	Simple-All participant parents will take quiz during initial assessment and following completion of the 8 week intervention	The Nurturing Quiz will be utilized with all group members as a pre and post test measure of knowledge acquired during the intervention. Provides useful information about skills learned by participants.
Indicators of goal achievement include ongoing clinician observation, participant feedback and self-report regarding behavioral change and satisfaction with the group	Process (participant feedback, self-assessment and self-reports of behavioral change, satisfaction ratings and facilitator observations)	Simple-All participant mothers and children	Weekly Process data will be collected on an ongoing basis throughout the 8 week session.
Indicators of goal achievement include group attendance and completion rates.	Group members will sign in each week. Retention/Attendance Rates will provide indications of this measure (number of participants regularly attending and completing the course)	Simple-All members will be required to sign in during each group meeting.	Weekly attendance rates will be calculated as well as the completion rate of participants who attend all 8 sessions (completed bi-monthly following the 8 week session).

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Sunflower Kids** with offices located at 1060 Cross Keys Road, Lexington, Kentucky 40504, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Nineteen Thousand, One Hundred and Fifty Dollars (\$19,150)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th,**

2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the aforementioned tax returns filed for the Organization have been registered for the current

tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national origin, sex or age, shall promote equal employment through a positive, continuing program

of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.

B. Investment Funds Management: The governing board may elect to either:

(1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Sunflower Kids
1060 Cross Keys Rd., #160
Lexington, KY 40504

Attn: Executive Director

For Government:

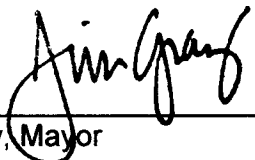
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

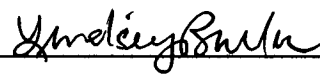
Attn: Chris Ford, Commissioner
Department of Social Services

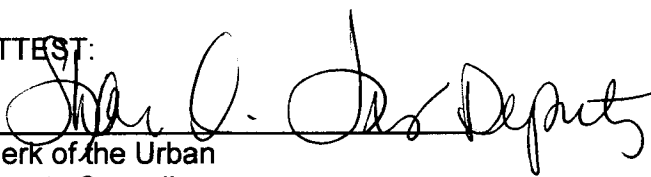
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

SUNFLOWER KIDS

BY: 
Jim Gray, Mayor

BY: 
Title: Executive Director

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Sunflower Kids

Program Name: Supervised Visitation and Safe Exchange

LFUCG Extended Social Resource Grant Program FY17 Funding: \$19,150

Program Summary: SFK provides safe supervised visitation and exchange services to families experiencing domestic violence, child abuse/neglect, child sexual abuse, threat of child abduction, substance abuse, and mental illness.

KY court precedent entitles noncustodial parents visitation rights to their children. However, when there's a history of domestic violence, court ordered visitation poses safety risks to child and adult victims. SFK bridges the gap between protecting victims from potentially dangerous situations while providing support for family relationships.

SFK's number one goal is to enhance safety and justice for child and adult victims, both immediately and in the long-term. To promote immediate safety, all services provided occur at our secure facility. Additionally, SFK has security measures (including on-site, off-duty police officers, metal detectors, and secured access entrances) and safety rules in place that keep victims safe during court-ordered visitation. To enhance ongoing, long-term safety, SFK helps families connect with needed community resources (e.g. affordable housing, substance abuse treatment, access to mental health services, child care, legal advocacy, etc.), which minimizes isolation and reduces the risk of further abuse.

Visitation services are typically provided for one hour a week for as long as the family requires services. Visitation hours are provided on weekday evenings and weekends to accommodate working parents. Resource and check-in hours are held throughout the week.

In 2014 SFK served 512 clients, a 25% increase from 2013. Since SFK receives the vast majority of referrals from Fayette County Family Court, Fayette County residents make up more than 60% of our client base.

Long-Term Program Goals: SFK's number one goal is to enhance safety and justice for child and adult victims, both immediately and in the long-term. To promote immediate safety, all services provided occur at our secure facility with security measures in place. To enhance ongoing, long-term safety, SFK helps families connect with needed community resources (e.g. affordable housing, substance abuse treatment, access to mental health services, child care, legal advocacy, etc.), which minimizes isolation and reduces the risk of further abuse.

ACTIVITIES	OUTPUTS	OUTCOMES
Staff (Visitation Monitors & Off-Duty law enforcement) will monitor for physical & emotional safety & ensure all safety rules are followed. Staff will intervene when physical or emotional safety of victims or children is at risk.	1600 visits and exchanges will be monitored for safety. Victims will be informed of safety concerns presented during visitation or exchange services.	100% of children are protected from trauma of witnessing violence or substance abuse or are protected against physical assault, substance abuse, or death during visitation. 100% of victims are protected from assault/abuse.
Staff will conduct safety check-ins with victims, children, and visiting parents to determine changing safety needs of individuals and families	Staff will reach out to 10 families per week for safety check ins. Each family will be contacted at least once per month.	80% of victims are able to more freely express safety concerns, allowing SFK to assess services as necessary. 90% of victims and children continue to use SFK as being safe and being protected.
Staff will discuss client needs during orientation & on-going check-ins to provide accurate & meaningful referrals for community resources (e.g. affordable housing, substance abuse treatment, access to mental health services, child care, legal advocacy, etc.)	50 referrals on behalf of victims, children, and visiting parents, will be made to overcome barriers to needed services	All at least 25 families are able to obtain their community needs which may reduce isolation and minimize risk of further abuse.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Number of safety violations and interventions that occur during services	Monitor observation reports Tracking of violations on inventory report	100% of visitations or exchanges that are provided by SFK	Observation report made every time a visitation or exchange occurs Tracking of incidents on a bi-weekly basis
Number of successful contacts made with victims.	Staff maintained database of contacts made Exit interviews with victims when services end	10 victims per week. 90% of victims when services end.	Contacts made weekly; each family contacted once per month.
Number of referrals made	Tracking of referrals made in client referral database.	8 clients per month	During orientation and on-going check-ins and a needs assessment survey completed by all clients once per year

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **The Nest - Center for Women, Children & Families** with offices located at 530 North Limestone, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Seventy-One Thousand, Five Hundred Dollars (\$71,500)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.


(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

**The Nest - Center for
Women, Children and
Families**
530 N Limestone St
Lexington, KY 40508

Attn: JEFFREY WHITE

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

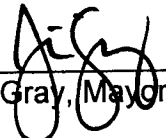
Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

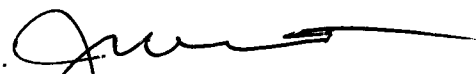
LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

THE NEST - CENTER FOR WOMEN,
CHILDREN & FAMILIES

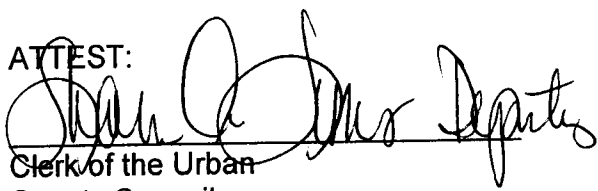
BY: _____


Jim Gray, Mayor

BY: _____


Title: JEFFREY A. WHITE
EXECUTIVE DIRECTOR

ATTEST:


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: The Nest - Center for Women, Children & Families

Program Name: Child Care Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$54,000

Program Summary: Annually The Nest provides 25,000 hours of high-quality early childhood education to approximately 150 at risk children birth, through age five.

The Nest is the only program in Lexington and one of the few in the country that recognizes the importance of supporting struggling families by offering FREE high quality childcare. Monday through Friday we provide a 3-STAR quality state rated environment, degreed teachers and a literature based curriculum to help guide children toward Kindergarten readiness.

Our Program provides two types of care; Respite and Long-term. Our Respite Care is offered free of charge to families who fall below 133% of Federal Poverty Guideline (FPG). While parents are dealing with immediate needs such as job hunting, attending court, classes or an appointment, their children have access to a high-quality learning center. Many of these children would not be seen by degreed teachers so those that attend the center more than 5 times are screened and "red flags" in development are addressed. Our long term care is offered to families who are attending school or working but are unable to afford the high rate of other child care centers. We offer an opportunity for early childhood education on a sliding scale, giving them access to high quality care at a rate they can afford.

Our goals include preventing child abuse, providing access to safe affordable high quality care and serving as early detectors for children to reach developmental milestones, allowing them to enter school at the same level of their peers.

Long-Term Program Goals: Our long term goal is to provide access to High-Quality Early Childhood education to at risk children from families who are in need of support system. These families include but are not limited to:

- Single Parents
- Grandparents or other family members who have become a primary caregiver
- Families who have experienced abuse
- Families at the low-end of the socio-economic spectrum

Ultimately this will prepare children for school, encourage a love of learning and reduce the stress of our families.

ACTIVITIES	OUTPUTS	OUTCOMES
Provide high quality early childhood education in a safe stimulating environment	150 children will attend The Nest Child Care Program	100% of children participating will be exposed to a safe environment and stimulating activities.
Carry out lesson plans from a Literature-Based Curriculum that promote kindergarten readiness and age appropriate practices.	Teachers will complete a developmental checklist assessment on long-term children (those attending more than 5 times).	90% of long-term children will be assessed.
Red Flags in development will be addressed	Children who demonstrate red flags in development during assessment will be addressed by staff or referred to an appropriate agency	100% of children displaying "red-flags" in development will receive early intervention services.
Parents will be given the opportunity to participate in their child's learning experience (conferences, classroom activities, family nights, etc.)	40 parents will be asked to participate in a classroom activity	80% of parents invited will participate in an activity
Nutritious meals will be served for breakfast, lunch and snack.	Over 8,000 nutritious meals will be served	100% of children attending will be exposed to healthy meals and snacks

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Children who will have access to attend a high-quality child care center.	Monthly data collection on an excel spreadsheet	All children who attend The Nest Child Care Program	Daily stats kept and monthly reports issued
Children will achieve age appropriate developmental milestones.	Checklist adapted from: The American Academy of Pediatrics: Caring for Your Baby and Young Child Birth to Age 5: The Complete and Authoritative Guide.	Long- term children (those who attend more than five times)	Checklist are completed after a child has attended more than five times or if a delay is suspected
Parents/Caregivers will be able to deal with immediate family needs.	The Nest Child Care Program Intake Forms	Families who use our Free Respite Service	Information will be gathered during initial paper work and updated as needed when respite care is scheduled.
Parents will report positive benefits from their child's time at The Nest	Family Feedback Survey	Available to all families who attend	Survey conducted at the beginning of our fiscal year

Addendum

Agency: The Nest - Center for Women, Children & Families

Program Name: Crisis Care Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$7,500

Program Summary: The Crisis Care program is designed to provide support to women, men, and families in crisis by providing temporary relief of emergency basic human needs. Clients come in and meet with our staff, who can guide them through the assistance needed to increase their capacity to resolve their current situation. We do this by providing information, exploring resources for them, outlining steps necessary for resolution, making calls on their behalf and providing tangible items such as, diapers, formula, toiletries, clothing and household cleaning supplies. Monday through Friday clients are able to access these services free of charge. Ninety five percent of the families we serve come from Fayette County (approximately 1,900), with the remaining five percent from surrounding counties.

We target families from the lowest end of the economic spectrum, many who suffer from generational poverty and need the support that Crisis Care can provide as they struggle to move toward family stability. We are located in the impoverished 40508 zip code where the median household income is \$20,412, which is significantly lower than US median household income of \$53,046. The majority of our clients earn far less than that amount. This area greatly benefits from our services because we are centrally located and Crisis Care becomes a gateway to our services and other referral services in this area. Our goal is to benefit clients by helping them maintain a livable and sustainable quality of life.

Long-Term Program Goals: Our long term goal is to eliminate stress and meet our client families basic human emergency needs by providing; tangible items, guidance, education and support to lead families toward self-sufficiency.

ACTIVITIES	OUTPUTS	OUTCOMES
Clients will be interviewed to ascertain their immediate needs.	4,000 client families	100 percent of all clients will have their needs assessed.
Crisis Care will meet the majority of client families' basic human needs.	4,000 potential clients	80 percent of 4,000 potential client families will report their needs are being met.
Referrals given to families to outside agencies and organizations.	4,000 potential clients	80 percent of 4,000 potential client families will be given appropriate referrals to outside agencies
A survey measuring clients satisfaction	4,0000	100% of our clients will respond that the services they received were beneficial

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Surveys will be given to all participants interviewed by Crisis Care indicating stress levels, if requested needs have been met and other programs they would like to see from the program.	Likert scale survey	Simple	Each time client family interviewed and/or information is updated
Clients will be interviewed to ascertain their immediate needs.	Client Intake Forms	All Clients who are seen by Crisis Care	Upon initial intake and updated each visit
Crisis Care will meet the majority of client families' basic human needs.	Monthly statistical data Likert Scale survey	All families who receive services	Monthly Reports
Referrals given to families to outside agencies and organizations.	Anecdotal notes on case summary	All families who ask for referrals	Monthly Reports

Addendum

Agency: The Nest - Center for Women, Children & Families

Program Name: Domestic Violence Services Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$10,000

Program Summary: The Domestic Violence Program served over 1,000 clients providing counseling, legal advocacy and support services to victims of domestic violence in Fayette County. Among these services, we are attempting to respond to an increase in the number of Hispanic clients seeking assistance. We provide legal advocacy and representation to clients seeking a Domestic Violence Order of Protection. We attend the domestic violence dockets in the Fayette County court system, which occurs four days a week. We have an ongoing support group, Entre Amigas, for Hispanic clients that meets on a weekly basis. We have a Bilingual Licensed Clinical Social Worker that is able to provide assessments and ongoing counseling for clients as well. The counseling services are available to clients three days a week. All of the services provided are free of charge. We will connect these clients to other services within the organization such as our Crisis Care and Child Care Departments. We will also connect clients to resources in the community by bridging the communication barrier that may have prevented them from receiving necessary services in the past. Our goal is to be able to provide an expanded list of services to 100 Hispanic Fayette County residents per year. These services meet the mission of LFUCG funding by providing mental health services, education and support in order to prevent further violence from occurring in the home.

Long-Term Program Goals: To serve Hispanic victims of violence by providing counseling, education and support.

ACTIVITIES	OUTPUTS	OUTCOMES
Individual Assessment of Need	One time per week approximately 100 clients per year	100% of Hispanic clients calling will have access to our services.
Court Advocacy	An advocate will attend the Fayette County domestic violence docket four days per week serving 100 clients per year	100% of the Hispanic clients requesting advocacy will receive it.
Ongoing Counseling &/or "Entre Amigas" Support Group	Counseling or group one time per week reaching 60 clients per year	60% of the Hispanic clients will attend counseling or support group

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Attendance	Maintain attendance records for group and counseling notes for individuals	Simple	Every session
Acknowledgment of satisfaction with services based on our pre- and post- survey.	Likert satisfaction report with five to ten questions	Simple	The beginning and end of services

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **United Way of the Bluegrass** with offices located at 100 Midland Ave, Suite 300, Lexington, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.
2. Government shall pay Organization the sum of **Thirty-Three Thousand, Seven Hundred and Fifty Dollars (\$33,750)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program**

reports shall be submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

UWBG
100 Midland Ave #300
Lexington, KY 40508
Attn: Jonathan Kahn

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507
Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

UNITED WAY OF THE BLUEGRASS

BY: _____

Jim Gray, Mayor



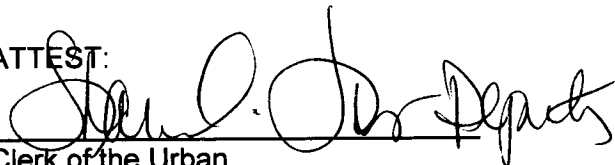
BY: _____

Title: President / CEO



ATTEST:

Clerk of the Urban
County Council



* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: United Way of the Bluegrass

Program Name: 2-1-1 Homeless and Housing Coordinated Assessment

LFUCG Extended Social Resource Grant Program FY17 Funding: \$33,750

Program Summary: United Way 2-1-1, partnering with LFUCG Office for Homelessness and Prevention and other providers, is proposing this Homeless and Housing Coordinated Assessment System, as part of OneDoorLEX, to better serve the citizens of Lexington-Fayette County. 2-1-1 will become a central hub for housing and homeless services intake, assessment and referrals to community organizations.

2-1-1 Information and Referral connects citizens in need to relevant and available health and human services assistance. Callers to 2-1-1 seeking housing and homeless assistance will connect with a trained and certified information and referral specialist. After assessing the immediate and long-term needs of each caller, referrals to local organizations responsive to that individual or family and their situational needs are provided.

Coordinated Assessment is not necessarily centralized intake, but is rather a single process of intake that is consistent and coordinated. Coordinated Assessment has the ability to dynamically conduct intakes and assessments, and make appropriate referrals from multiple locations and venues with consistent client handling and data collection. 2-1-1 will be an intake point for service providers and those seeking services, however if a provider conducts an assessment on their own, they will have access to the system so that their data is collected, stored, and recorded as part of the greater system.

The universal coordinated assessment process will help take the important step of mapping and matching a range of solutions to the specific range of needs typically presented by those experiencing potential homelessness, and housing issues which will be made available to the entire community.

Long-Term Program Goals: The involvement of United Way 2-1-1 Homeless and Housing Coordinated Assessment provides a single process for entry for screening and referral to housing and homeless services. The process will connect individuals and families to appropriate services in the most effective and efficient way possible for both the participant and the provider. The long-term goal of OneDoorLEX is to provide the necessary data collection and coordination to ensure that individuals receive the necessary screening and referrals that will move them to secure housing options, supportive services and prevent homelessness. United Way of the Bluegrass' bold goal for Central Kentucky is for 10,000 more families to achieve self-sufficiency by 2020. The OneDoorLEX partnership will help make this happen for many.

ACTIVITIES	OUTPUTS	OUTCOMES
2-1-1 calls Interaction with 2-1-1 call specialist Administer VI-SPDAT* assessment	# of housing related calls (4,300) # of individuals/families screened for housing services (1,200)	Individuals needing housing and homeless services receive required assessment for services.
2-1-1 calls Interaction with 2-1-1 call specialist VI-SPDAT* results, referral indications Up to date referral information (database maintained)	Specific VI-SPDAT* results # referrals made to callers (3,000) # referral/agency files updated in 2-1-1 database (260)	Individuals and families needing housing and homeless services receive additional referrals for services that improve their self-sufficiency.
2-1-1 calls Interaction with 2-1-1 call specialist VI-SPDAT* results, referral indications Up to date referral information (database maintained)	Specific VI-SPDAT* results # referred to shelter (156) # referred to transitional housing (279) # referred to support services (2,550)	Individuals and families needing housing services and homeless services are connected with appropriate referrals that resolve their housing insecurity.

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
# of callers to 2-1-1 that request housing services that are screened with the VI-SPDAT* (1,200)	2-1-1 caller database # of housing calls vs. # of housing assessments conducted	100% of calls recorded in database. Comparisons can be made with 100% of data.	Ongoing, reviewed monthly Data reports published and circulated quarterly
# of callers to 2-1-1 that request housing services that receive one or more referrals to non-housing related services (4,300)	2-1-1 caller database # of housing calls vs. # non-housing referrals made, and services received	100% of calls recorded in database. Comparisons can be made with 100% of data.	Ongoing, reviewed monthly Data reports published and circulated quarterly
# of callers to 2-1-1 who report that services received from the 2-1-1 assessment and referral helped resolve their housing concerns (430)	2-1-1 caller database # of housing calls vs. # housing referrals made, and services received 2-1-1 follow-up survey	10% of callers receiving housing assessment/referral(s) receive follow-up call and survey.	Ongoing, reviewed monthly Data reports published and circulated quarterly
# of callers to 2-1-1 who report that services received from the 2-1-1 assessment and referral helped improve their self-sufficiency (430)	2-1-1 caller database # of housing calls vs. # housing referrals made, and services received 2-1-1 follow-up survey	10% of callers receiving housing assessment/referral(s) receive follow-up call and survey.	Ongoing, reviewed monthly Data reports published and circulated quarterly
*VI-SPDAT or LFUCG screening assessment			

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **Volunteers of America Mid-States, Inc.** with offices located at 501 West Sixth Street, Suite 250, Kentucky 40508, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Twenty-Two Thousand, Eighty Dollars (\$22,080)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

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4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

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- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

Volunteers of America Mid-States

570 South 4th Street, Suite 100

Louisville, KY 40202

Attn: Andrea Walden

For Government:

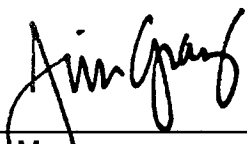
Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

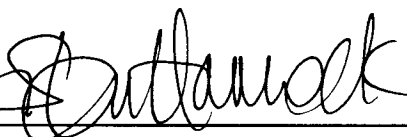
Attn: Chris Ford, Commissioner
Department of Social Services

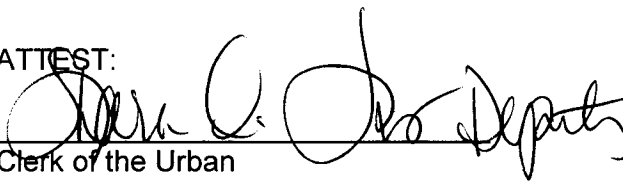
IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

VOLUNTEERS OF AMERICA
MID-STATES

BY: 
Jim Gray, Mayor

BY: 
Title: President and CEO

ATTEST:

Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: Volunteers of America Mid-States, Inc.

Program Name: Homeless Veterans' Transitional Treatment Program

LFUCG Extended Social Resource Grant Program FY17 Funding: \$22,080

Program Summary: The Homeless Veterans Transitional Treatment Program (VTTP) is a long-term residential therapeutic treatment program serving up to 24 homeless Veterans with addiction disorders with or without co-occurring mental health conditions associated with substance abuse, homelessness, and trauma. Veterans may stay up to two years while transitioning to independence, sober living and gainful employment. Approximately 60 residents are served annually with the primary goal of educating clients about addiction while supporting personal and professional development. Once Veterans maintain their treatment plan and have an income through employment or benefits, they are assisted in obtaining housing.

LFUCG Partner Agency Funds would allow recovering Veterans the opportunity to enroll in the Healthy Options Culinary Program (HOCP). Participants receive professional culinary and food service industry experience, while working toward obtaining their Food Handlers Certificate, which can greatly help them in obtaining work within the food services industry. For all clients, the LFUCG grant provides the proper staff to lead vital education through our Life Skills program, which utilizes the Living in Balance evidenced based training curriculum.

Long-Term Program Goals: The Volunteers of America's Homeless Veteran's Transitional Treatment Programs Healthy Options Culinary and Life Skills Program seeks to assist homeless veterans in the Fayette County region by providing services for long term addiction recovery, mental/physical health, life skills, case management, housing, nutrition and job skills training. These services are provided in a long term, supportive environment so clients are able to recover and become health, self-sufficient and productive members of the Lexington community.

ACTIVITIES	OUTPUTS	OUTCOMES
Living in Balance (long term substance abuse, mental health and life skills evidenced based training)	Services are provided to all residents of the 24 bed treatment facility with the estimation of approximately 60 residents served annually	Veterans will maintain a healthy, sober and stable lifestyle while making plans for transition to independent living
Healthy Options Culinary Program (includes job training skills, specific Living in Balance life skills training for all clients and Food Handlers Certification training for those interested).	All clients in their first 6 months of intensive treatment and any client who beyond this point who is not away from the unit by working/volunteering/in school will participate 100% of the time in Living in Balance training classes.	Veterans will graduate from HVITP with social and job skills necessary to be gainfully employed; including some clients with their Food Handlers Certification, to be employed in the food services industry
Housing	Housing placement is provided to the residents of the 24 bed treatment facility with the estimation of approximately 60 residents served annually	Stable housing for up to two years in the program with transition to independent, sober living
Healthy Meals	Approximately 95 daily, nutritionally balanced meals and snacks will be provided to residents	Higher job performance and healthier, sober lifestyle will be supported by greater nutrition

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Maintenance of Healthy, sober lifestyle	Program Participation Progress with Living in Balance and Culinary Arts training curriculum Negative Drug/Alcohol Screening	60 clients annually	Daily, random, and program completion
Prepared for job placement in food industry for those interested in this career path and financial self-sufficiency for all graduating clients. All clients progress with life skills education	Progress with Living in Balance and Culinary Arts training curriculum; Attaining Food Handlers Certification for those interested in this career path; Obtaining employment in food services for those interested in this career path; Industry/Job retention	60 clients annually for progress with life skills education.	Daily and program completion
Placement in affordable, stable housing	Case management documentation	All graduating clients	Preparation for housing at least 60 days prior to discharge; documentation of housing upon discharge
Improved daily nutrition and improved long term health	Documentation of nutrition approved meal plans. Individual documentation in client files of specific health and nutrition needs	60 clients annually	Upon admission and Daily (posting of meal plan), weekly case conference/goal review as applicable per client

PURCHASE OF SERVICE AGREEMENT

THIS PURCHASE OF SERVICE AGREEMENT (hereinafter "Agreement"), made and entered into on the first day of July, 2016, by and between the **LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT**, an urban county government of the COMMONWEALTH OF KENTUCKY created pursuant to KRS chapter 67A (hereinafter "Government"), 200 East Main Street, Lexington, Kentucky 40507, on behalf of its Department of Social Services (hereinafter "Sponsor"), and, **The YMCA of Central Kentucky** with offices located at 239 East High Street, Lexington, Kentucky 40507, (hereinafter "Organization").

WITNESSETH

That for and in consideration of the mutual promises and covenants herein expressed, the Government and the Organization agree as follows:

1. Government hereby retains Organization for the period beginning on **July 1, 2016**, and continuing for a period of twelve (12) months from that date unless within that period Government gives the Organization thirty (30) days written notice of termination of this Agreement in which case this Agreement shall terminate thirty (30) days from the date notice is given to the Organization.

2. Government shall pay Organization the sum of **Seventy-Nine Thousand Dollars (\$79,000)** for the services required by this Agreement, said services being more particularly described in the Addendum attached hereto and incorporated herein by reference, one-fourth (1/4th) of which shall be payable in July 2016 or shortly thereafter upon receipt of an invoice, with one-fourth (1/4th) payable each quarter thereafter upon submission of a quarterly financial report and invoice, and a detailed quarterly program report. **Quarterly financial reports, invoices, and detailed program reports shall be**

submitted by October 14th, 2016, January 13th, 2017 and April 14th, 2017. A year-end program report shall be submitted by July 14th, 2017. Both reports shall reflect the services and programs directly related to the funding provided by Lexington Fayette Urban County Government with emphasis on measurable outcomes, and specifically outlined in the funding application. Forms for both the quarterly financial and program reports will be provided.

3. In the event of termination of this Agreement by Government as provided for in paragraph 1 above, Organization shall be entitled to that portion of total compensation due under this Agreement as the service rendered bears to the service required herein.

4. Organization shall perform all duties and services included in the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) attached hereto faithfully and satisfactorily at the time, place and for the duration prescribed herein. Compensation paid pursuant to this Agreement shall be used exclusively for the services set forth in the Addendum and for no other purpose. Any alteration in the nature of such services and duties constitutes an amendment to this Agreement and must be in writing signed by both parties. Organization shall keep itself fully informed of all federal and state laws and all municipal ordinances and regulations in any manner affecting the work or performance of this Agreement, and shall at all times observe and comply with such laws, ordinances and regulations, whether or not such laws, ordinances or regulations are mentioned herein, and shall indemnify Government, its officers, agents and employees against any claim or liability arising from and based on the Organization's violation of any such laws, ordinances or regulations.

5. Organization represents that it has filed all federal, state and local income tax returns required by law in the legally prescribed time and manner. This Agreement shall not become effective unless and until copies of all of the executed originals of the

aforementioned tax returns filed for the Organization have been registered for the current tax year by the Organization in the office of the Sponsor, and the Organization shall not be compensated unless and until such registration has taken place.

6. The Organization shall, on such forms as the Sponsor shall provide, submit to Sponsor an annual report and financial statement which summarize the previous year's activities regarding the services enumerated in the addendum attached hereto.

7. Books of accounts shall be kept by the Organization and entries shall be made therein of all money, goods, effects, debts, sales, purchases, receipts, payments and any other transactions of the Organization. The books of accounts, together with all bonds, notes, bills, letters and other writings belonging to the Organization, shall be maintained at the principal place of business of the Organization as set forth in this Agreement. Government shall have free and complete access to the books, papers and affairs of the Organization, that relate to the performance of this Agreement, at all reasonable times, and if it desires, it may have the books and papers of the Organization, that relate to the performance of this Agreement, audited and examined by auditors, accountants or attorneys. Any examination shall be at the expense of the Government.

8. Government may designate such persons as may be necessary to monitor and evaluate the services rendered by the Organization. The Government, its agents and employees, shall, at all times, have unrestricted access to all places where or in which the services required hereunder are being carried on and conducted. Inspection and monitoring of the work by these authorities shall in no manner be presumed to relieve in any degree the responsibility or obligations of Organization, nor to constitute the Organization as an agent of the Government.

9. Organization shall provide equal opportunity in employment for all qualified persons, shall prohibit discrimination in employment because of race, color, creed, national

origin, sex or age, shall promote equal employment through a positive, continuing program of equal employment, and shall cause each of its subcontracting agencies to do so. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

10. Organization shall adopt a written sexual harassment policy, which shall, at a minimum, contain a statement of current law; a list of prohibited behaviors; a complaint process; and a procedure which provides for a confidential investigation of all complaints. The policy shall be given to all employees and clients and shall be posted at all locations where Organization conducts business. The policy shall be submitted to Sponsor for review within thirty (30) days of the execution of this Agreement.

11. This instrument, and the Addendum *(Description of the specific uses of funds allocated by program name(s) and details of the expected client and agency outcomes) incorporated herein, contains the entire agreement between the parties, and no statement, promises or inducements made by either party or agent of either party that is not contained in this written Agreement shall be valid and binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon.

12. Organization agrees that it shall apply all funds received by it from the Urban County Government in accordance with the following investment policy guidelines:

- A. Objectives: Capital preservation with surety of income. Reasonable competitive income consistent with high investment quality and purpose of funds. All investments shall conform with state and local law and regulations and these policies.
- B. Investment Funds Management: The governing board may elect to either:
 - (1) Manage its investment through its executive director where the size or complexity of funds to be managed is deemed by the board to

be within the training, expertise and/or available time capacity of the executive director and the operating staff; or

(2) Utilize the professional investment management facilities of a local bank trust department acting in a fiduciary capacity within the same approved investment policies and federal, state, local and trust laws and regulation. The trust department may utilize its regular short-term one hundred percent (100%) US Treasury Fund for daily funds investment.

The election of option 1 or 2 should be made consistent with the relative cost incurred and in the case of option 2 the cost shall be competitive among local trust departments.

C. Investment Policies - - Safety and Prudence.

(1) Short-term liquidity funds shall be invested in "riskless" investment, i.e., deposits in Kentucky commercial banks or savings and loan associations that are fully federally insured or deposits collateralized by U.S. Treasury securities with a current market value of at least one hundred percent (100%), or in direct obligations of U.S. Treasury securities.

Investments shall be diversified according to maturity in order to meet projected cash flow needs.

Collateral pledged to secure uninsured deposits shall be held at a federal reserve bank with the receipt providing absolute control by the agency.

(2) Retirement funds, endowment funds, long-term capital reserve funds and any other special funds may be held and invested by a local bank trust department under investment objectives and diversification in accordance with the individual nature of the funds and pursuant to the "prudent man" investment rule as well as general trust law.

(3) All investments shall be reviewed monthly by a finance or investment committee of the agency.

(4) Local brokerage firms may hold and invest funds provided that investments are located within Kentucky and are full insured.

D. Audit - - All investments shall be audited at least annually by independent certified public accountant who shall express an opinion as to whether or not investments during the year audited have conformed with state and local law and regulation and with the approved investment policies.

13. Notice – Any written notice required by the Agreement shall be delivered by certified mail, return receipt requested, to the following:

For Organization:

YMCA of Central Kentucky
239 E. High St.
Lexington, KY 40507

Attn: David Martorano

For Government:

Lexington-Fayette Urban County Gov.
200 East Main Street
Lexington, Kentucky 40507

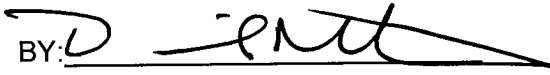
Attn: Chris Ford, Commissioner
Department of Social Services

IN WITNESS WHEREOF, the parties have executed this Agreement at Lexington, Kentucky, the day and year first above written.

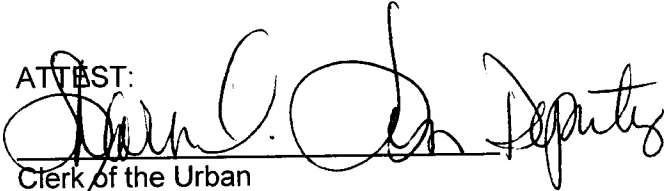
LEXINGTON-FAYETTE URBAN
COUNTY GOVERNMENT

YMCA OF CENTRAL KENTUCKY

BY: 
Jim Gray, Mayor

BY: 
Title: CEO

ATTEST:


Clerk of the Urban
County Council

* The addendum referenced in items 4 and 11 must be attached to this document and approved prior to the start of fiscal year payments.

Addendum

Agency: YMCA of Central Kentucky

Program Name: YMCA Afterschool/Summer Camp

LFUCG Extended Social Resource Grant Program FY17 Funding: \$39,000

Program Summary: This program encompasses strong academic and enrichment components for high-need students with clear success measures and school community engagement. The primary goals of our program are to ensure that all families have access to high-quality and affordable child care during out-of-school hours, to increase student achievement, and reduce risk-taking behaviors through a balanced program model built on academic intervention, health and enrichment programming.

Y afterschool/camp programs serve approximately 2,250 Fayette County school-age children throughout the year. Programs are operated during out-of school hours, Monday-Friday, on site at 8 Fayette County schools, 3 local churches, 3 YMCA facility branches (in areas where FCPS's afterschool cannot accommodate the number of families that need after school care), 1 Lexington Christian Academy campuses and Bar Y outdoor camp.

Long-Term Program Goals: This program encompasses strong academic and enrichment components for high-need students with clear success measures, and school community engagement. The primary goals of our program are to ensure that all families have access to high-quality and affordable child care during out-of-school hours, to increase student achievement, and reduce risk-taking behaviors through a balanced program model built on academic intervention, health and enrichment programming.

ACTIVITIES	OUTPUTS	OUTCOMES
Homework assistance, 21st century skills (project based learning), STEM, collaborative problem solving, media literacy, college and career exploration	4 Before school programs and 10 Afterschool programs, serving 2,580 (1,290 annually)	
Service-learning projects, arts education, field trips, swim lessons, parent and family engagement activities	8 summer camps, serving 2,500 (1,250 annually)	
Organized fitness and healthy cooking activities, bike safety, music and literacy activities	3 School's day out camps provided to 960 (480 annually) school-aged children during the year	

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Of the 2,580 children served in afterschool programs, 60% will show academic improvement by the end of the school year	Standardized test results and report cards as available from school, teacher and parent interviews	Random sampling of grade improvements. Data will not be collected in camp programs.	Data collected twice per year at the end of each semester.
Of the 4,500 children served, 80% will participate in daily enrichment activities; 50% will participate in a minimum of 1 family involvement activity throughout the course of the school year.	Attendance records Staff observations Caregiver surveys	100% of caregivers will be asked to complete surveys.	Attendance records - daily Staff observations - daily Caregiver surveys - quarterly
Of the 4,500 children served, 65% will show improvement in school connectedness, conduct and self-worth and show a reduction in at-risk behavior.	Staff/teacher observations Student and caregiver surveys	100% of caregivers and students will be asked to complete surveys.	Staff/teacher observations - monthly Student and caregiver surveys - quarterly

Addendum

Agency: YMCA of Central Kentucky

Program Name: YMCA Black Achievers

LFUCG Extended Social Resource Grant Program FY17 Funding: \$10,000

Program Summary: The YMCA Black Achievers program is our association's largest and most established teen program, serving approximately 225 students per year with most of them being Fayette County residents. The program connects 7th – 12th grade students (from Fayette County schools, and surrounding counties) with positive, adult role models in the community providing them with educational, career and social opportunities that are not readily available to them. These experiences enable youth to: improve academic deficiencies; understand and evaluate life options by exposing them to various career fields and providing them with the information needed to set career goals and objectives; establish meaningful, long-term relationships with positive adults within their community; and develop assets and skills which improve their chances of succeeding in life.

Saturday sessions take place on the second and fourth Saturday of the month at Lexington Traditional Magnet School, during the school year and combine features of mentoring, structured discussions, group exercises, role-playing, hands-on activities, workplace tours, traditional lectures, guest speakers and presentations. The broad level curriculum is designed to engage students in various individual assignments, activities and group exercises that improve reading, vocabulary, mathematics, and language expression. Most assignments, activities and exercises are geared to be interactive, allowing students and adult role models to work together throughout the learning experience in a safe learning environment.

Long-Term Program Goals: The YMCA Black Achievers program has four main goals: To improve academic deficiencies and increase the percentage of students who graduate from high school; To help youth understand and evaluate their life options by exposing them to various career fields and providing them with the information needed to set career goals and objectives; To increase the developmental assets and develop life skills in youth, improving their chances of succeeding in life; To establish meaningful, long-term relationships between program participants and positive adults within the community.

ACTIVITIES	OUTPUTS	OUTCOMES
Saturday Sessions	18 regular sessions coordinated by volunteers for 450 Achievers	
Special Sessions: College & Career Fair; FAFSA Fair; Family Day/Black History Showcase; Youth Recognition Awards	Each special session is available to 200 Achievers and their parent/guardian	
College Tours	6 tours (3 per academic year) and up to 10 tours during Spring Breaks, for up to 80 Achievers	
Youth Leadership Summits (Midwest Achievers Teen Summit, KYA, KUNA) when available	Each summit is 2-3 days for up to 50 Achievers	

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
Increase percentage of students who graduate to the next level	Survey/evaluation	100-130 students during the last Saturday session	1 time per year (year end)
Increase percentage of students who graduate from high school and apply to college and/or place of higher education	Survey/evaluation and interviews conducted	20-30 senior high school students	1 time per year (year end)
Enhance college tours and national annual college and career fair	Surveys and evaluations from students and volunteers who participate in those events	Up to 40 students that participate in these events	1 time per event
Participation at youth leadership summit	Registration statistics	Up to 25 students that participate in the events	1 time per event
Increase number of positive adult role models	Students who return as mentors or in other capacities that benefit the program and returning volunteers	Up to 20 program graduates and up to 30 volunteers	1 time per year

Addendum

Agency: YMCA of Central Kentucky

Program Name: Y Readers

LFUCG Extended Social Resource Grant Program FY17 Funding: \$30,000

Program Summary: Y Readers is a free summer reading and enrichment program for rising first and second grade children from low-income environments to support them in their literacy and academic progress over the summer and to mitigate summer learning loss.

Y Readers employs certified grade school district teachers and assistants (1:8 staff to child ratio) to work with students who are reading below grade level. Lesson plans follow the Four-Blocks multi-level literacy model, which focuses on working with words (phonics), writing, self-selected reading, and guided reading. Students attend the summer program Monday - Thursday from 8 a.m. – 4:30 p.m. at their respective school. (They are welcome to attend any Y camp for free on Fridays.)

Mornings are dedicated to literacy work, while afternoons are filled with enrichment activities including art, music, nutrition education, physical activities and science. Y Readers places a strong emphasis on parental involvement. Parents pledge to read each night at home with their children and maintain a reading log. Parents also participate in a workshop, during which they might create a hands-on literacy game to use at home or learn about healthy living, different learning styles, or goal setting.

Each site serves 32 students (16 1st grade, 16 2nd grade) who are identified and referred to the program by the school principal and/or teachers.

Long-Term Program Goals: The Y Readers program supports rising first and second grade children from low-income environments in their literacy and academic progress over the summer in order to mitigate summer learning loss. The long-term goal of the Y Readers is to help children who are reading below grade level get back on track by the third grade.

ACTIVITIES	OUTPUTS	OUTCOMES
Deliver quality program adhering to fidelity markers	Program offered 4 days/wk for 6 weeks at 3 sites, serving up to 192 children	
Deliver enrichment activities aligned to literacy	2.5 hours literacy activities daily	
Maintain 1:8 ratio	4.5 hours enrichment activities daily	
Staff demonstrate core competencies and practices are data-driven	1 field trip per week minimum	
Environment supports holistic youth development	Staff conduct 1 family orientation and 3 workshops	

INDICATOR	MEASUREMENT TOOL/APPROACH	SAMPLING STRATEGY & SIZE	FREQUENCY & SCHEDULE OF DATA COLLECTION
75% of children completing program show academic progress	STAR Early Literacy and STAR Reading tools	All participants are tested	Pre and post testing and at mid-point of program
50% of children increase test scores by 10% or more	STAR Early Literacy and STAR Reading tools	All participants are tested	Pre and post testing
75% of children read at home with parent/caregiver most nights	Parent survey/program evaluation	All parents/caregivers are asked to complete parent survey/program evaluation	At conclusion of program
80% of parents participate in at least 2 workshops during program	Attendance logs	All participants are monitored	Weekly monitoring of participation