

**COOPERATIVE AGREEMENT**

**THIS AGREEMENT**, made by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the First Class of the State of Missouri, hereinafter referred to as "the County" and a Missouri not-for-profit corporation, **EARLYSTART 2008 EAST 12<sup>TH</sup> STREET KANSAS CITY, MO 64127**, hereinafter referred to as "Organization".

WHEREAS, the County and Organization desire to enter into an Agreement to provide funding to be used for Early Education Program; and,

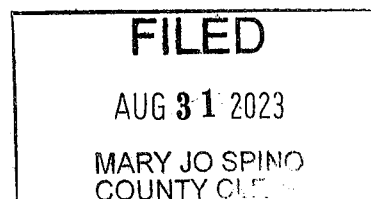
WHEREAS, the County deems it to be in the best interest of its citizenry to support such programs and activities; and,

NOW THEREFORE, in consideration of the foregoing and the terms and provisions herein contained, the County and Organization respectively promise, covenant, and agree with each other as follows:

**NOW, THEREFORE**, it is agreed by and between the parties as follows:

1. **Services**. Organization shall provide services Early Education Program, as is more fully set out in the proposal attached hereto as Exhibit A and incorporated herein by reference. The term of this contract is January 1, 2023, through December 31, 2023, and as such, all expenditures must occur within this period. The budget Organization submitted as part of Exhibit A is considered final and non-changeable.

2. **Terms Of Payment**. The County agrees to pay Organization the total amount of **\$185,000.00** in quarterly reimbursements up to **\$46,250.00**, Payments shall



be made upon the County's receipt of the quarterly reports as set forth in paragraph 3 hereof. The final payment will not be processed until the Organization's annual program report has been completely reconciled. The County reserves the right to audit all invoices and to reject any invoice for good cause. The County retains the right to deduct from an invoice of Organization any overpayment made by the County on a prior invoice. The County retains the right to make invoice corrections/changes. The County will not reimburse sales tax expense.

3. **Reports/Other Documentation.** Within 30 days after the conclusion of each calendar quarter under this Agreement, Organization shall submit a quarterly report through the Outside Agency Portal along with proof of payment and receipt documentation that reconciles to the quarterly report, including cancelled checks and/or a copy of the face of the check and corresponding bank statements, invoices, itemized credit card receipts and credit card statements showing proof of purchase and proof of payment and any other documents requested by the Department of Finance and Purchasing, to establish that the funds provided pursuant to this Agreement were used for the purposes set forth herein. All payments will be processed within 30 days of receipt of invoice, if the invoice is complete and accurate. All payments will be detained until reports are received and accurate. Any reports that are incorrect will delay payment. The last quarter's report is due by January 31<sup>st</sup>, 2024 and shall include an annual report which shall summarize all of Organization's activities pursuant to this Agreement. Organization's failure to submit this annual report shall disqualify Organization from future funding by the County. The final payment will not be processed until the Organization's annual program report has been completely reconciled.

Organization must submit all quarterly reports in the format specified by the County regardless of whether activity took place in each quarter, before the next quarterly payment will be processed. Any quarterly reports that are incomplete or incorrect will delay payment. Any unspent funds under this Agreement not invoiced by Organization within 30 days from the expiration of this Agreement shall be forfeited and not be paid.

Organization must notify the County in writing on Organization's letterhead, within five working days of the following changes:

- a. Organization name, address, telephone number, administration, or board of directors
- b. Organization funding that will affect the program under this contract
- c. Liability insurance coverage
- d. Management or staff responsible for providing services pursuant to this contract. When a management or staff position responsible for providing services pursuant to this contract is vacated and when the position is subsequently filled, the following will apply i.) reimbursement for a vacated position will be suspended until it is filled, and ii.) if another person under this contract assumes the duties of the vacated position, the Organization will not be allowed to bill the County for both positions.
- e. Any proposed or actual merger or acquisition either taken by the Organization or toward the Organization

4. **Submission of Documents.** No payment shall be made under this Agreement unless Organization shall have submitted to the County's Department of Finance and Purchasing through the Jackson County Outside Agency Portal: (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) Organization's IRS Form 990 from the previous fiscal or calendar year; (3) a statement of Organization's total budget for its most recent fiscal year; and (4) a detailed explanation of actual expenditures of the County's funds; (5) audited financial statement for Organization's most-recent fiscal or calendar year, or a certified public accountant's program audit of the County's funds. Organization must

be chartered in the State of Missouri, hold a certificate of good standing with annual registration through the Missouri Secretary of State and have received an exemption from Federal income taxes under Section 501c3 of the Internal Revenue Code. Any documents described herein which were submitted as a part of an application for funding need not be resubmitted to qualify for payment. Organization understands that no payment shall be made under this agreement until Organization's 2022 Outside Agency contract has been fully reconciled with the County's Department of Finance and Purchasing. No payment shall be made if Organization is out of compliance on any other County contract, or has not paid county taxes on all properties owned by Organization and assessed by the County.

5. **Equal Opportunity.** Organization shall have a current Certificate of Compliance as required by the County Compliance Review Office. Organization shall maintain policies of employment as follows:

A. Organization and Organization's subcontractor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. Organization shall take affirmative action as set forth to ensure that applicants for employment and employees are treated without regard to their race, religion, color, sex, age, disability, or national origin. Such action shall include, but not be limited, to the following: recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Organization agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth

the policies of non-discrimination.

B. Organization and Organization's subcontractor(s) shall, in all solicitation or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, age, disability, or national origin.

6. **Employment of Unauthorized Aliens Prohibited.** Pursuant to §285.530.1, RSMo, Organization assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Organization shall sign an affidavit, attached hereto and incorporated herein as Exhibit B, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

7. **Audit.** The parties agree that the County may, for any reason and at any given time, examine and audit the books and records of Organization pertaining to this Agreement. Further, Organization agrees to establish and adopt such accounting standards and forms as recommended by the County prior to receipt of the County's first distribution of funds under the terms of this Agreement. The forms used to document expenditure of these funds may be changed from time to time by the County.

8. **Default.** If Organization shall default in the performance or observation of any covenant, term or condition herein contained to be performed by Organization, the

County shall give Organization ten days written notice, setting forth the default. If said default shall continue and not be corrected by Organization within ten days after receipt of notice from the County, the County may, at its election, terminate this Agreement and withhold any payments not yet made to Organization. Said election shall not, in any way, limit the County's rights to sue for breach of this Agreement.

9. **Appropriation of Funds**. Organization and the County recognize that the County intends to satisfy its financial obligation to Organization hereunder out of funds annually appropriated for that purpose by the County. County promises and covenants to make its best efforts to appropriate funds in accordance with this Agreement. In the event no funds or insufficient funds are appropriated and budgeted, or are otherwise unavailable by any means whatsoever for payment due hereunder, County shall immediately notify Organization of this occurrence and this Agreement shall terminate on the last day for which appropriations were received, without penalty or expense to the County of any kind whatsoever, except as to the portions of the payment amounts herein agreed upon for which funds shall have been appropriated and budgeted or are otherwise available, or at any time after the last date that County has paid for the Services, if earlier.

County further agrees:

A. That any funds authorized or appropriated for services rendered under this Agreement shall be applied to the payments hereunder until all such funds are exhausted.

B. That County will use its best efforts to obtain authorization and appropriation of such funds including, without limitation, the inclusion in its annual

budget, a request for adequate funds to meet its obligation under this Agreement in full.

10. **Conflict of Interest.** Organization warrants that no officer or employee of the County, whether elected or appointed, shall, in any manner whatsoever, be interested in or receive any benefit from the profits or emoluments of this Agreement.

11. **Severability.** If any covenant or other provision of this Agreement is invalid, or incapable of being enforced by reason of any rule of law or public policy, all other conditions and provisions of this Agreement shall, nevertheless, remain in full force and effect; and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein.

12. **Indemnification.** Organization shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, and costs (including reasonable attorney's fees directly related thereto) including but not limited to violation of civil rights and/or bodily injury to or death of any person and for damage to or destruction of property if and to the extent caused by the negligence, willful misconduct or omissions of Organization during the performance of this Agreement.

13. **Insurance.** Organization shall maintain the following insurance coverage during the term of this Agreement.

A. Organization shall maintain Commercial General Bodily Injury and Property Damage Liability insurance, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.

B. Organization shall maintain, if any motor vehicles are used in the

performance of the Services, Commercial General Bodily Injury and Property Damage Liability insurance, and Automobile Liability insurance including owned, non-owned, or hired vehicles, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability.

C. Organization agrees to provide the County with certificates of insurance evidencing the above described coverage prior to the start of Services, and annually thereafter, if required by the County. Such certificates shall provide that the applicable insurance policies have been endorsed to provide a minimum of thirty days advance notice to the County in the event of cancellation, non-renewal, or reduction in limits by endorsement.

14. **Term.** The term of this Agreement shall commence January 1, 2023, and shall continue until December 31, 2023, unless sooner terminated pursuant to paragraph 8, 15, or 19 hereof. If this Agreement is terminated by either party, the County shall pay only for those services actually performed by Organization as verified by the County's audit.

15. **Termination.** This Agreement may be terminated for any reason or no reason by either of the parties upon thirty (30) days' written notice to the other party's designated fiscal representative. All services and payments shall continue through the effective date of termination. Termination of this Agreement shall not constitute a waiver of the rights or obligations which the County or Organization may be entitled to receive as provided in this Agreement, or be obligated to perform under this Agreement for services prior to the date of termination. Should this Agreement terminate, all



County written materials of any kind must be delivered and returned by Organization to the County within ten (10) days of the termination of this Agreement.

16. **Standard of Care.** Organization shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by professionals operating under similar circumstances.

17. **Financial Contact.** Organization shall designate a fiscal representative to act as a liaison between the parties to resolve any problems, complaints, or special circumstances encountered in the billing of the services agreed upon here.

Fiscal Representative

Department of Finance & Purchasing  
415 E. 12<sup>th</sup> Street, Suite 100  
Kansas City, MO 64106

**EarlyStart**  
**Alex Basalo**  
2008 East 12<sup>th</sup> Street  
Kansas City, MO 64127  
(816) 710-8839

18. **Compliance Review.** The performance of this Agreement shall be subject to review by the County. The County Compliance Review Office and staff shall review this contract according to their responsibilities including site visits to any and all agencies. Organization agrees any display of hostile behavior, refusing and/or hindering a site review by any employee or staff member shall be grounds for suspension, termination or disqualification of this Agreement. The County warrants that all books, records, accounts, and any other documents in the possession of the County relating to this Agreement are public records open for inspection in accordance with Chapter 610, RSMo.

19. **Remedies For Breach.** Organization agrees to faithfully observe and perform all of the terms, provisions, and requirements of this Agreement, and Organization's

failure to do so constitutes a breach of this Agreement. In such event, Organization consents and agrees as follows:

A. The County may, without prior notice to Organization, immediately terminate this Agreement; and

B. The County shall be entitled to collect from Organization all payments made by the County to Organization for which Organization has not yet rendered services in accordance with this Agreement, and to collect the County's reasonable attorney's fees, court costs and service fees if it is necessary to bring action to recover such payments.

20. **Transfer And Assignment.** Organization shall not assign or transfer any portion or the whole of this Agreement without the prior written consent of the County.

21. **Organization Identity.** If Organization is merged or purchased by another entity, the County reserves the right to terminate this Agreement. Organization shall immediately notify the county in the event it is merged or purchases by any other entity.

22. **Confidentiality.** Organization's records concerning the identities of those participating in its programs shall be strictly confidential; the County shall be entitled to examine said records in performing its audit and review functions, but shall not disclose said identities to any third party in any fashion.

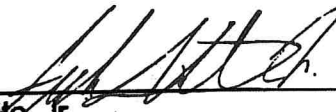
23. **Incorporation.** This Agreement incorporates the entire understanding and agreement of the parties.

IN WITNESS WHEREOF, the County and Organization have executed this Agreement this 31 day of AUGUST, 2023.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI


  
County Counselor

By   
Frank White, Jr.  
County Executive

ATTEST:

  
Mary Jo Spino  
Clerk of the Legislature

EARLYSTART

By   
Title CEO  
Federal Tax I.D. 44-0646347

**REVENUE CERTIFICATE**

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this Agreement is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of **\$185,000.00**, which is hereby authorized.

8-16-2023  
Date

  
Director of Finance and Purchasing  
Account No. 002-7736-56789

PC 773623001 000 ML

**2023 Jackson County Outside Agency Funding Proposal  
EarlstartART  
EarlstartART Early Education Program**

**EXHIBIT  
A**

EarlstartART  
EarlstartART Early Education Program  
Jan 20, 2023  
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**EarlstartART**

2008 East 12th Street  
Kansas City, MO 64127  
(816) 994-5432  
earlstartkc.org  
fedtaxid: 44-0646347

**Fiscal Year:** January to December

**GuideStar:**

**Mission:** Building Bridges, Inspiring Minds, Impacting Futures.

**Executive Director**

Chief Executive Officer  
Deidre Anderson  
(816) 994-5400  
deidre.anderson@earlstartkc.org

**Contact Person**

Fund Development Manager  
Alex Basalo  
(816) 710-8839  
alex.basalo@earlstartkc.org

**Check the Jackson County Legislative District and your At-Large District where your agency is located?**

**District 2: Yes**

# 2023 Jackson County Outside Agency Funding Proposal

## EarlStART

### EarlStART Early Education Program

EarlStART  
EarlStART Early Education Program  
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#### Agency Revenue Information

Funding Entity	Source Description	Goods	Services	Cash	TFY Actual	NFY Projected
Federal	Childcare Food Program and Tax Credits			X	\$1,294,226	\$688,051
State	State Daycare Subsidy and Tax Credits			X	\$745,159	\$656,070
Donations	Foundations, Corporations, and Individual Donores			X	\$3,798,447	\$2,705,000
Fundraisers	Fall Luncheon			X	\$167,843	\$150,000
MARC	Head Start			X	\$1,806,291	\$1,484,223
United Way	Agency Funding			X	\$143,796	\$100,000
Other	Program Fees and Misc Revenue			X	\$635,555	\$645,000
Children Services Fund	Mental Health Intervention			X	\$145,491	\$135,000
COMBAT	Arts@EarlStART			X	\$26,342	\$25,000
Outside Agency	Early Education			X	\$312,950	\$450,000

Please check if your agency has cash reserves:  
What is the current balance? \$2,577,602

#### Community Infrastructure

Other organizations in the community that provide the same or similar services as your organization.

Head Start and Early Head Start Providers such as Emmanuel Child & Family Development Center, YMCA, Operation Breakthrough, and Guadalupe Centers. Jackson County School Districts providing Pre-K including Kansas City Public Schools and the Independence School District.

Compare your programs and results to others working in the same field.

EarlStART uses the National Center for Pyramid Model Innovations (NCPMI) model to nurture the social-emotional health of all children served. Education Access, starting with quality early education has been identified by the Office of Disease Prevention and Health Promotion as a leading social determinant of Health. A study by the Carolina Abecedarian Project found that adults that received a quality early education were less likely to participate in risky behaviors that would negatively impact their health.

List all partnerships you have with other organizations along with the nature of the partnership.

EarlStART is a Head Start and Early Head Start Provider through Mid-America Head Start (MARC). The Family Conservancy, Show Me KC Schools, Hope Dental, and the Full Employment Council provide resources for families. What if Puppets, KC Friends of Alvin Ailey, KC Symphony, and the Kansas City Community Gardens provide curriculum support and community engagement.

# **2023 Jackson County Outside Agency Funding Proposal**

## **EarlystART**

### **EarlystART Early Education Program**

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EarlystART Early Education Program  
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**Date Program was Initiated: 2010**

**What time period does this program run: All Year**

**Provide program description:** EarlystART's Early Education program provides quality education for 120 students in Jackson County promoting Social-Emotional Development through an arts-based curriculum. EarlystART ensures all students receive a high-quality education in the classroom with credentialed educators using the Creative Curriculum and the trauma-informed Conscious Discipline approach. The goal of EarlystART's early childhood education programs is that every child reaches his/her inherent potential in the classroom.

**Describe the benefits of this program to Jackson County Missouri:** EarlystART provides quality pre-k for Jackson County's most vulnerable working families. High-quality pre-K programs contribute to narrowing the achievement gap for low-income and BIPOC populations in Jackson County by strengthening students' academic, social, and emotional skills. Each family is assigned a specially trained Family Advocate to help EarlystART families face challenges that can jeopardize their well-being, development, and growth.

**Describe target population to be served:** The racial demographics of students served are 59% Black/African American, 19% White, 9% Multi-racial, and 13% Other/Unidentified. Of these students, 24% identify Hispanic/Latino as their ethnicity. The majority (87%) of children EarlystART serves live in single-parent households and one-third of parents are under the age of 25. 60% of families are federally classified as low-income. 75% qualify for free or reduced-price lunch. 65% of enrolled children are covered by Medicaid. 75% of the children served qualify for Head Start/Early Head Start and/or the State Day Care subsidy.

**What are the qualifications for participants:** EarlystART serves students ages six weeks to five years old. Students residing in a household with an income below the federal poverty guidelines may qualify for Head Start and Early Head Start services. Children from homeless families, families receiving public assistance such as TANF or SSI, and foster children (regardless of their foster family's income) are eligible for tuition assistance.

**Check if your services are available to anyone: Yes**

**How do you maintain a database of participants: Child Plus**

**Number of participants from Jackson County: 121**

**Number of participants from Other Areas: 71**

**Total Number of participants: 192**

**Identify the community need for your organization's program and services in Jackson County.**

In Jackson County, over 35,000 children under age six have working parents, while the total capacity of licensed programs is only 24,000. In Kansas City, the average annual price of childcare services is \$9,454 this is an amount that is virtually impossible for families to pay when they are already struggling to meet basic needs. The COVID-19 pandemic exacerbated a shortage in early educators. The Family Conservancy found that over 200 providers across Greater Kansas City closed during the pandemic.

**2021 Jackson County Outside Agency Funding Proposal**  
**EarllystART**  
**EarllystART Early Education Program**

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EarllystART Early Education Program  
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**Outcomes**

**Outcome:** 90% of students entering Kindergarten will meet kindergarten readiness benchmarks, as measured by the DRDP.  
**Portion of budget request supporting this objective:**  
**Targets:** 192 students, Age range:

**What Jackson County Legislative Districts are served by this program:**

**Countywide:** Yes

**2023 Jackson County Outside Agency Funding Proposal**  
**Budget as Awarded**  
**EarlystART**  
**EarlystART Early Education Program**

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Direct Program Support				
Name	Description	Total Expense ①	Amount Awarded ①	Percent
Program Staff Salary	FAMILY ADVOCATE	\$49,000	\$24,500	50%
Program Staff Salary	FAMILY ADVOCATE	\$49,000	\$0	50%
Program Staff Salary	LEAD CLASSROOM EDUCATOR	\$36,500	\$18,000	49%
Program Staff Salary	LEAD CLASSROOM EDUCATOR	\$36,500	\$0	49%
Program Staff Salary	ASSISTANT CLASSROOM EDUCATOR	\$33,000	\$16,500	50%
Program Staff Salary	ASSISTANT CLASSROOM EDUCATOR	\$33,000	\$0	50%
Program Staff Salary	SUPPORT CLASSROOM EDUCATOR	\$31,000	\$15,000	48%
Program Staff Salary	SUPPORT CLASSROOM EDUCATOR	\$31,000	\$0	48%
Program Staff Salary	ART EDUCATOR	\$50,000	\$24,000	48%
Fringe Benefit (Only FICA/Insurance-Max 10% of Salary Request)	FICA	\$38,200	\$9,800	49%
Program Staff Salary	ASSISTANT CLASSROOM EDUCATOR	\$33,000	\$0	50%
				%
Direct Expense Totals		\$410,200	\$107,800	
Indirect/General Operating Support				
Administrative Staff Salary	DIRECTOR OF FAMILY AND COMMUNITY ENGAGEMENT	\$72,000	\$0	50%
Administrative Staff Salary	EARLY LEARNING INCLUSION DIRECTOR	\$64,000	\$32,000	50%
Administrative Staff Salary	CHIEF EXECUTIVE OFFICER	\$150,000	\$2,200	50%
Administrative Staff Salary	OPERATIONS MANAGER	\$45,000		50%
Administrative Staff Salary	DIRECTOR OF HUMAN RESOURCES	\$72,000	\$36,000	50%
Fringe Benefit (Only FICA/Insurance-Max 10% of Salary Request)	FICA	\$40,300	\$7,000	55%
				%
Indirect Expense Totals		\$443,300	\$77,200	

**Total 2023 Program Budget Award: \$185,000**

Program sustainable without Jackson County Funding	No
Total Cost to Run Program WITHOUT Jackson County Funding	\$7,038,344
Cost/Participant	\$3,562.81
JACO Funding/Total Program Cost	03%



**WORK AUTHORIZATION AFFIDAVIT**

As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that **EarlyStart**, is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, **EarlyStart**, does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Deidre Anderson  
Authorized Representative's Signature  
CEO  
Title

Deidre Anderson  
Printed Name  
8/7/23  
Date

Subscribed and sworn before me this 7 day of August, 2023. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on 3/9/26.

Julie A. Peacock  
Signature of Notary

8/7/23  
Date

