

**COOPERATIVE AGREEMENT**  
(Government Training Institute)

AN AGREEMENT by and between Jackson County, Missouri, a Constitutional Charter County, hereinafter referred to as "the County" and the **Mid-America Regional Council**, 600 Broadway, Suite 200, Kansas City, MO 64105, a regional Planning Commission operating pursuant to Section 251.150 et seq., RSMo, hereinafter referred to as "MARC."

WHEREAS, the County deems it to be in the best interest of its citizenry to provide MARC \$5,196.00 to be used for the Government Training Institute; and,

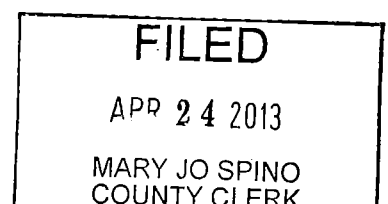
WHEREAS, MARC is capable of providing said services to the citizens of Jackson County;

NOW THEREFORE, the parties hereto do mutually agree as follows:

1. **Services To Be Provided.** MARC shall provide training for local governments in the greater Kansas City area by offering training and development addressing a wide range of technical specialties and functional roles that exist in public organizations, as is more fully set out in the document attached hereto as Exhibit A, and all of which benefit the residents of Jackson County, Missouri.

2. **Terms of Payment.** Upon execution of this Agreement, the County shall pay to MARC the lump sum of \$5,196.00 for these programs and services.

3. **Annual Report.** MARC shall submit an annual report, including invoices and cancelled checks, and other documentation as requested by the Director of Finance and Purchasing to show that the funds paid to MARC by the County were used for the



purposes set forth in this Agreement. Said annual report shall be submitted no later than December 31, 2013. Failure to submit said annual report shall disqualify MARC from future funding by the County.

4. **Audit.** The County further reserves the right to examine and audit, during reasonable office hours, the books and records of MARC pertaining to the finances and operations of MARC.

5. **Default.** If MARC shall default in the performance or observation of any term or condition of this Agreement, the County shall give MARC written notice setting forth the default and the correction required. If said default shall continue and not be corrected within 10 days of the receipt of the notice of default by MARC, the County may at its election terminate the contract and take such action in law or equity to recover all funds given to MARC under this contract but not used for the purposes set forth in the contract.

6. **Conflict of Interest.** MARC 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 contract.

7. **Term.** This Agreement shall be January 1, 2013, and terminate on December 31, 2013. This Agreement may be terminated prior to that date by either party upon written notice delivered fifteen days prior to the effective date of termination. If this Agreement is terminated by either party, the County shall pay only for those services actually performed as verified by the County's audit as provided in paragraph 4.

8. **Equal Opportunity.** In carrying out this Agreement, MARC shall insure that

none of the benefits or services of the program are denied to any eligible recipient on the basis of race, color, religion, sex, age, handicap or national origin. MARC shall take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, age, handicap or national origin, in terms and conditions of employment or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. MARC shall in all solicitations or advertisements for employees placed by or on behalf of MARC state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap or national origin.

9. **Employment of Unauthorized Aliens Prohibited.** Pursuant to §285.530.1, RSMo, MARC 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, MARC 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.

10. **Liability and Indemnification.** No party to this Agreement shall assume any liability for the acts of any other party to this Agreement, its officers, employees or agents and MARC shall indemnify, defend and hold the County harmless from any and all claims, liabilities, damages, 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 MARC during the performance of this Agreement.

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

(Signature page to follow)

IN WITNESS WHEREOF, the County and MARC have executed this Agreement  
this 24<sup>th</sup> day of April, 2013.

APPROVED AS TO FORM:

W. Stephen Nixon  
W. Stephen Nixon  
County Counselor

JACKSON COUNTY, MISSOURI

By MDS  
Michael D. Sanders  
County Executive

ATTEST:

Mary Jo Spino  
Mary Jo Spino  
Clerk of Legislature

MID-AMERICA REGIONAL COUNCIL

By J. A. [Signature]  
Executive Director  
Federal I.D. # 43-0976432

### 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 to the credit of the fund from which payment is to be made, each sufficient to meet the obligation of \$5,196.00 which is hereby authorized.

April 22, 2013  
Date

[Signature]  
Director of Finance and Purchasing  
Account No. 001-5101-56710

51012013028

Government Training Institute

Res. 18090  
Exhibit A



**OUTSIDE AGENCY FUNDING REQUEST FORM  
2013 BUDGET**

415 E 12th Street, 2nd Floor  
Kansas City, MO 64106

Email: auditor@jacksongov.org

Section A: Organization or Agency Information .....	page 1
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Section D: Program Information .....	pages 4 - 8
Section E: Summary of Request by Program .....	page 9

**Section A: Organization or Agency Information**

Name:	Mid-America Regional Council		
Address:	600 Broadway, Suite 200, Kansas City, Missouri 64105-1659		
Phone No:	(816) 474-4240	Fax:	(816) 421-7758
Website Address:	<a href="http://www.marc.org">www.marc.org</a>		
Federal Tax ID No:	43-0976432	Fiscal Year Cycle:	January 1 to December 31
Executive Director:	David A. Warm		
Name and Title of Principal Contact Person:	Dorothy Pope, Director of Financial Affairs		
Phone No:	(816) 474-4240	Email Address:	<a href="mailto:poped@marc.org">poped@marc.org</a>
Submittal of this request has been authorized by:	Dorothy Pope, Director of Financial Affairs		
Date:	8/29/2012		

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Section A  
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## Section B: Agency's 2012 and 2013 Revenue Information

### Agency's 2013 Projected Revenue Information (Data shown is 2012 Budget)

Funding Entity	Agency's 2013 Total Projected Revenue Source You Will Request 2013 Funding From	Projected Amount	% of Total Revenue
Federal	Various direct and pass-through grants for transportation, environment, aging services, etc.	\$ 49,773,230	65
State		\$ 4,264,135	6
Foundation, city and other counties	Early learning, community development, transportation, environment, etc.	\$ 8,388,181	11
Jackson County	See list below for 2012	\$ 397,353	1
Other Counties	Local dues only	\$ 158,651	0
City	Local dues only	\$ 415,265	1
Charity/Donations	Services to the elderly donations and contributed services	\$ 11,829,881	15
User Fees		\$ 1,219,088	2
Other	Investment income, miscellaneous income	\$ 77,200	0
<b>2013 Total Projected Revenue</b>		<b>\$ 76,522,984</b>	

### Agency's 2012 Revenue Information (Data shown is 2011 audit results)

Funding Entity	Agency's 2012 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	Various direct and pass-through grants for transportation, environment, aging services, etc.	\$ 54,535,440	71
State		\$ 3,070,133	4
Foundation, city and other counties	Early learning, community development, transportation, environment, etc.	\$ 6,462,427	8
Jackson County		\$ 378,668	0
Other Counties	Local dues only	\$ 180,097	0
City	Local dues only	\$ 377,206	0
Charity/Donations	Services to the elderly donations and contributed services	\$ 10,676,623	14
User Fees		\$ 568,033	1
Other (please list)	Investment income, miscellaneous income	\$ 75,218	0
<b>2012 Total Revenue</b>		<b>\$ 76,323,845</b>	

If your agency received funding from Jackson County in 2012, please identify the funding source, amount and program name below.

Jackson County Funding Source	Yes	No	Amount	Program Name
COMBAT	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Mental Health Levy	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Housing Resources Commission	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -	
Outside Agency Program	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 68,685	#1 - MARC Local Appropriations
Outside Agency Program	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 25,947	#2 - Older Americans Act Match
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 91,858	#3 - Supplemental Aging Services
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 7,237	#4 - Government Innovations Forum
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 5,196	#5 - Government Training Institute
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 6,430	#8 - HazMat Emergency Response
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 192,000	Pass-thru to Outside Agencies
<b>2012 Total Jackson County Funding</b>			<b>\$ 397,353</b>	

Did your agency receive funding or resources in 2012 from either of the following?

Mid America Regional Council	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -
Harvesters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -

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## Section C: 2013 Program Budget

*Complete a separate program budget for each program your agency is applying for funding.*

**Agency Name:** Mid-America Regional Council

**Program Name:** #5 - Government Training Institute

<b>Personal Services</b>			
For each salary request below please attach a job description or duties.			
Position / Title	Total Salary	% of Salary to be funded by Jackson Co.	Amount of Salary to be funded by Jackson County
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries			\$ -
Total Benefits			\$ -
<b>Total Personal Services</b>			<b>\$ -</b>
<b>Contractual Services</b>			
Government Training Institute annual membership dues			\$ 5,196
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total Contractual Services</b>			<b>\$ 5,196</b>
<b>Supplies</b>			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total Supplies</b>			<b>\$ -</b>

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**Total Program Request \$ 5,196**



## Section D: 2013 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Mid-America Regional Council

Program Name: #5 - Government Training Institute

### Proposed Program

Detail functions to be performed by each program.

The MARC Government Training Institute's mission is to provide a consistent and responsive mechanism for meeting the training and organization development needs of public organizations. The Institute strives to be the training provider of choice for local governments in the greater Kansas City area by offering training and development of the highest quality when and where it is needed in this region.

GTI provides a comprehensive array of training and development opportunities that addresses a wide range of technical specialties and functional roles that exist in public organizations.

#### Recent Accomplishments:

- Assisted Jackson County in selecting a new Jackson County Prosecutor in spring 2011.
- Milestone: Over 125,000 participants in GTI seminars, conferences, special events and customized trainings as of December 31, 2011, hosting close to 6,500 events (1996 - 2011).
- Assisted Jackson County Government in the second year of its Leadership Development Program.
- Hosted over 300 workshops in 2010 (supervision, customer service, work force development and executive leadership) including the Academy for Sustainable Communities curriculum.
- Continued to respond to the federal training requirements for NIMS and ICS.
- Supported large customized training initiatives.
- Successful 2011 Leadership Academy.
- Supported certificate programs for Administrative Professionals, Supervisors, Facilitators and Customer Service personnel.
- Assisted regional programs with special events.

#### Future Goals:

- Continue to offer high quality workshops and seminars in the areas of supervision, customer service, workforce development and executive leadership.
- Continue to assist with Jackson County's Leadership Development Program.
- Continue to expand GTI's certificate programs.
- Continue to assist MARC staff in sponsoring special events on topics of regional interest.
- Continue to market GTI services and consulting to Jackson County government.

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## Section D: 2013 Program Information

*Complete a separate program information sheet for each program your agency is applying for funding.*

**Agency Name:** Mid-America Regional Council

**Program Name:** #5 - Government Training Institute

### Participants

Identify the number of participants by County that each program serves.

Jackson, MO	Approximately 40 % of the estimated 8,000 participants will be from Jackson County.
Clay, Platte, Cass, MO	Approximately 15% of the estimated 8,000 participants will be from Clay/Platte counties. Approximately 5% of the estimated 8,000 participants will be from Cass County.
Wyandotte, Johnson, KS	Approximately 40% of the estimated 8,000 participants will be from Wyandotte, Johnson, Leavenworth and Miami, KS counties.
Other Missouri	

### Target Population

Describe target population and demographics to be served by each program.

Approximately 20,000 public sector employees of the local governments in the greater Kansas City region.

Would you provide these services to anyone at your door? **Answer: Yes**

Is anyone denied services? **Answer: No**

What level of indigents (below poverty level) do you serve? Not applicable for this program.

Please classify your program from the following types by percentage of your agency's overall services:

Senior Program	%
Indigent Program (Below Poverty Level)	%
Senior Indigent Program	%

What criteria do you have for the clients you serve?

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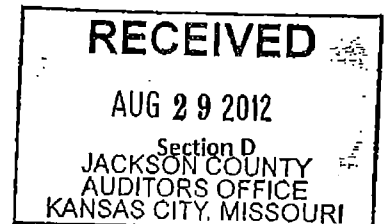
## Section D: 2013 Program Information

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**Program Name:** #5 - Government Training Institute

Everyone in the region (all residents of Jackson County) are welcomed to attend Government Training Institute's events. There are registration fees associated with the majority of these events but there are many that are offered at no cost.



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Agency Name: Mid-America Regional Council

Program Name: #5 - Government Training Institute

### Service Delivery Area

Identify your specific geographic service delivery area for each program.

The Government Training Institute services the entire MARC region, which includes 9 counties and 120 cities.

### Fund Separation

Indicate what measures your agency will take to ensure that funds received from Jackson County will be utilized for the benefit of Jackson County residents.

MARC, through its Financial Affairs division as well as the Government Training Institute, does a full accounting of the revenue and expenses associated with each program area. The registration software is able to run a variety of reports that can track this type of information.

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## Section D: 2013 Program Information

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Program Name: #5 - Government Training Institute

### Approach & Method

List the top three (3) objectives for each program.

1. To offer high quality, affordable training workshops and seminars on subjects important to local government professionals.

2. To host an executive leadership academy for local government executives.

3. To offer technical training in the area of emergency services to assist local jurisdictions to be compliant with federal homeland security requirements (National Incident Management System, Incident Command System and National Response Plan).

Detail specific methods you will use to achieve these objectives.

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## Section D: 2013 Program Information

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**Agency Name:** Mid-America Regional Council

**Program Name:** #5 - Government Training Institute

This will be accomplished by offering adult education opportunities through workshops, seminars, symposiums and conferences.

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## Section D: 2013 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Mid-America Regional Council

Program Name: #5 - Government Training Institute

### Evaluation

How can the success of each program be evaluated?

Indicate performance measures or statistics you will use to demonstrate the success of each program.

Success will be measured by evaluation summaries of seminar participants, by adequate attendance at meetings held to address regional issues and verbal feedback from local government leadership.

### Notification

How will your organization make clients, the public and the media aware of the generous taxpayer funding received from Jackson County? (Please attach any examples)

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## Section D: 2013 Program Information

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**Program Name:** #5 - Government Training Institute

The local governments that provide membership fees are listed on the GTI website,  
<http://www.marc.org/gti/membership.htm> and in other publications.

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Exhibit B

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 Mid-America Regional Council, 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, Mid-America Regional Council, 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.)

Dorothy Pope  
Authorized Representative's Signature  
Director of Financial Affairs  
Title

Dorothy Pope  
Printed Name  
4-11-13  
Date

Subscribed and sworn before me this 11<sup>th</sup> day of April, 2013. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on March 22, 2015.

Mark D. Johnson  
Signature of Notary

4-11-13  
Date

