

COOPERATIVE AGREEMENT

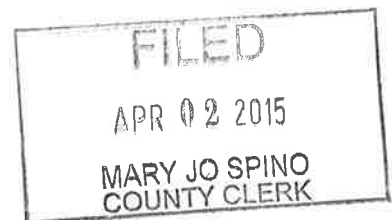
THIS AGREEMENT, made by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the First Class of the State of Missouri, hereinafter referred to as "the County" and a Missouri not-for-profit corporation, **UNITED INNER CITY SERVICES, 2008 E. 12TH ST., PO BOX 270538, KANSAS 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 in the areas of art education, youth services, and child development; and,

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

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:

1. **Services.** Organization shall provide services relating to art education, youth services, and child development programs, in accordance with the proposal and budget attached hereto as Exhibit A. The budget Organization submitted as part of Exhibit A is considered final and non-changeable. If Organization encounters unforeseen circumstances that require a change to Organization's budget, Organization shall submit a written request to the Jackson County Legislative Auditor's no later than October 30, 2015. Any changes to the budget must be approved by the Jackson County Legislature.



2. **Terms Of Payment.** The County agrees to pay Organization the total amount of **\$388,000.00** in quarterly installments of **\$97,000.00**, with the payment for the first quarter to be made upon execution of this Agreement. The remaining payments shall be made upon the County's receipt of the reports as set forth in paragraph 3 hereof. 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, including cancelled checks and/or a copy of the face of the check and corresponding bank statements, invoices, and any other documents requested by the Director of Finance and Purchasing, to establish that the funds provided pursuant to this Agreement were used for the purposes set forth herein. The report for the first quarter shall be submitted within 30 days after the execution of this Agreement. The last quarter's report 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.

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
- 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 Director of Finance and Purchasing: (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 (pertains to final payments and payments on contracts for future years). If Organization has previously received funding from the County, to be eligible for future payments, Organization must submit either an audited financial statement for Organization's most-recent fiscal or calendar year by March 31 of the following year, or a certified public accountant's program audit of the County's funds by January 31 of the following year. Any documents described herein which were submitted to the Director of Finance and Purchasing as a part of an application for funding need not be resubmitted to qualify for payment. 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 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 are employed 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 its

finances and operations. 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, 2015, and shall continue until December 31, 2015, 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
Q. Troy Thomas
415 E. 12th Street, Suite 100
Kansas City, MO 64106

United Inner City Services
Deidre Anderson
2008 E. 12th St
Kansas City, MO 64127
(816) 994-5413

18. **Compliance**. The performance of this Agreement shall be subject to review by the County. The County Compliance Review Officer shall review this contract according to his responsibilities as set out in Chapter 6 of the Jackson County Code.

Organization shall file quarterly compliance reports as required by the County Compliance Review Office. 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 2nd day of April, 2015.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI



W. Stephen Nixon
County Counselor

By 


Michael D. Sanders
County Executive

ATTEST:

UNITED INNER CITY SERVICES



Mary Jo Spino
Clerk of the Legislature

By 

Title Executive Director
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 \$388,000.00, which is hereby authorized.

March 27, 2015

Date



Director of Finance and Purchasing
Account No. 002-7736-56789-\$253,740
003-7736-56789-\$134,260

PC 77362015001



OUTSIDE AGENCY FUNDING REQUEST FORM 2015 BUDGET

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

Email: auditor@jacksongov.org

Section A: Organization or Agency Information	page 1
Section B: Agency's 2014 and 2015 Revenue Information	page 2
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Section D: Program Information	pages 4 - 8

Section A: Organization or Agency Information

Name: United Inner City Services

Address: 2008 E 12th St Kansas City, MO 64127

Phone No: 816-994-5400

Fax: 816-994-5405

Website Address: www.uicskc.org

Federal Tax ID No: 440646347

Fiscal Year Cycle: January-December

Executive Director:

Deidre Anderson

Name and Title of Principal Contact Person:

Deidre Anderson

Phone No: 816-994-5413

Email Address: deidre.anderson@uicskc.org

Submittal of this request has been authorized by: Board of Directors

Date:

8/19/2014

Section B: Agency's 2014 and 2015 Revenue Information

Agency's 2015 Projected Revenue Information

Funding Entity	Source You Will Request 2015 Funding From	Projected Amount	% of Total Revenue
Federal	Head Start, CACFP	\$ 450,000	19
State	Children's Division	\$ 120,000	5
Jackson County	Outside Agency Funding	\$ 394,336	17
Other Counties		\$ -	0
City	CDBG	\$ 78,057	3
Charity/Donations	Foundations, Business, Individual, United Way	\$ 1,100,000	47
Fundraisers	Annual Fundraiser	\$ 95,000	4
Other	Program Fees	\$ 100,000	4
2015 Total Projected Revenue		\$ 2,337,393	

Agency's 2014 Revenue Information

Funding Entity	Source You Received 2014 Funding From	Amount	% of Total Revenue
Federal	Head Start/CACFP	\$ 434,000	20
State	Children's Division	\$ 120,000	6
Jackson County	Outside Agency/COMBAT Funding	\$ 388,000	18
Other Counties	n/a	\$ -	0
City	CDBG	\$ 78,057	4
Charity/Donations	Foundations, Business, Individual, United Way	\$ 1,070,799	49
Fundraisers	Annual Fundraiser		0
Other (please list)	Program Fees	\$ 90,000	4
2014 Total Revenue		\$ 2,180,856	

If your agency received funding from Jackson County in 2014, please identify the funding source, amount and program name below.

Jackson County Funding Source	<input type="checkbox"/>	<input checked="" type="checkbox"/>	No	Amount	Program Name
COMBAT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		\$ 42,000	Prevention Resource Ctr
Mental Health Levy	<input checked="" type="checkbox"/>	<input type="checkbox"/>		\$ -	
Board of Services for Developmentally Disabled				\$ -	
Domestic Violence Board				\$ -	
Housing Resources Commission	<input type="checkbox"/>	<input checked="" type="checkbox"/>		\$ -	
Outside Agency Program	<input type="checkbox"/>	<input checked="" type="checkbox"/>		\$ 288,000 388,000 CW	
2014 Total Jackson County Funding				\$ 330,000 430,000	

Did your agency receive funding or resources in 2014 from either of the following?

Mid America Regional Council	\$ -
Harvesters	\$ -

Section C 2015 Jackson County Program Budget

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

Agency Name: United Inner City Services

Program Name: St Mark Child and Family Development Center

Personal Services			
For each salary request below please attach a job description or duties.			
Position / Title	Annual Salary	% of Salary to be funded by Jackson Co.	Amount of Salary to be funded by Jackson County
Director of Compliance	44100	100%	\$ 44,100
Family Advocate	43134	100%	\$ 43,134
Center Supervisor	39190	100%	\$ 39,190
1.5 Reception-Clerk	50600	100%	\$ 50,600
2.0 Teachers	68341	100%	\$ 68,341
Director Family and Community	51500	100%	\$ 51,500
Deputy Director of Education	55000	100%	\$ 55,000
Total Salaries			\$ 351,865
Total Fringe Benefits			\$ 36,135
Total Personal Services			\$ 388,000
Contractual Services			
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Contractual Services			\$ -
Supplies			
			\$ -
			\$ -
			\$ -
			\$ -
Total Supplies			\$ -

Total Program Request \$ 388,000

Section D: 2015 Program Information

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

Agency Name: United Inner City Services

Program Name: St Mark Child and Family Development Center

Proposed Program

Detail functions to be performed by each program.

UICS' St. Mark Child and Family Development Center annually serves nearly 200 very low-income families in one of the poorest neighborhoods in the Kansas City metropolitan area and is recognized as one of Kansas City's outstanding early childhood development programs. It is the only Head Start affiliated, early childhood development provider with regularly scheduled hours and consistent services in the neighborhood and the only N.A.E.Y.C. (National Association for the Education of Young Children) accredited program in the 64127 and 64106 zip codes. The neighborhood served by UICS has a poverty rate of 30.7 percent that increases to 63% for single parent households. Of the children St. Mark educates, 89% live in single parent households, 90% are African-American, and 30% of their parents are between the ages of 18-25. Additionally, UICS serves as one of the major employers for area residents.

The need for quality early childhood education is well established, and nowhere is that need more acute than in disadvantaged communities with minority populations. Estimates of the return on investment range from four to seventeen dollars for every dollar spent. This return on investment, however, is directly linked to quality. United Inner City Services' 40-year history of providing early childhood education in the urban core has been distinguished by an emphasis on quality. The recent findings of a program evaluation study of St. Mark Child and Family Development Center by the UMKC School of Education, confirm the effectiveness of our programs. The study reveals that 96% of St. Mark students were able to do kindergarten work at fall entry to kindergarten with 52% performing better than the average child.

Like many nonprofit agencies, however, maintaining this quality and effectiveness is linked to leveraging the necessary resources to ensure high quality service through recruiting and retaining professional staff (instructional and administrative). In an effort to maintain high quality and to increase the capacity of the organization, support from Jackson County is requested to support increasing the instructional capacity of St. Mark Child and Family Development Center in the following ways: 1. Teacher Education and Mentoring (TEAM) Program 2. Master Teachers and additional teaching staff to decrease the staff/student ratios 3. Curriculum and Assessment Implementation 4. Arts Program Expansion 5. Family Engagement Strategies 6. Preschool Classroom Expansion

United Inner City Services has long-standing partnerships with various community partners that will further enhance opportunities to positively impact families, including: ReStart, Salvation Army, Full Employment Council, Kansas City University of Medicine and Biosciences, Crittenton Children's Center, MAAC-Link, KC Health Department, Sheffield Place and Full Employment Council.

Section D: 2015 Program Information

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

Agency Name: United Inner City Services

Program Name: St Mark Child and Family Development Center

Participants

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

Jackson, MO	300
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	

Target Population

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

UICS annually serves approximately 225 very low and low-income families through its early child education program, before and after school program, and summer camp. Additional funding requested will enable us to serve an additional 25 children. Nearly 100% of the children are African American, with many living in single parent households in one of Kansas city, Missouri's poorest neighborhoods. There are no other Head Start affiliated, early childhood development providers with regularly scheduled hours and consistent services in the area. UICS annually serves approximately 225 very low and low-income families through its early child education program, before and after school program, and summer camp. Nearly 100% of the children are African American, with many living in single parent households in one of Kansas city, Missouri's poorest neighborhoods. There are no other Head Start affiliated, early childhood development providers with regularly scheduled hours and consistent services in the area. Through its Emergency Assistance Program, United Inner City Services serves low income and working class poor families. 83% of our families are single parent households. Although 54% of the clients are working, all (100%) of the clients we serve are at or fall well below the federal poverty level of \$22,050 for a family of four. Most of our clients are employed at jobs that do not offer full-time benefits, so when a crisis occurs, the situation is exacerbated when a client has to take time from work to deal with an emergency. 72% of our clients receive assistance through food stamps or the Women, Infants and Children (WIC) supplemental food program. 82% of our clients are African American, but we are seeing an influx in a more diverse immigrant population.

Would you provide these services to anyone at your door? YES **Answer Yes or No**

Is anyone denied services? NO **Answer Yes or No**

What level of indigents (below poverty level) do you serve?

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

Senior Program	90	%
Indigent Program (Below Poverty Level)		
Senior Indigent Program		

What criteria do you have for the clients you serve?

They must fall below the federal poverty level and live in Jackson County Missouri.

Section D: 2015 Program Information

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

Agency Name: United Inner City Services

Program Name: St Mark Child and Family Development Center

Service Delivery Area

Identify your specific geographic service delivery area for each program.

100% of United Inner City Services' clients live in Jackson County, Missouri; 13% in 64127 zip code, 13% in 64130 zip code and 14% in 64106 zip code. These zip codes comprise our largest service area and have been identified as some of Kansas City, Missouri's poorest neighborhoods.

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.

UICS only serves clients who are Jackson County residents.

Section D: 2015 Program Information

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

Agency Name: United Inner City Services

Program Name: St Mark Child and Family Development Center

Approach & Method

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

1. Children will achieve development advancement and be ready for activities at the next level of academic development.

2. The total health needs (oral, physical, and mental) of children and families will be met. Including meeting emergent needs for food, shelter, and utilities.

3. Children will receive an arts and culture based education to enhance their intellectual and emotional development.

Detail specific methods you will use to achieve these objectives.

UICS will provide kindergarten readiness screenings and follow-up, health and nutrition screenings and follow-up, and will incorporate the arts throughout its curriculum, including summer camp.

Section D: 2015 Program Information

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

Agency Name: United Inner City Services

Program Name: St Mark Child and Family Development Center

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.

The success of this program will be evaluated by pre- and post- tests. 100% of the children will be ready to enter kindergarten. 100% of the children will have their health and nutrition needs met. 100% of the children will receive an arts and culture based education, including summer camp.

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)

UICS will make clients, the taxpayers, and the media aware of generous funding received from Jackson County through advertisements and publications.

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 **United Inner City Services**, 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, **United Inner City Services**, 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
Executive Director
Title

Deidre Anderson
Printed Name
3/24/15
Date

Subscribed and sworn before me this 24th day of March, 2015. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on April 22, 2017.

C. Oates
Signature of Notary

March 24, 2015
Date