

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, **PRO DEO YOUTH CENTER 214 NORTHEAST CHIPMAN RD LEE'S SUMMIT, MO 64063**, hereinafter referred to as "Organization".

WHEREAS, the County and Organization desire to enter into an Agreement to provide funding to be used for Removing Barriers for Vulnerable Teens Program; and,

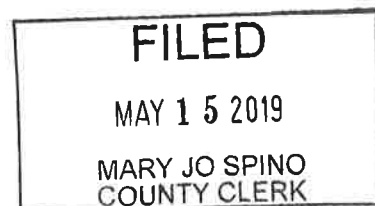
WHEREAS, the County deems it to be in the best interest of its citizenry to support such programs and activities; and,

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 Removing Barriers for Vulnerable Teens 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, 2019, through December 31, 2019, 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 **\$24,446.00** in quarterly installments of **\$6,111.50**, with the payment for the



first quarter in advance upon execution of this Agreement; this is the ONLY payment that may be made in advance throughout the entire term of this Agreement. The remaining payments shall be made upon the County's receipt of the quarterly 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 reconciliation 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, 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. The report for the first and second quarters 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 submit all quarterly reconciliation 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.

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 accessible on www.jacksongov.org/auditor: (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, or a certified public accountant's program audit of the County's funds. Any documents described herein which were submitted to the Department 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 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, 2019, and shall continue until December 31, 2019, 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 and
Purchasing
415 E. 12th Street, Suite 100
Kansas City, MO 64106

Pro Deo Youth Center
Elaine Metcalf
214 Northeast Chipman Rd
Lee's Summit, MO 64063
(816) 226-6806

18. **Affirmative Action 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 14th day of May, 2019.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI


County Counselor

By



Frank White, Jr.
County Executive

ATTEST:

PRO DEO YOUTH CENTER


Mary Jo Spino
Clerk of the Legislature

By


Title Executive Director
Federal Tax I.D. 27-1834872

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 \$24,446.00, which is hereby authorized.

Date

5-10-19

Director of Finance and Purchasing
Account No.002-7611-56789



76112019001 KA

2019 Jackson County Outside Agency Funding Proposal

Exhibit A

Pro Deo Youth Center

Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program

Pro Deo Youth Center

Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program
Apr 10, 2019
Page 1 

214 Northeast Chipman Road
Lees Summit, MO 64063
(816) 226-6806 x101
<http://prodeoyouthcenter.org>
fedtaxid: 27-1834872

Fiscal Year: July to June

GuideStar:

Mission: Building Relationships to Empower Teens in a Safe and Inclusive Environment

Executive Director

Executive Director
Elaine Metcalf
(816) 226-6806 x101
elaine@prodeoyouthcenter.org

Contact Person

Pro Deo Youth Center
Elaine Metcalf
(816) 226-6806 x101
elaine@prodeoyouthcenter.org

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

District 6: Yes

At-large District 3: Yes

2019 Jackson County Outside Agency Funding Proposal
Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program

Pro Deo Youth Center
 Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program
 Apr 10, 2019
 Page 2

Agency Revenue Information

Funding Entity	Source Description	Goods	Services	Cash	TFY Actual	NFY Projected
Donations	board, business, church, donors contributions			X	\$97,505	\$61,000
Fundraisers	event sponsorships, ticket sales			X	\$7,010	\$20,500
Other	grants, interest income			X	\$13,243	\$28,000

Please check if your agency has cash reserves:

What is the current balance? \$63,766

2019 Jackson County Outside Agency Funding Proposal

Pro Deo Youth Center

Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program

Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program
Apr 10, 2019
Page 3

Date Program was Initiated: 2010

What time period does this program run: All Year

Provide program description: Pro Deo Youth Center (Pro Deo) has a proven model and track record of supporting teens in eastern Jackson County community. Lee's Summit's only teen center has sustained for nine years. Pro Deo requests funding to increase the capacity of the teens served by providing direct youth mental health services, as well as youth-appropriate programs and activities. Pro Deo will do so by implementing an individualized care plan for each teen and a team approach for planning and executing youth-appropriate programs. The direct services will be consistent with an evidence-based model for equipping teens with coping skills, including physical activity, adequate sleep, healthy eating, mindfulness, and stress management. With the help of this grant, Pro Deo can sustain and deliver a variety of interventions during after-school and weekend educational programs and activities. Through a solid plan of action delivered with fidelity by Pro Deo staff, the teens will be equipped with skills to help them fulfill an individualized care plan for improvement of their own health/wellness program, college/career preparation, and social/emotional support to not only survive the teens years but thrive in the Lee's Summit community. Pro Deo teens have barriers that stem from socio-economic environments, substance abuse, toxic stress, problematic behaviors, or from experiencing trauma. To go one step further than just an after-school program, Pro Deo has established a strategic partnership with ReDiscover, a nonprofit community mental health center, in order to support the teens through targeted case management. The Pro Deo program director, along with the program assistant and a ReDiscover youth mental health specialist, will carry out an individualized plan for reducing problematic behaviors and increasing mental health supports. A survey by Lee's Summit Cares, a nonprofit dedicated to reducing substance use and violence among youth, found that teens experience high levels of stress and anxiety, a majority have low self-worth, one-third have friends who use alcohol at least once each week, and 46% have at least one friend who has used drugs. Sadly, during the 2017-2018 school year, three high school students in the community committed suicide, two within days of each other, a stark reminder of the challenges teens face. In suburban areas, at-risk teens often slide through the cracks. Lee's Summit is home to families who struggle to pay their bills, feed their children, and deal with violence and substance abuse. Teens suffer from social and mental health challenges to a greater degree than many would think. Beneath the shiny exterior of the community are at-risk adolescents living without positive social determinants of health, without help, are destined for a lifetime of health and personal challenges. Pro Deo experienced a financial setback and changes in leadership over the past two years. Thanks to the Lee's Summit community support and dedicated Board of Directors, Pro Deo is now on track with solid leadership in place with Executive Director Dr. Elaine Metcalf, strong community partnerships, and a sound strategic plan to carry out its mission.

Describe the benefits of this program to Jackson County Missouri: The issues faced by teens do not disappear with a change in ZIP code or city name, but the availability of services do. A search for youth centers and after school programs in the Kansas City metropolitan area shows that most are located in the urban core. Centers offering services and activities for at-risk youth in suburban areas during after school hours are hard to find. At its core, Pro Deo is a family and home-away-from-home for teens. It is the only program of its kind in Lee's Summit, a community of nearly 100,000 individuals and six public and private high schools. After school programs like Pro Deo can have a significant, positive effect on these teens. Youth.gov, a coalition of 20 youth-focused federal agencies, reviewed studies on these programs and found that they improve academic performance and classroom behavior, reduce the likelihood that a student will drop out, reduce substance use, and improve health through increases in activity and healthy eating. The Child Development Institute notes that the specific benefits for teens include a reduction in the incidence of depression, and confirm other studies that demonstrate a reduction in the likelihood of dropping out of school and lower likelihood of skipping classes than peers who do not attend such programs.

Describe target population to be served: Through analysis of the student applications and one-on-one case management documents for the past two years, the data from these documents shows that there is much work to be done to support these teens who have a variety of physical, mental and emotional needs. In addition, there is also data taken from Lee's Summit CARES mental health survey specific to Pro Deo teens, which shows approximately 85 percent of teens have expressed experiencing mental health issues, including suicidal thoughts and depression. Last year, Pro Deo served approximately 75 teens with very limited direct services because of staffing cutbacks. Caucasian and African American youth comprised nearly equal proportions of those served. The previous year, Pro Deo served approximately 125 teens with after school and weekend programs. With the help of this grant, Pro Deo will rebuild to serve 150 or more teens during 2018-19 and 2019-20 school years. Pro Deo will eliminate the barrier of access by providing transportation from schools to the teen center and home at the end of the activities. Pro Deo will also eliminate the barrier of access to mental health services through our partnership with ReDiscover.

What are the qualifications for participants: There are no qualifications for teens to participate or access Pro Deo. With current funding levels, Pro Deo serves 9th - 12th graders in eastern Jackson County. Future qualifications may widen the scope to include middle school students as well. The barriers of transportation within eastern Jackson County is addressed as part of the outcomes of this grant. Pro Deo teens fit the profile of those who are under-served and at-risk for lifelong health challenges because of their social determinants of health: fewer are involved in school-based or extra-curricular activities (including work), limiting their network of peers and social interaction; they face tremendous peer pressure; and they have fewer resources and parental interaction when challenges arise.

Check if your services are available to anyone: Yes

Do you maintain a database of participants: Yes

Number of participants from Jackson County: 150

Number of participants from Other Areas: 0

Total Number of participants: 150

2019 Jackson County Outside Agency Funding Proposal Pro Deo Youth Center Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program

Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program
Apr 10, 2019
Page 2

Outcomes

Outcome: Remove the barrier of access to services that address the health, wellness and daily challenges faced by teens.

How will outcome be measured: Pro Deo will measure this innovation approach by using evidence-based strategies for delivering direct services to vulnerable teens. The program director will coordinate with the ReDiscover youth mental specialist an individualized care plan for tracking and addressing the specific needs of each teen. For example, specific interventions will be implemented to remedy the behavioral health issues the a specific teen may be facing. Also, referrals for teens and families will be tracked as evidence of providing increased access to services.

Outcome: Improve the organization health and viability of an after-school program.

How will outcome be measured: One measure of success will be obtained through satisfaction surveys and notes from focus groups with teens. Another measure will be self-evaluation of standards that are indicative of quality after-school programs that are administered with fidelity. Age-appropriate activities for all teens will be planned and placed on a Pro Deo calendar and coordinated with volunteers or needed community resources. Programs and interventions will be planned that purposefully engage the teens in a safe and inclusive environment. Examples of programs and interventions include: physical activities, targeted case management, focus groups on timely age-appropriate mental health topics, stress management, anger management, homework help, character development through service projects, health and wellness training on coping skills specific to teens, creative expression activities, college/career preparation, basic home and life skills training, STEM activities, etc.

Outcome: Remove the barrier of access to services in order to increase the capacity of number of teens served.

How will outcome be measured: The ultimate goal is to serve 150 or more teens with increased access to a youth mental health specialist through after school and weekend programming. Pro Deo will work with key partners to increase the number of teens served. For example, marketing and outreach to school district personnel, eastern Jackson County families, foster care system, transitional housing, and counseling centers will be a part of the work plan for this grant. Data will be collected on number of teens served and number of partnerships formed.

Outcome: Remove the barrier of access to services by providing transportation for teens to and from key locations in Lee's Summit.

How will outcome be measured: Transportation and budgeting for the after school and weekend activities will be a component of the weekly planning. For example, solving the transportation problem of getting teens from their respective schools to the center will be a part of the work plan to increase the number of teens served. A log of the number teens transported will be included as data for this grant.

Is this program Health and Safety: No

Type of Service	
Event	
Community Improvement/Outreach	Yes
Occurs on Jackson County Property	Yes
Identify the Program Location	eastern Jackson County

What Jackson County Legislative Districts are served by this program:

District 6: Yes

At-large District 3: Yes

**2019 Jackson County Outside Agency Funding Proposal
Budget as Awarded
Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program**

Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program
Apr 10, 2019
Page 4

Total 2019 Program Budget Award: \$24,446

Salaries						
Category	Job Title	Description of Position	Salary Awarded	Total Salary	Fringe Benefit	Fringe Awarded
Administration	Program Director/Coordinator	provides direct services to teens by planning, attending and supervising activities	\$4,800	\$9,700	Taxes (FICA)	\$0
Support Staff	Program Specialist	provides direct supervision of teens at activities, plus transports teens in Pro Deo owned van	\$3,900	\$7,900	Taxes (FICA)	\$0
Salary & Fringe Totals			\$8,700	\$17,600		\$0

Direct & Indirect Expenses				
Category	Name	Description	Amount Awarded	Total Expense
Direct Client Services	Program Materials & Supplies (required for program participation, consumable and for client use)	expendable equipment/supplies	\$4,000	\$4,000
Direct Client Services	Travel/Mileage (Required for program participation)	gas, insurance for Pro Deo owned van; Ride KC bus passes for teens	\$3,144	\$3,144
Indirect Client Services	Accounting	bookkeeper for wages, ordering supplies, etc.	\$800	\$800
Indirect Client Services	Insurance	liability workmans comp and vehicle	\$6,523	\$7768
Indirect Client Services	Technology (Limited to Software & Support but not Hardware)	constituents database	\$1,279	\$1290
Total			\$15,746	\$17,002

Program sustainable without Jackson County Funding	No
Total Cost to Run Program WITHOUT Jackson County Funding	\$45,090
Cost/Participant	\$107.92
JACO Funding/Total Program Cost	54%

**2019 Jackson County Outside Agency Funding Proposal
Budget as Awarded
Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program**

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Pro Deo Youth Center
Pro Deo Youth Center - Removing Barriers for Vulnerable Teens Program
Apr 10, 2019
Page 5

Document type: 501
Name: [mo-tax-exempt.pdf](#)

Document type: balance
Name: bs-py.pdf

Document type: income
Name: pl-py.pdf

Document type: cashflow
Name: py-scf.pdf

Document type: registration
Name: annual-reg-report-2018.pdf

Document type: insurance
Name: cert-of-liability-ins.pdf

Document type: irsw9
Name: w-9-pro-deo.pdf

Document type: irs990
Name: 2017-990-pro-deo-youth-center-client-copy.pdf

Document type: taxreceipt
Name: jackson-county-exempt-real-estate-status-pro-deo.pdf

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 **Pro Deo Youth Center**, 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, **Pro Deo Youth Center**, 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.)

Elaine Metraif
Authorized Representative's Signature
Executive Director
Title

Elaine Metraif
Printed Name
4/25/19
Date

Subscribed and sworn before me this 25th day of April, 2019. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on 10-18-2022.

[Signature]
Signature of Notary

04-25-2019
Date

