

COOPERATIVE AGREEMENT

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 support services to low-income families as provided by MARC and other agencies, under subcontracts with MARC; and,

WHEREAS, this Agreement is entered into pursuant to the provisions of Chapter 70, RSMo, dealing with cooperative agreements; therefore,

The County and MARC agree, in consideration of the following mutual promises and valuable consideration, as follows:

1. **Services.** MARC shall provide emergency assistance to low-income families of Jackson County, and is expressly authorized to enter into a subcontract with the Don Bosco Community Center to provide these services, as are more fully set out in the document attached hereto, as Exhibit A, upon such terms and conditions as MARC shall deem appropriate, provided that said subcontractor shall provide that the County's funds shall be used by the Don Bosco Community Center solely to provide services to low-income families of Jackson County.

2. **Terms of Payment.** Upon the execution of this Agreement, the County shall pay to MARC the lump sum of \$40,000.00 to be used to provide these services

FILED
SEP 26 2014
MARY JO SPINO
COUNTY CLERK

and programs. 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 MARC 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, MARC 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 reports 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 MARC's activities pursuant to this Agreement. MARC's failure to submit this annual report shall disqualify MARC from future funding by the County.

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

- a. MARC name, address, telephone number, administration, or board of directors
- b. MARC 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 MARC or toward the MARC

4. **Submission Of Documents**. No payment shall be made under this Agreement unless MARC 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) MARC's IRS Form 990 from the previous fiscal or calendar year; (3) a statement of MARC'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 MARC has previously received funding from the County, to be eligible for future payments, MARC must submit either an audited financial statement for MARC'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 MARC is out of compliance on any other County contract, or has not paid county taxes on all properties owned by MARC and assessed by the County.

5. **Equal Opportunity**. MARC shall maintain policies of employment as follows:

A. MARC and MARC's subcontractor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, or national origin. MARC 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. MARC agrees to post in

conspicuous places, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.

B. MARC and MARC'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, 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.

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 MARC pertaining to its finances and operations. Further, MARC 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 MARC shall default in the performance or observation of any covenant, term or condition herein contained to be performed by MARC, the County

shall give MARC ten days written notice, setting forth the default. If said default shall continue and not be corrected by MARC 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 MARC. Said election shall not, in any way, limit the County's rights to sue for breach of this Agreement.

9. **Appropriation Of Funds.** MARC and the County recognize that the County intends to satisfy its financial obligation to MARC 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 MARC 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.** 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 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.** MARC 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 MARC during the performance of this Agreement.

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

A. MARC 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. MARC 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. MARC 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, 2014, and shall continue until December 31, 2014, 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 MARC 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 MARC 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 MARC to the County within ten (10) days of the termination of this Agreement.

16. **Standard Of Care.** MARC 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.** MARC 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

Mid-America Regional Council
Anne Miller
600 Broadway, Suite 200
Kansas City, MO 64105
(816) 474-4240

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. MARC 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.** MARC agrees to faithfully observe and perform all of the terms, provisions, and requirements of this Agreement, and MARC's failure to do so constitutes a breach of this Agreement. In such event, MARC consents and agrees as follows:

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

B. The County shall be entitled to collect from MARC all payments made by the County to MARC for which MARC 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**. MARC shall not assign or transfer any portion or the whole of this Agreement without the prior written consent of the County.


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

22. **Confidentiality**. MARC'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 MARC have executed this Agreement
this 26th day of September, 2014.

APPROVED AS TO FORM:



W. Stephen Nixon
County Counselor

JACKSON COUNTY, MISSOURI



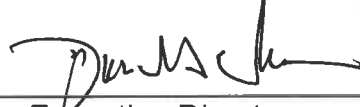
Michael D. Sanders,
County Executive

ATTEST:



Mary Jo Spino
Clerk of the County Legislature

MID-AMERICA REGIONAL COUNCIL

By 

Executive Director
Federal Tax ID: 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 from which payment is to be made, each sufficient to meet the obligation of \$40,000.00 which is hereby authorized.

September 25, 2014
Date



Director of Finance and Purchasing
Account No.: 002-7902-56789
79022014008



OUTSIDE AGENCY FUNDING REQUEST FORM 2014 BUDGET

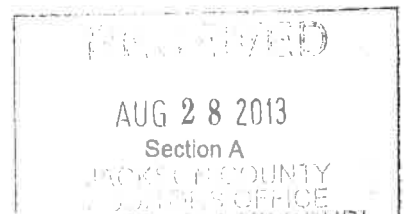
415 E 12th Street, 2nd Floor
Kansas City, MO 64106

Email: auditor@jacksongov.org

Section A: Organization or Agency Information	page 1
Section B: Agency's 2013 and 2014 Revenue Information	page 2
Section C: Individual Program Budget	page 3
Section D: Program Information	pages 4 - 8
Section E: Summary of Request by Program	page 9

Section A: Organization or Agency Information

Name: Don Bosco Community Center, Inc.	
Address: 580 Campbell, Kansas City, Missouri	Zip Code: 64106
Phone No: 816/691-2900	Fax: 816/421-3162
Website Address: www.donbosco.org	
Federal Tax ID No: 44-0558260	Fiscal Year Cycle: July 1, 2013 - June 2\30, 2014
Executive Director:	Maura "Mo" Orpin
Name and Title of Principal Contact Person:	Anne Miller, Senior Center Director
Phone No: 816/691-2900	Email Address: amiller@donbosco.org
Submittal of this request has been authorized by:	<i>Maura Orpin</i> Maura Orpin
Date:	28-Aug-13



Section B: Agency's 2013 and 2014 Revenue Information

Agency's 2014 Projected Revenue Information

Funding Entity	Agency's 2014 Total Projected Revenue Source You Will Request 2013 Funding From	Projected Amount	% of Total Revenue
Federal	Mid-America Regional Council	\$ 860,000	74
State	See Above	\$ -	0
Jackson County	Outside Agency Funding	\$ 40,000	3
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations	United Way, Foundations, Indiv. Donors, Misc.	\$ 200,000	17
Fundraisers	Special Events	\$ 25,000	2
Other	Food Service/Catering Fees	\$ 35,000	3
2014 Total Projected Revenue		\$ 1,160,000	

Agency's 2013 Revenue Information

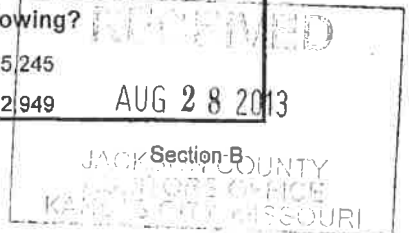
Funding Entity	Agency's 2013 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	See Attachment of Detailed Revenue Information	\$ -	0
State	for Don Bosco Community Center, Inc.	\$ -	0
Jackson County		\$ -	0
Other Counties		\$ -	0
City		\$ -	0
Charity/Donations		\$ -	0
Fundraisers		\$ -	0
Other (please list)		\$ -	0
2013 Total Revenue		\$ 1,666,129	

If your agency received funding from Jackson County in 2013, 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 type="checkbox"/>	\$ 40,000	Don Bosco Senior Center
2013 Total Jackson County Funding			\$ 40,000	

Did your agency receive funding or resources in 2013 from either of the following?

Mid America Regional Council	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ -	855,245
Harvesters (In Kind Senior Commodity Boxes)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ -	92,949



Section C: 2014 Program Budget

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

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- On-Site Activities & Transportation

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
Senior Center Director ✓	\$51,149	1%	\$ 511
Activities/Program Specialist	\$16,900	15%	\$ 2,535
Latino Services Coordinator ✓	\$21,450	10%	\$ 2,145
Transportation Supervisor ✓	\$38,200	2%	\$ 764
Site Transportation Driver ✓	\$28,080	10%	\$ 2,808
			\$ -
Total Salaries			\$ 8,763
Total Fringe Benefits			\$ 876
Total Personal Services			\$ 9,639
Contractual Services			
Yoga Instructor, Class Instruction 1 x per week (on-site)			\$ 1,200
Zumba Exercise Instructor, Class Instruction 1 x per week (on-site)			\$ 1,200
Tai Chi Instructor, Class Instruction 1 x per week (on-site)			\$ 1,000
Ballroom Dance Instructor, Class Instruction 1 x per week (on-site)			\$ 1,000
Aerobic Chair Instructor, Class Instruction 1 x per week (on-site)			\$ 1,000
			\$ -
Total Contractual Services			\$ 5,400
Supplies			
Transportation to Center- Vehicle Maintenance & Upkeep			\$ 1,250
Occupancy/Senior Center, including Utilities			\$ 1,200
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Supplies			\$ 2,450

RECEIVED

AUG 28 2013

JACKSON COUNTY
AUDITORS OFFICE
KANSAS CITY MISSOURI

Total Program Request \$ 17,489

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- On-Site Activities & Transportation

Proposed Program

Detail functions to be performed by each program.

With a primary focus on helping seniors, age 60 and older and adults with disabilities, age 18 and older, maintain their health (physical, social, mental, and emotional), the Don Bosco Senior Center provides meaningful programming tailored to their needs. Activities are designed around health education, physical activity, and opportunities for social interaction, thus helping seniors learn to manage and/or delay the onset of illness and experience measurable improvements in their physical, social, spiritual, emotional, and mental well-being. The Center offers weekly Zumba, Ballroom dancing and Tai Chi classes and bi-monthly Tai Chi classes. On-site exercise equipment and an organized volleyball team allows clients to stay active year-round. Social activities, including monthly birthday parties; cultural outings; holiday parties; bi-monthly dances; BINGO; and pool tables, dominoes, and card playing provide clients with social activities that are critical to their maintaining a positive outlook. In fact, a recent survey of Don Bosco clients revealed that 90 percent of seniors and adults with disabilities socialize more because of their involvement. The Center assists clients take care of shopping needs by providing transportation to area grocery and discount stores two times a month. The Center also plays a crucial role in educating seniors about health and financial issues. The Center has partnered with the Holy Rosary Credit Union to help clients learn to become more financially literate. The Credit Union has taken an active role in ensuring that seniors utilize traditional financial institutions, avoiding predatory lending companies. Health education is a major focus at Don Bosco. Partnerships with various educational institutions ensure that seniors receive health benefits through on-site programming, including presentations by professional speakers and information about community-based and government resources. On-site health screenings and clinical rotations are provided by student nurses from institutions such as Research Medical Center and the University of Central Missouri eight times throughout the year. The University of Missouri-Kansas City provides fourteen student nurses eight times throughout the year and Johnson County Community College students visit six times. A total of approximately 350 screenings take place including blood pressure checks, glucose monitoring, and interviews regarding physical and mental health. Direct service provided by student nurses and evaluation of performance is conducted by a registered nurse representing each school. Bi-monthly footcare is provided by a Podiatrist, particularly for clients with Diabetes.

RECEIVED

AUG 28 2013

JOHNSON COUNTY
ADULT SERVICES DIVISION
KANSAS CITY, MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- On-Site Activities & Transportation

Participants

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

Jackson, MO	510
Clay, Platte, Cass, MO	45
Wyandotte, Johnson, KS	35
Other Missouri	25

Target Population

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

The Don Bosco Senior Center serves the Northeast corridor of Kansas City, including zip codes 64105, 64106, 64108 through 64111, 64120, and 64123 through 64130. Our service area includes Columbus Park, River Market and Northeast Kansas City to the Missouri River, Interstate 435 and South to 47th Street. With over 50 languages spoken in the community served by Don Bosco, it is one of the most diverse communities in Kansas City. Families come from Somalia, Sudan, Burundi, Mauritania, Ivory Coast, Myanmar and Vietnam, and Latin America.

It is also an area marked by poverty. The median household income is \$27,968, with 74 percent living below the poverty level. It is an area that struggles with numerous challenges including homelessness, joblessness, lack of quality housing, poverty, and high crime rates. According to the 2010 United Way 2-1-1 data, in our service area, the top ten assistance needs included electric utility, gas utility, rent/mortgage/deposit assistance, food pantry, and water utility. It is in communities like this where disparities in income, education, and housing are highest, and where emergency services like those offered by the Center are needed most. The Center is in the heart of the urban core that has five public housing developments located within three miles of the Center.

Would you provide these services to anyone at your door? **Yes, at minimum emergency assist.**

Is anyone denied services? **Yes, if ineligible for ongoing services**

What level of indigents 75%

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

Senior Program 85 %

Indigent Program (Below Poverty Level) 75%

Senior Indigent Program 75%

What criteria do you have for the clients you serve?

A Senior is 60 years of age and older, A Person with Disability is 18 to 59 years of age on Disability Benefit, An Eligible Spouse if Married to a Senior. There is no income guideline for services.

AUG 28 2013

Section D
JACKSON COUNTY
COMMUNITY DEVELOPMENT
KANSAS CITY, MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- On-Site Activities & Transportation

Service Delivery Area

Identify your specific geographic service delivery area for each program.

The Don Bosco Senior Center's service delivery area encompasses the following zip codes in Jackson County: 64105, 64106, 64108 - 64111, 64120 and 64123 - 64130. This covers the boundaries from the Missouri River to the North, 47th Street to the South, Interstate 435 to the East and Broadway to the West.

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.

The Center captures residency information through registration cards filled out for all individuals attending the Center and/or receiving services as required by the Mid-America Regional Council for funding. According to these records, 90 percent of registered participants are Jackson County residents. As Jackson County funding is 4 percent of the Senior Center budget, we know that all funding will be utilized for Jackson County residents.

RECEIVED

AUG 28 2013

JACKSON COUNTY
ALLIANCE
KANSAS CITY, MISSOURI

Section D

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- On-Site Activities & Transportation

Approach & Method

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

1. Promote healthy behaviors through nutrition promotion and educational opportunities.

2. Promote physical and social activity through organized fitness classes and recreational activities.

3. Promote good health through health screenings and physician and medical care provider referrals.

Detail specific methods you will use to achieve these objectives.

1. Staff arrange for health promotion and educational activities to be held at the Center. Partnerships are established with community organizations and professionals such as home health agencies, university schools of nursing, physical therapists, and community-based agencies to provide health education.
2. Staff schedule yoga, ballroom dancing, Zumba, Tai Chi, and other classes with qualified instructors and agencies such as AARP, the American Red Cross, and Truman Behavioral Health. The Center facilitates sports and social activities.
3. Regular health screenings are provided by health care providers and universities through partnerships with the Don Bosco Senior Center.

RECEIVED

AUG 28 2013

JACKSON COUNTY
AUDITOR GENERAL
KANSAS CITY, MISSOURI

Section D

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- On-Site Activities & Transportation

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.

Periodic outcomes surveys are distributed to the seniors attending the Center to collect information about the impact the program has on their ability to remain independent within their home in the community. The various presenters conduct pre & post tests for certain activities/classes conducted. Also, the Center collects data such as units of service of health promotion & educational opportunities and provides monthly and quarterly reports to the Mid-America Regional Council to verify services provided.

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)

The Don Bosco Senior Center will make clients, the public, and the media aware of the generous taxpayer funding through several outlets including the Don Bosco website, bi-monthly newsletters, monthly e-blasts and the annual report. The Center will include funder information in press releases and presentations.

RECEIVED

AUG 28 2013

Section D
JACKSON COUNTY
KANSAS
SOURI

Section C: 2014 Program Budget

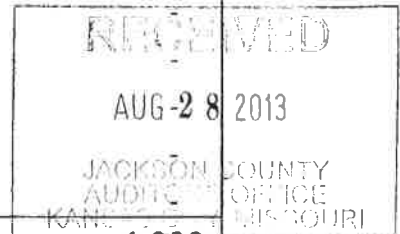
Complete a separate program budget for each program your agency is applying for funding.

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- Client Services Coordination

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
Senior Center Director ✓	\$51,149	1%	\$ 511
Senior Care Coordinator ✓	\$30,440	10%	\$ 3,044
Latino Services Coordinator ✓	\$21,450	5%	\$ 1,073
Senior Services Specialist	17,407	10%	\$ 1,741
			\$ -
			\$ -
Total Salaries			\$ 6,369
Total Fringe Benefits			\$ 637
Total Personal Services			\$ 7,006
Contractual Services			
Not Applicable			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Contractual Services			\$ -
Supplies			
Occupancy/Senior Center Facility, including Utilities			\$ 1,000
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Supplies			\$ 1,000

Total Program Request \$ 8,006



Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Client Services Coordination

Proposed Program

Detail functions to be performed by each program.

Recognizing that senior centers are a focal point for promoting health and independence, the Don Bosco Senior Center concentrates on providing services that impact the health and well-being of seniors, age 60 and older and individuals with disabilities, age 18 and older. The main goal of Client Services Coordination is to increase the likelihood that clients remain in their homes, thus decreasing the high cost of residential care. With the support of Don Bosco staff, our clients gain access to health information, assistance with personal and financial issues and crises that arise, and information about community services. A Don Bosco Client Services Coordinator (M.A., Licensed Professional Counselor) conducts bi-annual visits to the homebound to assess the individual's need for meal delivery, evaluate the home environment, and determine basic needs and challenges. Based on these visits, as well as telephone communications with the client throughout the year, the Coordinator provides access to the resources through referrals to other community-based agencies when Don Bosco is not able to provide the service- to help with food, rent and utility assistance, and other essential services. The staff person coordinates the Senior Commodity Food Program at Don Bosco provided by the Missouri Department of Health and Senior Services to provide food to our clients. The Center also provides resources via community agencies and organizations such as United Services, Salvation Army, Kansas City Power & Light, AARP Volunteer Tax Assistance Service, and Truman Behavioral Health who provide assistance with Low Income Energy Assistance (LIHEAP) forms, tax filing assistance, and counseling services respectively. A Latino Services Coordinator and a Vietnamese-speaking volunteer provide bilingual services to clients at the Center and the homebound who are of Latino and Vietnamese ethnicity. The Center is serving a growing number of immigrants and refugees from Latin America and Viet Nam who not only need senior services, but also staff who speak their language and understand their culture. Don Bosco is reaching out to them, knowing that they would be reluctant to ask for assistance. Health promotion printed materials are distributed to the homebound throughout the year. The focus of the Don Bosco Senior Center is to provide the necessary resources and assistance that enables seniors and adults with disabilities to live an independent lifestyle with the confidence that there is a "safety net" in place through the Home Delivered Meal Program, by the Coordinator and the Meal Driver communicating with them and checking on their condition on a daily basis. If help is needed by the individual, staff will pursue it to the level necessary.

AUG 28 2013

Section D

JACKSON COUNTY
2013
MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Client Services Coordination

Participants

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

Jackson, MO	375
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	

Target Population

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

The Don Bosco Senior Center serves the Northeast corridor, downtown and the midtown area of Kansas City, including zip codes 64105, 64106, 64120, 64123, 64124, 64126, and 64127. Our service area includes Columbus Park, the River Market, Downtown, the Northeast Kansas City corridor to Interstate 435 and South to 47th Street. With over 50 languages spoken in the community, it is one of the most diverse communities in Kansas City. Families come from Somalia, Sudan, Burundi, Mauritania, Ivory Coast, Myanmar and Vietnam, and Latin America.

It is also an area marked by poverty. The median household income is \$27,968, with 74 percent living below the poverty level. It is an area that struggles with numerous challenges including homelessness, joblessness, lack of quality housing, poverty, and high crime rates. According to the 2010 United Way 2-1-1 data, in our service area, the top ten assistance needs included electric utility, gas utility, rent/mortgage/deposit assistance, food pantry, and water utility. It is in communities like this where disparities in income, education, and housing are highest, and where emergency services like those offered by the Center are needed most. The Center is in the heart of a neighborhood that has five public housing developments located within three miles.

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

Is anyone denied services? Yes, individual must be "certified" homebound by their physician

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 **85 %**

Senior Indigent Program **75 %**

What criteria do you have for the clients you serve?

A Senior is 60 years of age or older, a Person with Disability is 18 to 59 years of age and receiving

Disability Benefit, a Spouse of Senior is Eligible

AUG 28 2013

JACKSON COUNTY
SOCIAL SERVICES
SECTION D
MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Client Services Coordination

Service Delivery Area

Identify your specific geographic service delivery area for each program.

The Don Bosco Senior Center's service delivery area encompasses the following zip codes in Jackson County: 64105, 64106 - 64111, 64120, and 64123 - 64130. This covers the boundaries from the Missouri River to the North, 47th Street to the South, Interstate 435 to the East and Broadway to the West.

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.

The Center captures residency information through Client Assessment Forms completed for all individuals receiving meals through the Center as required by the Mid-America Regional Council for funding. According to these records, 100 percent of registered participants are Jackson County residents. As Jackson County funding is 4 percent of the Senior Center budget, we know that all funding will be utilized for Jackson County residents.

RECEIVED

AUG 28 2013

JACKSON COUNTY
Section D
MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Client Services Coordination

Approach & Method

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

1. To assess the health and well-being, living conditions, and needs of homebound seniors, age 65 and older and adults, age 18 and older with disabilities, increasing the likelihood that they can live independently and remain in their home.

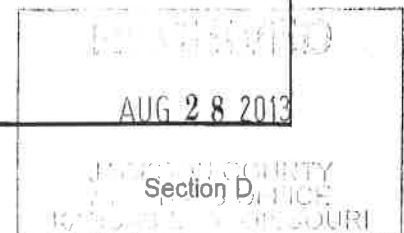
2. To provide a safety-net for homebound seniors and adults with disabilities through regular contact by staff, including face-to-face and via telephone.

3. To provide direct services through the Center and/or referrals to other community-based agencies.

Detail specific methods you will use to achieve these objectives.

1. Through bi-annual client assessments of health and living conditions of the senior or adult with disabilities, the Client Service Coordinator determines the needs and any issues that need to be addressed. The staff person assists in helping the client meet those needs through the Center and/or referrals to other community-based and governmental agencies.

2. & 3. Ongoing support and referrals are made on behalf of the clients. When certain needs arise, the Client Services Coordinator provides the necessary support. The Coordinator is available to handle emergencies that arise. The Latino Service Coordinator is available to assist the Coordinator by communicating in Spanish and a Center volunteer provides Vietnamese interpretation when necessary.



Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Client Services Coordination

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.

Periodic outcomes surveys are sent to the homebound clients via the Meal Drivers to collect information about the impact the program has on their ability to remain within their home and independent in the community. The Center collects data such as units of service of home visits by staff and provides monthly and quarterly reports to the Mid-America Regional Council to verify services provided.

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)

The Don Bosco Senior Center will make clients, the public, and the media aware of the generous taxpayer funding through several outlets including the Don Bosco website, bi-monthly newsletters, monthly e-blasts and the annual report. The Center will also include funder information in press releases and presentations.

AUG 28 2013

Section D ONLY
JULY 2013
MID-AMERICA REGIONAL COUNCIL

Section C: 2014 Program Budget

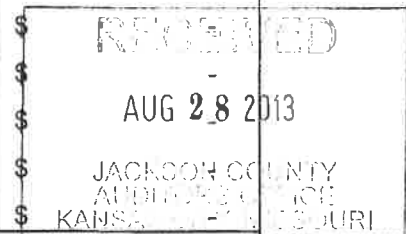
Complete a separate program budget for each program your agency is applying for funding.

Agency Name: Don Bosco Community Center, Inc.

Program Name: Senior Center- Meal Program

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
Transportation Supervisor ✓	\$38,200	2%	\$ 764
Site Transportation Driver ✓	\$28,080	10%	\$ 2,808
Home Delivered Meal Drivers (9) ✓	\$65,000	15%	\$ 9,750
			\$ -
			\$ -
			\$ -
Total Salaries			\$ 13,322
Total Fringe Benefits			\$ -
Total Personal Services			\$ 13,322
Contractual Services			
Not Applicable			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Contractual Services			\$ -
Supplies			
Occupancy/Senior Center Facility, including Utilities			\$ 1,183
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Supplies			\$ 1,183

Total Program Request \$ 14,505



Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Meal Program

Proposed Program

Detail functions to be performed by each program.

The Don Bosco Senior Center recognizes the vital role that good nutrition plays in the health and quality of life of seniors, necessary for maintaining the ability to live independently. The Center also recognizes that socialization is key to good health and critical to the seniors' emotional well-being. **Congregate meals**, served at lunchtime, Monday through Friday, at the Don Bosco Senior Center, provide optimum nutrition and an opportunity to socialize. The menus, approved by two registered dietitians follow strict guidelines set by the Mid-America Regional Council. The Center has seen a sharp increase in the number of individuals who come to the Center for lunch. At this time last year, there was an average of 125 meals served daily. Currently, there are 140-150 meals served daily. The increase is partly attributed to an increase in the number of Vietnamese-Americans who attend the Center. Congregate meals provide an excellent opportunity to not only provide good & nutritious meals to the seniors and adults with disabilities, but to also encourage participation in health-promotional activities, educational opportunities and social activities provided by the Center before and after lunch. A recent survey showed that 90 percent of clients believe they socialize more regularly because of coming to Don Bosco. Bilingual staff and volunteers are available for our non-English speaking clients. The Center recognizes the importance of nutrition in the prevention of certain medical conditions (i.e. Diabetes, Hypertension), considering that 85% of older Americans have chronic illnesses that could be helped by better nutrition and dietary habits.

The **Home-Delivered Meal program**, staffed by part-time drivers, provides the opportunity for homebound seniors and individuals with disabilities to receive a nutritionally-balanced meal and a daily check on their well-being. The meals, prepared in the Don Bosco kitchen and approved by two registered dietitians, also meet the daily nutritional requirements set forth by MARC. Currently, we serve approximately 275 meals to homebound seniors on a daily basis. Staff at the Don Bosco Senior Center also take an active role in ensuring the safety and emotional well-being of the homebound clients. Seniors find comfort in knowing that their Meal Driver will be by their home five days a week to check on them. A number of clients go days without a visit from a friend or family member. Meal drivers report back to staff on their concerns of a change in the condition or behavior of a senior or if the individual does not come to the door. Emergency contact information is maintained on every senior served so staff can contact their family member/friend to inform of staff concern. Every participant is served regardless of their ability to pay provided that they meet the age or disability eligibility requirements. Donations are accepted, but not required per guidelines set by the Mid-America Regional Council. Both meal programs offered by Don Bosco provide early intervention,

RECEIVED

AUG 28 2013

JEFFERSON COUNTY
Section D
KANSAS CITY, MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Meal Program

Participants

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

Jackson, MO	350 (Homebound/Meals on Wheels) 570 (On-Site)
Clay, Platte, Cass, MO	0 (Homebound/Meals on Wheels) 25 (On-Site)
Wyandotte, Johnson, KS	0 (Homebound/Meals on Wheels) 20 (On-Site)
Other Missouri	0 (Homebound/Meals on Wheels) 15 (On-Site)

Target Population

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

The Don Bosco Senior Center serves the Northeast corridor of Kansas City, including zip codes 64105, 64106, 64108 - 64111, 64120, 64123 - 64130. The service area includes Columbus Park, River Market, Northeast Kansas City, Downtown, Midtown and to Interstate 435 for the East boundary. With over 50 languages spoken in the community, it is one of the most diverse communities in Kansas City. Families come from Somalia, Sudan, Burundi, Mauritania, Ivory Coast, Myanmar and Vietnam, and Latin America.

It is also an area marked by poverty. The median household income is \$27,968, with 74 percent living below the poverty level. It is an area that struggles with numerous challenges including homelessness, joblessness, lack of quality housing, poverty, and high crime rates. According to the 2010 United Way 2-1-1 data, in our service area, the top ten assistance needs included electric utility, gas utility, rent/mortgage/deposit assistance, food pantry, and water utility. It is in communities like this where disparities in income, education, and housing are highest, and where emergency services like those offered by the Center are needed most. The Center is in the heart of a neighborhood that has five public housing developments located within three miles.

Would you provide these services to anyone at your door? **Yes, at minimum in emerg. situation**
Is anyone denied services? Yes, if individual does not meet eligibility guideline

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	85 %
----------------	------

Senior Indigent Program	75 %
-------------------------	------

What criteria do you have for the clients you serve?

A Senior is 60 years of age or older, a Person with Disability is 18 to 59 years of age and receiving Disability Benefit, a Spouse of Senior is Eligible

RECEIVED

AUG 28 2013

JAG, Section D UNTY
AND T. S. OFFICE
KANSAS MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Meal Program

Service Delivery Area

Identify your specific geographic service delivery area for each program.

The Don Bosco Senior Center's service delivery area encompasses the following zip codes in Jackson County: 64105 - 64111, 64120, 64123 - 64130. This covers the boundaries from the Missouri River to the North, 47th Street to the South, Interstate 435 to the East and Broadway to the West.

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.

The Center captures residency information through registration cards filled out for all individuals attending the Center and/or receiving Home Delivered Meals services as required by the Mid-America Regional Council for funding. According to these records, 90 percent of registered participants are Jackson County residents. As Jackson County funding is 4 % of the Senior Center budget, we know that all funding will be utilized for Jackson County residents.

12 11 2013

AUG 28 2013

JACKSON COUNTY
COMMUNITY DEVELOPMENT
KANSAS CITY, MISSOURI

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Meal Program

Approach & Method

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

1. To provide hot, nutritious meals on-site and to homebound seniors (60 and older) and individuals with disabilities (18 and older).

2. To conduct weekday monitoring of homebound seniors and individuals with disabilities.

3. To encourage active participation in health promotional, educational and recreational activities provided at the Center.

Detail specific methods you will use to achieve these objectives.

1. Meals are planned, evaluated and approved by the Don Bosco Senior Center's registered dietitian, adhering to strict guidelines and MARC conducts a final review. A client's physician first approves enrollment in the home-delivered meal program. Meals are delivered directly to the client's home Monday through Friday.
2. A staff Meal Driver conducts a check on the well-being of the homebound senior each day he/she delivers meals and communicates any issues that need attention and/or follow-up to the Client Services Coordinator.
3. In-house congregate meals provide a motivation for many seniors and individuals with disabilities to attend health promotion and education activities, as well as recreational activities held at the Center. Staff encourage active participation in these activities.

RECEIVED

AUG 28 2013

JAC. Section D: JUNTY
Agency Office
KANSAS STATE COURTS

Section D: 2014 Program Information

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

Agency Name: Don Bosco Community Center

Program Name: Senior Center- Meal Program

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.

Periodic outcomes surveys are sent to the homebound via Meal Drivers to collect information about the impact the program has on their ability to remain independent in their home in the community. Additionally, surveys are conducted of seniors attending the Center. The Center also collects data such as units of service of home visits by staff and participation by the seniors in various activities, then provides monthly and quarterly reports to the Mid-America Regional Council to verify services provided.

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)

The Don Bosco Senior Center will make clients, the public, and the media aware of the generous taxpayer funding through several outlets including the Don Bosco website, bi-monthly newsletters, monthly e-blasts and the annual report. The Center will also include funder information in press releases and presentations.

177 4920

AUG 28 2013

JACKSON COUNTY
OFFICE
JACKSON, MISSOURI

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**, (Organization name) 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
Date

Subscribed and sworn before me this 31 day of JANUARY, 2014. I am commissioned as a notary public within the County of JACKSON, State of Missouri, and my commission expires on 7/28/2017.

[Signature]
Signature of Notary
NANCY WEITZEL BURRY
Notary Public, Notary Seal
State of Missouri
Jackson County
Commission # 13414121
My Commission Expires July 28, 2017

1/31/2014
Date