

COOPERATIVE AGREEMENT

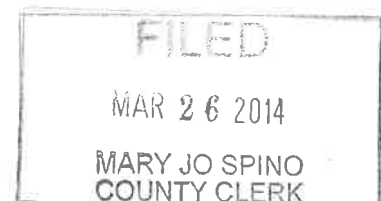
**THIS AGREEMENT**, made by and between **JACKSON COUNTY, MISSOURI**, a Constitutional Home Rule Charter County of the First Class of the State of Missouri, hereinafter referred to as "the County" and a Missouri not-for-profit corporation, **PALESTINE SENIOR CITIZEN ACTIVITY CENTER, 3325 PROSPECT, KANSAS CITY, MO 64128**, hereinafter referred to as "Organization".

WHEREAS, the County and Palestine desire to enter into an Agreement to provide funding to be used for its Senior Citizen Activity Center nutritional meal service 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 Palestine respectively promise, covenant, and agree with each other as follows:

1. **Services.** Palestine shall provide services through its Senior Citizen Activity Center as is more fully set out in the proposal attached hereto as Exhibit A and incorporated herein by reference. 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 31, 2014. 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 **\$75,000.00** in quarterly installments of **\$18,750.00**, 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 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, 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 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  
Troy Thomas  
415 E. 12<sup>th</sup> Street, Suite 100  
Kansas City, MO 64106

**Palestine Senior Citizen Activity  
Center**  
Jacqueline Hall, Director  
3325 Prospect  
Kansas City, MO 64128  
816-921-1963

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 26<sup>th</sup> day of March, 2014.

APPROVED AS TO FORM:

JACKSON COUNTY, MISSOURI


  
\_\_\_\_\_  
W. Stephen Nixon  
County Counselor

By   
\_\_\_\_\_  
Michael D. Sanders  
County Executive

ATTEST:

PALESTINE SENIOR CITIZEN  
ACTIVITY CENTER

  
\_\_\_\_\_  
Mary Jo Spino  
Clerk of the Legislature

By   
\_\_\_\_\_  
Title Director  
Federal Tax I.D. 43-1531200

**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 **\$75,000.00**, which is hereby authorized.

March 26, 2014  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Director of Finance and Purchasing  
Account No. 002-7731-56789

77312014001



# OUTSIDE AGENCY FUNDING REQUEST FORM 2014 BUDGET

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

Email: [auditor@jacksongov.org](mailto:auditor@jacksongov.org)

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Section C: Individual Program Budget . . . . .	page 3
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## Section A: Organization or Agency Information

Palestine Senior Citizens Activity Center

Address: 3325 Prospect Ave. Kansas City, Mo. Zip Code: 64128

Phone No: 816-921-1963 Fax: 816-924-7586

Website Address:

Federal Tax ID No: 43-1531200 Fiscal Year Cycle: January 2014 - December 2014

Executive Director: Jacqueline Hall, Director

Name and Title of Principal Contact Person:

Phone No: 816-921-1963 Email Address: [palestinerdir2@sbcglobal.net](mailto:palestinerdir2@sbcglobal.net)

Submittal of this request has been authorized by:

Date: 8/27/2013

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JACKSON COUNTY  
AUDITORS OFFICE  
KANSAS CITY, MISSOURI

## 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		\$ -	0
State		\$ -	0
Jackson County	Food Reimbursement & Utilities	\$ 118,550	45
Other Counties		\$ -	0
City	CDBG	\$ 51,000	19
Charity/Donations	Church Assistance & Member Donations	\$ 50,000	19
Fundraisers	In-House Fundraisers	\$ 2,500	1
Other	Adult Daycare, Membership, Meals & City Coder	\$ 42,000	16
<b>2014 Total Projected Revenue</b>		<b>\$ 264,050</b>	

### Agency's 2013 Revenue Information

Funding Entity	Agency's 2013 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal		\$ -	0
State		\$ -	0
Jackson County	Food Reimbursement	\$ 71,000	33
Other Counties		\$ -	0
City	CDBG	\$ 51,000	24
Charity/Donations	Church Assistance & Member Donations	\$ 50,000	23
Fundraisers	In-House Fundraiser	\$ 2,500	1
Other (please list)	Adult Daycare Lease, Membership & City Coder	\$ 42,000	19
<b>2013 Total Revenue</b>		<b>\$ 216,500</b>	

**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"/>	\$ 71,000	Food Reimbursement
<b>2013 Total Jackson County Funding</b>			<b>\$ 71,000</b>	

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

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

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COMMITTEES OFFICE  
KANSAS CITY, MISSOURI  
Section B

Free food items

**Section C: REVISED 2014 Program Budget**  
 Complete a separate program budget for each program your agency is applying for funding.

**Agency Name:** Palastine Senior Citlzen's Activity Center

**Program Name:** Senior Meal Service

<b>Personal Services</b>			
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
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total Salaries</b>			\$ -
<b>Total Fringe Benefits</b>			\$ -
<b>Total Personal Services</b>			\$ -
<b>Contractual Services</b>			
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p><b>RECEIVED</b></p> <p>DEC 18 2013</p> <p>JACKSON COUNTY AUDITORS OFFICE KANSAS CITY, MISSOURI</p> </div>			\$ -
<b>Total Contractual Services</b>			\$ -
<b>Supplies</b>			
			\$ -
Food Reimbursement Only			\$ 75,000
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total Supplies</b>			\$ <b>75,000</b>

**Total Program Request \$ 75,000**

## Section D: 2014 Program Information

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

**Agency Name:** Palestine Senior Citizens Activity Center

**Program Name:** Senior Meal Services

### Proposed Program

Detail functions to be performed by each program.

Palestine promotes the physical, emotional, social and economic well-being in all aspects of senior's daily lives, offering a comprehensive program to seniors who reside within the Kansas City Community, specifically the Urban Core Area. The current membership is over 600 seniors, ages 5 years and older. The daily attendance averages over 100 seniors, that participate in the activities at the center. Activities are diversified to meet the needs and interest of the members, with nutritional meals service being a core component. The center is surrounded by three (3) Senior Living Complexes; Palestine Gardens, Palestine North and Palestine Commons. Seniors living in these units will be utilizing the meals served at the center. The increasing food prices present challenge in providing a nutritional meal to the senior population.

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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:** Palestine Senior Citizens Activity Center

**Program Name:** Senior Meal Services

<b>Participants</b>	
Identify the number of participants by County that each program serves.	
Jackson, MO	1,200
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	

**Target Population**

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

The Palestine Senior Citizens Activity Center was designed to respond to the needs of Jackson County Missouri seniors, ages 55 years and older by promoting their physical, emotional, social and economic well being and supporting their goal of "Aging In Place". The senior's that attend include members, guest of members, In House Adult Daycare and seniors from the three (3) surrounding senior housing units. The number of meals served daily average range for 50 to 150. On the days when there is a program, those numbers easily increase. The monthly average is 2,500 to 3,000 meals served to seniors in the Urban Core of Kansas City's Jackson County seniors. The changing lifestyles and physical needs of an older adult population are rarely reflected in the dominant neighborhood development patterns of the region.

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? **1%**

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

Senior Program	99 %
Indigent Program (Below Poverty Level)	1 %
Senior Indigent Program	1 %

What criteria do you have for the clients you serve?

Individuals must be fifth-five (55) years of age and older. They complete a membership application and pay the membership fee of \$20.00 per year. This entitle them to all of the activities offered by the center. (This fee is waived for individuals that can not afford it and the Free Lunch Program is offered)

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AUDITOR'S OFFICE  
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:** Palestine Senior Citizens Activity Center

**Program Name:** Senior Meal Services

### Service Delivery Area

Identify your specific geographic service delivery area for each program.

The majority of the members that participate at the Palestine Senior Citizens Activity Center live within the Urban Core. Independence Avenue to 47th Street and Van Brunt to Troost. The Neighborhood Strategy Areas covered are; Heart of the City, Downtown, Midtown/Plaza and Truman Plaza. We also have seniors that cross state lines to attend the center and are more than welcome.

### 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.

Each member has completed an application that is on file in the center's office. Application information includes the members name address and telephone number and emergency contact information. It also includes other information used to track the effectiveness of the center for activity planning and funding purpose only. A membership card is issued for every member and upon entering the bulding they must sign in and show their card. Funds received from Jackson County are used to defray the cost of the food served. Meals are discounted for members of the center. Seniors that can not pay the reduced cost, completed a **Free Meal Application** and receive lunch at no charge on the days they come to the center. The funds help to ensure that the nutritional needs of seniors are addressed through nutritionally planned and prepared meals.

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KANSAS 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:** Palestine Senior Citizens Activity Center

**Program Name:** Senior Meal Services

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

1. The center provides an affordable and nutritional lunch for seniors ages 55 years and older, that supports the basics of an adequate diet. There is also a Free Meals Program provided upon request or when it is observed that a senior is coming to the center but not utilizing the meals due to financial reasons. The center also puts together food baskets when an individual or family is identified in need.

2. The center offers a comprehensive program for seniors ages 55 years and older living in Jackson County communities, by addressing established indicators for social and healthy well-being that support the aging. Our strategies focus on delivering opportunities for diverse socialization that challenge the mind and body through classes, discussion groups, physical exercise, day trips, seasonal/theme programs, laughter and community involvement activities, followed by lunch and stimulating conversation among friends.

3. The center provides access to information and services that promote long-term health and well-being for seniors. Along with daily meals, the center provides speakers on services and issues that affect the daily lives of seniors. Weekly health screening are done on site by a volunteer Registered Nurse. Through our partnership with UMKC, the center provides a nutrition class and is part of the study on Aging in the Community. The center has exercise class twice a week to encourage a healthy life style. All of these assist seniors to remain functional and in their homes during those golden years.

Detail specific methods you will use to achieve these objectives.

For the past twenty-one (21) years the Palestine Senior Citizens Activity Center has become a significant part of everyday life for its membership. The center continually works to stimulate this environment by scheduling special activities and events that reach a diverse interest of our participants. Our daily activities include the game room area, which consist of a wide screen TV, dominoes, billards, ping pong, exercise class, line dancing and Tai Chi classes along with an indoor walking trail. To promote health life style, we serve nutritional meals, hold exercise classes and weekly health screening. The line dancing and Tai Chi offer an alternative exercise choice. The monthly calender and quarterly newsletter help seniors plan their participation at the center in advance. However, many of our members come strictly for the nutritional meals. They will eat at the center and then get a To-Go Meal to take home for the evening meal since they no longer cook. Guest speakers make presentations during the lunch period on topics geared toward senior needs and interest.

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AUDITORS OFFICE  
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:** Palestine Senior Citizens Activity Center

**Program Name:** Senior Meal Services

### 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 Palestine Senior Citizens Activity Center members are issued a membership card. Members must show their card and sign-in upon entering the building. Sign-in sheets are used for all activities and events to measure the participation level of the members. A count of meals served, carry-out meals, visitor and volunteers are taken and recorded daily. A count is also taken on how many meals and snacks are served to the Adult Daycare each day. A yearly survey is taken for member input on existing programs and future activities.

### 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)

It is policy that the funding records of the Palestine Senior Citizens Activity Center are open to the public. Our members are reminded often of the funding from Jackson County through podium announcements in the cafeteria during the lunch period. A footnote is on the monthly calendar that members receive, states that funding is received from Jackson County.

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JACKSON COUNTY  
AUDITORS OFFICE  
KANSAS CITY, MISSOURI

Section D

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 **Palestine Senior Citizen Activity 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, **Palestine Senior Citizen Activity 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.)

Jacqueline Hall  
Authorized Representative's Signature  
Director  
Title

Jacqueline Hall  
Printed Name  
3-19-14  
Date

Subscribed and sworn before me this 19<sup>th</sup> day of March, 2014. I am commissioned as a notary public within the County of Jackson, State of Missouri, and my commission expires on 12/30/16.

[Signature]  
Signature of Notary

3/19/14  
Date

