

GRANT CONTRACT

THIS GRANT CONTRACT is made and entered into by and between the **COUNTY OF LANCASTER, NEBRASKA**, a political subdivision of the State of Nebraska, hereinafter referred to as "**Sponsor**", and **HUMAN SERVICES FEDERATION**, a non-profit organization, hereinafter referred to as "**Grantee**".

WITNESSETH:

WHEREAS, the Grantee desires to conduct the Youth Thrive training, a research-informed framework based on positive youth development, resilience, neuroscience, stress and impact of trauma on brain development to improve the well-being outcomes for all youth, with a focus on youth in, or transitioning from, foster care; and

WHEREAS, the Sponsor desires to expend State grant funds from the Nebraska Commission on Law Enforcement and Criminal Justice Community Aid Grant #16-CB-0523, for this purpose.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, it is agreed as follows by the parties hereto:

1. Purpose: The purpose of this Grant Contract is to provide funding for the *Youth Thrive training*, as described in Attachment "A", attached hereto and hereby incorporated by this reference.

2. Scope of Services: The Grantee agrees to perform the duties described in Attachment "B" attached hereto and incorporated by this reference.

3. Project: Grantee agrees that it shall expend the funds granted hereunder only for the purposes authorized in Paragraph 1 above and to perform the services described in Paragraph 2 above.

4. Grant: In order to assist the Grantee in financing the cost of the project described in Paragraph 1 above for a period of four (5) months from February 1, 2017 through June 30, 2017, the Sponsor shall make a Grant in the amount of \$5,350 (Five Thousand Three Hundred Fifty Dollars), from the Grants Fund.

5. Project Budget: A project budget shall be prepared and maintained by Grantee. Grantee shall carry out the project and shall incur obligations against and make disbursements of funds provided hereunder by the Sponsor only in conformity with the project budget, as approved by the Sponsor. Said project budget may be revised from time to time, but no budget or revision thereof shall be effective unless

and until the same is approved by the Sponsor.

6. Account Procedures and Records:

(a) Grantee shall establish for the project one or more separate accounts which shall be approved by the Sponsor, or its designated representative. Said account or accounts shall be maintained within Grantee's existing accounting system or set up independently. Said accounts are referred to herein collectively as "Project Account."

(b) Grantee shall appropriately record in the Project Account, and deposit in a bank or other corporate fiduciary, all grant payments received from the Sponsor pursuant to this Contract.

(c) Grantee shall charge to the Project Account all eligible costs of the project in accordance with the project budget. Costs in excess of the latest approved budget or attributable to actions which have not received the required approval of the governing body of the Sponsor shall not be incurred, and Sponsor shall not be liable for any such unauthorized costs, directly or indirectly.

(d) All costs charged to the Project Account shall be supported by properly executed payroll, time records, invoices, contracts, or vouchers evidencing in proper detail the nature and propriety of the charges.

(e) Any check or order drawn by Grantee with respect to any item which is or will be chargeable against the Project Account will be drawn only in accordance with a properly signed voucher then on file in the office of Grantee, stating in proper detail the purpose for which such check or order is drawn. All checks, payroll, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to the project shall be clearly identified, readily accessible, and to the extent feasible, kept separate and apart from all other documents maintained by Grantee.

7. Payment of Grant: Payments made hereunder shall be handled as all other claims against the Sponsor. Grantee shall submit quarterly claim or claims for actual expenses to the Sponsor. Payment of each claim will be made by the Sponsor only after Project Monitor assures the Sponsor in writing that services rendered by Grantee prior to the date of making the claim were performed in accordance with the Grant Contract and completed in a timely manner.

8. Audit and Inspection: Grantee shall permit and shall require its agents and employees to permit the Sponsor or its authorized representative to inspect all work, materials, payroll, records of personnel, invoices of materials, and other relevant data and records; and to audit the books, records, and accounts of Grantee pertaining to the grant and project provided herein. Grantee shall submit two copies of its annual independent audit to the Sponsor or its designated representative within thirty (30)

days of receipt of such audit. Grantee is aware of the requirements imposed on them by Federal laws, regulations. Grantee will meet the audit requirements of Circular No. A-133 if it expends \$500,000 or more in Federal awards during Grantee's fiscal year. All records related to this Grant Contract shall be retained for five (5) years from the date of the annual independent audit conducted pursuant to this paragraph, unless an audit is in progress or the findings of a completed audit have not been resolved satisfactorily.

9. Project Monitor: The project shall be monitored by the Sponsor through Lincoln-Lancaster County Human Services. The Sponsor and its designated representative shall be provided such financial and program service reports as they shall deem necessary during the contract period. Based upon these reports and upon her observations of the operation of the project, the Lincoln-Lancaster County Human Services Director shall submit reports required by Sponsor, containing her review of the progress of the project. In the event of noncompliance with this Agreement by Grantee, the Project Monitor shall report said noncompliance to the Lancaster County Board for further action which may include termination of the agreement.

10. Human Services Planning: Grantee shall participate in any comprehensive, long-range human services planning process being conducted by Lancaster County. Failure to comply with this requirement shall constitute a breach of this contract.

11. Contract of Grantee: Grantee shall provide the Sponsor or its designated representative with written notice in the event that Grantee executes any subcontract or obligates itself in any other manner with any third party with respect to the project described in Attachment "A".

12. Not Discriminate: In its performance of this Grant Contract, the Grantee shall not discriminate on the basis of race, creed, sex, national origin, religion, age, marital status, or disability, with respect to either provision of services or in its employment practices. In the event a federal or state court or administrative agency makes a finding of discrimination against Grantee after a due process hearing, Grantee shall forward a copy of the finding to Grantor. If required, Grantee may be required to formulate an Equal Employment Opportunity Program (EEO) in accordance with 28 CFR 42.301 et seq.

13. Sponsor Not Obligated to Third Parties: Sponsor shall not be obligated or liable hereunder to any party other than the Grantee.

14. Prohibited Interests: Neither Grantee nor any of its contractors or their subcontractors shall enter into any contract, subcontract, or arrangement in connection with the project provided herein, or any property included or planned to be included in the project in which any officer, agent, or employee of Grantee during his tenure or for one year thereafter has any financial interest, direct or indirect.

15. Nonperformance: In the event the Grantee fails to perform the duties outlined in Attachment "A" or fails to meet any of the requirements outlined in this contract, during the term of this Grant Contract, then and upon the happening of such event, Sponsor shall give written notice to Grantee of such failure to perform, and Grantee shall immediately surrender to Sponsor or its designated representative any balance remaining in the Project Account. Grantee shall be liable to Sponsor for immediate repayment of any unauthorized expenditure of funds from Project Account.

16. Severability: If any portion of this Grant Contract is held invalid, the remainder hereof shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of the applicable law.

17. Use of Grant Funds: Only grant funds may be used to pay for the services provided by the Grantee pursuant to this Grant Contract. In the event that such grant funds run out or are not available, this Grant Contract shall become null and void.

18. Lack of Funding: The parties recognize that the compensation provided for in this agreement is based upon funds from the State of Nebraska Commission on Law Enforcement and Criminal Justice. The parties further recognize that the County may terminate the agreement immediately if grant funds are no longer available. The Contractor understands and agrees that the County shall not provide for funding under this agreement from the County General Fund. The Contractor shall be compensated for services authorized prior to notification that the agreement has been terminated. The Grantee further understands and agrees that the services not covered by the current contract are not authorized.

19. Term: The term of this Grant Contract shall be for a period of five (5) months from and after March 1, 2017 through June 30, 2017. Any unencumbered balance remaining on Project Account upon termination shall be returned to Sponsor.

20. Independent Contractor: It is the express intent of the parties that this Agreement shall not create an employer-employee relationship, and the Grantee, or any other employee or other person acting on behalf of Grantee in the performance of this Agreement, shall be deemed to be independent Contractor(s) during the entire term of this Agreement or any renewals thereof. Grantee shall not receive any additional compensation in the form of wages or benefits from the Sponsor which are not specifically set forth in this Agreement. Grantee shall assume full responsibility for payment of all federal, state, and local taxes or contributions imposed or required under unemployment insurance, social security and income tax law, with respect to Grantee or any such employees of Grantee as may be engaged in the performance of this Agreement. It is the express intent of the parties that this agreement shall not create an agency relationship between the parties. Neither the Sponsor nor its employees shall

be deemed agents of the Grantee, and neither the Grantee nor its employees shall be deemed to be agents of the Sponsor.

21. Hold Harmless: The Grantee shall indemnify and hold harmless the Sponsor, its agents, employees and representatives from all claims, demands, suits, actions, payments, liability, judgments and expenses (including court-ordered attorneys' fees), arising out of or resulting from the performance of this Agreement that results in bodily injury, civil rights liability, sickness, disease, death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and is caused in whole or in part by the Grantee, its employees, agents or representatives, either directly or indirectly employed by them. This section will not require the Grantee to indemnify or hold harmless the Sponsor for any losses, claims, damages and expenses arising out of or resulting from the negligent or intentional acts of the Sponsor, its agents, or employees.

22. Insurance Requirements: The Grantee shall carry insurance in the following kinds and minimum limits:

(a) Workers' Compensation Insurance: Grantee shall purchase and maintain during the term of this Agreement, Workers' Compensation Insurance, fully insuring its employees as required by law. Said insurance shall be obtained from an insurance company which is authorized to do business in the State of Nebraska.

(b) General Liability Insurance: Grantee shall purchase and maintain during the term of this Agreement, General Liability Insurance, naming and protecting them and the Sponsor against claims for damages resulting from (1) bodily injury, including wrongful death, (2) personal injury liability and (3) property damage which may arise from operations under this Agreement whether such operations be by Grantee or any one directly or indirectly employed by them. The minimum acceptable limits of liability to be provided by such insurance shall be as follows:

Bodily Injury/Property Damage	\$1,000,000 Each Occurrence
	\$2,000,000 Aggregate
Personal Injury Damage	\$1,000,000 Each Occurrence

(c) Automotive Liability:

Bodily Injury & Property Damage	\$1,000,000 Combined Single Limit
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The Grantee shall not commence work under this Agreement until it has obtained all insurance required under this section and has provided the Sponsor with a Certificate of Insurance showing the specific limits of insurance required by this section and showing

Lancaster County as an additional insured. Grantee shall provide Lancaster County thirty (30) days notice of cancellation, non-renewal or any material reduction of insurance coverage.

23. Employee Verification: In accordance with Neb. Rev. Stat. §4-108 through §4-114, Grantee agrees to register with and use a federal immigration verification system, to determine the work eligibility status of new employees performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. 1324a, otherwise known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986. Grantee shall not discriminate against any employee or applicant for employment to be employed in the performance of this section pursuant to the requirements of state law and 8 U.S.C.A 1324b. Grantee shall require any subcontractor to comply with the provisions of this section.

24. Publication: Grantee agrees that any publication (written, visual, or audio) funded in whole or in part with grant funds shall contain the following statement: "This project was supported by Subgrant No. 16-CB-0523 awarded by the Nebraska Crime Commission and points of view or opinions contained in this document are those of the author and do not necessarily represent the official position or policies of the Nebraska Crime Commission or the Community-based Juvenile Services Aid Program."

25. Reporting of Potential, Fraud, Waste, Abuse, or Misconduct: Grantee shall promptly refer to Grantor any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either: 1) submitted a false claim for grant funds under the False Claims Act, 31 U.S.C. §§ 3729–3733; or 2) committed a criminal or civil violation of law pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. Grantee shall report to Grantor any potential fraud, waste, abuse or misconduct involving Grant funds. If at any time an impropriety is found in the accounting or use of any funds received by Grantee, Grantee shall notify Grantor immediately and shall inform Grantor of remedial steps Grantee proposes to take with respect to the impropriety. Grantee agrees to comply with any additional requirements that may be imposed as a result of Grantee's performance under this Grant Contract. Grantee acknowledges that misuse of funds may result in civil and/or criminal penalties, and Grantee agrees that, in the event Grantee misuses funds granted pursuant to this Grant Contract, in addition to other remedies provided to Grantor under this Grant Contract, Grantor also may suspend current and future funds and/or seek recoupment of the funds granted pursuant to this Grant Contract.

26. Drug Free Work Place: Grantee shall establish and maintain a drug-free work place policy.

27. Computer Networks: No Federal funds granted pursuant to this Grant Contract may be used to maintain or establish a computer network.

28. Program Income: Grantee agrees that all income generated as a direct result of this Grant Contract shall be deemed program income. Program income includes, but is not limited to, income from fees for services provided. Grantee agrees that expenses for the program(s) or service(s) funded by this Grant Contract shall be paid with program income funds before using the grant dollars awarded by this Grant Contract. All program income earned must be accounted for and used for the purposes of funds provided under this Grant Contract, including such use being consistent with the other conditions of this Grant Contract, the effective edition of the OJP Financial Guide, and, as applicable, either (1) 28 CFR Part 66 or (2) 28 CFR Part 70 and 2 CFR Part 215 (OMB Circular A-110).

29. Limited English Proficiency: The Grantee must comply with the Department of Justice Guidance pertaining to title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d. Grantee must take reasonable steps to provide meaningful access to their program(s) and activities for persons with limited English proficiency (LEP). For information on the civil right responsibilities, see <http://www.lep.gov>.

EXECUTED by Grantee this 23rd day of MARCH, 2017.

HUMAN SERVICES FEDERATION,
A Non-profit Organization, Grantee

Jim K. Kusec
Witness

BY: [Signature] JASON VARGA
Title: EXECUTIVE DIRECTOR

EXECUTED by Sponsor this _____ day of _____, 20__.

APPROVED AS TO FORM THIS
____ day of _____, 20__.

LANCASTER COUNTY, NEBRASKA
A Political Subdivision, Sponsor

BY: _____
for JOE KELLY
Lancaster County Attorney

BY: _____
TODD WILTGEN, Chair
Lancaster County Board of Commissioners

PURPOSE

The purpose of this contract is to conduct the Youth Thrive training. Youth Thrive, a national initiative of the Center for the Study of Social Policy (CSSP), is a research-informed framework based on positive youth development, resilience, neuroscience, stress and impact of trauma on brain development to improve the well-being outcomes for all youth, with a focus on youth in, or transitioning from, foster care. The Youth Thrive™ framework focuses on five protective and promotive factors, identified by CSSP, that increase the likelihood that adolescents can develop into healthy, thriving adults. The protective and promotive factors are: Youth Resilience, Social Connections, Knowledge of Adolescent Development, Concrete Support in Times of Need, and Cognitive and Social-Emotional Competence. Youth Thrive™ is not a specific program or intervention, rather it is an approach that is relevant to everyone who works with young people. Funding from this grant source will allow for youth services workers in Lancaster County to be trained on Youth Thrive.

SCOPE OF SERVICES

Specific services provided through this funding include:

- Provide two separate trainings; each training to last 2.5 days.
- Allow for 20 youth service workers to attend each training (total of 40 people trained).
- Coordinate registration for both trainings.
- Program personnel funded through Community Aid will have first priority for training.
- Provide for space for both trainings.
- Provide all training materials.
- Provide for trainers of Youth Thrive for both trainings.
- Provide onsite coordination and registration during all training sessions.
- Provide quarterly reports to Project Director within 10 days of end of each quarter (due dates are April 10, 2017, and June 10, 2017)
- Notify Project Director of any changes in the project.

BUDGET:

Human Services Federation - \$75 per hour x 33.33 hours	\$ 2,500
Presenter fees - 2 presenters x 2 trainings x \$125 per training	500
Facility rental at Non-Profit Hub - \$216.66 per day x 6 days	1,300
Educational Materials - \$26.25 per person x 40 people	<u>1,050</u>
Total	\$ 5350

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/10/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER INSPRO Insurance P.O. Box 6847 Lincoln, NE 68506 402 483-4500	CONTACT NAME: Katie Brooks PHONE (A/C, No, Ext): 402-483-4500 E-MAIL ADDRESS: kbrooks@insproins.com	FAX (A/C, No): 402-483-7977
	INSURER(S) AFFORDING COVERAGE	
INSURED Lincoln/Lancaster County Human Services Federation 1645 N Street, Suite A Lincoln, NE 68508-1824	INSURER A: Columbia National Insurance Gro NAIC # 18640	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		BOPNE11189	07/01/2016	07/01/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$300,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		BOPNE11189	07/01/2016	07/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	WCPNE11189	07/01/2016	07/01/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$100,000 E.L. DISEASE - POLICY LIMIT \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Lancaster County is listed as additional insured.

CERTIFICATE HOLDER Lancaster County 555 S 10th St Lincoln, NE 68508-2803	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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