

United Way of Racine County

2000 Domanik Drive, Racine, WI 53404

Phone: 262-632-5186

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www.unitedwayracine.org



RECEIVED
JUN 11 2007
HEALTH DEPARTMENT

June 7, 2007

Thelma Jones
Program Director
Racine City Health Department
730 Washington Avenue
Racine, WI 53403

Dear Thelma,

Thank you for your application for Teen Parent Support. The community investment committee carefully reviewed the information from applications and site visits and then sent a funding recommendation on to the United Way board.

The United Way of Racine County Board of Directors met on May 30, 2007 and approved an allocation of \$50,000 for the Teen Parent Support program for the period of July 1, 2007 to June 30, 2008 to be disbursed on a monthly basis, unless otherwise stated in your contract.

Prior to receiving your allocation, all appropriate contracts must be signed and on file with United Way of Racine County. Enclosed are two copies of your contract signed by United Way. Two signatures are needed from your organization (executive director and board president). **Keep one copy for your files and return one to United Way.**

Program reports will be due at six months and year-end. Reminders and forms will be sent to you via email and through the United Way community investment web site.

Your signed contract, along with any questions, can be directed to Susan Gould, Community Impact Director, 262-635-7499 x111. We look forward to working with you in the coming year.

Sincerely,

A handwritten signature in cursive script that reads "Jill D. Hartmann".

Jill Hartmann, VP Community Investment
United Way of Racine County Board

C: Gary Becker

taking care of what matters – together

Racine City Health Department
Teen Parent Support
Contractual agreement – 2007-08
(Partner Provider—please consult attorney as appropriate)

This Agreement is made this 5th day of June, 2007, by and between United Way of Racine County, Inc. (hereinafter, "UWRC") and Racine City Health Department, collectively called the "Parties" in this Agreement.

WHEREAS, Racine City Health Department is desirous of providing program services for the period of July 1, 2007 to June 30, 2008 (hereinafter, "Funding Period"), through Teen Parent Support (hereinafter, "the Program") to the Racine County community as described and proposed in the its application for funding to UWRC; and

WHEREAS, UWRC is desirous of obtaining such Partner Provider services under the terms and conditions provided herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

I. Racine City Health Department agrees to...

- a. Provide the Program services for the specified term in compliance with UWRC Community Investment Policies & Procedures in effect on the date of this Agreement and throughout the Funding Period.
- b. If receiving an award that is less than proposed, submit to UWRC a revised budget for the Program within 30 days after the beginning of the Funding Period.
- c. Submit to UWRC at the end of the Funding Period a year-end financial report that compares the Program's budget for Funding Period with its actual income and expenses. Additional financial information may be requested by the priority committee Financial Advisor or Community Investment Financial Team as needed.
- d. Provide programmatic/outcomes reports in a format determined by UWRC. Additional programmatic/outcomes information may be requested by the investment committees.
- e. Comply with all UWRC partner provider requirements:
 - 1) Provide to UWRC, within six (6) months after the end of its fiscal year, an independent audit report/review that covers the Funding Period. Depending upon fiscal year end, Partner Provider may submit the audit report/review in portions of the Funding Period, but any and all such reports/reviews relating to any portion of the Funding Period shall be provided to UWRC. Such audit reports/reviews shall meet the requirements of OMB Circular A-133, the Wisconsin Provider Partner Provider Audit Guide and any other applicable federal or state requirements.
 - 2) Submit a copy of the certificate of your current general liability insurance to UWRC.

- 3) Complete and return the Counterterrorism Compliance Form verifying that your agency complies with the USA Patriot Act.
- f. Comply with all requirements of any applicable federal, state, and local laws, ordinances and regulations in connection with its performance of services and obligations under this agreement.
- g. Refrain from conducting any fund raising appeals during the period beginning September 1, 2007 and ending October 31, 2007, including solicitation for or observance of any events, e.g., galas, concerts, tournaments, and dinners when designed to raise funds. A Partner Provider solicitation conducted within this restricted period shall be considered a material violation of this agreement, except as otherwise provided in the Manual.
- h. Respond satisfactorily to the recommendations as outlined in the attached addendum (if applicable).

II. UWRC agrees to...

- a. Pay to Racine City Health Department up to \$50,000 to be used for Teen Parent Support through the end of Funding Period.
- b. Make payments on a monthly basis during the Funding Period, excepting that if Partner Provider does not comply with all of the reporting requirements outlined in this Agreement and the UWRC Manual, UWRC may detain monthly allocation payments until Partner Provider provides UWRC all required reports and Partner Provider is in compliance with all material UWRC policies and procedures.
- c. Provide funding in the manner agreed upon herein in order to enable Partner Provider to provide services to the Racine County community as contemplated under this Agreement, subject to Partner Provider's compliance with the terms and conditions contained herein.
- d. UWRC shall offer technical support and trainings as requested by partner providers and/or deemed appropriate by the Community Investment Committee.

III. The Parties agree:

- a. That in the event that UWRC believes that Partner Provider has engaged in a material breach of this agreement or a material breach of an obligation specified in the Community Investment Policies & Procedures Manual, UWRC shall provide Partner Provider written notice of the alleged breach and Partner Provider shall have an opportunity to cure the alleged breach. If Partner Provider fails to cure the alleged breach to UWRC's satisfaction within forty-five days after notice thereof, UWRC may provide Partner Provider written notice of its intent to terminate this Agreement, along with the reasons therefore. If Partner Provider desires to contest a notice of intent to terminate

given by UWRC, Partner Provider may submit an appeal to UWRC within fifteen days after the date of the notice, and this Agreement shall remain in full force and effect until the UWRC Board of Directors takes action on the matter. In the case of such termination, payments to Partner Provider by UWRC shall cease as of the date of termination.

- b. Renewal of this Agreement is dependent upon Partner Provider's desire to seek UWRC funding for the Program and upon UWRC's action to continue Partner Provider's funding for the Program.


IN WITNESS WHEREOF, the Parties hereto have executed this Agreement on the date first stated above.

Board President
Racine City Health Department

Date


Executive Director
Racine City Health Department

Date



Greg Anderegg, Board President
United Way of Racine County

June 6, 2007



Dave Maurer, Executive Director
United Way of Racine County

June 6, 2007