AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Acknow. of CM Sign; Agrmt for Hunger Asst.

Action Requested: Motion

Parties to the Agreement:

Term Begins: **Term Ends:** **Grant Contract #:**

Summary:

Acknowledgment of County Manager's signature on grant for Emergency Hunger Assistance

Fiscal Impact:

Submitted by: Liz Mense **Submitter's Email Address:** EMense@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:
No concerns, will add to 2020 requested budget amendments. ln

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 4/2/2020

County Attorney Review: (●) Required ( ) Not Required

Comments:
ok db 4/1/20

Reveiwed by: GUNCOUNTY1\dBaumgarten Discharge Date: 4/1/2020 Certificate of Insurance Required

Yes ( ) No (●)

County Manager Review:

Comments:

Reveiwed by: GUNCOUNTY1\mbirnie Discharge Date: 4/3/2020

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: 0

Agenda Date: 4/7/2020

Revised April 2015

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March 27, 2020

Cathie Pagano
Gunnison County, Colorado

Re: Grant for Emergency Hunger Assistance Purposes

The Colorado Blueprint to End Hunger, administered by the Trailhead Institute ("**Trailhead**") is pleased to award Gunnison County a grant in the amount of $18,750 for the purposes set forth in Paragraph 1, below. This grant is being made in response to and in reliance upon the accuracy of statements made in your grant proposal dated March 27, 2020, and any subsequent submissions to Trailhead. By accepting this letter agreement, you agree to the following terms and conditions of the grant:

1. **Purpose of Grant and Restrictions.** The grant funds are restricted for the charitable purposes described in your grant proposal, attached as Schedule A and incorporated into this agreement by this reference, and must be used exclusively for those purposes. The grant may not be expended for any other purpose without Trailhead's written approval. Further, grant funds must be used or committed on or before March 31, 2021, unless Trailhead agrees in writing to extend such term. If Trailhead does not agree to such term extension, any unexpended or uncommitted grant funds must be repaid to Trailhead.

2. **Disbursement of Grant.** Upon our receipt of an executed copy of this agreement, we will remit the grant payment in full to your organization.

3. **Grant Reporting.** Within 60 days after your completion of use of the grant funds, you will furnish us with a report using a simple template provided by the Colorado Blueprint to End Hunger. The report will cover the manner in which grant funds were spent and your progress made in accomplishing the purposes of the grant. You will also furnish us with such other reports and information relating to the grant as we may request from time to time, including, without limitation, financial statements, receipts and other reports concerning your organization.

4. **Inspections and Grant Oversight; Books and Records.** We may, at our own expense, monitor and conduct an evaluation of the operations, programs or projects funded by the grant, which may include site visits by our representatives and discussions with your organization's personnel. Further, you will keep complete and accurate books and records of the funds received and expenses incurred under this grant for at least four years after your completion of use of the grant funds, and make such information

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available to us at reasonable times. We may, at our own expense and on reasonable notice, audit your books and records as they relate to the grant.

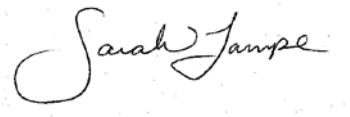
5. **Publicity.** Trailhead may include information regarding the grant, including the amount and purpose of the grant, your organization's logo or trademark or other information or materials about your organization and its activities, in any of its private or public reports. Trailhead may also refer to the grant in its press releases. You will not use Trailhead's logos or other trademarks without our prior review and written consent.

6. **Suspension or Termination of Grant.** The total amount of the grant, or any portion thereof, may be discontinued, modified or withheld at any time when, in our judgment, such action is necessary to comply with the requirements of any law or regulation affecting our responsibilities with respect to the grant. Further, we reserve the right to terminate this agreement and require you to return any unspent funds at our sole discretion, if (a) you violate any term or condition of this agreement, or (b) we believe you are no longer able to expend the grant funds as contemplated by this agreement and the grant proposal, or otherwise achieve the purposes of the grant. Finally, any part of the grant funds used in violation of this agreement will need to be repaid to us.

7. **Miscellaneous**. All references in this agreement to the term "grant" or "grant funds" refer to the original funds and any investment earnings thereon. This agreement will be governed in all respects by the laws of Colorado. You may not assign any rights or obligations under this agreement without our prior written consent. Subject to that, this agreement will be binding upon our respective successors and assigns. This agreement is intended as the final and binding expression of our agreement relating to the grant and as the complete and exclusive statement of its terms. No amendment, supplement or waiver of this agreement will be effective unless made in writing and signed by an authorized representative of each of us. This agreement may be executed in one or more counterparts, each of which will be deemed an original and all of which will be taken together and considered to be one instrument. A scanned or digital signature will be accepted and effective as an original or manual signature.

Sincerely,

TRAILHEAD INSTITUTE



Sarah Lampe, President & Executive Director

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The undersigned, on behalf of Gunnison County, hereby accepts and agrees to all of the terms and conditions of the grant as set forth above; acknowledge they have received and retained a copy of this agreement; and certify they are duly authorized to accept the grant on behalf of and to commit Gunnison County to all of its terms and conditions.

Gunnison County

DocuSigned by:
Matthew Birnie
DF57D9FBAE8C463...

3/30/2020

Matthew Birnie County Manager

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SCHEDULE A

Grant Proposal

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Colorado COVID-19 Emergency Hunger Relief Fund

Name:

Cathie Pagano

Organization/Entity (if applicable):

Gunnison County

Email:

cpagano@gunnisoncounty.org

Phone Number:

9706417985

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What type of organization are you? (select all that apply) [Please note: if you are not a 501c(3) or corporation, either the Trailhead Institute or The Denver Foundation will be your fiscal sponsor. This means they will manage and distribute your funding and 10% will be set aside from awarded funding for this purpose.]

- [ ] For-profit/Business/Corporation
- [ ] Non-profit/501c(3)
- [ ] Community cooperative
- [ ] Mutual aid group
- [ ] Food business
- [ ] Farm business
- [ ] Member organization
- [ ] School district
- [ ] School
- [x] Government agency
- [ ] Other: _____

What parts of the state (neighborhood, county, regions, statewide) will be served by this particular emergency funding? (select all that apply)

- [ ] Statewide
- [x] Specific county(s)/region(s) other than Denver (please specify below)
- [ ] Denver (please specify below)

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If you are serving a specific county(s)/region(s) other than Denver, please describe:

Gunnison County

If you are serving Denver, please specify which area (select all that apply):

- [ ] Northwest Denver
- [ ] Southwest Denver
- [ ] Southeast Denver
- [ ] Northeast Denver
- [ ] Far Northeast Denver (e.g. Montbello, Green Valley Ranch, etc.)

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Which population(s) will you be serving with this particular emergency funding? Please be as specific as you are able.

- [x] Older adults or other at-risk populations sheltering in place
- [x] Immigrants
- [ ] Refugees
- [x] Low-income individuals and families
- [x] Wage workers
- [ ] Migrant workers
- [ ] Gig workers
- [ ] Contractors
- [ ] Day laborers
- [ ] Domestic workers
- [ ] LGBTQ populations
- [x] Rural and Frontier communities
- [x] School-aged youth (ages 6-18)
- [x] Early childhood (ages 0-5)
- [x] Homebound caretakers and their families
- [ ] People experiencing homelessness
- [ ] Other: _____

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Approximately how many people does your organization serve?

- ○ 1-99
- ○ 100-249
- ◉ 250-749
- ○ 750+

How do you propose to address the needs of the identified population(s)? In your response, please include: (1) When do you expect this work to be up and running, and how long will these funds sustain it? (2) How is your proposal designed to support disproportionately affected populations (listed above)?

Needs will be addressed through the Gunnison County Food Pantry and Gunnison County Emergency Operations Center. The Food Pantry is currently up and running and experiencing high demand due to COVID 19. Emergency Operations have set up a call center for food pick up and delivery for vulnerable populations are those with COVID 19. These funds will increase capacity for delivery and service and availability of food. Gunnison County Food Pantry and Emergency Operations focuses on the needs of seniors, low-income, immigrants, youth and others in our community that are disproportionately affected, along with those ill with COVID19.

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What other individuals and organizations are you coordinating with to ensure you reach those you intend to reach the most effectively? (select all that apply)

- [x] Emergency operations center
- [x] Human services
- [x] Local public health
- [x] Non-profits
- [x] Other food providers
- [x] Healthcare
- [x] Schools or school districts
- [x] Faith-based organizations
- [ ] Other:

What amount of funding are your requesting? [note: the maximum amount is $25,000 but you may apply for more funding as it becomes available]

25,000

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What are your biggest needs right now/what will you most use the funds for?

- [x] Food purchasing
- [x] Food delivery/transportation
- [ ] Supplies for packing food
- [ ] Sanitation and cleaning supplies
- [ ] Paying staff
- [ ] Client communications
- [ ] Other: _____

Do you have capacity to do home deliveries?

- (●) Yes
- ( ) No

What staffing and safety practices (to prevent the spread of COVID-19) do you have in place to respond to the identified need once funds are awarded?

Yes, staff is compliant with CDC cleaning practices, County and State public health orders, and all delivery staff are being trained in proper personal protective equipment use to ensure their safety and the safety of the clients.

Thank you!

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