

Winston-Salem/Forsyth County Coalition for Drug Abuse Prevention

NORTH CAROLINA)

FORSYTH COUNTY)

**AGREEMENT FOR THE GRANT OF
CITY OF WINSTON-SALEM FUNDS**

THIS AGREEMENT, made and entered into as of the __15th_ day of __July 2010__, by and between the City of Winston-Salem, (hereinafter referred to as the City) and The Winston-Salem/Forsyth County Coalition for Drug Abuse Prevention (hereinafter referred to as the Grantee), pursuant to and subject to the restrictions and conditions set forth herein;

WITNESSETH:

In consideration of receipt of a grant or appropriation of funds from the City Council of the City of Winston-Salem for the fiscal year 2010-2011, not to exceed the amount of \$9,260 the Grantee named herein above does hereby agree to abide by the terms of this Agreement.

In consideration of the above, the parties do hereby agree as follows:

(1) The Grantee covenants and agrees to expend the funds which are the subject of this Agreement and perform services in consideration of the receipt of funds in accordance with the work program and/or under the restrictions and conditions as attached to this Agreement and incorporated herein by reference. The Grantee further agrees to expend the City funds in accordance with the Grantee's budget as attached hereto and which is incorporated herein by reference. Funds made available to the Grantee pursuant to this Agreement shall be expended only in accordance with applicable federal, state and local laws.

(2) Termination of this Agreement may occur for reasons described herein or in attachments hereto. The City may execute an extension of this Agreement in its discretion and in accordance with such additional conditions as it may require.

(3) The Grantee agrees that it will supply such records, information or verification relating to expenditures of the funds or the operations of the Grantee as may reasonably be requested by the City. The Grantee agrees that the City shall have access to the records and premises of the Grantee at all reasonable times, and the Grantee agrees to submit such reports as the City shall request pertaining to the funds granted herein or the operation of the Grantee. The Grantee shall maintain a written accounting and documentation of all of its receipts and disbursements relating to the grant funds which are the subject of this Agreement. The City reserves the right to require a certified audit pertaining to the use of the grant funds, or may perform the audit through the use of its staff.

(4) The Grantee shall furnish to the City a copy of its audit report performed by a certified public accountant as soon as such becomes available to the Grantee.

(5) Funds will be disbursed to the Grantee, in accordance with Exhibit C, by reimbursement to the Grantee for expenses incurred in accordance with the attached budget, unless otherwise specified in the attachments. Further, should the Grantee overspend the attached budget, the City shall have no obligation to reimburse the Grantee for such expenditures.

(6) The City may suspend or terminate the payment of grant funds in whole or in part for any violation of this Agreement. Suspension or termination may be affected for the following reasons as determined by the City, but not limited to these reasons:

- (a) Improper use of grant funds;
- (b) Failure to comply with the terms and conditions of the Agreement;
- (c) Submission to the City of reports which are incorrect or incomplete in any material respect;
- (d) Uncontrollable circumstances, rendering the carrying out of this Agreement improper or infeasible.

In addition, the City may suspend or terminate payment of grant funds if the Grantee fails to make satisfactory progress toward meeting the project services which are the subject of this Agreement and the determination of whether satisfactory progress has been made shall be in the sole discretion of the City.

If for any reason the payment of grant funds is suspended or terminated, the Grantee agrees to promptly remit to the City any payments previously received by the Grantee which the City deems to have been paid and received in violation of this Agreement.

(7) Any and all alternatives in the restrictions and conditions upon the grant of the funds herein shall be subject to prior review and written approval by the City.

(8) This Agreement and the grant funds which are the subject of this Agreement are expressly non-assignable without the prior written consent and approval of the City. Additionally, this agreement or the funds herein may not be continued by a successor to the Grantee herein named or subcontracted without the prior written consent to the City.

(9) Non-expendable property purchased under this Agreement shall remain the property of the Grantee, unless the attached conditions or budget provide that such property shall become the property of the City.

(10) The attached Exhibits are:

- (a) The Budget;
- (b) The Work Program;
- (c) Purposes and/or Restrictions and Conditions; and
- (d) Report Requirements.

These exhibits are incorporated herein by reference and shall have the same force and effect as if set forth herein.

IN WITNESS WHEREOF, the City has caused this Agreement to be duly executed in its behalf; and the Grantee has caused the same to be duly executed in its behalf as of the date first above written.



ATTEST

 CITY OF WINSTON-SALEM

Rende R. Phillips, City Secretary


Lee D. Garrity, City Manager

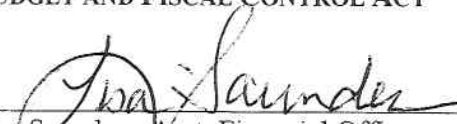
ATTEST

WVS/FC COALITION FOR DRUG ABUSE PREVENTION
 BY: 
Cecelia Westmoreland, Secretary David Abernethy, Chairman

APPROVED AS TO FORM AND LEGALITY


Angela Carmon, City Attorney

THIS DOCUMENT HAS BEEN PRE-AUDITED IN ACCORDANCE WITH THE NC LOCAL GOVERNMENT BUDGET AND FISCAL CONTROL ACT


Lisa Saunders, Asst. Financial Officer

JULY 1, 2010
EXHIBIT A: BUDGET

EXPENDITURES

BUDGETED
2010-2011

Please see Attached Budget

REVENUES

BUDGETED
2010-2011

Please see Attached Budget

Operating Budget Summary

Organization Name: Coalition for Drug Abuse Prevention

Expenditures by Program	Budgeted FY 09-10	Projected FY 09-10	Budgeted FY 10-11
Program Services	97,567	89,171	86,875
Fundraising	1,000	0	250
Management and General	9,748	8,819	8,635
Total	108,315	97,990	95,760

Expenditures by Category	Budgeted FY 09-10	Projected FY 09-10	Budgeted FY 09-10
Personnel			
Employee Salaries and Wages	40,000	40,000	40,000
Employee Benefits	11,800	11,800	11,020
Subtotal, Personnel	51,800	51,800	51,020
Operating Expenses			
Facility Rent and Utilities	11,124	11,124	11,457
Training and Conference Registration	1,000	500	1,000
Memberships and Dues	500	500	500
Travel and Transportation	1,895	2,000	1,500
Grants To Individuals and Organizations	0	0	0
Contracted Fundraising Services	0	0	0
Good Purchased for Resale	0	0	0
Other Contracted Services	20,200	18,000	16,000
Other Operating Expenses	31,796	14,066	14,283
Subtotal, Operating Expenses	56,515	46,190	44,740
Capital Outlay	0	0	0
Total	108,315	97,990	95,760

Revenues by Category	Budgeted FY 09-10	Projected FY 09-10	Budgeted FY 10-11
City of Winston-Salem			
General Fund	9,490	9,490	9,260
Other Funds (CDBG, Occupancy Tax, etc)	0		
Forsyth County	60,000	60,000	60,000
State of North Carolina	23,000	23,000	23,000
Federal Government	2,000	2,000	0
Admissions/Program Revenue/Sales	0	0	0
Memberships	500	0	0
Donations	2,500	0	0
Foundation Grants	0	0	0
Interest and Investment Income	500	125	0
Parent Organization	0	0	0
Other	10,325	3,500	3,500
Total	108,315	97,990	95,760

JULY 1, 2010

EXHIBIT B: WORK PROGRAM

Please see Attached Activity Information

Performance Information by Activity				
Organization Name: Coalition for Drug Abuse Prevention				
Activity: Disseminate alcohol and other drug information				
Goals:				
1. To coordinate the Red Ribbon Awareness Campaign in October				
2. To coordinate the Promise Tree Safe Celebrating Project in December				
3. To coordinate the Family Day Campaign in September				
4. To maintain a clearinghouse of prevention materials, alcohol and other drug statistics, and other information to promote knowledge of prevention among area residents				
Performance Measurements				
	Actual	Objective	Projected	Objective
Effectiveness:	08-09	09-10	09-10	10-11
# Red Ribbon child/parent packets distributed	1,000	1,000	1,000	250
# Safe celebrating guides/recipe books distributed	1,250	750	523	150
# Family Day fliers distributed	28,000	25,000	30,000	25,000
# Requests for information – Clearinghouse	100	100	53	25
Efficiency:				
Workload Indicators:				
# Citizens in Winston-Salem/Forsyth County 338,774				
# targeted populations - 3				
FY 09-10 Program Accomplishments:				
The Coalition continued to participate with a state network of coalitions to work to prevent underage drinking. Coalition staff co-chaired a state-wide anti-drug coalition committee as part of the NC Substance Abuse Prevention Providers Association. The Coalition partnered with the WS/FC Schools and CenterPoint Human Services to increase distribution of Family Day materials to all elementary and middle school families.				
FY 10-11 Key Objectives:				
To maintain the momentum of reaching parents during the Red Ribbon Campaign. To continue promoting Family Day objectives through local partnerships.				

Performance Information by Activity**Organization Name:** Coalition for Drug Abuse Prevention**Activity:** Provide prevention education presentations and opportunities for collaboration**Goals:**

1. To provide prevention education programming at general Coalition meetings
2. To provide prevention education presentations and displays as requested by members of the community
3. To provide monthly opportunities for networking and collaboration among prevention service providers and other interested parties
- 4.

Performance Measurements**Effectiveness:**

	Actual 08-09	Objective 09-10	Projected 09-10	Objective 10-11
# Presentations at Coalition meetings	10	10	10	10
# Requests for community presentations and displays	48	50	50	50

Efficiency:**Workload Indicators:**

# Monthly Coalition meetings	10	10	10	10
# Requests from past year	40			

FY 09-10 Program Accomplishments:

The Coalition continued to provide a forum for exchange of information and to keep members and others current with prevention research.

FY 10-11 Key Objectives:

To present at least 50 displays and presentations

Performance Information by Activity**Organization Name:** Coalition for Drug Abuse Prevention**Activity:** Promote parent involvement in prevention**Goals:**

1. To promote the Talk It Up, Lock It Up! Campaign to reduce youth access to alcohol in the home
- 2.
- 3.
- 4.

Performance Measurements**Effectiveness:**

Events

Actual**08-09****Objective****09-10****Projected****09-10****Objective****10-11**

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Efficiency:**Workload Indicators:****FY 09-10 Program Accomplishments:**

The Coalition partnered with other organizations in NC to implement a statewide campaign

FY 10-11 Key Objectives:

To increase parent awareness of youth access to alcohol in the home and to decrease that access.

Performance Information by Activity**Organization Name:** Coalition for Drug Abuse Prevention**Activity:** Promote grassroots activity to prevent alcohol and other drug problems**Goals:**

1. To provide technical assistance to neighborhood/grassroots groups to prevent alcohol and other drug problems.
2. To recognize grassroots/neighborhood involvement in prevention through the Community Service Awards.
- 3.
- 4.

Performance Measurements

	Actual	Objective	Projected	Objective
	08-09	09-10	09-10	10
Effectiveness:				
# Neighborhoods served	13	13	15	15
# Community Service Awards presented	5	5	4	5

Efficiency:**Workload Indicators:**

Low income families – 15,409 with under \$20,000 annual income

FY 09-10 Program Accomplishments:

Four individuals and groups were recognized for their work in preventing alcohol and other drug problems in Winston-Salem.

FY 10-11 Key Objectives:

To continue to promote grassroots involvement in prevention through capacity building and by creating partnerships among groups and neighborhoods.

WINSTON-SALEM/FORSYTH COUNTY COALITION FOR DRUG ABUSE PREVENTION

JULY 1, 2010

EXHIBIT C: RESTRICTIONS AND CONDITIONS

1. The Grantee will submit quarterly narrative activity and financial reports to the City as provided for in Exhibit D.

1. Payment to the Grantee will be made quarterly after each financial report is submitted to the City. The Project Graduation Grant will be included in full with the fourth quarter payment.

3. Funds paid in accordance with this contract are to be used to finance the general operations of the Grantee and to subsidize the use of City facilities for Project Graduation.

4. City funds shall not be used to pay for private club memberships.

WINSTON-SALEM/FORSYTH COUNTY COALITION FOR DRUG ABUSE PREVENTION

JULY 1, 2010

EXHIBIT D: REPORT REQUIREMENTS

1. The Grantee will submit quarterly financial reports, detailing the expenditures and revenues of its operation to the City.
2. The Grantee will submit a copy of its 2010-2011 Return of Organization Exempt Form Income Tax (IRS Form 990).
3. The Grantee will submit an audited financial report concerning all funds expended and received at the end of the fiscal year.
4. The Grantee will submit a separate accounting of actual expenses and revenues associated with Project Graduation, highlighting the purpose to which City funds were targeted.
5. The Grantee will submit a narrative report of the activities performed by the grantee in accomplishing its fiscal year 2010-2011 Work Program.