

PROFESSIONAL SERVICES AGREEMENT

CONTRACT NO. 1453-13604C

**VIOLENCE PREVENTION, INTERVENTION AND REDUCTION
DEMONSTRATION GRANTS**

BETWEEN



COOK COUNTY GOVERNMENT

COOK COUNTY JUSTICE ADVISORY COUNCIL

AND

YOUTH SERVICE PROJECT

**APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS**

SEP 10 2014

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PROFESSIONAL SERVICES AGREEMENT

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Exhibit 2	Schedule of Compensation
Exhibit 3	Evidence of Insurance
Exhibit 4	Economic Disclosure Statement Forms

AGREEMENT

This Agreement is made and entered into by and between the County of Cook, a public body corporate of the State of Illinois, on behalf of Office of the Chief Procurement Officer hereinafter referred to as "County" and Youth Service Project, doing business as a Not-for-Profit of the State of Illinois, hereinafter referred to as "Contractor".

BACKGROUND

The County of Cook issued a Request for Proposals "RFP" for Violence Prevention, Intervention and Reduction Demonstration Grants. Proposals were evaluated in accordance with the evaluation criteria published in the RFP. The Contractor was selected based on the proposal submitted and evaluated by the County representatives.

Contractor represents that it has the professional experience and expertise to provide the necessary services and further warrants that it is ready, willing and able to perform in accordance with the terms and conditions as set forth in this Agreement.

NOW, THEREFORE, the County and Contractor agree as follows:

TERMS AND CONDITIONS

ARTICLE 1: INCORPORATION OF BACKGROUND

The Background information set forth above is incorporated by reference as if fully set forth here.

ARTICLE 2: DEFINITIONS

a) Definitions

The following words and phrases have the following meanings for purposes of this Agreement:

"**Additional Services**" means those services which are within the general scope of Services of this Agreement, but beyond the description of services required under Article 3, and all services reasonably necessary to complete the Additional Services to the standards of performance required by this Agreement. Any Additional Services requested by the Department require the approval of the Chief Procurement Officer in a written modification to this Agreement before Contractor is obligated to perform those Additional Services and before the County becomes obligated to pay for those Additional Services.

"Agreement" means this Professional Services Agreement, including all exhibits attached to it and incorporated in it by reference, and all amendments, modifications or revisions made in accordance with its terms.

"Chief Procurement Officer" means the Chief Procurement Officer for the County of Cook and any representative duly authorized in writing to act on his behalf.

"Department" means the Cook County Using Department.

"Services" means, collectively, the services, duties and responsibilities described in Article 3 of this Agreement and any and all work necessary to complete them or carry them out fully and to the standard of performance required in this Agreement.

"Subcontractor" means any person or entity with whom Contractor contracts to provide any part of the Services, including subcontractors and subcontractors of any tier, suppliers and materials providers, whether or not in privity with Contractor.

b) Interpretation

- i) The term **"include"** (in all its forms) means "include, without limitation" unless the context clearly states otherwise.
- ii) All references in this Agreement to Articles, Sections or Exhibits, unless otherwise expressed or indicated are to the Articles, Sections or Exhibits of this Agreement.
- iii) Words importing persons include firms, associations, partnerships, trusts, corporations and other legal entities, including public bodies, as well as natural persons.
- iv) Any headings preceding the text of the Articles and Sections of this Agreement, and any table of contents or marginal notes appended to it, are solely for convenience or reference and do not constitute a part of this Agreement, nor do they affect the meaning, construction or effect of this Agreement.
- v) Words importing the singular include the plural and vice versa. Words of the masculine gender include the correlative words of the feminine and neuter genders.
- vi) All references to a number of days mean calendar days, unless expressly indicated otherwise.

c) **Incorporation of Exhibits**

The following attached Exhibits are made a part of this Agreement:

Exhibit 1	Scope of Services
Exhibit 2	Schedule of Compensation
Exhibit 3	Evidence of Insurance
Exhibit 4	Economic Disclosure Statement Forms

ARTICLE 3: DUTIES AND RESPONSIBILITIES OF CONTRACTOR

a) **Scope of Services**

This description of Services is intended to be general in nature and is neither a complete description of Contractor's Services nor a limitation on the Services that Contractor is to provide under this Agreement. Contractor must provide the Services in accordance with the standards of performance set forth in Section 3c. The Services that Contractor must provide include, but are not limited to, those described in Exhibit 1, Scope of Services and Time Limits for Performance, which is attached to this Agreement and incorporated by reference as if fully set forth here.

b) **Deliverables**

In carrying out its Services, Contractor must prepare or provide to the County various Deliverables. "**Deliverables**" include work product, such as written reviews, recommendations, reports and analyses, produced by Contractor for the County.

The County may reject Deliverables that do not include relevant information or data, or do not include all documents or other materials specified in this Agreement or reasonably necessary for the purpose for which the County made this Agreement or for which the County intends to use the Deliverables. If the County determines that Contractor has failed to comply with the foregoing standards, it has 30 days from the discovery to notify Contractor of its failure. If Contractor does not correct the failure, if it is possible to do so, within 30 days after receipt of notice from the County specifying the failure, then the County, by written notice, may treat the failure as a default of this Agreement under Article 9.

Partial or incomplete Deliverables may be accepted for review only when required for a specific and well-defined purpose and when consented to in advance by the County. Such Deliverables will not be considered as satisfying the requirements of this Agreement and partial or incomplete Deliverables in no way relieve Contractor of its commitments under this Agreement.

c) Standard of Performance

Contractor must perform all Services required of it under this Agreement with that degree of skill, care and diligence normally shown by a Contractor performing services of a scope and purpose and magnitude comparable with the nature of the Services to be provided under this Agreement. Contractor acknowledges that it is entrusted with or has access to valuable and confidential information and records of the County and with respect to that information, Contractor agrees to be held to the standard of care of a fiduciary.

Contractor must assure that all Services that require the exercise of professional skills or judgment are accomplished by professionals qualified and competent in the applicable discipline and appropriately licensed, if required by law. Contractor must provide copies of any such licenses. Contractor remains responsible for the professional and technical accuracy of all Services or Deliverables furnished, whether by Contractor or its Subcontractors or others on its behalf. All Deliverables must be prepared in a form and content satisfactory to the Department and delivered in a timely manner consistent with the requirements of this Agreement.

If Contractor fails to comply with the foregoing standards, Contractor must perform again, at its own expense, all Services required to be re-performed as a direct or indirect result of that failure. Any review, approval, acceptance or payment for any of the Services by the County does not relieve Contractor of its responsibility for the professional skill and care and technical accuracy of its Services and Deliverables. This provision in no way limits the County's rights against Contractor either under this Agreement, at law or in equity.

d) Personnel

i) Adequate Staffing

Contractor must, upon receiving a fully executed copy of this Agreement, assign and maintain during the term of this Agreement and any extension of it an adequate staff of competent personnel that is fully equipped, licensed as appropriate, available as needed, qualified and assigned exclusively to perform the Services. Contractor must include among its staff the Key Personnel and positions as identified below. The level of staffing may be revised from time to time by notice in writing from Contractor to the County and with written consent of the County, which consent the County will not withhold unreasonably. If the County fails to object to the revision within 14 days after receiving the notice, then the revision will be considered accepted by the County.

ii) **Key Personnel**

Contractor must not reassign or replace Key Personnel without the written consent of the County, which consent the County will not unreasonably withhold. "Key Personnel" means those job titles and the persons assigned to those positions in accordance with the provisions of this Section 3.d(ii). The Department may at any time in writing notify Contractor that the County will no longer accept performance of Services under this Agreement by one or more Key Personnel listed. Upon that notice Contractor must immediately suspend the services of the key person or persons and must replace him or them in accordance with the terms of this Agreement. A list of Key Personnel is found in Exhibit 1, Scope of Services.

iii) **Salaries and Wages**

Contractor and Subcontractors must pay all salaries and wages due all employees performing Services under this Agreement unconditionally and at least once a month without deduction or rebate on any account, except only for those payroll deductions that are mandatory by law or are permitted under applicable law and regulations. If in the performance of this Agreement Contractor underpays any such salaries or wages, the Comptroller for the County may withhold, out of payments due to Contractor, an amount sufficient to pay to employees underpaid the difference between the salaries or wages required to be paid under this Agreement and the salaries or wages actually paid these employees for the total number of hours worked. The amounts withheld may be disbursed by the Comptroller for and on account of Contractor to the respective employees to whom they are due. The parties acknowledge that this Section 3.d(iii) is solely for the benefit of the County and that it does not grant any third party beneficiary rights.

e) **Minority and Women's Business Enterprises Commitment**

In the performance of this Agreement, including the procurement and lease of materials or equipment, Contractor must abide by the minority and women's business enterprise commitment requirements of the Cook County Ordinance, (Article IV, Section 34-267 through 272) except to the extent waived by the Compliance Director. Contractor's completed MBE/WBE Utilization Plan evidencing its compliance with this requirement are a part of this Agreement, in Section 1 of the Economic Disclosure Statement, upon acceptance by the Compliance Director. Contractor must utilize minority and women's business enterprises at the greater of the amounts committed to by the Contractor for this Agreement in accordance with Section 1 of the Economic Disclosure Statement .

f) Insurance

Prior to the effective date of this Contract, the Contractor, at its cost, shall secure and maintain at all times, unless specified otherwise, until completion of the term of this Contract the insurance specified below.

Nothing contained in these insurance requirements is to be construed as limiting the extent of the Contractor's responsibility for payment of damages resulting from its operations under this Contract.

Contractor shall require all Subcontractors to provide the insurance required in this Agreement, or Contractor may provide the coverages for Subcontractors. All Subcontractors are subject to the same insurance requirements as Contractor or as specified otherwise. Contractor is responsible for any deductibles or self-insured retentions.

The Cook County Department of Risk Management maintains the right to modify, delete, alter or change these requirements.

Coverages

i) Workers Compensation Insurance

Workers' Compensation shall be in accordance with the laws of the State of Illinois or any other applicable jurisdiction.

The Workers Compensation policy shall also include the following provisions:

- (1) Employers' Liability coverage with a limit of:
\$500,000 each Accident
\$500,000 each Employee
\$500,000 Policy Limit for Disease

ii) Commercial General Liability Insurance

The Commercial General Liability shall be on an occurrence form basis (ISO Form CG 0001 or equivalent) to cover bodily injury, personal injury and property damage.

- (1) Each Occurrence \$ 1,000,000
- (2) General Aggregate \$ 2,000,000

The General Liability policy shall include the following coverages:

- (1) All premises and operations;
- (2) Contractual Liability;
- (3) Products/Completed Operations;
- (4) Severability of interest/separation of insureds clause

iii) **Commercial Automobile Liability Insurance**

When any vehicles are used in the performance of this contract, Contractor shall secure Automobile Liability Insurance for bodily injury and property damage arising from the Ownership, maintenance or use of owned, hired and non-owned vehicles with a limit no less than \$1,000,000 per accident.

iv) **Professional Liability**

Contractor shall secure Professional Liability insurance covering any and all claims arising out of the performance or nonperformance of professional services for the County under this Agreement. This professional liability insurance shall remain in force for the life of the Contractor's obligations under this Agreement, and shall have a limit of liability of not less than \$1,000,000 per claim with a deductible of not more than \$100,000. If any such policy is written on a claims made form, the retroactive date shall be prior to or coincident with the effective date of this contract. Claims made form coverage, or extended reporting following the expiration or termination of this contract, shall be maintained by the Contractor for a minimum of two years following the expiration or early termination of this contract and the Contractor shall annually provide the County with proof of renewal.

Additional requirements

i) **Additional Insured**

The required insurance policies, with the exception of the Workers Compensation and Professional Liability, shall name Cook County, its officials, employees and agents as additional insureds with respect to operations performed. Contractor's insurance shall be primary and non-contributory with any insurance or self-insurance maintained by Cook County.

ii) **Qualification of Insurers**

All insurance companies providing coverage shall be licensed or approved by the Department of Insurance, State of Illinois, and shall have a financial rating no lower than (A-) VII as listed in A.M. Best's Key Rating Guide, current edition or interim report. Companies with ratings lower than (A-) VII will be acceptable only upon consent of the Cook County Department of Risk Management. The insurance limits required herein may be satisfied by a combination of primary, umbrella and/or excess liability insurance policies.

iii) **Insurance Notices**

The County will not allow the Contractor to commence any work under this Agreement until all insurance required under this Agreement is purchased and evidence of such is received and approved by the Chief Procurement Officer. Contractor shall provide the Office of the Chief Procurement Officer with thirty (30) days advance written notice in the event any required insurance will be cancelled, materially reduced or non-renewed. Contractor shall secure replacement coverage to comply with the stated insurance requirements and provide new certificates of insurance to the Office of the Chief Procurement Officer.

Prior to the date on which Contractor commences performance of its part of the work, Contractor shall furnish to the Office of the Chief Procurement Officer certificates of insurance maintained by Contractor. The receipt of any certificate of insurance does not constitute agreement by the County that the insurance requirements have been fully met or that the insurance policies indicated on the certificate of insurance are in compliance with insurance required above.

In no event shall any failure of the County to receive certificates of insurance required hereof or to demand receipt of such Certificates of Insurance be construed as a waiver of Contractor's obligations to obtain insurance pursuant to these insurance requirements.

iv) **Waiver of Subrogation Endorsements**

All insurance policies must contain a Waiver of Subrogation Endorsement in favor of Cook County.

g) Indemnification

The Contractor covenants and agrees to indemnify and save harmless the County and its commissioners, officials, employees, agents and representatives, and their respective heirs, successors and assigns, from and against any and all costs, expenses, attorney's fees, losses, damages and liabilities incurred or suffered directly or indirectly from or attributable to any claims arising out of or incident to the performance or nonperformance of the Contract by the Contractor, or the acts or omissions of the officers, agents, employees, contractors, subcontractors, licensees or invitees of the Contractor. The Contractor expressly understands and agrees that any Performance Bond or insurance protection required of the Contractor, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

h) Confidentiality and Ownership of Documents

Contractor acknowledges and agrees that information regarding this Contract is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by Contractor in any way, whether during the term of this Contract or at any time thereafter, except solely as required in the course of Contractor's performance hereunder. Contractor shall comply with the applicable privacy laws and regulations affecting County and will not disclose any of County's records, materials, or other data to any third party. Contractor shall not have the right to compile and distribute statistical analyses and reports utilizing data derived from information or data obtained from County without the prior written approval of County. In the event such approval is given, any such reports published and distributed by Contractor shall be furnished to County without charge.

All documents, data, studies, reports, work product or product created as a result of the performance of the Contract (the "Documents") shall be included in the Deliverables and shall be the property of the County of Cook. It shall be a breach of this Contract for the Contractor to reproduce or use any documents, data, studies, reports, work product or product obtained from the County of Cook or any Documents created hereby, whether such reproduction or use is for Contractor's own purposes or for those of any third party. During the performance of the Contract Contractor shall be responsible of any loss or damage to the Documents while they are in Contractor's possession, and any such loss or damage shall be restored at the expense of the Contractor. The County and its designees shall be afforded full access to the Documents and the work at all times.

i) Patents, Copyrights and Licenses

If applicable, Contractor shall furnish the Chief Procurement Officer with all licenses required for the County to utilize any software, including firmware or middleware, provided by Contractor as part of the Deliverables. Such licenses shall be clearly marked with a reference to the number of this County Contract. Contractor shall also furnish a copy of such licenses to the Chief Procurement Officer. Unless otherwise stated in these Contract documents, such licenses shall be perpetual and shall not limit the number of persons who may utilize the software on behalf of the County.

Contractor agrees to hold harmless and indemnify the County, its officers, agents, employees and affiliates from and defend, at its own expense (including reasonable attorneys', accountants' and Contractors' fees), any suit or proceeding brought against County based upon a claim that the ownership and/or use of equipment, hardware and software or any part thereof provided to the County or utilized in performing Contractor's services constitutes an infringement of any patent, copyright or license or any other property right.

In the event the use of any equipment, hardware or software or any part thereof is enjoined, Contractor with all reasonable speed and due diligence shall provide or otherwise secure for County, at the Contractor's election, one of the following: the right to continue use of the equipment, hardware or software; an equivalent system having the Specifications as provided in this Contract; or Contractor shall modify the system or its component parts so that they become non-infringing while performing in a substantially similar manner to the original system, meeting the requirements of this Contract.

j) Examination of Records and Audits

The Contractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after the final payment under the Contract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices, and records of the Contractor related to the Contract, or to Contractor's compliance with any term, condition or provision thereof. The Contractor shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Contract.

The Contractor further agrees that it shall include in all of its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after final payment under the subcontract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices and records of such subcontractor involving transactions relating to the subcontract, or to such subcontractor's compliance with any term, condition or provision thereunder or under the Contract.

In the event the Contractor receives payment under the Contract, reimbursement for which is later disallowed by the County, the Contractor shall promptly refund the disallowed amount to the County on request, or at the County's option, the County may credit the amount disallowed from the next payment due or to become due to the Contractor under any contract with the County.

To the extent this Contract pertains to Deliverables which may be reimbursable under the Medicaid or Medicare Programs, Contractor shall retain and make available upon request, for a period of four (4) years after furnishing services pursuant to this Agreement, the contract, books, documents and records which are necessary to certify the nature and extent of the costs of such services if requested by the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives. If Contractor carries out any of its duties under the Agreement through a subcontract with a related organization involving a value of cost of \$10,000.00 or more over a 12 month period, Contractor will cause such subcontract to contain a clause to the effect that, until the expiration of four years after the furnishing of any service pursuant to said subcontract, the related organization will make available upon request of the Secretary of Health and Human Services or the Comptroller General of the United States or any of their duly authorized representatives, copies of said subcontract and any books, documents, records and other data of said related organization that are necessary to certify the nature and extent of such costs. This paragraph relating to the retention and production of documents is included because of possible application of Section 1861(v)(1)(I) of the Social Security Act to this Agreement; if this Section should be found to be inapplicable, then this paragraph shall be deemed inoperative and without force and effect.

k) Subcontracting or Assignment of Contract or Contract Funds

Once awarded, this Contract shall not be subcontracted or assigned, in whole or in part, without the advance written approval of the Chief Procurement Officer, which approval shall be granted or withheld at the sole discretion of the Chief Procurement Officer. In no case, however, shall such approval relieve the Contractor from its obligations or change the terms of the Contract. The Contractor shall not transfer or assign any Contract funds or any interest therein due or to become due without the advance written approval of the Chief Procurement Officer. The unauthorized subcontracting or assignment of the Contract, in whole or in part, or the unauthorized transfer or assignment of any Contract funds, either in whole or in part, or any interest therein, which shall be due or are to become due the Contractor shall have no effect on the County and are null and void.

Prior to the commencement of the Contract, the Contractor shall identify in writing to the Chief Procurement Officer the names of any and all subcontractors it intends to use in the performance of the Contract. The Chief Procurement Officer shall have the right to disapprove any subcontractor. Identification of subcontractors to the Chief Procurement Officer shall be in addition to any communications with County offices other than the Chief Procurement Officer. All subcontractors shall be subject to the terms of this Contract. Contractor shall incorporate into all subcontracts all of the provisions of the Contract which affect such subcontract. Copies of subcontracts shall be provided to the Chief Procurement Officer upon request.

The Contractor must disclose the name and business address of each subcontractor, attorney, lobbyist, accountant, Contractor and any other person or entity whom the Contractor has retained or expects to retain in connection with the Matter, as well as the nature of the relationship, and the total amount of the fees paid or estimated to be paid. The Contractor is not required to disclose employees who are paid or estimated to be paid. The Contractor is not required to disclose employees who are paid solely through the contractor's regular payroll. "Lobbyist" means any person or entity who undertakes to influence any legislation or administrative action on behalf of any person or entity other than: (1) a not-for-profit entity, on an unpaid basis, or (2), himself. "Lobbyist" also means any person or entity any part of whose duties as an employee of another includes undertaking to influence any legislative or administrative action. If the Contractor is uncertain whether a disclosure is required under this Section, the Contractor must either ask the County, whether disclosure is required or make the disclosure.

The County reserves the right to prohibit any person from entering any County facility for any reason. All contractors and subcontractors of the Contractor shall be accountable to the Chief Procurement Officer or his designee while on any County property and shall abide by all rules and regulations imposed by the County.

D) Professional Social Services

In accordance with 34-146, of the Cook County Procurement Code, all Contractors or providers providing services under a Professional Social Service Contracts or Professional Social Services Agreements, shall submit an annual performance report to the Using Agency, i.e., the agency for whom the Contractor or provider is providing the professional social services, that includes but is not limited to relevant statistics, an empirical analysis where applicable, and a written narrative describing the goals and objectives of the contract or agreement and programmatic outcomes. The annual performance report shall be provided and reported to the Cook County Board of Commissioners by the applicable Using Agency within forty-five days of receipt. Failure of the Contractor or provider to provide an annual performance report will be considered a breach of contract or agreement by the Contractor or provider, and may result in termination of the Contract or agreement.

For purposes of this Section, a Professional Social Service Contract or Professional Social Service Agreement shall mean any contract or agreement with a social service provider, including other governmental agencies, nonprofit organizations, or for profit business enterprises engaged in the field of and providing social services, juvenile justice, mental health treatment, alternative sentencing, offender rehabilitation, recidivism reduction, foster care, substance abuse treatment, domestic violence services, community transitioning services, intervention, or such other similar services which provide mental, social or physical treatment and services to individuals. Said Professional Social Service Contracts or Professional Social Service Agreements do not include CCHHS managed care contracts that CCHHS may enter into with health care providers.

ARTICLE 4: TERM OF PERFORMANCE

a) Term of Performance

This Agreement takes effect when approved by the Chief Procurement Officer and its term shall begin on October 1, 2014 ("**Effective Date**") and continues until September 30, 2015, or until this Agreement is terminated in accordance with its terms.

b) Timeliness of Performance

- i) Contractor must provide the Services and Deliverables within the term and within the time limits required under this Agreement, pursuant to the provisions of Section 4.a and Exhibit 1. Further, Contractor acknowledges that **TIME IS OF THE ESSENCE** and that the failure of Contractor to comply with the time limits described in this Section 4.b may result in economic or other losses to the County.
- ii) Neither Contractor nor Contractor's agents, employees or Subcontractors are entitled to any damages from the County, nor is any party entitled to be reimbursed by the County, for damages, charges or other losses or expenses incurred by Contractor by reason of delays or hindrances in the performance of the Services, whether or not caused by the County.

c) Agreement Extension Option

The Chief Procurement Officer may at any time before this Agreement expires elect to extend this Agreement under the same terms and conditions as this original Agreement, except as provided otherwise in this Agreement, by notice in writing to Contractor. After notification by the Chief Procurement Officer, this Agreement must be modified to reflect the time extension in accordance with the provisions of Section 10.c.

ARTICLE 5: COMPENSATION

a) Basis of Payment

The County will pay Contractor according to the Schedule of Compensation in the attached Exhibit 2 for the successful completion of services.

b) Method of Payment

All invoices submitted by the Contractor shall be in accordance with the cost provisions according to the Schedule of Compensation in the attached Exhibit 2. The invoices shall contain a detailed description of the Deliverables for which payment is requested. All invoices shall reflect the amounts invoiced by and the amounts paid to the Contractor as of the date of the invoice, and shall be submitted together with a properly completed County Voucher form (29A). Invoices for new charges shall not include "past due" amounts, if any, which amounts must be set forth on a separate invoice. No payments shall be made with respect to invoices which do not include the County Voucher form or which otherwise fail to comply with the requirements of this paragraph. Contractor shall not be entitled to invoice the County for any late fees or other penalties.

c) Funding

The source of funds for payments under this Agreement is identified in Exhibit 2, Schedule of Compensation. Payments under this Agreement must not exceed the dollar amount shown in Exhibit 2 without a written amendment in accordance with Section 10.c.

d) Non-Appropriation

If no funds or insufficient funds are appropriated and budgeted in any fiscal period of the County for payments to be made under this Agreement, then the County will notify Contractor in writing of that occurrence, and this Agreement will terminate on the earlier of the last day of the fiscal period for which sufficient appropriation was made or whenever the funds appropriated for payment under this Agreement are exhausted. Payments for Services completed to the date of notification will be made to Contractor. No payments will be made or due to Contractor and under this Agreement beyond those amounts appropriated and budgeted by the County to fund payments under this Agreement.

e) Taxes

Federal Excise Tax does not apply to materials purchased by the County by virtue of Exemption Certificate No. 36-75-0038K. Illinois Retailers' Occupation Tax, Use Tax and Municipal Retailers' Occupation Tax do not apply to deliverables, materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-05.

f) Price Reduction

If at any time after the contract award, Contractor makes a general price reduction in the price of any of the Deliverables, the equivalent price reduction based on similar quantities and/or considerations shall apply to this Contract for the duration of the Contract period. For purposes of this Section 5.f., Price Reduction, a general price reduction shall include reductions in the effective price charged by Contractor by reason of rebates, financial incentives, discounts, value points or other benefits with respect to the purchase of the Deliverables. Such price reductions shall be effective at the same time and in the same manner as the reduction Contractor makes in the price of the Deliverables to its prospective customers generally.

g) Contractor Credits

To the extent the Contractor gives credits toward future purchases of goods or services, financial incentives, discounts, value points or other benefits based on the purchase of the materials or services provided for under this Contract, such credits belong to the County and not any specific using department. Contractor shall reflect any such credits on its invoices and in the amounts it invoices the County.

ARTICLE 6: DISPUTES

Any dispute arising under the Contract between the County and Contractor shall be decided by the Chief Procurement Officer. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Chief Procurement Officer. Upon request of the Chief Procurement Officer, the party complained against shall respond to the complaint in writing within five days of such request. The Chief Procurement Officer will reduce her decision to writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Chief Procurement Officer will be final and binding. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. However, unless a notice is issued by the Chief Procurement Officer indicating that additional time is required to review a dispute, the parties may exercise their contractual remedies, if any, if no decision is made within sixty (60) days following notification to the Chief Procurement Officer of a dispute. No inference shall be drawn from the absence of a decision by the Chief Procurement Officer. Notwithstanding a dispute, Contractor shall continue to discharge all its obligations, duties and responsibilities set forth in the Contract during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

ARTICLE 7: COMPLIANCE WITH ALL LAWS

The Contractor shall observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner affect the performance of the Contract including, but not limited to, those County Ordinances set forth in the Certifications attached hereto and incorporated herein. Assurance of compliance with this requirement by the Contractor's employees, agents or subcontractors shall be the responsibility of the Contractor.

The Contractor shall secure and pay for all federal, state and local licenses, permits and fees required hereunder.

ARTICLE 8: SPECIAL CONDITIONS

a) Warranties and Representations

In connection with signing and carrying out this Agreement, Contractor:

- i) warrants that Contractor is appropriately licensed under Illinois law to perform the Services required under this Agreement and will perform no Services for which a professional license is required by law and for which Contractor is not appropriately licensed;
- ii) warrants it is financially solvent; it and each of its employees, agents and Subcontractors of any tier are competent to perform the Services required under this Agreement; and Contractor is legally authorized to execute and perform or cause to be performed this Agreement under the terms and conditions stated in this Agreement;
- iii) warrants that it will not knowingly use the services of any ineligible Contractor or Subcontractor for any purpose in the performance of its Services under this Agreement;
- iv) warrants that Contractor and its Subcontractors are not in default at the time this Agreement is signed, and have not been considered by the Chief Procurement Officer to have, within 5 years immediately preceding the date of this Agreement, been found to be in default on any contract awarded by the County ;

- v) represents that it has carefully examined and analyzed the provisions and requirements of this Agreement; it understands the nature of the Services required; from its own analysis it has satisfied itself as to the nature of all things needed for the performance of this Agreement; this Agreement is feasible of performance in accordance with all of its provisions and requirements, and Contractor warrants it can and will perform, or cause to be performed, the Services in strict accordance with the provisions and requirements of this Agreement;
- vi) represents that Contractor and, to the best of its knowledge, its Subcontractors are not in violation of the provisions of the Illinois Criminal Code, 720 ILCS 5/33E as amended; and
- vii) acknowledges that any certification, affidavit or acknowledgment made under oath in connection with this Agreement is made under penalty of perjury and, if false, is also cause for termination under Sections 9.a and 9.c.

b) Ethics

In addition to the foregoing warranties and representations, Contractor warrants:

- i) no officer, agent or employee of the County is employed by Contractor or has a financial interest directly or indirectly in this Agreement or the compensation to be paid under this Agreement except as may be permitted in writing by the Board of Ethics.
- ii) no payment, gratuity or offer of employment will be made in connection with this Agreement by or on behalf of any Subcontractors to the prime Contractor or higher tier Subcontractors or anyone associated with them, as an inducement for the award of a subcontract or order.

c) Joint and Several Liability

If Contractor, or its successors or assigns, if any, is comprised of more than one individual or other legal entity (or a combination of them), then under this Agreement, each and without limitation every obligation or undertaking in this Agreement to be fulfilled or performed by Contractor is the joint and several obligation or undertaking of each such individual or other legal entity.

d) Business Documents

At the request of the County, Contractor must provide copies of its latest articles of incorporation, by-laws and resolutions, or partnership or joint venture agreement, as applicable.

e) **Conflicts of Interest**

- i) No member of the governing body of the County or other unit of government and no other officer, employee or agent of the County or other unit of government who exercises any functions or responsibilities in connection with the Services to which this Agreement pertains is permitted to have any personal interest, direct or indirect, in this Agreement. No member of or delegate to the Congress of the United States or the Illinois General Assembly and no Commissioner of the Cook County Board or County employee is allowed to be admitted to any share or part of this Agreement or to any financial benefit to arise from it.
- ii) Contractor covenants that it, and to the best of its knowledge, its Subcontractors if any (collectively, "**Consulting Parties**"), presently have no direct or indirect interest and will not acquire any interest, direct or indirect, in any project or contract that would conflict in any manner or degree with the performance of its Services under this Agreement.
- iii) Upon the request of the County, Contractor must disclose to the County its past client list and the names of any clients with whom it has an ongoing relationship. Contractor is not permitted to perform any Services for the County on applications or other documents submitted to the County by any of Contractor's past or present clients. If Contractor becomes aware of a conflict, it must immediately stop work on the assignment causing the conflict and notify the County.
- iv) Without limiting the foregoing, if the Consulting Parties assist the County in determining the advisability or feasibility of a project or in recommending, researching, preparing, drafting or issuing a request for proposals or bid specifications for a project, the Consulting Parties must not participate, directly or indirectly, as a prime, subcontractor or joint venturer in that project or in the preparation of a proposal or bid for that project during the term of this Agreement or afterwards. The Consulting Parties may, however, assist the County in reviewing the proposals or bids for the project if none of the Consulting Parties have a relationship with the persons or entities that submitted the proposals or bids for that project.
- v) The Contractor further covenants that, in the performance of this Agreement, no person having any conflicting interest will be assigned to perform any Services or have access to any confidential information, as defined in Section 3.h of this Agreement. If the County, by the Chief Procurement Officer in his reasonable judgment, determines that any of Contractor's Services for others conflict with the Services Contractor is to render for the County under this Agreement, Contractor must terminate such other services immediately upon request of the County.

- vi) Furthermore, if any federal funds are to be used to compensate or reimburse Contractor under this Agreement, Contractor represents that it is and will remain in compliance with federal restrictions on lobbying set forth in Section 319 of the Department of the Interior and Related Agencies Appropriations Act for Fiscal year 1990, 31 U.S.C. § 1352, and related rules and regulations set forth at 54 Fed. Reg. 52,309 ff. (1989), as amended. If federal funds are to be used, Contractor must execute a Certification Regarding Lobbying, which will be attached as an exhibit and incorporated by reference as if fully set forth here.

f) Non-Liability of Public Officials

Contractor and any assignee or Subcontractor of Contractor must not charge any official, employee or agent of the County personally with any liability or expenses of defense or hold any official, employee or agent of the County personally liable to them under any term or provision of this Agreement or because of the County's execution, attempted execution or any breach of this Agreement.

ARTICLE 9: EVENTS OF DEFAULT, REMEDIES, TERMINATION, SUSPENSION AND RIGHT TO OFFSET

a) Events of Default Defined

The following constitute events of default:

- i) Any material misrepresentation, whether negligent or willful and whether in the inducement or in the performance, made by Contractor to the County.
- ii) Contractor's material failure to perform any of its obligations under this Agreement including the following:
 - (a) Failure due to a reason or circumstances within Contractor's reasonable control to perform the Services with sufficient personnel and equipment or with sufficient material to ensure the performance of the Services;
 - (b) Failure to perform the Services in a manner reasonably satisfactory to the Chief Procurement Officer or inability to perform the Services satisfactorily as a result of insolvency, filing for bankruptcy or assignment for the benefit of creditors;
 - (c) Failure to promptly re-perform within a reasonable time Services that were rejected as erroneous or unsatisfactory;

- (d) Discontinuance of the Services for reasons within Contractor's reasonable control; and
 - (e) Failure to comply with any other material term of this Agreement, including the provisions concerning insurance and nondiscrimination.
- iii) Any change in ownership or control of Contractor without the prior written approval of the Chief Procurement Officer, which approval the Chief Procurement Officer will not unreasonably withhold.
 - iv) Contractor's default under any other agreement it may presently have or may enter into with the County during the life of this Agreement. Contractor acknowledges and agrees that in the event of a default under this Agreement the County may also declare a default under any such other Agreements.
 - v) Failure to comply with Article 7 in the performance of the Agreement.
 - vi) Contractor's repeated or continued violations of County ordinances unrelated to performance under the Agreement that in the opinion of the Chief Procurement Officer indicate a willful or reckless disregard for County laws and regulations.

b) Remedies

The occurrence of any event of default permits the County, at the County's sole option, to declare Contractor in default. The Chief Procurement Officer may in his sole discretion give Contractor an opportunity to cure the default within a certain period of time, which period of time must not exceed 30 days, unless extended by the Chief Procurement Officer. Whether to declare Contractor in default is within the sole discretion of the Chief Procurement Officer and neither that decision nor the factual basis for it is subject to review or challenge under the Disputes provision of this Agreement.

The Chief Procurement Officer will give Contractor written notice of the default, either in the form of a cure notice ("**Cure Notice**"), or, if no opportunity to cure will be granted, a default notice ("**Default Notice**"). If the Chief Procurement Officer gives a Default Notice, he will also indicate any present intent he may have to terminate this Agreement, and the decision to terminate (but not the decision not to terminate) is final and effective upon giving the notice. The Chief Procurement Officer may give a Default Notice if Contractor fails to effect a cure within the cure period given in a Cure Notice. When a Default Notice with intent to terminate is given as provided in this Section 9.b and Article 11, Contractor must discontinue any Services, unless otherwise directed in the notice, and deliver all materials accumulated in the performance of this Agreement, whether completed or in the process, to the County. After giving a Default Notice, the County may invoke any or all of the following remedies:

- i) The right to take over and complete the Services, or any part of them, at Contractor's expense and as agent for Contractor, either directly or through others, and bill Contractor for the cost of the Services, and Contractor must pay the difference between the total amount of this bill and the amount the County would have paid Contractor under the terms and conditions of this Agreement for the Services that were assumed by the County as agent for the Contractor under this Section 9.b;
- ii) The right to terminate this Agreement as to any or all of the Services yet to be performed effective at a time specified by the County;
- iii) The right of specific performance, an injunction or any other appropriate equitable remedy;
- iv) The right to money damages;
- v) The right to withhold all or any part of Contractor's compensation under this Agreement;
- vi) The right to consider Contractor non-responsible in future contracts to be awarded by the County.

If the Chief Procurement Officer considers it to be in the County's best interests, he may elect not to declare default or to terminate this Agreement. The parties acknowledge that this provision is solely for the benefit of the County and that if the County permits Contractor to continue to provide the Services despite one or more events of default, Contractor is in no way relieved of any of its responsibilities, duties or obligations under this Agreement, nor does the County waive or relinquish any of its rights.

The remedies under the terms of this Agreement are not intended to be exclusive of any other remedies provided, but each and every such remedy is cumulative and is in addition to any other remedies, existing now or later, at law, in equity or by statute. No delay or omission to exercise any right or power accruing upon any event of default impairs any such right or power, nor is it a waiver of any event of default nor acquiescence in it, and every such right and power may be exercised from time to time and as often as the County considers expedient.

c) Early Termination

In addition to termination under Sections 9.a and 9.b of this Agreement, the County may terminate this Agreement, or all or any portion of the Services to be performed under it, at any time by a notice in writing from the County to Contractor. The County will give notice to Contractor in accordance with the provisions of Article 11. The effective date of termination will be the date the notice is received by Contractor or the date stated in the notice, whichever is later. If the County elects to terminate this Agreement in full, all Services to be provided under it must cease and all materials that may have been accumulated in performing this Agreement, whether completed or in the process, must be delivered to the County effective 10 days after the date the notice is considered received as provided under Article 11 of this Agreement (if no date is given) or upon the effective date stated in the notice.

After the notice is received, Contractor must restrict its activities, and those of its Subcontractors, to winding down any reports, analyses, or other activities previously begun. No costs incurred after the effective date of the termination are allowed. Payment for any Services actually and satisfactorily performed before the effective date of the termination is on the same basis as set forth in Article 5, but if any compensation is described or provided for on the basis of a period longer than 10 days, then the compensation must be prorated accordingly. No amount of compensation, however, is permitted for anticipated profits on unperformed Services. The County and Contractor must attempt to agree on the amount of compensation to be paid to Contractor, but if not agreed on, the dispute must be settled in accordance with Article 6 of this Agreement. The payment so made to Contractor is in full settlement for all Services satisfactorily performed under this Agreement.

Contractor must include in its contracts with Subcontractors an early termination provision in form and substance equivalent to this early termination provision to prevent claims against the County arising from termination of subcontracts after the early termination. Contractor will not be entitled to make any early termination claims against the County resulting from any Subcontractor's claims against Contractor or the County to the extent inconsistent with this provision.

If the County's election to terminate this Agreement for default under Sections 9.a and 9.b is determined in a court of competent jurisdiction to have been wrongful, then in that case the termination is to be considered to be an early termination under this Section 9.c.

d) Suspension

The County may at any time request that Contractor suspend its Services, or any part of them, by giving 15 days prior written notice to Contractor or upon informal oral, or even no notice, in the event of emergency. No costs incurred after the effective date of such suspension are allowed. Contractor must promptly resume its performance of the Services under the same terms and conditions as stated in this Agreement upon written notice by the Chief Procurement Officer and such equitable extension of time as may be mutually agreed upon by the Chief Procurement Officer and Contractor when necessary for continuation or completion of Services. Any additional costs or expenses actually incurred by Contractor as a result of recommencing the Services must be treated in accordance with the compensation provisions under Article 5 of this Agreement.

No suspension of this Agreement is permitted in the aggregate to exceed a period of 45 days within any one year of this Agreement. If the total number of days of suspension exceeds 45 days, Contractor by written notice may treat the suspension as an early termination of this Agreement under Section 9.c.

e) Right to Offset

i) In connection with performance under this Agreement:

The County may offset any excess costs incurred:

- (i) if the County terminates this Agreement for default or any other reason resulting from Contractor's performance or non-performance;
- (ii) if the County exercises any of its remedies under Section 9.b of this Agreement; or
- (iii) if the County has any credits due or has made any overpayments under this Agreement.

The County may offset these excess costs by use of any payment due for Services completed before the County terminated this Agreement or before the County exercised any remedies. If the amount offset is insufficient to cover those excess costs, Contractor is liable for and must promptly remit to the County the balance upon written demand for it. This right to offset is in addition to and not a limitation of any other remedies available to the County.

f) Delays

Contractor agrees that no charges or claims for damages shall be made by Contractor for any delays or hindrances from any cause whatsoever during the progress of any portion of this Contract.

g.) Prepaid Fees

In the event this Contract is terminated by either party, for cause or otherwise, and the County has prepaid for any Deliverables, Contractor shall refund to the County, on a prorated basis to the effective date of termination, all amounts prepaid for Deliverables not actually provided as of the effective date of the termination. The refund shall be made within fourteen (14) days of the effective date of termination.

ARTICLE 10: GENERAL CONDITIONS

a) Entire Agreement

i) General

This Agreement, and the exhibits attached to it and incorporated in it, constitute the entire agreement between the parties and no other warranties, inducements, considerations, promises or interpretations are implied or impressed upon this Agreement that are not expressly addressed in this Agreement.

ii) No Collateral Agreements

Contractor acknowledges that, except only for those representations, statements or promises expressly contained in this Agreement and any exhibits attached to it and incorporated by reference in it, no representation, statement or promise, oral or in writing, of any kind whatsoever, by the County, its officials, agents or employees, has induced Contractor to enter into this Agreement or has been relied upon by Contractor, including any with reference to: (i) the meaning, correctness, suitability or completeness of any provisions or requirements of this Agreement; (ii) the nature of the Services to be performed; (iii) the nature, quantity, quality or volume of any materials, equipment, labor and other facilities needed for the performance of this Agreement; (iv) the general conditions which may in any way affect this Agreement or its performance; (v) the compensation provisions of this Agreement; or (vi) any other matters, whether similar to or different from those referred to in (i) through (vi) immediately above, affecting or having any connection with this Agreement, its negotiation, any discussions of its performance or those employed or connected or concerned with it.

iii) **No Omissions**

Contractor acknowledges that Contractor was given an opportunity to review all documents forming this Agreement before signing this Agreement in order that it might request inclusion in this Agreement of any statement, representation, promise or provision that it desired or on that it wished to place reliance. Contractor did so review those documents, and either every such statement, representation, promise or provision has been included in this Agreement or else, if omitted, Contractor relinquishes the benefit of any such omitted statement, representation, promise or provision and is willing to perform this Agreement in its entirety without claiming reliance on it or making any other claim on account of its omission.

b) **Counterparts**

This Agreement is comprised of several identical counterparts, each to be fully signed by the parties and each to be considered an original having identical legal effect.

c) **Modifications and Amendments**

The parties may during the term of the Contract make modifications and amendments to the Contract but only as provided in this section. Such modifications and amendments shall only be made by mutual agreement in writing.

In the case of Contracts not approved by the Board, the Chief Procurement Officer may amend a contract provided that any such amendment does not extend the Contract by more than one (1) year, and further provided that the total cost of all such amendments does not increase the total amount of the Contract beyond \$150,000. Such action may only be made with the advance written approval of the Chief Procurement Officer. If the amendment extends the Contract beyond one (1) year or increases the total award amount beyond \$150,000, then Board approval will be required.

No County department or employee thereof has authority to make any modifications or amendments to this Contract. Any modifications or amendments to this Contract made without the express written approval of the Chief Procurement Officer is void and unenforceable.

Contractor is hereby notified that, except for modifications and amendments which are made in accordance with this Section 10.c, Modifications and Amendments, no County department or employee thereof has authority to make any modification or amendment to this Contract.

d) Governing Law and Jurisdiction

This Contract shall be governed by and construed under the laws of the State of Illinois. The Contractor irrevocably agrees that, subject to the County's sole and absolute election to the contrary, any action or proceeding in any way, manner or respect arising out of the Contract, or arising from any dispute or controversy arising in connection with or related to the Contract, shall be litigated only in courts within the Circuit Court of Cook County, State of Illinois, and the Contractor consents and submits to the jurisdiction thereof. In accordance with these provisions, Contractor waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Contract.

e) Severability

If any provision of this Agreement is held or considered to be or is in fact invalid, illegal, inoperative or unenforceable as applied in any particular case in any jurisdiction or in all cases because it conflicts with any other provision or provisions of this Agreement or of any constitution, statute, ordinance, rule of law or public policy, or for any other reason, those circumstances do not have the effect of rendering the provision in question invalid, illegal, inoperative or unenforceable in any other case or circumstances, or of rendering any other provision or provisions in this Agreement invalid, illegal, inoperative or unenforceable to any extent whatsoever. The invalidity, illegality, inoperativeness or unenforceability of any one or more phrases, sentences, clauses or sections in this Agreement does not affect the remaining portions of this Agreement or any part of it.

f) Assigns

All of the terms and conditions of this Agreement are binding upon and inure to the benefit of the parties and their respective legal representatives, successors and assigns.

g) Cooperation

Contractor must at all times cooperate fully with the County and act in the County's best interests. If this Agreement is terminated for any reason, or if it is to expire on its own terms, Contractor must make every effort to assure an orderly transition to another provider of the Services, if any, orderly demobilization of its own operations in connection with the Services, uninterrupted provision of Services during any transition period and must otherwise comply with the reasonable requests and requirements of the Department in connection with the termination or expiration.

h) Waiver

Nothing in this Agreement authorizes the waiver of a requirement or condition contrary to law or ordinance or that would result in or promote the violation of any federal, state or local law or ordinance.

Whenever under this Agreement the County by a proper authority waives Contractor's performance in any respect or waives a requirement or condition to either the County's or Contractor's performance, the waiver so granted, whether express or implied, only applies to the particular instance and is not a waiver forever or for subsequent instances of the performance, requirement or condition. No such waiver is a modification of this Agreement regardless of the number of times the County may have waived the performance, requirement or condition. Such waivers must be provided to Contractor in writing.

i) Independent Contractor

This Agreement is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, corporation or other formal business association or organization of any kind between Contractor and the County. The rights and the obligations of the parties are only those expressly set forth in this Agreement. Contractor must perform under this Agreement as an independent contractor and not as a representative, employee, agent, or partner of the County.

This Agreement is between the County and an independent contractor and, if Contractor is an individual, nothing provided for under this Agreement constitutes or implies an employer-employee relationship such that:

- i) The County will not be liable under or by reason of this Agreement for the payment of any compensation award or damages in connection with the Contractor performing the Services required under this Agreement.
- ii) Contractor is not entitled to membership in the County Pension Fund, Group Medical Insurance Program, Group Dental Program, Group Vision Care, Group Life Insurance Program, Deferred Income Program, vacation, sick leave, extended sick leave, or any other benefits ordinarily provided to individuals employed and paid through the regular payrolls of the County.
- iii) The County is not required to deduct or withhold any taxes, FICA or other deductions from any compensation provided to the Contractor.

j) Governmental Joint Purchasing Agreement

Pursuant to Section 4 of the Illinois Governmental Joint Purchasing Act (30 ILCS 525) and the Joint Purchase Agreement approved by the Cook County Board of Commissioners (April 9, 1965), other units of government may purchase goods or services under this contract.

ARTICLE 11: NOTICES

All notices required pursuant to this Contract shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if hand delivered or if deposited in the United States mail, postage prepaid, registered or certified, return receipt requested. Notice as provided herein does not waive service of summons or process.

If to the County: Justice Advisory Council
69 West Washington Street, Room 1110
Chicago, Illinois 60602
Attention: Sharrell Hibbler

and

Cook County Chief Procurement Officer
118 North Clark Street, Room 1018
Chicago, Illinois 60602
(Include County Contract Number on all notices)

If to Contractor: Youth Service Project
3942 West North Avenue
Chicago, Illinois 60647
Attention: Kenny Martin-Ocasio, Executive Director

Changes in these addresses must be in writing and delivered in accordance with the provisions of this Article 11. Notices delivered by mail are considered received three days after mailing in accordance with this Article 11. Notices delivered personally are considered effective upon receipt. Refusal to accept delivery has the same effect as receipt.

ARTICLE 12: AUTHORITY

Execution of this Agreement by Contractor is authorized by a resolution of its Board of Directors, if a corporation, or similar governing document, and the signature(s) of each person signing on behalf of Contractor have been made with complete and full authority to commit Contractor to all terms and conditions of this Agreement, including each and every representation, certification and warranty contained in it, including the representations, certifications and warranties collectively incorporated by reference in it.

EXHIBIT 1

Scope of Services

EXHIBIT 1

Scope of Services

Purpose

The Contractor's primary responsibility will be to provide services and/or programs in one or more of the targeted areas of behavioral health, education, skill building, community building, balanced and restorative justice, civic engagement, youth engagement, employment, or mentoring. The Contractor will define the number of individuals that it intends to serve.

Program Methodology

The Contractor must understand the impact of violence on victims, perpetrators, people who are both victims and perpetrators, families, and the community as whole and the intersection between environment, criminal justice, education, employment, interpersonal and intrapersonal skills, community involvement, and violence and the challenges for obtaining services and meaningful programming in the community.

The proposed model shall be based on an integrated team approach (this may include staff cooperation and communication, community collaboration, multiple service provider collaboration, etc.) and be adaptable and based on current realities. The proposed model shall specifically recognize and assess the roles of: history of trauma and violence; co-occurring disorders; family relationships; parenthood; peer supports; community stability and socialization; connectedness with societal values; education; income and employment; and ancillary services. Programs should utilize a strength and asset-based, motivational approach to treatment and skill building and selection of staff that have embraced this approach.

Programming shall focus on enhancing participants' functioning and behavior, developing skills for living a productive life within the community and engaging in behaviors that contribute to positive outcomes through job training, mentoring, balanced and restorative justice practices or other needed services. All with the overarching goal of reducing factors that put the individual at a higher risk of violence involvement. The goal should be to build off of these individual services to strengthen communities and reduce violence.

The Contractor shall offer a safe, supportive and encouraging environment that encourages trust, bonding, and connection. Staff selection should take into account the population being served with consideration to parity, economic challenges and cultural values. All programs shall work to reduce risk factors for violence and improve outcomes. Strategies may include cognitive-behavioral strategies that promote critical thinking and healthy decision-making. The overall focus shall be on enhancing participants' functioning and behavior, developing skills for living a productive life within the community and engaging in behaviors that contribute to positive outcomes in society.

The Contractor shall offer a safe, supportive and encouraging environment that encourages trust, bonding, and connection. Staff selection should take into account the population being served with consideration to parity, economic challenges and cultural values. The JAC expects equitable treatment by staff towards all participants throughout their course of treatment.

Project Component

The Contractor shall provide creative, but evidence based and promising model approaches to reducing violence. The expectation is that programs will provide innovative programming in a community friendly manner. The program shall maintain continuous focus on planning and implementation of services that support individuals and communities and shall work collaboratively with the initiatives that support services to reduce violence.

The Contractor shall be required to ensure confidentiality and shall agree that all information about its work and the work performed by the JAC shall remain confidential. This includes, and is not limited to, all information about the programs supplied to the Contractor by the JAC and the County.

Record Keeping Procedure

The JAC requires the Contractor to create and retain participant files service plans and records, when applicable. The participant record information shall include the participants' names, addresses and services provided.

Proposal Requirements

Contractor shall provide the following information, and each section should include at a minimum the following information:

- **Description of Problem**
Contractor shall provide a description of the problem that includes the prevalence of violence within the geographic area in which your organization hopes to serve, and the types of violence that are prominent in this geographic area.
- **Description of Target Population**
Contractor shall provide a description of the target population, including a demographic and geographic description of the target population to be served, along with an explanation as to why this population is at risk of being involved in violence.
- **Program Implementation Plan & Implementation Schedule**
Contractor shall provide a detailed description of the proposed scope of work, implementation plan & implementation schedule designed to increase agency/organizational capacity and any new services provided. Contractor shall clearly describe the intervention(s) and service supports proposed for this grant opportunity, and provide a clear program schedule that specifically outlines the amount of time (and frequency) devoted to program activities. This plan shall explain how the program implementation schedule will be supported by and executed by appropriate staffing.

- **Expected Outcomes**

Contractor shall provide the programs expected outcomes, including program outcomes that will be achieved by the target population, and how the organization will measure these outcomes.

- **Planning & Preparation Activities**

Contractor shall provide the planning & preparation activities, including planning activities the organization intends to engage in for preparation of program execution.



Executive Summary

Youth Service Project (YSP) and Blocks Together are jointly proposing to expand and enhance Restorative Justice based programming to justice-involved and disconnected young people and young adults, ages 14 to 21, in the Humboldt Park community through the Humboldt Park Youth Restorative Community Initiative. This initiative expands already local Restorative Justice work that Blocks Together has been coordinating while supporting the youth and their families with evidence-based trauma and positive youth development services. This initiative will provide 92 hours of programming to four cohorts of 15 youth (60 total) to train and support participants in peace-making practices and skills to help struggling young people, with the goal of reducing violence in the Humboldt Park community. This initiative diverts young people who reside in the Humboldt Park community from the Juvenile Justice System, prevents escalated violence through a continuum of trauma informed services to address social and emotional issues with young people, and begins to prepare youth for employment.

Blocks Together staff, led by Cecile Marie Carrell and Caroline Gaete-Tapia, will facilitate 60 hours of restorative justice training for each youth. Activities will include restorative justice chat intake, peace circles with involved parties, training on peace circle facilitation, and community service hours completed through the training of other young people at the Hub. This also includes Restorative Justice awareness activities and events.

YSP staff will facilitate 16 hours of trauma and 16 hours of career and job readiness groups. Allen Ratliff and YSP's clinical team will facilitate Structured Psychotherapy for Adolescents Responding to Chronic Stress group intervention, which is specifically designed to address chronically traumatized adolescents who may still be living with ongoing stress and may be experiencing problems in several areas of functioning. Kara Carrell, will facilitate job and career readiness activities designed around the unique needs of youth who may have a criminal record that inhibits employment. Juvenile Justice Specialist, Terrell Campbell, will provide comprehensive case management services to all participants. In addition, YSP's staff will assess participants and provide appropriate clinical and treatment services that include individual counseling, drug treatment, and family therapy.

Sally Mason, PhD, LCSW, of the University of Illinois at Chicago's Institute for Juvenile Research will conduct the independent evaluation for this initiative.

This initiative is designed to help youth recognize and employ healthy boundaries, to behave in a socially appropriate fashion, to build knowledge and skills with professional applications, to help youth and young adults cope more effectively in the moment, enhance self-efficacy, connect with others and establish supportive relationships, cultivate awareness, create meaning in their

lives, and to view themselves as active agents in their own achievement. Achieving these goals, which are fundamental components of restorative youth development, are intended to help young people build a sense of overall capacity and will directly change the behaviors of young people and prevent violence.

Memorandum of Agreement
between
Youth Service Project
and
Blocks Together

This agreement is entered into between **Youth Service Project** ("YSP") and the **Blocks Together** ("BT"). The purpose of this agreement is to collaborate on providing supportive and positive youth development services to disconnected, justice involved, and high-risk youth in the Humboldt Park community through the Violence Prevention, Intervention, and Reduction Demonstration Grant (\$100,000) (RFP# No. 1453-13604) grant funding.

YSP works with youth by cultivating relationships through safe, supportive, and creative programming to maximize their strengths and navigate their lives (YSP Mission Statement). YSP's services include trauma-informed mentoring, career and workforce readiness, mental health, drug treatment, leadership, and after school services.

BT is firmly committed to the idea that collective leadership by those most affected by an issue is the way to build lasting change. BT's services include work through the lens of racial justice and human rights.

YSP and BT have come together to collaborate and make an application for the Violence Prevention grant, that supports the youth of the Humboldt Park community.

Commitment to Partnership:

1. The collaboration service area includes the Humboldt Park community.
2. The partners agree to collaborate and provide supportive and positive youth development services to disconnected, justice involved, and high risk, ages 14 - 21 pursuant to the program narrative of their grant application attached to this agreement.
3. We, the undersigned, have read and agree with this Memorandum of Agreement.

Cecile Carroll 5-21-14
Signature Date

Cecile Carroll
Name

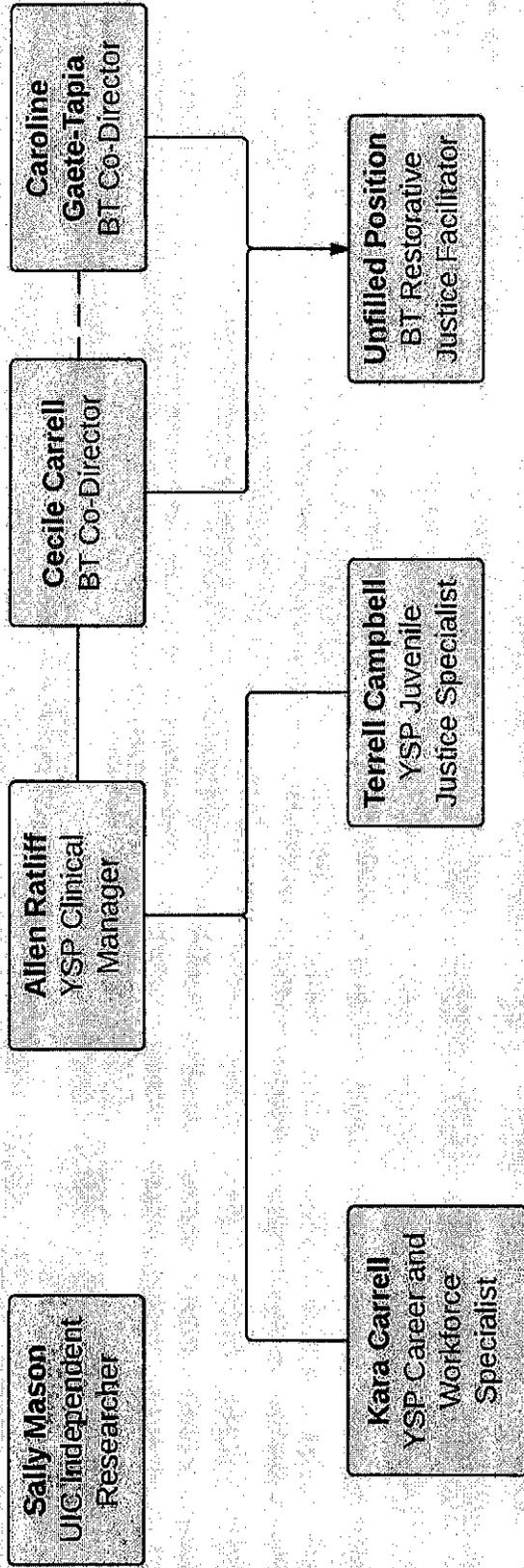
Executive Co-Director

Kenny Martin-Ocasio 5/21/14
Signature Date

Kenny Martin-Ocasio
Name

Executive Director

Humboldt Park Youth Restorative Community Initiative



A. Description of the Problem

Humboldt Park has become one of the most well-known neighborhoods in Chicago that experience consistent violence. Community initiatives and partnerships work to implement violence reduction efforts, but the multi-systemic issues that contribute to violence are stubborn to change. The Humboldt Park area has experienced serious violence over the past few decades. Until very recently the 11th Police District reported the highest per capita crime statistics in the city. Violent crimes remain a serious problem.

For example, in the first two months of 2014 Humboldt Park experienced 433 arrests for quality of life crimes, 182 for property crimes, and 68 for violent crimes. Additionally, in the past year, 2746 individuals in Humboldt Park were arrested for substance-use related crimes in this period. Hermosa, Belmont-Cragin, and Logan Square saw similar levels of crime during that same time period of the first two months of 2014.

Young people are a particularly vulnerable population when it comes to violence. As youth and their families experience violence in their neighborhoods those youth are affected by trauma, both first-hand trauma of witnessing violence themselves and the secondary trauma of growing up in a community plagued by violence. Those youth grow up and start to have their own families, often living in the same neighborhoods where they experienced violence. As their children are being raised there becomes evident the cycles of violence and trauma, within families and communities. These cycles of trauma are intergenerational, affecting everyone in the community.

Trauma can have lifelong negative impacts on mental and physical health. Numerous reports and research, especially as the effects of trauma become more apparent, have demonstrated the potentially devastating effect that trauma can have on individuals, families, and

communities. This can include such problems as neurocognitive dysfunction, which can decrease the effectiveness of appropriate decision-making, learning problems, difficulty with emotional regulation, depression, anger and explosiveness, physical illnesses, muscle and joint pain, migraines, and a host of other issues.

Many youth lack the appropriate coping skills to deal with the trauma stemming from community violence, unsupportive/non-nurturing families, and the absence of hope/opportunities. As a result, mental illnesses, such as PTSD and depression, are prevalent among these youth and they turn to drugs as a way to self-medicate. Unfortunately, these drugs can exacerbate the illness they are seeking relief from. This cycle can lead to addiction, employment barriers, and the inability to advocate for oneself. Trauma can also lead to feelings of anger and hostility, abusive caretakers can cause youth to mistrust authority figures and react violently as a protective mechanism.

Any intervention that works toward violence prevention and reduction cannot ignore the insidious influence of trauma as it impacts the participants of violence prevention initiatives. Implementing trauma-informed care and restorative justice principles prioritizes two evidence-based models for addressing violence at multiple levels: individual, family, and community.

B. Description of Target Population

In 2013, Youth Service Project's (YSP) programs served, approximately, 200 justice-involved youth who were between the ages of 14 and 21 years of age. Approximately 90% of these youth are African American and/or Latino. Humboldt Park is home to a large number of youth. The median age of the neighborhood is 27.4 compared to the Chicago average of 32.21. The Greater Humboldt Park community is comprised of parts of the Hermosa, Belmont-Cragin, Humboldt Park, and Logan Square neighborhoods. High unemployment, lack of community support, and substance abuse, among others, are issues that directly affect the youth in our service areas. Violence in the community regularly and profoundly impacts youth.

Humboldt Park is home to a large number of youth. The median age being 27.4 compared to the Chicago average of 32.2¹. This is an ethnically diverse area located on Chicago's west side and comprises the Hermosa, Belmont-Cragin, Humboldt Park, and Logan Square. High unemployment, lack of community support, and substance abuse, among others, are issues that directly affect the youth in our service areas.

As a prior arrest history significantly increases the likelihood of experiencing or perpetrating violence, any young person with previous involvement with law enforcement or the court system is inherently at a higher risk for violence. Further, we know that a majority of these youth are African-American or Latino males, which are increased risk factors for experiencing violence. Understanding that the group with the highest risk for experiencing violence is young men of color with previous court-involvement, that leads to the target population of the work for Youth Service Project and its Humboldt Park Youth Restorative Community Initiative.

¹ Advameg. (2014).

Based on the Justice Advisory Council (JAC) data², youth and men, specifically, are at higher risk of become court involved as a result of violent crime. According to Humboldt Park arrest data, youth under the age of 24 accounted for 57% of murder arrests, 57% of aggravated assault arrests, and 75% of arrests for aggravated battery³. Many of these youth have experienced significant trauma in their lives. Research has shown that youth with trauma histories are much more likely to engage in criminal activity than other youth.⁴ Youth who have been or are victims of chronic and prolonged exposure to both community and/or familial trauma often become perpetrators later in life.⁴ Youth with trauma histories experience higher rates of mental illness, such as post-traumatic stress disorder (PTSD) and depression⁴.

Although the highest risk group for experiencing violence is young men of color with previous court-involvement, we know that families and communities are deeply affected by violence in the form of loss, grief, and secondary or indirect trauma. While our target group to recruit into our violence reduction initiative is young people ages 14 to 21 who have any history of arrest, court-involvement, or experience of violence, we also will be recruiting their families into family-based treatment and recovery. This includes parents and guardians, siblings, and other family members who live in the household with program participants.

Our goal of including families, particularly younger siblings, into our violence reduction programs is to work toward breaking cycles of violence and trauma. As violence has become generational, so must the interventions to work toward the reduction and prevention of it.

² Justice Advisory Council. (2013).

³ Goran-Smith. (2012). http://www.cdc.gov/violenceprevention/ace/centers/university_of_chicago.html

⁴ Ardino. (2012). <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC3402156/>

C. Program Implementation

The Youth Service Project (YSP) and Blocks Together's (BT) Humboldt Park Youth Restorative Community Initiative seeks to recruit a total of 60 participants in four cohorts of 15 justice-involved and/or disconnected youth, ages 14 to 21, over the one-year span of the initiative. These four cohorts will start each quarter of the year and will participate in a ten-week training and on-going support program that will total approximately 92 hours of service provision to each participant. This program will utilize already established external expectations for participants to incentivize completion of the program. The program will fulfil the requirements of court or school assigned community service hours; participants will be completing mandated service while learning restorative justice skills and participating in mental health treatment.

Recruitment. Participants will be recruited through court mandated programs, probation/parole services, schools, and other community resources. YSP/BT will use already established partnerships with many of these resources and will further develop resources to assist in recruitment.

Program Components

Restorative justice. The core component of this initiative is to train program participants to be community peacekeepers through restorative justice training and activities. The participants will learn about how violence creates systems of harm that affect more than just the victims, but also offenders, families, and community members. Restorative justice approaches engage multiple community members, in addition to the victim, to identify the actions needed to repair the harm. At the completion of the restorative justice training program participants will receive a \$100 stipend to recognize their achievement. Afterward they will be considered certified

peacekeepers and will participate in the Humboldt Park Restorative Justice Hub. In this capacity, the trained young people will receive community service hours to help with cases of conflict and discipline issues at schools and in the community. This gives participants an opportunity to practice skills that can lead to better decision making and reduce criminal behavior and conflict.

Trauma-Informed group therapy. All program participants will participate in a 16 hour psychotherapy group curriculum Structured Psychotherapy for Adolescents Responding to Chronic Stress (SPARCS). SPARCS is an evidence-based intervention for youth with a history of trauma or chronic stress. At the completion of the SPARCS curriculum, each participant will receive a \$100 stipend for completing the course. The clinical team will be provided on-going consultation and training by the Illinois Collaboration on Youth (ICOY).

Career and Workforce Development. All participants will work directly with a Career and Workforce Development Specialist at YSP. This program will engage youth in developing their skills in readying themselves for the workforce. Trainings and support will focus on resume-building, professional presentation and interactions, internships and mentorship, and educational support.

Individual and family counseling. Starting with their recruitment into each cohort, program participants will be provided an opportunity to receive individual and family-based therapy services. These services will be based at YSP with the clinical services team, who are trained on evidence-based clinical practices when working with adolescents and their families.

Family-based after-school programming. In order to provide for a multi-systemic approach to working with program participants, the initiative will engage the siblings and families of participants to engage them in healthy, educational, after-school programming. YSP

After-School Programming provides learning activities for primary school children that centers around creative and recreational engagement as a mode of teaching pro-social development in children. This whole-family approach to care will engage the family as a unit that supports and evolves with the program participant.

Program Schedule

Cohorts will start at the beginning of each new quarter and participate in programming three evenings per week, three hours per day, during the ten-week session. The first and third night of the week will be centered on restorative justice training. The second night of the week will be a 2-hour SPARCS group. The other meetings, including meeting for individual/family counseling, meeting with the Career and Workforce Development Specialist, and other meetings will be scheduled to fit with the individual participant's schedule.

By the end of the ten-week session the participants of the cohort will have completed 60 hours of restorative justice training, 16 hours of SPARCS education and group therapy, 8 hours of individual Career and Workforce Development meetings, and 8 hours of training and educational activities that focus on Career and Workforce Development. This 92 total hours of programming does not include opportunities for individual and family counseling, recreational activities, and other opportunities for community involvement that will occur during the session. Each participant will also receive a \$300 total stipend for completion of: the restorative justice training, the SPARCS curriculum, and the Career and Workforce Development consultation.

Program evaluation. We will be partnering with Dr. Sally Mason (see Key Personnel) at the University of Illinois at Chicago's Institute for Juvenile Research. Dr. Mason and her staff will work with our program to integrate evaluation tools to observe and evaluate our outcomes before and after each cohort session and at the completion of the initiative.

D. Expected Outcomes

Outcomes

Each component of the Humboldt Park Youth Restorative Community Initiative aims to achieve a set of outcomes that are specific to that area. Overall outcomes are a combination of each program area.

Restorative justice. The restorative justice training will focus on goals toward personal responsibility and connection to community. The outcomes will be: understand personal responsibility for harm that participant has perpetrated toward others and their community, develop skills to deescalate violence and conflict, increase connectiveness in the community and schools, and recognize healthy and appropriate boundaries with peers and community members.

Trauma-focused therapy. The SPARCS curriculum for addressing trauma and chronic stress focuses on emotional regulation and development of coping skills. The specific outcomes will be: improve coping skills for confronting daily stressors, recognize triggers and understand personal responses to triggers, and use SPARCS techniques to regulate physical and psychological responses.

Career and Workforce Development. This component will support participants in developing skills for job readiness and educational achievement. Outcomes for this component are: develop understanding and practice of professional practices, including appropriate communication, appropriate dress and language, and healthy work/life boundaries; increase confidence and skills in the job-seeking process, including building a resume, job interviewing skills, and finding employment opportunities; and developing a professional network of mentors, supportive peers, and community resources.

Individual and family counseling. Counseling provided to participants will work toward achieving individualized goals based on family and individual need. In general, these outcomes will seek to demonstrate: increased connection between participant and family members, increase positive communication techniques, and develop appropriate conflict resolution practices throughout the family unit, including with parents, siblings, and other family members.

Evaluation

The Humboldt Park Youth Restorative Community Initiative will partner with the University of Illinois at Chicago's Institute for Juvenile Research (IJR) to conduct evaluative procedures for the initiative. The primary partner at IJR will be Dr. Sally Mason, an experienced program evaluator in a variety of fields.

Dr. Mason and her team will work with Youth Service Project to ensure that each measurement instrument will fit the outcomes and program goals. Some already-determined tools include: a trauma response assessment, a family dynamics survey, and an emotional regulation self-report assessment. The evaluation team will provide any necessary training to YSP/BT on the evaluation instruments before the first cohort begins. YSP/BT will work with the evaluation team to receive on-going training as necessary.

The evaluation team will meet with the YSP coordinator at the end of each cohort to review pre- and post-test results of assessments, review completion of documentation procedures, and assess measurement fidelity. At the end of the final cohort the evaluation team will work with the YSP coordinator to prepare a final report on the outcomes and measurements collected during the initiative and will directly focus on reporting learning objectives throughout the project in order to provide a foundation for further development of sustainable violence prevention programs in Humboldt Park and the surrounding communities.

E. Planning and Preparation Activities

Most of the infrastructure and partnerships that will be used in the execution of the Humboldt Park Youth Restorative Community Initiative are already established and in practice. Youth Service Project and Blocks Together have a history of previous partnership and have similar missions and values. These are areas that will need further planning and preparation:

Recruitment. YSP and Blocks Together both have long histories of working with young people in the Humboldt Park community and have partnerships with schools, law enforcement, and other community resources that can provide referrals to the Humboldt Park Youth Restorative Community Initiative. Both agencies plan to standardize communication of referrals and work through the project coordinator, who will be housed at YSP. YSP and BT will reach out to established relationships in the community and create a network of referrals that will tap into enough youth to fill each 15 person cohort.

Internal integration of services. YSP will house and organize the Humboldt Park Youth Restorative Community Initiative day-to-day activities. The program coordinator will ensure that there is space allocated to allow for all aspects of program operations, including offices and classrooms dedicated to the current cohort of the initiative. In partnership with Blocks Together, the YSP coordinator will ensure recruitment and case management continues before, during, and after cohort sessions. The clinical supervisor will provide clinicians and program staff with on-going clinical supervision and training, maintaining fidelity with the SPARCS curriculum and other evidence-based therapy models are used in individual and family counseling sessions.

Evaluation and measurement. As discussed in Section D, our third-party evaluation team will work with YSP/BT to implement appropriate outcome measures for the goals of the Humboldt Park Youth Restorative Community Initiative.

7.2.5 Qualification of the Proposer

Youth Service Project was founded in 1975 to respond to community members' concerns about the impact of drugs on the youth and the community. Since then, YSP has expanded to meet the changing needs of the community through a continuum of programs that focuses on youth development and recreational opportunities and respecting the voices of our young people. In FY 2013, YSP transformed the lives of over 700 young people annually. Our core service areas are recreation, prevention, diversion, intervention, arts and culture, education, and community building.

YSP's mission is work with youth by cultivating relationships through safe, supportive, and creative programming to maximize their strengths and navigate their lives. By identifying and providing educational and supportive resources, YSP strives to enhance the quality of life for youth, families, and the community. Our mission comes to life by working with youth to define positive alternatives through a range of interconnected programs.

Number of Employees: 26

Number of Years in Business: 39

YSP has almost 40 years' experience working to empower youth through a number of innovative programs. YSP has provided or is currently providing a range of services including the following: Second Chance/Delinquency Prevention, Independent Living for DCFS involved youth, Transitional Living for DCFS involved youth, Alcohol and Drug Prevention Education, Comprehensive Community Based Youth Services (CCBYS), Unified Delinquent Intervention Services (UDIS), and TeenReach. We have been successfully awarded contracts through

the Department of Human Services, the Department of Child and Family Services, the City of Chicago's Department of Family and Support Services, as well as various philanthropic and institutional grants. By linking youth to a variety of youth development programs and social service supports, YSP empowers youth to develop skills, explore opportunities and become leaders. YSP currently offers services to youth on probation, returning from detention, and in need of crisis services. We provide these families with the same inclusive, culturally responsible, and respectful service model used in all our programs. Among our current services are the following:

Our **Comprehensive Community-Based Youth Services** program provides wrap around services for youth ages 11-17. Initially funded to just provide 24-hour crisis intervention, this contract was expanded to include a variety of wrap-around services for youth and their families. Each of our talented staff work together in an interlocking system of support for children in crisis, and has numerous partnerships with area schools (including Orr and North Grand High Schools), mental health providers, and police officers. We served 133 youth in 2012 through these services:

Crisis Intervention Services: Youth and families will have access to our experienced crisis intervention and housing stabilization services, a 24 hour on-call service de-escalating home crisis and providing safe housing alternatives.

Therapeutic services: Bilingual Spanish individual counseling as well as creative group support including Girl's Circle, LGBTQ support groups, and Anger Management; individual, family, and Expressive Art therapies by a licensed art therapist.

Justice Involved Youth: Comprehensive case management services for justice involved youth.

Job and Career Readiness Services: A comprehensive job readiness and career planning program that assists youth with soft skill development, educational and career planning, job search assistance, and vocational skill development.

Contact: Jamie Noto, Director of Program Operations, Youth Outreach Services, 2411 W. Congress Pkwy. Chicago, IL. 60612 (773)777-7112 x7281. jamienn@yos.org.

Dollar value of project: \$576,000

YSP has provided outpatient youth **Substance Abuse and Prevention Services** on Chicago's west side for 20 years. In FY 2013, we served 100 youth. A harm-reduction intervention program designed to help youth address issues related to triggers leading to social and legal problems stemming from drug and alcohol use/abuse. This Division of Alcohol and Substance Abuse licensed and Medicaid certified program provides substance abuse assessment (including urine screening), and individual and group treatment.

Contact: Kellie Gage, DHS DASA Contract Manager, Illinois Department of Human Services, Division of Alcoholism and Substance Abuse, 100 W Randolph Suite 5-600 Chicago, IL 60601. (312) 814-6415. Kellie.gage@illinois.gov.

Dollar Value of Project: \$100,500

Our Illinois Department of Children and Family Services licensed **Transitional Living Program** provides supportive and supervised housing for female youth, ages of 17½ and

21, who are in DCFS state care due to abuse, neglect, and/or dependency and are preparing to live independently after they "age out" of Illinois' child welfare system. In addition to supervised housing, this program offers a range of services that include comprehensive case management services, life skills education, social and emotional learning, recreation and cultural activities, health and mental health service referrals, and career readiness trainings.

Contact: Anita McKeever, DCFS Public Service Administrator, Illinois Department of Children and Family Services, 1911 S. Indiana, Chicago, Illinois 60616. (312)328-2740, (312)497-0998. Anita.McKeever@Illinois.gov.

FY 2013 Final Dollar Value of Contract: \$372,110

Gregory "Allen" Ratliff, MSW, LCSW

5646 N Ridge Ave, Apt 3S, Chicago IL 60660 • 402.981.9540 • allenratliff@gmail.com

License Licensed Clinical Social Worker #149.016368

Education

University of Illinois at Chicago – Jane Addams College of Social Work

Master of Social Work – Clinical Track

Certificate in Evidence-Based Clinical Practice with Children and Adolescents

University of Nebraska – Lincoln

Bachelor of Arts in Sociology and English

Minors: Political Science, Religious Studies

Professional Experience

Youth Service Project

Clinical Services Manager

Clinical and Training Programs

(April 2014 to present)

- Supervise a team of therapists and case managers in providing services to community youth ages 6-24 and their families
- Participate in city and community collaborations with schools, social service providers, government entities, and private companies on how to create and implement positive youth development throughout the city of Chicago, with particular emphasis on the Greater Humboldt Park neighborhoods.
- Utilize motivational interviewing, trauma-informed care, dialectical and cognitive behavioral therapies, and other evidence-based practices in clinical treatment
- Develop and execute training programs for staff, program participants, and community partners on trauma-informed practices, harm reduction restorative justice models, diversity and inclusiveness, and other relevant curriculum to improve agency and community resources.

Teen Living Programs

Youth Development Specialist II

Belfort House Transitional Living Program

(November 2012 to December 2013)

- Provided psychotherapy and case management to program residents, homeless youth ages 18-21 from diverse racial and ethnic backgrounds
- Utilized motivational interviewing, trauma-informed care, dialectical and cognitive behavioral therapies, and other evidence-based practices in clinical treatment

Hektoen Institute

Behavioral Research Specialist – Patient Navigator

Project HOPE: Hospital Visit as Opportunity for Prevention and Engagement for HIV-infected

Drug Users – NIDA CTN0000049

(March 2012 to December 2012)

- Provided clinical care to assist research participants in improving health outcomes
- Used motivational interviewing to engage research participants and hospital patients who are affected by HIV and substance abuse addiction

University of Illinois at Chicago – College of Medicine – Department of Psychiatry

Clinical and Administrative Coordinator

Hyperactivity and Learning Problems Clinic

(May 2011 to April 2012)

- Provided clinical screening and intake for clinic patients, supporting families on understanding extensive psychological evaluation process.
- Supervised interns and research assistants in implementation of clinic tasks and duties.
- Managed clinical and research budgets for clinic services, clinical trials and grant-funded research on ADHD and other learning problems affecting youth.

Master of Social Work Intern – Clinical Track

Division of Child Psychiatry – Clinical Social Work

(July 2011 to May 2012)

- Engaged in evidence-based practice psychotherapy with low-income families with children experiencing mental health concerns and mental illness.
- Received intensive training in psychotherapy models with strong research evidence as to their efficacy within children across multicultural dimensions
- *Special Project – Spring 2012* – Developed a research-focused lecture at the Department of Psychiatry's Grand Rounds on the effects of heterosexism in clinical settings and implications in therapeutic understanding of LGBT children and adolescents.

Program Coordinator – (July 2010 to April 2011)

IMPACT Program

(July 2010 to April 2011)

- Provided administrative support to Director and Assistant Director.
- Managed a large research budget with multiple nationally-funded grants.
- Collaborated on long-term strategic development for the program, including projects planning, grant writing, and grants administration.

Project Coordinator

Project Keep It Up! at the IMPACT Program

(November 2009 to July 2010)

- Communicated with research participants to maintain retention in a longitudinal HIV prevention research intervention in an entirely online experience from beginning to end.
- Maintained database of study data and ensured IRB-approved security protocols were applied in online setting.

The Night Ministry

Research Project Supervisor

(December 2012 to May 2014)

Department of Performance Measurement

- Supervise research project staff on implementation of national study funded by the Department of Health and Human Services.
- Communicate with funders, national project team, and local project sites to provide real-time feedback on data collection process
- Provide reporting on data collection results and analysis to local community partners.

Youth Service Worker

The Crib – Youth Overnight Shelter

(January 2011 to March 2012)

- Provided program facilitation and direction to 20 homeless youth accessing services at the Crib, a low-threshold, harm reduction, youth overnight shelter.

Master of Social Work Intern

Youth Outreach Team

(August 2010 to August 2011)

- Provided street-based outreach – building therapeutic relationships using motivational interviewing and a strengths-based model – to homeless and at-risk young people.
- *Special Project – Summer 2011* – Developed and implemented a harm-reduction group model for LGBT young people who engage in sex work in discussions on health and safety

University of Nebraska Health Center

Department of Health Education

(August 2004 to May 2008)

HIV Testing Counselor

- Performed OraSure HIV tests and pre- and post-test counseling. Discussed behaviors and methods of risk reduction for sexual health.

HIV Test Site Student Coordinator

- Coordinated student-run test site in collaboration with other staff members and with university sexual health education coordinator.
- Managed ordering, schedules, marketing, and providing reports on services provided.
- Compiled data for further grant application and continuation reports.

Peer Health Educator

- Provided accurate medical health information on sexuality and sexual behavior to students and community members. Developed presentations for specific and general sexual health topics.

Professional Associations, Training, Competencies, and Certifications

- Licensed Clinical Social Worker #149.016368
- Member, National Association of Social Workers
- Certification in Research Ethics Training
 - National Institutes of Health
 - National Institute on Drug Abuse
 - University of Illinois at Chicago
 - Rush University Medical Center
 - Cook County Health and Hospitals System
- Certified HIV Testing and Education Counselor
 - State of Illinois, 2008
 - State of Nebraska, 2005
- Training
 - Graduate-level Certification in Evidence-Based Clinical Practice with Children and Adolescents, Jane Addams College of Social Work (May 2012)
 - Motivational Interviewing
 - Cognitive Behavioral Therapy
 - Trauma-informed Psychotherapies
 - HIV prevention, education, intervention
 - Substance abuse
- Competencies
 - Children and adolescents
 - Homelessness
 - LGBT issues and needs
 - Transgender identity development, medical needs, and risks
 - HIV prevention, care, and resources
 - Post-Traumatic Stress Disorder

Allen Ratliff References:

Commitment to Project: 10%

Commitment to other projects: 70% Comprehensive Community Based Services; 20%

Transitional Living Program

Melissa Maguire, MSW

Director of Performance Measurement

The Night Ministry

773-506-6007

melissa@thenightministry.org

Megan Wickman, LCSW

Director of Outreach, Prevention, and Aftercare

Teen Living Programs

773-548-4443 ext 318

mwickman@teenliving.org

Brian Kelly, PhD

Assistant Professor

College of Social Work

Loyola University of Chicago

312-915-7479

bkelly6@luc.edu

Terrell H. Campbell

7135 S. Harvard
Chicago, Illinois 60621
Phone: 773.526.1314
Email: Terrell.h.campbell@gmail.com

EXPERIENCE

Youth Service Project

Chicago, Illinois

January 2013 - Present

Youth Working For Success Coordinator

- Prepared grant and secured **\$97,000** for Youth Working For Success
- Outreach to school, and other community partners for youth and services
- Outreach to community business and partner for worksites
- Manage budget for program
- Hire and manage mentors for YWFS program

Reentry Community Support Worker

- Provide services for youth that have been detained or incarcerated from ages 11-24
- Assist youth in reenrolling in traditional or non-traditional schooling
- Advocate for youth that are presently court involved
- Provide youth that are on probation or parole activities and job placement or volunteer placement; mandated or un-mandated

Geneva Foundation

Chicago, Illinois

September 2012 - May 2013

Youth Advocate

- Provide life skills courses for clients
- Monitor & Manage clients in apartment style setting
- Ensure proper and timely documentation of services including written case notes

The Support Group

Chicago, Illinois

January 2006 - Sept. 2012

Consultant (Current)

- Consults organization on new programming and grants
- Consults organization on city and state programs and requirement changes
- Prepare and research for grants
- Assist in outreaching to schools, partners and students
- Manage outreach to schools and students, for *Lunch with a Leader*
- Managed registration for *Team Rose Basketball* summer camps, and *Instructional Camps*

Program Director

- Managed staff, program leads and instructors
- Prepared reports for executive director
- Researched and prepared grants for funding programs
- Developed and assessed pass and present programs
- Coordinated outreach to schools, partners and students for general program purposes
- Managed budget for program

After School Matters Liaison

- Prepared proposal for two different programs
- Hiring of instructors for programs
- Securing space for program
- Facilitated outreach to students and schools
- Prepared budget and vital documentation for program
- Prepared grants for and secured over **\$60,000** in funding for After School Matters

Teen Reach Site Coordinator

- Coordinated Teen Reach after-school program
- Scheduled daily activities, field trips, etc.
- Managed sites monthly budget for program
- Developed curriculum for job readiness, life skills sports programs
- Outreached to the parents of program attendees
- Prepared grants for and secured over **\$300,000** in funding for Teen Reach

Hinton Elementary School*Assistant Special Instructor***Chicago, Illinois**

March 2010 - March 2011

- Assisted Special Ed Instructor with classroom instruction
- Monitored during lunch periods
- Monitored students before/after school
- Assisted with various duties assigned by the principal

Harper High School*Technology Instructor/Assistant Technology Coordinator***Chicago, Illinois**

August 2008 - June 2009

- Developed Curriculum for Audio Visual/ Computer Technology
- Instructed Audio Visual/ Computer Technology
- Assisted Technology Coordinator

Presentation Services/Drake Hotel*Event Technology Specialist***Chicago, Illinois**

May 2007 - August 2008

- Assembled, maintained and operated audiovisual systems and computer systems
- Provided technical support for large corporations during their meetings and events

Columbia College Chicago**Chicago, Illinois**

September 2002 - December 2005

Studio Assistant

- Assisted in the daily operations of the studio including operating and maintaining studio equipment and computer systems. Facilitated tours for the audio department and advised incoming freshman on the audio arts program

Student Assistant

- Worked with the *Conway Achievement* program through *Columbia College Chicago*

Director

- Worked with *After-School Matters* at *ACT Charter School* and *Rush Hospital*. Developed and taught audio technology curriculum. Facilitated different workshops, technology activities and life skill classes

EDUCATION**Wheaton College**

Master of Arts/Evangelism & Leadership

Wheaton, Illinois

Degree Earned May 2013

Columbia College Chicago

Bachelor of Arts/Audio Arts & Acoustics

Chicago, Illinois

Degree Earned May 2006

ACTIVITIES**Community Involvement and Travels**

- *United for Mission* study of African-American pastors/leaders/organizations in Chicago. 2011-October 2013
- Traveled to Uganda for (youth outreach/speaker), Summer 2010
- *Chicago Peace Campaign (Volunteer)* 2010, 2009
- *Convoy of Hope (Volunteer)* 2008
- *Each One Reach One Youth Spring Break Conference (Facilitator)*, 2007
- *Founder of Each One Reach One International*, 2006
- Traveled to Cape Town, South Africa (youth outreach/speaker) , 2006
- Directed and assisted in planning youth events at various churches 2003-Present
- Toured Central Italy (choral concert) 2001

References Provided Upon Request

Terrell Campbell References:

Commitment to Project: 10%

Commitment to other projects: 90% Comprehensive Community Based Youth Services

Bennie Henry

Executive Director

The Support Group

773-919-9979

Jequanna Thompson

Founder/Executive Director

Tru Star

773-383-6289

Tara Nance

Resource Hub Director

Parent Power Chicago

312-675-1951

Curriculum Vitae

Sally Mason
Institute for Juvenile Research (M/C 747)
Department of Psychiatry
University of Illinois at Chicago
1747 W. Roosevelt, Rm. 155
Chicago, IL 60608
(312) 413-1870

EDUCATION

- Ph.D. 1995 Jane Addams College of Social Work, University of Illinois at Chicago
Dissertation -- "Mothers with AIDS: Planning for the future of their children"
- M.S.W. 1990 Loyola University of Chicago, Illinois
- M.F.A. 1975 University of Denver, Colorado

PROFESSIONAL POSITIONS HELD

- 2006 – present Associate Professor of Clinical Social Work, Institute for Juvenile Research,
Department of Psychiatry, University of Illinois at Chicago.
- 1996 - 2006 Assistant Professor of Clinical Social Work, Institute for Juvenile Research,
Department of Psychiatry, University of Illinois at Chicago.
- 1995-96 Visiting Lecturer, Jane Addams College of Social Work, University of Illinois
2010-present at Chicago.
- 1995-96 Consultant/Group Facilitator, Bonaventure House, Chicago, Illinois.
- 1992-98 Consultant/Faculty, Midwest AIDS Training and Education Center
(MATEC), University of Illinois at Chicago.
- 1992-95 Consultant/Group Facilitator, Second Family Program, Lutheran Social
Services of Illinois, Chicago.
- 1991-95 Visiting Instructor, Jane Addams College of Social Work, University of
Illinois at Chicago.
- 1989-95 Weekend Supervisor, Bonaventure House, Chicago, Illinois.
- 1990-91 Research Assistant, Jane Addams College of Social Work, University of
Illinois, Chicago.

- 1989-90 Intern/Case Manager, Southside Infant Health Network/Families with a Future, Chicago Urban League, Chicago, Illinois.
- 1987-89 Client Services Representative (1987-1989), Interim Social Services Director (1989) and Health Educator (1987), Howard Brown Memorial Clinic, Chicago, Illinois.
- 1985-87 Training Coordinator (1986-1987) and Assistant Training Coordinator (1985-1986), Metro- Help, Inc., Chicago, Illinois.

PROFESSIONAL ACTIVITIES/SERVICE

- Editorial Board, *Families in Society*, 2014 to present
- Member, Global Social Service Workforce Alliance, 2013 to present
- Professional Association of Social Workers in HIV and AIDS (PASWHA) - Formation Committee, 2010; Incorporating Board of Directors – Treasurer, 2010-2011
- Editorial Board, *Journal of HIV/AIDS & Social Services*, 2001 – present
- Editorial Board, *Journal of Family Social Work*, 2009 - present
- Editorial Board, *Journal of HIV/AIDS Prevention in Children & Youth*, 2002 - 2009
- Reviewer for *American Journal of Orthopsychiatry* (2009), *Stigma, Research & Action* (2011), and *Qualitative Social Work Journal* (2010-2014)
- Member, Tanzania Social Workers Association 2012-13
- Vice-Chair (2003-2005) and Treasurer (2005-2011), Illinois Chapter, International Association for the Advancement of Social Work with Groups
- Member of Training Team, *Serving Orphans and Vulnerable Children*, in collaboration with Institute of Social Work, Dar Es Salaam, Tanzania as part of Twinning Center funded by American International Health Alliance. Dar Es Salaam, Iringa, Mtwara, and Dodoma, Tanzania, July-August 2007, June-July 2008, February 2010.
- Board Member, International Association for the Advancement of Social Work with Groups, 2001- 2003
- Board of Directors, Families' and Children's AIDS Network, 1998 - 2002

AWARDS/HONORS

- Social Worker of the Year, 2009, National Association of Social Workers, Illinois, Chicago District
- Great Cities Institute Faculty Scholar, 2007-2008, Great Cities Institute, University of Illinois at Chicago – Conceptualizing stigma among adolescents whose mothers have HIV
- Award for Outstanding Contribution to Social Work Education, Loyola University, 2001
- Families' and Children's AIDS Network Friend Award, 1995
- University Fellowship, University of Illinois at Chicago, 1993-94
- Academic Excellence Award, Loyola University of Chicago, 1990

RESEARCH

- 2011-2015 Principal Investigator, Social Work HIV/AIDS Twinning Partnership for Orphans and Vulnerable Children in Tanzania. Funded by the *American International Health Alliance through CDC, USAID, and PEPFAR.*
- 2011-2012 Principal Investigator, Triangle Partnership for Orphans and Vulnerable Children in Ethiopia and Tanzania. Funded by the *American International Health Alliance through CDC, USAID, and PEPFAR.*
- 2011-2012 Consultant, Comprehensive Family Assessment: Pre and post test analysis of Integrated Assessment Report Content. Funded by the *Illinois Department of Children & Family Services*, subcontract through Chapin Hall, University of Chicago (Cheryl Smithgall, PI).
- 2004-08;
2009-2013 Evaluator/Principal Investigator of Lifelong Families Program, a program promoting stability with HIV-affected families. Funded by the *Abandoned Infants Act, Administration for Children & Families U.S. Department of Health & Human Services, subcontracted through the Children's Place Association, Chicago, IL.*
- 2003-2013 Principal Investigator of the Making Positive Changes Program. Responsible for design, development, implementation, and evaluation of a psychoeducational group intervention for parents with HIV. Funded by the *Illinois Department of Public Health (IDPH) 2003-2010 and the Illinois Department of Children and Family Services (DCFS) 2010-2013.*
- 2008-2009 Principal Investigator of a collaborative study with consumers and service providers on the feasibility of an intervention to reduce the effects of stigma on adolescents whose mothers have HIV. Funded by the *Great Cities Institute, University of Illinois at Chicago.*
- 2006-2007 Principal Investigator of a study on risk and stigma among adolescents whose mothers have HIV/AIDS. Funded by the *Campus Research Board, University of Illinois at Chicago.*
- 2004-2005 Co-Investigator on a study of the mental health needs of children in kinship care. Funded by the *Illinois Children's Healthcare Foundation*, through Chapin Hall, University of Chicago.
- 2003-2005 Co-Investigator on a pilot study of the impact of HIV/AIDS on relative caregivers of children whose mothers are substance abusers and involved with the criminal justice system. Project Associate, Jane Addams Substance Abuse Research Demonstration Program. Funded by the *National Institute for Drug Abuse.*

- 2001-2003 Evaluator/Principal Investigator of First Love Program, a case management program to reduce child abuse and neglect in HIV-affected families. Funded by the *Illinois Department of Children and Family Services (DCFS)*.
- 2001-2002 Principal Investigator of Building Healthy Families, including the development and evaluation of multiple family groups for parents and children involved with the child welfare system. Funded by the *Community Mental Health Council, Chicago/Bloomington*.
- 1998-2004 Evaluator/Principal Investigator of Family Options Program, a custody planning program for HIV-affected families. Funded by the *Abandoned Infants Act, the Illinois Department of Children and Family Services (DCFS)*.
- 1997-2003 Co-Investigator for "Innovative Training for Exemplary Practice in Kinship Care". Funded by the *Illinois Department of Children and Family Services, (James Gleeson, PI)*
- 1999 Evaluator/Principal Investigator of St. Stephan's Respite Care Center, a program providing respite, day care, and social services for HIV-affected children and their families. Funded by the *Illinois Department of Children and Family Services (DCFS)*.
- 1998 Collaborator with "Multiple Family Groups: A supportive intervention for HIV-affected Families". Funded by the *Society for the Psychological Study of Social Issues*.
- 1997-99 Principal Investigator for "Kin caregivers of HIV-affected children: Identifying services that support permanency." Funded by the *Children and Family Research Center (Nathan Linsk, Co-PI)*.
- 1997-98 Principal Investigator for "Identifying the service needs of HIV-affected families: A community/professional collaboration." Funded by the *Great Cities Project, University of Illinois at Chicago*.
- 1995-98 Co-Investigator (1996-98) and Project Coordinator (1995-1996) for "How decisions to change the case plan goal are initiated", a federally funded research project of children entering state custody as infants in Chicago and New York City. Funded by the *Children's Bureau, Administration for Children, Youth, and Families, U.S. Dept. of Health and Human Services (James Gleeson, PI)*.
- 1993-94 Conducted in-depth interviews with mothers with AIDS regarding permanent plans for their children.
- 1991 Conducted a survey of women's health centers in Chicago to identify their focus and range of services (with Marta Lundy).

- 1990-91 Assisted with survey of women's health care center clientele on evaluation of and preferences for holistic/feminist health care (Marta Lundy - PI).
- 1990 Conducted evaluation of infant mortality program, Southside Infant Health Network/Families with a Future, Chicago Urban League.
- 1989 Designed and conducted needs assessment of target areas served by infant mortality program, Southside Infant Health Network/Families with a Future, Chicago Urban League.

PUBLICATIONS

Peer-reviewed Articles

- Mason, S., Vazquez, D., & Mason, R. (2014). Focused and motivated: A psychoeducational group with parents living with HIV. *Journal of HIV/AIDS & Social Services, 13*(1), 79-96.
- Boyes, M. E., Mason, S. J., and Cluver, L. D. (2013). Validation of a brief stigma-by-association scale for use with HIV/AIDS-affected youth in South Africa. *AIDS Care, 25*(2), 215-222.
- Mason, S., Berger, B., Ferrans, C., Sultzman, V., & Fendrich, M. (2010). Developing a measure of stigma-by-association with adolescents whose mothers have HIV. *Research on Social Work Practice, 20*, 65-73.
- Linsk, N., Mabeyo, Z., Omari, L., Petras, D., Lubin, B., Steinitz, L., Abate, A.A., Kaijage, T., & Mason, S. (2010). Para-Social Work to address most vulnerable children in sub-Saharan Africa: A case example in Tanzania. *Children and Youth Services Review, 32*, 990-997.
- Mason, S. & Vazquez, D. (2009). Supporting family stability: Case studies in custody planning with HIV-affected families. *Journal of HIV/AIDS & Social Services, 8* (3), 269 – 291.
- Linsk, N., Mason, S., Fendrich, M., Bass, M., Prubhughate, P. & Brown, A. (2009). "No matter what I do they still want their family": Stressors for African-American grandparents and other relative caregivers. *Journal of Family Social Work, 12*(1), 25-43
- Smithgall, C., Mason, S., Michels, L., LiCalsi, C., & Goerge, R. (2009). Intergenerational and interconnected: Mental health and well-being in grandparent caregiver families. *Families in Society, 90*(2), 167-175
- Mason, S. & Vazquez, D. (2007). Making Positive Changes: A psychoeducational group for parents with HIV/AIDS. *Social Work with Groups, 30*(2), 27-40.
- Mason, S. (2007). Custody planning with HIV-affected families. *Health & Social Work, 32*(2), 143-146.
- Mason, S. & Vazquez, D. (2004). "Making it manageable": Custody planning with HIV-affected families. *Journal of HIV/AIDS & Social Services 3*(3), 51-63.

- Smithgall, C. & Mason, S. (2004). Identified problems and service utilization patterns among kinship families accessing mental health services. *Journal of Human Behavior in the Social Environment*, 9(3), 41-55.
- Linsk, N. & Mason, S. (2004). Stressors for grandparents and other relatives caring for children affected and orphaned by HIV/AIDS. *Health & Social Work*, 29(2), 127-136.
- Mason, S. & Linsk, N. (2002). Relative foster parents of HIV-affected children. *Child Welfare*, 81(4), 541-569.
- Mason, S. (2002). The role of community in meeting the needs of African-American HIV-affected families. *Journal of HIV/AIDS & Social Services*, 1(1), 45-62.
- Mason, S. & Korr, W. (1999). Mothers with AIDS: Coping, support and ability to plan. *Journal of HIV/AIDS Prevention and Education for Children and Adolescents*, 3(1/2), 119-141.
- Mason, S. (1998). Custody planning with HIV-affected families: Considerations for child welfare workers. *Child Welfare*, 77(2), 161-177.
- Mason, S. (1997). Social work research: Is there a feminist method? *Affilia: Journal of Women and Social Work*, 12(1), 10-32.
- Lundy, M., & Mason, S. (1994). Women's health care centers: Multiple definitions. *Social Work in Health Care*, 19(3/4), 109-122.
- Other articles
- Poulton, B. & Mason, S. (2009/2010). HIV: A family issue. *Social Work Networker*, 47(7), 8-9.
- Goodkin, K., Heckman, T., Siegel, K., Linsk, N., Khamis, I., Lee, D., Lecusay, R., Poindexter, C. C., Mason, S., Suarez, P. & Eisdorfer, C. (2003). "Putting a face" on HIV/AIDS in older adults: A psychosocial context. *Journal of Acquired Immune Deficiency Syndromes*, 33(Supplement 2), S171-S184.
- Mason, S. (2000). Lessons learned about custody planning with HIV-affected families. *The Source*, 10(2), 12.
- Mason, S. (1994). Women and AIDS: An EAP professional's concerns with prevention, identification and assistance. *EAP Quarterly*, 9(3/4), 135-147.
- Wesch, J., Mason, S., & D'Achille, C. (1989). Psychosocial aspects of HIV/AIDS care. *Journal of the American Dental Association*, Supplement, Special Issue, 12-15.

Book chapters

Mason, S. (2010). From invisible to self-determined: Women and HIV in the U.S. In Poindexter, C. P. (Ed.), *Handbook of HIV and Social Work: Principles, practice, and populations*. Hoboken, NJ: Wiley & Sons, 199-210.

Mason, S. (2003). The development of a custody planning program for HIV-affected families. Willinger, B. & Rice, A. (Eds.), *A history of AIDS social work in hospitals: A daring response to an epidemic*. NY: Haworth, 289-304.

Linsk, N., Poindexter, C., & Mason, S. (2002). Policy implications for HIV-affected older relative caregivers. In Joslin, D. (Ed.), *Invisible caregivers: Older adults raising children in the wake of HIV/AIDS*. NY: Columbia University, 248-277.

Mason, S. J. & Gleeson, J.P. (1999). Adoption and subsidized guardianship as permanency options in kinship foster care: Barriers and facilitating conditions. In Gleeson, J.P. & Hairston, C. F. (Eds.), *Kinship care research: The Jane Addams Connection*. Washington, D.C.: Child Welfare League of America, 85-114.

Letters

Robinson, R. P., Monk, E., Coon, L., Blanford, C., & Mason, S. (1993, April 21). Social catastrophe: Orphaned by AIDS. [Letter to the editor]. *Journal of the American Medical Association*, p. 1942.

Manuals

Learning to Work with Orphans and Vulnerable Children: A Training Manual for Para-Social Workers – developed by the Tanzania Institute of Social Work, Jane Addams College of Social Work, and Midwest AIDS Training and Education Center. (2012). Available at <http://www.twinningagainstaids.org/documents/PSWTrainingManual.pdf>.

Mason, S. & Nierman, P. (2002). An overview of therapeutic interventions with children, adolescents, and families. Connolly, S., Wright, T., Nierman, P., & Starin, A. (Eds.), *Curriculum for mental health providers: Serving children, adolescents, and families in community settings in Illinois*. Office of Mental Health, Illinois Department of Human Services and University of Illinois at Chicago.

Blanford, C.R., Charles, P.J., & Mason, S. (1994). *Second Family Program: One model for permanency planning with HIV-affected families*. Lutheran Social Services of Illinois.

PROFESSIONAL CONSULTATIONS

2010 & 2011 Developed and co-facilitated sessions with teens, parent, and multiple family groups. Red Ribbon Trails Camp, Families' and Children's AIDS

Network, Bloomington, IL

- 2010 Visiting Lecturer, *Social Work & Mental Health*, in collaboration with Addis Ababa University as part of Twinning Center funded by American International Health Alliance. Addis Ababa, Ethiopia, September.
- 2010 Consultant, *Serving Orphans and Vulnerable Children*, in collaboration with Institute of Social Work, Dar es Salaam, Tanzania as part of Twinning Center funded by American International Health Alliance. Member of Training Team, Dodoma, Tanzania, February 2010.
- 1996 Families' and Children's AIDS Network, Chicago, planning and coordination of conference entitled "Permanency planning and families with HIV/AIDS: An advanced forum."
- 1995-96 Bonaventure House, Chicago, ongoing consultation on planning, funding, and evaluation of family programming in a residential facility for people with AIDS, including implementation of a multiple family group for parents with HIV and their children.
- 1992-97 Midwest AIDS Training and Education Center (MATEC), coordination of conferences on Tuberculosis & HIV, Revised CDC AIDS Case Definition, and Ryan White Title IIIB funding. Collaboration with the Illinois Department of Children and Family Services (DCFS) on training foster parents for HIV-exposed children. Collaboration with the Illinois Maternal Child Health Coalition on state-wide training of professionals for HIV counseling and testing with pregnant women.
- 1992-95 Child Welfare Services, Lutheran Social Services of Illinois, design and development of permanency planning program for HIV-infected parents. Ongoing consultation on planning, funding, and evaluation of Second Family Program.
- 1993 Howard Brown Health Center, Chicago, led grant-writing team for funding of a community-based primary care clinic for people with HIV.
- 1989 Unit 371, Illinois Masonic Medical Center, Chicago, advised volunteer coordinator regarding policies, procedures and training programs for new in-home program for people with HIV.

PAPERS, POSTERS, PRESENTATIONS, and INVITED LECTURES (selected list)

- 2014 Omari, L, Mvungi, A., Linsk, N., Mason, S., Caloupis, F. & Mbise, A. "Strengthening Tanzania's social welfare workforce: Training para-social workers to provide ongoing support services to vulnerable children and

- families". Professional Social Work in East Africa: Towards social development and poverty reduction. The International Social Work Conference, March 16-18, Kampala, Uganda.
- 2014 Mason, S & Novak, R. "HIV in Chicago: Current clinical treatments and research related to parents living with HIV and the social effect on their children/families" Grand Rounds, Clinical Ethics, University of Illinois Medical Center, February 5, Chicago, Illinois.
- 2013 Smithgall, C., Tichenor, J., Mason, S. & Jarpe-Ratner, E. "Implementing a dual-professional model of comprehensive family assessment: Successes, challenges, and lessons". Panel, 53rd Annual Workshop and Research Academy: Research and Analysis in a Changing Social Policy Landscape. The National Association for Welfare Research & Statistics, August 18-21, Chicago, Illinois.
- 2013 Mason, S. "Families affected by HIV stigma: Participatory Methods for Change". Advanced Workshop, HIV/AIDS 2013: The Social Work Response – the 25th Annual National Conference on Social Work and HIV/AIDS, May 23-26, Chicago, Illinois.
- 2011 Stevenson, E. & Mason, S. "The Lifelong Families Program". Poster Presentation, HIV/AIDS 2011: The Social Work Response – the 23rd Annual National Conference on Social Work and HIV/AIDS, May 26-29, Atlanta, GA.
- 2011 Mason, S. "Understanding & addressing stigma as experienced by children with HIV+ parents." Closing Plenary, 2011 HIV Update for Clinicians, April 8, Delta Region AIDS Education & Training Center (AETC), LSUHSC School of Public Health, New Orleans, LA.
- 2010 Mason, S., Smith, R., & Smith, D. "HIV stigma: Effect on children & families." Invited Workshop, International Conference on HIV-related Stigma: The Attitude that Spreads HIV, December 1, Howard University, Washington, D.C.
- 2010 Mason, S. "Understanding & addressing stigma as experienced by children with HIV+ parents". Advanced Content Workshop, HIV/AIDS 2010: The Social Work Response-- The Twenty-Second Annual National Conference on Social Work and HIV/AIDS, May 27-30, Denver, CO.
- 2010 Ek, W. & Mason, S. The Lifelong Families Program. Brief Report, HIV/AIDS 2010: The Social Work Response-- The Twenty-Second Annual National Conference on Social Work and HIV/AIDS, May 27-30, Denver, CO
- 2009 Mason, S. "Peer participation in a psychoeducation program with HIV+ parents". Invited presentation, 31st International Symposium, Association for

- the Advancement of Social Work with Groups, Chicago, Illinois, June 26-28.
- 2009 Mason, S., Sultzman, V., & Berger, B. "‘Like being in a cage’: The experience of stigma among adolescents whose mothers have HIV." 13th Annual Conference, Society for Social Work and Research Conference, New Orleans, Louisiana, January 15-18.
- 2008 Mason, S., Berger, B., Ferrans, C., Sultzman, V. & Fendrich, M. "Developing a measure of stigma-by-association with African-American adolescents whose mothers have HIV." NIMH Annual International Research Conference on the Role of Families in Preventing and Adapting to HIV/AIDS, Providence, Rhode Island, October 6-8.
- 2008 Mason, S., Sultzman, V., Berger, B. & Ferrans, C. "The experience of stigma among African-American adolescents whose mothers have HIV". NIMH Annual International Research Conference on the Role of Families in Preventing and Adapting to HIV/AIDS, Providence, Rhode Island, October 6-8.
- 2007 Smithgall, C., Mason, S., Michels, L., LiCalsi, C., & Goerge, R. "Caring for their children’s children: Assessing the mental health needs and service experiences of grandparent caregiver families." The Brookdale Foundation Annual Meeting on Grandparents Raising their Grandchildren, Denver, Colorado, May.
- 2004 Plenary panel. "History of AIDS Social Work." HIV/AIDS '04: The Social Work Response, Washington, D.C., May 27-30.
- 2004 Mason, S. & Poulton, B. "Custody planning with HIV-affected families: A study of stability." HIV/AIDS '04: The Social Work Response, Washington, D.C., May 27-30.
- 2003 Mason, S. & Vazquez, D. "Social work intervention in a custody planning program for HIV-affected families." HIV/AIDS '03: The Social Work Response, Albuquerque, New Mexico., May 29 – June 2.
- 2002 Mason, S. & Vazquez, D. "Content and process in a custody planning program for HIV-affected families." NIMH Annual Conference on the Role of Families in Preventing and Adapting to HIV/AIDS, Miami, FL., July 23-26.
- 2001 Mason, S. & Vazquez, D. "HIV-affected families: Planning for the future of their children." Voices 2001: The National Conference on HIV/AIDS, and Children, Youth, and Families, Washington, D.C., May 5-8.

- 2000 Mason, S. & Bauman, L. "Permanency planning and orphans." NIMH Annual Conference on the Role of Families in Preventing and Adapting to HIV/AIDS, Chicago, Illinois, July 26-28.
- 2000 Linsk, N. & Mason, S. "Kin caregiving for HIV affected children in the child welfare system." 13th International AIDS Conference, Durban, South Africa, July 9-14.
- 1999 Linsk, N. & Mason, S. "Older kin caregivers of people affected by HIV." The Gerontological Society of America Annual Meeting, Philadelphia, November 14-15.
- 1999 Gleeson, J., Mason, S., & Carlberg, C. "Case planning for young children in kinship care and non-related foster care." Honoring & Preserving Family Ties, 1999 Child Welfare League of America National Kinship Care Conference, Atlanta, Georgia, August 18-20.
- 1999 Mason, S. "HIV-affected families: Mental health issues & interventions." Grand Rounds, Tinley Park Mental Health Center, Illinois, April 14.
- 1999 Gleeson, J. & Mason, S. "Case planning for children entering state custody as infants in New York and Chicago." Jazz Up Your Spirit, Child Welfare League of America - Midwest Regional Training Conference, Kansas City, Missouri.
- 1999 Mason, S. & Horton, H. "Multiple family groups: Meeting the needs of HIV-affected families." Mining the Gold in Social Work with Groups. Symposium XXI, Association for the Advancement of Social Work with Groups, Inc., Denver, Colorado, October 21-24.
- 1999 "Young children in the child welfare system." An invitational one-day forum sponsored by the Jane Addams College of Social Work, the Jane Addams Center for Social Policy and Research, University of Illinois at Chicago, and the National Resource Center for Permanency Planning at the Hunter College School of Social Work, City University of New York, June 15.
- 1999 Mason, S. & Linsk, N. "Kin caregivers of HIV-affected children: Identifying services that support permanency." HIV/AIDS '99. The Social Work Response, Chicago, May 26-29.
- 1998 Mason, S. & Linsk, N. "Kin caregivers of HIV-affected children: Household characteristics and permanency goals." The Role of Families in Preventing and Adapting to HIV/AIDS, NIMH, Poster session, Washington, D.C., July 29- 31.

- 1998 Razzano, L., McKay, M., & Mason, S. "Changing the face of HIV/AIDS: Important issues in mental health for women and families." American Orthopsychiatric Association, 75th Annual Meeting, Washington, D.C., February 17-19.
- 1997 Mason, S. "Adoption and subsidized guardianship as permanency options in kinship foster care: Barriers and facilitating conditions." Kinship Care Research: The Jane Addams Connection, University of Illinois at Chicago, September 22.
- 1996-98 Monk, E., Mason, S. & Coon, L. "HIV issues for families and children." Circuit Court of Cook County, Family Justice Leadership Institute, Chicago, two-hour presentations provided annually
- 1996 Mason, S. "Mothers with AIDS: Planning for the future of their children." The Role of Families in Preventing and Adapting to HIV/AIDS, NIMH, Vancouver, July 5-7.
- 1996 Linsk, N., Sherer, R., Mason, S. & Goldman, L. "The mental health aspects of HIV disease." The American Psychiatric Association 48th Institute on Psychiatric Services, Chicago, October 18-20.
- 1996 Mason, S. "Visitation issues: Keeping families together." Family Justice and Leadership Training Institute, Juvenile Court, Chicago, February 19.
- 1996 Mason, S. "Training child welfare workers" and "Addressing the needs of HIV-affected Families." HIV/AIDS '96: The Social Work Response, Atlanta, Georgia
- 1996 Mason, S. "Working with families: Planning for the future." Families and HIV/AIDS: Keeping families together and planning for the future, Chicago.
- 1996 Mason, S. "HIV and AIDS: Gender considerations and implications for psychotherapy." First Annual Lecture Series on Contemporary Issues. The Illinois School of Professional Psychology, Chicago.
- 1995 Mason, S. "Mothers with AIDS: Planning for the future of their children." Northwestern University Child and Family Justice Center, Chicago.
- 1995 Mason, S. "Preserving families in the HIV epidemic." HIV/AIDS '95: The Social Work Response, Chicago, Illinois.
- 1995 Mason, S. "HIV-affected children and their families." Early Intervention Project Mini-Conference, Illinois Department of Mental Health and Developmental Disabilities, Peoria, Illinois.

- 1994 Charles, P. & Mason, S. "An approach to permanency planning with HIV-infected parents." Women United Fighting AIDS, St. Louis, Missouri.
- 1993 Mason, S. & Korr, W. "Understanding women's experience, impacting social policy: perspectives from social work research." Discovering Connections: Conference on Research on Women and Gender, University of Illinois at Chicago.
- 1993 Mason, S. "Permanency planning with HIV-infected parents and their children." AIDS '93: The Social Work Response, San Francisco.
- 1992 Coe, S. & Mason, S. "Creative teaching for the 90's." Midwest Biennial Social Work Education Conference, La Crosse, Wisconsin.
- 1992 Dworkin, J., Gruber, M. & Mason, S. "A public health model of social work practice with HIV-affected persons." AIDS '92: The Social Work Response, Washington, D.C.
- 1990 Mason, S. "Women and HIV infection." Jane Addams College of Social Work, University of Illinois at Chicago.
- 1989 Mason, S. "AIDS: Future issues for case management." Blue Cross & Blue Shield Association Conference, Chicago.
- 1988 Mason, S. "AIDS: Issues and answers, implications for social work." First Annual Conference, Alumni Association, Jane Addams College of Social Work, University of Illinois at Chicago.
- 1988 Mason, S. "AIDS update: Psychosocial and legal." 14th Annual Midwest Conference, American Association of Critical-Care Nurses, Arlington Heights, Illinois.
- 1987 Mason, S. "AIDS in the workplace." Illinois State Chamber of Commerce Conference, Springfield, Illinois.
- 1987 Mason, S. "The community response to AIDS." Thirteenth Annual March of Dimes Perinatal Nursing Conference, Chicago, Illinois.

WORKSHOPS/IN-SERVICES LED (selected list)

- 2012 & 2013 "Evidence-based practices in adolescent/ parent problem-solving communication". Evidence-based Mental Health Practices with Children Certificate Program, Jane Addams College of Social Work, University of Illinois at Chicago.

- 2002 "HIV, stigma, and Social Work". Tinley Park Mental Health Center, Tinley Park, Illinois.
- 1999 "Helping kids and kin cope with HIV." Illinois Department of Children and Family Services, Chicago, IL.
- 1999 "Coping with AIDS in the 21st century." Illinois Department of Children and Family Services, Chicago, IL.
- 2000 "Mental health issues: HIV-positive women & families." Family Options Project, Permanency Planning Forum, Chicago.
- 1999 "Second generation caregivers of HIV-infected children." Children's Memorial Hospital, Chicago
- 1996-98 "HIV-infected Parents: Planning for the future of their children." Illinois Department of Children and Family Services, Chicago and Elgin, Illinois
- 1996 "Supporting families affected by HIV/AIDS." Parent Liaison Training, STARnet and the Institute on Disability and Human Development, University of Illinois at Chicago.
- 1995-96 "HIV counseling and testing for pregnant women." Illinois Maternal Child Health Coalition, Midwest AIDS Training and Education Center (MATEC), Springfield, Peoria, Champaign, Belleville, and Mt. Vernon, Illinois.
- 1994 "HIV foster parent workshop." Positive Care, Lutheran Social Services of Illinois, Chicago.
- 1994 "Towards competency: Adolescence and gender issues." Transitional Living Programs, Chicago.
- 1993 "Emerging issues for women with HIV." Bonaventure House, Chicago.
- 1993 "Psychosocial aspects of HIV." Catholic Charities, Chicago.
- 1991 "Living with HIV." Bonaventure House, Chicago, Illinois.
- 1989 "Family issues in treatment of people with AIDS." Circle Family Care, Chicago, Illinois.
- 1989 "Counseling for HIV infection." Cook County Jail/Midwest AIDS Training and Education Center, Chicago, Illinois.
- 1989 "AIDS: Treatment planning." ADD Center, Elgin, Illinois.
- 1989 "AIDS: Psychosocial issues." McNeal Hospital, Berwyn, Illinois.

Sally Mason References:

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Highlights of Qualifications

[Actively Creative] [Multitask-Oriented] [Highly Tech and Web Savvy] [Quick-Learner] [Passionate]
[Excellent Organizational Skills] [Ambitious Research Skills] [Enthusiastic Connector] [Patient and Encouraging]

Relevant Experience

Career & Workforce Development Specialist – YSP

- Create and implement job readiness curricula for youth ages 11-24
- Manage a caseload for one-on-one job readiness mentoring

Education Support Coach – SLC Reading & Math

- Supported teachers in 3 elementary school math programs with better understanding i-ready diagnostic and instruction program
- Assisted teachers with student inquiries

Digital Media Specialist – New Learning Institute | Pearson Fdn

- Designed and implemented an After-school program for 6th Grade students that taught Bio-Diversity Issues via digital technology design project
- Recruited, reviewed and interviewed high-school students for teen Field Museum Programming

Proctor – Francis Parker Prep School

- Taken assistant and lead role positions in proctoring both ACT and SAT testing

Co-Organizer – Just Your Friends

- Co-Organized activities for various shelters and disadvantaged youth programs in Chicago for the holidays
- Conducted Art projects with youth and single mothers

Other Experience

Marketing Co-Chair – United Latino Pride

Chicago, IL May '10 – Current

Social Media Manager – See3 Communications

Chicago, IL Sep '10 – Dec '10

Social Media Engagement Manager – Wirestone

Chicago, IL Feb '10 – Jul '10

Office Manager – Interfaith Youth Core

Chicago, IL Jan '06 – Jun '09

Operations Intern – Let's Talk Let's Test Foundation

Chicago, IL Mar '05 – Jun '05

Technical Skills

Experience with i-Ready, Hootsuite, Mailchimp HTML, SharePoint, Drupal CMS, Wordpress, Pages, Eventbrite, Radian6, SM2, Android Google Analytics, Apps, Ads, CPanel, MS Office Suite, and all Major Social Media Platforms. Light graphic design experience.

Education

Johnson and Wales University – Bachelors of Science

Aug '01 – May '05

Major- International Business Minor- Operations Management

- Residents Assistant for 2 years
- Created and presided over JWU Pride for 3 years

- Participated in 1-month International Business Study-Abroad

Kara Carrell References:

Time commitment to project: 10%

Commitment to other projects: 90% - Comprehensive Community Based Youth Services.

Celso Cardenas

Admissions Coordinator and Testing Administrator

Francis W Parker

celsocardenas@gmail.com

773.398.0518

Cre Walls

New Learning Institute

crewalls@gmail.com

773.470.6577

Siwon Park

Johnson and Wales University

parksiwon@gmail.com

917.946.5859

Cecile Marie Carroll

6635 South Wood Street Chicago, Illinois, 60636

Cell phone: 773-426-0842

Email: cecile.carroll@gmail.com

Blog: OurBeautifulStruggle/Blogspot

Objective

Provide learning and mentoring around social science, community organizing and advocacy, policy making, and community planning to improve conditions in low income communities of color. To conduct research, and consult around educational policy, legislation endeavors, educational planning and community building.

Experience and Interest

Popular Education
Community Organizing and
Development

Restorative Justice
Urban Planning and Policy
Local Leadership Development

Not profit management and-
Fundraising
Participatory Budgeting

Education

Communications

Temple University, School of Communications and
Theatre, Philadelphia, PA
Bachelor of Arts, 2006

Urban Planning and Policy

University of Illinois at Chicago
Masters in Science, 2011- Present

Not for Profit Management

Spertus Institute,
Masters in Science, 2006-2009

Social Organizing Training

Midwest Academy, Chicago, Illinois 2006

Community Development Certificate

University of Missouri, 2013

Highlander Institute Popular Education Training

May 2013

Professional Experience

- **Co- Director of Blocks Together 2008-present.**
 - Supervise and coordinate organizing campaigns and programs for the organization. Campaigns BT currently works on include, leadership development in the West Humboldt Park Parent Network, restorative justice afterschool programs for the largest elementary school in the community and alternative high school, youth leadership council for the two local high schools, and a Tax Increment Financing campaign that has led to an advisory panel for expenses in the community TIF districts advocating for job training, and construction of a library in the community.
 - In addition to coordinating campaigns and programs I also manage the administrative and fundraising of the organization. This includes managing grants, grant writing, human resources, and financial management for the organization.
- **Organizer at Citizen Action/Illinois 2006-2008**
 - As an organizer for I organized a coalition of community organizations, elected officials, and individuals to work on diesel pollution reduction through legislative advocacy.
 - Created information tools for the campaign, worked with media organizations for coverage of the

campaign initiatives, and tools for advocacy.

- **Chicago Educational Facilities Taskforce 2009-Present**

- Through the grassroots planning and policy recommendations of the education group I coordinated, we meet with elected officials, and Chicago Public Schools officials, to advocate for policies and resources. Through this, Illinois State Senator William Delgado appointed me to the chair of the Master Facility Planning subcommittee to oversee facility decisions within Chicago Public Schools.
- As a member of the taskforce I conducted research and examined educational master facility plans that became the basis for new legislation, SB 630, which was passed in 2011 by the Illinois General Assembly, requiring CPS to create a 10 year master facility plan for the district with specific educational criteria to modernize and improve school learning conditions.

Local Initiatives

- **Orr High School Community Action Council 2010- Present:** Worked to change the local high school's policies around student enrollment that has led to student push out.
- **West Humboldt Park Educational Pathway 2009-Present:** Help to coordinate parents and residents are working together in community planning around education and support programs for students and families.
- **Catalyst Magazine Vice-Chair, 2011-2013.**
- **Resident Association of Greater Englewood,** Education and Economic Development Committee member
- **New Life Berwyn,** Praise and Worship and Campus Finance Leader 2011-Present

Presentations

Critical Race Studies in Education 2013 Annual Conference, *Understanding the Implications of School Closures Under The Under Utilization Policies in American Cities*, Memphis, TN., June 1, 2013

Planners Network 2013 Conference, *Tools & Programs for School-Based Education Planning & Advocacy*, New York, N.Y., June 7, 2013

International Participatory Budget Conference 2013, *Evaluation of Chicago's Participatory Budgeting*, Chicago, IL., May 4, 2013

Free People Free Minds Conference 2013, *Parent and School Based Education Planning- the presentation shared tools, exercises, best practices, and conflicts with current school reform as it relates to parent-based school and community development*. Chicago, IL, July 11, 2013

Tedx Talks Wells Street Ed, September 24, 2013, *Teacher and parent relationships - a crucial ingredient*

<http://www.youtube.com/watch?v=FxJlsZsYKQQ>

Papers

The Journey of Change in West Humboldt Park, Spertus Institute, 2013

Tax Increment Financing in Englewood; Job Creation and Development, University of Illinois at Chicago, 2014

Chicago Educational Facilities Taskforce Report on Chicago Public Schools 2012-2013

Awards

Chicago Community Trust Fellowship, Emerging Leader 2013

Crossroads Fund Organization of the Year, Blocks Together 2013

Cecile Carroll References

Percentage of time on project: 10%

Percentage of time on other projects: 90% Community Organizing

Lois Crawford

Board Member

Blocks Together

bkbeaute1@yahoo.com

(773) 489-6293

Ana Mercado

Restorative Justice Specialist

Alternatives, Inc.

anaforana@gmail.com

(773) 506-7474 ext. 223

Jack Leavy

Consultant and Founder of Neighborhood Capital Budget Group

wleavy@aim.com

(708) 383-1053

Carolina Gaete-Tapia

2938 W 25th Pl • Chicago, IL 60623 • 773 225-6580 • cgaete71@hotmail.com

Skills Summary

- Ability to work effectively in a diverse setting
- Strong facilitation skills
- Extensive experience in coordinating volunteer efforts
- Strong communication skills
- Bilingual/Bicultural
- Written and Verbal Translation (Spanish)
- Curriculum Development
- Civic Engagement

Public Allies Chicago: July 2002-July 2006

Director of Education and Community Project (TSP)

- Facilitate, mentor, and manage 8- 10 Allies in personal and professional development through monthly Individual Development Plan Meeting
- Manage 8-10 partnership between the Allies and their Partner organization.
- Maintain Allies accountable for the completion of all necessary documentation.
- Facilitate Allies execution of a Team Service Project.
- Maintain Alum engaged and informed in the Team Service Project.
- Oversaw and set benchmark for the Team Service Project.
- Recruit and orientated volunteer faculty for the training and learning component of the program.
- Develop Curriculum for the Educational, and Service Learning component of the program

Community Organizing and Family Issues (COFI): May 1999- December 2001

Lead Organizer/Trainer

- Developed and led Family Focused Organizing trainings for Parents in Chicago Public Schools.
- Provided support and resources for local initiatives led by parents.
- Organized Parents from school in the Austin Community (Concerned Parents of Austin).
- Managed the Parent Policy Committee, a city wide committee of parents from over 15 Chicago Public Schools.
- Established and maintained relationship with Local, State and Chicago Public School Officials.
- Coordinated and set up lobbying campaigns in order to have funds allocated to support School- Based Community Centers.

Instituto del Progreso Latino:

Director of Citizenship Program: September 1998 – May 1999

- Supervised and trained program staff
- Grant management
- Recruited and trained volunteers
- Organized Citizenship workshops
- Supervised and trained Citizenship instructors

Springfield Urban League

After School Coordinator: September 1995 – May 1998

- Recruited and trained tutors.
- Maintained communication with participant's teacher.
- Developed long term curricular goals and lesson plans
- Coordinated field trips.
- Participated in professional development, focused on literacy and curriculum development.

Carolina Gaete References

Percentage of time on project: 10%

Percentage of time on other projects: 90% Community Organizing

Dave Stovall

Associate Professor of Educational Policy Studies and African-American Studies

University of Illinois at Chicago

mfs8837@gmail.com

(312)413-5014

Kay Fujiyoshi

Urban Teacher Education Program

fujiyoshi@gmail.com

(773) 512-6389

Randell Strickland

Restorative Justice Dean

Black Pearl Alternative School

Randellstrickland@hotmail.com

(773) 421-4421

7.2.7 Subcontracting or Teaming

Youth Service Project (YSP) and Blocks Together are teaming together to submit for the Violence Prevention, Intervention and Reduction Demonstration Grant (\$100,000) (RFP No. 1453-13604). If funded, YSP and Blocks Together will have responsibility for different components of the initiative.

YSP will be the primary fiscal and administrative agent and be responsible for implementing specific activities/services. YSP staff will facilitate 16 hours of trauma and 16 hours of career and job readiness groups. Allen Ratliff and YSP's clinical team will facilitate a Structured Psychotherapy for Adolescents Responding to Chronic Stress group intervention, which is specifically designed to address chronically traumatized adolescents who may still be living with ongoing stress and may be experiencing problems in several areas of functioning. Kara Carrell, will facilitate job and career readiness activities designed around the unique needs of youth who may have a criminal record that inhibits employment. Juvenile Justice Specialist, Terrell Campbell, will provide comprehensive case management services to all participants. In addition, YSP's staff will assess participants and provide appropriate clinical and treatment services that include individual counseling, drug treatment, and family therapy.

Blocks Together staff, led by Cecile Marie Carrell and Caroline Gaete-Tapia, will facilitate 60 hours of restorative justice training for each youth. Activities will include restorative justice chat intake, peace circles with involved parties, training on peace circle facilitation, and community service hours completed through the training of other young people at the Hub.

YSP and Blocks Together will contract with Sally Mason, PhD, LCSW, of the University of Illinois at Chicago's Institute for Juvenile Research to conduct the independent evaluation for this

initiative, assess for progress toward outcomes, and measure progress of the initiative and its participants.

EXHIBIT 2

Schedule of Compensation

PRICE PROPOSAL/BUDGET DETAIL

The Proposer declares that it has carefully examined the Request for Proposal documents, the Proposal Forms, General and Special Conditions and Specifications identified as RFP No. 1453-13604 for Violence Prevention, Intervention and Reduction Demonstration Grants (\$100,000), as prepared by Cook County and has become familiar with all of the conditions under which it must be carried out and understands that by submitting proposed pricing on these pages, Proposer waives all right to plead any misunderstanding regarding the same. Any category of expense not applicable to the budget may be deleted. Indirect costs are not allowable.

Budget Detail**A. Personnel**

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Computation	Cost
Allen Ratliff	10% of \$50,000	\$5,000
Kara Carrell	10% of \$32,000	\$3200
Terrell Campbell	10% of \$32,000	\$3200

SUB-TOTAL \$ \$11,400

B. Fringe Benefits

Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position	Computation	Cost

SUB-TOTAL \$ _____

TOTAL PERSONNEL AND FRINGE BENEFITS \$11,400

C. Travel

Itemize travel expenses of project personnel by purpose. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved.

Identify the location of travel, if known. Travel for consultants will only be reimbursed for resources traveling from more than 50 miles outside of Cook County and shall be consistent with Cook County travel reimbursement policies. All travel shall be pre-approved by the Justice Advisory Council.

Purpose of Travel	Location	Item	Computation	Cost
Transportation to and from Program	YSP- 3942 W. North Ave.	Bus Cards	3 days per week- 1 bus cards per day=3x8 weeks =24x\$3.00=\$72x60youth= \$4320	\$4320

TOTAL \$ \$4320

D. Supplies

List items by type. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Supply Items	Computation	Cost
Office Supplies; pens, paper, markers, copies etc.	\$16 per youth x 60 youth	\$960
Healthy Food	\$3 per youth per session x 24 sessions x 60 youth =	\$4,320

TOTAL \$ \$5280

E. Other Costs

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent.

Description	Computation	Cost
Blocks Together Restorative Justice Trainings	-60 hours of training for each cohort plus development and maintain peace hubs	\$30,000
Evaluation	Program Evaluation for all three program components	\$15,000
Quality Improvement		\$1,000
Youth Stipends	60 youth x \$300 per youth	\$18,000
Administrative Support		\$15,000

TOTAL \$ \$79,000

Budget Summary- When you have completed the budget worksheet, transfer the totals for each category to the spaces below.

Budget Category	Amount
A Personnel	\$11,400
B Fringe Benefits	0
C Travel	\$4320
D Supplies	\$5,280
E Other Costs	\$79,000
Grand Total	\$99,940

EXHIBIT 3

Evidence of Insurance

EXHIBIT 4

Economic Disclosure Statement (EDS) Forms

ECONOMIC DISCLOSURE STATEMENT
**ECONOMIC DISCLOSURE STATEMENT
 AND EXECUTION DOCUMENT
 INDEX**

Section	Description	Pages
Instructions	Instructions for Completion of EDS.....	EDS i - ii
1	MBE/WBE Utilization Plan.....	EDS 1
2	Letter of Intent.....	EDS 2
3	Petition for Reduction/Waiver of MBE/WBE Participation Goals.....	EDS 3
4	Certifications.....	EDS 4, 5
5	Economic and Other Disclosures, Affidavit of Child Support Obligations and Disclosure of Ownership Interest.....	EDS 6 – 12
6	Sole Proprietor Signature Page.....	EDS 13a/b/c
7	Partnership Signature Page.....	EDS 14/a/b/c
8	Limited Liability Corporation Signature Page.....	EDS 15a/b/c
9	Corporation Signature Page.....	EDS 16a/b/c
10	Cook County Signature Page.....	EDS 17

ECONOMIC DISCLOSURE STATEMENT**INSTRUCTIONS FOR COMPLETION OF
ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT**

This Economic Disclosure Statement and Execution Document ("EDS") is to be completed and executed by every Bidder on a County contract, every party responding to a Request for Proposals or Request for Qualifications ("Proposer"), and others as required by the Chief Procurement Officer. If the Undersigned is awarded a contract pursuant to the procurement process for which this EDS was submitted (the "Contract"), this Economic Disclosure Statement and Execution Document shall stand as the Undersigned's execution of the Contract.

Definitions. Capitalized terms used in this EDS and not otherwise defined herein shall have the meanings given to such terms in the Instructions to Bidders, General Conditions, Request for Proposals, Request for Qualifications, or other documents, as applicable.

"Affiliated Entity" means a person or entity that, directly or indirectly: controls the Bidder, is controlled by the Bidder, or is, with the Bidder, under common control of another person or entity. Indicia of control include, without limitation, interlocking management or ownership; identity of interests among family members; shared facilities and equipment; common use of employees; and organization of a business entity following the ineligibility of a business entity to do business with the County under the standards set forth in the Certifications included in this EDS, using substantially the same management, ownership or principals as the ineligible entity.

"Bidder," "Proposer," "Undersigned," or "Applicant," is the person or entity executing this EDS. Upon award and execution of a Contract by the County, the Bidder, Proposer, Undersigned or Applicant, as the case may be, shall become the Contractor or Contracting Party.

"Proposal," for purposes of this EDS, is the Undersigned's complete response to an RFP/RFQ, or if no RFQ/RFP was issued by the County, the "Proposal" is such other proposal, quote or offer submitted by the Undersigned, and in any event a "Proposal" includes this EDS.

"Code" means the Code of Ordinances, Cook County, Illinois available through the Cook County Clerk's Office website (<http://www.cookctyclerk.com/sub/ordinances.asp>). This page can also be accessed by going to www.cookctyclerk.com, clicking on the tab labeled "County Board Proceedings," and then clicking on the link to "Cook County Ordinances."

"Contractor" or "Contracting Party" means the Bidder, Proposer or Applicant with whom the County has entered into a Contract.

"EDS" means this complete Economic Disclosure Statement and Execution Document, including all sections listed in the Index and any attachments.

"Lobby" or "lobbying" means to, for compensation, attempt to influence a County official or County employee with respect to any County matter.

"Lobbyist" means any person or entity who lobbies.

"Prohibited Acts" means any of the actions or occurrences which form the basis for disqualification under the Code, or under the Certifications hereinafter set forth.

Sections 1 through 3: MBE/WBE Documentation. Sections 1 and 2 must be completed in order to satisfy the requirements of the County's MBE/WBE Ordinance, as set forth in the Contract Documents, if applicable. If the Undersigned believes a waiver is appropriate and necessary, Section 3, the Petition for Waiver of MBE/WBE Participation must be completed.

Section 4: Certifications. Section 4 sets forth certifications that are required for contracting parties under the Code. Execution of this EDS constitutes a warranty that all the statements and certifications contained, and all the facts stated, in the Certifications are true, correct and complete as of the date of execution.

Section 5: Economic and Other Disclosures Statement. Section 5 is the County's required Economic and Other Disclosures Statement form. Execution of this EDS constitutes a warranty that all the information provided in the EDS is true, correct and complete as of the date of execution, and binds the Undersigned to the warranties, representations, agreements and acknowledgements contained therein.

ECONOMIC DISCLOSURE STATEMENT

**INSTRUCTIONS FOR COMPLETION OF
ECONOMIC DISCLOSURE STATEMENT AND EXECUTION DOCUMENT**

Sections 6, 7, 8, 9: Execution Forms. The Bidder executes this EDS, and the Contract, by completing and signing three copies of the appropriate Signature Page. Section 6 is the form for a sole proprietor; Section 7 is the form for a partnership or joint venture; Section 8 is the form for a Limited Liability Corporation, and Section 9 is the form for a corporation. Proper execution requires THREE ORIGINALS; therefore, the appropriate Signature Page must be filled in, three copies made, and all three copies must be properly signed, notarized and submitted. The forms may be printed and completed by typing or hand writing the information required.

Required Updates. The information provided in this EDS will be kept current. In the event of any change in any information provided, including but not limited to any change which would render inaccurate or incomplete any certification or statement made in this EDS, the Undersigned will supplement this EDS up to the time the County takes action, by filing an amended EDS or such other documentation as is requested.

Additional Information. The County's Governmental Ethics and Campaign Financing Ordinances, impose certain duties and obligations on persons or entities seeking County contracts, work, business, or transactions. For further information please contact the Director of Ethics at (312) 603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit our web-site at www.cookcountygov.com and go to the Ethics Department link. The Bidder must comply fully with the applicable ordinances.

ECONOMIC DISCLOSURE STATEMENT

MBE/WBE UTILIZATION PLAN (SECTION 1)

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions.

I. **BIDDER/PROPOSER MBE/WBE STATUS:** (check the appropriate line)

_____ Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of appropriate Letter of Certification)

_____ Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letter(s) of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its ownership interest in the Joint Venture and a completed Joint Venture Affidavit – available from the Office of Contract Compliance)

Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the performance of the Contract. (If so, complete Sections II and III).

II. _____ Direct Participation of MBE/WBE Firms _____ Indirect Participation of MBE/WBE Firms

Where goals have not been achieved through direct participation, Bidder/Proposer shall include documentation outlining efforts to achieve Direct Participation at the time of Bid/Proposal submission. Indirect Participation will only be considered after all efforts to achieve Direct Participation have been exhausted. Only after written documentation of Good Faith Efforts is received will Indirect Participation be considered.

MBEs/WBEs that will perform as subcontractors/suppliers/consultants include the following:

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

MBE/WBE Firm: _____

Address: _____

E-mail: _____

Contact Person: _____ Phone: _____

Dollar Amount Participation: \$ _____

Percent Amount of Participation: _____ %

*Letter of Intent attached? Yes _____ No _____

*Letter of Certification attached? Yes _____ No _____

Attach additional sheets as needed.

***Additionally, all Letters of Intent, Letters of Certification and documentation of Good Faith Efforts omitted from this bid/proposal must be submitted to the Office of Contract Compliance so as to assure receipt by the Contract Compliance Administrator not later than three (3) business days after the Bid Opening date.**

ECONOMIC DISCLOSURE STATEMENT

COOK COUNTY GOVERNMENT LETTER OF INTENT (SECTION 2)

M/WBE Firm: _____ Certifying Agency: _____

Address: _____ Certification Expiration Date: _____

City/State: _____ Zip: _____ FEIN #: _____

Phone: _____ Fax: _____ Contact Person: _____

Email: _____ Contract #: _____

Participation: _____ Direct _____ Indirect

Will the M/WBE firm be subcontracting any of the performance of this contract to another firm?

No _____ Yes _____ If "Yes", please attach explanation. Proposed Subcontractor: _____

The undersigned M/WBE is prepared to provide the following Commodities/Services for the above named Project/ Contract:

Indicate the Dollar Amount, or Percentage, and the Terms of Payment for the above-described Commodities/ Services:

(If more space is needed to fully describe M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets)

THE UNDERSIGNED PARTIES AGREE that this Letter of Intent will become a binding Subcontract Agreement conditioned upon the Bidder/Proposer's receipt of a signed contract from the County of Cook. The Undersigned Parties do also certify that they did not affix their signatures to this document until all areas under Description of Service/ Supply and Fee/Cost were completed.

Signature (M/WBE)

Print Name

Firm Name

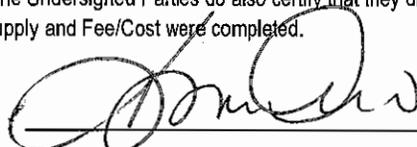
Date

Subscribed and sworn before me

this _____ day of _____, 20____.

Notary Public _____

SEAL



Signature (Prime Bidder/Proposer)

Keny Martin-Ocasio

Print Name

Youth Service Project

Firm Name

Date

Subscribed and sworn before me

this 15 day of May, 2014.

Notary Public 

SEAL



EDS-2

Addendum No. 1
May 1, 2014

ECONOMIC DISCLOSURE STATEMENT

PETITION FOR WAIVER OF MBE/WBE PARTICIPATION (SECTION 3)

A. BIDDER/PROPOSER HEREBY REQUESTS:

FULL MBE WAIVER FULL WBE WAIVER
 REDUCTION (PARTIAL MBE and/or WBE PARTICIPATION)
 _____ % of Reduction for MBE Participation
 _____ % of Reduction for WBE Participation

B. REASON FOR FULL/REDUCTION WAIVER REQUEST:

Bidder/Proposer shall check each item applicable to its reason for a waiver request. Additionally, supporting documentation shall be submitted with this request. If such supporting documentation cannot be submitted with bid/proposal/quotation, such documentation shall be submitted directly to the Office of Contract Compliance no later than three (3) days from the date of submission date.

_____ (1) Lack of sufficient qualified MBEs and/or WBEs capable of providing the goods or services required by the contract. (Please explain)

_____ (2) The specifications and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract to enable the contractor to utilize MBEs and/or WBEs in accordance with the applicable participation. (Please explain)

_____ (3) Price(s) quoted by potential MBEs and/or WBEs are above competitive levels and increase cost of doing business and would make acceptance of such MBE and/or WBE bid economically impracticable, taking into consideration the Percentage of total contract price represented by such MBE and/or WBE bid. (Please explain)

(4) There are other relevant factors making it impossible or economically infeasible to utilize MBE and/or WBE firms. (Please explain)

Our budget is only for personell and training and does Not allow for contracts with MBE/WBE Firms

C. GOOD FAITH EFFORTS TO OBTAIN MBE/WBE PARTICIPATION:

_____ (1) Made timely written solicitation to identified MBEs and WBEs for utilization of goods and/or services; and provided MBEs and WBEs with a timely opportunity to review and obtain relevant specifications, terms and conditions of the proposal to enable MBEs and WBEs to prepare an informed response to solicitation. (Please attach)

_____ (2) Followed up initial solicitation of MBEs and WBEs to determine if firms are interested in business. (Please attach)

_____ (3) Advertised in a timely manner in one or more daily newspapers and/or trade publication for MBEs and WBEs for supply of goods and services. (Please attach)

_____ (4) Used the services and assistance of the Office of Contract Compliance staff. (Please explain)

_____ (5) Engaged MBEs & WBEs for indirect participation. (Please explain)

D. OTHER RELEVANT INFORMATION:

Attach any other documentation relative to Good Faith Efforts in complying with MBE/WBE participation.

ECONOMIC DISCLOSURE STATEMENT

CERTIFICATIONS (SECTION 4)

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND THE CODE. THE UNDERSIGNED IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO SIGNING THE SIGNATURE PAGE. SIGNING THE SIGNATURE PAGE SHALL CONSTITUTE A WARRANTY BY THE UNDERSIGNED THAT ALL THE STATEMENTS, CERTIFICATIONS AND INFORMATION SET FORTH WITHIN THESE CERTIFICATIONS ARE TRUE, COMPLETE AND CORRECT AS OF THE DATE THE SIGNATURE PAGE IS SIGNED. THE UNDERSIGNED IS NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THAT ANY CONTRACT ENTERED INTO WITH THE UNDERSIGNED SHALL BE SUBJECT TO TERMINATION.

A. PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or sub-contract, for a period of five (5) years from the date of conviction or entry of a plea or admission of guilt, civil or criminal, if that person or business entity:

- 1) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity;
- 2) Has been convicted by federal, state or local government of an act of bid-rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act. Act. 15 U.S.C. Section 1 et seq.;
- 3) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government;
- 4) Has been convicted of an act committed, within the State, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act. 15 U.S.C. Section 1, et seq.;
- 5) Has been convicted of price-fixing or attempting to fix prices under the laws the State;
- 6) Has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois;
- 7) Has made an admission of guilt of such conduct as set forth in subsections (1) through (6) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to; or
- 8) Has entered a plea of nolo contendere to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in sub-paragraphs (1) through (6) above.

In the case of bribery or attempting to bribe, a business entity may not be awarded a contract if an official, agent or employee of such business entity committed the Prohibited Act on behalf of the business entity and pursuant to the direction or authorization of an officer, director or other responsible official of the business entity, and such Prohibited Act occurred within three years prior to the award of the contract. In addition, a business entity shall be disqualified if an owner, partner or shareholder controlling, directly or indirectly, 20 % or more of the business entity, or an officer of the business entity has performed any Prohibited Act within five years prior to the award of the Contract.

THE UNDERSIGNED HEREBY CERTIFIES THAT: The Undersigned has read the provisions of Section A, Persons and Entities Subject to Disqualification, that the Undersigned has not committed any Prohibited Act set forth in Section A, and that award of the Contract to the Undersigned would not violate the provisions of such Section or of the Code.

B. BID-RIGGING OR BID ROTATING

THE UNDERSIGNED HEREBY CERTIFIES THAT: In accordance with 720 ILCS 5/33 E-11, neither the Undersigned nor any Affiliated Entity is barred from award of this Contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid rotating.

C. DRUG FREE WORKPLACE ACT

THE UNDERSIGNED HEREBY CERTIFIES THAT: The Undersigned will provide a drug free workplace, as required by Public Act 86-1459 (30 ILCS 580/2-11).

D. DELINQUENCY IN PAYMENT OF TAXES

THE UNDERSIGNED HEREBY CERTIFIES THAT: The Undersigned is not an owner or a party responsible for the payment of any tax or fee administered by Cook County, by a local municipality, or by the Illinois Department of Revenue, which such tax or fee is delinquent, such as bar award of a contract or subcontract pursuant to the Code, Chapter 34, Section 34-129.

ECONOMIC DISCLOSURE STATEMENT**E. HUMAN RIGHTS ORDINANCE**

No person who is a party to a contract with Cook County ("County") shall engage in unlawful discrimination or sexual harassment against any individual in the terms or conditions of employment, credit, public accommodations, housing, or provision of County facilities, services or programs (Code Chapter 42, Section 42-30 et seq).

F. ILLINOIS HUMAN RIGHTS ACT

THE UNDERSIGNED HEREBY CERTIFIES THAT: It is in compliance with the the Illinois Human Rights Act (775 ILCS 5/2-105), and agrees to abide by the requirements of the Act as part of its contractual obligations.

G. MACBRIDE PRINCIPLES, CODE CHAPTER 34, SECTION 34-132

If the primary contractor currently conducts business operations in Northern Ireland, or will conduct business during the projected duration of a County contract, the primary contractor shall make all reasonable and good faith efforts to conduct any such business operations in Northern Ireland in accordance with the MacBride Principles for Northern Ireland as defined in Illinois Public Act 85-1390.

H. LIVING WAGE ORDINANCE PREFERENCE (COOK COUNTY CODE, CHAPTER 34, SECTION 34-127;

The Code requires that a living wage must be paid to individuals employed by a Contractor which has a County Contract and by all subcontractors of such Contractor under a County Contract, throughout the duration of such County Contract. The amount of such living wage is determined from time to time by, and is available from, the Chief Financial Officer of the County.

For purposes of this EDS Section 4, H, "Contract" means any written agreement whereby the County is committed to or does expend funds in connection with the agreement or subcontract thereof. The term "Contract" as used in this EDS, Section 4, I, specifically excludes contracts with the following:

- 1) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United State Internal Revenue Code and recognized under the Illinois State not-for -profit law);
- 2) Community Development Block Grants;
- 3) Cook County Works Department;
- 4) Sheriff's Work Alternative Program; and
- 5) Department of Correction inmates.

ECONOMIC DISCLOSURE STATEMENT

REQUIRED DISCLOSURES (SECTION 5)

1. **DISCLOSURE OF LOBBYIST CONTACTS**

List all persons or entities that have made lobbying contacts on your behalf with respect to this contract:

Name	N/A	Address
<hr/>		
<hr/>		
<hr/>		

2. **LOCAL BUSINESS PREFERENCE DISCLOSURE; CODE, CHAPTER 34, SECTION 34-151(p);**

"Local Business" shall mean a person authorized to transact business in this State and having a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County, including a foreign corporation duly authorized to transact business in this State and which has a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County.

a) Is Bidder a "Local Business" as defined above?

Yes X No ~~X~~

b) If yes, list business addresses within Cook County:

3942 W. North Avenue
Chicago, IL 60647
<hr/>
<hr/>

c) Does Bidder employ the majority of its regular full-time workforce within Cook County?

Yes X No _____

3. **THE CHILD SUPPORT ENFORCEMENT ORDINANCE (PREFERENCE (CODE, CHAPTER 34, SECTION 34-366)**

Every Applicant for a County Privilege shall be in full compliance with any child support order before such Applicant is entitled to receive or renew a County Privilege. When delinquent child support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege.

All Applicants are required to review the Cook County Affidavit of Child Support Obligations attached to this EDS (EDS-8) and complete the following, based upon the definitions and other information included in such Affidavit.

ECONOMIC DISCLOSURE STATEMENT

4. REAL ESTATE OWNERSHIP DISCLOSURES.

The Undersigned must indicate by checking the appropriate provision below and providing all required information that either:

a) The following is a complete list of all real estate owned by the Undersigned in Cook County:

PERMANENT INDEX NUMBER(S): 13-35-322-036-0000

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

b) _____The Undersigned owns no real estate in Cook County.

5. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Undersigned is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Undersigned must explain below:

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Undersigned certified to all Certifications and other statements contained in this EDS.

ECONOMIC DISCLOSURE STATEMENT

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT

The Cook County Code of Ordinances (§2-610 et seq.) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing.

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"Applicant" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Entity" or "Legal Entity" means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

1. An Applicant for County Action and
2. An individual or Legal Entity that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under Ownership Interest Declaration.

Please print or type responses clearly and legibly. Add additional pages if needed, being careful to identify each portion of the form to which each additional page refers.

This Statement is being made by the Applicant or Stock/Beneficial Interest Holder

This Statement is an: Original Statement or Amended Statement

Identifying Information:

Name: Youth Service Project D/B/A: 020943684 EIN NO.: 36-2838207
 Street Address: 3942 W. North Avenue
 City: Chicago State: IL Zip Code: 60647
 Phone No.: (773) 770-6270

Form of Legal Entity:

- | | | | |
|---|--------------------------------------|---|--|
| <input type="checkbox"/> Sole Proprietor | <input type="checkbox"/> Partnership | <input checked="" type="checkbox"/> Corporation | <input type="checkbox"/> Trustee of Land Trust |
| <input type="checkbox"/> Business Trust | <input type="checkbox"/> Estate | <input type="checkbox"/> Association | <input type="checkbox"/> Joint Venture |
| <input type="checkbox"/> Other (describe) _____ | | | |

ECONOMIC DISCLOSURE STATEMENT

Ownership Interest Declaration:

1. List the name(s), address, and percent ownership of each individual and each Entity having a legal or beneficial interest (including ownership) of more than five percent (5%) in the Applicant/Holder.

Name	Address	Percentage Interest in Applicant/Holder
<u>None</u>		

2. If the interest of any individual or any Entity listed in (1) above is held as an agent or agents, or a nominee or nominees, list the name and address of the principal on whose behalf the interest is held.

Name of Agent/Nominee	Name of Principal	Principal's Address
<u>N/A</u>		

3. Is the Applicant constructively controlled by another person or Legal Entity? [] Yes [] No

If yes, state the name, address and percentage of beneficial interest of such person or legal entity, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship

Declaration (check the applicable box):

[] I state under oath that the Applicant has withheld no disclosure as to ownership interest in the Applicant nor reserved any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County Agency action.

[] I state under oath that the Holder has withheld no disclosure as to ownership interest nor reserved any information required to be disclosed.

Kenny Martin - Ocasio
Name of Authorized Applicant/Holder Representative (please print or type) Title

Executive Director & CEO

Signature [Handwritten Signature]

5/15/14
Date

E-mail address kmocasio@youthserviceproject.org

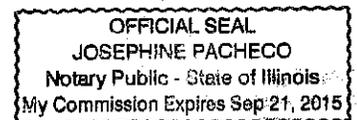
(773) 772-6270
Phone Number

Subscribed to and sworn before me
this 15 day of May, 2014.

My commission expires:

X Josephine Pacheco
Notary Public Signature

9/21/15
Notary Seal



ECONOMIC DISCLOSURE STATEMENT

COOK COUNTY BOARD OF ETHICS
69 W. WASHINGTON STREET, SUITE 3040
CHICAGO, ILLINOIS 60602
312/603-4304
312/603-9988 FAX 312/603-1011 TT/TDD

FAMILIAL RELATIONSHIP DISCLOSURE PROVISION:

Section 2-582 of the Cook County Ethics Ordinance requires any person or persons doing business with Cook County, upon execution of a contract with Cook County, to disclose to the Cook County Board of Ethics the existence of familial relationships they may have with all persons holding elective office in the State of Illinois, the County of Cook, or in any municipality within the County of Cook.

The disclosure required by this section shall be filed by January 1 of each calendar year or within thirty (30) days of the execution of any contract or lease. Any person filing a late disclosure statement after January 31 shall be assessed a late filing fee of \$100.00 per day that the disclosure is late. Any person found guilty of violating any provision of this section or knowingly filing a false, misleading, or incomplete disclosure to the Cook County Board of Ethics shall be prohibited, for a period of three (3) years, from engaging, directly or indirectly, in any business with Cook County. Note: Please see Chapter 2 Administration, Article VII Ethics, Section 2-582 of the Cook County Code to view the full provisions of this section.

If you have questions concerning this disclosure requirement, please call the Cook County Board of Ethics at (312) 603-4304. Note: A current list of contractors doing business with Cook County is available via the Cook County Board of Ethics' website at: http://www.cookcountygov.com/taxonomy/ethics/Listings/cc_ethics_VendorList_.pdf

DEFINITIONS:

"Calendar year" means January 1 to December 31 of each year.

"Doing business" for this Ordinance provision means any one or any combination of leases, contracts, or purchases to or with Cook County or any Cook County agency in excess of \$25,000 in any calendar year.

"Familial relationship" means a person who is related to an official or employee as spouse or any of the following, whether by blood, marriage or adoption:

Parent	Grandparent	Stepfather
Child	Grandchild	Stepmother
Brother	Father-in-law	Stepson
Sister	Mother-in-law	Stepdaughter
Aunt	Son-in-law	Stepbrother
Uncle	Daughter-in-law	Stepsister
Niece	Brother-in-law	Half-brother
Nephew	Sister-in-law	Half-sister

"Person" means any individual, entity, corporation, partnership, firm, association, union, trust, estate, as well as any parent or subsidiary of any of the foregoing, and whether or not operated for profit.

ECONOMIC DISCLOSURE STATEMENT

SWORN FAMILIAL RELATIONSHIP DISCLOSURE FORM

Pursuant to Section 2-582 of the Cook County Ethics Ordinance, any person* doing business* with Cook County must disclose, to the Cook County Board of Ethics, the existence of familial relationships* to any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County. Please print your responses.

Name of Owner/Employee: Kenny Martin - Ocasio Title: Executive Director & CEO
Business Entity Name: Youth Service Project Phone: (773) 770-6270
Business Entity Address: 3942 W. North Avenue, Chicago IL 60647

_____ The following familial relationship exists between the owner or any employee of the business entity contracted to do business with Cook County and any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County.

Owner/Employee Name:	Related to:	Relationship:
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		

If more space is needed, attach an additional sheet following the above format.

There is no familial relationship that exists between the owner or any employee of the business entity contracted to do business with Cook County and any person holding elective office in the State of Illinois, Cook County, or in any municipality within Cook County.

To the best of my knowledge and belief, the information provided above is true and complete.

[Signature] _____ 5/15/14
Owner/Employee's Signature Date

Subscribe and sworn before me this 15th day of May, 2014.

a Notary Public in and for Cook County

[Signature]
(Signature)

NOTARY PUBLIC
SEAL



My Commission expires 9/21/2015

Completed forms must be filed within 30 days of the execution of any contract or lease with Cook County and should be mailed to:

Cook County Board of Ethics
69 West Washington Street,
Suite 3040
Chicago, Illinois 60602

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A LIMITED LIABILITY CORPORATION

(SECTION 8)

The Undersigned hereby certifies and warrants: that all of the statements, certifications and representations set forth in this EDS are true, complete and correct; that the Undersigned is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Undersigned with all the policies and requirements set forth in this EDS; and that all facts and information provided by the Undersigned in this EDS are true, complete and correct. The Undersigned agrees to inform the Chief Procurement Officer in writing if any of such statements, certifications, representations, facts or information becomes or is found to be untrue, incomplete or incorrect during the term of the Contract or County Privilege.

BUSINESS NAME: N/A

BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: _____ FAX NUMBER: _____

CONTACT PERSON: _____

FEIN: _____ *CORPORATE FILE NUMBER: _____

MANAGING MEMBER: _____ MANAGING MEMBER: _____

**SIGNATURE OF MANAGER: _____

ATTEST: _____

Subscribed to and sworn before me
this ____ day of _____, 20____.

X _____

Notary Public Signature

Notary Seal

* If the LLC is not registered in the State of Illinois, a copy of a current Certificate of Good Standing from the state of incorporation must be submitted with this Signature Page.

** Attach either a certified copy of the by-laws, articles, resolution or other authorization demonstrating such persons to sign the Signature Page on behalf of the LLC.

ECONOMIC DISCLOSURE STATEMENT

SIGNATURE BY A CORPORATION

(SECTION 9)

The Undersigned hereby certifies and warrants: that all of the statements, certifications and representations set forth in this EDS are true, complete and correct; that the Undersigned is in full compliance and will continue to be in compliance throughout the term of the Contract or County Privilege issued to the Undersigned with all the policies and requirements set forth in this EDS; and that all facts and information provided by the Undersigned in this EDS are true, complete and correct. The Undersigned agrees to inform the Chief Procurement Officer in writing if any of such statements, certifications, representations, facts or information becomes or is found to be untrue, incomplete or incorrect during the term of the Contract or County Privilege.

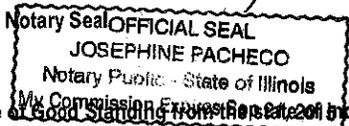
BUSINESS NAME: Youth Service Project
BUSINESS ADDRESS: 3942 W. North Avenue
Chicago IL 60647
BUSINESS TELEPHONE: (773) 772-6270 FAX NUMBER: (773) 772-8755
CONTACT PERSON: Kenny Martin-Ocasio
FEIN: 36-2838207 *CORPORATE FILE NUMBER: 5069-832-7

PLEASE LIST THE FOLLOWING OFFICERS:

PRESIDENT: Milton Rodriguez VICE PRESIDENT: Michael Morrissey
SECRETARY: Josephine Pacheco TREASURER: Marcie Hefler
**SIGNATURE OF PRESIDENT: [Signature]
ATTEST: Josephine Pacheco (CORPORATE SECRETARY)

Subscribed to and sworn before me
this 19 day of May, 2014.
[Signature]
Notary Public Signature

My commission expires:
9/21/2015



*If the corporation is not registered in the State of Illinois, a copy of the Certificate of Good Standing from the State of incorporation must be submitted with this Signature Page.

**In the event that this Signature Page is signed by any persons than the President and Secretary, attach either a certified copy of the corporate by-laws, resolution or other authorization by the corporation, authorizing such persons to sign the Signature Page on behalf of the corporation.

COOK COUNTY SIGNATURE PAGE

(SECTION 10)

ON BEHALF OF THE COUNTY OF COOK, A BODY POLITIC AND CORPORATE OF THE STATE OF ILLINOIS, THIS CONTRACT IS HEREBY EXECUTED BY:

John E. M

COOK COUNTY CHIEF PROCUREMENT OFFICER

DATED AT CHICAGO, ILLINOIS THIS 25 DAY OF September, 2014.

IN THE CASE OF A BID PROPOSAL, THE COUNTY HEREBY ACCEPTS:

THE FOREGOING BID/PROPOSAL AS IDENTIFIED IN THE CONTRACT DOCUMENTS FOR CONTRACT NUMBER

1453-13604C

OR

ITEM(S), SECTION(S), PART(S): _____

TOTAL AMOUNT OF CONTRACT: \$ 99,940⁰⁰ (DOLLARS AND CENTS)

FUND CHARGEABLE: _____

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

SEP 10 2014

APPROVED AS TO FORM:

Not required

COM _____

ASSISTANT STATE'S ATTORNEY

(Required on contracts over \$1,000,000.00)