

MEMORANDUM

Not On
Agenda Item No. 10(A)(13)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

DATE: February 1, 2005

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Resolution authorizing
allocation of District 1
District Reserve Funds

The accompanying resolution was prepared and placed on the agenda at the request of Commissioner Barbara J. Jordan.



Robert A. Ginsburg
County Attorney

RAG/bw



MEMORANDUM

(Revised)

TO: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

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County Attorney

SUBJECT: Not On
Agenda Item No. 10(A)(13)

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor
Veto _____
Override _____

Not On
Agenda Item No. 10(A)(13)
2-1-05

RESOLUTION NO. _____

RESOLUTION APPROVING THE ALLOCATION OF \$4,000.00 OF FY 2004-2005 DISTRICT RESERVE FUNDS FROM DISTRICT 1 TO "BE STILL AND KNOW INCORPORATED" AND AUTHORIZING A PARTNERSHIP WITH MIAMI-DADE COUNTY PUBLIC SCHOOLS "EMBRACE THE ZONE" INITIATIVE FOR LOW PERFORMING ELEMENTARY SCHOOLS IN DISTRICT 1

WHEREAS, the Miami-Dade County Public School System is inspiring and encouraging student improvement in public elementary schools which have been placed on a prescriptive plan for student improvement by the Miami-Dade County School System (commonly known as "zoned schools"); and

WHEREAS, the designated elementary schools are: Bunche Park, Opa-locka, Myrtle Grove, Norland, Holmes, Martin L. King Jr., Lakeview, Dr. H.W. Mack/West Little River, Thena Crowder, Paul Dunbar, Edison Park, Little River, Toussaint Louverture, Morningside, Santa Clara, Shadowlawn, Phillis Wheatley, Florida City, Leisure City and Laura Saunders; and

WHEREAS, there are four "zoned" elementary schools located in District 1; and

WHEREAS, celebrities, authors and book illustrators, including Actor Tommy Ford, Author Ms. Eloise Greenfield and Illustrator Ms. Jan Spivey Gilchrist, will go to the designated schools, and Miami-Dade County Public Libraries to read to the students and encourage the students to develop a love for and appreciation of the benefits of reading, as a part of the "Living Legends of Literacy Tour"; and

WHEREAS, as an added benefit, the Living Legends of Literacy Tour will be kicked-off in honor of African-American History Month; and

WHEREAS, the School System is providing books to the designated schools and necessary materials to support this program as a part of their Embrace the Zone initiative,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves the allocation of FY 2004-2005 District Reserve Funds in the amount of \$4,000.00 to "Be Still and Know Incorporated," in support of the Embrace the Zone initiative and Living Legends of Literacy Tour and authorizes a partnership with Miami-Dade County Schools "Embrace the Zone" initiative for low performing elementary schools in District 1.

The foregoing resolution was sponsored by Commissioner Barbara J. Jordan and offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

- | | |
|----------------------|-------------------------------|
| | Joe A. Martinez, Chairman |
| | Dennis C. Moss, Vice-Chairman |
| Bruno A. Barreiro | Dr. Barbara Carey-Shuler |
| Jose "Pepe" Diaz | Carlos A. Gimenez |
| Sally A. Heyman | Barbara J. Jordan |
| Dorrin D. Rolle | Natacha Seijas |
| Katy Sorenson | Rebeca Sosa |
| Sen. Javier D. Souto | |

The Chairman thereupon declared the resolution duly passed and adopted this 1st day of February, 2005. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.



Cynthia Johnson-Stacks



Miami-Dade County Public Schools

giving our students the world

Superintendent of Schools
Rudolph F. Crew, Ed.D.

Miami-Dade County School Board

Frank J. Bolaños, Chair
Dr. Robert B. Ingram, Vice Chair
Agustin J. Barrera
Evelyn Langlieb Greer
Perla Tabares Hantman
Dr. Martin Karp
Ana Rivas Logan
Dr. Marta Pérez
Dr. Solomon C. Stinson

January 31, 2005

The Honorable Joe Martinez
Chairperson
Miami-Dade Board of County Commissioners
111 NW 1st Street, Second Floor
Miami, Florida 33127

Dear Chairperson Martinez:

It is with great delight that I pen this letter to invite the members of the Miami-Dade Board of County Commissioners to partner with Miami-Dade County Public Schools as we, "**Embrace the Zone.**"

As you may know, the Superintendent's School Improvement Zone is an innovative approach to public education designed to promote high achievement while eliminating low student performance. The Zone is composed of 39 low-performing schools identified based on percentages of beginning teachers, student mobility, numbers of students in exceptional education programs, and numbers of students with limited English proficiency.

It is with this focused effort on student learning that I encourage each member of your Board to "**Embrace the Zone,**" by adopting the schools that fall within their electoral boundaries. By adopting a school in the Zone, each Commissioner would be asked to build a relationship with the leadership and student body at the school in order to foster an environment of positive expectations. To kick off this effort, I am currently working with Tommy Ford, of UPN hit shows, "Martin," "The Parkers," and "New York Undercover," to coordinate visits with a cadre of notables, to each elementary school in the Zone during the month of February. The visits are designed to provide encouragement and inspiration to our students. The District's efforts could certainly be bolstered by establishing a partnership with the Board as we seek to raise the bar and student achievement, *one student at a time.*

If you or any member of your Board is interested in learning more about "**Embracing the Zone,**" please contact Ronda A. Vangates, Esq., at 305-995-1430.

Sincerely,

Rudolph F. Crew, Ed.D.
Superintendent of Schools

Cc: The Honorable Carlos Alvarez, Mayor
Honorable Members of the Miami-Dade Board of County Commissioners
Mr. George Burgess, County Manager

TOMMY FORD presents...

“Living Legends of Literacy Tour”

PURPOSE

The month of February has been designated as the month we celebrate the many accomplishments and contributions African Americans have made to this great nation! This February, **Be Still and Know Incorporated** will celebrate a team of Living Legends. Wonderful individuals who have made awesome accomplishments in the arena of literacy, and are still alive to tell their stories! More often than not, we celebrate legends that are no longer present to share their wisdom, triumphs and challenges. We will kick-off our **National Literacy Tour** in honor of African-American History Month! We'll present our panel of icons that will motivate, inspire, and drive our children toward greatness!

LITERARY TOUR

For many years **Ms. Eloise Greenfield** has delivered dozens of beautiful stories, poetry, and pleasurable readings for hundreds of thousands of households, schools and libraries! **Jan Spivey Gilchrist's** illustrations have graced the pages of countless books and canvases. This multi-award winning duo has invited actor/author Tommy Ford to join their winning team, and author a series of children's books. This tremendous trio is proud to announce their first collaboration. They are writing an amazing series of children's books.

Miami Dade and hundreds of other school districts are not proud to acknowledge that we have far too many failing schools! Model T. Ford Publishing Company and Be Still and Know Incorporated would like to target these failing schools. We have an opportunity to tour schools with **Living Legends of Literacy**. Tommy Ford has gathered three of the most talented and successful African American authors and illustrators in our nation's history! **Eloise Greenfield, Jan Spivey Gilchrist, and Ashley Bryan** have collectively authored and illustrated more than 100 children's books! They have been decorated with more honors than their walls can accommodate!

Our legends will spend one week touring failing schools empowering children! A group of athletes, actors and other entertainers will join our legends, reading from their awesome works! Our legend's books and art are featured in bookstores, libraries, museums and galleries across the world, and we will deliver these historical icons to encourage academically challenged students!

ABOUT OUR SPECIAL GUEST AUTHORS/ILLUSTRATORS

Eloise Greenfield is the author of forty-one books for children. She has received many honors, including the Coretta Scott King Award; the Award for Excellence in Poetry for Children, from the National Council of Teachers of English; an Honorary Doctor of Education Degree from Wheelock College; induction into the National Literary Hall of Fame for Writers of African Descent; the Hurston/Wright Foundation's North Star Award for Lifetime Achievement; and numerous notable book citations from the American Library Association, the International Reading Association and the National Council for the Social Studies. Ms. Greenfield is the 2004 winner of the Milner Award, as the favorite author of the children of Atlanta and Fulton County, Georgia. *Essence Magazine* cited her most recent book, *In the Land of Words*, illustrated by Jan Spivey Gilchrist, as a 2004 Best Children's Book.

Further information about Eloise Greenfield may be found at:
www.eloisegreenfieldbooks.com and www.balkinbuddies.com.

Jan Spivey Gilchrist's first children's book, *Children of Long Ago*, written by Lessie Jones Little was published in 1988. Since then she has illustrated over fifty books for children. *Nathaniel Talking*, by Eloise Greenfield won her the Coretta Scott King Award for Illustration in 1990 and *Night on Neighborhood Street* also by Ms. Greenfield won the 1992 Coretta Scott King Honor Book Award for Illustration. This book is also a Reading Rainbow Book. Books illustrated by Ms. Gilchrist have received ALA Notables and numerous prestigious awards. Gilchrist is also the author of two picture books, *Indigo and Moonlight Gold*, and *Madelia*. She holds a Ph.D. in English, an MFA in Writing, an MA in Painting, and BS Degree in Art Education. Jan Spivey Gilchrist was inducted into the *International Hall of Fame for Writers of African Descent* in October of 2000. She was inducted in the *Society of Illustrators in 2001*. In 2004, the *Park Forest Illinois Public Library* named a room in her honor.

Further information about Jan Spivey Gilchrist can be found at:

Illustration links:

HermanAgencyInc.com

Balkinbuddies.com

Janspiveygilchristbooks.com

Ashley Bryan studied art at Cooper Union in New York City and attended Columbia University, where he earned a degree in philosophy. His many awards and honors include the Coretta Scott King Award for illustration, six Coretta Scott King Honors, and a Fulbright Scholarship. The beloved creator of more than thirty books for young people, Ashley Bryan lives in Islesford, Maine.

"Ashley Bryan is the consummate storyteller - at one with his stories and possessing a seemingly effortless command of the storyteller's craft. Rhythm, voice, and sound affect all blend into a singular listening experience." - AudioFile, April/May, 2004

"Bryan gives a joyous performance of his work on this recording...this project capitalizes on all the author's storytelling strengths. His enthusiasm and emphasis on certain passages will quickly captivate young listeners." - Publishers Weekly, 4/04

" Bryan performs six stories from his published works on this rousing collection. Bryan's tales come alive on the page with his stylized writing - and his delivery and vocal performance is a perfect match. Bryan creates an irresistible folktale experience." - School Library Journal, 4/04

Honoring Our Living Legend's of Literacy

Tommy Ford has invited political leaders, community leaders, athletes and some of his Hollywood actors to join us as we celebrate our Living Legends of Literacy. Celebrities will read books written by our special guest authors. We will experience awesome interpretations from our celebrities as they offer dramatic readings in honor of our authors!

BOOK DISTRIBUTION

The Living Legends of Literacy Tour is a one-week celebration. We will tour failing schools presenting assemblies, book readings, and question & answer sessions. We will visit public libraries and bookstores as a part of our literary tour. We will donate a Living Legends Literacy Package (**12 autographed books** signed by Tommy Ford and our legends) to each school and public library we visit.

SPONSORSHIP

As you can imagine, this powerful tour will require some powerful sponsorship. We have to purchase airfares, ground transportation, hotels, honorariums, and food. Not to mention staff, printing, publicity, and other tangibles necessary to make this tour an overwhelming success! Our special guests have generously committed to a one-week stay to help motivate our children.

The cost of this tour is **\$6,000** per school or **\$30,000** for a one-week tour, visiting three schools a day! Your sponsorship will secure our special guests plus allows us to donate a **Living Legends Literacy Package** to each school's library. There is no donation too small to help us accomplish this life changing initiative.

For more information please contact Tommy Ford: 305-797-7150

Tommy Ford & The Living Legends Assembly will consist of the following:

Eloise Greenfield, Jan Spivey Gilchrist, Ashley Bryan, and Tommy Ford will present assemblies at designated schools.

Actors, athletes, special guests (School Administrators, Political and Community Leaders) and other celebrities will read to children from the author's books. Each school, celebrity guests, special invited guest will receive a Living Legends Literacy Package.

Each school will receive the following:

- Motivational Assemblies
- Speeches & Readings from Living Legends of Literacy
- Question & Answer Sessions with Celebrities and Authors
- A set of Living Legend's autographed books for school Library
- A set of Living Legend's autographed books for a local library
- 100 Character Education workbooks for your school
- A set of Character Education Posters

TOMMY FORD & THE LIVING LEGENDS LITERACY TOUR

There are more than twenty-nine (29) "Failing schools" in Miami Dade County, and countless more around this nation. Our Living Legends Literacy Tour will help inspire children by exposing them to successful individuals who encourage children to rise above ignorance, poverty, and low self-esteem. Throughout the month of February Tommy Ford & Friends will visit schools that did not pass academic expectations to encourage those students by presenting authors, celebrities, and role models who successfully overcame insurmountable odds!

Authors will read their books to children. Celebrities will read their favorite books and share their inspirational testimonies. The Living Legends Literacy Tour will kick off in Miami throughout the Month of February. However, our goal is to tour the nation empowering children throughout the year. Each day we will visit kids in "Failing Schools" encouraging them to maximize their potential.

The first three weeks Tommy will tour with guest authors and celebrity friends. We will close our Miami tour with three amazing "Legends of Literacy". Eloise Greenfield, Jan Spivey Gilchrist, and Ashley Bryan. These three literary giants have collectively written/illustrated more than 100 children's books, which are in hundreds of thousands of homes, schools, libraries, and museums. We will have a banquet to honor these Legends. This tour will be a blessing to our children, our communities and a wonderful opportunity to honor our Living Legends for their numerous years of trials and triumphs!

TOMMY FORD & THE LIVING LEGENDS TOUR will include the following:

- Motivational Assemblies
- Speeches from Authors of Children's books
- Question & Answer Sessions with Celebrities and Authors
- A set of Living Legend's autographed books for local Libraries
- A set of Living Legend's autographed books for each school library
- BSAK's Inspirational Calendar for each Classroom & School Library
(With sponsor's photo, logo & foreword printed on the back cover of each)
- BSAK's Inspirational workbooks for each student
(With sponsor's photo, logo & foreword printed on the back cover of each book)

A "Living Legends Literacy Set" consists of (12) twelve books selected by our Living Legends and Tommy Ford. Each author has selected three of their favorite works, which they will read to students during assemblies. They will autograph their selected books and donate them to each school's library.

BUDGET FOR A ONE MONTH TOUR

You can sponsor a four-week tour and banquet for \$130,000

Each week for the first three weeks of February, two Hollywood Celebrities will visit our "Failing Schools". The last week of February is our **Finale Week**. During the Finale Week our Living Legends will tour the remaining "Failing Schools", and we will close our celebration with a banquet honoring our Living Legends.

Airline Tickets

- One male/one female: (6) six Airplane tickets
- **Finale week** (6) six Celebrity Guests **plus**
- Our "Three Living Legends" with one guest each (6)

Total of 18 Airline Tickets @ \$600.00 average

Total: \$10,800

Ground Transportation

Celebrity and special guest pick-ups & drop-offs to:
Airport, Hotel & Schools visits

5 hours per day, 5 days per week: 25 hours @ \$75.00 plus tips: \$2,000 per week
4 weeks @ \$2,000

Total: \$8,000

Hotel Accommodations

The hotel rooms for our celebrities and special guest's.

Rooms for weekly celebrity guests (6) for 3 weeks:
\$250 per night for five days per week: $\$1,250 \times 2 = \$2,500$
\$2,500 for three weeks: **\$7,500**

Finale week 6 celebrity guests:
6 rooms @ \$250 = \$1,500 per night
\$1,500 for five nights: **\$7,500**

Finale week 3 Living Legends: 3 rooms @ \$250 = \$750 per night
\$750 for five nights: **\$3,750**

Total: \$18,750

Honorariums

Honorariums & meals for celebrities and Living Legends:

12 Celebrities @ \$2,000: **\$24,000**
3 Living Legends @ \$5,000: **\$15,000**
Total: 39,000

Per Diem for each special guest (15)
\$100 a day for one week: \$500 x 15 guests: **\$7,500**

Total: \$46,500

Books donated to each school

- We will donate a (12 Book) **Living Legends Literacy Set** to each school. Each author has selected three of their favorite works, which they will read to students during assemblies, autograph and donate to each school's library.
12 books @ \$10.00: \$120 x 29 schools: **\$3,480**
12 books @ \$10.00 for 10 libraries: **\$1,200**

- We will donate 100 books to each of the 29 failing schools

100 books @ \$10.00 each (Wholesale Price): \$1,000
\$1,000 x 29 failing schools: **\$29,000**

Total: \$33,680

Gifts & Awards for our Special guests: **\$2,500**

Printing/Advertisement: **\$5,000**

Staff/Public Relations Company: **\$5,000**

Grand Total: \$130,230.00

BUDGET FOR A ONE-DAY ASSEMBLY

You can sponsor a school for **\$6,000**.

For five thousand dollars you can sponsor Tommy Ford & The Three Living Legends Assembly. Eloise Greenfield, Jan Spivey Gilchrist, Ashley Bryan, and Tommy Ford will visit your school and deposit the following:

- Motivational Assemblies
- Speeches & Readings from Living Legends of Literacy
- Question & Answer Sessions with Celebrities and Authors
- A set of Living Legend's autographed books for school Library
- A set of Living Legend's autographed books for a local library
- 100 Character Education workbooks for your school
- A set of Character Education Posters

If you or your organization is interested in sponsoring a month, weekly, or a one-day assembly please contact us. Or if can recommend a potential sponsor for any city of your choice, please call Tommy Ford 305-797-7150.

- A one-month Legends Tour can be sponsored for \$125,000.
- A one-week Legends Tour can be sponsored for \$30,000 plus travel and lodge.
- A school Tour can be sponsored for \$6,000

Tommy Ford & The Living Legends Tour will be an awesome gift from your company to inspire young people in your area!

Budget For One-Week Legend's Tour

You can sponsor a one week tour for \$30,000

Honorariums

Honorariums for Tommy Ford and the Three Living Legends:

\$2,500 for four Authors
\$500 weekly per diem

Total: \$12,000

Books for Schools

Three schools per day for five days is a total of 15 schools.

We will leave twelve books authored by the Legends at each school.

12 children's books: \$120.00 per school
(Purchased wholesale from distribution house)

15 Legend's Book Sets: **\$1,800**
5 Legend's Book Sets for 5 libraries: **\$600**
5 Legend's Book Sets special presentations: **\$600**

Total: \$3,000

100 BSAK workbooks donated to all 15 schools (with the sponsor's logo, printed on the back cover of each book.)

100 books x 15 schools @ \$10.00 (wholesale):

Total: \$15,000

Grand Total: \$30,000

Memorandum



Date: February 1, 2005

To: Robert Ginsburg, County Attorney

From: Barbara Galvez, Budget Analyst
Office of Strategic Business Management

Subject: District Reserve Funds - Commission District 1

As part of the FY 2004-05 Budget process, the community-based organization allocation process for District Discretionary Reserve Funding and Commission District Office Funds allocations was simplified, as requested by the Board of County Commissioner and detailed in Attachment G of the County Manager's Second Budget Hearing memorandum dated September 23, 2004 (attached). These allocations are consistent with the new policy.

Should you need any other information, please do not hesitate to contact me.

Attachment

cc: Jennifer Glazer-Moon, Director, Office of Strategic Business Management

Memorandum



Date: September 16, 2004

To: George M. Burgess
County Manager

From: 
Jennifer Glazer-Moon, Director Designate
Office of Strategic Business Management

Subject: CBO Allocation Process

As part of the FY 2004-05 Resource Allocation process, the Office of Strategic Business Management (OSBM) has reviewed the overall Community-based Organization (CBO) allocation process for the District Discretionary Reserve, Commission Office Funds, and the In-kind Reserve. In an effort to simplify these processes while ensuring comprehensive information for adequate review of requests, OSBM staff has developed the following alternative processes.

District Discretionary Reserve and Commission Office Funds Allocation Process

The FY 2004-05 Proposed Budget includes funding in the amount of \$300,000 per district to continue the Commission District Discretionary Reserve. During this past year Commissioners, their staffs, and CBOs that have received allocations from one of the sources listed above have expressed frustration when attempting to comply with the administrative aspect of the allocation process. In order to simplify the process not only for the CBOs but also for departmental staff, we have developed simplified application processes that will aid in gathering the relevant information needed for an informed decision regarding allocations and expedited payments once allocations are made.

A one-page application agreement has been developed (attached). An organization requesting funding from either the District Discretionary Reserve or a Commissioner's Office funds will be required to submit a signed application agreement along with a completed W-9 form to Commission staff at the time of the allocation request. At the discretion of the Commissioner, these applications may be accepted on an annual, quarterly, or ongoing basis. Commission staff or a separate review committee will review the application agreement requests and present the respective Commissioner with a recommendation. Once the recommendation has been approved by the Commissioner and by the full Board via motion or resolution, the signed application agreement will be forwarded to the Office of Strategic Business Management to ensure the application agreement and completed W-9 form are processed and checks are issued in a timely manner.

By signing the application agreement, the applicant agrees that any funding allocated will be used for the services or activities indicated in the application. Also, the applicant agrees that use of the funding will be subject to random annual audits. This process also incorporates the ability, notwithstanding any provision of the County Code, resolution or administrative order to the contrary, for staff to waive affidavits of compliance with various polices or requirements applicable to not-for-profit entities receiving County funding or contracting or transacting business with the County.

This new process will not only reduce the burden on departmental staff, but will also ensure prompt payment to the recipient organization(s).

In-Kind Reserve Process

The FY 2004-05 Proposed Budget continues funding for an in-kind services reserve in the amount of \$500,000 to reimburse general fund departments for in-kind services provided on a two-thirds basis. The Board of County Commissioners (BCC) has expressed its desire to have staff provide a recommendation regarding approval of requests for in-kind services for events in Miami-Dade County in need of funding support. In an effort to provide the BCC with an adequate funding recommendation, I recommend the following changes to the Countywide and District-Specific In-kind Reserve process.

- **Application Review:** In addition to providing information regarding the services requested, each applicant will be required to submit a budget detailing all revenues and expenditures for the specific event for which in-kind support is requested. The Communications Department will be responsible for working with the appropriate County departments to ensure that adequate services are provided for the type of event planned. Once this process has been completed and accurate in-kind support projections are calculated, the review committee will carefully review each application and provide a recommendation, based on the information provided by the organization and taking into account other support that may have already been authorized by the County.
- **Recommendation:** OSBM staff will continue to provide historical funding information about the organization and/or event. Recommendations regarding the approval of the request will be communicated to the sponsoring Commissioner prior to the placement of a resolution on an agenda.
- **Reporting:** OSBM staff will continue to be responsible for providing a monthly report detailing all funding recommendations and in-kind services reserve fund balances.

These alternative processes have been designed to ensure that organizations participating in any of the above-mentioned allocation processes have the ability to engage County services at the most efficient and effective level possible.

Terms and Conditions

Breach of Agreement: A breach by the Organization shall have occurred under this Agreement if: the Organization fails to fulfill in a timely or proper manner any and all of its obligations, covenants, agreements and stipulations in this Agreement. If the Organization breaches this Agreement, the County may pursue any or all of its legal remedies. The County Manager is authorized to terminate this Agreement on behalf of the County.

Civil Rights: The Organization agrees to abide by Chapter 11A of the Code of Miami-Dade County ("County Code"), as amended, which prohibits discrimination in employment, housing and public accommodations; Title VII of the Civil Rights Act of 1968, as amended, which prohibits discrimination in employment and public accommodation; the Age Discrimination Act of 1975, 42 U.S.C., as amended, which prohibits discrimination in employment because of age; Section 504 of the Rehabilitation Act of 1973, 29 U.S.C § 794, as amended, which prohibits discrimination on the basis of disability; the Americans with Disabilities Act, 42 U.S.C. § 12103 et seq., which prohibits discrimination in employment and public accommodations because of disability; the Rehabilitation Act; the Federal Transit Act, 49 U.S.C. § 1612; the Fair Housing Act, 42 U.S.C. § 3601 et. seq.; and the Domestic Violence Leave Ordinance, codified as § 11A-60 et. seq. of the Miami-Dade County Code.

Payment Procedures: The County agrees to pay the Organization for the services described in this agreement. The Organization shall keep on file all invoices and payment documentation associated with this agreement for a period of no less than three (3) years from the date of acceptance of this agreement.

Prohibited Use of Funds: The Organization shall not utilize County funds to retain legal counsel for any action or proceeding against the County or any other of its agents, instrumentalities, employees, or officials. The Organization shall not utilize County funds to provide legal representation, advice or counsel to any client in any action or proceeding against the County or any of its agent, instrumentalities, employees, or officials.

Records, Reports, and Audits:

- A. **Supporting Documentation.** The Organization shall submit proof of active corporate status by providing, as part of this agreement, a completed W-9 form.
- B. **Office of Miami-Dade Inspector General.** Miami-Dade County has established the Office of Inspector General, which is empowered to perform random audits on all County contracts throughout the duration of each agreement. Grant recipients are exempt from paying the cost of the audit, which is normally ¼ of 1% of the total agreement amount.
- C. **Independent Private Sector Inspector General Review.** Pursuant to Miami-Dade County Administrative Order 3-20, the Organization is aware that the County has the right to retain the services of an Independent Private Sector Inspector General (hereinafter "IPSIG"), whenever the County deems it appropriate to do so and at the County's expense. The Organization shall make available to the IPSIG retained by the County, all requested records and documentation pertaining to this Agreement for inspection and copying, including documents held by sub consultants or assignees. The County may conduct other audits or investigations, as it deems reasonable. The terms of this Section shall not impose any liability on the County by the Organization or any third party.

Pursuant to Miami-Dade County Budget Ordinance _____, notwithstanding any other provision of the County Code, resolution or administrative order to the contrary, non-profit entities allocated County monies shall not be required to complete affidavits of compliance with the various policies or requirements applicable to entities contracting or transacting business with the County.