



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Agenda Finance & Administration Council Committee

Tuesday, June 26, 2012

4:00 PM

Huntington Building

1. Call To Order

2. Approval of minutes

[MIN-12:044](#) Minutes for the Finance Committee meeting on May 22, 2012

Attachments: [Minutes](#)

[MIN-12:045](#) Minutes for the special called Finance Committee meeting on June 5, 2012

Attachments: [Minutes](#)

3. New Business

Ordinances To Be Introduced

[ORD-12:032](#) AN ORDINANCE TO AMEND THE 2012 ANNUAL BUDGET AND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A NORTH JONESBORO INITIATIVE COMMUNITY SERVICE COORDINATOR IN THE GRANTS DEPARTMENT

Sponsors: Grants and Human Resources

Attachments: [N Jonesboro Initiative Comm Ser Coord](#)

Resolutions To Be Introduced

[RES-12:083](#) A RESOLUTION APPROVING THE IMPLEMENTATION OF 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE PROGRAM CONTRACTS FOR CITY YOUTH MINISTRIES

Sponsors: Community Development and Grants

Attachments: [2012 City Youth2.docx](#)

[RES-12:085](#) A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR FOUNDATION OF ARTS

Sponsors: Community Development and Grants

Attachments: [2012 Resolution_FOA](#)

- RES-12:086** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR JURHA (Jonesboro Urban Renewal & Housing Authority).
Sponsors: Community Development and Grants
Attachments: [2012 Resolution JURHA](#)
- RES-12:087** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR MIDSOUTH MENTAL HEALTH SYSTEMS
Sponsors: Community Development and Grants
Attachments: [2012 Resolution MSHS](#)
- RES-12:088** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR HABITAT FOR HUMANITY
Sponsors: Community Development and Grants
Attachments: [2012 Resolution Habitat](#)
- RES-12:089** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR WEST END NEIGHBORHOOD ASSOCIATION
Sponsors: Community Development and Grants
Attachments: [2012 Resolution West End](#)
- RES-12:090** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR HISPANIC COMMUNITY SERVICES, INC
Sponsors: Community Development and Grants
Attachments: [2012 Resolution HCSI](#)
- RES-12:091** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR LIFE SKILLS INC
Sponsors: Community Development and Grants
Attachments: [2012 Resolution LifeSkills](#)
- RES-12:092** A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR NARAN
Sponsors: Community Development and Grants
Attachments: [2012 Resolution NARAN](#)
- RES-12:103** A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO A GRANT

AGREEMENT WITH THE WINTHROP ROCKEFELLER FOUNDATION FOR A TWO-YEAR \$100,000 NON-MATCH GRANT TO FUND THE NORTH JONESBORO NEIGHBORHOOD INITIATIVE.

Sponsors: Grants

Attachments: [Contract](#)

4. Pending Items

5. Other Business

6. Public Comments

7. Adjournment



City of Jonesboro

515 West Washington
Jonesboro, AR 72401

Legislation Details (With Text)

File #: MIN-12:044 **Version:** 1 **Name:**
Type: Minutes **Status:** To Be Introduced
File created: 5/31/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: Minutes for the Finance Committee meeting on May 22, 2012
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
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title
Minutes for the Finance Committee meeting on May 22, 2012



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes Finance & Administration Council Committee

Tuesday, May 22, 2012

4:00 PM

Huntington Building

1. Call To Order

Mayor Perrin was also in attendance.

Present 4 - Ann Williams; John Street; Darrel Dover and Charles Coleman

Absent 1 - Mikel Fears

2. Approval of minutes

MIN-12:037 Minutes for the Finance Committee meeting on April 24, 2012

Attachments: [Minutes](#)

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Passed . The motion PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

3. New Business

Ordinances To Be Introduced

ORD-12:025 AN ORDINANCE TO AMEND THE 2012 ANNUAL BUDGET AND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A TRAFFIC OPERATIONS ENGINEER IN THE ENGINEERING DEPARTMENT

Sponsors: Engineering and Human Resources

Attachments: [Traffic Operations Engineer](#)

Mayor Perrin explained a year ago the City secured federal money for the hardware and software for signalization. Since then, 2 to 4 new signals have been added, so they would like to hire a traffic engineer. The person would be highly trained in the position and would be familiar with the software. Mayor Perrin noted he also plans to reorganize the Engineering Department after this position is filled.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion

PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

ORD-12:026 AN ORDINANCE TO WAIVE COMPETITIVE BIDDING AND AUTHORIZE THE PURCHASE OF SOFTWARE AND EQUIPMENT FROM RITTER COMMUNICATIONS OF JONESBORO, ARKANSAS

Sponsors: Information Systems

Mayor Perrin stated this will be fully paid for with grant money. It is related to the disaster recovery program. Councilman Street clarified it will be a redundant system for our backups. Information Systems Director Erick Woodruff agreed. He added if anything happens to the City servers, then this system would kick in. He noted it is backed up every 5 seconds.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

ORD-12:029 ORDINANCE AUTHORIZING A MEMBER OF THE JONESBORO CITY COUNCIL TO CONDUCT BUSINESS WITH THE CITY OF JONESBORO, ARKANSAS AND DECLARING AN EMERGENCY

Sponsors: Finance

Chief Financial Officer Ben Barylske explained this is just cleanup. The auditors have been asking questions pertaining to the related party-type transactions and what the law allows. He noted these ordinances are similar to the ones from the past for Mayor Perrin and Councilman Gene Vance. The ordinance allows the City to clean up the books and verify he is performing services for the City of Jonesboro. Mayor Perrin explained Councilman Woods is the executive director of City Youth Ministries, who receives funds from the City, and is also a member of the Advertising & Promotions Commission. He added Councilman Woods abstains from voting on issues related to City Youth.

A motion was made by Councilman Darrel Dover, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street; Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

ORD-12:030 ORDINANCE AUTHORIZING A MEMBER OF THE JONESBORO CITY COUNCIL TO CONDUCT BUSINESS WITH THE CITY OF JONESBORO, ARKANSAS AND DECLARING AN EMERGENCY

Sponsors: Finance

Mr. Barylske explained this is the same as ORD-12:029, but it is for Councilman Coleman and Fisher Street Community in Action, who receives grant funding. He added it is related to Vision 2030.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 2 - John Street and Darrel Dover

Absent: 1 - Mikel Fears

Abstain: 1 - Charles Coleman

Resolutions To Be Introduced

RES-12:064 RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS TO ADOPT A REVISED EMPLOYEE HANDBOOK FOR ALL EMPLOYEES OF THE CITY OF JONESBORO

Sponsors: Mayor's Office and Human Resources

Attachments: [Clean Handbook 2012](#)
[PROPOSED HANDBOOK REVISIONS](#)

Mayor Perrin explained about a year ago the City hired Ms. Carolyn Witherspoon in order to make sure the employee handbook is in compliance with the federal and state regulations regarding fair labor. Changes have also been made during the past few years that have been approved by Council. This resolution is cleanup to include all of those provisions.

A motion was made by Councilman John Street, seconded by Councilman Darrel Dover, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

RES-12:076 A RESOLUTION AUTHORIZING THE GRANTS DEPARTMENT TO SUBMIT A GRANT APPLICATION FOR THE FY 2012 BYRNE CRIMINAL JUSTICE INNOVATION PROGRAM TO ENHANCE THE NORTH JONESBORO NEIGHBORHOOD INITIATIVE BY ADDING A CRIME PREVENTION STRATEGY TO THE REVITALIZATION EFFORT.

Sponsors: Grants and Police Department

Grants Administrator Heather Clements explained this is a JAG competitive grant for \$600,000. There is no match requirement, but they request the City leverage funds from other organizations, which the City has already done. They will develop a crime preventative strategy to enhance the North Jonesboro Initiative. The grant will fund data analysis and research. They will partner with Dr. Larry Salinger at ASU to do peer review and to ensure the validity of the research. The grant will also fund equipment and some of the implementation of the strategy.

A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

4. Pending Items

5. Other Business

ORD-12:031 AN ORDINANCE TO PROVIDE FOR THE EXECUTION AND MAINTENANCE OF A LETTER OF CREDIT TO BE ISSUED TO THE ARKANSAS DEPARTMENT OF ENVIRONMENTAL QUALITY

Sponsors: Finance

Mr. Barylske stated for the last two years the City has done the same thing. It is required by ADEQ to maintain post-closure status with the landfill and the loan papers are being worked on by Liberty Bank. After this ordinance is approved by Council, the Mayor and City Clerk will sign the loan papers with Liberty Bank and send them to ADEQ to meet their reporting requirements. It will be for \$22,000. He noted this comes up for renewal every year. Mayor Perrin explained the City will not have to do this after a certain amount of time has passed without presence of methane gas at the landfill. Mr. Barylske added he believes the time length is three quarters without any presence of methane. Mayor Perrin noted the City has to go to extra lengths due to the Class 1 and 4 mixture. Further discussion was held concerning the future of the landfill.

A motion was made by Councilman John Street, seconded by Councilman Charles Coleman, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears

6. Public Comments

7. Adjournment

A motion was made by Councilman Charles Coleman, seconded by Councilman John Street, that this meeting be Adjourned . The motion PASSED by a unanimous vote

Aye: 3 - John Street;Darrel Dover and Charles Coleman

Absent: 1 - Mikel Fears



City of Jonesboro

515 West Washington
Jonesboro, AR 72401

Legislation Details (With Text)

File #: MIN-12:045 **Version:** 1 **Name:**
Type: Minutes **Status:** To Be Introduced
File created: 6/6/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: Minutes for the special called Finance Committee meeting on June 5, 2012
Sponsors:
Indexes:
Code sections:
Attachments: [Minutes](#)

Date	Ver.	Action By	Action	Result
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title
Minutes for the special called Finance Committee meeting on June 5, 2012



City of Jonesboro

900 West Monroe
Jonesboro, AR 72401

Meeting Minutes - Draft Finance & Administration Council Committee

Tuesday, June 5, 2012

6:15 PM

Huntington Building

Special Called Meeting

1. Call To Order

Mayor Perrin was also in attendance.

Present 5 - Ann Williams; John Street; Darrel Dover; Mikel Fears and Charles Coleman

2. New Business

Resolutions To Be Introduced

RES-12:078

RESOLUTION BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS AUTHORIZING THE MAYOR AND CITY CLERK TO EXECUTE AN ENGAGEMENT LETTER FOR AUDIT SERVICES OF FEDERAL AWARDS WITH FREEMAN & COMPANY, CPA

Sponsors: Finance

Attachments: [Freeman engagement letter 2011 audit](#)

Chairwoman Williams noted this is standard and the City has done it in the past.

A motion was made by Councilman John Street, seconded by Councilman Mikel Fears, that this matter be Recommended to Council . The motion PASSED by a unanimous vote

Aye: 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman

3. Public Comments

4. Adjournment

A motion was made by Councilman John Street, seconded by Councilman Mikel Fears, that this meeting be Adjourned. The motion CARRIED by a Voice Vote.

Aye: 4 - John Street; Darrel Dover; Mikel Fears and Charles Coleman



Legislation Details (With Text)

File #:	ORD-12:032	Version:	1	Name:	Amend the budget to add a North Jonesboro Initiative Community Service Coordinator
Type:	Ordinance	Status:		Status:	To Be Introduced
File created:	6/5/2012	In control:		In control:	Finance & Administration Council Committee
On agenda:		Final action:		Final action:	
Title:	AN ORDINANCE TO AMEND THE 2012 ANNUAL BUDGET AND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A NORTH JONESBORO INITIATIVE COMMUNITY SERVICE COORDINATOR IN THE GRANTS DEPARTMENT				
Sponsors:	Grants, Human Resources				
Indexes:	Position - creation/amendment				
Code sections:					
Attachments:	N Jonesboro Initiative Comm Ser Coord				

Date	Ver.	Action By	Action	Result
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Title

AN ORDINANCE TO AMEND THE 2012 ANNUAL BUDGET AND THE CITY SALARY & ADMINISTRATION PLAN FOR THE CITY OF JONESBORO TO ADD A NORTH JONESBORO INITIATIVE COMMUNITY SERVICE COORDINATOR IN THE GRANTS DEPARTMENT

Body

WHEREAS, Ordinance Number 11:809 adopted the 2012 Budget; and

WHEREAS, Resolution Number 09:201 adopted the City Salary & Administration Plan; and

WHEREAS, it is recommended by the Finance Committee, to ensure sufficient staffing in the Grant Department, that the position of North Jonesboro Initiative Community Service Coordinator be added at a grade 119 with a salary range of \$41,777 to \$62,664;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The annual 2012 budget of the City of Jonesboro is amended by the addition of a North Jonesboro Initiative Community Service Coordinator in the Grants Department.

SECTION 2: The City Salary & Administration Plan is amended to include the position of North Jonesboro Initiative Community Service Coordinator grade 119 with a salary range of \$41,777 to \$62,664.

March 2011

N Jonesboro Initiative Comm Ser Coord

Job Description

Exempt: Yes
Department: Grants and Community Development
Reports To: Grant Administrator
Location: 515 West Washington Ave. Jonesboro, AR
Date Prepared: May 10, 2012
Date Revised: June 05, 2012

GENERAL DESCRIPTION OF POSITION

The NJNI Community Services Coordinator will be responsible for the daily activities of the revitalization Initiative in North Jonesboro. This position will serve as the liaison between the AmeriCorps Service Members, the NJNI Community Board, the Youth Advisory Board, the Stakeholders, the residents, and the neighborhood networks. This position will coordinate with multiple organizations to ensure implementation of the NJNI Strategic Plan. The AmeriCorps Service Members will report to this position. This position reports to the Grants Administrator.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Coordinate the daily placements of the AmeriCorps Service Members. This duty is performed daily, about 20% of the time.
2. Establish and foster on-going relationships with stakeholders for NJNI. This duty is performed daily, about 20% of the time.
3. Facilitate monthly NJNI Community Board meetings and sub-committee meetings. This duty is performed weekly, about 10% of the time.
4. Facilitate monthly Pastors meetings. This duty is performed weekly, about 10% of the time.
5. Provide oversight to the NJNI Youth Advisory Board activities. This duty is performed weekly, about 10% of the time.
6. Facilitate monthly community meetings for North Jonesboro residents. This duty is performed weekly, about 10% of the time.
7. Coordinate with the Grants Project Coordinator to maintain financial expenditures and reimbursements. This duty is performed weekly, about 10% of the time.
8. Coordinate with the Rockefeller Foundation Technical Assistance Team. This duty is performed weekly, about 10% of the time.
9. Perform any other related duties as required or assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty mentioned satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

EDUCATION AND EXPERIENCE

Broad knowledge of such fields as advanced accounting, marketing, business administration, finance, etc. Equivalent to four years of college, plus 2 years related experience and/or training, and 2 years related management experience, or equivalent combination of education and experience.

COMMUNICATION SKILLS

Ability to write reports, business correspondence, and policy/procedure manuals; Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

MATHEMATICAL SKILLS

Ability to add, subtract, multiply and divide numbers. Ability to perform these mathematical skills using money and other forms of measurement.

CRITICAL THINKING SKILLS

Ability to solve practical problems and deal with a variety of known variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, or diagram formats.

REQUIRED CERTIFICATES, LICENSES, REGISTRATIONS

None

PREFERRED CERTIFICATES, LICENSES, REGISTRATIONS

None

SOFTWARE SKILLS REQUIRED

Intermediate: Presentation/PowerPoint, Spreadsheet, Word Processing/Typing

INITIATIVE AND INGENUITY**SUPERVISION RECEIVED**

Under direction where a definite objective is set up and the employee plans and arranges own work, referring only unusual cases to supervisor.

PLANNING

Considerable responsibility with regard to general assignments in planning time, method, manner, and/or sequence of performance of own work, in addition, the work operations of a group of employees, all performing basically the same type of work.

DECISION MAKING

Performs work operations which permit frequent opportunity for decision-making of minor importance and also frequent opportunity for decision-making of major importance, either of which would affect the work operations of small organizational component and the organization's clientele.

MENTAL DEMAND

Close mental demand. Operations requiring close and continuous attention for control of operations. Operations requiring intermittent direct thinking to determine or select the most applicable way of handling situations regarding the organization's administration and operations; also to determine or select material and equipment where highly variable sequences

are involved.

ANALYTICAL ABILITY / PROBLEM SOLVING

Moderately directed. Activities covered by wide-ranging policies and courses of action, and generally directed as to execution and review. High order of analytical, interpretative, and/or constructive thinking in varied situations.

SUPERVISORY RESPONSIBILITIES

Supervises a small group (3-7) of employees, usually of lower classifications. Assigns and checks work; assists and instructs as required and performs same work as those supervised, or closely related work, a portion of the time. Content of the work supervised is of non-technical nature, but presents numerous situations to which policies and precedents must be interpreted and applied.

Supervises the following departments: None

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring and training employees; planning, assigning and directing work; appraising performance, rewarding and disciplining employees; addressing complaints and resolving problems.

RESPONSIBILITY FOR FUNDS, PROPERTY and EQUIPMENT

Occasionally responsible for organization's property where carelessness, error, or misappropriation would result in moderate damage or moderate monetary loss to the organization. The total value for the above would range from \$150,000 to \$1,000,000.

ACCURACY

Probable errors would normally not be detected in succeeding operations and could possibly affect organization-patron relationship, involve re-work, or additional expenditures in order to properly resolve the error. The possibility of such errors would occur quite frequently in performance of the job. May also cause inaccuracies or incomplete information that would be used in other segments of the organization as a basis for making subsequent decisions, plans, or actions.

ACCOUNTABILITY

FREEDOM TO ACT

Defined. Semi-repetitive prescribed processes and procedures with nearby supervision.

ANNUAL MONETARY IMPACT

Small. Job creates a monetary impact for the organization from \$100,000 to \$1mm.

IMPACT ON END RESULTS

Major impact. Job has a considerable impact on the organization's end results. A high level of accountability to generate, manage, and/or control funds within a department and/or total organization.

PUBLIC CONTACT

Regular contacts with patrons where the contacts are initiated by the employee. Involves both furnishing and obtaining information and, also, attempting to influence the decisions of those persons contacted. Contacts of considerable importance and of such nature, that failure to exercise proper judgment may result in important tangible or intangible losses to the

organization.

EMPLOYEE CONTACT

Contacts with other departments or offices and also frequently with individuals in middle level positions; consulting on problems which necessitate judgment and tact in presentation to obtain cooperation or approval of action to be taken. Also, important contacts with associates as required in advanced supervisory jobs, plus frequent contact with senior level internal officials.

USE OF MACHINES, EQUIPMENT AND/OR COMPUTERS

Occasional use of highly complex machines and equipment; specialized or advanced software programs.

WORKING CONDITIONS

Periodically exposed to such elements as noise, intermittent standing, walking, occasionally pushing, carrying, or lifting; but none are present to the extent of being disagreeable.

ENVIRONMENTAL CONDITIONS

The following work environment characteristics described here are representative of those an employee encounters while performing essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

PHYSICAL ACTIVITIES

The following physical activities described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions and expectations.

Moderate diversity, low physical. Work activities which allow for a moderate amount of diversity in the performance of tasks which are not as varied as those positions with high-level diversity and decision-making.

While performing the functions of this job, the employee is continuously required to talk or hear; frequently required to stand, walk, sit, use hands to finger, handle, or feel, reach with hands and arms, taste or smell; occasionally required to climb or balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds.

ADDITIONAL INFORMATION

None.



Legislation Details (With Text)

File #: RES-12:083 **Version:** 1 **Name:** 2012 CDBG grant for City Youth Ministries
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE PROGRAM CONTRACTS FOR CITY YOUTH MINISTRIES
Sponsors: Community Development, Grants
Indexes: Contract, Grant
Code sections:
Attachments: [2012 City Youth2.docx](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE PROGRAM CONTRACTS FOR CITY YOUTH MINISTRIES

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

City Youth Ministries \$10,000 Summer/Mentoring After School Program

WHEREAS, the City desires the sub-recipient carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #: RES-12:085 **Version:** 1 **Name:** 2012 CDBG grant for Foundation of Arts
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR FOUNDATION OF ARTS
Sponsors: Community Development, Grants
Indexes: Change Order, Grant
Code sections:
Attachments: [2012 Resolution FOA](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR FOUNDATION OF ARTS

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

Foundation of Arts \$10,000 Art Reaches

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #: RES-12:086 **Version:** 1 **Name:** 2012 CDBG grant for JURHA
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR JURHA (Jonesboro Urban Renewal & Housing Authority).
Sponsors: Community Development, Grants
Indexes: Contract, Grant
Code sections:
Attachments: [2012 Resolution JURHA](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR JURHA (Jonesboro Urban Renewal & Housing Authority).

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

JURHA \$10,000 Homeownership Assistance

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City

Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #: RES-12:087 **Version:** 1 **Name:** 2012 CDBG grant for MidSouth Health Systems
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR MIDSOUTH MENTAL HEALTH SYSTEMS
Sponsors: Community Development, Grants
Indexes: Contract, Grant
Code sections:
Attachments: [2012 Resolution_MSHS](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR MIDSOUTH MENTAL HEALTH SYSTEMS

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

MidSouth Mental Health Systems \$8,100 Subsistence for Homelessness Prevention

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City

Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #: RES-12:088 **Version:** 1 **Name:** 2012 CDBG grant for Habitat for Humanity
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR HABITAT FOR HUMANITY
Sponsors: Community Development, Grants
Indexes: Contract, Grant
Code sections:
Attachments: [2012 Resolution_Habitat](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR HABITAT FOR HUMANITY

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

Habitat for Humanity \$10,000 Habitat House - A Central Office

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #:	RES-12:089	Version:	1	Name:	2012 CDBG grant for West End Neighborhood Association
Type:	Resolution	Status:		Status:	To Be Introduced
File created:	6/5/2012	In control:		In control:	Finance & Administration Council Committee
On agenda:		Final action:		Final action:	
Title:	A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR WEST END NEIGHBORHOOD ASSOCIATION				
Sponsors:	Community Development, Grants				
Indexes:	Contract, Grant				
Code sections:					
Attachments:	2012 Resolution West End				

Date	Ver.	Action By	Action	Result
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Title

A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR WEST END NEIGHBORHOOD ASSOCIATION

Body

WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

West End Neighborhood Association	\$5,000	Health and Safety Fair
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WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #: RES-12:090 **Version:** 1 **Name:** 2012 CDBG grant for HCSI
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR HISPANIC COMMUNITY SERVICES, INC
Sponsors: Community Development, Grants
Indexes: Contract, Grant
Code sections:
Attachments: [2012 Resolution_HCSI](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR HISPANIC COMMUNITY SERVICES, INC

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

HCSI \$10,000 Bridge Between Two Cultures

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City

Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #: RES-12:091 **Version:** 1 **Name:** 2012 CDBG grant for Life Skills, Inc.
Type: Resolution **Status:** To Be Introduced
File created: 6/5/2012 **In control:** Finance & Administration Council Committee
On agenda: **Final action:**
Title: A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR LIFE SKILLS INC
Sponsors: Community Development, Grants
Indexes: Contract, Grant
Code sections:
Attachments: [2012 Resolution LifeSkills](#)

Date	Ver.	Action By	Action	Result
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Title
A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR LIFE SKILLS INC

Body
WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

Life Skills Inc \$5,000 Education

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #:	RES-12:092	Version:	1	Name:	2011 CDBG grant for NARAN
Type:	Resolution	Status:		Status:	To Be Introduced
File created:	6/5/2012	In control:		In control:	Finance & Administration Council Committee
On agenda:		Final action:		Final action:	
Title:	A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR NARAN				
Sponsors:	Community Development, Grants				
Indexes:	Contract, Grant				
Code sections:					
Attachments:	2012 Resolution NARAN				

Date	Ver.	Action By	Action	Result
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Title

A RESOLUTION APPROVING THE IMPLEMENTATION OF THE 2012 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC SERVICE CONTRACT FOR NARAN

Body

WHEREAS, the City has entered into a contact with the U.S. Department of Housing and Urban Development (HUD), under which HUD has agreed to provide Community Development Block Grant (CDBG) entitlement funds under Title I of the Housing and Community Development Act of 1975, as amended; and

WHEREAS, at the Regular City Council Meetings the Jonesboro City Council approved by Resolutions RES-12:055 and by unanimous vote the City's Action Plan for the CDBG Program, in which the CDBG projects were approved; and

WHEREAS, the City desires the following sub-recipients to carry out a stated portion of the programs described in its Annual Action Plan:

Naran \$10,000 Social Services/Homelessness Prevention

WHEREAS, the City desires the sub-recipient to carry out and complete the projects described in the Scope of Services; and

WHEREAS, the sub-recipient represents that they have the capacity to do so, and are willing to carry out those portions of the Community Development Block Grant program described in its application and in the Scope of Services in the AGREEMENT;

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS THAT:

SECTION 1: The Mayor, Harold Perrin and City Clerk, Donna Jackson are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate said agreements.



Legislation Details (With Text)

File #:	RES-12:103	Version:	1	Name:	Grant agreement with Winthrop Rockefeller Foundation
Type:	Resolution	Status:		Status:	To Be Introduced
File created:	6/13/2012	In control:		In control:	Finance & Administration Council Committee
On agenda:		Final action:		Final action:	
Title:	A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO A GRANT AGREEMENT WITH THE WINTHROP ROCKEFELLER FOUNDATION FOR A TWO-YEAR \$100,000 NON-MATCH GRANT TO FUND THE NORTH JONESBORO NEIGHBORHOOD INITIATIVE.				
Sponsors:	Grants				
Indexes:	Contract, Grant				
Code sections:					
Attachments:	Contract				

Date	Ver.	Action By	Action	Result
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Title

A RESOLUTION AUTHORIZING THE CITY OF JONESBORO TO ENTER INTO A GRANT AGREEMENT WITH THE WINTHROP ROCKEFELLER FOUNDATION FOR A TWO-YEAR \$100,000 NON-MATCH GRANT TO FUND THE NORTH JONESBORO NEIGHBORHOOD INITIATIVE.

Body

WHEREAS, the City of Jonesboro, Arkansas has been awarded a private grant from the Winthrop Rockefeller Foundation in the amount of \$100,000; and

WHEREAS, there is no match requirement from the City of Jonesboro; and

WHEREAS, the grant award period is from July 1, 2012 to July 1, 2014; and

WHEREAS, said funding will be utilized to support the North Jonesboro Neighborhood Initiative.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF JONESBORO, ARKANSAS, THAT:

SECTION 1: The City of Jonesboro will enter into this grant agreement with the Winthrop Rockefeller Foundation; and

SECTION 2: The Grants and Community Development Department will administer said grant; and

SECTION 3: The Mayor and the City Clerk are hereby authorized by the City Council for the City of Jonesboro to execute all documents necessary to effectuate this application.



WINTHROP
ROCKEFELLER
FOUNDATION

June 12, 2012

Mayor, Harold Perrin
City of Jonesboro
515 West Washington Ave.
PO Box 1845
Jonesboro, AR 72403-1845

RE: North Jonesboro Neighborhood Initiative
Grant # 9-1222 *(Please reference on all correspondence)*

Dear Mayor Perrin:

We are pleased to inform you that the Winthrop Rockefeller Foundation (WRF) has taken action to support the City of Jonesboro as the fiscal sponsor for North Jonesboro Neighborhood Initiative (NJNI), with a grant of \$100,000.00 for the period July 1, 2012 through July 1, 2014.

This grant is intended to provide core staff and administrative support for the implementation of the NJNI strategic plan. Cory Anderson, Vice President, will be responsible for the management of this grant.

Description of Work and Products

As detailed in your grant proposal, NJNI, with the City of Jonesboro as the fiscal agent, will:

- Develop a NJNI Advisory Board that includes residents and community partners to implement the North Jonesboro strategic plan
- Develop a marketing plan with promotional materials and a video to educate North Jonesboro residents, business and education stakeholders, and the community at-large about the community change process
- Organize a team of AmeriCorps Service members to provide direct services to the community as identified in the strategic plan
- Develop a youth advisory board to assist and inform the strategic activities of the main advisory board
- Develop and implement a North Jonesboro mini-grant program for neighborhood revitalization

M A K I N G A D I F F E R E N C E I N A R K A N S A S

Payment Provisions

Based on the approved budget, WRF agrees to pay City of Jonesboro to support NJNI \$100,000.00 in this work. Payment will be made in two (2) installments, subject to the terms and conditions, as follows:

\$58,450 upon receipt of this **fully executed original Letter of Agreement and completed EFT form with a copy of a voided check**
\$41,550 on or around **July 15, 2013**

Our understanding is that these funds will be spent according to the attached budget. Any changes in this approved budget that exceed 10 percent of any line item, as well as any changes in key personnel, must be approved in advance by WRF.

Reporting Requirements

NJNI will submit the following reports to WRF, including a Budget Expenditure Report:

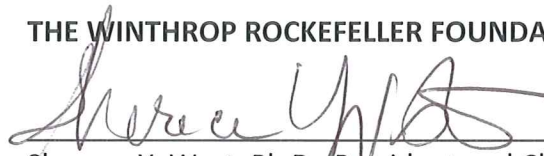
Progress Report	Due: January 2, 2013
Progress Report	Due: July 2, 2013
Progress Report	Due: January 2, 2014
Final Report	Due: June 30, 2014

Please note remaining grant payment(s) are contingent upon timely receipt of required Progress and Expenditure Reports. Further specific provisions of this grant are described in the attached Winthrop Rockefeller Foundation Grant Contract Terms and Conditions.

I hope you find the terms of this grant acceptable. Please indicate this by signing below and returning the completed original Letter of Agreement to WRF's office.

On behalf of the Winthrop Rockefeller Foundation, I look forward to a productive relationship.

THE WINTHROP ROCKEFELLER FOUNDATION



Sherece Y. West, Ph.D. President and Chief Executive Officer

Date: June 12, 2012

Accepted by: **City of Jonesboro**

Name: Mayor Harold Perrin

Signature: _____

Date: _____

Copy w/att: Ms. Heather Clements, Grants Administrator



**THE WINTHROP ROCKEFELLER FOUNDATION
GRANT CONTRACT TERMS AND CONDITIONS
City of Jonesboro,
North Jonesboro Neighborhood Initiative
GRANT #9-1222**

- 1. Use of Grant Funds:** Grant funds will only be used for religious, charitable, scientific, literary, or educational purposes within the meaning of Section 170(c)(2)(B) of the Internal Revenue code of 1954, as amended (the "Code"), and more specifically you may use the grant funds only for the purpose outlined in the Letter of Agreement.

You agree to complete the scope of work as detailed in your proposal submitted to the Winthrop Rockefeller Foundation and approved by staff.

You acknowledge that the Winthrop Rockefeller Foundation (WRF, the "Foundation") has not earmarked the use of the grant funds or any portion thereof for any other organization or individual.

You acknowledge that the grant funds will be expended as specifically itemized in the approved line item budget. **(A copy of your Approved Budget, Attachment A, is incorporated into this agreement by reference.)** You acknowledge that you will repay to the Winthrop Rockefeller Foundation any portion of the amount granted and interest income arising from such amount that is *not used for the purpose of this grant*.

Revisions to the grant budget or the approved scope of work must be pre-approved. All requests for revisions to the approved budget or scope of work must be submitted using forms available from the Foundation. Requests for forms may be submitted electronically to programstaff@wrfoundation.org.

- 2. Quality of Work:** Both the quality of the work and progress toward achieving the goals of the grant will be subject to review by the Foundation. Progress may be monitored by on-site visits by representatives of the Foundation. In particular, the Foundation may monitor the continued commitment of personnel involved in the work of the grant. In addition, the Foundation will, throughout the term of the grant, consider whether continuation of the work of the grant is in the interest of the general public. If the Foundation is not satisfied with the quality of the work or progress toward achieving the goals of the grant, if the Foundation is of the opinion that you are incapable of satisfactorily completing the work of the grant, or if the Foundation determines that continuation of the grant is not reasonably in the interest of the general public, the Foundation may, in its discretion, declare the grant terminated. The Foundation's determination as to the quality of work being performed, the progress being made toward the goals of the grant, your ability to satisfactorily complete the work of the grant, and whether continuation of the work of the

grant is in the interest of the general public will be final and will be binding and conclusive upon you insofar as further grant payments are concerned.

3. **Certification and Maintenance of Exempt Organization Status:** You certify that you have been determined by the Internal Revenue Service to be a tax-exempt organization under Section 501(c)(3) of the Code, and “not a private foundation,” within the meaning of Code Section 509(a), or in the absence of such a determination, that you are a state or any political subdivision thereof within the meaning of Code Section 170(c)(1), or a state college or university within the meaning of Code Section 511(a)(2)(B) (referred to hereafter as a “Public Charity”). You will immediately inform the Foundation of any change in or challenge to your status as a Public Charity. Furthermore, you hereby affirm that this grant will not cause you to fail to qualify as a Public Charity. You will comply with the provisions of the Code and the regulations hereunder applicable to you as a Public Charity and will not violate any other statute or regulation applicable to you where such violation materially affects your ability to carry out the goals of the grant.

4. **Reporting Requirements:** You agree to comply with the provisions described in **Reporting Requirements, Attachment B, which is incorporated into this agreement by reference.**

You agree to provide a copy of your most recent audit, including the opinion letter, annually, and provide the Foundation with immediate notification of any changes in your tax exempt status as soon as it occurs.

5. **Special Reporting Requirements; Ability to Perform; Changes in Key Personnel:** You will promptly report any changes in conditions that materially affect your organization’s ability to fulfill the terms of this grant (Examples: mergers, dissolution, bankruptcy, mass resignation of board members, loss of use of facilities). Further, you will immediately report any changes in key personnel (e.g., organization’s chief executive, coordinator of the project), indicating the person’s name, position, and as applicable, replacement; and describe how the transition of these person(s) impact this project.

6. **License Agreement:** The Foundation is hereby granted a non-exclusive, fully paid-up, irrevocable, perpetual, world-wide right and license to use the works produced with WRF funds for all Foundation purposes. Fees may be charged to cover the costs of reproduction and distribution of grant-produced materials, but no grant-produced materials may be sold for profit by any party.

7. **Copies of Grant-Funded Products:** Unless otherwise indicated, you will furnish two copies of any printed publications or audio/visual materials (works) produced with WRF funds and include acknowledgement of WRF support in all such publications or productions in conformance with the **Publicity Guidelines, Attachment C, which is incorporated into this agreement by reference.** If the information produced with WRF funds is located on a website, you agree to provide the site contents to WRF for review prior to its posting on the Web. You agree to provide WRF unrestricted access to the website or for those pages on the website containing the information produced with WRF funds (Usage passwords and registration authorization must be provided to the WRF). You also hereby grant WRF the right, in its sole discretion, to provide a link to your website or to any relevant portion of the site.

8. **Acknowledgement of Support:** All manuscripts, papers, releases, exhibits, or interviews prepared for meetings, the public or private press, magazines, periodicals, radio, television, Internet websites, or other means of communication dealing with the activities or achievement of the work of the grant shall acknowledge the Foundation's support. **(See Attachment C.)** As part of the acknowledgement of WRF support, you may provide a link to the WRF website; however, the Foundation may revoke such permission at any time.
9. **Records:** You will maintain your books and records in such a manner that the receipts and expenditures of the grant funds will be shown separately on such books and records in an easily checked form. You will keep records of receipts and expenditures of grant funds as well as copies of the reports submitted to the Foundation and supporting documentation for at least four (4) years after the completion of the use of the grant funds and will make such books, records, and supporting documentation available to the Foundation for inspection at reasonable times from the time of your acceptance of this grant through such period.
10. **Violation of Terms; Change of Status:** In the case of any violation by you of the terms and conditions of the grant, including but not limited to not executing the work of the grant in substantial compliance with the proposal, or in the event of any change in or challenge by the Internal Revenue Service of your status as a Public Charity, the Foundation reserves the right in its absolute discretion to terminate the grant. The Foundation's determination will be final and will be binding and conclusive upon you. If annual or interim reports are not received in a timely manner, the Foundation may withhold payment until the outstanding report is received and may terminate the grant if any such report is not received within a reasonable time (no more than sixty [60] days) following the date on which it was due.
11. **Termination:** Upon termination of this grant for any reason, the Foundation will withhold any further payments of grant funds and you will repay to the Foundation any portion of the grant funds that were not spent for the grant project no later than seven (7) days following your receipt of written notice of termination by the Foundation.
12. **Future Funding:** You acknowledge that the Foundation and its representatives have made no actual or implied promise of funding except for the amounts specified by this agreement. If any of the grant funds are returned or if the grant is rescinded, you acknowledge that the Foundation will have no further obligation to you in connection with this grant as a result of such return or rescission. However, the foregoing is not intended to prohibit the Foundation from providing you an additional grant at the termination of the grant described in this agreement upon the submission of a new proposal, if the Foundation in its sole discretion determines that an additional grant is appropriate.
13. **Modification:** This agreement sets forth all terms of the grant and replaces all prior understandings and agreements. Any modification or amendment will be made only in writing signed by an authorized officer of your organization and of the Foundation, using forms specified in this document, as appropriate.
14. **Applicable Law:** This agreement will be construed in accordance with the laws of the State of Arkansas.

Approved Project Budget					
Organization:		City Of Jonesboro			
Project Name:		North Jonesboro Neighborhood Initiative			
Budget Period:		July 1, 2012 - June 30, 2014			
	<i>WRF Budget YR 1</i>	<i>WRF Budget YR 2</i>	<i>Total 2 YR WRF Budget</i>	<i>Funding from Other Sources</i>	<i>TOTAL</i>
Direct Costs:					
Personnel:					
Community Serv. Coord.	35,000	25,000	60,000	23,000	83,000
Strategic Planning Assistance	10,000	5,000	15,000	-	15,000
AmeriCorps Stipends	-	-	-	212,800	212,800
Fringe Benefits	10,000	8,000	18,000	-	18,000
Total Personnel	55,000	38,000	93,000	235,800	328,800
Non-Personnel:					
Telephone	-	-	-	8,000	8,000
Supplies	-	-	-	5,000	5,000
Printing & Publications	1,500	1,500	3,000	7,000	10,000
Travel	1,200	1,300	2,500	-	2,500
Office Furniture & Equipment	-	-	-	13,000	13,000
Office Space for Two Sites	-	-	-	48,000	48,000
Utilities for two sites	-	-	-	72,000	72,000
Food for Network Dinners	750	750	1,500	-	1,500
Small Grants Program	-	-	-	60,000	60,000
Total Non-Personnel	3,450	3,550	7,000	213,000	220,000
Total Project Budget	58,450	41,550	100,000	448,800	548,800

ORGANIZATION NAME: City of Jonesboro
PROJECT NAME: North Jonesboro Neighborhood Initiative
GRANT NUMBER: 9-1222 *(Please reference on all correspondence.)*

REPORTING INFORMATION:

The Winthrop Rockefeller Foundation (WRF) reporting process is intended to help identify successful practices, inform others, and maintain accountability. It is our hope that reflection on the questions that follow will facilitate the reporting process and help to better measure the outcomes realized through your initiative.

Submit reports to WRF on the use of the funds, compliance with the terms of the Grant Contract, and the progress made toward achieving the goals of the project. If required reports are not received in a timely manner, the Foundation may withhold further grant payments until the report is received.

PROGRESS REPORT:

The progress report is a brief description of your work to this point and how the funds have been expended. For your progress report, we ask that you submit the following:

1. A one page narrative on your overall progress, barriers, and/or learnings to date.
2. An expenditure report, using the budget form provided by WRF, reflecting actual expenses against your approved budget. Note if there were any budget revisions approved during this reporting period.
3. A copy of your organization's most recent audited financial statements. These may be attached separately. If the most recent audited financial statements have been included with a previous report, please indicate.

FINAL REPORT:

The final report is a more extensive description of your organization's progress in carrying out the goals of the grant. For your final report, answer the following and re-state the numbered question prior to each:

1. Please describe your progress made to:
 - a. Develop a NJNI Advisory Board that includes residents and community partners to implement the North Jonesboro strategic plan
 - b. Develop a marketing plan with promotional materials and a video to educate North Jonesboro residents, business and education stakeholders, and the community at-large about the community change process

- c. Organize a team of AmeriCorps Service members to provide direct services to the community as identified in the strategic plan
 - d. Develop a youth advisory board to assist and inform the strategic activities of the main advisory board
 - e. Develop and implement a North Jonesboro mini-grant program for neighborhood revitalization
2. What barriers or challenges have you identified during this reporting period? How do you plan to address these barriers or challenges?
3. What other resources have you been able to **leverage** and/or outside partners have you been able to engage in support of this project? Please list these partners and briefly describe the nature of their contribution or commitment to this effort. Please be specific about the dollar value amount of both direct and/or in-kind support.
4. Please describe the **impact** this project has had on the following:
 - a. The development of the NJNI Advisory Board and Youth Advisory Board
 - b. Establishment of an organized AmeriCorp Service Team
 - c. Development of additional funding mechanisms for community change
 - d. The number of residents, faith leaders, and business leaders newly engaged in the change process
5. Please describe your plans to sustain these program components at the conclusion of WRF's support.
6. Using the budget form provided by WRF, provide an expenditure report reflecting actual expenses against your approved budget. Note if there were any budget revisions approved during this reporting period.
7. Please provide a copy of your organization's most recent audited financial statements. These may be attached separately. If the most recent audited financial statements have been included with a previous report, please indicate.

REPORTING INSTRUCTIONS:

Reports may be submitted in electronic or paper copy formats, although electronic submissions are preferred. Submit electronic copies of reports in formats compatible with Microsoft Word and Microsoft Excel to: programstaff@wrfoundation.org. Mail paper copies of reports to: Program Staff, Winthrop Rockefeller Foundation, 225 East Markham Street, Suite 200, Little Rock, AR 72201.

The Winthrop Rockefeller Foundation (WRF, the "Foundation") encourages grant recipients to publicize the award of a grant. Publicizing grants can draw greater attention to your effort to make a difference in Arkansas.

Please follow these guidelines:

NEWS AND PRESS RELEASES:

- The Foundation should always be referenced to as "**Winthrop Rockefeller Foundation**" and not as "The Rockefeller Foundation."
- The Foundation should be identified as a funder and not referred to as a "partner."
- The Foundation's program staff expects to preview all press releases containing the name of the Foundation in advance. Items may be sent to:
programstaff@wrfoundation.org.
- In some cases, the Foundation reserves the right to publicize grants and initiate the lead in the news release of specific grants.

PUBLICATIONS; WEBSITES:

- Articles, published information, and website information related to this grant shall be forwarded to the Foundation's program staff **prior** to its release.
- The Foundation expects to be acknowledged in publications, website information, and media presentations.
- Communication material created with a WRF grant cannot be sold by the grantee organization.
- In keeping with copyright restrictions, use of WRF photographs and images is prohibited unless written approval is obtained from the Foundation. Please send requests for approval to: programstaff@wrfoundation.org.

Please include the following Winthrop Rockefeller Foundation background information paragraph in all press releases:

For over 35 years, the Winthrop Rockefeller Foundation has worked to make a difference by helping to build and sustain the organizations that serve and strengthen Arkansas. Through grantmaking and strategic partnerships, WRF is working even harder to help close the economic and educational gaps that leave too many Arkansas families in persistent poverty. Working together, the needle can and must move from poverty to prosperity for all Arkansans. For more information on the Winthrop Rockefeller Foundation, go to www.wrfoundation.org.

PHOTOGRAPHS:

WRF is interested in receiving compelling photographs that pertain to the grant for possible use on our website or in WRF publications. A signed release form, which is enclosed, must accompany any photograph(s) sent to the Foundation. These photographs will become the property of WRF and cannot be returned. While we value and appreciate your willingness to share photographs, please understand that we will be selective in deciding which photographs to post or publish.

ADDITIONAL INFORMATION OR ASSISTANCE:

If you have any questions regarding these publicity guidelines or need assistance, please contact Cory Anderson, Vice President, Winthrop Rockefeller Foundation, 225 East Markham Street, Suite 200, Little Rock, Arkansas 72201, telephone 501-376-6854.

Release of Photography – Minor

I am authorized to act on behalf of

I hereby give permission for photographs of

to be taken and used by the Winthrop Rockefeller Foundation for purposes of public information and publicity. I understand that these photographs may appear in the Winthrop Rockefeller Foundation's annual report, other publications, and the web site.

I further understand that I am releasing any interest in these photographs.

PLEASE PRINT

Child's Name _____

Name of Authorized Adult _____

Signature of Authorized Adult _____

Date _____ Witness _____

Signature of Witness _____

Release of Photography - Adult

I hereby give permission for photographs of

to be taken and used by the Winthrop Rockefeller Foundation for purposes of public information and publicity. I understand that these photographs may appear in the Winthrop Rockefeller Foundation's annual report, other publications, and the web site.

I further understand that I am releasing any interest in these photographs.

PLEASE PRINT

Name _____

Signature _____

Date _____ Witness _____

Signature of Witness _____



**WINTHROP
ROCKEFELLER
FOUNDATION**

Request for Electronic Funds Transfer

(Please type directly into form using the typewriter tool in Adobe)

Organization Name: City of Jonesboro

Grant Number: 9-1222

Contact Information of the individual to be notified when the transfer has been completed:

Name & Title:

Email:

Phone Number:

Recipient Bank:

Recipient Bank Address:

City, State Zip:

{PLEASE DO NOT PROVIDE WIRE INFORMATION}

Your Routing (ABA) Number for ACH Transfers is different from your "wire" information.

Please check with your financial institution for clarification regarding your specific account, if necessary.

Routing (ABA) Number for ACH Transfers:

Recipient Account Name:

Account Number:

Account is: **Checking:** **OR Savings:**

Name:

Title:

Date:

Signature: _____

Please attach a copy of a voided check or savings deposit statement

M A K I N G A D I F F E R E N C E I N A R K A N S A S