



**PROFESSIONAL SERVICE AGREEMENT
MF-FIRE PROJECT**

**PROFESSIONAL SERVICE AGREEMENT
MILWAUKEE COUNTY FATHERHOOD – FAMILY-FOCUSED, INTERCONNECTED,
RESILIENT, AND ESSENTIAL (Fatherhood FIRE) PROJECT**

This **PROFESSIONAL SERVICE AGREEMENT** (the “**Agreement**”), dated October 23, 2020, is between **Milwaukee County**, a Wisconsin municipal body corporate, represented by its **Department of Child Support Services** (the “**County**”) and the following, cooperating, key grant partners listed below (the “**Contractor**” or “**Contractors**”), combined to be considered the Parties to this Agreement (“**Parties**”).

Contractors’ Authorized Representatives:

- A. Carl Wesley, President and CEO, Center for Self Sufficiency, 728 N James Lovell Street, Milwaukee, WI 53233
- B. Andi Elliot, President and CEO, Community Advocates Inc., 728 N James Lovell Street, Milwaukee, WI 53233
- C. Terri Strodthoff, Executive Director, The Alma Center, 2821 N 4th Street, Milwaukee, WI 53212
- D. Clarence Johnson, Executive Director, Wisconsin Community Services, 3732 W Wisconsin Avenue, Milwaukee, WI 53208
- E. Chytania Brown, President and CEO, Employ Milwaukee Inc., 2342 N 27th Street, Milwaukee, WI 53210
- F. Angela M. Turner, Principal, AMTC & Associates, 4465 N Oakland Avenue, Ste. 200, Milwaukee, WI 53211

RECITALS

1. Milwaukee County and Contractors wish to enter into a professional services relationship for the provision of services and achieve objectives contingent on the annual renewal of The Office of Family Assistance Award No. 90ZJ0010-01-00, (hereinafter “award” or “grant”), a discretionary grant by the United States Department of Health and Human Services Administration for Children and Families (ACF).
2. Due to the nature of this contract, it falls under Chapter 56.30 of the Milwaukee Code of Ordinances, “Professional Services.” This Professional Services Agreement is entered into following all requirements stated in Chapter 56.30 as modified by Wisconsin state statutes.

ACCORDINGLY, intending to be legally bound, the Parties agree as follows:

1. Definitions.

Terms defined in the preamble and recitals of this Agreement have their assigned meanings, terms defined throughout this Agreement have their assigned meanings, and the following terms have the meanings assigned to them:

“**Deliverables**” mean any item in Contractor’s Scope of Work that is first developed or created by the Contractor for the County’s use as a result of Services provided under this Agreement. Deliverables include training documents, reports, analysis, and/or other



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documentation related to the Services provided under this Agreement. Deliverables do not include Contractor's copyrighted materials and documentation, or other work product in existence prior to the commencement of this Agreement, or first created by the Contractor in any manner not in connection with the Services provided in this Agreement.

“**MCCO**” means the Milwaukee County Code of Ordinances in its most current and updated form, including legislation which has been enacted, but not yet codified. A codified version of the MCCO is available at:

https://library.municode.com/wi/milwaukee_county/codes/code_of_ordinances

“**Services**” mean the professional consulting services provided under this Agreement by Contractor and/or its identified staff.

2. Order of Precedence.

The Agreement includes the following documents, incorporated by reference, in the following order of precedence, which will be followed in resolving any inconsistencies between the terms of the Agreement and the terms of any Exhibits, Attachments, or Amendments to the Agreement:

- a. This Professional Services Agreement;
- b. TBE Participation Plan (Exhibit A)
- c. EEOC Certificates (Exhibits B-G)
- d. Milwaukee Department of Child Support Services and Partners Memorandum of Understanding (MOU) and Statement of Assurances for the Fatherhood Family-Focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) Funding Opportunity (Exhibit H)
- e. Milwaukee Department of Child Support Services Fatherhood FIRE Budget Detail with Narrative Description (Exhibit I)
- f. Milwaukee County COVID-19 Response Preparedness Plan Checklist (Exhibit J)

3. Scope of Services.

CSS, the applicant, will serve as the prime recipient, administrative agency and fiscal agent for the MF-FIRE project. CSS will oversee the project-wide objective in the enrollment of an estimated 3,375 fathers in order for 2,025 unduplicated fathers in Milwaukee County to complete 90% of the primary workshop sessions over the course of the 5-year grant. CSS will oversee the implementation of all activities, outputs, objectives, and outcomes. In addition to providing project oversight, CSS will deliver a range of child support services to noncustodial fathers enrolled in MF-FIRE. CSS will oversee a total project budget of \$999,999 annually and will provide project administration.

CSS and all Contractors commit to adhere to all grant award No. 90ZJ0010-01-00 requirements. All contractors commit to providing these services over the 5-year term of this grant. Contractors ensure that participation by participants is voluntary and participants will be informed that the program is voluntary verbally and in writing as part of the enrollment process.

Contractors commit not to use grant funds for any purposes other than the activities specified in the authorizing legislation described in the grant award notice. Contractors commit not to use



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grant funds for any unallowable activity including but not limited to an abstinence education program. Contractors shall not provide services to participants on a fee-for-service basis and shall not use grant award funds to subsidize housing, provide housing vouchers, or rental assistance. Contractors commit to document, store, and report on MF-FIRE project performance using the full set of uniform measures to be provided by ACF, and will conduct a local evaluation as described in the CSS application for the grant award submitted in 2020. Contractors will accept and fully participate in all aspects of the federal evaluation if selected, and adhere to all evaluation protocols established by ACF and conducted by its designee contractors. Contractors understand that the federal government may incorporate the local evaluation into the federal evaluation, the federal government may waive the local evaluation requirement, or the local evaluation may continue in parallel to the federal evaluations. All Contractors agree to comply with the federal evaluation award condition. Contractors ensure that any award of federal funds under this grant award will not supplant other federal, state, or local funds, which otherwise have been made available. The ACF funds will be used to supplement current funding available to Contractors, not supplant it. Activities to be funded by the ACF grant must be offered in addition to, not in place of, activities funded by other sources. CSS will monitor for compliance through annual review of Contractors' financial records.

Each of the Contractors (hereinafter also "Contractor", "full implementation partners," and/or "key grant partners") agree to enroll and administer a needs assessment to fathers who meet ACF and project eligibility criteria, and assign a case manager to each participant who will: (a) develop an integrated services plan for each participant; (b) identify community resources and supportive services necessary for achieving the objectives of the service plan; (c) provide coaching, as necessary, to help the father achieve his goals; (d) coordinate service provision among all participant-involved systems and providers, and assure integration of all program components; (e) connect fathers to health insurance and other benefits for which they are eligible; and (f) monitor progress on service plan objectives.

Each Contractor shall provide an Integrated Responsible Fatherhood Program (hereinafter "IRFP") using an integrated cohort program model that covers and integrates each of the Responsible Fatherhood (RF) activity areas: (1) promoting or sustaining marriage, (2) responsible parenting, (3) economic stability, and agree to collect, enter, and maintain data in the Management Information System (MIS) developed by ACF to comply with the requirement of performance measure data collection in the nFORM system. Contractors agree to invite and assist the participant to complete pre- and post-tests via an audio-computer assisted self-interview (ACASI) on an enabled online survey on a computer or a specified tablet that will link to the nFORM system.

The County agrees to purchase, and each of the Contractors agree to perform all of the functions and services and achieve objectives as set forth above, and as described in subsections A-F of this section. County and Contractors agree the services to be delivered, the quantity of services and the timeliness of performance are the essence of this Contract.

Contractors shall:



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A. Center for Self Sufficiency (hereafter CFSS): The following subsection applies to CFSS.

CFSS agrees to recruit and deliver and integrated Responsible Fatherhood Primary Workshop (PW) to an estimated 2,250 low income community fathers over the course of the 5-year grant, in order to serve 1,350 fathers who will complete 90% of the PW sessions as follows:

Number of Fathers to be Served by CFSS on Annual Basis						
Grant Year:	Year 1	Year 2	Year 3	Year 4	Year 5	Total
# Enrolled (estimated)*	250	500	500	500	500	2,250
# who attend > 90% of PWs	150	300	300	300	300	1,350

* This is an estimate of the number of individuals that it might take in order to get 1,350 fathers who will complete 90% of the PW sessions. CSS will not hold CFSS accountable for enrolling a given number of participants. The contractual deliverable will be to serve 1,350 fathers who will complete 90% of PW sessions.

B. Community Advocates (hereafter CA): The following subsection applies to CA.

CA will recruit and deliver an integrated Responsible Fatherhood Primary Workshop (PW) to 1,125 low-income community fathers over the course of the 5-year grant, of which 675 will complete 90% of PW sessions, as follows:

Number of Fathers to be Served by CA on Annual Basis						
Grant Year:	Year 1	Year 2	Year 3	Year 4	Year 5	Total
# Enrolled	125	250	250	250	250	1,125
# who attend > 90% of PWs	75	150	150	150	150	675

CA will also service as the domestic/intimate partner violence consultant and trainer. CA will provide training on the domestic/intimate partner violence protocol and will also provide annual training to MF-FIRE project staff. In addition, eligible participants will have access to an extensive array of CA supportive services, on condition of availability and assessed need including permanent supportive housing, protective payee services, rental assistance, energy assistance program, telephone and utility services assistance programs; DV services and shelter; batterers program; and behavioral health services. These supportive services will be provided through leveraged resources, at no cost to the grant.

C. The Alma Center (hereafter Alma): The following subsection applies to Alma.

Alma specializes in working with men to provide trauma-informed healing, education, supportive services, and a positive peer community promoting lifestyle transformation for participants who have been perpetrators of violence, abuse and control in their intimate and family relationships. Alma will deliver a 3-hour trauma education presentation as part of the primary workshop for each cohort of fathers (expected to be about 20 in each year of the grant). This experiential workshop will support participants in exploring any unresolved trauma they may be carrying, and how their own trauma may be impacting their parenting and interpersonal relationships. The workshop will: 1) introduce various types of trauma, including



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adverse childhood experiences, generational, cultural, gender and race-based; and 2) explore the impact of traumatic experiences on a person's world-view, brain development, adaptive behaviors, and triggers; 3) introduce the practice of compassionate accountability which recognizes that what happen to a person is not their fault, but it is their responsibility to choose how they will respond, and everyone is able and capable of healing. Alma staff will offer participants an opportunity to undergo trauma screening and, if necessary and interested, link them to treatment at the Alma Center (funded by non-grant sources). In addition, Alma will provide a 5-day training during the Year 1 planning period for MF-FIRE staff on motivational interviewing (MI) and trauma-informed care (TIC). In Years 2-5, a shorter refresher course will be offered. Alma will also train new staff, who come on board subsequent to the planning period initial training, in MI and TIC.

D. Wisconsin Community Services (hereafter WCS): The following subsection applies to WCS.

WCS will provide 2 driver's license reinstatement services: 1) assess the license status of fathers and 2) provide driver's license reinstatement services, in order to enhance their value to employers.

E. Employee Milwaukee, Inc. (hereafter EMI): The following subsection applies to EMI.

EMI is the largest workforce development board in Wisconsin. EMI, the Milwaukee County Workforce Innovation and Opportunity Act (WIOA) Workforce Development Board, has been providing workforce development services to Milwaukee residents since 1973. In partnership with business leaders and state and local partners, EM leads, directs, and oversees the Milwaukee County public workforce system as a part of the American Job Center network. EMI uses a business-driven strategy for regional workforce development that is based on a "demand and supply" approach which identifies and connects employers' real-time hiring needs with effective systems and partners to screen, match, and secure workers for those positions. Consistent with this approach, EMI will designate a MF-FIRE Career Resource Navigator to provide support and technical assistance to the project Educators & Case Managers on an as needed basis, not to exceed eight (8) hours per month. Those services will include:

- A dedicated point of contact to assist case managers with referring clients to employment services that may include, based on client eligibility and contingent upon available funding: assessments, career counseling, job readiness training, job development; job fairs, individualized job search, placement and retention; sector-based and/or population-specific case management and job placement programs; skill and credential attainment programs; registered apprenticeship and apprenticeship-readiness training; youth apprenticeship; temporary employment including transitional jobs and summer/year round youth employment; on-the-job training; customized training; occupational skills training (employer demand-driven).
- Connecting (whenever possible) Eds/CMs with training programs and providers to assist participants to gain the skills and competencies necessary to gain career-track employment.



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- Communicating employment opportunities as they become available through EMI's Industry Advisory Boards, Coordinating Council, and the local labor market exchange.

F. AMTC & Associates (hereafter AMTC): The following subsection applies to AMTC.

AMTC is an independent evaluation and consulting firm that specializes in implementation and outcome evaluations. AMTC will provide the MF-FIRE Program Performance Evaluation Plan, which includes external oversight of the performance measurement system and Local Descriptive Evaluation - Funded Activities Evaluation Plan. They will partner with Dr. Cindy Walker, Dean and Professor of the Duquesne University School of Education, to provide the descriptive evaluation and attain IRB approval as needed. AMTC will also provide Data Management services to the project. A Senior Evaluation Associate will assist CSS in the development and execution of a continuous quality improvement plan. Associate will work with the Data Manager to identify areas for program performance, test potential improvements, and cultivate a culture and environment of learning and improvement. Another Senior Evaluation Associate, serving as project Data Manager (DM), will be assigned to oversee data fidelity by monitoring program services and create monthly reports from nFORM data. Data reports will include (but not be limited to) the following: workshop and session series frequency, enrollments, # of served and completed participants, service contacts, referrals, and Applicant/Entrance/Exit survey frequency. The DM will aggregate and generate data for quarterly performance reports (QPR) and semi-annual Performance Progress Reports (PPRs).

Each Contractor shall comply with all Federal, State and local laws and regulations and each shall maintain in good standing all licenses, permits and certifications relating to services referred to herein. Grant is subject to the requirements set forth in 45 C.F.R. § 87 and 45 C.F.R. § 75.215.

The County retains the right to rescind all rights to equipment purchased through this Contract if the Contract or federal funding is terminated prior to September 29, 2025 or, if the equipment is not utilized for the exclusive purpose of providing services described in subsections A-F above.

Any requested changes or modification to the scope of services, objectives or budget line items must be submitted in writing to CSS as an amendment for approval to this Contract prior to the change or modification being made to this Contract.

The Contractors agree to adhere to all project operational policies and procedures established by CSS, and allow site visits by CSS staff as needed and determined by CSS to monitor compliance with project policies, procedures, and terms of this Contract.

Each Contractor shall complete 50% of the services and objectives agreed to by each Contractor as described above, and deliver 50% of the services outlined to half of the total participants agreed to by April 30th of the grant year, with the remaining services and objectives to be completed by September 29th of the grant year, and any subsequent grant years if federal funding is extended beyond 2025. CSS will review the status of all activities and objectives detailed in this contract in June of the grant year and any subsequent grant years; failure to comply with any of the activities, services, and objectives outlined in this Contract may result in a contract reduction unless deemed unnecessary by CSS. CSS reserves the right to stop services provided by any of the Contractors herein, if Contractors or their subcontractors are not complying with Federal, State, or local laws



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and/or not performing or complying with any of the activities, services, and objectives outlined in this Contract.

4. Staffing.

a. Qualification.

Contractor represents that its employees and subcontractors possess the necessary skill, expertise, and capability, including the availability of sufficient personnel with the necessary qualifications, to perform the services required by this Agreement. Contractor shall provide, at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be the employees of, or have any other contractual relationship with, the County.

b. Subcontracting and Contractor's Agents.

Contractor shall have a written and enforceable agreement in place with each of its subcontractors that will enable Contractor to perform its obligations under this Agreement. Agents used or supplied by Contractor in the performance of any Services are employees or agents of Contractor, and under no circumstances are such individuals to be considered employees of County. Contractor shall have the sole responsibility for the conduct of its personnel and agents, and for payment of its personnel's and/or agent's entire compensation, including salary, withholding of income and social security taxes, workers' compensation, employee and disability benefits and the like. Contractor shall be responsible for all employer obligations toward all of its personnel and/or agents under all applicable laws and all of County's policies.

c. Provision of Workspace and Materials.

Contractor shall provide all materials needed by Contractor's personnel in connection with the performance of Services under this Agreement at no additional expense to County.

5. Term and Termination.

a. Term.

The Term of this Agreement shall commence on the Effective Date and shall continue in full force and effect for five budget periods between September 30, 2020 until September 29, 2025, (hereinafter, a 12-month budget period is referred to as a "grant year") subject to further extension beyond this period, and contingent on the renewal of the award to the County, unless terminated in accordance with this Section.

b. Termination.

The Parties may terminate this Agreement as detailed in this Section. Upon termination of this Agreement for any reason, the County shall retain any and all fully vested rights that exist on the effective date of that termination.

i. Termination by Contractor.

Contractor may, at its option, terminate this Agreement upon the failure of the County to pay any amount that may become due hereunder for a period of sixty (60) days following submission of appropriate, undisputed billing and supporting



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documentation. Upon said termination, Contractor shall be paid the compensation due for all services rendered through the date of termination, including any retainage.

ii. Termination by County for Violations by Contractor.

If the Contractor fails to fulfill its obligations under this Agreement in a timely or proper manner, or violates any of its provisions, the County shall there upon have the right to terminate it by giving thirty (30) days written notice of termination of Agreement, specifying the alleged violations, and effective date of termination. It shall not be terminated if, upon receipt of the notice, Contractor promptly cures the alleged violation prior to the end of the thirty (30) day period. In the event of termination, the County will only be liable for services rendered through the date of termination and not for the uncompleted portion, or for any materials or services purchased or paid for by Contractor for use in completing the Agreement.

iii. Unrestricted Right of Termination by County.

The County further reserves the right to terminate the Agreement at any time for any reason by giving Contractor thirty (30) days written notice of such termination. In the event of said termination and upon receipt of notice of termination, the Contractor shall reduce its activities hereunder as mutually agreed to by the Parties. Upon said termination, Contractor shall be paid for all services rendered through the date of termination. This section also applies should the Milwaukee County Board of Supervisors fail to appropriate additional monies required for the completion of any services under the Agreement.

iv. County's Retention of Rights.

County shall retain any and all fully vested rights that exist on the effective date of termination. In the event that County terminates this Agreement, County's liability and Contractor's exclusive remedy will be limited to County paying Contractor for Services and Deliverables completed in accordance with the terms of this Agreement, provided, however, that such payment will not exceed the unpaid amounts due under the Scope of Work.

6. Compensation.

a. Fees & Payments.

County shall compensate each Contractor for work performed as a fixed fee. The total compensation to Contractor for Services performed under the Agreement shall not exceed the amounts listed in each subsection A-F below, unless agreed to by the County in writing. Compensation is contingent on the annual renewal of Financial Assistance Award No. 90ZJ0010-01-00, a discretionary grant by the Administration of Children and Families (ACF) of the U.S. Department of Health and Human Services to CSS.

- A. Center for Self Sufficiency: CFSS shall deliver services to the planned number of participants described in Section 3, subsection A, with compensation up to \$300,000 per year in grant funds (\$1.5 million over 5 years).
- B. Community Advocates: CA shall deliver services to the planned number of participants described in Section 3, subsection B, with compensation up to \$178,750 per year in grant funds (\$893,750 over 5 years).



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- C. The Alma Center: Alma shall deliver services as described in Section 3, subsection C, with compensation up to \$12,500 per year in grant funds (\$62,500 over 5 years). In addition, for each year of the grant, if any new staff join the project subsequent to the annual beginning of the year all-staff training, Alma will provide them with MI and TIC training at the rate of \$600 for 1-2 staff.
- D. Wisconsin Community Services: WCS shall deliver services as described in Section 3, subsection D, with compensation up to \$20,000 per year in grant funds (\$100,000 over 5 years).
- E. Employ Milwaukee Inc.: EMI shall deliver services as described in Section 3, subsection E, with compensation up to \$20,000 per year in grant funds (\$100,000 over 5 years).
- F. AMTC & Associates: AMTC & Associates shall deliver services as described in Section 3, subsection F, with compensation of \$77,825 per year in grant funds for the MF-FIRE Program Performance Evaluation Plan and the Local Descriptive Evaluation-Funded Activities Evaluation Plan and compensation of \$35,000 per year in grant funds for Data Management Services. Total compensation for AMTC for Evaluation and Data Management Services combined will be \$112,825 per year in grant funds (\$564,125 over 5 years).

Expenditures must coincide with the line item dollar amounts indicated in the estimated 12-month budget for each of the Contractors as outlined in the *Milwaukee Department of Child Support Services Fatherhood FIRE Budget Detail with Narrative Description* referenced as **Exhibit I**, attached and incorporated herein. Actual expenses may not vary by more than 5% of the budgeted line item.

b. Invoicing.

Each Contractor shall have electronic mail access and the ability to submit electronic, Internet-based on-line invoices to Milwaukee County. Each Contractor must submit to the County in the form and format approved by the County, an invoice for the purchased services furnished to eligible recipients during the preceding month and all required documentation no later than the 10th calendar day following the end of the reported month, it being understood that such invoice may be subject to audit by County before and/or after payment is made. As a matter of practice, the County attempts to pay invoices in 30 calendar days of invoice approval.

Contractor shall submit invoices to the County which include the following information:

1. A reference to this Agreement, including the Effective Date;
2. The name and address of the Contractor;
3. An invoice number and invoice date;
4. Remittance name and address;
5. Name, title, and phone number of Contractor's contact for notification in the event of a defective or inaccurate invoice;
6. Deliverables billed for, referencing the Scope of Work;
7. The date due; and
8. The amount billed.



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Invoices must be submitted to:

Milwaukee County Department of Child Support Services
 ATTN: Agnes Marcinowski
 901 N 9th Street, Room 101
 Milwaukee, WI 53233
agnes.marcinowski@milwaukeecountywi.gov

MF-FIRE Fiscal Director
 Milwaukee County Department of Child Support Services

Completion of program objectives must be commensurate with amount invoiced; subsections A-F of Section 3 of this Contract identify the planned services and number of participants to be served each grant year to meet program objectives for each of the individual Contractors. The amount paid each month to Contractors shall not exceed 1/12 of the total Contract amount per Contractor unless approved in advance by the County after reviewing written rationale for exceeding 1/12 of the total Contract amount for each Contractor.

Payment by County of a Contractors' invoice does not absolve any of the Contractors from a final accounting and settlement upon submission and review of Contractors' annual audit, or from audit recoveries arising from an on-site audit of Contractors' case records or other documentation in support of services billed. Invoice/reimbursement requests received twenty (20) days after the termination of this Contract will not be considered for payment by County.

The County reserves the right to use a purchasing card to pay invoices.

c. Cost of Performance of Obligations.

Contractor is responsible for all charges, costs, and fees incurred as a result of performing its obligations and rendering its services under this Agreement, unless otherwise indicated.

d. State Prompt Pay Law Exemption.

State Prompt Pay Law, Section 66.285, does not apply to this Agreement.

e. Late Payment.

As a matter of practice, the County attempts to pay all invoices within 30 days of receipt of an accurate invoice from Contractor and County's acceptance of the corresponding services that comply with the terms of this Agreement. If no disputes arise, and an invoice has not been paid 60 days after it was received by the County, the Contractor may file a claim for 12% (annual rate) on amounts not paid after the 60th day. **Invoices must be sent by mail or e-mail as indicated in provision 6(b) above to be considered received by the County.**

f. Fees, Permits, Taxes, and Licenses.



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Milwaukee County is exempt from Federal Excise Taxes and Wisconsin State Sales Taxes. Any billing submitted by Contractor must be without such taxes; billings including such taxes will be rejected.

Contractor shall be responsible for all federal, state, and local permits, licenses, and fees, together with all governmental filing related to such permits, licenses, and fees, which arise out of Contractor's performance of services under this Agreement, or which arise as a result of any compensation paid to Contractor under this Agreement.

7. Withholding of Payments

Failure on the part of any contractor to comply with Contract requirements may result in withholding of any payments otherwise due to the Contractor from the County by virtue of any County obligation to vendor until such time as the Contract requirements are met. The County reserves the right to use any legal means necessary to recover for any damage resulting from any of the Contractors' failure to meet the terms and conditions of this Contract. Individual Contractors shall be liable for any costs necessary to ensure Contract compliance, including attorney fees. Further, the County reserves the right to modify the Contract amount due to an individual Contractor at any point in the year that the individual Contractor falls behind in the services, activities, objectives, and/or service of the planned number of participants listed above. The County will provide the Contractor a written notice of any changes to Contract amounts.

8. Contract Renegotiation

This contract may be renegotiated with an individual Contractor and/or any of the Contractors in the event of changes required by law, regulations, court action, or the inability of either the County, or an individual Contractor to perform as individually committed in this Contract. Revision of this Contract must be agreed to by the County and the individual Contractor or Contractors as determined necessary, as evidenced by an addendum signed by their authorized representatives.

9. Ownership of Data.

Upon completion of the work or upon termination of the Agreement, it is understood that all completed or partially completed data, drawings, records, computations, survey information, and all other material that Contractors have collected or prepared in carrying out this Agreement shall be provided to and become the exclusive property of the County. Therefore, any reports, information and data, given to or prepared or assembled by Contractors under this Agreement shall not be made available to any individual or organization by Contractor without the prior written approval of County.

No reports or documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Contractor.

10. County Rights of Access and Audit.

The Contractor, Lessee, or other party to the Agreement, its officers, directors, agents, partners and employees shall allow the County Audit Services Division and department contract administrators (collectively referred to as "**Designated Personnel**") and any other party the Designated Personnel may name, with or without notice, to audit, examine and make copies of any and all records of the Contractor, Lessee, or other party to the Agreement, related to the terms and performance of the



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Agreement for a period of up to three years following the date of last payment, the end date of this Agreement, or activity under this Agreement, whichever is later. Any subcontractors or other parties performing work on this Agreement will be bound by the same terms and responsibilities as the Contractor. All subcontracts or other agreements for work performed on this Agreement will include written notice that the subcontractors or other parties understand and will comply with the terms and responsibilities. The Contractor, Lessee, or other party to the Agreement, and any subcontractors understand and will abide by the requirements of Section 34.09 (Audit) and Section 34.095 (Investigations Concerning Fraud, Waste, and Abuse) of the Milwaukee County Code of Ordinances (“**MCCO**”).

Each of the Contractors and County mutually agree that federal auditors as well as other federal and state officials, reserve the right to review certified audit reports or financial statements and perform additional audit work as deemed necessary and appropriate, it being understood that additional overpayment refund claims or adjustments to prior claims may result from such reviews. Contractors agree to reimburse any funds found not in compliance with this agreement, in accordance with the County’s audit resolution procedures.

A. Audit Requirements for Funding Source

Each of the Contractors shall submit to CSS Manager of Operations Agnes Marcinowski on or before April of each grant year or such later date that is mutually acceptable to the Contractors and CSS, two (2) original copies of a certified audit report in accordance with the Office Management and Budget (OMB), Circular A-133 for each grant year prepared by an independent Certified Public Accountant (CPA) licensed to practice by the State of Wisconsin. The CPA audit and report shall contain the following Financial Statements and Auditors’ Reports:

1. Financial Statement for the entire organization:
 - a. Comparative Balance Sheet for Total Agency,
 - b. Statement of Operation for Total Agency,
 - c. Statement of Cash Flows,
 - d. Supplementary schedule of revenues and expenses identified by funding source for each program, activity or function as outlined in any Contractor application,
 - e. Notes to financial statements including units of services, if applicable, and disclosure of related party transactions, if any.
2. Auditors Reports:
 - a. Report on the financial position, results of operations and changes in the financial position of the entire agency;
 - b. Report on compliance including compliance with applicable laws and regulations, and any subsequent revisions, and compliance with material financial terms and conditions of the contract;
 - c. Report on Evaluation of Internal Accounting Controls. A copy of any management letter issued in conjunction with the audit shall be provided to CSS;
 - d. Findings of non-compliance;
 - e. Schedule of questioned costs and potential amount of repayment prior to offsetting any unrelated items; and
 - f. Schedule of Federal and State awards.



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3. General:

- a. If an individual Contractor administers multiple programs or activities, including one or more publicly funded programs, the audit shall follow the provisions of the Office of Management and Budget Circular A-133, to the extent possible. These requirements are established to ensure audits are made on an organization-wide basis, rather than on a grant-by-grant basis. Revenues and expenses identified by funding source for each program, activity or function are required in addition to OMB Circular A-133 requirements.

11. Affirmative Action.

The Contractor assures that it will undertake an affirmative action program as required by MCCO 56.17(1d), to ensure that no person shall, on the grounds of race, creed, color, national origin, or sex be excluded from participating in any employment activities covered in MCCO 56.17(1d). The Contractor assures that no person shall be excluded, on these grounds, from participating in or receiving the services or benefits of any program or activity covered by this subpart. The Contractor assures that it will require that its covered organizations provide assurances to the Contractor that they similarly will undertake affirmative action programs and that they will require assurances from their suborganizations, as required by MCCO 56.17(1d), to the same effect.

12. Targeted Business Enterprise Goals.

- a. Contractor shall comply with all provisions imposed by or pursuant to MCCO Chapter [42](#) as regards Targeted Business Enterprise (“TBE”) participation on County projects, when and where applicable, and as said Ordinance may be amended. The County shall notify Contractor in the event that new ordinances are issued.
- b. Contractor shall adhere to the approved TBE participation plan contained in this Agreement as Exhibit B, which assures that a required minimum participation percentage of the Agreement be attributed to a firm certified by the County or an entity whose certification is recognized by the County throughout the term of this Agreement. Approval must be obtained from the County prior to making any change(s) to the approved TBE participation plan.

The parties agree that no TBE goal has been established and no goal is required under this Agreement.

13. Non-Discrimination, Equal Employment Opportunity, and Affirmative Action.

In the performance of work or execution of this Agreement, the Contractor shall not discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, age, sex, sexual orientation, gender identity and gender expression, disability, marital status, family status, lawful source of income, or status as a victim of domestic abuse, sexual assault or stalking, which shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeships. The Contractor will post in conspicuous places, available for employment, notices to be provided by the County setting forth the provisions of the nondiscriminatory clause. A violation of this provision shall be sufficient cause for the County to terminate the Agreement without liability for the uncompleted portion or for any materials or services purchased or paid for by the Contractor for use in completing the Agreement.



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The Contractor agrees that it will strive to implement the principles of equal employment opportunities through an effective affirmative action program, and will so certify prior to the award of the Agreement, which program shall have as its objective to increase the utilization of women, minorities and handicapped persons, and other protected groups, at all levels of employment in all divisions of the contractor's workforce, where these groups may have been previously under-utilized and under-represented. The Contractor also agrees that in the event of any dispute as to compliance with the aforesated requirements, it shall be his/her responsibility to show that he/she has met all such requirements.

The Contractor agrees that it will strive to implement the principles of active and aggressive efforts to assist Milwaukee County in meeting or exceeding its overall annual goal of participation of target enterprise firms.

When a violation of the non-discrimination, equal opportunity or Affirmative Action provisions of this section has been determined by County, Contractor shall immediately be informed of the violation and directed to take all action necessary to halt the violation, as well as such action as may be necessary to correct, if possible, any injustice to any person adversely affected by the violation, and immediately take steps to prevent further violations.

If, after notice of a violation to Contractor, further violations of the section are committed during the term of the Agreement, County may terminate the Agreement without liability for the uncompleted portion or any materials or services purchased or paid for by the Contractor for use in completing the Agreement, or it may permit Contractor to complete the Agreement, but, in either event, Contractor shall be ineligible to bid on any future contracts let by County.

Consistent with the requirements of the U.S. Department of Health and Human Services (HHS) and the Administration of Children and Families (ACF) financial assistance award, each of the Contractors commit to adhere to the program assurances described in the *Milwaukee County Department of Child Support Services and Partners Memorandum of Understanding (MOU) and Statement of Assurances for the Fatherhood Family-Focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) Funding Opportunity* attached as Exhibit H and incorporated herein. Each of the Contractors further agree and assure to comply with each of the following federal provisions described in sections A-E below.

A. 45 CFR part 91, Age Discrimination Act of 1975, 42 U.S.C. 6101 *et seq.*, prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

B. 45 CFR part 80, Civil Rights Act of 1964, 42 U.S.C. 2000d *et seq.*, provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. In addition, recipients of Federal financial assistance must take reasonable steps to ensure that people with limited English proficiency have meaningful access to health and social services and that there is effective communication between the service provider and individuals with limited English proficiency. To clarify existing legal requirements, HHS published "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient



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Persons,” at <http://www.hhs.gov/ocr/lep/revisedlep.html>, provides a description of the factors that recipients should consider in determining and fulfilling their responsibilities to individuals with limited English proficiency.

D. 45 CFR part 86, Title IX of the Education Amendments of 1972, 20 U.S.C. 1681, 1682, 1683, 1685, and 1686, provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.

E. 45 CFR parts 84 and 85, Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, as amended, provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

14. Indemnity.

Contractor agrees to the fullest extent permitted by law, to indemnify, defend and hold harmless, County, and its agents, officers and employees, from and against all loss or expense including costs and attorney’s fees by reason of statutory benefits under Workers’ Compensation Laws, or liability for damages including suits at law or in equity, caused by any wrongful, intentional, or negligent act or omission of Contractor, or its (their) agents which may arise out of or are connected with the activities covered by this Agreement.

Contractor shall indemnify and save the County harmless from any award of damages and costs against County for any action based on U.S. patent or copyright infringement regarding computers programs involved in the performance of the tasks and services covered by this Agreement.

15. Insurance.

Every contractor and all parties furnishing services or product to the County or any of its subsidiary companies must provide the County with evidence of the following minimum insurance requirements. In no way do these minimum requirements limit the liability assumed elsewhere in the Agreement. All parties shall, at their sole expense, maintain the following insurance:

a. Commercial General Liability Insurance including contractual coverage:

The limits of this insurance for bodily injury and property damage combined shall be at least:

Each Occurrence Limit	\$1,000,000
General Aggregate Limit	\$2,000,000
Products-Completed Operations Limit	\$2,000,000
Personal and Advertising injury Limit	\$1,000,000

b. Business Automobile Liability Insurance:

Should the performance of this Agreement involve the use of automobiles, Contractor shall provide comprehensive automobile insurance covering the ownership, operation and maintenance of all owned, non-owned and hired motor vehicles. Contractor shall maintain limits of at least \$1,000,000 per accident for bodily injury and property damage combined.

c. Workers’ Compensation Insurance:



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Such insurance shall provide coverage in amounts not less than the statutory requirements in the state where the work is performed, even if such coverages are elective in that state.

d. Employers Liability Insurance:

Such insurance shall provide limits of not less than \$500,000 policy limit.

e. Professional Liability/Errors and Omissions:

This insurance shall insure the professional services of the Contractor for the scope of services to be provided under this Agreement. Such insurance shall provide limits of not less than \$1,000,000 per occurrence.

f. Excess/Umbrella Liability Insurance:

Such insurance shall provide additional limits of not less than \$5,000,000 per occurrence in excess of the limits stated in (a), (b), and (d) above.

g. Additional Requirements:

- i. Contractor shall require the same minimum insurance requirements, as listed above, of all its contractors, and subcontractors, and these contractors, subcontractors shall also comply with the additional requirements listed below.
- ii. The insurance specified in (a), (b) and (e) above shall: (a) name Milwaukee County, including its directors, officers, employees and agents as additional insureds by endorsement to the policies, and, (b) provide that such insurance is primary coverage with respect to all insureds and additional insureds.
- iii. The above insurance coverages may be obtained through any combination of primary and excess or umbrella liability insurance. The County may require higher limits or other types of insurance coverage(s) as necessary and appropriate under the applicable purchase order.
- iv. Except where prohibited by law, all insurance policies shall contain provisions that the insurance companies waive the rights of recovery or subrogation, by endorsement to the insurance policies, against Milwaukee County, its subsidiaries, its agents, servants, invitees, employees, co-lessees, co-venturers, affiliated companies, contractors, subcontractors, and their insurers.
- v. Contractor shall provide certificates evidencing the coverages, limits and provisions specified above on or before the execution of the Agreement and thereafter upon the renewal of any of the policies. Contractor shall require all insurers to provide Milwaukee County with a thirty (30) day advanced written notice of any cancellation, nonrenewal or material change in any of the policies maintained in accordance with this Agreement. Coverage must be placed with carriers with an A. M. Best rating of A- or better.

Mail to:

Milwaukee County Risk Management
 633 Wisconsin Ave. Ste. 750
 Milwaukee, WI 53203



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16. Confidentiality.

Contractor agrees that all work product and oral reporting shall be provided only to or as directed by the individual who is signing this Agreement on behalf of the County department, below, and not any other person or entity, including any other County employee or official. Contractor further agrees that, aside from obligations under the public records law as more fully described in Section 19 of this Agreement and as determined in cooperation with the County, Contractor shall maintain all materials and communications developed under or relating to this Agreement as confidential and shall disclose them only to or as directed by the individual who is signing this Agreement on behalf of the County department, below. Contractor understands that breach of confidentiality, especially regarding information that is not subject to public records law disclosure, may harm or create liability for the County and may require Contractor to indemnify County as provided in Section 12 of this Agreement.

17. Prohibited Practices.

a. Conflict of Interest.

During the period of this Agreement, the Contractor shall not hire, retain or utilize for compensation any member, officer, or employee of County or any person who, to the knowledge of the Contractor, has a conflict of interest.

b. Code of Ethics.

Contractor hereby attests that it is familiar with Milwaukee County's Code of Ethics which states, in part,

"No person shall offer or give to any public official or employee, directly or indirectly, and no public official or employee shall solicit or accept from any person, directly or indirectly, anything of value if it could reasonably be expected to influence the public official's or employee's vote, official actions or judgment, or could reasonably be considered as a reward for any official action or inaction or omission by of the public official or employee."

Additionally, the Contractor shall ensure all subcontractors and employees are familiarized with the statement above.

c. Non-Conviction for Bribery.

The Contractor hereby declares and affirms that, to the best of its knowledge, none of its officers, directors, partners, or employees directly involved in obtaining contracts have been convicted of bribery, attempted bribery, or conspiracy to bribe under the laws of any state or of the federal government.

18. Compliance with County's Policies.

- a. Safety and Security Policies.** Contractor agrees to use all commercially reasonable efforts to cause any of its employees who provide services under this Agreement on County's premises to comply with County's safety and security policies that County communicates to the extent that such policies are applicable to the site where Contractor's employees are providing services. Notwithstanding the above, such standard safety and security policies shall not include policies related to drug testing.



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b. Drug Use Policies. Unless conflicting to any laws where the services are being provided, in which case this section is not enforceable, Contractor will advise any Contractor employee who provides services under this Agreement on County's premises of County's right to require an initial drug screen prior to the commencement of the assignment and, further, to require a drug screen at any time during the assignment either:

- i.** If County believes, in good faith, that the Contractor's employee is under the influence of an illegal substance, or
- ii.** As a consequence of an accident caused by or involving the Contractor's employee on County's premises during the performance of this Agreement and likely to have been related to Contractor's employee's use of an illegal substance.

Drug screening (unless provided by the County) shall be performed by Contractor at Contractor's expense, and Contractor will address any positive results and handle accordingly. Contractor's employee will not be permitted to perform the services if a positive result of the drug screen is determined.

19. Notices.

All notices with respect to this Agreement shall be in writing. Except as otherwise expressly provided in this Agreement, a notice shall be deemed duly given and received upon delivery, if delivered by hand, or three days after posting via US Mail, to the individual contractors to the respective addresses stated in Section I of this contract and to the County addressed as follows:

To County:

Milwaukee County Child Support Services
 ATTN: Jim Sullivan, Director
 901 N 9th Street, Room 101
 Milwaukee, WI 53233
James.Sullivan@milwaukeecountywi.gov

With a Copy to:
 Milwaukee County Corporation Counsel
 901 N. 9th Street, Room 303
 Milwaukee, WI 53233
Margaret.Daun@milwaukeecountywi.gov

Either party may designate a new address for purposes of this Agreement by written notice to the other party.

20. Public Records.

Both parties understand that the County is bound by the public records law, and as such, all of the terms of this agreement are subject to and conditioned on the provisions of Wis. Stat. § 19.21, *et seq.* Contractor hereby agrees that it shall be obligated to assist the County in retaining and timely producing records that are subject to the Wisconsin Public Records Law upon any statutory request having been made, and that any failure to do so shall constitute a material breach of this agreement,



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whereupon the contractor shall then and in such event be obligated to indemnify, defend and hold the County harmless from liability under the Wisconsin Public Records Law occasioned by such breach. Except as otherwise authorized by the County in writing, records that are subject to the Wisconsin Public Records Law shall be maintained for a period of three years after receipt of final payment under this agreement.

21. Independent Contractor.

Nothing contained in this Agreement shall constitute or be construed to create a partnership or joint venture between County or its successors or assigns and Contractor or its successors or assigns. In entering into this Agreement, and in acting in compliance herewith, Contractor is at all times acting and performing as an independent contractor, duly authorized to perform the acts required of it hereunder. Nothing contained in this Agreement shall give Contractor any authority to supervise, manage, and/or direct County employees.

22. Electronic Documents Considered Writing.

Any document properly transmitted by computer access will be considered a "writing" delivered in connection with this Agreement. Electronic documents will be considered signed by a Party if they contain an agreed-upon electronic identification symbol or code as required by law.

Electronic documents will be deemed received by a Party when accessible by the recipient on the computer system.

23. Compliance with Laws.

The Contractor agrees to comply with all applicable federal, state, and local statutes, laws, rules, regulations, ordinances, and all policies, procedures, standards, and regulations of any accreditation agencies or bodies. The Contractor agrees to hold the County harmless from any loss, damage, or liability resulting from a violation on the part of the Contractor of any such laws, rules, regulations, policies, procedures, standards, or ordinances.

24. Choice of Law.

This Agreement shall be governed, interpreted, construed, and enforced in accordance with the internal laws of the State of Wisconsin, without regard to its conflict of laws principles. Any litigation over the enforceability of the provisions herein or to enforce any rights hereunder shall be in state court with venue in Milwaukee County.

25. Assignment Limitation, Subcontracts.

This Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns; provided, however, that neither party shall assign its obligations hereunder without the prior written consent of the other. Assignment of any portion of the work by subcontract must have the prior written approval of County.

26. Severability.

If any part of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, it shall not affect the validity or enforceability of the remainder of this Agreement, unless the Agreement so construed fails to meet the essential business purposes of the Parties as manifested herein.



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27. Modification and Waiver.

This Agreement may not be modified and none of its terms may be waived, except in writing and signed by authorized representatives of both Parties. To the extent that any term in any document, other than a writing signed by both Parties that expressly purports to amend this Agreement, is contrary to, or conflicts with this Agreement, the terms of this Agreement shall control. A waiver by a Party of any default shall not be deemed a waiver of a prior or subsequent default of the same or other provisions of this Agreement. The failure of a Party to enforce, or the delay by a Party in enforcing, any of its rights shall not be deemed a continuing waiver or a modification of this Agreement.

28. Force Majeure.

Contractor shall not be considered to be in breach of any of its obligations hereunder if it shall fail to perform for reasons arising from: (i) acts of God or natural disaster, war, riot, civil commotion, terrorism, disease, flood, fire, strike, lock-out, public delays in transit, (ii) other circumstances beyond the reasonable control of and not reasonably foreseeable by Contractor; or (iii) acts or omissions of Purchaser.

29. Pandemic Preparedness.

- a) Contractor is responsible for compliance with all state, federal, and local orders, including Milwaukee County Administrative Orders, and all regulations and laws regarding the COVID-19 pandemic. Further, Contractor will follow all relevant agency guidance, specifically issued by the CDC, including, but not limited to, social distancing, hygiene, sanitation of work spaces, providing proper personal protective equipment to staff, proper staff screening methods and education of staff.
- b) If determined applicable by the County, Contractor should have a written Pandemic Preparedness Plan that complies with all applicable laws, regulations, orders, and agency guidelines regarding COVID-19 and, at a minimum, meets the requirements in the Milwaukee County COVID-19 Response Preparedness Plan Checklist, attached to this Amendment as Exhibit E

30. Additional Applicable Provisions.

a) Acknowledgement of Federal Funding

As required by HHS appropriations acts, all HHS recipients must acknowledge federal funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with federal funds. Recipients are required to state (1) the percentage and dollar amounts of the total program or project costs financed with federal funds and (2) the percentage and dollar amount of the total costs financed by nongovernmental sources.

b) The Cost Principles

Cost principles establish general standards for the allowability of costs, provide detailed guidance on the cost accounting treatment of costs as direct or indirect costs, and set forth allowability principles for selected items of cost. Applicability of a particular set of cost principles depends on the type of organization making the expenditure.

The cost principles are set forth in the following documents and are incorporated by reference in 45 CFR 74.27 and 92.22: OMB Circular A-21—Cost Principles for



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Educational Institutions (2 CFR part 220); OMB Circular A-87—Cost Principles for State, Local, and Indian Tribal Governments¹⁵ (2 CFR part 225); OMB Circular A-122—Cost Principles for Non-Profit Institutions¹⁶ (2 CFR part 230); 45 CFR part 74, Appendix E—Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals 48 CFR subpart 31.2 (Federal Acquisition Regulation)—Contract Cost Principles and Procedures—Contracts with Commercial Organizations .

31. Entire Agreement.

This Agreement and all properly executed Statements of Work constitute the entire agreement between the Parties relating to the subject matter hereof, and supersede any and all prior agreements and negotiations, whether oral, written, or implied. No change, addition, or amendment shall be made except by written agreement signed by a duly authorized representative of each Party.

32. Authorization.

If the contract required the authorization of the Milwaukee County Board of Supervisors, provide the following information. If no authorization was required, delete this section.

The County has executed this Agreement pursuant to action taken by its Board of Supervisors on [Insert Date Action was Taken], Resolution File No. [Insert Resolution File #].

[THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

WHEREOF, the parties hereto have executed this agreement on the day, month, and year above written:

FOR MILWAUKEE COUNTY:

FOR _____

BY: _____ DATE: _____

BY: _____ DATE: _____

NAME: _____

NAME: _____

TITLE: _____

TITLE: _____

DEPARTMENT: _____

TAXPAYER ID No.: _____

**REVIEWED AS TO INSURANCE
REQUIREMENTS:**

**APPROVED WITH REGARDS TO COUNTY
ORDINANCE CHAPTER 42:**

BY: Megan Rogers DATE: 11/12/2020
Risk Manager
Office of Risk Management

BY: Lamont Robinson DATE: 11/9/2020
Director
Community Business Development Partners

**APPROVED AS TO FUNDS AVAILABLE
PER WISCONSIN STATUTES §59.255(2)(e):**

**APPROVED REGARDING FORM AND
INDEPENDENT CONTRACTOR STATUS:**

BY: [Signature] DATE: 11/10/2020
Milwaukee County Comptroller
Office of the Comptroller

BY: David Farwell DATE: 11/10/2020
Corporation Counsel
Office of Corporation Counsel

**REVIEWED AND APPROVED BY THE COUNTY
EXECUTIVE:**

**APPROVED AS COMPLIANT UNDER
§59.42(2)(b)5, STATS.:**

BY: [Signature] DATE: 11/12/2020
David Crowley, County Executive
Office of the County Executive

BY: _____ DATE: _____
Corporation Counsel
Office of Corporation Counsel

**REVIEWED AND APPROVED FOR COMPLIANCE
WITH COVID-19 PUBLIC HEALTH EMERGENCY
FISCAL ACTIONS ADMINISTRATIVE ORDER 20-9**

BY: JOSEPH LAMERS DATE: 11/4/2020
Director of Performance, Strategy & Budget
Department of Administrative Services

WHEREOF, the parties herto have executed this agreement on the day, month, and year above written:

FOR MILWAUKEE COUNTY:

BY: Jim Sullivan DATE: 11/5/2020

NAME: Jim Sullivan

TITLE: Director

DEPARTMENT: Child Support Services

FOR CENTER FOR SELF SUFFICIENCY (CFSS):

BY: _____ DATE: _____

NAME: _____

TITLE: _____

TAXPAYER ID: _____

FOR COMMUNITY ADVOCATES INC. (CA):

BY: _____ DATE: _____

NAME: _____

TITLE: _____

TAXPAYER ID: _____

FOR THE ALMA CENTER:

BY: _____ DATE: _____

NAME: _____

TITLE: _____

TAXPAYER ID: _____

FOR WISCONSIN COMMUNITY SERVICES (WCS):

BY: _____ DATE: _____

NAME: _____

TITLE: _____

TAXPAYER ID: _____

FOR EMPLOY MILWAUKEE INC. (EMI):

BY: _____ DATE: _____

NAME: _____

TITLE: _____

TAXPAYER ID: _____

FOR AMTC & ASSOCIATES:

BY: _____ DATE: _____

NAME: _____

TITLE: _____

TAXPAYER ID: _____

COVID-19 RESPONSE PREPAREDNESS PLAN CHECKLIST

By implementing a COVID-19 Response Preparedness Plan, an “essential” vendor, company or contractor pledges to dedicating resources immediately to identify and mitigate situations in the workplace or jobsite which may introduce, expose or spread COVID-19.

Each contractor’s written plan, unique to the operations under its control, will document the identification and mitigation measures taken, which may include engineering controls, administrative controls, safe work practices, and minimum Personal Protective Equipment (PPE) requirements, and will update that plan on a regular basis for the duration of the COVID-19 Situation.

Each Contractor’s Preparedness Plan must meet the following Minimum Requirements:

- 1) Provide the name and contact number of a designated Preparedness Plan Monitor for each County contract.
- 2) A plan to complete a Daily Employee Screening Form, or otherwise complete proper screening verifying daily that every employee has not:
 - a) Traveled to a Level 2 or 3 Country in the past 14 days, or visited an area that requires self-quarantine because of COVID-19 infection,
 - b) Had close contact (within 6 feet) with anyone known or suspected to have COVID-19,
 - c) Exhibited any symptoms (chest or back pain, cough, difficulty breathing) of COVID-19 or had a fever greater than 100.4 in the past 14 days.
- 3) A plan for Social Distancing. Complete a workflow audit that removes instances of employees being within 6 feet of each other. This should include the following, where applicable to the contract:
 - a) Reduction of on-site work hours to minimum needed to sustain operations.
 - b) Staggered shifts and work hours to minimize on-site human presence at a given time.
 - c) Staggered use of all shared spaces, including bathrooms, breakrooms and lunchrooms.
 - d) Staggered facility entry and exit procedures.
 - e) Ban in-person meetings (internal or external) and employee gathering (formal or informal) of any size. Employee communication handled virtually wherever possible.
 - f) Mandatory work at home for all employees except the absolute minimum required for baseline production and logistics functions.
 - g) Prohibit visitors and limit deliveries to the facility or jobsite, except those that support production activities or emergency building maintenance.
- 4) Educate employees on key CDC recommendations. Plan must include:
 - a) How employees can protect themselves.

- (i) Frequent hand washing (at least 20 seconds with soap and water or use of sanitizer greater than 60% alcohol content),
 - (ii) Avoid touching face,
 - (iii) Coughing or sneezing into a tissue and discarding it immediately in garbage,
 - (iv) Avoid shaking hands,
 - (v) Do not use other employee's phones, tools, PPE, etc.
- b) What employees should do if they feel sick.
 - (i) Stay home
 - (ii) Require notification to employee's supervisor
- 5) A plan that provides appropriate PPE and Sanitation Products, as applicable to contract and as recommended by OSHA or CDC. For example, soap, sanitizer with over 60% alcohol, EPA approved disinfectant for COVID-19, gloves, gowns, eye protection, masks or respirators.
- 6) A plan for Sanitation Procedures, if applicable to contract. These processes must be implemented throughout facility or jobsite:
 - a) Blue tape marking of surfaces that receive frequent human contact in the jobsite; disinfection of these surfaces multiple times daily.
 - b) Disinfect all tools, equipment, and vehicles frequently.
 - c) Designate one bathroom, allowing only one person to enter at a time. Disinfect hard surfaces in the bathroom that are frequently touched throughout the day. Disinfect multiple times a day, but must be sanitized at the end of the day. Empty garbage in the designated bathroom at the end of the day.
 - d) Avoid cleaning techniques that may result in generation of bio-aerosols, such as pressurized air or water sprays.
- 7) A plan for when an employee reports symptoms associated with COVID-19, including:
 - a) Requiring employees to immediately report any symptoms of COVID-19,
 - b) Quarantine employees exhibiting symptoms on site,
 - c) Notifying proper County contact person.

COVID – 19 Virus Daily Screening Form

Today's Date: _____

Employee Name: _____

Employee Address: _____

Project Name: _____

Contractor: _____

Employers should ask the following questions to all employees, visitors and vendors prior to allowing access to the workplace and/or jobsite. THE QUESTIONS SHOULD BE ASKED IN PRIVATE & ANSWERS KEPT CONFIDENTIAL.

1. Have you traveled to a county or area that has a travel warning of level 2 or 3 as listed by the CDC in the past 14 days? [CDC Travel Warnings](#)

Yes ____ No ____

If so, where have you traveled? _____

What was your date of return? _____

2. Have you, or anyone in your family, come into close contact (within 6 feet) with someone who has a suspected or confirmed COVID – 19 diagnosis in the past 14 days either at home or on a jobsite, etc.?

Yes ____ No ____

3. Have you had a fever (greater than 100.4 F or 38.0 C) OR symptoms of lower respiratory illness such as cough, shortness of breath, or difficulty breathing in the past 14 days?

Yes ____ No ____

4. Are you currently experiencing a fever (greater than 100.4 F or 38.0 C) OR symptoms of lower respiratory illness such as cough, shortness of breath, or difficulty breathing?

Yes ____ No ____

****NOTE: If an employee, visitor or vendor answers 'Yes' to any of the above questions, ask them to leave the workplace or jobsite immediately and seek medical evaluation.***

Sign In:

Employee's Signature: _____

Date: _____

Sign Out:

Has your health status changes during your work shift?

Yes ____ No ____

Employee's Signature: _____

Date: _____

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

CSS MF-FIRE Budget Detail						
Line Item	Detail Description	Year 1	Year 2	Year 3	Year 4	Year 5
PERSONNEL	See Key Staff Table (p. 48) and Resumes (pp. 87-89) for additional detail. Most staff for this project are assigned to the current NPFF grant ending 9/29/2020 and will transition to the new project 9/30/2020.					
AOR: Jim	.12 FTE x \$131,219: Auth. Org. Rep. (AOR) provide exec leadership, direction, oversight of	\$ 15,746	\$ 15,746	\$ 15,746	\$ 15,746	\$ 15,746
Project Director - Sandra Stevens	.52 FTE x \$83,584: Point of Contact. Responsible for overall project oversight/management. Together with Project Manager, provides oversight, monitoring and day-to-day management of project. Includes monitoring of objectives/performance reports.	\$ 43,464	\$ 43,464	\$ 43,464	\$ 43,464	\$ 43,464
Financial Officer - A.	.25 FTE x \$86,882: Fiscal oversight of project. Compliance with grant fiscal requirements/reporting.	\$ 21,721	\$ 21,721	\$ 21,721	\$ 21,721	\$ 21,721
Fiscal Coord. - Jodie Ritzow	.35 FTE x \$60,798: Assist Project Fiscal Officer with coordination of accounts payable & statistical data for partners.	\$ 21,279	\$ 21,279	\$ 21,279	\$ 21,279	\$ 21,279
Assist. Executive- Cheryl Berry	.05 FTE x \$57,408: Assist Auth. Org. Rep & Project Director partner contracts & quarterly reporting.	\$ 2,870	\$ 2,870	\$ 2,870	\$ 2,870	\$ 2,870
Admin. Assist - Lynn Kaufmann	.3 FTE x \$40,893: Assist Project Director with day-to-day activities and partner activities/payments.	\$ 12,268	\$ 12,268	\$ 12,268	\$ 12,268	\$ 12,268
	Personnel Total	\$ 117,348	\$ 117,348	\$ 117,348	\$ 117,348	\$ 117,348
FRINGE BENEFITS						
Fringe benefits	41.11% of salaries (7.65% SS Tax, 20.98% Health, 12.48% Pension)	48,242	48,242	48,242	48,242	48,242
	Fringe Benefits Total	\$ 48,242	\$ 48,242	\$ 48,242	\$ 48,242	\$ 48,242
PART-TIME EMPLOYEES (No Fringe)						
Project Manager - Jeanette Stevens	.48 FTE @ \$46.36/hr. @ estimated 998 hours annually. Develop MOU for partners. Develop and train partners on program policies & procedures. Coordinate curricula training. Oversight of all partners and implementation of services to ensure fidelity to model, and objectives are met.	46,267	46,267	46,267	46,267	46,267
Outreach & CM Supervisor- J. Richardson	.4 FTE @ \$46.36/hr @ estimated 832 hours annually. Provide recruitment, retention, & implem. assistance to partners. Observation of PWs to assess for fidelity & quality of services. Conduct case file reviews and share with educators. Share community resources with partners.	38,572	38,572	38,572	38,572	38,572
Outreach Coordinator - Keith Parris	.55 FTE @ \$33.50/hr @ estimated 1,144 hours for year 1 & .6 FTE for year 2-5 @ \$33.50/hr @ estimated 1,248 hours/year. Facilitate Child Support 101 for each PW cohort. Conduct outreach & recruitment. Answer basic child support questions for participants.	38,324	41,808	41,808	41,808	41,808

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

Child Sup/Case Review Coord. Beverly Ferrin	.25 FTE @ \$30.50/hr working an estimated 520 hours annually. Conduct child support case reviews and assist with modification orders and approval of interest reductions or birthing expenses.	15,860	15,860	15,860	15,860	15,860
	Part Time Staff Total	\$ 139,023	\$ 142,507	\$ 142,507	\$ 142,507	\$ 142,507
TRAVEL						
ACF Required Entrance Conference	Per FOA, 5 staff to attend entrance conference (3 days projected in Washington, DC). Travel for one position is included in budget for local evaluator in the Contractor section of budget. Cost per staff member for 4 CSS staff: \$450 air, \$1,050 hotel, \$266 per diem, \$75 ground transportation.	\$7,364	\$0	\$0	\$0	\$0
ACF Training and TA Meetings	3 staff to attend mandatory peer meetings (3 days projected to Washington, DC). Cost per staff member: \$450 air, \$1,050 hotel, \$266 total per diem, \$75 ground transportation. Yrs. 2 & 4.	\$0	\$5,523	\$0	\$5,523	\$0
ACF Regional Events	3 staff to attend mandatory meetings (3 days projected to Atlanta, GA). Cost per staff member: \$350 air, \$750 hotel, \$231 total per diem, \$50 ground transportation. Yrs 3 & 5.	\$0	\$0	\$4,143	\$0	\$4,143
	Travel Total	\$ 7,364	\$ 5,523	\$ 4,143	\$ 5,523	\$ 4,143
SUPPLIES						
	Curriculum Materials for CSS staff. Evidence-based curricula that will be used in the project. RP: 24/7 Dad PM Facilitator Kit, \$649.00; HM: Within My Reach Facilitator Kit, \$275.00	\$ 924	\$ -	\$ -	\$ -	\$ -
Computers	5 tablets x \$250 for use for pre-post survey; includes headphones and maintenance	1,250	-	-	-	-
Staff supplies	Average annual cost (\$454 per FTE) for 3.3 FTE	1,498	1,498	1,498	1,498	1,498
Printing	For outreach letter to send to non-custodial fathers. Est. \$670.50 per month x 12 mos. (allocated	8,046	8,046	8,046	8,046	8,046
	Supplies Total	\$ 11,718	\$ 9,544	\$ 9,544	\$ 9,544	\$ 9,544
OTHER						
Phone	Land line for 2.79 FTE x \$36.94 x 12 mo = \$1,236.80; cell phone: 1.59 FTE x \$40 x 12 mo=	2,000	2,000	2,000	2,000	2,000
Marketing	Ads in local publications, brochures, flyers, and promotional items. Radio advertising and Bus wraps/ ads. Yr1: 7 wks of bus tails & shelter \$12,600, Development of MF-FIRE brochures & flyers \$9,280; Yr2 & 4: 8 wks for bus tails & shelter \$14,400, direct mailings of brochures to targeted zip codes (includes purchase of zip codes)\$2,750, radio advertising \$5,209 . Yr3 & 5: 8 wks bus tails & shelters \$14,400, promotional items (pens, note pads tec.) \$1,380, direct mailings of brochures to targeted zip codes (includes purchase of zip codes) \$2,750, radio advertising	21,880	22,359	23,739	22,359	23,739
Rent- offsite location	Rental cost for office space at the City of Milwaukee Office of African American Affairs facility for 2 outreach staff. 300 sq. ft. x \$20 = \$600/mo. x 9 mos. <u>Yr 1</u> = \$5,400; x 12 mos. <u>Yr 2-5</u> = \$7,200	5,400	7,200	7,200	7,200	7,200
Postage	12 mos x \$83.33: prog mailings, partner contracts, etc.	1,000	1,000	1,000	1,000	1,000

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

Local travel	Local mileage reimbursement for staff for recruitment, screening and services to fathers, observe PWs, conduct file reviews, and meet with PIPs. Estimated 350 miles/year @ \$0.575.	201	201	201	201	201
RP Curr.	Online training in <i>24/7 Dad PM</i> . 2 staff (Project Director and Project Manager) @ \$249 each	498				
HM Curriculum Training	<i>Within My Reach</i> training by author, Marlene Pearson: training fee & travel for 3 days, \$1500 each training day, \$500 for travel/transportation	5,000				
Other Total		\$ 35,979	\$ 32,760	\$ 34,140	\$ 32,760	\$ 34,140
Contractual						
PROGRAM IMPLEMENTATION PARTNERS (PIP): Each of the 2 PIPs will deliver a Responsible Fatherhood primary workshop (PW) with activities to: 1) promote or sustain healthy marriage and relationships, 2) strengthen positive father-child engagement, improve child well-being, and 3) improve employment and economic stability opportunities for adult fathers. using an integrated cohort program model. Each PIP will also provide individualized case management, to include coaching the participant on strategies to achieve his goals as outlined in his Integrated Services Plan, as well as linkage to supportive services.						
Center for Self-Sufficiency	CFSS will deliver a PW, enrolling 2,250 fathers over 5 yrs; 250 in Yr 1, and 500 for each of Yrs 2-5., in order to serve 1,350 fathers over 5 yrs who will complete 90% of PW classes, 150 in Yr 1, and 300 for each of Yrs. 2-5.					
President/CEO, Carl Wesley	mentoring concepts as well as assisting in community recruitment plan .10 FTE, annual salary \$117,600	11,760	11,760	11,760	11,760	11,760
Project Director, LaKesha Reid	Responsible for day-to-day direction of the staff to ensure the agency contract objectives are met and the outcomes of the grant are achieved. (.25 FTE, annual salary \$65,000)	16,250	16,250	16,250	16,250	16,250
Manager & Lead Educator, Tanya Williams	AMTC meetings. Deliver HM Curriculum & ES services within PW. Includes material preparation, facilitation, & debriefing sessions with internal and partner staff. (.40 FTE, annual salary \$50,000)	20,000	20,000	20,000	20,000	20,000
Case Manager, Rodney Triggs	Provide CM services to individuals for up to six months post-PW. Includes intake, assessment and linkage to support service. nFORM data entry. (.15 FTE. annual salary \$42,000)	12,600	12,600	12,600	12,600	12,600
Educator, Danny Parker	Deliver PW inclusive of HM, RP, and ES curricula/activities. Includes material preparation, facilitation, & debriefing sessions. nFORM data entry. (.50 FTE annual salary \$50,000).	25,000	25,000	25,000	25,000	25,000
Admin. Coordinator, Rochelle Lewis	All Nform functions. Monitor program file compliance. Track exit survey due dates & completion. Schedule Child Support, Driver's License & Trauma Services PW workshops. Front line receptionist who meets participants upon entry (.030 FTE, annual salary \$45,000)	13,500	13,500	13,500	13,500	13,500
Fringe Benefits	Health insurance (.18 of salaries), Dental/vision insurance (.0121), Long-term disability (.0057), Life insurance (.0047), Workers comp (.0060), Pension (.06 of salaries), FICA (.0765s), State unemployment taxes (.015 of salaries). Total .36 of salaries	35,680	35,680	35,680	35,680	35,680

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

Curriculum Materials (RP)	24/7 Dad workbooks, <u>Yr. 1</u> : 250*10.29, \$2,573. <u>Yr. 2-5</u> : 500 * \$10.29 each including shipping and handling, \$5,145	2,573	5,145	5,145	5,145	5,145
Curriculum Materials (HM)	<i>Within My Reach</i> workbooks (includes Primary Colors tool) for 250 in yr 1 @ \$11 each, \$2,750 + 10% shipping, \$275, \$3,025. 500 in yrs 2-5 @ \$11 each, \$5,500 + 10% shipping, \$550 = \$6,050	3,025	6,050	6,050	6,050	6,050
Tablets	20 Kindle Fire tablets for Characteristic surveys and Entrance & Exit Surveys, \$200 x 20, \$4,000.	4,000				
Office Supplies	Includes paper, toner, file folders, staples, etc. Cost basis is \$700 per staff member, 1.85 total FTE's, based on prior year expenditures.	1,295	1,295	1,295	1,295	1,295
Support Services/Items:	M-Cards for fathers to get to/from class/appointment, or gift cards for gas, visits with children, etc. <u>Yr 1</u> : 200 x \$74.00, \$14,800. Meals: 200 x \$10 x 8 sessions, 2,000 x 8, \$16,000. Yr. 1 Total= \$30,800. <u>Yrs. 2-5</u> : 400 x \$74.00, \$29,600; 400 x \$9 x 8, \$28,800	30,800	58,400	58,400	58,400	58,400
Incentives	\$75 incentive when 90% of PW and exit survey are completed (150 in yr 1, 300 in yrs 2-5)	11,250	22,500	22,500	22,500	22,500
Contractual - Educator, LeHavre Buck	and debriefing sessions. Coordinate PW to include economic stability and supportive services. Estimated 200 hrs @ \$50/hours. Start Yr. 1, mo. 6. Participate in planning period activities the 1st six months.	10,000	10,000	10,000	10,000	10,000
Occupancy	1,200 square feet of space for Pathways program that will be occupied by 100% of staff assigned to the program. Cost per month = 1.85 FTE direct staff/20 total x \$7,500 x 12= \$8,325	8,325	8,325	8,325	8,325	8,325
Audit	Allocation of agency audit (1.85 FTE of 20 FTE x \$14000)	1,295	1,295	1,295	1,295	1,295
Computer Software package & IT Support	Subscription for desktop/laptop computers (staff and onsite computer lab). 1.85 FTE's/20 FTE's x \$2,000 mo. x 12 mos = \$2,200. Includes programming/maintenance for web-based CAP60 Case management and Data base warehousing unit. System will allow for entry of implementation plans, track participants, daily attendance, individual completion, identify any duplicate participants. CAP60 annual cost is \$6500 *.10 (percent of FTE on this project=\$650 per year	2,870	2,870	2,870	2,870	2,870
Local Travel	Mileage for staff to attend meetings/trainings with project partners, attend appointments with fathers, etc: 90 miles/month x 12 mos @ .575/mile (IRS rate) = \$621	621	621	621	621	621
Commun. marketing consulting	Conduct robust marketing & recruitment campaign. Products include radio ads, social media, billboards (\$20,000), outreach video (\$8,000), branded materials for fathers, e.g., dad-themed diaper bags, backpacks, etc (\$5,000), display signs for recruitment events, flyers, etc (\$4,000)	37,000	-	-	-	-
	Total Direct Cost	247,844	251,291	251,291	251,291	251,291
Indirect Costs	INDIRECT CHARGES - CFSS has a DHHS approved indirect cost rate of 21.33% minus \$709 in yr 1; Minus \$4,891 per yr in yrs 2-5 to balance the budget.	52,156	48,709	48,709	48,709	48,709
	TOTAL CFSS COST	300,000	300,000	300,000	300,000	300,000

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

Community Advocates	Community Advocates will deliver a PW, enrolling 1,125 fathers over 5 yrs; 125 in Yr 1, 250 for each of Yrs 2-5., in order to serve 675 fathers over 5 yrs who will complete 90% of PW classes, 75 in Yr 1, 150 for each of Yrs. 2-5.				
Program Coordinator, Steve Thomas	Contracted position. Program coordination includes overseeing the scheduling and implementation of all activities required to meet the program objectives and outcomes. Program Management, 52 weeks x 4.5 hours per week @ \$100 per hour, \$23,400.	23,400	23,400	23,400	23,400
Lead Educator, Steve Thomas	Contracted position. Facilitate Primary Workshops, nFORM data entry. <u>Year 1: Planning Period:</u> Participate in all trainings and planning activities. Estimated 20 hours @ \$50 x 24 weeks, \$24,000. <u>Facilitation:</u> 6 cohorts x 40 hrs (35 hrs instruction and 5 hrs planning/ documentation) @ \$100/hr = \$24,000. Year 1 total = \$48,000. <u>Year 2-5:</u> 10 cohorts x 40 hrs @ \$100/hr = \$40,000.	48,000	40,000	40,000	40,000
Outreach & Recruitment Specialist: TBH	0.6 FTE x \$36,667 - Responsible for promoting the program in the community to recruit participants. Will attend community events and conduct orientations at community and faith-based organizations to increase awareness about the program	22,000	22,000	22,000	22,000
Case Manager, Martha Brock	1.0 FTE x \$39,000 - Will conduct intake, assessment, linkage to support services, follow-up and survey administration. nFORM data entry	39,000	39,000	39,000	39,000
Fringe Benefits	FICA 7.65% of salaries (\$4,667), Life Insurance for 1 FTE (\$297), Unemployment Insurance 2% on first 14,000 for 1.6 FTEs (\$448), Workers Compensation Insurance at 1% salaries (\$610)	6,022	6,022	6,022	6,022
Curriculum Materials (RP)	<u>Yr. 1:</u> 24/7 Dad PM workbooks for 125 fathers @ \$8.49 each, \$1,061.25 + 10% shipping, \$106. Total = \$1,167.25. <u>Yrs 2-5:</u> 250 x 8.49 each, \$2,122.50 + 10% shipping, \$212.25. Total = \$2,335	1,167	2,335	2,335	2,335
Curriculum Materials (HM)	<u>Yr. 1:</u> <i>Within My Reach</i> workbooks (w/ Primary Colors tool): 125 fathers @ \$11 each, \$1,375 + 10% shipping, \$137.50, \$1,512. <u>Yrs 2-5:</u> 250 @ 11 each, \$2,750 + shipping, \$275. Total = \$3,025	1,513	3,025	3,025	3,025
PW Supplies	Breakfast and/or lunch for PWs. \$150 per workshop. 25 workshops in year one (\$3,750) and 40 workshops in years 2-5 (\$6,000)	3,750	6,000	6,000	6,000
Program related Incentives	Program completion incentives given after 90% of PW and exit survey are completed. Yr. 1: \$50 for 75 fathers, \$3,750. <u>Yrs. 2-5:</u> \$50.00 for 150 fathers, \$7,500	3,750	7,500	7,500	7,500
Office Supplies	Folders, pens, copy paper and printer ink: 1.6 FTES x \$50/per month x 12 mo/year	960	960	960	960
Support Services	Bus tickets for fathers to travel to/from program. 612 day passes @ \$4/day (yr.1). 1300 (yrs 2-5).	2,448	5,200	5,200	5,200
Occupancy	Offices/meeting space @ \$825/month. Includes utilities, cleaning, maintenance & maint. supplies.	9,900	9,900	9,900	9,900
Telephone/IT	Landline/cell phone, internet: 1.6 FTE x \$75/month x 12 months, \$1,440	1,440	1,440	1,440	1,440
Equip Lease/Mnt	Server, copier/scanner/fax machine, \$25 per month per employee, 25 x 12 x 1.6, \$480	480	480	480	480
Printing & Postage	<u>Yr. 1:</u> business cards, table tents for community events; follow-up letters plus postage. estimated at \$200. <u>Yrs 2-5:</u> follow-up letter;s fliers estimated at \$300. Postage: 2 rolls of stamps, \$110.	200	410	410	410

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

Travel (mileage reimbursement)	Travel to community sites to promote the program and conduct program orientations. Estimated 25-30 miles per month yr. 1, \$100. Yrs. 2-5: 30 miles per month @ rate of .57, \$208.	100	208	208	208	208
Indirect Costs	17.82% of wages. CA has NICRA with a rate of 25.0%	10,870	10,870	10,870	10,870	10,870
	Community Advocates Total:	175,000	178,750	178,750	178,750	178,750
Supportive Services and Training Partners						
Alma Center	Trauma education for participants. Additional services to be provided with leveraged resources.					
Trauma Education	<u>Year 1</u> : 5-day MI/TIC staff training \$7,500 and Trauma education (3 hours each) for 10 cohorts as part PW: \$5,000. <u>Year 2-5</u> : 1) Annual refresher MI/TIC staff training: \$2,500 and 2) Trauma education (3-hours each) for 20 cohorts: \$10,000.	12,500	12,500	12,500	12,500	12,500
	Alma Center Total:	12,500	12,500	12,500	12,500	12,500
Employ Milwaukee, Inc	Provide Career Resource Navigator to consult with Eds & CMs to connect fathers with training programs that can assist them to gain the skills and competencies necessary to gain career-track jobs. Estimated 300 hours/yr at \$66.67/hr. = \$20,000	20,000	20,000	20,000	20,000	20,000
	Employ Milwaukee Total:	20,000	20,000	20,000	20,000	20,000
WI Community Services (WCS)	Provide drivers license reinstatement services. Compensation on a fee-for service basis of \$100 per father for up to 200 fathers.	20,000	20,000	20,000	20,000	20,000
	Wisconsin Community Services Total:	20,000	20,000	20,000	20,000	20,000
Program Performance and Local Evaluation: AMTC and Associates						
Program Performance Evaluation Plan (PPEP) -Angela Turner & Senior Evaluation Associate use the PPEP to monitor ongoing activities and progress project outcomes. This plan includes program performance in 4 key areas: Performance measures, nFORM, monitoring and reporting, and Continuous Quality Improvement (CQI). Includes attending webinars and conference calls with OFA TA contractors on PPEP. Estimated 50 hrs x \$150 per hr.		7,500	7,500	7,500	7,500	7,500

Milwaukee County Department of Child Support Services MF-FIRE Budget Detail with Narrative Description

Follow-Up Training - Senior Evaluation Associate & Evaluation. Train staff on use of nFORM (webinar). Create and disseminate cheat sheet documents for trainees. Qrtly.webinars planned to augment training provided by OFA and further training as new system features may be developed over the life of the grant. Estimated 50 hrs x \$125 per	6,250	6,250	6,250	6,250	6,250
Local Evaluation - Descriptive Study - Principal Investigator Dr. Cindy Walker to lead the descriptive study that assesses activities and progress on project outcomes using a pre-post design. Dr. Walker will secure IRB approval. Dr. Walker and AMTC Evaluation Associates will use data collected through nFORM and other methods, e.g, discussion groups and key informant interviews to help inform future programming and expand the evidence base.A final evaluation report will communicate the implications of the results to others in the field. Estimated 140 hours/year @ \$175/ hr. AMTC will provide an estimated 100 hrs at \$125 per hr Senior Evaluation Associate Level.	37,000	37,000	37,000	37,000	37,000
Technical Assistance & Training - AMTC associates with experience in implementing/evaluating HM & RP programs will provide ongoing staff training, coaching & technical assistance in effective implementation of performance measurement systems & local evaluation systems with fidelity. Estimated 160 hrs x \$125 per hr.	20,000	20,000	20,000	20,000	20,000
Administrative Costs - 10% of AMTC total PPE & LE budget will cover accounting, facilities, and office costs such as telephones, computer purchase and repair, scanner, copier, paper, postage and insurance. Includes travel costs.	7,075	7,075	7,075	7,075	7,075
AMTC Program Performance and Local Evaluation Total	77,825	77,825	77,825	77,825	77,825
Data Management: AMTC and Associates					
Continuous Quality Improvement - Senior Evaluation Associate will assist the Project Director in development and execution of a CQI plan. Associate will work with the Data Manager to identify areas for program performance, test potential improvements, and cultivate a culture and environment of learning and improvement. Est. 40 hrs x	5,000	5,000	5,000	5,000	5,000
Data Monitoring and Reporting - Senior Evaluation Associate, to serve as project Data Manager, will be assigned to oversee data fidelity by monitoring program services and create monthly reports from nFORM data. Data reports will include (but not limited to): workshop and session series frequency, enrollments, # of served & completed participants, service contacts, referrals, & Applicant/Entrance/Exit survey frequency. Associate will aggregate and generate data for quarterly performance reports (QPR) and semi-annual Performance Progress Reports (PPRs). Associate will attend all OFA webinars and training on performance measurement and reporting. Estimated 300 hrs	30,000	30,000	30,000	30,000	30,000
AMTC Data Management Total	35,000	35,000	35,000	35,000	35,000
AMTC & Associates Total	112,825	112,825	112,825	112,825	112,825
Total Contractual	\$ 640,325	\$ 644,075	\$ 644,075	\$ 644,075	\$ 644,075
Total Direct Costs	\$ 999,999	\$ 999,999	\$ 999,999	\$ 999,999	\$ 999,999
Indirect Cost: CSS will not charge indirect costs to the grant.	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL PROJECT COST	\$ 999,999	\$ 999,999	\$ 999,999	\$ 999,999	\$ 999,999

EEOC COMPLIANCE

2020 EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE FOR MILWAUKEE COUNTY CONTRACTS

CONTRACTOR hereby certifies that it is in compliance with the equal opportunity policy and standards of Milwaukee County, and Federal rules and regulations regarding nondiscrimination in employment and service delivery.

Nondiscrimination (Milwaukee County General Ordinance (MCGO) 56.17)

CONTRACTOR certifies that in the performance of work or execution of this contract, it shall not discriminate against any employee or applicant for employment because of race, color, national origin, or ancestry, age, sex, sexual orientation, gender identity and gender expression, disability, marital status, family status, lawful source of income, or status as a victim of domestic abuse, sexual assault or stalking, which shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeships.

CONTRACTOR will post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the County setting forth the provisions of the non-discriminatory clause.

A violation of these provisions shall be sufficient cause for the County to terminate the contract without liability for the uncompleted portion or for any materials or services purchased or paid for by the CONTRACTOR for use in completing the contract.

Equal Opportunity (Title 41 of the Code of Federal Regulations, Chapter 60 (41 CFR 60))

CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting for the provision of his nondiscrimination clause. CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

Affirmative Action Program (41 CFR 60-1.40)

CONTRACTOR certifies that it will strive to implement the principles of equal employment opportunity through an effective affirmative action program (and will so certify prior to the award of the contract), which shall have as its objective to increase the utilization of women, minorities, and disabled persons and other protected groups, at all levels of employment in all divisions of the CONTRACTOR'S work force, where these groups may have been previously under-utilized and under-represented. CONTRACTOR also agrees that in the event of any dispute as to compliance with the preceding requirements, it shall be its responsibility to show that all requirements are met.

Non-Segregated Facilities (41 CFR 60-1.8)

CONTRACTOR certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location under its control, where segregated facilities are maintained..

Subcontractors

CONTRACTOR certifies that it has obtained or will obtain certifications regarding non-discrimination, an affirmative action program and non-segregated facilities from proposed subcontractors that are directly related to any contracts with Milwaukee Count before the award of any subcontracts, and that it will retain such certifications in its files.

Reporting Requirement

Where applicable, CONTRACTOR certifies that it will comply with all reporting requirements and procedures established in 41 CFR 60.

Affirmative Action Plan

CONTRACTOR certifies that, if it has 50 or more employees, that it will develop and/or update and submit (within 120 days of contract award) an Affirmative Action Plan to: Mr. Paul Grant, Audit Compliance Manager, Milwaukee County Department of Audit, 633 W. Wisconsin Ave., Milwaukee, WI 53203 [Telephone No.: (414) 278-4292].

CONTRACTOR certifies that, if it has 50 or more employees, it has filed or will develop and submit (within 120 days of contract award) for each of its establishments a written affirmative action plan. Current Affirmative Action plans, if required, must be filed with the Milwaukee County Department of Audit, 633 W. Wisconsin Ave., Milwaukee, WI 53203 [Telephone No.: (414) 278-4292].

CONTRACTOR will also require its subcontractors that have 50 or more employees to establish similar written affirmative action plans.

Employees

CONTRACTOR certifies that it has the following number of employees in the Standard Metropolitan Statistical Area, which includes the counties of Milwaukee, Waukesha, Ozaukee and Washington, Wisconsin: 16. CONTRACTOR certifies that

it has the following total number of employees in its workforce:
16

Executed this 22 day of October, 2020

Firm Name: Center for Self-Sufficiency, Inc.

Address: 728 N James Lovell St. Milwaukee, WI 53233

Representative:  President & CEO
(Signature/Title)

EEOC COMPLIANCE

2020 EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE FOR MILWAUKEE COUNTY CONTRACTS

CONTRACTOR hereby certifies that it is in compliance with the equal opportunity policy and standards of Milwaukee County, and Federal rules and regulations regarding nondiscrimination in employment and service delivery.

Nondiscrimination (Milwaukee County General Ordinance (MCGO) 56.17)

CONTRACTOR certifies that in the performance of work or execution of this contract, it shall not discriminate against any employee or applicant for employment because of race, color, national origin, or ancestry, age, sex, sexual orientation, gender identity and gender expression, disability, marital status, family status, lawful source of income, or status as a victim of domestic abuse, sexual assault or stalking, which shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeships.

CONTRACTOR will post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the County setting forth the provisions of the non-discriminatory clause.

A violation of these provisions shall be sufficient cause for the County to terminate the contract without liability for the uncompleted portion or for any materials or services purchased or paid for by the CONTRACTOR for use in completing the contract.

Equal Opportunity (Title 41 of the Code of Federal Regulations, Chapter 60 (41 CFR 60))

CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting for the provision of his nondiscrimination clause. CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

Affirmative Action Program (41 CFR 60-1.40)

CONTRACTOR certifies that it will strive to implement the principles of equal employment opportunity through an effective affirmative action program (and will so certify prior to the award of the contract), which shall have as its objective to increase the utilization of women, minorities, and disabled persons and other protected groups, at all levels of employment in all divisions of the CONTRACTOR'S work force, where these groups may have been previously under-utilized and under-represented. CONTRACTOR also agrees that in the event of any dispute as to compliance with the preceding requirements, it shall be its responsibility to show that all requirements are met.

Non-Segregated Facilities (41 CFR 60-1.8)

CONTRACTOR certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location under its control, where segregated facilities are maintained..

Subcontractors

CONTRACTOR certifies that it has obtained or will obtain certifications regarding non-discrimination, an affirmative action program and non-segregated facilities from proposed subcontractors that are directly related to any contracts with Milwaukee Count before the award of any subcontracts, and that it will retain such certifications in its files.

Reporting Requirement

Where applicable, CONTRACTOR certifies that it will comply with all reporting requirements and procedures established in 41 CFR 60.

Affirmative Action Plan

CONTRACTOR certifies that, if it has 50 or more employees, that it will develop and/or update and submit (within 120 days of contract award) an Affirmative Action Plan to: Mr. Paul Grant, Audit Compliance Manager, Milwaukee County Department of Audit, 633 W. Wisconsin Ave., Milwaukee, WI 53203 [Telephone No.: (414) 278-4292].

CONTRACTOR certifies that, if it has 50 or more employees, it has filed or will develop and submit (within 120 days of contract award) for each of its establishments a written affirmative action plan. Current Affirmative Action plans, if required, must be filed with the Milwaukee County Department of Audit, 633 W. Wisconsin Ave., Milwaukee, WI 53203 [Telephone No.: (414) 278-4292].

CONTRACTOR will also require its subcontractors that have 50 or more employees to establish similar written affirmative action plans.

Employees

CONTRACTOR certifies that it has the following number of employees in the Standard Metropolitan Statistical Area, which includes the counties of Milwaukee, Waukesha, Ozaukee and Washington, Wisconsin: 177. CONTRACTOR certifies that

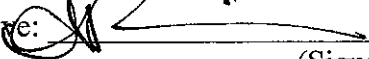
it has the following total number of employees in its workforce:

177

Executed this 22 day of October, 2020

Firm Name: Community Advocates

Address: 728 W. James Lowell Street Milwaukee, WI 53233

Representative:  HR Manager
(Signature/Title)

EEOC COMPLIANCE

2020 EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE FOR MILWAUKEE COUNTY CONTRACTS

CONTRACTOR hereby certifies that it is in compliance with the equal opportunity policy and standards of Milwaukee County, and Federal rules and regulations regarding nondiscrimination in employment and service delivery.

Nondiscrimination (Milwaukee County General Ordinance (MCGO) 56.17)

CONTRACTOR certifies that in the performance of work or execution of this contract, it shall not discriminate against any employee or applicant for employment because of race, color, national origin, or ancestry, age, sex, sexual orientation, gender identity and gender expression, disability, marital status, family status, lawful source of income, or status as a victim of domestic abuse, sexual assault or stalking, which shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeships.

CONTRACTOR will post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the County setting forth the provisions of the non-discriminatory clause.

A violation of these provisions shall be sufficient cause for the County to terminate the contract without liability for the uncompleted portion or for any materials or services purchased or paid for by the CONTRACTOR for use in completing the contract.

Equal Opportunity (Title 41 of the Code of Federal Regulations, Chapter 60 (41 CFR 60))

CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting for the provision of his nondiscrimination clause. CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

Affirmative Action Program (41 CFR 60-1.40)

CONTRACTOR certifies that it will strive to implement the principles of equal employment opportunity through an effective affirmative action program (and will so certify prior to the award of the contract), which shall have as its objective to increase the utilization of women, minorities, and disabled persons and other protected groups, at all levels of employment in all divisions of the CONTRACTOR'S work force, where these groups may have been previously under-utilized and under-represented. CONTRACTOR also agrees that in the event of any dispute as to compliance with the preceding requirements, it shall be its responsibility to show that all requirements are met.

Non-Segregated Facilities (41 CFR 60-1.8)

CONTRACTOR certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location under its control, where segregated facilities are maintained..

Subcontractors

CONTRACTOR certifies that it has obtained or will obtain certifications regarding non-discrimination, an affirmative action program and non-segregated facilities from proposed subcontractors that are directly related to any contracts with Milwaukee Count before the award of any subcontracts, and that it will retain such certifications in its files.

Reporting Requirement

Where applicable, CONTRACTOR certifies that it will comply with all reporting requirements and procedures established in 41 CFR 60.

Affirmative Action Plan

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CONTRACTOR will also require its subcontractors that have 50 or more employees to establish similar written affirmative action plans.

Employees

CONTRACTOR certifies that it has the following number of employees in the Standard Metropolitan Statistical Area, which includes the counties of Milwaukee, Waukesha,

Ozaukee and Washington, Wisconsin: 19. CONTRACTOR certifies that it has the following total number of employees in its workforce: 19.

Executed this 3rd day of November, 2020

Firm Name: Alma Center, Inc.

Address: 2821 N. Vel R. Phillips Ave., Third Floor, Milwaukee, WI 53212

Representative: 
(Terri Strodthoff, Executive Director and Founder)

EXHIBIT E

EEOC COMPLIANCE**2020 EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE
FOR MILWAUKEE COUNTY CONTRACTS**

CONTRACTOR hereby certifies that it is in compliance with the equal opportunity policy and standards of Milwaukee County, and Federal rules and regulations regarding nondiscrimination in employment and service delivery.

Nondiscrimination (Milwaukee County General Ordinance (MCGO) 56.17)

CONTRACTOR certifies that in the performance of work or execution of this contract, it shall not discriminate against any employee or applicant for employment because of race, color, national origin, or ancestry, age, sex, sexual orientation, gender identity and gender expression, disability, marital status, family status, lawful source of income, or status as a victim of domestic abuse, sexual assault or stalking, which shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeships.

CONTRACTOR will post in conspicuous places, available to its employees and applicants for employment, notices to be provided by the County setting forth the provisions of the non-discriminatory clause.

A violation of these provisions shall be sufficient cause for the County to terminate the contract without liability for the uncompleted portion or for any materials or services purchased or paid for by the CONTRACTOR for use in completing the contract.

Equal Opportunity (Title 41 of the Code of Federal Regulations, Chapter 60 (41 CFR 60))

CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin.

CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting for the provision of his nondiscrimination clause. CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

Affirmative Action Program (41 CFR 60-1.40)

CONTRACTOR certifies that it will strive to implement the principles of equal employment opportunity through an effective affirmative action program (and will so certify prior to the award of the contract), which shall have as its objective to increase the utilization of women, minorities, and disabled persons and other protected groups, at all levels of employment in all divisions of the CONTRACTOR'S work force, where these groups may have been previously under-utilized and under-represented. CONTRACTOR also agrees that in the event of any dispute as to compliance with the preceding requirements, it shall be its responsibility to show that all requirements are met.

Non-Segregated Facilities (41 CFR 60-1.8)

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CONTRACTOR will also require its subcontractors that have 50 or more employees to establish similar written affirmative action plans.

Employees

CONTRACTOR certifies that it has the following number of employees in the Standard Metropolitan Statistical Area, which includes the counties of Milwaukee, Waukesha, Ozaukee and Washington, Wisconsin: 419. CONTRACTOR certifies that

it has the following total number of employees in its workforce: 422

Executed this 4 day of November 2020

Firm Name: Wisconsin Community Services, Inc.

Address: 3732 West Wisconsin Avenue, Suite 320, Milwaukee, WI 53208

Representative: , Executive Director
(Signature/Title)

EEOC COMPLIANCE

2020 EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE FOR MILWAUKEE COUNTY CONTRACTS

CONTRACTOR hereby certifies that it is in compliance with the equal opportunity policy and standards of Milwaukee County, and Federal rules and regulations regarding nondiscrimination in employment and service delivery.

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CONTRACTOR will also require its subcontractors that have 50 or more employees to establish similar written affirmative action plans.

Employees

CONTRACTOR certifies that it has the following number of employees in the Standard Metropolitan Statistical Area, which includes the counties of Milwaukee, Waukesha, Ozaukee and Washington, Wisconsin: 53. CONTRACTOR certifies that

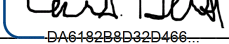
it has the following total number of employees in its workforce:

57

Executed this 23rd day of October, 2020

Firm Name: Employ Milwaukee, Inc.

Address: 2342 N. 27th St. Milwaukee, WI 53210

Representative:  / Equal Opportunity Officer

(Signature/Title)

EEOC COMPLIANCE

2020 EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATE FOR MILWAUKEE COUNTY CONTRACTS

CONTRACTOR hereby certifies that it is in compliance with the equal opportunity policy and standards of Milwaukee County, and Federal rules and regulations regarding nondiscrimination in employment and service delivery.

Nondiscrimination (Milwaukee County General Ordinance (MCGO) 56.17)

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CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

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Affirmative Action Program (41 CFR 60-1.40)

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CONTRACTOR will also require its subcontractors that have 50 or more employees to establish similar written affirmative action plans.

Employees

CONTRACTOR certifies that it has the following number of employees in the Standard Metropolitan Statistical Area, which includes the counties of Milwaukee, Waukesha, Ozaukee and Washington, Wisconsin: 6. CONTRACTOR certifies that

it has the following total number of employees in its workforce:
_____8_____.

Executed this 22nd day of October, 2020

Firm Name: AMTC & Associates, LLC

Address: 4465 North Oakland Avenue, Suite 200, Milwaukee, WI 53211

Representative: Jessica Ramsey Director of Finance & Administration
(Signature/Title)

Exhibit H

2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

MILWAUKEE COUNTY DEPARTMENT OF CHILD SUPPORT SERVICES AND PARTNERS MEMORANDUM OF UNDERSTANDING (MOU) AND STATEMENT OF ASSURANCES FOR THE FATHERHOOD FAMILY-FOCUSED, INTERCONNECTED, RESILIENT, AND ESSENTIAL (FATHERHOOD FIRE) FUNDING OPPORTUNITY

PREAMBLE: The purpose of this Agreement is to define the roles, responsibilities, remuneration and assurances under which the proposed partners will operate Department of Health and Human Services, Office of Family Assistance (OFA) Fatherhood - Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project. All partners understand that this project, to be called the Milwaukee Fatherhood FIRE (MF-FIRE) project will integrate a multi-faceted strategy that will promote or sustain healthy marriage and relationships, strengthen positive father-child engagement, and improve employment and economic stability opportunities for adult fathers. The Milwaukee County Department of Child Support Services (CSS) is the applicant organization and has assembled a stakeholder partnership representing a wide range of organizations including experienced Fatherhood programming providers Center for Self Sufficiency (CFSS) and Community Advocates (CA, which will also be the domestic violence consultant and trainer); Wisconsin Department of Children and Families: Division of Milwaukee Child Protective Services (DMCPS) (child maltreatment consultant and referral source); City of Milwaukee Health Department (health services); Milwaukee County Behavioral Health Division Community Access to Recovery Services (BHD) (Substance abuse and Mental health treatment); Alma Center (trauma education); Employ Milwaukee (regional Workforce Development Board); Maximus (TANF agency and American Job Center); Milwaukee Area Technical College (MATC) (education and training); Wisconsin Community Services (driver's license recovery); and additional community providers of supportive service all of whom have demonstrated capacity in providing services to fathers and their families. The City of Milwaukee Office of African American Affairs (OAAA) will allocate space in a one-stop-shop facility that houses dozens of government and nonprofit agencies offering health care, employment, legal and other critical services to African Americans, enabling residents to regularly access numerous services in one central location. CSS staff will use this location as the hub for MF-FIRE outreach and recruitment efforts. AMTC & Associates (AMTC), which has served as the evaluator for CSS' last two ACF RF grant projects, will provide the Program Performance Evaluation (PPE) and Local Descriptive Evaluation (LE).

AGREEMENT

THIS MOU & STATEMENT OF ASSURANCES contains the level of involvement, responsibilities, and resource commitment of each partner, for the **5-year duration of the grant** which is quantified where feasible.

Milwaukee County Department of Child Support Services (CSS), the applicant, will serve as the **prime recipient, administrative agency, and fiscal agent** for the project. CSS and its partners have demonstrated capacity and performance in providing education, case management, and services under the three Promoting Responsible Fatherhood categories for the Milwaukee Fatherhood FIRE (MF-FIRE) project: promote or sustain healthy marriage, responsible parenting, and economic stability. CSS will oversee the Program Implementation Partners (CFSS and CA) in the **enrollment of an estimated 3,375 fathers over the course of the five year project in**

Exhibit H

2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

order for 2,025 unduplicated fathers to complete 90% or more of the program. To achieve this goal, CSS will enroll 750 fathers annually (375 in Year 1) in order for 450 (225 in Year 1) unduplicated fathers to complete 90% or more of the program, exceeding by almost 2.5 times the FOA (p. 12) minimum requirement of 130 for a moderate scope program. Each father will concurrently receive services in all three authorized categories. CSS substantive involvement in the project will include providing a Child Support 101 workshop as a component of the primary workshop, as well as providing outreach and recruitment at community events attended by fathers across the community. CSS will also offer its usual range child support services (funded by other, non-F-FIRE, sources) as needed, (i.e., establishing paternity, obtaining support orders, and conducting modification reviews) to noncustodial fathers enrolled in the MF-FIRE project. CSS will also be responsible for performance measure collection/reporting and continuous quality improvement efforts as well as overseeing AMTC on the implementation of the PPE and LE. CSS will collect, store, and report data on standardized performance measures in a management information system: Information, Family Outcomes, Reporting, and Management (nFORM). CSS will oversee all activities, outputs, goals, objectives, and outcomes as described in the Project Description, Logic Model and Timeline/Milestones. CSS will also manage a network of community partners who will offer such services, as needed per individualized assessment, as case management, screening for trauma exposure, domestic violence and child maltreatment protocol, and linkages to leveraged support services such as legal assistance, health care, mental health/substance abuse treatment, child support payment, job-driven employment services, educational services, and housing subsidies. CSS will oversee the total grant funded budget of \$999,999 annually.

PROGRAM IMPLEMENTATION PARTNERS (PIPs)

The two Program Implementation Partners (PIPs), **Center for Self-Sufficiency and Community Advocates**, agree to the following project responsibilities:

1. Enroll & administer needs assessment to fathers who meet ACF & project eligibility criteria.
2. Provide an integrated Responsible Fatherhood Primary Workshop (PW) using a cohort program model that covers and integrates each of the Responsible Fatherhood (RF) categories: 1) Promote or Sustain Healthy Marriage, 2) Responsible Parenting, and 3) Economic Stability.
3. Assign a case manager to each participant who will:
 - a. Develop an integrated services plan for each participant based on individualized assessment.
 - b. Identify community resources and supportive services necessary for achieving the objectives of the service plan.
 - c. Provide coaching, as necessary, to help the father to achieve his goals.
 - d. Coordinate service provision among all participant-involved systems and providers, and assure integration of all program components.
 - e. Connect fathers to health insurance and other benefits for which they are eligible.
 - f. Monitor progress on service plan objectives.
4. Collect, enter, and maintain data in the ACF management information system: Information, Family Outcomes, Reporting, and Management (nFORM).

Exhibit H**2020 Milwaukee County Department of Child Support Services Fatherhood FIRE**

5. Assist fathers to complete pre- and post-entrance and exit surveys via an audio-computer assisted self-interview on an enabled online survey on a computer or tablet that will link to the nFORM system.

Center for Self-Sufficiency (CFSS) is a Milwaukee-based nonprofit organization with 15 years of experience in developing, operating, and evaluating evidence-based programs to strengthen families in the areas of fatherhood, healthy marriage and relationship education, offender reentry, workforce development, teen pregnancy prevention, youth character development, and mentoring. CFSS has not only partnered with CSS to deliver ACF-funded RF programming since 2011 over two multi-year grant cycles, but was an ACF Healthy Marriage and Relationship Education grantee from 2006-2015. For the MF-FIRE project, CFSS will recruit and deliver an integrated Responsible Fatherhood Primary Workshop (PW) to an estimated **2,250** low-income community fathers over the course of the 5-year grant, in order to serve **1,350** fathers who will complete 90% of PW sessions, as follows:

Number of Fathers to be Served by CFSS on Annual Basis						
Grant Year:	Year 1	Year 2	Year 3	Year 4	Year 5	Total
# Enrolled (estimated)*	250	500	500	500	500	2,250
# who attend > 90% of PWs	150	300	300	300	300	1,350

* This is an estimate of the number of individuals that it might take in order to 1,350 fathers who will complete 90% of PW sessions. CSS will not hold CFSS accountable for enrolling a given number of participants. The contractual deliverable will be to serve 1,350 fathers who will complete 90% of PW sessions. **These services will be provided with \$300,000 per year in grant funds (\$1.5 million over 5 years).**

Community Advocates (CA), since its founding in 1976, has been providing individuals and families with advocacy and services to meet their basic needs. With an annual operating budget of \$12 million, CA offers more than 30 programs in such areas as safe, affordable housing; money management services for chronically mentally ill individuals; and quality health care for all. CA has partnered with CSS to deliver ACF-funded RF programming since 2011 over two multi-year grant cycles. For the MF-FIRE project, CA will recruit and deliver an integrated Responsible Fatherhood Primary Workshop (PW) to **1,125** low-income community fathers over the course of the 5-year grant, of which **675** will complete 90% of PW sessions, as follows:

Number of Fathers to be Served by CA on Annual Basis						
Grant Year:	Year 1	Year 2	Year 3	Year 4	Year 5	Total
# Enrolled	125	250	250	250	250	1,125
# who attend > 90% of PWs	75	150	150	150	150	675

CA will also serve as the domestic/intimate partner violence consultant and trainer. CA will provide training on the domestic/intimate partner violence protocol and will also provide annual training to MF-FIRE project staff, as described in the Project Description, p. 13. **These services will be provided with \$178,750 per year (\$893,750 over 5 years) in grant funds.** In addition, eligible participants will have access to an extensive array of CA supportive services, on condition of availability and assessed need, including permanent supportive housing, protective payee services, rental assistance, energy assistance program, telephone, and utilities services assistance programs; DV services and shelter; batterers program; and behavioral health services.

Exhibit H

2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

These supportive services will be provided through leveraged resources, at no cost to the grant.

ADDITIONAL PARTNERS

City of Milwaukee Office of African American Affairs (OAAA) exists to “promote equal opportunities for African American residents of the city.” While most OAAA municipalities across the nation have OAAAs that are policy-focused, Milwaukee’s centers around service delivery. Renovation of a facility to house the OAAA is underway in a neighborhood in Milwaukee that will be ideal for recruiting the MF-FIRE target population of low-income fathers, and will be completed by the end of 2020. The facility will be a one-stop-shop that houses dozens of government and nonprofit agencies offering health care, employment, legal and other critical services to African Americans, enabling residents to regularly access numerous services in one central location. OAAA will allocate office space in the facility for the CSS MF-FIRE Project. The office will be staffed by the project Outreach & Case Management Supervisor and the Outreach Coordinator, and will serve as the hub for MF-FIRE outreach and recruitment efforts. Co-location with the other facility tenants will allow seamless access by participating fathers to a wealth of supportive services and allow for close coordination among agencies serving mutual clients. OAAA will also assist with inviting/encouraging the other facility agencies to be part of a twice-annual MF-FIRE Community Advisory Group meeting to provide advice about the project. **OAAA agrees to enter into a lease with CSS, the terms of which will be negotiated post award and prior to an anticipated occupancy date of January 1, 2021.**

WI Department of Children and Families (DCF) Division of Milwaukee Child Protective Services (DMCPS) has served as a grant partner in the two previous CSS Responsible Fatherhood grants beginning in 2011. DMCPS will continue to refer, as appropriate, noncustodial fathers of mother-headed families reported to DMCPS for alleged child/abuse/neglect. DMCPS will also provide updating of and training on the project child maltreatment protocol (which it helped develop for the original CSS Responsible Fatherhood project in 2011), to include screening techniques and mandatory reporting requirements. **DCF will provide these services at no charge to the grant.**

City of Milwaukee Health Department will provide participating fathers and their families with a continuum of health services at clinics throughout the city including: Men's Health Center (assistance and referrals for a broad range of issues, from blood pressure to housing; health promoting check-ups, smoking cessation); Direct Assistance to Dads (DAD) Project (home visits to fathers, families, and children); Insurance Eligibility Determination and Enrollment; HIV/Hepatitis/STD testing/counseling; Women and Child Health (home visiting programs for families, breastfeeding, pregnancy health and nutrition, prenatal care, breast and cervical cancer screening, immunizations, WIC: women, infants, & children nutrition program). **These services will be provided at no charge to individuals who are un/underinsured.**

Milwaukee County Behavioral Health Division Community Access to Recovery Services (BHD), which provides community behavioral health services to adults, agrees to authorize funding for eligible uninsured participants and to refer, through its network of community providers, for insured participants:

Exhibit H

2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

1. Substance Abuse Treatment Services (within the limits of available funding, and as indicated by the comprehensive screen):
 - Access Point (central intake) using standardized assessment to assure an appropriate substance abuse treatment level of care for individuals who qualify for funding.
 - A Recovery Support Coordinator, if deemed appropriate, to coordinate services.
 - Referral and authorization of payment vouchers to the BHD Provider Network.
 - Services provided to uninsured participants as indicated by assessment include 12 levels of clinical care and Recovery Support Services to foster success in treatment, as well as the first Vivitrol injection (when clinically appropriate) while the client is receiving detox services, immediately prior to discharge.
2. Mental Health Services (within the limits of available funding, and as indicated by each participant's assessment) through
 - A continuum of care that includes Comprehensive Community Services, Group Home Placements, Community Support Program, Targeted Case Management, and Outpatient Services
 - Peer support services funded by Comprehensive Community Services (CSS) for participants who qualify through a functional screen.
3. Crisis Service: Crisis Mobile Team; Crisis Assessment Response Team (partnership with the Milwaukee Police Department; the team is comprised of crisis team clinicians and police officers); Community Consultation Team (individuals diagnosed with an intellectual/developmental disability and a mental illness, their providers, and loved ones; the team provides crisis response in an emergency and, if needed, ongoing consultative services to help keep people stable in the community); Access Clinic (includes psychiatric assessment, medication evaluation, brief crisis counseling and/or referrals to appropriate outpatient clinics and community programs); Crisis Stabilization Houses and Resource Centers (short-term stabilization resources that provide assessment, stabilization, supportive, and recovery services); Community Linkage and Stabilization Program (designed to support individuals who are on the path of recovery through the use of Peer Specialists; focuses on person-centered planning and utilizes trauma-informed care.); Psychiatric Crisis Service- Admission Center (24-hour, 7-day psychiatric emergency service; provides assessment and evaluation, crisis intervention, medications, and the up to 48-hour observation).

These services will be provided at no charge to the grant.

Employ Milwaukee, Inc. (EMI) is the largest workforce development board in Wisconsin. EMI, the Milwaukee County Workforce Innovation and Opportunity Act (WIOA) Workforce Development Board, has been providing workforce development services to Milwaukee residents since 1973. In partnership with business leaders and state and local partners, EMI leads, directs, and oversees the Milwaukee County public workforce system as a part of the American Job Center network. EMI uses a business-driven strategy for regional workforce development that is based on a “demand and supply” approach which identifies and connects employers’ real-time hiring needs with effective systems and partners to screen, match, and secure workers for those positions. Consistent with this approach, EMI will designate a MF-FIRE Career Resource Navigator to provide support and technical assistance to the project Educators/Case Managers

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2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

(Ed/CMs) on an as needed basis, not to exceed eight (8) hours per month. Those services will include:

- A dedicated point of contact to assist case managers with referring clients to employment services that may include, based on client eligibility and contingent upon available funding: assessments, career counseling, job readiness training, job development; job fairs, individualized job search, placement and retention; sector-based and/or population-specific case management and job placement programs; skill and credential attainment programs; registered apprenticeship and apprenticeship-readiness training; youth apprenticeship; temporary employment including transitional jobs and summer/year round youth employment; on-the-job training; customized training; occupational skills training (employer demand-driven).
- Connecting (whenever possible) Ed/CMs with training programs and providers that can assist participants to gain the skills and competencies necessary to gain career-track employment.
- Communicating employment opportunities as they become available through EMI's Industry Advisory Boards, Coordinating Council, and the local labor market exchange.

These services will be provided with \$20,000 per year (\$100,000 over 5 years) in grant funds.

Milwaukee Area Technical College (MATC), which provides students with career pathways involving more than 200 academic programs that include Associate Degree, Technical Diploma, Certificate and Apprenticeship programs, will work with MF-FIRE staff to connect participants to academic and training programs leading to employment in high-demand fields (including those that are non-traditional for men and women) through their offerings for individuals at various levels of academic preparedness and job readiness:

- Associate Degree Programs: 82 offerings
- Technical Diploma Programs: 83 offerings
- Certificate Programs: 44 offerings
- Apprenticeship Programs: 22
- Basic Skills, Developmental Education, Adult High School, High School Equivalency Diploma, GED Programs

Financial aid programs are available through grants, scholarships, loans, and federal work-study for students who meet eligibility criteria. These include but are not limited to the MATC Promise programs (a. New high school graduates or b. Returning adult students), emergency grants and businesses supporting program scholarships. Further, external sources such as the WI-FoodShare Employment and Training (FSET) program may provide tuition and support (e.g., equipment, supplies, uniforms, etc.) for students enrolled in the FoodShare program. **These services will be provided as leveraged resources at no cost to the grant.**

Maximus, Inc. For more than 40 years, Maximus has partnered with state, federal and local governments to provide communities with critical health and human service programs. In Milwaukee, Maximus is both a Wisconsin Works (W-2) TANF agency and a WIOA American Job Center. In addition, Maximus is also a State of Wisconsin FoodShare Employment and Training (FSET) agency. FSET program is a free program that helps FoodShare members build their job skills and find jobs. Maximus agrees to accept referrals of project participants who meet eligibility requirements for a specific funding source, and provide them the following workforce development services:

Exhibit H

2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

1. **W-2 (TANF) services:** a) Trial Employment Match Program (TEMP): On the job training, paying at least minimum wage with an employer who may eventually hire the individual permanently. b) Community Service Jobs (CSJ): provides work experience and a monthly payment of up to \$653. c) Case Management: For individuals who are ready for a job or have a job and need help staying employed or getting the skills needed to get a job with more hours, pay, or benefits. d) Education and Training: HSED/GED, job skills training, motivation, life skills, employer-sponsored training, literacy education, English as a Second Language (ESL), technical college programs, and others. Noncustodial Parents, who comprise a large percentage of project participants, may be able to get skills training, job search assistance, a Job Access Loan, a stipend or TEMP job, and referrals to other community agencies. TANF benefits for eligible families include FoodShare, health care, emergency assistance, child care, and transportation.
2. **WIOA American Job Center services:** Services include initial assessment of skills, , development of an Individual Employment Plan, supportive service needs, job search and placement assistance, career counseling, information and assistance with establishing eligibility for financial aid and assistance for educational programs other than WIOA, adult education and literacy activities and follow-up services, as well as access to work-based training options, such a Registered Apprenticeship (RA), on-the-job training, customized training, and incumbent worker training.
3. **FSET:** GED/HSED, certificates in vocational occupations (e.g., welding, cooking, safety), resume writing, job interview skills, job training, work experience, job search, transportation, child care.

These services will be provided to eligible project participants at no cost to the grant.

Wisconsin Community Services (WCS), will provide 2 driver's license reinstatement services: 1) assess the license status of fathers and 2) provide driver's license reinstatement services, in order to enhance their value to employers. **These services will be compensated on a fee-for service basis with a budgeted amount of up to \$20,000 in grant funds per year, \$100,000 over 5 years.**

Housing Authority of the City of Milwaukee (HACM) will support the project by accepting referrals for housing and potential placement from eligible applicants, pending an open wait list and acceptance based upon HACM's eligibility and suitability criteria. These housing resources could include a public housing apartment, Housing Choice Voucher, or a market-rate apartment. **These services will be provided as leveraged resources at no cost to the grant.**

The Alma Center (Alma), which has served as a grant partner in the two previous CSS Responsible Fatherhood grants beginning in 2011, specializes in working with men to provide trauma-informed healing, education, supportive services, and a positive peer community promoting lifestyle transformation for participants who have been perpetrators of violence, abuse and control in their intimate and family relationships. Alma works primarily with men at-risk or involved in the criminal justice system, with a particular focus on men who have a history of domestic violence. For 15 years, the agency has worked with more than 4,700 men through a pioneering healing-focused approach, impacting the lives of more than 10,000 children. A recent outcome study found that completion of Alma's core program, Men Ending Violence, is associated with an 86% decrease in repeat domestic violence offenses. Alma will deliver a 3-hour trauma education presentation as part of the primary workshop for each cohort of fathers

Exhibit H

2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

(expected to be about 20 in each year of the grant. This experiential workshop will support participants in exploring any unresolved trauma they may be carrying, and how their own trauma may be impacting their parenting and interpersonal relationships. The workshop will: 1) introduce various types of trauma, including adverse childhood experiences, generational, cultural, gender and race-based; and 2) explore the impact of traumatic experiences on a person's world-view, brain development, adaptive behaviors, and triggers; 3) introduce the practice of compassionate accountability which recognizes that what happen to a person is not their fault, but it is their responsibility to choose how they will respond, and everyone is able and capable of healing. Alma staff will offer participants an opportunity to undergo trauma screening and, if necessary and interested, link them to treatment at the Alma Center (funded by non-grant sources). In addition, Alma will provide a 5-day training during the Year 1 planning period for MF-FIRE staff on motivational interviewing (MI) and trauma-informed care (TIC). In Years 2-5, a shorter refresher course will be offered. Alma will also train new staff, who come on board subsequent to the planning period initial training, in MI and TIC. The MI training will be provided by Shawn Smith, who has more than 20 years of direct service and management experience in human services (e.g., fatherhood; youth services; criminal justice, workforce development, disability, and addiction. He is a certified MI Trainer, member of the Motivational Interviewing Network of Trainers (MINT), served on the MINT's trainer certification committee, and has trained thousands of human service professionals in MI. Alma will train staff on its particular integrated model of TIC, Healing Focused Care (HFC). The objectives of the HFC training are: 1) understand the experience and impact of traumatic stress on individuals, families and communities; 2) understand the importance of addressing unresolved trauma by empowering individuals to take charge of their own healing vs. trying to fix their problems for them; 3) understand what is necessary for practitioners and organizations to be able to support the healing process of those served; and 4) how to support healing for people from diverse cultures with honor and respect. The HFC training will be conducted by Alma Executive Director, Terri Strodthoff, PhD, who has more than 30 years' experience in the field of domestic violence, and is a regular presenter and trainer for national and local audiences. **Alma will receive compensation** for Year 1 services as follows: 1) 5-day HCF training: \$7,500 and 2) Trauma education (3 hours each) for 10 cohorts of fathers as part of the MF-FIRE primary workshop (PW): \$5,000. **Year 1 total: \$12,500.** **Alma will receive compensation for Year 2-5 services as follows:** 1) Annual refresher HFC staff training: \$2,500 and 2)) Trauma education (4-hours each) for 20 cohorts of fathers as part of the MF-FIRE primary workshop (PW): \$10,000. **Year 2-5 annual total: \$12,500. Five-Year Total: \$62,500 in grant funds.** **In addition,** for each year of the grant, if any new staff join the project subsequent to the annual beginning of the year all-staff training, Alma provide them with MI and TIC training **at the rate of \$600 for 1-2 staff.**

Centro Legal (CL) has served as a grant partner in the two previous CSS Responsible Fatherhood grants beginning in 2011. CL will accept referrals of project participants and, on condition of availability of funding, eligibility for such funding, and availability of slots, provide legal services involving family law issues such as child custody and placement, child support, divorce, spousal support, restraining orders, and evictions. **These services will be provided as leveraged resources at no cost to the grant.**

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Penfield Children's Center, serving more than 1,500 children annually, creates a positive start in life for infants and children, many of whom have developmental delays or disabilities, by providing early education, health services and family programming. Penfield will provide screening and diagnostic assessments for children of participating fathers who are referred to the Milwaukee County Birth to Three program; as well as early intervention services for eligible children. **These services will be provided at no charge to the grant.**

Next Door (ND). An award-winning early education provide of early childhood education, ND focuses on improving literacy and school readiness for children ages 0–5 in Milwaukee’s central city. It has also offered its own Fatherhood program for many years. When combined with adult education and family support, its research-based programming helps children close the achievement gap and focus on a bright future. ND serves more than 1,400 children in its Head Start (ages 3 to 5) and Early Head Start (ages 6 weeks to 3 years) with two locations and 11 partnership sites in Milwaukee's central city. Both center-based and home-based programming is available. ND will accept referrals of children of project participants for these programs. In addition, children of participants will have access to other ND programs including Health and Wellness (health screenings, immunization, dental care, positive behavior support, and primary care through a Children’s Hospital clinic located on site at ND); Books for Kids (reading program); and adult basic education. **Next Door will provide these services at no charge to the grant.**

LOCAL EVALUATOR AND DATA MANAGER

AMTC & Associates (AMTC) has served as the evaluator for CSS’ last two ACF RF grant projects. AMTC is an independent evaluation and consulting firm that specializes in implementation and outcome evaluations. Since 2001, AMTC has worked with schools and nonprofit and faith-based organizations to help them develop capacity to effectively implement 122 grants from 63 different federal grant programs, in more than 250 communities across the nation, leveraging more than \$410 million in sustainable federal, state, and local programs. AMTC will provide the MF-FIRE Program Performance Evaluation Plan, which includes external oversight of the performance measurement system and Local Descriptive Evaluation - Funded Activities Evaluation Plan. They will partner with Dr. Cindy Walker, Dean and Professor of the Duquesne University School of Education, to provide the descriptive evaluation and attain IRB approval as needed. The appended Evaluator letter (p. 85) details AMTC’s role and commitments. By signing this MOU, AMTC is acknowledging they are in full support of the program model and has read and agreed to the assurances as stated in this MOU. AMTC will additionally provide program sustainability services at no cost to the participant or CSS. **These services will be provided with \$77,825 per year (\$389,125 over 5 years) in grant funds.**

In addition, AMTC will also provide Data Management services to the project. A Senior Evaluation Associate will assist CSS in the development and execution of a continuous quality improvement plan. Associate will work with the Data Manager to identify areas for program performance, test potential improvements, and cultivate a culture and environment of learning and improvement. Another Senior Evaluation Associate, serving as project Data Manager (DM), will be assigned to oversee data fidelity by monitoring program services and create monthly reports from nFORM data. Data reports will include (but not be limited to) the following: workshop and session series frequency, enrollments, # of served and completed participants,

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2020 Milwaukee County Department of Child Support Services Fatherhood FIRE

service contacts, referrals, and Applicant/Entrance/Exit survey frequency. The DM will aggregate and generate data for quarterly performance reports (QPR) and semi-annual Performance Progress Reports (PPRs). **These services will be provided with \$35,000 per year (\$175,000 over 5 years) in grant funds.**

Total compensation for AMTC for Evaluation and Data Management services combined will be \$112,825 per year (\$564,125 over 5 years) in grant funds.

STATEMENT OF ASSURANCES

CSS and all subcontractors, funded partners and leveraged-resources partners commit to adhere to the program assurances described in this document. In addition, activities of each partner will enhance ACC efforts to achieve its stated purpose of Fatherhood FIRE, including activities designed to promote responsible parenting, economic stability, and healthy marriage. The proposed project and related curricula and all program activities will be consistent with requirements prescribed in the FOA (HHS-2020-ACF-OFA-ZJ-1846). The project partners provide the following assurance:

General Program Assurances

- (A) We will grant program access to eligible persons and will not discriminate on the basis of the potential participant's race, gender, age, sexual orientation, disability, or religion. We will not, on the basis of race, gender, age, disability, or religion, discriminate in determining eligibility, benefits, or services provided, or applicable rules.
- (B) We will ensure that all recruitment activities and materials promoting the availability of ACF-funded services must be carried out in a manner that is consistent with non-discrimination requirements. All materials will include the following eligibility statement: "These services are available to all eligible persons, regardless of race, gender, age, disability, or religion."
- (C) We will ensure that eligibility requirements do not change the RF scope of the funded projects or father-focused grantee outreach efforts.
- (D) We ensure participation in the program is **voluntary** and have provided a plan on how we will inform potential participants that their involvement is voluntary.
- (E) We will employ all necessary safeguards to assure the protection of confidential client information, as described in the grant application, p. 72.
- (F) We will collect, store, and report data on standardized performance measures in **the Information, Family Outcomes, Reporting, and Management (nFORM) system**.
- (G) We agree to **attend the entrance conference and biennial peer meeting** in Washington, DC and send the required staff and contractors as prescribed by OFA. We will also attend required regional meetings as prescribed by OFA and we have budgeted accordingly.
- (H) We commit to fully participating in a federal evaluation if selected..
- (I) We will participate in performance measurement and CQI webinars.
- (J) We will submit in a timely manner to the Federal Project Officer and Grants Management Specialist (as requested) all performance indicator data, and program and financial reports.
- (K) We will ensure that any award of Federal funds under this FOA will not supplant other Federal, State, or local funds, which otherwise have been made available.

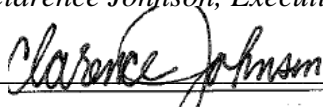
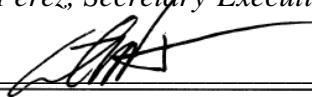
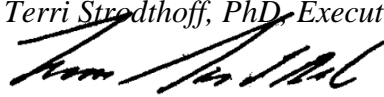
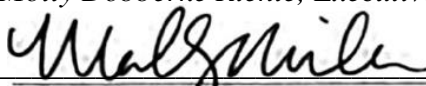

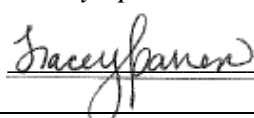
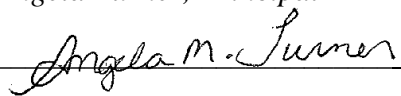
Exhibit H**2020 Milwaukee County Department of Child Support Services Fatherhood FIRE**

- (L) We agree to use funds under this FOA only for costs as listed in *Sections I. Program Description, Background*; and we further agree to:
- Not use funds for any purposes other than the activities specified in the authorizing legislation and this FOA;
 - Not to use funds for housing or child support payments;
 - Not to use funds to provide mental health or substance abuse treatment;
 - Not to use funds to develop or implement an Abstinence Education or Sexual Risk Avoidance Education program; and
 - Not implement a fee-for-service for activities under this FOA.

Duration of Agreement: This agreement will begin upon receipt of funds under Fatherhood - Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) - HHS-2020-ACF-OFA-ZJ-1846 with a start date of September 30, 2020 as is stipulated in the grant application, lasting one year with potential of four additional funding years, until September 29, 2025. Failure to adequately meet the terms and agreements of this Memorandum of Understanding and Scope of Work may result in an organization's termination from this grant. We, the undersigned, agree to these stated commitments and assurances:

Milw County Dept. Child Support Services <i>Jim Sullivan, Director</i> 	Center for Self-Sufficiency, Inc. <i>Carl Wesley, President and CEO</i> 
Community Advocates, Inc. <i>Andi Elliot, President & CEO</i> 	Milw Office of African American Affairs <i>Darryl Davidson, Community Engagement Achievement Collaborative</i> 
WI DCF, Div. Milw. Child Protective Serv's <i>Charmian Klyve, Administrator</i> 	City of Milwaukee Health Department <i>Jeanette Kowalik, PhD MPH, Commissioner of Health</i> 
Milw County Behavioral Health Division <i>Amy Lorenz, Admin, Comm. Access to Recovery Svcs</i> 	Employ Milwaukee. <i>Chyania Brown, President & CEO</i> 
Milwaukee Area Technical College <i>Vicki J. Martin, Ph.D., President</i> 	Maximus, Inc. <i>Autumn Morgan, Sr. Operations Manager</i> 

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Wisconsin Community Services <i>Clarence Johnson, Executive Director</i> 	Housing Authority City of Milwaukee <i>Antonio Perez, Secretary-Executive Director</i> 
Alma Center <i>Terri Strodthoff, PhD, Executive Director</i> 	Centro Legal <i>Molly Dobberke Riehle, Executive Director</i> 
Penfield Children's Center <i>Christine Holmes, President</i> 	Next Door <i>Tracey Sparrow, Ed.D., President</i> 
AMTC & Associates <i>Angela Turner, Principal</i> 	

TBE Participation Recommendation

CONTACT INFORMATION

Contract Administrator: Sandra Stevens Phone: 414-278-2106 Date: 10/22/2020
 Email Address sandra.stevens@milwaukeecountywi.gov Dept: Child Support Services Grant \$\$: 4,999,995 Org No. 2432

PROJECT INFORMATION

Project Name: Milwaukee Fatherhood - FIRE Project No.: 90ZJ0010-01-00

Contract Scope/Project Description (attach scope/description of work or estimating sheet):

Child Support will promote responsible fatherhood in Milwaukee County by partnering with 6 non-profit agencies to provide comprehensive and community-centered services to enroll 3,375 low-income fathers (over a 5 year period) in order for 2,025 unduplicated fathers to complete 90% or more of the program. Services include intake, needs assessment, case management, training (economic stability, responsible fatherhood and healthy marriage/relationship curricula), career readiness, and other miscellaneous support services.

Contracting Opportunities (List NAICS codes): None

TYPE OF PROJECT

Contract Value: \$4,999,995 over 5 years Contract Type: Grant

Recommended Goal: 0%

EXPLANATION

Request for a goal of 0% requires signature of department head. Check boxes below. Check all that applies.

- A. \$10,000 or less ☐ B. Rental or Lease ☐ C. Governmental Agency or Institution ☐
 D. ¹Non-Profit (No subcontract) ☒ E. Purchasing or Renewal of software license ☐
 F. ²Contract Extension/Amendment ☐ G. ³Specialized ☒ H. Only one individual assigned to the contract ☐
 I. The nature (scope of work) of contract doesn't have subcontracting opportunities ☐ J. ⁴Grants ☐
 K. No funding use by Milwaukee County ☐ L. Special License or Certificate required ☐
 M. Other For-profit businesses don't provide the breadth and depth of services required under the grant, for the resources provided by the grant.

Department/Division Administrator

Name Jim Sullivan Signature Jim Sullivan Digitally signed by Jim Sullivan
Date: 2020.10.23 13:32:05 -05'00' Date October 23, 2020

CBDP USE ONLY

Concur with Recommendation _____, or provide the following goals: _____%

This contract is exempt from a participation goal: ____ Yes ____ No

Approved: _____ Date: _____

Note: 1 Non-Profit is not subcontracting work. 2 Must have the original Participation agreement. 3. No known TBE firms available. 4 No subcontracting to a non-profit entity. 5 A non-Milwaukee County entity is funding the project.

COVID-19 RESPONSE PREPAREDNESS PLAN CHECKLIST

By implementing a COVID-19 Response Preparedness Plan, an “essential” vendor, company or contractor pledges to dedicating resources immediately to identify and mitigate situations in the workplace or jobsite which may introduce, expose or spread COVID-19.

Each contractor’s written plan, unique to the operations under its control, will document the identification and mitigation measures taken, which may include engineering controls, administrative controls, safe work practices, and minimum Personal Protective Equipment (PPE) requirements, and will update that plan on a regular basis for the duration of the COVID-19 Situation.

Each Contractor’s Preparedness Plan must meet the following Minimum Requirements:

- 1) Provide the name and contact number of a designated Preparedness Plan Monitor for each County contract.
- 2) A plan to complete a Daily Employee Screening Form, or otherwise complete proper screening verifying daily that every employee has not:
 - a) Traveled to a Level 2 or 3 Country in the past 14 days, or visited an area that requires self-quarantine because of COVID-19 infection,
 - b) Had close contact (within 6 feet) with anyone known or suspected to have COVID-19,
 - c) Exhibited any symptoms (chest or back pain, cough, difficulty breathing) of COVID-19 or had a fever greater than 100.4 in the past 14 days.
- 3) A plan for Social Distancing. Complete a workflow audit that removes instances of employees being within 6 feet of each other. This should include the following, where applicable to the contract:
 - a) Reduction of on-site work hours to minimum needed to sustain operations.
 - b) Staggered shifts and work hours to minimize on-site human presence at a given time.
 - c) Staggered use of all shared spaces, including bathrooms, breakrooms and lunchrooms.
 - d) Staggered facility entry and exit procedures.
 - e) Ban in-person meetings (internal or external) and employee gathering (formal or informal) of any size. Employee communication handled virtually wherever possible.
 - f) Mandatory work at home for all employees except the absolute minimum required for baseline production and logistics functions.
 - g) Prohibit visitors and limit deliveries to the facility or jobsite, except those that support production activities or emergency building maintenance.
- 4) Educate employees on key CDC recommendations. Plan must include:
 - a) How employees can protect themselves.

- (i) Frequent hand washing (at least 20 seconds with soap and water or use of sanitizer greater than 60% alcohol content),
 - (ii) Avoid touching face,
 - (iii) Coughing or sneezing into a tissue and discarding it immediately in garbage,
 - (iv) Avoid shaking hands,
 - (v) Do not use other employee's phones, tools, PPE, etc.
- b) What employees should do if they feel sick.
 - (i) Stay home
 - (ii) Require notification to employee's supervisor
- 5) A plan that provides appropriate PPE and Sanitation Products, as applicable to contract and as recommended by OSHA or CDC. For example, soap, sanitizer with over 60% alcohol, EPA approved disinfectant for COVID-19, gloves, gowns, eye protection, masks or respirators.
- 6) A plan for Sanitation Procedures, if applicable to contract. These processes must be implemented throughout facility or jobsite:
 - a) Blue tape marking of surfaces that receive frequent human contact in the jobsite; disinfection of these surfaces multiple times daily.
 - b) Disinfect all tools, equipment, and vehicles frequently.
 - c) Designate one bathroom, allowing only one person to enter at a time. Disinfect hard surfaces in the bathroom that are frequently touched throughout the day. Disinfect multiple times a day, but must be sanitized at the end of the day. Empty garbage in the designated bathroom at the end of the day.
 - d) Avoid cleaning techniques that may result in generation of bio-aerosols, such as pressurized air or water sprays.
- 7) A plan for when an employee reports symptoms associated with COVID-19, including:
 - a) Requiring employees to immediately report any symptoms of COVID-19,
 - b) Quarantine employees exhibiting symptoms on site,
 - c) Notifying proper County contact person.

COVID – 19 Virus Daily Screening Form

Today's Date: _____

Employee Name: _____

Employee Address: _____

Project Name: _____

Contractor: _____

Employers should ask the following questions to all employees, visitors and vendors prior to allowing access to the workplace and/or jobsite. THE QUESTIONS SHOULD BE ASKED IN PRIVATE & ANSWERS KEPT CONFIDENTIAL.

1. Have you traveled to a county or area that has a travel warning of level 2 or 3 as listed by the CDC in the past 14 days? [CDC Travel Warnings](#)

Yes ____ No ____

If so, where have you traveled? _____

What was your date of return? _____

2. Have you, or anyone in your family, come into close contact (within 6 feet) with someone who has a suspected or confirmed COVID – 19 diagnosis in the past 14 days either at home or on a jobsite, etc.?

Yes ____ No ____

3. Have you had a fever (greater than 100.4 F or 38.0 C) OR symptoms of lower respiratory illness such as cough, shortness of breath, or difficulty breathing in the past 14 days?

Yes ____ No ____

4. Are you currently experiencing a fever (greater than 100.4 F or 38.0 C) OR symptoms of lower respiratory illness such as cough, shortness of breath, or difficulty breathing?

Yes ____ No ____

****NOTE: If an employee, visitor or vendor answers 'Yes' to any of the above questions, ask them to leave the workplace or jobsite immediately and seek medical evaluation.***

Sign In:

Employee's Signature: _____

Date: _____

Sign Out:

Has your health status changes during your work shift?

Yes ____ No ____

Employee's Signature: _____

Date: _____

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)											
Mail to: Preliminary: Office of the Comptroller, Courthouse Room 301 Final: Accounts Payable, Courthouse Room 301 <u>and</u> Community Business Development Partners, City Campus - 8th Floor Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus								CONTRACT TYPE			
								Professional Service - Operating			
								Professional Service - Capital			
								Purchase of Service			X
								Preliminary	X	Final	
DEPARTMENT NAME								AGENCY NO.		DEPARTMENT (HIGH) ORG	
Child Support Services								243		2430	
VENDOR INFORMATION											
VENDOR NO.				ORDER TYPE		NEW or	AMEND	CONTRACT NO.			
95972						X					
NAME OF VENDOR						ADDRESS					
Alma Center Inc.						2821 N 4th Street, 4th Floor					
						Milwaukee, WI 53212					
TAX I.D. NO.		EFFECTIVE DATES:		LENGTH OF CONTRACT		AMENDMENT ONLY: DOLLAR		TOTAL CONTRACT			
		begin date end date		(IN MONTHS)		CHANGE		AMOUNT			
		09/30/20 09/29/25		60				\$62,000.00			
ACCOUNTING INFORMATION											
Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2020	01	0001	243	2442			6149				\$3,125.00
2021	02	0001	243	2442			6149				\$12,500.00
2022	03	0001	243	2442			6149				\$12,500.00
2023	04	0001	243	2442			6149				\$12,500.00
2024	05	0001	243	2442			6149				\$12,500.00
2025	06	0001	243	2442			6149				\$9,375.00
PURPOSE OF CONTRACT											
The Fatherhood-Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project will promote positive father-child engagement, healthy marriage and relationships and will assist with employment and economic stability opportunities. Contractor is a Supportive Services and Training Partner. Contractor will provide trauma education for each cohort of fathers (expected to be 20 in each year of the grant) over the course of the 5 year grant. In addition, for each year of the grant, if any new staff join the project subsequent to the annual beginning of the year all-staff training, Alma will provide them with motivational interveiwing (MI) and trauma-informed care (TIC) training.											
Was County Board approval received prior to contract execution or contract amendment or extension?											
<div><div><input checked="" type="checkbox"/></div><div>If YES, give County Board File No. <u>pending 20-</u> Date Approved <u>anticipated 12/17/2020</u></div></div> <div><div><input type="checkbox"/></div><div>If NO, why is County Board approval not required? _____</div></div>											
Was Contract fully executed prior to work being performed (all signatures received)? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is Vendor a certified professional service DBE? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Prepared By				Date		Title					
Signature of County Administrator				Date		Title					

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)											
Mail to: Preliminary: Office of the Comptroller, Courthouse Room 301 Final: Accounts Payable, Courthouse Room 301 <u>and</u> Community Business Development Partners, City Campus - 8th Floor Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus								CONTRACT TYPE			
								Professional Service - Operating			
								Professional Service - Capital			
								Purchase of Service			X
								Preliminary	X	Final	
DEPARTMENT NAME								AGENCY NO.		DEPARTMENT (HIGH) ORG	
Child Support Services								243		2430	
VENDOR INFORMATION											
VENDOR NO.				ORDER TYPE		NEW or	AMEND	CONTRACT NO.			
80924						X					
NAME OF VENDOR					ADDRESS						
AMTC & Associates					4465 N. Oakland Ave Ste 200						
					Milwaukee, WI 53211						
TAX I.D. NO.		EFFECTIVE DATES:		LENGTH OF CONTRACT		AMENDMENT ONLY: DOLLAR			TOTAL CONTRACT		
		begin date end date		(IN MONTHS)		CHANGE			AMOUNT		
		09/30/20 09/29/25		60					\$564,125.00		
ACCOUNTING INFORMATION											
Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2020	01	0001	243	2442			6149				\$28,206.25
2021	02	0001	243	2442			6149				\$112,825.00
2022	03	0001	243	2442			6149				\$112,825.00
2023	04	0001	243	2442			6149				\$112,825.00
2024	05	0001	243	2442			6149				\$112,825.00
2025	06	0001	243	2442			6149				\$84,618.75
PURPOSE OF CONTRACT											
The Fatherhood-Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project will promote positive father-child engagment, healthy marriage and relationships and will assist with employment and economic stability opportunities. Contractor is a Program Performance and Local Evaluator. Contractor monitor ongoing activities and progress project outcomes over the course of the 5 year grant. Contractor is receiving \$35,000 per year for data monitoring and reporting and \$77,825 for program activities including training, evaluation, technical assistance and administrative costs.											
Was County Board approval received prior to contract execution or contract amendment or extension?											
<div><input checked="" type="checkbox"/> If YES, give County Board File No. <u>pending 20-</u> Date Approved <u>anticipated 12/17/2020</u></div> <div><input type="checkbox"/> If NO, why is County Board approval not required? _____</div>											
Was Contract fully executed prior to work being performed (all signatures received)? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is Vendor a certified professional service DBE? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Prepared By				Date		Title					
Signature of County Administrator				Date		Title					

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)											
Mail to: Preliminary: Office of the Comptroller, Courthouse Room 301 Final: Accounts Payable, Courthouse Room 301 <u>and</u> Community Business Development Partners, City Campus - 8th Floor Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus								CONTRACT TYPE			
								Professional Service - Operating			
								Professional Service - Capital			
								Purchase of Service			
								Preliminary			
DEPARTMENT NAME								AGENCY NO.		DEPARTMENT (HIGH) ORG	
Child Support Services								243		2430	
VENDOR INFORMATION											
VENDOR NO.				ORDER TYPE		NEW or		AMEND		CONTRACT NO.	
72143						X					
NAME OF VENDOR						ADDRESS					
Center for Self Sufficiency - CFSS						728 N James Lovell St 2nd Floor					
						Milwaukee, WI 53223					
TAX I.D. NO.		EFFECTIVE DATES:		LENGTH OF CONTRACT		AMENDMENT ONLY: DOLLAR		TOTAL CONTRACT			
begin date		end date		(IN MONTHS)		CHANGE		AMOUNT			
33-118674		09/30/20		09/29/25		60				\$1,500,000.00	
ACCOUNTING INFORMATION											
Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2020	01	0001	243	2442			6149				\$75,000.00
2021	02	0001	243	2442			6149				\$300,000.00
2022	03	0001	243	2442			6149				\$300,000.00
2023	04	0001	243	2442			6149				\$300,000.00
2024	05	0001	243	2442			6149				\$300,000.00
2025	06	0001	243	2442			6149				\$225,000.00
PURPOSE OF CONTRACT											
The Fatherhood-Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project will promote positive father-child engagment, healthy marriage and relationships and will assist with employment and economic stability opportunities. Contractor is first of two Program Implementation Partners (PIP) and will recruit and deliver integrated Responsible Fatherhod Primary Workshops to an estimated 2,250 low income community fathers over the course of the 5 year grant. Program costs include postage, curriculum materials, staff costs, supplies, marketing, travel and occupancy.											
Was County Board approval received prior to contract execution or contract amendment or extension?											
<div><input checked="" type="checkbox"/> If YES, give County Board File No. <u>pending 20-</u> Date Approved <u>anticipated 12/17/2020</u></div> <div><input type="checkbox"/> If NO, why is County Board approval not required? _____</div>											
Was Contract fully executed prior to work being performed (all signatures received)? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is Vendor a certified professional service DBE? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Prepared By				Date		Title					
Signature of County Administrator				Date		Title					

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)											
Mail to: Preliminary: Office of the Comptroller, Courthouse Room 301 Final: Accounts Payable, Courthouse Room 301 <u>and</u> Community Business Development Partners, City Campus - 8th Floor Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus								CONTRACT TYPE			
								Professional Service - Operating			
								Professional Service - Capital			
								Purchase of Service			X
								Preliminary	X	Final	
DEPARTMENT NAME								AGENCY NO.		DEPARTMENT (HIGH) ORG	
Child Support Services								243		2430	
VENDOR INFORMATION											
VENDOR NO.				ORDER TYPE		NEW or	AMEND	CONTRACT NO.			
95704						X					
NAME OF VENDOR						ADDRESS					
Community Advocates						728 N James Lovell St					
						Milwaukee, WI 53233					
TAX I.D. NO.		EFFECTIVE DATES:		LENGTH OF CONTRACT		AMENDMENT ONLY: DOLLAR		TOTAL CONTRACT			
		begin date end date		(IN MONTHS)		CHANGE		AMOUNT			
		09/30/20 09/29/25		60				\$890,000.00			
ACCOUNTING INFORMATION											
Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2020	01	0001	243	2442			6149				\$43,750.00
2021	02	0001	243	2442			6149				\$175,937.50
2022	03	0001	243	2442			6149				\$178,750.00
2023	04	0001	243	2442			6149				\$178,750.00
2024	05	0001	243	2442			6149				\$178,750.00
2025	06	0001	243	2442			6149				\$134,062.50
PURPOSE OF CONTRACT											
The Fatherhood-Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project will promote positive father-child engagment, healthy marriage and relationships and will assist with employment and economic stability opportunities. Contractor is the second of two Program Implementation Partners (PIP) and will recruit and deliver integrated Responsible Fatherhod Primary Workshops to an estimated 1,125 low income community fathers over the course of the 5 year grant. Program costs include postage, phone, support services, incentives, curriculum materials, staff costs, supplies, marketing, travel and occupancy.											
Was County Board approval received prior to contract execution or contract amendment or extension?											
<div><input checked="" type="checkbox"/> If YES, give County Board File No. <u>pending 20-</u> Date Approved <u>anticipated 12/17/2020</u></div> <div><input type="checkbox"/> If NO, why is County Board approval not required? _____</div>											
Was Contract fully executed prior to work being performed (all signatures received)? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is Vendor a certified professional service DBE? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Prepared By				Date		Title					
Signature of County Administrator				Date		Title					

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)											
Mail to: Preliminary: Office of the Comptroller, Courthouse Room 301 Final: Accounts Payable, Courthouse Room 301 <u>and</u> Community Business Development Partners, City Campus - 8th Floor Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus								CONTRACT TYPE			
								Professional Service - Operating			
								Professional Service - Capital			
								Purchase of Service			X
								Preliminary	X	Final	
DEPARTMENT NAME								AGENCY NO.		DEPARTMENT (HIGH) ORG	
Child Support Services								243		2430	
VENDOR INFORMATION											
VENDOR NO.				ORDER TYPE		NEW or	AMEND	CONTRACT NO.			
80957						X					
NAME OF VENDOR						ADDRESS					
Employ Milwaukee Inc - EMI						2342 N 27th St					
						Milwaukee, WI 53210					
TAX I.D. NO.		EFFECTIVE DATES:		LENGTH OF CONTRACT		AMENDMENT ONLY: DOLLAR		TOTAL CONTRACT			
		begin date end date		(IN MONTHS)		CHANGE		AMOUNT			
		09/30/20 09/29/25		60				\$100,000.00			
ACCOUNTING INFORMATION											
Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2020	01	0001	243	2442			6149				\$5,000.00
2021	02	0001	243	2442			6149				\$20,000.00
2022	03	0001	243	2442			6149				\$20,000.00
2023	04	0001	243	2442			6149				\$20,000.00
2024	05	0001	243	2442			6149				\$20,000.00
2025	06	0001	243	2442			6149				\$15,000.00
PURPOSE OF CONTRACT											
The Fatherhood-Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project will promote positive father-child engagment, healthy marriage and relationships and will assist with employment and economic stability opportunities. Contractor is a Supportive Services and Training Partner. Contractor will provide training programs that can assist them to gain skills and competencis necessary to gain career-track jobs over the course of the 5 year grant. Estimated 300 hours/yr at \$66.67/hr = \$20,000											
Was County Board approval received prior to contract execution or contract amendment or extension?											
<div><input checked="" type="checkbox"/> X If YES, give County Board File No. <u>pending 20-</u> Date Approved <u>anticipated 12/17/2020</u></div> <div><input type="checkbox"/> If NO, why is County Board approval not required? _____</div>											
Was Contract fully executed prior to work being performed (all signatures received)? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is Vendor a certified professional service DBE? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Prepared By				Date		Title					
Signature of County Administrator				Date		Title					

CONTRACT FORM 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)											
Mail to: Preliminary: Office of the Comptroller, Courthouse Room 301 Final: Accounts Payable, Courthouse Room 301 <u>and</u> Community Business Development Partners, City Campus - 8th Floor Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus								CONTRACT TYPE			
								Professional Service - Operating			
								Professional Service - Capital			
								Purchase of Service			X
								Preliminary	X	Final	
DEPARTMENT NAME								AGENCY NO.		DEPARTMENT (HIGH) ORG	
Child Support Services								243		2432	
VENDOR INFORMATION											
VENDOR NO.				ORDER TYPE		NEW or	AMEND	CONTRACT NO.			
97072						X					
NAME OF VENDOR						ADDRESS					
Wisconsin Community Services - WCS						3732 W Wisconsin Ave					
						Milwaukee, WI 53208					
TAX I.D. NO.		EFFECTIVE DATES:		LENGTH OF CONTRACT		AMENDMENT ONLY: DOLLAR		TOTAL CONTRACT			
		begin date end date		(IN MONTHS)		CHANGE		AMOUNT			
		09/30/20 09/29/25		60				\$100,000.00			
ACCOUNTING INFORMATION											
Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2020	01	0001	243	2442			6149				\$5,000.00
2021	02	0001	243	2442			6149				\$20,000.00
2022	03	0001	243	2442			6149				\$20,000.00
2023	04	0001	243	2442			6149				\$20,000.00
2024	05	0001	243	2442			6149				\$20,000.00
2025	06	0001	243	2442			6149				\$15,000.00
PURPOSE OF CONTRACT											
The Fatherhood-Family-focused, Interconnected, Resilient, and Essential (Fatherhood FIRE) project will promote positive father-child engagment, healthy marriage and relationships and will assist with employment and economic stability opportunities. Contractor is a Supportive Services and Training Partner. Contractor will provide driver's license reinstatement services over the course of the 5 year grant. Compensation is on a fee for service basis of \$100 per father for up to 200 fathers = \$20,000.											
Was County Board approval received prior to contract execution or contract amendment or extension?											
<div><input checked="" type="checkbox"/> If YES, give County Board File No. <u>pending 20-</u> Date Approved <u>anticipated 12/17/2020</u></div> <div><input type="checkbox"/> If NO, why is County Board approval not required? _____</div>											
Was Contract fully executed prior to work being performed (all signatures received)? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Is Vendor a certified professional service DBE? <input type="checkbox"/> YES <input type="checkbox"/> NO											
Prepared By				Date		Title					
Signature of County Administrator				Date		Title					



AMTC&AS-01

HALLEN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/30/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan - Waukesha 20975 Swenson Drive, Suite 175 Waukesha, WI 53186	CONTACT NAME: PHONE (A/C, No, Ext): (414) 271-3575		FAX (A/C, No): (262) 717-9434
	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : The Cincinnati Insurance Company		10677
	INSURER B : Hartford Casualty Insurance Company		29424
	INSURER C : Capitol Indemnity Corporation		
INSURED AMTC & Associates, LLC 4465 North Oakland Avenue Milwaukee, WI 53211	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		ENP 0310040	2/13/2018	2/13/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		EBA 0310040	2/13/2020	2/13/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	83WBCCB7748	10/21/2020	10/21/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Professional			SGC0005042-06	2/13/2020	2/13/2021	Professional Liab 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured:

Milwaukee County Child Support is named as an Additional Insured on the Hired/Non-owned Auto and General Liability regarding work performed by the named insured. A workers compensation Waiver of Subrogation is included in favor of the certificate holder

CERTIFICATE HOLDER

CANCELLATION

Milwaukee County Department of Child Support Services 901 N. 9th St., Rm 101 Milwaukee, WI 53233	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/29/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER West Bend Mutual Insurance Company 1900 South 18th Avenue West Bend WI 53095	CONTACT NAME: Customer Care PHONE (A/C, No, Ext): (866) 926-4244 FAX (A/C, No): (262) 365-2200 E-MAIL ADDRESS: customercare@wbmi.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: West Bend Mutual Insurance Company	
NAIC # 15350	
INSURED Alma Center, Inc 2821 N 4th St Ste 300 Ste 400 Milwaukee WI 53212-2362	
INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** CL204843256**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			0709338	06/01/2020	06/01/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED <input checked="" type="checkbox"/> AUTOS ONLY HIRED <input type="checkbox"/> AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			0709338	06/01/2020	06/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	0709339	06/01/2020	06/01/2021	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Milwaukee County 901 N 9th St Room 101 Milwaukee WI 53233	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/7/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Schueller/Harrington & Associates 735 N. Water St., Suite 1128 Milwaukee WI 53202	CONTACT NAME: Jill Kleinschmidt PHONE (A/C, No, Ext): (414) 765-2300 FAX (A/C, No): (414) 765-9911 E-MAIL ADDRESS: jillk@schuellerharrington.com														
INSURED Community Advocates Inc. 728 N James Lovell Street Milwaukee WI 53233	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A: Secura Insurance Company</td> <td>22543</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Secura Insurance Company	22543	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Secura Insurance Company	22543														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CP3247216	1/1/2020	1/1/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			A324217	1/1/2020	1/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 1,000,000 BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CU3247219	1/1/2020	1/1/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WC3247218	1/1/2020	1/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Professional Liability (Occurrence Form)			CP3247216	1/1/2020	1/1/2021	Each Wrongful Act 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: Milwaukee County Department of Child Support enforcement pathways to responsible fatherhood project services, Contract #2015-2018
 Certificate holder is named as Additional Insured for General Liability and Auto Liability, for work performed by the Named Insured per written contract. A Waiver of Subrogation applies to Liability and is attached

CERTIFICATE HOLDER**CANCELLATION**

Cheryl.Berry@milwaukee-county.wi.gov

Milwaukee County Department of
 Child Support Services (CSS)
 901 N 9th Street, Room 101
 Milwaukee, WI 53233-1458

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jill Kleinschmidt/JLK

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CENTFOR-02

HALLEN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/30/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan - Waukesha 20975 Swenson Drive, Suite 175 Waukesha, WI 53186	CONTACT NAME: PHONE (A/C, No, Ext): (414) 271-3575 FAX (A/C, No): (262) 717-9434 E-MAIL ADDRESS:														
INSURED Center for Self Sufficiency, Inc. 728 North James Lovell Street 2nd Floor Milwaukee, WI 53233	<table border="1"> <thead> <tr> <th data-bbox="795 462 1396 493">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1396 462 1546 493">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="795 493 1396 525">INSURER A : The Cincinnati Insurance Company</td> <td data-bbox="1396 493 1546 525">10677</td> </tr> <tr> <td data-bbox="795 525 1396 556">INSURER B : Hartford Underwriters Insurance Co</td> <td data-bbox="1396 525 1546 556">30104</td> </tr> <tr> <td data-bbox="795 556 1396 588">INSURER C : LLOYDS OF LONDON INSURANCE</td> <td data-bbox="1396 556 1546 588"></td> </tr> <tr> <td data-bbox="795 588 1396 619">INSURER D :</td> <td data-bbox="1396 588 1546 619"></td> </tr> <tr> <td data-bbox="795 619 1396 651">INSURER E :</td> <td data-bbox="1396 619 1546 651"></td> </tr> <tr> <td data-bbox="795 651 1396 674">INSURER F :</td> <td data-bbox="1396 651 1546 674"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : The Cincinnati Insurance Company	10677	INSURER B : Hartford Underwriters Insurance Co	30104	INSURER C : LLOYDS OF LONDON INSURANCE		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : The Cincinnati Insurance Company	10677														
INSURER B : Hartford Underwriters Insurance Co	30104														
INSURER C : LLOYDS OF LONDON INSURANCE															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>		ENP 0010385	1/1/2020	1/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input checked="" type="checkbox"/>		EBA 0010385	1/1/2020	1/1/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			ENP 0010385	1/1/2020	1/1/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	X 83WBCBX2200	1/1/2020	1/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional			MEO1314524-20	1/16/2020	1/16/2021	Professional 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

A waiver of subrogation applies

Milwaukee County Child Support is named as an Additional Insured on the Hired/Non-owned Auto and General Liability regarding work performed by the named insured. A Workers Compensation Waiver of Subrogation is included in favor of the certificate holder

CERTIFICATE HOLDER

CANCELLATION

Milwaukee County Department of Child Support Services
 901 North 9th St. Room 101
 Milwaukee, WI 53233

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Phaedra J. Calver



EMPLMIL-01

RMARRARI

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/24/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan - Waukesha 20975 Swenson Drive, Suite 175 Waukesha, WI 53186	CONTACT NAME: PHONE (A/C, No, Ext): (414) 271-3575		FAX (A/C, No): (262) 717-9434
	E-MAIL ADDRESS: rmarrari@robertsonryan.com		
INSURED Employ Milwaukee Inc 2338 North 27th Street Milwaukee, WI 53210-3100	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : NATIONWIDE MUTUAL INSURANCE COMPANY		23787
	INSURER B : United Wisconsin Insurance Company		29157
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		X	MPA0000007515BA	7/7/2020	7/7/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		X	BA 0000007517BA	7/7/2020	7/7/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			CMB0000007518BA	7/7/2020	7/7/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	X 0400175488	7/7/2020	7/7/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder is listed as an additional insured under the auto liability ATIMA. A waiver of subrogation in favor of the cert holder applies under the general liability and workers compensation.

CERTIFICATE HOLDER

CANCELLATION

Milwaukee County
 Child Support Services
 901 N 9th Street, Room 101
 Milwaukee, WI 53233

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Paul F. Kiley



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/27/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER M3 Insurance Solutions, Inc. 828 John Nolen Drive Madison WI 53713	CONTACT NAME: Julie Zeller PHONE (A/C, No, Ext): 608-288-2819 E-MAIL: julie.zeller@m3ins.com FAX (A/C, No): 608-273-1725
INSURER(S) AFFORDING COVERAGE	
INSURER A : West Bend Mutual Insurance Com	
INSURER B : United Wisconsin	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 565791012**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Abuse GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y	0449672	2/9/2020	2/9/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		0449672	2/9/2020	2/9/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	0400179457	2/9/2020	2/9/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 100,000 E L DISEASE - EA EMPLOYEE \$ 100,000 E L DISEASE - POLICY LIMIT \$ 500,000
A	Professional Liability		0449672	2/9/2020	2/9/2021	Each Occurrence 1,000,000 Aggregate 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Milwaukee County Division of Child Support Pathways
to Responsible Fatherhood Project
901 N. 9th Street, Room 101
Milwaukee WI 53233

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Certificate Of Completion

Envelope Id: C9E98809FF734625A8DCBD0D80EBF234

Status: Sent

Subject: Please DocuSign: The Milwaukee County Fatherhood FIRE Project

Source Envelope:

Document Pages: 79

Signatures: 7

Envelope Originator:

Certificate Pages: 6

Initials: 0

Cheryl Berry

AutoNav: Enabled

633 W. Wisconsin Ave.

Enveloped Stamping: Enabled

Suite 901

Time Zone: (UTC-06:00) Central Time (US & Canada)

Milwaukee, WI 53203

cheryl.berry@milwaukeecountywi.gov

IP Address: 204.194.251.3

Record Tracking

Status: Original

Holder: Cheryl Berry

Location: DocuSign

10/29/2020 3:36:01 PM

cheryl.berry@milwaukeecountywi.gov

Signer Events

Signature

Timestamp

Jim Sullivan

James.Sullivan@milwaukeecountywi.gov

Director - Child Support Services

Milwaukee County

Security Level: Email, Account Authentication
(None)

Jim Sullivan

Signature Adoption: Pre-selected Style
Using IP Address: 204.194.251.3

Sent: 11/4/2020 3:20:21 PM

Viewed: 11/5/2020 4:16:23 PM

Signed: 11/5/2020 4:17:11 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

JOSEPH LAMERS

Joseph.Lamers@milwaukeecountywi.gov

Budget Director

Milwaukee County

Security Level: Email, Account Authentication
(None)

JOSEPH LAMERS

Signature Adoption: Pre-selected Style
Using IP Address: 204.194.251.5

Sent: 11/4/2020 3:20:21 PM

Viewed: 11/4/2020 3:24:10 PM

Signed: 11/4/2020 3:24:25 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Lamont Robinson

lamont.robinson@milwaukeecountywi.gov

Director, CBDP

Milwaukee County

Signing Group: Community Business Development
Partners

Security Level: Email, Account Authentication
(None)

Lamont Robinson

Signature Adoption: Pre-selected Style
Using IP Address: 174.192.138.125

Sent: 11/5/2020 4:17:17 PM

Viewed: 11/9/2020 8:01:49 AM

Signed: 11/9/2020 8:11:30 AM

Electronic Record and Signature Disclosure:

Accepted: 11/10/2020 8:51:26 AM

ID: dc265ceb-40fe-4202-9fa2-02fb4d13cb77

David Farwell

David.Farwell@milwaukeecountywi.gov

Assistant Corporation Counsel

Milwaukee County

Signing Group: Corporation Counsel

Security Level: Email, Account Authentication
(None)

David Farwell

Signature Adoption: Pre-selected Style
Using IP Address: 204.194.251.5




Sent: 11/5/2020 4:17:18 PM

Viewed: 11/10/2020 1:30:29 PM

Signed: 11/10/2020 1:30:35 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
<p>Scott Manske comptrollersignature@milwaukeecountywi.gov Comptroller Milwaukee County Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	 <p>Signature Adoption: Uploaded Signature Image Using IP Address: 204.194.251.3</p>	<p>Sent: 11/5/2020 4:17:18 PM Viewed: 11/10/2020 10:42:14 AM Signed: 11/10/2020 11:16:53 AM</p>
<p>Megan Rogers megan.rogers@milwaukeecountywi.gov Interim Director Milwaukee County Signing Group: Risk Management Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 11/15/2018 8:01:37 AM ID: b9a5cb95-855d-440c-886b-36b20bdadc17</p>	 <p>Signature Adoption: Pre-selected Style Using IP Address: 204.194.251.5</p>	<p>Sent: 11/5/2020 4:17:18 PM Viewed: 11/12/2020 6:44:27 AM Signed: 11/12/2020 6:47:18 AM</p>
<p>County Executive David Crowley David.Crowley@milwaukeecountywi.gov Milwaukee County Executive Milwaukee County Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>	 <p>Signature Adoption: Uploaded Signature Image Using IP Address: 204.194.251.3</p>	<p>Sent: 11/12/2020 6:47:24 AM Viewed: 11/12/2020 10:40:13 AM Signed: 11/12/2020 10:40:18 AM</p>
<p>Cheryl Berry cheryl.berry@milwaukeecountywi.gov Executive Assistant - Child Support Milwaukee County Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		<p>Sent: 11/12/2020 10:40:24 AM</p>
<p>Corporation Counsel</p> <p>Signing Group: Corporation Counsel Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Andi Elliott andie@communityadvocates.net Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Accepted: 12/23/2013 4:00:24 PM ID: a726e478-b096-4073-8ff0-44c51c3cca98</p>		
<p>Angela Turner angela.turner@amtcassociates.com Security Level: Email, Account Authentication (None)</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		

Signer Events	Signature	Timestamp
Carl Wesley carl.wesley@centerinc.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 2/2/2016 5:37:36 PM ID: 4b2c9d84-7f98-430a-b3e8-a05c49a30d1d		
Chytania Brown chytania.brown@employmilwaukee.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Clarence Johnson cjohnson@wiscs.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 1/20/2017 11:54:56 AM ID: 0c239198-972b-4212-8da1-a47573d4d3df		
Terri Strodhoff terri@almacenter.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Sandy Stevens
sandra.stevens@milwaukeecountywi.gov
Security Level: Email, Account Authentication (None)
Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/4/2020 3:20:21 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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- ii. send us an e-mail to plee@milwcnty.com and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">• Allow per session cookies• Users accessing the internet behind a Proxy Server must enable HTTP

	1.1 settings via proxy connection
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** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

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