

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT is made and entered into this ____ day of _____, 2022, by and between the City of Merced, a California Charter Municipal Corporation, whose address of record is 678 West 18th Street, Merced, California 95340, (hereinafter referred to as "City") and United Way of Merced County, Inc., a California Non-Profit Corporation, whose address of record is 531 W. Main Street, Merced, California 95340, (hereinafter referred to as "Consultant").

WHEREAS, City is undertaking a project to provide non-profit support to mitigate the impact of COVID-19 through American Rescue Plan Act ("ARPA") funds for Fiscal Year 2022-2023; and,

WHEREAS, Consultant represents that it possesses the professional skills to develop a Merced City Stewardship Council in connection with said project.

NOW, THEREFORE, the parties hereto, in consideration of the mutual covenants hereinafter recited, hereby agree as follows:

1. **SCOPE OF SERVICES.** The Consultant shall furnish the following services: Consultant shall provide the services described in Exhibit "A" attached hereto.

No additional services shall be performed by Consultant unless approved in advance in writing by the City, stating the dollar value of the services, the method of payment, and any adjustment in contract time. All such services are to be coordinated with City and the results of the work shall be monitored by the City Manager or designee. However, the means by which the work is accomplished shall be the sole responsibility of the Consultant.

2. **TIME OF PERFORMANCE.** All of the work outlined in the Scope of Services shall be completed in accordance with the Schedule outlined in Exhibit "A" attached hereto and incorporated herein by reference. By mutual agreement and written addendum to this Agreement, the City and the Consultant may change the requirements in said Schedule.

3. **TERM OF AGREEMENT.** The term of this Agreement shall commence upon the day first above written and end on June 30, 2023.

4. **COMPENSATION.** Payment by the City to the Consultant for actual services rendered under this Agreement shall be made upon presentation of an invoice detailing services performed under the Scope of Services, in accordance with the fee schedule set forth in Exhibit "A" attached hereto and incorporated herein by reference. The Consultant agrees to provide all services required under the Scope of Services in Exhibit "A" within the compensation amount set forth in Exhibit "A". For Consultant's services rendered under this Agreement, City shall pay Consultant the not to exceed sum of Fifty Thousand Dollars (\$50,000.00).

5. **METHOD OF PAYMENT.** Compensation to Consultant shall be paid by the City after submission by Consultant of an invoice delineating the services performed.

6. **RECORDS.** It is understood and agreed that all plans, studies, specifications, data magnetically or otherwise recorded on computer or computer diskettes, records, files, reports, etc., in possession of the Consultant relating to the matters covered by this Agreement shall be the property of the City, and Consultant hereby agrees to deliver the same to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials including but not limited to those set forth hereinabove, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use.

7. **CONSULTANT'S BOOKS AND RECORDS.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement. Any records or documents required to be maintained shall be made available for inspection, audit and/or copying at any time during regular business hours, upon oral or written request of the City.

8. **INDEPENDENT CONTRACTOR.** It is expressly understood that Consultant is an independent contractor and that its employees shall not be employees of or have any contractual relationship with the City. Consultant shall be responsible for the payment of all taxes, workers' compensation insurance and unemployment insurance. Should Consultant desire any insurance protection, the Consultant is to acquire same at its expense.

In the event Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, protect, defend, and hold harmless the City for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

9. INDEMNITY. Consultant shall indemnify, protect, defend (with legal counsel selected by the City), save and hold City, its officers, employees, and agents, harmless from any and all claims or causes of action for death or injury to persons, or damage to property resulting from intentional or negligent acts, errors, or omissions of Consultant or Consultant's officers, employees, volunteers, and agents during performance of this Agreement; Consultant shall indemnify, protect, defend (with counsel selected by the City) save and hold City, its officers, employees and agents harmless from any and claims or causes of action for any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct, negligent acts, or omissions of Consultant or its employees, subcontractors, or agents, or by the quality or character of Consultant's work, or resulting from the negligence of the City, its officers, employees, volunteers and agents, except for loss caused by the sole negligence or willful misconduct of the City or its officers, employees, volunteers or agents. It is understood that the duty of Consultant to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall survive the termination of this Agreement and shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

10. INSURANCE. During the term of this Agreement, Consultant shall maintain in full force and effect at its own cost and expense, the following insurance coverage:

a. Workers' Compensation Insurance. Full workers' compensation insurance shall be provided with a limit of at least One Hundred Thousand Dollars (\$100,000) for any one person and as required by law, including Employer's Liability limits of \$1,000,000.00 per accident. The policy shall be endorsed to waive the insurer's subrogation rights against the City.

b. General Liability.

- (i) Consultant shall obtain and keep in full force and effect general liability coverage at least as broad as ISO commercial general liability coverage occurrence Form CG 0001.
- (ii) Consultant shall maintain limits of no less than One Million Dollars (\$1,000,000) per occurrence for bodily injury, personal injury and property damage.
- (iii) The City, its officers, employees, volunteers and agents are to be named as additional insureds under the policy, as respects liability arising out of work or operations performed by or on behalf of the Consultant.
- (iv) The policy shall stipulate that this insurance will operate as primary insurance for work performed by Consultant and its sub-contractors, and that any other insurance or self insurance maintained by City or other named insureds shall be excess and non-contributory.
- (v) Consultant shall maintain its commercial general liability coverage for three (3) years after completion of the work and shall add an additional insured endorsement form acceptable to the City naming the City of Merced, its officers, employees, agents and volunteers for each year thereafter for at least three (3) years after completion of the work. Copies of the annual renewal and additional insured endorsement form shall be sent to the City within thirty (30) days of the annual renewal.

c. Automobile Insurance.

- (i) Consultant shall obtain and keep in full force and effect an automobile policy of at least One Million Dollars (\$1,000,000) per accident for bodily injury and property damage.

- (ii) The City, its officers, employees, volunteers and agents are to be named as additional insureds under the policy, as respects automobiles owned, leased, hired or borrowed by the Consultant.
- (iii) The policy shall stipulate that this insurance will operate as primary insurance for work performed by Consultant and its sub-contractors, and that any other insurance or self insurance maintained by City or other named insureds shall be excess and non-contributory.

d. Professional Liability Insurance. Consultant shall carry professional liability insurance appropriate to Consultant's profession in the minimum amount of One Million Dollars (\$1,000,000). Architects and engineers' coverage is to be endorsed to include contractual liability.

e. Qualifications of Insurer. The insurance shall be provided by an acceptable insurance provider, as determined by City, which satisfies all of the following minimum requirements:

- (i) An insurance carrier admitted to do business in California and maintaining an agent for service of process within this State; and,
- (ii) An insurance carrier with a current A.M. Best Rating of A:VII or better (except for workers' compensation provided through the California State Compensation Fund).

f. Certificate of Insurance. Consultant shall complete and file with the City prior to engaging in any operation or activity set forth in this Agreement, certificates of insurance evidencing coverage as set forth above and which shall provide that no cancellation or expiration by the insurance company will be made during the term of this Agreement, without thirty (30) days written notice to City prior to the effective date of such cancellation—including cancellation for nonpayment of premium. In addition to any other remedies City may have, City reserves the right to withhold payment if Consultant's insurance policies are not current.

11. PREVAILING WAGES.

A. Labor Code Compliance. If the work performed under this Agreement falls within Labor Code Section 1720(a)(1) definition of a “public works” the Vendor agrees to comply with all of the applicable provisions of the Labor Code including, those provisions requiring the payment of not less than the general prevailing rate of wages. The Consultant further agrees to the penalties and forfeitures provided in said Code in the event a violation of any of the provisions occurs in the execution of this Agreement.

B. These wage rate determinations are made a specific part of this Agreement by reference pursuant to Labor Code Section 1773.2. General Prevailing Wage Rate Determinations may be obtained from the Department of Industrial Relations Internet site at <http://www.dir.ca.gov/>.

C. After award of the Agreement, and prior to commencing work, all applicable General Prevailing Wage Rate Determinations, if applicable, are to be obtained by the Vendor from the Department of Industrial Relations. These wage rate determinations are to be posted by the Consultant at the job site in accordance with Section 1773.2 of the California Labor Code.

D. Consultant agrees to include prevailing wage requirements, if applicable, in all subcontracts when the work to be performed by the subcontractor under this Agreement is a “public works” as defined in Labor Code Section 1720(a)(1) and Labor Code Section 1771.

12. ASSIGNABILITY OF AGREEMENT. It is understood and agreed that this Agreement contemplates personal performance by the Consultant and is based upon a determination of its unique personal competence and experience and upon its specialized personal knowledge. Assignments of any or all rights, duties or obligations of the Consultant under this Agreement will be permitted only with the express written consent of the City.

13. TERMINATION FOR CONVENIENCE OF CITY. The City may terminate this Agreement any time by mailing a notice in writing to Consultant that the Agreement is terminated. Said Agreement shall then be deemed terminated, and no further work shall be performed by Consultant. If the Agreement is so terminated, the Consultant shall be paid for that percentage of the phase of work actually completed, based on a pro rata portion of the compensation for said phase satisfactorily completed at the time the notice of termination is received.

14. CONFORMANCE TO APPLICABLE LAWS. Consultant shall comply with its standard of care regarding all applicable Federal, State, and municipal laws, rules and ordinances. No discrimination shall be made by Consultant in the employment of persons to work under this contract because of race, color, national origin, ancestry, disability, sex or religion of such person.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act (8 U.S.C.A. 1101 *et seq.*), as amended; and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any agency or instrumentality of the federal or state government, including the courts, impose sanctions against the City for such use of unauthorized aliens, Consultant hereby agrees to, and shall, reimburse City for the cost of all such sanctions imposed, together with any and all costs, including attorneys' fees, incurred by the City in connection therewith.

15. WAIVER. In the event that either City or Consultant shall at any time or times waive any breach of this Agreement by the other, such waiver shall not constitute a waiver of any other or succeeding breach of this Agreement, whether of the same or any other covenant, condition or obligation. Waiver shall not be deemed effective until and unless signed by the waiving party.

16. INCONSISTENT OR CONFLICTING TERMS IN AGREEMENT AND EXHIBITS. In the event of any contradiction or inconsistency between any attached document(s) or exhibit(s) incorporated by reference herein and the provisions of the Agreement itself, the terms of the Agreement shall control.

Any exhibit that is attached and incorporated by reference shall be limited to the purposes for which it is attached, as specified in this Agreement. Any contractual terms or conditions contained in such exhibit imposing additional obligations on the City are not binding upon the City unless specifically agreed to in writing, and initialed by the authorized City representative, as to each additional contractual term or condition.

17. AMBIGUITIES. This Agreement has been negotiated at arms' length between persons knowledgeable in the matters dealt with herein. Accordingly, any rule of law, including, but not limited to, Section 1654 of the Civil Code of California, or any other statutes, legal decisions, or common-law principles of similar effect, that would require interpretation of any ambiguities in this

Agreement against the party that drafted this Agreement is of no application and is hereby expressly waived.

18. VENUE. This Agreement and all matters relating to it shall be governed by the laws of the State of California and any action brought relating to this agreement shall be held exclusively in a state court in the County of Merced.

19. AMENDMENT. This Agreement shall not be amended, modified, or otherwise changed unless in writing and signed by both parties hereto.

20. INTEGRATION. This Agreement constitutes the entire understanding and agreement of the parties and supersedes all previous and/or contemporaneous understanding or agreement between the parties with respect to all or any part of the subject matter hereof.

21. AUTHORITY TO EXECUTE. The person or persons executing this Agreement on behalf of the parties hereto warrants and represents that he/she/they has/have the authority to execute this Agreement on behalf of their entity and has/have the authority to bind their party to the performance of its obligations hereunder.

22. COUNTERPARTS. This Agreement may be executed in one or more counterparts with each counterpart being deemed an original. No counterpart shall be deemed to be an original or presumed delivered unless and until the counterparts executed by the other parties hereto are in the physical possession of the party or parties seeking enforcement thereof.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date first above written.

CITY OF MERCED
A California Charter Municipal
Corporation

BY: _____
City Manager

ATTEST:
STEPHANIE R. DIETZ, CITY CLERK

BY: _____
Assistant/Deputy City Clerk

APPROVED AS TO FORM:

BY:  7/6/2022
City Attorney Date

ACCOUNT DATA:

BY: _____
Verified by Finance Officer


{Signatures continued on next page}

CONSULTANT
UNITED WAY OF MERCED
COUNTY, INC., A California Non-
Profit Corporation

BY: 
(Signature)

Manuel Alvarado
(Typed Name)

Its: C.E.O.
(Title)

BY: 
(Signature)

Stergios Rousos
(Typed Name)

Its: CPA Program Director
(Title)

Taxpayer I.D. No. 94-2633265

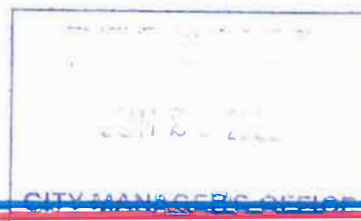
ADDRESS: 531 W. Main Street
Merced, CA 95340

TELEPHONE: (209) 383-4242

FAX: _____

E-MAIL: ceo@unitedwaymerced.org

United Way of Merced County
531 W. Main Street Merced, CA 95340
(209) 383-4242
www.unitedwaymerced.org
(A 501 (c) (3) Organization—Donations are tax deductible)



Officers

President
Tim Robertson
North Valley Labor Federation

Vice President
Daniel Sabzehzar
Tesserakt Ventures

Past President
Enrique Guzman
U.C. Merced

Board of Directors

Joy Alexander
Mid-Valley IT

Jeff Porto, Jr.
California State University, Stanislaus

Ashley Smith-Jenkins
Aureus Consultants Inc.

Jose Gonzales
Planada Unified School District

Colton Dennis
Merced Multi-Cultural Art Center

Sheila Brooks
Merced County Office of Education

Christie Hendricks
Retired from MCOE as Assistant Superintendent

Rosanna Ayers
Biomimicry Institute

Jessica Moran
Merced College

Susan Walsh
Walsh, Cassidy & Walsh

Chief Executive Officer
Manuel J Alvarado

June 24, 2022

Revision to Approved ARPA Non-Profit Award Notice for Merced City Stewardship Council

Applicant 501c3:

United Way of Merced County, 531 W Main Street, Merced, CA, 95340
Manuel Alvarado, CEO, Main (209) 383-4242, Direct (209) 384-1205,
ceo@unitedwaymerced.org

Community Funding 2022-2023 Proposal Name:
Merced City Stewardship Council

Dear City of Merced Team,

Please accept our revised proposed work plan and revised budget for the Merced City Stewardship Council to reflect the final total budget of \$50,000. We are grateful for this opportunity to start this new project in service to (and partnership with) our community.

Please do not hesitate to contact me or Dr. Roussos with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Manuel Alvarado".

Manuel J. Alvarado, CEO

EXHIBIT A

Proposed Project & Scope of Services

Project start-end dates:

July 1, 2022, through June 30, 2023

Goal:

Establish a sustainable, community-based and -led process for training, supporting, and mentoring Merced City residents to effectively communicate their ideas, concerns, and recommendations during Public Comment or other interactions with the City Council and city staff for community improvement initiatives.

Project Deliverables and Measurable Results:

1. Increase the number of people who contribute to decisions, recommendations, and actions to improve and support our city in partnership with the City Council, staff, and other City Council stakeholders.
2. Decrease the number of times people interact less productively with the City Council and efforts to support our city (e.g., rude, disparaging, mean, unclear, misplaced, etc., input and comments).
3. Create a vibrant Community of Practice (the Stewardship Council) where residents support individual and collective work as City Stewards for civic engagement and prosperity for the City of Merced.

Project Activities and Timeline for the Stewardship Council:

1. Recruit and prepare Council Coaches

(July – August, first cohort of 3, then ongoing throughout the project to have at least 5 active Council Coaches at any time)

Council Coaches will be volunteer residents and stakeholders of the City of Merced with expertise to train, coach, mentor, and support "City Stewards" (those wishing to make public comments, etc.). Coaches will represent the various languages, cultures, and other forms of diversity important to our city. Examples include former City Council members, local members/alumni of the American Leadership Forum, Leadership Merced, and similar leadership groups (e.g., service organizations like League of Women Voters, Kiwanis, Rotary, Soroptimist), and others from business, faith, and diverse sectors of our community. In developing this proposal, we reached out to some of these leaders, and they offered dozens of potential coaches with great enthusiasm for having a Stewardship Council. An initial workgroup will create a process with criteria for recruitment, selection, and participation of Council Coaches. As needed Coaches will be supported with potential challenges in participation such as transportation for Council activities, language interpreting and support, and other items to facilitate their participation.

2. Recruit and prepare Council Liaisons

(July – August, first cohort of 3, then ongoing through the project period to have up to 10 active Council Liaisons at any time)

Council Liaisons will be volunteer students from local post-secondary schools and local institutes of higher education who will help implement Stewardship Council activities (e.g., marketing, event and training, monitoring and evaluation, reporting and dissemination of lessons learned). They will be responsible for developing and maintaining a directory and database of lessons from the project, sources of referral and support for ideas generated by residents, and other operations of the Council. Liaisons will represent the various languages, cultures, and other forms of diversity important to our city. Local college and university partners of the Stewardship Council will help incorporate the Council's work into student clubs and organizations and campus curricula and courses. Over time, Liaisons will be instrumental as Coaches and lead the ongoing sustainability of the Council.

3. Create the Stewardship Council Guide

(July – September initial complete draft, with revisions online throughout the project)

A Stewardship Council instruction manual will be created as an online wiki with easy print capabilities and computer, phone, and tablet access. A smaller Council workgroup will be responsible for the management of the Guide. Set up will allow any Council members to contribute and improve the Guide over time with their lessons, recommendation, and content development. The Guide will include user ratings and comments to identify and share successful case studies and examples as interactive sources of training. The Guide will be designed to be lay-friendly, low-literacy, and multi-lingual/cultural (with translations led by the "user community" representing the Stewardship Council).

4. Create the Stewardship Council Website

(July – initial launch, ongoing developments afterward)

A Stewardship Council website will house the Guide, and provide the headquarters for all outreach, engagement, training, events, and member support for the Council. Professional website developers will be used to set up and provide ongoing support for the website, but in a way that Council volunteers can be the primary source of website management and implementation. The website will include a Discussion Forum and online training applications to support peer-to-peer and self-paced learning. The website will have a monitored, updated list of resources to support public speaking and civic engagement, including access to online courses and training.

5. Develop and implement a Stewardship Council training and support

(July – August, initial set of start-up training and monthly support, then ongoing development based on the recommendations and needs of residents, the City Council and other Council stakeholders)

A Community of Practice will occur via Zoom and at the United Way conference area (531 W. Main Street) to provide regular training, feedback, and support for residents as "City Stewards." Meetings will begin on a monthly basis and increase in frequency based on user demand and program capacity. Language interpreting will be available in Spanish and Hmong as needed. The overall aim for the CP is to create a safe, nurturing environment for learning, relationships, and growing a community of shared values and goals. Food and refreshments will be provided to support participation.

"A Community of Practice (CP) is a group of people who share a common concern, a set of problems, or an interest in a topic and who come together to fulfill both individual and group goals. Communities of Practice often focus on sharing best practices and creating new knowledge to advance skills, habits, and other practices. Interaction on an ongoing basis is an important part of this. Many CP rely on face-to-face meetings as well as web-based collaborative environments to communicate, connect and conduct community activities."

(<https://www.communityofpractice.ca/background/what-is-a-community-of-practice/>). For decades, CPs have been a practical, cost-effective, sustainable method for community members to collaborate as peers for shared learning and action.

The Stewardship Council CP will be focused on becoming effective City Stewards as measured by skills and actions to identify, share, and promote ideas that will move the City of Merced forward on its goals and priorities. The core skill will be communicating ideas during City Council meetings and other public opportunities for resident engagement. Council Coaches, Liaisons, and the Council Coordinator will be responsible for implementing the in-person CP meetings. Meeting days and times will be selected to accommodate the most people and prepare for City Council meetings (i.e., scheduled and special meetings of the City Council, City Committees, and other relevant public meetings). For example, CP meetings may occur on Thursday evenings to prepare people to speak at Monday City Council meetings. A core activity during the CP will be live practice and feedback. Residents will be able to sign up (in advance or at the meeting) for 3-minute Public Comments, get live feedback, and practice again with peers at the CP meeting. With permission, activities and case studies during CP meeting will be recorded and shared on the Council website and Discussion Forum for training purposes.

6. Develop and manage ongoing critical reflection and refinement of the Stewardship Council with feedback from City Council, staff, and community stakeholders (July and throughout the project)

The success of the Stewardship Council will depend on ongoing, real, critical reflection on its process and results. A smaller Council workgroup will create and implement an evaluation plan, including options for anonymous feedback through paper and online methods, including Spanish and Hmong versions as appropriate. The City Council will be provided with names and training completion of residents who wish to identify themselves as City Stewards (benefactors of the Council's training and support). This will allow for a very public view and critique of the Council's results. With the support of Dr. Roussos (a 25-year community researcher), the evaluation plan of the Stewardship Council will provide quantitative and qualitative data on the success of implementation and impact on the Project Deliverables and Measurable Results (described earlier). Anonymous results will be shared publicly on the Council website, Discussion Forum, and at City Council meetings. The Stewardship Council leads (Alvarado and Roussos) will be proactive in working with the City Council and staff to ensure the Stewardship Council is a meaningful and effective resource for civic engagement and support for the prosperity of the City of Merced.

Program Budget: July 1, 2022, through June 30, 2023

	Total	Requested	Other Committed Funding
<u>PERSONNEL</u>			
<u>Salaries/Wages</u>			
Project Co-Director (10% FTE) S. Roussos, Community Partnership Alliance	\$12,480.00	\$6,240.00	\$6,240.00
Council Coordinator (50% FTE) To be determined	\$19,760.00	\$19,760.00	\$0.00
Total Salaries/Wages:	\$32,240.00	\$26,000.00	\$6,240.00
<u>Fringe Benefits</u>			
35%	\$11,284.00	\$9,100.00	\$2,184.00
Total Benefits:	\$11,284.00	\$9,100.00	\$2,184.00
Total Personnel Expenses:	\$43,524.00	\$35,100.00	\$8,424.00
<u>PROJECT DIRECT EXPENSES</u>			
Website Development Contract (initial site and 1-year support)	\$1,200.00	\$1,000.00	\$200.00
Interpreting and translation support	\$2,400.00	\$2,400.00	\$0.00
Conference Room Rental	\$2,000.00	\$0.00	\$2,000.00
Project materials and supplies: \$40 per month for printing, \$50 per month for office supplies	\$480.00	\$455.00	\$0.00
Local mileage/travel support: Uber support for in-City travel for participants struggling to attend (\$100 per month)	\$1,200.00	\$0.00	\$1,200.00
Outreach and marketing: social media, flyers, posters at \$500 per month	\$2,000.00	\$500.00	\$1,500.00
Activity and event refreshments: estimated at \$300 per month	\$3,600.00	\$3,600.00	\$0.00
Participant incentives: stipends and program swag estimated at \$20 per person up to 200 people for the project	\$4,000.00	\$2,400.00	\$1,600.00
TOTAL Operating Expenses:	\$16,855.00	\$10,355.00	\$6,500.00
TOTAL Program Expenses:	\$60,379.00	\$45,455.00	\$14,924.00
Other Expenses: indirect costs of 10% of total	\$4,545.00	\$4,545.00	\$0.00
TOTAL BUDGET	\$64,924.00	\$50,000.00	\$14,924.00