



## **Subcontractor Agreement with CRC and Beyond the Sanctuary**

**THIS AGREEMENT**, made and entered as of March 1 \_\_, 2023, by and between Community Resource Collaborative, having its principal offices located at 100 College Avenue, Suite 130, Rochester, NY 14626, hereinafter called the "Lead Agency " on behalf of Neighborhood Collaborative Project (NCP), and Beyond the Sanctuary with offices located at 549 Clarissa Street, Rochester, NY 14608 herinafter called the "Subcontractor/Subrecipient." Lead Agency, Subcontractor/Subrecipient, and NCP are collectively referred to hereinafter as the "Parties."

### **WITNESSETH:**

**NOW, THEREFORE**, in consideration of the mutual agreements hereinafter contained and subject to the terms and conditions hereinafter stated, it is hereby understood and agreed as follows:

#### **ARTICLE 1. TERM OF AGREEMENT**

The services of the Subcontractor/Subrecipients shall commence on March 1, 2023 \_\_, and shall be for a term expiring \_ February 28, 2026 \_\_, with the possibility Of renewal. Extensions may be granted if approved by all Parties.

#### **ARTICLE 2. AGREEMENT AMOUNT**

Community Resource Collaborative shall provide to the Subcontractor/subrecipient on behalf of NCP, and the Subcontractor/Subrecipient agrees to accept as full payment for the services/materials furnished under this Agreement a sum not to exceed \$129, 015. This amount shall be paid quarterly to the subcontractor upon receipt of a standard invoice/voucher, satisfactory to the Lead Agency. In no event shall the Lead Agency's liability exceed the amount set forth herein.

#### **ARTICLE 3. PROGRAMMING TO BE PERFORMED**

The Subcontractor/Subrecipient shall perform the services outlined in the Exhibit A Scope of Services/Program Work Plan. The Subcontractor shall also completely perform/furnish all services/materials in compliance with the Agreement documents hereinafter defined and made a part hereof as the Exhibit A Scope of Services/Program Work Plan.

**Scope of Services include:** POC for Client Wrap-around Support and Job Readiness Service; liaison to Project's Faith-based Partners/Volunteers



#### **ARTICLE 4. REPORTING**

The Subcontractor/Subrecipient shall be responsible for submitting quarterly progress reports to the Lead Agency that describe quarterly performance and activities in support of the Scope of Services/Program Work Plan. All Subcontractors/Subrecipient shall also be required to submit quarterly financial reports and supporting documentation for expenditures to the Lead Agency.

#### **ARTICLE 5. CONTRACT DOCUMENTS**

Scope of Services/Program Work Plan (Exhibit A), Budget (Exhibit B), and Fiscal Agreement (Exhibit C), annexed to this Contract, together with this Agreement, shall form the entire Agreement between the Parties hereto which documents are hereby incorporated herein by reference the same as if they were fully set forth herein.

#### **ARTICLE 6. GENERAL LEGAL RESPONSIBILITY**

The Subcontractor/Subrecipient shall comply with all existing and future federal, state, and municipal laws, ordinances and regulations, including specified discrimination and labor clauses, applicable to the Lead Agency.

#### **ARTICLE 7. SUBLETTING AND ASSIGNING AGREEMENT**

The Subcontractor/Subrecipient shall not assign or transfer the Agreement or any interest herein without receiving written approval from all "parties."

#### **ARTICLE 8. CHANGES IN AGREEMENT**

Changes to the terms and conditions of this Agreement shall be permitted only upon written mutual agreement of the Lead Agency and the Subcontractor/Subrecipient. All changes to this Agreement must be reviewed and approved by the Lead Agency. If the Subcontractor/Subrecipient cannot perform the tasks and deliverables as outlined in the Scope of Services/Program Work Plan and Budget, they must notify the Lead Agency within ten business days. The Lead Agency is then responsible for notifying the Neighborhood Collaborative Project.

#### **ARTICLE 9. TERMINATION**

It is mutually agreed by the Lead Agency and the Subcontractor/Subrecipient that this Agreement may be canceled by either Party by providing written notice to the other Party no later than thirty (30) business days before the cancellation. All cancellations must be submitted and reviewed by the Neighborhood Collaborative Project.



IN WITNESS WHEREOF, this Agreement has been approved and duly executed by the Parties on the aforesaid day.

**LEAD AGENCY – Community Resource Collaborative**

By Community Resource Collaborative

Name

Position/Title

Executive Director

Date

3.1.2023 \_\_\_\_\_

**SUBCONTRACTOR/SUBRECIPIENT- Beyond the Sanctuary**

By BTS

Name

Carmen Allen

Position/title

President & Exec. Dir.

Date

3/1/23