

COMMUNITY FUNDING AGREEMENT WITH PEACEFUL PATHS, INC., NO. 14363

THIS COMMUNITY FUNDING AGREEMENT is made by and between Alachua County, a charter county and political subdivision of the State of Florida, by and through its Board of County Commissioners (the "County") and Peaceful Paths, Inc., a Florida not-for-profit corporation organized under the laws of the State of Florida ("Agency"), collectively the "Parties".

WITNESSETH:

WHEREAS, the Agency is a certified domestic violence center that serves individuals in Alachua County and offers various community programs and services; and

WHEREAS, the Agency desire to continue to provide these programs and services and requested financial assistance from the County; and

WHEREAS, on February 27, 2024, the Alachua County Board of County Commissioners (BOCC) authorized funding grant in an amount not to exceed \$250,000.00 annually to the Agency to assist them in continuing their programs and services in Alachua County, Florida; and

WHEREAS, the funds to be provided to Agency for the programs and services serve a public purpose and benefit the health, safety or welfare of Alachua County and its community.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. Term:

- A. This Agreement shall commence October 1, 2024 and will end on September 30, 2027, unless earlier terminated as provided for herein.
- B. The County's performance and obligation to pay under this Agreement is contingent upon a specific annual appropriation by the Alachua County Board of County Commissioners ("Board"). The Parties understand that this Agreement is not a commitment of future appropriations. The continuation of this Agreement beyond the end of any fiscal year shall be subject to both the appropriation and the availability of funds in accordance with Chapter 129, Florida Statutes, and that the failure of the Board to do so shall not constitute a breach or default of this Agreement.

2. Funding:

- A. The County agrees to provide the funding in an amount not to exceed \$250,000 per County fiscal year (October 1 – September 30) ("Funds") to the Agency, payable on a reimbursement basis, as detailed below. The Funds shall be used by the Agency for the Agency's programs, projects, and/or services more particularly described and outlined in **Exhibit 1**, attached hereto and incorporated herein by reference ("Program"), and for no other purposes.
- B. The Agency agrees to utilize the provided Funds for the Program described in **Exhibit 1** for the expenses generally listed in the Budget in **Exhibit 2**, attached hereto and incorporated herein. Upon request by Agency, the County Manager or designee may authorize changes to the budgeted line items, but may not increase the annual or total Funds amount or decrease the amount of the funding.
- C. The Agency understands and agrees to be bound by the guidelines and funding

restrictions contained in this Agreement, including but not limited to:

- a. Funds shall only be used for salaries and services that directly benefit shelter residents of the Agency as detailed in **Exhibit 2** Budget.
- b. Funds shall not to be used to enrich the Agency. Funds cannot be used for “the costs of doing business” expenses, as determined by the County, and cannot be used to supplement existing and ongoing administrative expense of the Agency not solely attributed to the Services (general administrative salaries, fringes, financial audit, liability insurances, utilities, indirect charges).
- c. Failure to comply with the above provisions will be considered a default of this Agreement.

3. **Method of Payment:** For all eligible expenses actually, timely and faithfully incurred by Applicant, the County will reimburse Applicant on a reimbursement basis as follows:

- A. As a condition precedent for any payment by the County, the Agency shall submit a monthly Expense Reimbursement Invoice (on the form as generally shown in Exhibit 3 attached hereto) to the County requesting payment for the expenses for the Program, as anticipated in the attached Budget, unless otherwise agreed in writing by the County. The Invoice shall be accompanied by such documentation, or data, in support of expenses for which payment is sought as the County may require. The County reserves the right to change the Invoice delivery method without prior written notice to the Agency.
- B. Submission of Agency’s Invoice for payment constitutes Agency’s representation to the County that all obligations of the Agency to others, including its consultants and subcontractors, incurred in connection with the Services, will be paid in full, that the Services or expenses have not been reimbursed by another entity or agency, and that the Services provided by the Agency served a public purpose. The Agency shall submit invoices to the County at the following address:

Program Manager
Alachua County Department of Community Support Services
218 SE 24th Street
Gainesville, Florida 32641
Email: cappchoices@alachuacounty.us

In the event that the County becomes informed that any representations within an Invoice or those relating to payment of Funds to the Agency are wholly or partially inaccurate, the County may withhold payment of sums then or in the future otherwise due to the Agency until the inaccuracy, and the cause thereof, is corrected by the Agency to the County Manager's or his/her designee’s reasonable satisfaction. The County may also withhold payment due to the Agency until the Agency provides the documentation and data, in support of expenses, as required by the County.

- C. The Agency shall submit its final Invoice for funds no later than October 15, 2027.
- D. Payment and notices to the Agency, pursuant to this Agreement, will be provided to the Agency at the following address:

Peaceful Paths, Inc.
2100 NW 53RD AVENUE, SUITE A
GAINESVILLE, FL 32653

All notices under this Agreement will be deemed delivered five (5) business days after mailing. Either Party may change its mailing address by giving the other Party, written notice of election to change the address.

4. Audit, Records, and Reporting:

A. The Agency will:

- 1) Maintain financial records and reports relating to utilization of the Funds.
- 2) Maintain books, records, documents, invoices, and other evidence and accounting procedures and practices such as will permit the Agency to sufficiently and properly reflect all direct costs of any nature associated with the Services.
- 3) Permit all such records described in 1) and 2) above to be subject to inspection, review, and audit by the County.

B. During the term of this Agreement, the Agency will submit with each request for reimbursement the reports specified in **Exhibit 4**. When applicable, the County's Community Support Services may identify any deficiencies in the Required Reports to the Agency in writing. The Agency will be given 7 calendar days from the date of receipt of such notice to correct the stated deficiency. If the Agency fails to correct a deficiency that the Agency has been notice of, this may result in the County withholding payments or the Agency being deemed in default of this Agreement.

5. Default and Termination:

- A. The failure of the Agency to comply with any provision of this Agreement will place the Agency in default. Prior to terminating the Agreement, the County will notify the Agency in writing of the default. This notification will make reference to the provision of this Agreement which gave rise to the default. The County will give the Agency seven (7) calendar days from the date of the notice to cure the default. The County's Program Manager is authorized to provide written notice of default on behalf of the County, and if the default situation is not corrected within the allotted time, the County Manager is authorized to provide final termination notice on behalf of the County to the Agency.
- B. The County may terminate this Agreement with or without cause by providing written notice to the Agency (hereinafter, "Termination for Convenience"). The Alachua County Manager is authorized to provide the Termination for Convenience on behalf of the County. In the event of such Termination for Convenience and upon Expense Reimbursement Invoice to the County, the County agrees to reimburse the Agency for the for eligible expenses provided by the Agency prior to the date of the Termination for Convenience. The Agency shall not be entitled to any other or further recovery against County, including, but not limited to, damages, consequential or special damages, or any anticipated expenses of the Agency not yet completed or performed.
- C. This Agreement will be automatically terminated should (i) the Agency no longer qualify as not for profit corporation incorporated in good standing, or (ii) Agency no longer tax-

exempt status by way of Internal Revenue Code s. 501(a)/501(c)(3), or (ii) ineligibility under the provisions of Section 255.60, Florida Statutes. If the Agency loses its certifications or licenses to run its Program or provide as a domestic violence Center, the Agency shall notify the County in writing.

6. **Modifications:** This Agreement may be modified or amended by a written amendment to this Agreement, duly executed by both Parties.

7. **Assignment:** Neither Party will assign or transfer any obligation or interest in this Agreement without prior written consent of the other Party.

8. **Independent Contractor:** In the performance of this Agreement, the Agency will be acting in the capacity of an independent contractor and not as an agent, employee, partner, joint venture, or associate of the County. The Agency is solely responsible for the means, method, techniques, sequence, and procedure utilized by the Agency in the full performance of this Agreement and its Program, projects and services. Neither the Agency nor any of its employees, officers, agents or any other individual directed to act on behalf of the Agency for any act related to this Agreement shall represent, act, or purport to act or be deemed to be the agent, representative, employee or servant of the County. Policies and decisions of the Agency, which may be represented by the Agency in performance of this Agreement, shall not be construed to be the policies or decision of the County.

9. **Indemnification:** The Agency shall indemnify and hold harmless the County and its officers and employees from any and all liabilities, claims, damages, penalties, actions, proceedings, losses, and costs, including, but not limited to, reasonable attorneys' fees, whether resulting from any claimed breach of this Agreement or caused by the negligence, recklessness, or intentional wrongful misconduct of the Agency, its employee or officers, its volunteers, or anyone employed or utilized by the Agency in the performance of this Agreement or the Program. The Agency's obligation to indemnify will survive the expiration or earlier termination of this Agreement until it is determined by final judgment that an action against the County or an indemnified party for the matter indemnified hereunder is fully and finally barred by the applicable statute of limitations. Nothing contained herein shall constitute a waiver by the County of sovereign immunity or the provisions or limits of liability of §768.28, Florida Statutes.

10. **Laws & Regulations:** The Agency will comply with all federal, state, and local laws, ordinances, regulations, and rules. Whether or not Agency is not familiar with laws, ordinances, regulations, and rules, the Agency remains liable for any violation and all subsequent damages, penalties, or fines.

11. **Non-Waiver:** The failure of either Party to exercise any right shall not be considered a waiver of such right in the event of any further default or non-compliance.

12. **Severability:** If any provisions of this Agreement shall be declared illegal, void or unenforceable, the other provisions shall not be affected but shall remain in full force and effect.

13. **Entire Agreement:** This Agreement contains all the terms and conditions agreed upon by the Parties.

14. **Collusion:** By signing this Agreement, the Agency declares that this Agreement is made without any previous understanding, agreement, or connections with any persons, contractors or corporations and that this Agreement is fair, and made in good faith without any outside control, collusion, or fraud.

15. Conflict of Interest: The Agency warrants that neither it nor any of its employees have any financial or personal interest that conflicts with the execution of this Agreement. The Agency shall notify the County of any conflict of interest due to any other clients, contracts, or property interests.

16. Third Party Beneficiaries: This Agreement does not create any relationship with, or any rights in favor of, any third party.

17. Governing Law and Venue: This Agreement is governed in accordance with the laws of the State of Florida. Venue for any legal action is in Alachua County, FL.

18. Construction: This Agreement shall not be construed more strictly against one Party than against the other merely by virtue of the fact that it may have been prepared by one of the Parties. It is recognized that both Parties have contributed to the preparation of this Agreement.

19. Public Records: In accordance with §119.0701, Florida Statutes, Agency, *when acting on behalf of the County*, shall, as required by Florida law:

1. Keep and maintain public records required by the County to perform the Services.
2. Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Florida law or as otherwise provided by law.
3. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of the Agreement if Agency does not transfer the records to the County.
4. Upon completion of the Agreement, transfer, at no cost, to the County all public records in possession of Agency or keep and maintain public records required by the County to perform the Services. If Agency transfers all public records to the County upon completion of the Agreement, Agency shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Agency keeps and maintains public records upon completion of the Agreement, Agency shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the County's information technology systems.

If Agency fails to comply with this section, Agency will be deemed in default under this Agreement. The County may enforce as set forth in §119.0701, Florida Statutes. Agency who fails to provide the public records in response to a request within a reasonable time may be subject to penalties imposed under §119.10, Florida Statute, and costs of enforcement, including fees, under §119.0701 and §119.12, Florida Statutes.

IF THE AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE COUNTY REPRESENTATIVE AT E-MAIL:

**publicrecordsrequest@alachuacounty.us; PHONE: (352) 264-6906;
ADDRESS: 12 SE 1ST STREET, GAINESVILLE, FL 32601.**

During the term of this Agreement, Applicant may claim that some of Applicant's information, including, but not limited to, software documentation, manuals, written methodologies and processes, pricing, discounts, or other considerations (hereafter collectively referred to as "Confidential Information"), is, or has been treated as confidential and proprietary by Applicant in accordance with §812.081, Florida Statutes, or other law, and is exempt from disclosure under the Florida's public record laws. Applicant shall clearly identify and mark Confidential Information as "Confidential Information" or "CI" and the County shall use reasonable efforts to maintain the confidentiality of the Confidential Information that is clearly identified by Applicant. County will promptly notify Applicant in writing if the County receives a request for disclosure of Applicant's Confidential Information. Applicant may assert any exemption from disclosure available under applicable law or seek a protective order against disclosure from a court of competent jurisdiction. Applicant shall protect, defend, indemnify, and hold harmless Alachua County and its commissioners, officers and employees from and against any claims, actions and judgments arising out of a request for disclosure of Confidential Information or relating to violation or infringement of trademark, copyright patent, trade secret or intellectual property right; however, the foregoing obligation shall not apply to County's misuse or modification of Applicant's Confidential Information in a manner not contemplated by this Agreement. Applicant shall investigate, handle, respond to, and defend, at Applicant's sole cost and expense, any such claim, even if any such claim is groundless, false, or fraudulent. Applicant shall pay for all costs and expenses related to such claim, including, but not limited to, payment of attorneys' fees, costs and expenses. If Applicant is not reasonably able to modify or otherwise secure for the County the right to continue using the good or product, Applicant shall remove the product and refund the County the amounts paid in excess of a reasonable rental for past use. Upon completion of this Agreement, the provisions of this paragraph shall continue to survive. Applicant releases the County from claims or damages related to disclosure by the County.

20. Communications: The Agency shall maintain a working e-mail address and shall respond to e-mail communications from the County's Program Manager or other County representative within 24 (twenty-four) business hours from the time the e-mail was received electronically. (See Exhibit B). The Agency agrees to notify the County's Program Manager of any changes in e-mail, staff, executive director, Board of Directors, postal mailing address, etc. within 24 (twenty-four) hours of the change. The Agency agrees to add the e-mail and postal mailing addresses of the County's Program Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like.

21. Non-Allowable Expenses: The Funds provided under this Agreement will be utilized by the Agency in accordance with the terms of this Agreement. In accordance with applicable law, the Funding provided under this Agreement may not be used in aid of program or services whose purpose is to promote the religion of the provider, be significantly sectarian in nature, involve religious indoctrination, require participation in religious ritual, or encourage the preference of one religion over another.

22. Award Acknowledgement of Support: The Agency agrees to acknowledge the Alachua County Board of County Commission's support in all materials and announcements regarding this award, according to directives issued by the County. The phrase, "Supported by the Alachua

County Board of County Commission”, is to be added to all published material, announcements and websites related to this Funding. Any use by Agency of any County Logo or other identifying design must be approved in advance by the County’s Communications Office.

23. Counterparts: This Agreement may be executed in any number of and by the different Parties hereto on separate counterparts, each of which when so executed shall be deemed to be an original, and such counterparts shall together constitute but one and the same instrument. Receipt via fax or email with pdf attachment by a party or its designated legal counsel of an executed counterpart of this Agreement shall constitute valid and sufficient delivery in order to complete execution and delivery of this Agreement and bind the Parties to the terms hereof.

24. Exhibits: All exhibits to this Agreement are incorporated into and made part of this Agreement by reference. This Agreement includes the following attachments:

Exhibit 1: Scope of (Program) Services and Performance Measures

Exhibit 2: Proposed Budget

Exhibit 3: Expense Reimbursement Invoice

Exhibit 4: Required Reports

25. Electronic Signatures: The Parties agree that an electronic version of this Agreement shall have the same legal effect and enforceability as a paper version. The Parties further agree that this Agreement, regardless of whether in electronic or paper form, may be executed by use of electronic signatures. Electronic signatures shall have the same legal effect and enforceability as manually written signatures. Delivery of this Agreement or any other document contemplated hereby bearing an manually written or electronic signature, by electronic mail in “portable document format” (“.pdf”) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

26. Verification of Personnel: The Agency will comply with all Florida law related to level 2 criminal background checks for Agency staff and volunteers that have unsupervised contact with children and other vulnerable individuals served in the Services or Project. All screenings are to be substantially consistent with the standards set forth in Section 435.04, Florida Statutes and must be available from the Agency to the County upon the County’s request. In accordance with F.S. sec. 448.095, as applicable, the Agency shall register with and use the U.S. Department of Homeland Security’s E-Verify system to verify the work authorization status of all new employees of the Agency during the term of the Agreement. Agency shall require any subcontractors performing work or providing Services under this Agreement to register and use the U.S. Department of Homeland Security’s E-Verify system to verify the work authorization status of all new employees of the subcontractor during the term of this Agreement, and otherwise comply with Florida law. The E-Verify system is located at <https://www.uscis.gov/E-Verify>. Failure to comply with this section is grounds for termination and the Agency (a) may not be awarded a contract with the County for at least 1 year after the date on which the contract was terminated and (b) is liable for any additional costs incurred by the County as a result of termination of this Agreement.

27. Drug Free Workplace: In accordance with F.S. section 287.087, the Agency will comply with drug free workplace requirements and efforts during the term of this Agreement.

28. Force Majeure: The Parties will exercise every reasonable effort to meet their respective duties under this Agreement but will not be liable for delays resulting from force majeure or other causes beyond their reasonable control, including, but not limited to, compliance with any

government laws or regulations, acts of nature, hurricanes, fires, strikes, national disasters, wars, and riots. Any such cause will reasonably extend the performance of the delayed duty to the extent of the delay so incurred and so agreed by the Parties.

29. E-Verify: Pursuant to Florida law, the County as a public agency must require in any contract that the contractor, and any subcontractor thereof, register with and use the E-Verify system to verify the work authorization status of all new employees of the contractor or subcontractor. Pursuant to F.S. 448.095, as applicable, Agency will register and use the U.S. Department of Homeland Security E-verify system to verify work authorization status of new employees of the Agency during the term of this Agreement and otherwise comply with Florida law. Agency shall require any subcontractors, as applicable, to verify the work authorization status of all new employees of the subcontractor during this Agreement. The E-verify system is located at <http://www.uscis.gov/E-verify>.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed for the uses and purposes therein expressed on the day and year below written.

ALACHUA COUNTY, FLORIDA

By: _____
Mary Alford, Chair, Board of County Commissioners

Date: _____

ATTEST

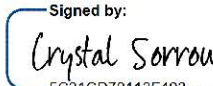
Approved as to form and legality:

J.K. "Jess" Irby Esq., Clerk
(SEAL)

County Attorney

AGENCY

Peaceful Paths, Inc.

By:  _____
Signed by: 5C31CD70113E493

Print: Crystal Sorrow _____

Title: Interim CEO _____

Date: 8/7/2024 _____

IF THE AGENCY IS INCORPORATED OR IS OTHERWISE NOT A NATURAL PERSON, PLEASE PROVIDE A CERTIFICATE OF INCUMBENCY AND AUTHORITY, OR A CORPORATE RESOLUTION, LISTING THOSE AUTHORIZED TO EXECUTE AGREEMENTS. IF A NATURAL PERSON, THEN YOUR SIGNATURE SHOULD BE NOTARIZED.

EXHIBIT 1: Scope of (Program) Services and Performance Measures

Peaceful Paths provides comprehensive emergency housing and outreach services to survivors of domestic violence and their children. Our Gainesville residential campus provides 46 emergency shelter. Peaceful Paths serves high-risk, vulnerable, and economically disadvantaged families with free and confidential services, including housing, financial stability programs, child and youth services, and case management. Federally mandated outcomes include completing comprehensive safety planning and demonstrating increased knowledge of community resources and supports and are incorporated into the outcomes listed below.

Monthly reporting will include HMIS report back up for shelter stays and essential services.

How Much	Target
Number of unduplicated residents served during the year	350
Number of shelter bed nights provided for the year	8000
Number of individual trauma counseling sessions provided.	1235
How Well	Target
Percentage of adult resident participating in case management services	85%
Percentage of residents completing safety planning	100%
Percentage of residents participating in Economic Empowerment interventions	75%
Better Off	Target
Percentage of residents demonstrating increased knowledge of community resources and supports	95%
Outcome Reported: Percentage of residents reporting they are safer	95%

Reporting period includes service provision and data collection between October 1 through September 30 Annually

EXHIBIT 2: Proposed Budget

Peaceful Paths - Agency Budget Detail									
Wages and Salary									
Position	Annual Salary	Annual Health	County %	County Salary	FICA - 7.65%	WC - 1.43%	Health Ins	TOTAL County	
Chief Executive Officer	108,750.00	12,520.38	10%	10,875.00	831.94	155.51	1,252.04	13,114.49	
Economic Empowerment Advocate	38,000.00	5,071.00	100%	38,000.00	2,907.00	543.40	5,071.00	46,521.40	
Youth Services Advocate - FT	31,200.00	-	100%	31,200.00	2,386.80	446.16	-	34,032.96	
Youth Services Advocate - PT	7,800.00	-	100%	7,800.00	596.70	111.54	-	8,508.24	
Residential Advocate	15,333.00	-	100%	15,333.00	1,172.97	219.26	-	16,725.24	\$ 118,902.32 Wages/Salaries
Trauma Informed Therapy Sessions									
Adult and child therapy sessions are billed at \$75/hour, and clients begin with 12 sessions per referral. 1235 sessions will fund complete therapy referrals for more than 100 clients.						Sessions	Cost/Session		
						1,235	\$ 75.00	\$ 92,625.00 Therapy Sessions	
Residential Sanitation									
Residential sanitation costs average \$1,000 monthly for waste removal. (Outreach waste removal is billed separately and is not included in this \$1000)						Annual	County %		
						\$ 12,000.00	87%	\$ 10,386.45 Sanitation	
Residential Security Expenses									
Agency monthly alarm monitoring expenses are currently \$390.96. Using our square footage cost allocation plan, residential areas comprise 69% of total agency square footage. 69% of monthly expenses are \$269.76 for an annual total of \$3,237.12 allocable to residential programs.						Residential	Months		
						\$ 269.76	12	\$ 3,237.12 Security	
Residential Utilities									
Utilities for the residential campus average \$2,630 per month for an annual total of \$31,560. These costs only represent the shelter and do not include supportive housing or outreach spaces. The agency requests approximately \$2,071 per month to support shelter operations.						Annual	County %		
						\$ 31,560.00	79%	\$ 24,849.11 Utilities	

Peaceful Paths - Agency Budget Overview			
FY24-25 Agency Budget	County Funds Budget	% of Request	
Payroll	\$ 2,216,120	\$ 118,902	5%
Professional Fees	\$ 196,000	\$ 92,625	47%
Travel & Training	\$ 9,375		0%
Maintenance	\$ 51,920	\$ 10,386	20%
Client Expenses	\$ 260,379		0%
Office Expenses	\$ 189,900	\$ 28,086	15%
Rent/Use of Space	\$ 10,774		0%
Insurance	\$ 54,443		0%
Interest	\$ 18,250		0%
Fundraising Expense	\$ 260,379		0%
Misc. Expense	\$ 2,000		0%
TOTALS	\$ 3,269,540	\$ 250,000	8%

Peaceful Paths - Budget Narrative
The Chief Executive Officer provides direct service in a variety of ways and approximately 15% of their time is dedicated to these client centered activities. Direct service components of the position include addressing resident grievances and client requests for meetings, participating in weekly case management to review client needs and problem solve for unique client circumstances, and advocating for clients through DCF, Judicial, and Law Enforcement Systems.
All budget line expenses are related specifically to the Residential Shelter and serve to provide services that directly benefit our residential clients.
Shelter locations are billed by address and expenses that are agency wide are allocated using a square footage cost allocation plan to assign expenses to various programs and locations.
No Outreach or Administrative expenses are included in the budget presented.

EXHIBIT 3: Expense Reimbursement Invoice

Today's date:	
Invoice time period:	From ___ / ___ / ___ to ___ / ___ / ___
Agency name:	
Amount of Reimbursement Request:	\$
Name & title of invoice preparer:	
E-mail & phone # of invoice preparer:	

REIMBURSEMENT REQUEST WORKSHEET

Description of Expense	Amount of Reimbursement Requested
	Total Amount Requested :

Address where payment should be sent:

(complete this section even if you have an existing EFT account)

Alternate payment option:

Do you want payment issued via Electronic Funds Transfer (EFT)? Yes No

If “yes”, do you have a completed EFT form on file with Alachua County? Yes No
(If “no”, please contact the Program Manager to request this form.)

If your agency has a completed EFT form on file, has any of your agency’s banking information changed since filing this form? Yes No

(If “yes”, please contact the Program Manager to request a new form.)

Per my agency’s agreement with Alachua County, I hereby declare that the goods/services for which this invoice has been prepared have been properly and timely performed and at the level of service reflected herein, are allowable based on the agency’s BoCC-approved budget, that such expenses have been reasonably incurred in accordance with the funding agreement, that the services or expenses have not been reimbursed by another agency, that all obligations of the agency covered by prior invoices have been paid in full, and that the amount requested is currently due and owing, there being no reason known to me that payment of any portion thereof should be withheld.

Signature and title of authorized agency representative

Date

EXHIBIT 4: Required Reports

Provider will report monthly:

- Total number of unduplicated persons entering shelter
- Percent of individuals participating in/completing case management
- Total nights of shelter
- Average length of stay of shelter residents
- Number of therapy sessions provided to unique individuals
- Number of individuals participating in/completing safety planning
- Number of individuals participating in/completing economic empowerment intervention

Please submit these reports **via e-mail or hard copy** to Alachua County to the attention of the following:

Program Manager
Alachua County Department of Community Support Services
218 SE 24th Street
Gainesville, FL 32641
cappchoices@alachuacounty.us