

**GUN VIOLENCE PREVENTION GRANT (GVPG) FUNDING AGREEMENT
BETWEEN ALACHUA COUNTY AND
AGENCY NO. XXXXX**

THIS FUNDING AGREEMENT (“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 Agency, corporation organized under the laws of the State of Florida (“Agency”), collectively the “Parties”.

WITNESSETH:

WHEREAS, on August 1, 2023, the Alachua County Board of County Commissioners (BOCC) declared gun violence to be a public health crisis; and,

WHEREAS, the County issued a Request for Application for Gun Violence Prevention Grant Initiative (RFA Number) seeking applications from qualified non-governmental entities located in Alachua County, Florida who will provide services, including but not limited to those known or promising approaches to prevent the occurrence of gun violence by addressing risk factors associated with it as well as establishing protective factors to reduce it; and,

WHEREAS, after reviewing the Agency’s application, the County found Agency is qualified and the Agency’s proposed use of the funding, as described herein, meets the priority and criteria of the County’s GVPG and as a result, the Board approved funding to the Agency as set out herein.

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

1. Recitals: The Parties agree that the recitals set forth above are true, correct and are incorporated into this Agreement.

2. Term:

A. The term of this Agreement shall commence upon execution of this Agreement by both Parties and continue through **DATE**, unless earlier terminated, as provided herein.

B. The County's performance and obligation to pay under this Agreement is contingent upon a specific annual appropriation by the 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.

3. Grant Award:

A. In accordance with the terms and conditions of this Agreement, the County hereby approves the Agency’s application and agrees to provide funding, in the amount set forth below, to the Agency to be utilized by the Agency for the program, improvements, services, projects and/or purchases described and outlined in the Scope attached hereto as **Exhibit 1** and incorporated herein by reference (“Project”) and **Exhibit 2**, attached hereto and incorporated herein by reference (“Budget”). The Agency is solely responsible for the Project and the means, method, technique, sequence, and procedure utilized by the Agency for the Project. The County is not responsible for

the Project. Failure of the Agency to provide, complete, operate, or fully perform Project will be considered a default of this Agreement and/or ground for denial of funding requests, in whole or in part.

B. The Agency agrees to utilize the provided funding listed in paragraph 3 below for the purposes described in **Exhibit 1** and **Exhibit 2**, attached hereto, and for no other purposes unless otherwise agreed to in writing by the County and the Agency.

C. The Agency understands and agrees to be bound by the guidelines and funding restrictions contained in RFA **Number**, incorporated herein by reference, including but not limited to:

- a. Funding shall only be used Primary Prevention, Secondary Prevention or Intervention, and/or Tertiary Prevention or Intervention projects.
- b. Funding shall not to be used to supplant the Agency's general administrative salaries and fringes, financial audit, liability insurances, utilities, indirect charges, or existing and ongoing administrative expenses not solely attributed to the Agency's Project described in Exhibit 1 attached.
- c. Failure to comply will be considered a default of this Agreement and may result in denial of funding request, in whole or in part.

4. Grant Award and Funding:

A. For the purposes of providing funding support for the proposed Project, as detailed in Section 2 of this Agreement, the County agrees to pay the Agency an amount not to exceed **AMOUNT** for the term of the Agreement in accordance with the details as specified below ("funding").

B. The funding shall be available to Agency on a reimbursement basis only and only for eligible expenses for the Project expended during the grant cycle (**TERM**). As a condition precedent for any payment by the County, the Agency shall submit monthly, unless otherwise agreed in writing by the County, a GVPG Expense Reimbursement Invoice (as generally shown in **Exhibit 3** attached) to the County requesting payment. No payment shall exceed one-half (1/2) of the total funding amount awarded. The Agency's invoice(s) 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 GVPG Expense Reimbursement Invoice form and the Invoice delivery method without prior written notice to the Agency. Any expense that is not authorized under the GVPG and RFA **Number**, including its Guidelines and Funding Restrictions, will not be eligible and will not be reimbursed by the County.

C. Submission of Agency's invoice(s) for funding constitutes Agency's representation to the County that all obligations of the Agency to others, including its consultants, incurred in connection with the Project will be paid in full, that the services or expenses have not been reimbursed by another agency, and that the Project 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 relating to payment are wholly or partially inaccurate, the County may withhold payment then or in the future otherwise due to the Agency until the inaccuracy, and the cause thereof, is corrected to the County'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.

- D. The Agency shall submit its final invoice for each GVPG funding grant no later than **DATE**. Notice and payments to the Agency will be provided to the Agency at the following address, unless otherwise agreed to by the Parties:

Agency Info

5. Audit, Records, and Reporting:

A. The Agency agrees to:

- 1) Maintain financial records and reports relating to utilization of the funding.
- 2) Maintain books, records, document, 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 Project.

B. Permit all such records described in 1) and 2) above to be subject to inspection, review, and audit by the County or by an auditor of the County's choosing. Such review shall be during the regular working hours, following reasonable written notice. Agency agrees to provide such assistance as may be necessary to facilitate the review or audit by the County to ensure compliance with applicable accounting and financial standards. The Agency must timely submit reports to the County as required by the County at the address listed in paragraph 3(c) above. Reports shall be submitted on the forms and in the formats made available to the Agency from the County (examples of which are attached hereto in **Exhibit 4**). The County reserves the right to change the forms or formats of the reports without prior written notice to the Agency. When applicable, the County will identify any deficiencies to the Agency in writing. The Agency failure to correct the deficiencies may result in the County withholding payments or the Agency being deemed in default of this Agreement.

6. 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 GVPG 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 Director of Alachua County Community Support Services is authorized to provide final termination notice on behalf of the County to the Agency.

B. The County may terminate this Agreement without cause by providing written notice to the Agency (hereinafter, "Termination for Convenience"). The County Manager is authorized to provide the Termination for Convenience on behalf of the County. The effective date of termination will be stated in the notice. In the event of such Termination for Convenience, the County agrees to reimburse the Agency for the eligible expenses of the Program provided 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 Program not yet completed or performed.

C. This Agreement will be terminated should (i) the Agency no longer qualify as an emerging small business, as defined in RFA **Number**, or (ii) Agency becomes inactive or dissolves, or (iii) Agency moves its primary business address outside of the geographical limits of Alachua County, Florida.

D. If funds to finance this Agreement become unavailable, the County may terminate the Agreement with no less than twenty-four hours' notice in writing to the Agency. The County will be the final authority as to the availability of funds. The County will pay the Agency for all eligible expenses incurred prior to any notice of termination. The County Manager is authorized to provide notice of termination to Applicant under this paragraph.

7. Modifications: This Agreement may be modified and amended by mutual Agreement of the Parties Any modification of the terms of this Agreement shall only become effective upon a written amendment to this Agreement, duly executed by both Parties. That being said, the Parties agree that upon the written request of authorized agent of the Agency to the County, the County Manager or GVPG Program Manager may accept and approve modifications to budget line items subject to the provisions of paragraph 5 above-- so long as the modifications (1) do not substantially change the Agency's Project proposed by the Agency and (2) that such revisions are agreed to in writing by Agency's authorized representative and either the County Manager or GVPG Program Manager, which may be done electronically, and (3) that requested revisions do not increase the grant funding listed in paragraph 4(A) above.

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

9. 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 the Agency's Program. 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. The Agency will obtain and pay for all necessary permits, permit application fees, licenses, or any fees required for the Project and to perform its obligations under this Agreement.

10. Indemnification: The Agency shall indemnify and hold harmless the County and its Board of County Commissioners, officers, and employees from and against any and all claims, liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, caused by the negligence, recklessness, or intentional wrongful misconduct of the Agency or anyone employed or utilized by the Agency in the performance of this Agreement or in connection with the Project. 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.

11. Laws & Regulations: The Agency will comply with all federal, state, and local laws, ordinances, regulations and rules.

12. Human Trafficking Affidavit of No Coercion for Labor or Services.

- A. Section 787.06(13), Florida Statutes, requires any governmental entity when executing, renewing, or extending a contract, must obtain an affidavit from the non-governmental entity attesting that it does not use coercion for labor or services. The terms "coercion" and "labor" are defined respectively in sections 787.06(2)(a) 1-72 and 787.06(2)(e)3, Florida Statutes.
- B. The Contractor will certify this understanding, obligation, through the completion of the No Coercion for Labor or Services Affidavit, a copy of which is attached to this Amendment as **Exhibit "5"**.

13. Contracting with Entities of Foreign Countries of Concern Prohibited.

- A. Section 287.138, Florida Statutes, prohibits any governmental entity from contracting with entities of foreign countries of concern if the contract provides the vendor with access to an individual's personal identifying information and:
 - 1. The entity is owned by the government of a foreign country of concern;
 - 2. The government of a foreign country of concern has a controlling interest in the entity; or
 - 3. The entity is organized under the laws of or has its principal place of business in a foreign country of concern.
- B. The statute identifies foreign countries of concern as: The People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic does not have a controlling interest in the Supplier.
- C. The Contractor will certify this understanding, obligation, through the completion of the Foreign Country of Concern Affidavit, a copy of which is attached this Amendment as **Exhibit "6"**.

14. 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.

15. 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.

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

17. 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.

18. 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. In accordance with F.S. §287.05701, Alachua County, including any members of a selection committee utilized by the County, will not (a) give preference to an applicant, contractor, or vendor based on the applicant's social, political or ideological interests, and (b) request documentation of or consider an applicant's, contractor's or vendor's social, political, or ideological interests when determining if is responsible.

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

20. 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.

21. 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.

22. 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 Contractor transfers all public records to the County upon completion of the Agreement, Contractor 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.

Agency will take reasonable measures to protect, secure and maintain any data held by Agency in an electronic form that is or contains exempt, confidential, personal information or protected information, as defined by Florida or federal law. 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.

23. Communications: The Agency shall maintain a working e-mail address and shall respond to e-mail communications from the GVPG Program Manager or other GVPG representative within 24 (twenty-four) business hours from the time the e-mail was received electronically. Exhibit 4, attached hereto, provides a change form. The Agency agrees to notify the GVPG 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 GVPG Program Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like.

24. No Religious or Sectarian Requirement: In accordance with Article 1, Section 3, Florida Constitution, and other applicable law, the funding provided under this Agreement may not be used in aid of any church, sect, or religious denomination or in aid of any sectarian institution. The Program shall not 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.

25. Workplace Violence: Employees of Agency are prohibited from committing any act of workplace violence. Violation may be grounds for termination of this Agreement. Workplace violence means the commission of any of the following acts by an Agency's employee.
Battery: intentional offensive touching or application of force or violence to another.
Stalking: willfully, maliciously and repeatedly following or harassing another person.

26. 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's, 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.

27. 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.

28. 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 a 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.

29. Verification of Personnel: As applicable due to the Project and in compliance with federal, state or local law, the Agency will comply background checks for Agency staff and volunteers that have unsupervised contact with children and other vulnerable individuals served. If applicable, 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.

30. E-Verify: In accordance with 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. If applicable under F.S. 448.095, 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 statue of all new employees of the subcontractor during this Agreement. The E-verify system is located at <http://www.uscis.gov/E-verify>.

31. Closeout: The Contractor's obligation to the County shall not end until all closeout requirements are completed. Activities during the close-out period shall include, but are not limited to, making final payments, submitting final reimbursement request and final activity/accomplishment report to the County, disposing of project assets (including the return of all equipment, and receivable accounts to the County), and determining the custodianship of records. Agreement closeout is not considered final until the County is fully satisfied that project objectives have been met and the Contractor has submitted the Contract Closeout Checklist, attached hereto and incorporated herein as **Exhibit "7"**.

32. 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 Service

Exhibit 2: Budget

Exhibit 3: Invoice

Exhibit 4, 4A, 4B: Reports

Exhibit 5: Human Trafficking Affidavit of No Coercion for Labor or Services

Exhibit 6: Foreign Country of Concern Affidavit

Exhibit 7: Closeout Checklist

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: _____
Michele Lieberman, County Manager

Date: _____

Approved as to form and legality:

County Attorney

AGENCY

Agency's Name:

By: _____

Print: _____

Title: _____

Date: _____

INCORPORATED OR ARE 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 Service

Gun Violence Prevention Grant (GVPG)

DRAFT

EXHIBIT 2: BUDGET

DRAFT

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 GVPG 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 GVPG Budget, that such expenses have been reasonably incurred in accordance with the GVPG 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

Reporting Period	Report Name	Due Date
October 1 – September 30	1. Project progress or completion report	Monthly, by the 15 th of each month until completion report is submitted
October 1 – September 30	2. Client Impact Story Q1 (Oct-Dec), Q2 (Jan-Mar), Q3 (Apr-Jun), Q4 (Jul-Sep)	Quarterly, January 15 th , April 15 th , July 15 th , October 15 th or until completion report is submitted

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

EXHIBIT 4A: GVPG Project Progress/Completion Report

Agency name:

Reporting Period:

Program name:

Person completing report:

Phone / E-mail:

Project Goal Measure	Status	Notes

Additional comment(s) (if desired):

DRAFT

EXHIBIT 4B: GVPG Impact Report

Agency name:

Reporting Period:

Program name:

Phone / E-mail:

Person completing report:

In the text field below, please provide your own narrative OR a client testimonial OR an excerpt from another source suitable for publication regarding an individual client, client family or client organization served by your agency that was positively impacted by your agency's GVPG project. This text should describe or reflect the positive impact that your agency's GVPG funded project made on this individual, household or organizational entity. Please limit your narrative to a maximum of 1 paragraph.

Please submit a photo of your project and a caption provided by your agency describing the significance of the photo. If the photo depicts agency employees and/or clients, include a signed and dated release from the subject(s) in the photo or the parent or legal guardian of any minor subject(s) in the photo giving his / her / their permission to use this material in any Alachua County report or publication.



EXHIBIT 5: AFFIDAVIT OF NO COERCION REQUIRED BY 787.06, FLORIDA STATUTES

State of Florida
County of Alachua

I, _____ [insert full legal name of the person providing this affidavit],
as _____ [insert corporate title of the person providing this affidavit] of the
_____ [insert full legal name of the Corporation],
having taken an oath, deposes and says:

1. I am over the age of twenty-one (21) and make this Affidavit on personal knowledge and not upon information or belief
2. I am duly authorized to attest and affirm as to the matters contained herein on behalf of on behalf of the _____ [insert full legal name of the Corporation].
3. I attest and affirm that _____ [insert full legal name of the Corporation] does not use coercion as defined in section 787.06(2)(a), Florida Statutes, to employ any person for labor or services.
4. This signed attestation is provided to the Alachua County Board of County Commissioners to comply with section 787.06(13), Florida Statutes.

Under penalty of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.

Signature

Name Printed

Title

Date Signed

**EXHIBIT 6: AFFIDAVIT REGARDING FOREIGN COUNTRIES OF CONCERN
PURSUANT TO 287.138, Florida Statutes**

State of _____

County of _____

I, _____ [insert full legal name of the person providing this affidavit], as
_____ [insert corporate title of the person providing this affidavit] of the
_____ [insert full legal name of the Corporation], having
taken an oath, deposes and says:

1. I am over the age of twenty-one (21) and make this Affidavit on personal knowledge and not upon information or belief.

2. I am duly authorized to attest and affirm as to the matters contained herein on behalf of on behalf of _____ [insert full legal name of the Corporation].

3. I attest and affirm that the following is true and correct:

a. _____ [insert full legal name of entity] is not owned by the government of a foreign country of concern as identified in section 287.138(1)(c), Florida Statutes (*i.e.*, People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolas Maduro, or the Syrian Arab Republic, including any agency of or any other entity of significant control of such foreign country of concern).

b. The government of a foreign country of concern does not have a controlling interest in _____ [insert full legal name of entity].

c. _____ [insert full legal name of entity] is not organized under the laws of or has its principal place of business in a foreign country of concern.

4. This affidavit is provided to the Alachua County Board of County Commissioners to comply with section 287.138(4) Florida Statutes.

Under penalty of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.

Signature

Name Printed

Title

Date Signed

EXHIBIT 7: Closeout Checklist

Contract Closeout occurs when all obligations are met and all legal, administrative, and managerial tasks are executed.

Contract No. 14554 – 14554 Alachua County Crisis Center Policy and Workforce Model Technical Assistance Update

Complete all applicable items.

ACTION/ITEM	Date Completed (by Vendor)	Vendor (initials)	County (initials)
General Requirements (Should be required on most Contracts)			
All contractual obligations are completed <i>(include list of exceptions as an attachment)</i>			
All invoices, except for the final, are submitted and paid			
All testing reports have been received and analyzed			
Final amount paid via this Contract			
Parties agree that no claims, issues, or unresolved matters exist on the contract			
Contract Specific Requirements (All may not apply)			
All inspections are completed and accepted			
Any County-furnished property is returned			
The contractor has closed any subcontracts that may exist			
All sub-contractor(s) have been paid in full <i>(include a table of sub-contractor(s) names with total amounts paid to each as an attachment)</i>			
Any access or security badges and keys are returned and are accounted for			
All warranties, training material, or other final deliverables are obtained			
All Bond requirements have been met			
Certificates of substantial completion or final completion are obtained			
Other administrative or contractual requirements are met <i>(include list of items as an attachment)</i>			

CONTRACT ADMINISTRATOR APPROVAL TO CLOSEOUT CONTRACT

Vendor/Contractor Signature

Date

Department Administrator Signature

Date