

SUBAWARD AGREEMENT

This document constitutes the subaward agreement (“Subagreement”) between the Johns Hopkins University (“JHU”) and City of Columbia, Missouri, a municipal corporation (“Subrecipient”) under which Subrecipient shall perform the work defined below as the statement of work, to enable JHU to complete its obligations under its grant (“Prime Award”) titled “Bloomberg Center of Public Innovation 2.0,” (“Project”) funded by the Jewish Communal Fund (“Sponsor”), which is funded by the Bloomberg Philanthropies (“Prime Sponsor”). All terms and conditions of this Subagreement are subject to applicable law and regulations.

1. STATEMENT OF WORK

- 1.1 Subrecipient’s work shall conform to its statement of work (“Statement of Work”) approved by JHU, attached and incorporated as **Exhibit A**.
- 1.2 Both parties shall mutually agree upon any change in the Statement of Work in writing, signed by authorized officials of both parties prior to the commencement of Subrecipient’s performance under any such change.

2. PERIOD OF PERFORMANCE

This Subagreement is effective for the period **09/05/2024 through 4/30/2026** (the “Period of Performance”), which shall be extended only by mutual written agreement of the parties.

3. PRICE AND PAYMENT

- 3.1 This is a fixed price Subagreement. The total price for Period of Performance of this Subagreement is **\$100,000** United States Dollars (USD).
- 3.2 Upon full execution of this Subagreement, JHU shall pay Subrecipient an advance payment in the amount of \$50,000 USD which is expected to provide adequate funding through 4/30/2025.
- 3.3 JHU shall pay Subrecipient for its services adequately rendered and accepted on a work completed basis in accordance with the Milestone Payment Schedule set forth in **Exhibit B**. Invoices will not be paid until this Subagreement is fully executed by both parties.
- 3.4 All payments will be made upon receipt of an invoice in the format specified in **Exhibit C**, or Subrecipient’s comparable format, which details the specific deliverable or work product accomplished as referenced in Exhibits A and B.
- 3.5 Invoices must be submitted in strict accordance with the schedule set out in Exhibit B to:

Yamese Diggs
Center for Government Excellence and Public Innovation (GovEx)
The Johns Hopkins University

711 W. 40th St., Suite 400
Baltimore, MD 21211
Email: ydiggs1@jhmi.edu

3.6 In addition, with each invoice, an authorized representative of the Subrecipient shall certify that required Deliverable(s) to date have been submitted, and expenditures reported (or payments requested) are for appropriate purposes and in accordance with Exhibits A and B.

4. KEY PERSONNEL

4.1 The Project Director and Technical Representative at JHU for this Subagreement is Beth Blauer ("JHU PI"). JHU PI is not authorized to alter or amend this Subagreement, except that the JHU PI's written concurrence shall be required to alter or amend Subrecipient's Statement of Work and/or Budget.

4.2 The Project Director for Subrecipient shall be Leigh Kottwitz ("Subrecipient Project Director"). An authorized official of JHU must approve in writing any proposed change in the Project Director. Should JHU not give its approval, this Subagreement shall be terminated in the manner provided below in Section 13 (Termination).

5. REPORTS AND DELIVERABLES

5.1 Subrecipient shall submit all deliverables, work product and reports as specified in Exhibits A and B to JHU PI.

5.2 Failure by Subrecipient to submit any deliverable, work product, and/or report by its due date shall be considered just cause for JHU to withhold any payment until such deliverable, work product and/or report is received and accepted by JHU. JHU may also terminate this Subagreement in accordance with Section 14 (Termination), should Subrecipient fail to timely provide agreed upon deliverables, work product, and/or reports set forth in Exhibits A and B.

6. APPROVALS AND NOTICES

6.1 Subrecipient shall submit all notices and requests for approval, changes and administrative matters to:

Martin Domack
Johns Hopkins University Research Administration (JHURA)
The Johns Hopkins University
1101 E 33rd Street, C310
Baltimore, Maryland 21218
Phone: 667-208-8781
Email: mdomack1@jhu.edu

6.2 Subrecipient shall submit all notices and requests for approvals on financial matters to the

individual designated in Section 3.5 above.

- 6.3 Notices regarding changes in the Statement of Work, Deliverable(s), Budget or Project Director, and programmatic matters, including publication reviews, should be sent to JHU PI:

Beth Blauer
Center for Government Excellence and Public Innovation (GovEx)
The Johns Hopkins University
711 W. 40th St., Suite 400
Baltimore, MD 21211
Email: bblauer1@jhu.edu

With a copy to the contact provided in Section 3.5 for changes to the Budget, Statement of Work, and/or Project Director.

- 6.4 Subrecipient's authorized official for receiving notices of alterations or amendments to this Subagreement shall be:

Matthew Lue & Andrew Wyatt
City of Columbia
701 E. Broadway
Columbia, MO 65201
Email: grants@como.gov

With a copy to:
City of Columbia Department of Housing and Neighborhood Services
11 N. Seventh Street
Columbia, MO 65201
Attn: Director
Email: Rebecca.Thompson@CoMo.gov

7. PUBLICITY AND USE OF NAME

- 7.1 Neither party shall use directly or by implication the names of the other party, nor any of the other party's affiliates or contractors, nor any abbreviations thereof, or of any staff member, faculty member, student, or employee of the other party in connection with any products, publicity, promotion, financing, advertising, or other public disclosure without the prior written permission of the other party. All requests for JHU approval shall be forwarded to the Office of Communications, <http://hub.jhu.edu/media/contact/>, with a copy to the JHU PI.
- 7.2 Subrecipient shall provide JHU a copy of any proposed Media Release or Donor Acknowledgment, each as defined below, for the purposes of obtaining the approval of Sponsor with respect to the content, timing and means of distribution of any such Media Release or Donor Acknowledgment prior to its distribution. Additionally, at Sponsor's and Prime Sponsor's request, Subrecipient shall reference Prime Sponsor in all Donor Acknowledgments. To the

extent that Subrecipient provides Media Releases and/or Donor Acknowledgments to JHU for Sponsor approval, Subrecipient represents that it owns or otherwise has obtained all rights necessary to use, reproduce, publicly perform and distribute (including the right to sublicense) all works contained or used in the Media Releases and/or Donor Acknowledgments. For purposes of this Subagreement, "Media Release" shall mean any publication, advertising, speech, lecture, interview, press release, internet web page or other media venue of any kind that makes reference to the Prime Award or Project and "Donor Acknowledgments" shall mean each of its donor acknowledgements (print and digital) related to the Project, Subrecipient's other projects supported by Prime Sponsor and all other crediting of Subrecipient's organizational support. The parties intend that no such recognition constitutes, directly or indirectly, a more than incidental benefit.

8. PUBLICATIONS

- 8.1 Each party shall have the right to publish and disseminate information derived from the performance of work under this Subagreement.
- 8.2 Qualification for authorship shall be in keeping with generally accepted criteria. The order of authorship shall be a joint decision of the co-authors in any co-authored publication. Each author shall have participated sufficiently in the work to take public responsibility for the content.
- 8.3 Subrecipient shall provide JHU PI with a copy of any proposed publication for review and comment at least thirty (30) days prior to submission.
- 8.4 Publications shall carry appropriate acknowledgment of funding support by a statement such as the following:

"This publication (journal article, etc.) was supported by a Subagreement from The Johns Hopkins University with funds provided by a grant from the Jewish Communal Fund funded by the Bloomberg Philanthropies. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Jewish Communal Fund, The Johns Hopkins University or Bloomberg Philanthropies."

9. CONFIDENTIALITY

- 9.1 "Confidential Information" means all non-public, confidential, and/or proprietary information that is marked as "Confidential Information" as described below and which is disclosed by one party to the other, including, but not limited to, software, inventions (whether patentable or not), algorithms, diagrams, drawings, processes, reagents, research, product or strategic plans or collaborations or partnerships, financial information, business models, and information relating to corporate finance and governance. Confidential Information, if in tangible or readable form, shall be marked as such at the time of disclosure and if disclosed orally, shall be reduced to writing, marked confidential, and addressed to the other party within ten (10) days after disclosure.

- 9.2 Each party shall have the right to refuse to accept any Confidential Information proffered to it by the other party. If necessary, the parties will exchange Confidential Information only under the provisions set forth herein. The party who receives Confidential Information (the “Receiving Party”) shall (i) hold the Confidential Information in confidence using the same care it affords its own confidential information of a similar nature, but not less than a reasonable degree of care; (ii) use the Confidential Information only for the performance of this Agreement; and (iii) restrict disclosure of the Confidential Information to employees whose duties justify the need to know the Confidential Information in furtherance of the performance of this Agreement and who are advised as to the confidential nature of the information and required to comply with the provisions of this Agreement. The Receiving Party shall not provide any third parties with access to the Confidential Information unless such third party has agreed to be bound by confidentiality and non-disclosure obligations in a form of an agreement reasonably acceptable to the party disclosing the Confidential Information (the “Disclosing Party”).
- 9.3 Confidential Information shall not include any information disclosed to the Receiving Party that the Receiving Party can demonstrate (i) was previously in its possession, as shown by its pre-existing records, without violation of any obligation of confidentiality; (ii) was received from a third party without violation of any obligation of confidentiality; (iii) was publicly known and made generally available prior to such disclosure; (iv) becomes publicly known or made generally available at a later date, through no fault of the Receiving Party, and only then after such later date; (v) was independently developed without use of or reliance upon any Confidential Information by the Receiving Party, its employees, or consultants; or (vi) is an open, public record pursuant to the Missouri Sunshine Law (Chapter 610 RSMo).
- 9.4 If the Receiving Party is required to disclose Confidential Information of the Disclosing Party by order of a court of competent jurisdiction, administrative agency or governmental body, or by subpoena, summons, or other legal process, the Receiving Party shall give the Disclosing Party prompt written notice of such requirement so that the Disclosing Party may seek a protective order or take other appropriate action, cooperate reasonably with Disclosing Party in connection with Disclosing Party’s efforts to seek such relief, and thereafter to disclose only the minimum information required to be disclosed in order to comply.
- 9.5 Upon termination of this Subagreement or the Disclosing Party’s request, Confidential Information shall be promptly returned to the Disclosing Party or destroyed, at the Disclosing Party’s option, with such destruction confirmed in writing. The Receiving Party may retain one archival copy of such Confidential Information for purposes of fulfilling its obligations under this Subagreement and/or under the Prime Award or as required by Missouri law, as applicable.
- 9.6 The obligations of confidentiality under this **Section 9** shall continue for a period of three (3) years following conclusion or early termination of this Subagreement. Notwithstanding the foregoing, if the record is a closed record pursuant to Missouri law, the obligations of confidentiality shall continue for as long as the record is a closed record pursuant to Missouri law.
- 9.7 Subrecipient is subject to the Missouri Sunshine Law (Chapter 610 RSMo). The parties agree that the Subagreement shall be interpreted in accordance with the provisions of the Missouri Sunshine Law, as amended. JHU shall maintain the confidentiality of information and records which are not subject to public disclosure under the Sunshine Law.

10. INTELLECTUAL PROPERTY

10.1 Inventions and Patents.

- 10.1.1 Subrecipient understands and acknowledges that JHU, through its employees, has knowledge, experience and expertise, which has been acquired over a substantial number of years prior to entering into this Subagreement (“JHU Background Intellectual Property”). JHU shall retain all rights to such JHU Background Intellectual Property. Nothing in this Subagreement shall confer any right to Subrecipient to acquire by assignment or license, exclusive ownership or use of JHU Background Intellectual Property.
- 10.1.2 Subrecipient shall (i) retain title to any Inventions first conceived or actually reduced to practice in the performance of the work funded by this Subagreement solely by its faculty member(s) and/or employee(s) and/or student(s), provided, however, Subrecipient shall promptly notify the JHU Principal Investigator in writing of any such Inventions and Subrecipient hereby grants to JHU a non-exclusive, royalty-free, worldwide, perpetual license, to all of Subrecipient’s rights in all media, now known or hereafter developed, to reproduce, distribute, publicly display, perform and create derivative works from all works developed by the Subrecipient as part of the Subagreement.
- 10.1.3 JHU shall retain ownership of any Inventions first conceived or actually reduced to practice in the performance of the work funded by this Subagreement solely by a JHU faculty member(s) and/or employee(s) and/or student(s).
- 10.1.4 Subrecipient and JHU shall be joint owners of any Inventions first conceived or actually reduced to practice in the performance of the work funded by this Subagreement jointly by faculty member(s) and/or employee(s) and/or student(s) of Subrecipient and JHU. For any jointly owned Inventions, JHU shall have the opportunity to preview and comment on all documents of record used in filing, prosecuting, and maintaining of any patent application and to participate in the selection of the patent attorney.

10.2 Copyrights.

- 10.2.1 Disposition of any copyrights or any copyrightable material created by Subrecipient in performance of the Statement of Work will be determined by the policy of the Subrecipient, subject to this **Section 10.2**.
- 10.2.2 Subrecipient shall provide copies of all copyrighted or copyrightable materials to the JHU PI. Subrecipient hereby grants to JHU an irrevocable, royalty-free, non-exclusive, worldwide right and perpetual license to all of Subrecipient’s rights, in all media now known or hereafter developed, to distribute, use, copy, reproduce, create derivative works from, display, publish, perform, publicly display and sublicense any copyrights or copyrighted material (including any computer software and its documentation and/or databases) developed under this Subagreement for the purpose of education and research and/or to the extent required to meet JHU’s obligations under its Prime Award.

- 10.3 Data. Subrecipient will own the data it generates under this Subagreement. Subrecipient hereby grants to JHU the right to receive copies of such data and to use such data for the purpose of education and research and/or to the extent required to meet JHU’s obligations under its Prime Award.

11. EQUIPMENT

No Equipment shall be purchased using funds awarded under this Subagreement.

12. CHANGES

- 12.1 Funds awarded under this Award may only be used for the Project.
- 12.2 Subrecipient agrees to provide JHU with sufficient justification and supporting materials to support any requested change. All requests for approval required by this Section shall be submitted to the persons cited in Sections 3.5 and 6.1.
- 12.3 Subrecipient may not issue any subawards under this Subagreement without the express prior written consent of JHU. Should lower tier subawards be approved by JHU, Subrecipient is solely responsible to comply with all of its obligations under this Subagreement and to ensure that the agreement to a lower tier subrecipient reflects all the requirements of this Subagreement and applicable law, the Prime Award, and any document referenced in any of these sources, as well as all other provisions necessary or prudent to effectuate such requirements and otherwise exercise appropriate monitoring of its lower tier subrecipients.

13. INSPECTION AND AUDIT

- 13.1 JHU, Sponsor and Prime Sponsor, or their assignee(s), reserve the right to inspect, upon reasonable advance notice and during normal business hours (except in the case of an emergency), Subrecipient's physical facilities, all aspects of the Statement of Work undertaken under this Subagreement, and all books, records, receipts, accounts, and other documentation of any kind pertaining to the Subagreement. Subrecipient agrees to provide copies of any and all such books, records, receipts, accounts, or other documentation to JHU, Sponsor or Prime Sponsor, or their assignee(s), in a timely fashion as reasonably requested by JHU, Sponsor or Prime Sponsor, or their assignee(s).
- 13.2 Subrecipient will keep all usual and proper records and books of accounts in accordance with Generally Accepted Accounting Principles (GAAP) relating to performance of the Statement of Work for a minimum period of three (3) years after the date of receipt of the final payment. During this period, JHU or an authorized representative shall have the right to audit, at its own expense, all books, receipts, accounts, records, and other documentation of funds received and costs and commitments incurred under this Subagreement. If an audit reveals a material discrepancy or error in reporting, Subrecipient will reimburse JHU upon request for the costs and expenses associated with such audit and will repay the unallowable costs. Nothing herein shall constitute a waiver of sovereign immunity.

14. TERMINATION

This Subagreement may be terminated by either party at any time upon thirty (30) days written

notice to the other party; however, JHU may terminate on less than thirty (30) days' notice in the event such termination occurs pursuant to a notice of termination from the Sponsor to JHU. Upon such notification, Subrecipient shall proceed in an orderly fashion to limit or terminate any outstanding commitments, and to conclude the Project. Subrecipient shall submit a final financial report and/or progress report (if applicable) to JHU within forty-five (45) days of the effective date of termination. In the event that the Subagreement is terminated as a result of a breach by Subrecipient, non-cancellable expenses incurred by the Subrecipient in relation to the Project may be allowable, but only up to the date that Subrecipient receives the notice of the breach. If the Subagreement is terminated for any other reason, non-cancelable expenses incurred by the Subrecipient in relation to the Project through the date of termination may be allowable.

15. LIABILITIES AND LOSS

Subrecipient agrees to indemnify, protect, defend, and hold JHU, Sponsor, Prime Sponsor, their affiliates and related companies, and the employees, agents, officers, managers and directors of each ("Indemnified Parties"), harmless from and against any losses, costs, damages, claims or expenses, including reasonable attorneys' fees, arising out of or resulting from (i) Subrecipient's breach of this Subagreement, (ii) the negligence or willful misconduct of Subrecipient or any of its agents, subrecipients, contractors, sub-contractors or employees, and (iii) performance of the Project, or which otherwise arise by, through or under Subrecipient. Subrecipient agrees that any activities by JHU, Sponsor or Prime Sponsor in connection with the Project, such as its review or proposal of suggested modifications to the Project, will not modify or waive the Indemnified Party's rights under this Section 15. Subrecipient's obligations are limited to the extent permitted or precluded under applicable laws, including state governmental immunity acts or state constitution. Nothing in this Subagreement will constitute an express or implied waiver of Subrecipient's governmental or sovereign immunities, if any.

16. INSURANCE

Subrecipient represents that it carries sufficient insurance coverage or is self-insured to comply with the requirements of federal, state and local laws as well as its obligations under this Subagreement.

17. HUMAN SUBJECTS/ANIMAL RESEARCH COMPLIANCE

17.1 Protection of Human Subjects. Subrecipient agrees that no research involving the use of human subjects will be conducted under this Subagreement.

17.2 Vertebrate Animals. Subrecipient agrees that no research involving the use of vertebrate animals will be conducted under this Subagreement.

18. EXPORT CONTROLS

18.1 Each party to this Subagreement assumes responsibility for determining whether its performance

is subject to, and in compliance with, U.S. export control and sanction program laws and regulations (“U.S. Export Controls”), including but not limited to the Export Administration Regulations (Department of Commerce), the International Traffic in Arms Regulations (Department of State), and the sanctions programs embodied in regulations administered by the Department of the Treasury’s Office of Foreign Assets Control (OFAC). Each party shall be responsible for obtaining and/or invoking for its own organization any authorization needed from a cognizant, government authority, in order to ensure its performance under this Subagreement, including export/re-export or import licenses and exemptions/exceptions. The parties shall cooperate to promote one another’s compliance with U.S. Export Controls, but any such cooperation, including notice, advice or other assistance, shall not be relied upon as one party’s assumption of any portion of another party’s independent legal responsibility to comply.

- 18.2 In the spirit of such cooperation, JHU anticipates that fulfillment of this Subagreement will not require Subrecipient to receive Controlled Items from JHU. In the context of this Subagreement, Controlled Items are tangible or intangible items (e.g., commodities or technology) that are listed within U.S. Export Controls, such as the dual-use items found on the Commerce Control List (see 15 CFR 774), or the defense articles found on the U.S. Munitions List (see 22 CFR 121).
- 18.3 JHU further anticipates that fulfillment of this Subagreement will not require Subrecipient to enter into transactions or other activities that invoke one or more U.S. sanctions programs or embargoes.
- 18.4 JHU and Subrecipient shall independently assume full responsibility for their own release of Controlled Items to, or controlled transactions with, a foreign country or its citizens.
- 18.5 If either party discovers that it cannot reasonably ensure its lawful performance of activities involving Controlled Items or sanctions programs or embargoes, whether anticipated or unanticipated, where such activities are required in order to fulfill its obligations under this Subagreement, then the parties will make a good-faith effort to contemplate feasible, alternative activities. If the parties cannot mutually agree upon such alternative activities, and if that renders either or both parties unable to fulfill their respective obligations under this Subagreement, then the Subagreement may be terminated or amended as covered by Section 13.

19. ANTI-TERRORIST COMPLIANCE

- 19.1 Subrecipient is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Subrecipient to ensure compliance with these Executive Orders and laws.
- 19.2 Subrecipient hereby agrees that all funds, including Subawards to lower-tier Subrecipients, will be used in compliance with all applicable United States anti-terrorist financing and asset control laws, regulations, rules and executive orders.
- 19.3 This provision must be included in all subagreements issued under this Subagreement.

20. GOVERNING LAW AND VENUE

- 20.1 This Subagreement shall be governed by, construed, and enforced for all purposes in accordance with the laws of the State of Maryland.
- 20.2 Each of the parties hereto agrees to venue in and submits to the exclusive jurisdiction of the state and/or federal courts located within the State of Maryland for any suit, hearing or other legal proceeding of every nature, kind and description whatsoever in the event of any dispute or controversy arising hereunder or relating hereto, or in the event any ruling, finding or other legal determination is required or desired hereunder. Both parties hereto agree to waive their respective rights to a trial by jury.

21. DISPUTES

Every effort shall be made to resolve any disputes arising in connection with this Subagreement in an amicable and informal manner.

22. FORCE MAJEURE

Neither party will be responsible or liable to the other party for non-performance or delay in performance of any terms or conditions of this Subagreement due to acts or occurrences beyond the control of the nonperforming or delayed party, including, but not limited to, acts of God, acts of government, terrorism, wars, riots, strikes or other labor disputes, shortages of labor or materials, fires, and floods, provided the nonperforming or delayed party provides to the other party written notice of the existence of and the reason for such nonperformance or delay, and shall work diligently to mitigate its effects and make best efforts to resume performance as soon as practicable.

23. ORDER OF PRECEDENCE

Any inconsistency in this Subagreement shall be resolved by giving precedence in the following order:

- 23.1 The Subagreement;
- 23.2 Exhibit A, Statement of Work
- 23.3 Other documents, exhibits, and attachments.

24. ASSURANCES AND CERTIFICATIONS

- 24.1 General. Subrecipient represents and certifies that it has filed and will maintain all assurances or other documentation with the appropriate government agencies to the extent such assurances and documentation are required.
- 24.2 Debarment. Subrecipient certifies that neither Subrecipient nor any of its officers, employees, or agents performing any service under this Subagreement (including the Project Director) are

presently or proposed to be debarred, suspended, declared ineligible or voluntarily excluded from participation in this transaction, under investigation for a crime or otherwise engaged in conduct for which a person can be debarred by any federal agency, and Subrecipient will immediately notify JHU upon any inquiry concerning commencement of any such proceeding concerning Subrecipient or such person referred to in this subparagraph.

- 24.3 Prohibited Uses. Subrecipient represents and warrants that it shall not use any part of the Subagreement funds or the income therefrom for any of the following purposes: (1) to fulfill any existing legally binding pledge of the Sponsor or Prime Sponsor or any other advisor to the account; (2) to provide any private benefit to the Prime Sponsor or any other advisor to the account, any family member thereof, any other person described in 26 U.S. Code Section 4958(f)(7) of the Code with respect to the account, or to any individual who is not an appropriate beneficiary of the Subrecipient's charitable programs; (3) for lobbying, political contributions or to support political campaigns; or (4) for any other purpose other than one specified in 26 U. S. Code Section 170(c)(2)(B) of the Code. Subrecipient further represents and warrants that it does not and will not knowingly provide financial support or other resources to any individual or entity to further unlawful acts including acts of violence or terrorism, and Subrecipient is in compliance with all laws, statutes, and regulations restricting U.S. persons from dealing with any individuals, entities, groups, or countries subject to Office of Foreign Assets Control sanctions. Subrecipient will not provide any tax substantiation letter to JHU, Sponsor or Prime Sponsor or any other advisor to the account in connection with this Subagreement.
- 24.4 Equal Opportunity. Prime Sponsor gives high priority to the realization of equality of opportunity for all members of society. Prime Sponsor works to implement this policy in a variety of ways, internationally as well as in the United States, with due respect for the great diversity of situations in different countries and cultural contexts. Accordingly, it is Prime Sponsor's and Sponsor's expectation that Subrecipient will take appropriate steps to ensure equal employment opportunities to the fullest extent allowable under applicable law and will not discriminate on the basis of race, color, religion, age, sex, sexual orientation, gender identity, national origin, protected veteran status, status as a qualified individual with a disability or any other category of protected class or category as defined by any applicable law. Further, Subrecipient represents and warrants that it has established and shall maintain appropriate policies and procedures for training staff and receiving and addressing complaints regarding discrimination, harassment, retaliation, and other forms of workplace misconduct.
- 24.5 Changes. Subrecipient agrees to notify JHU promptly if there is any change of status in any of the above assurances and certifications.

25. RESEARCH MISCONDUCT

- 25.1 Subrecipient must maintain, and effectively communicate to its personnel, written policies and procedures for inquiring into, investigating, and addressing allegations of research misconduct. Research misconduct means the fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results.

25.2 If Subrecipient initiates a research misconduct investigation, it must notify JHU's research integrity officer within five (5) business days. Where research misconduct has affected data validity or reliability, JHU may require the Subrecipient and its collaborator authors to submit a correction or retraction of the data to a journal, publish the corrected data, or both. If Subrecipient does not comply with this requirement, JHU may invoke its rights to access the data (including copyrightable material developed under the Subagreement), have the data reviewed, and submit the correction.

26. MISCELLANEOUS

26.1 Neither party may assign or transfer this Subagreement, in whole or in part, without the written consent of an authorized representative of the other party. Any attempt to assign without prior written consent is void.

26.2 The relationship of the parties is that of independent contractors and they are not agents, employees, partners, or joint venturers of one another. No party has the authority to bind any other party in contract or to incur any debts or obligations on behalf of any other party, and no party (including any employee or other representative of a party with responsibility for program matters) shall take any action that attempts or purports to bind any other party in contract or to incur any debts or obligations on behalf of any other party, without the affected party's authorized representative's prior written approval.

26.3 Subrecipient certifies and represents that the Statement of Work shall be performed in a professional and workmanlike manner and that any Deliverable shall be original to Subrecipient and will not infringe on any copyright held by any third party.

26.4 The Section headings appearing in this Subagreement have been inserted for the purpose of convenience and ready reference. They do not purport to, and shall not be deemed to, define, limit or extend the scope of intent of the Section to which they appertain.

26.5 If any provision of this Subagreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Subagreement which can be given effect without the invalid provision, and to this end the provisions of this Subagreement are declared to be severable.

26.6 No waiver of any term or provision of this Subagreement whether by conduct or otherwise in any one or more instances shall be deemed to be, or construed as, a further or continuing waiver of any such term or provision, or of any other term or provision, of this Subagreement.

26.7 This Subagreement and Exhibits contain the entire agreement between the parties, and no statements, promises, or inducements made by either party or agent of either party that are not contained in this written Subagreement shall be valid or binding; and this Subagreement may not be enlarged, modified, or altered except in writing signed by an authorized representative of the parties.

- 26.8 This Subagreement may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together shall constitute one and the same agreement. Faxed signatures, or scanned and electronically transmitted signatures, on this Agreement or any notice delivered pursuant to this Agreement, shall be deemed to have the same legal effect as original signatures on this Agreement.
- 26.9 Nature of Subrecipient's Obligations. All obligations of the Subrecipient under this Agreement, which require the expenditure of funds, are conditional upon the availability of funds budgeted and appropriated for that purpose.
- 26.10 No Waiver of Immunities. In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitutions or laws.

27. TAX STATUS

Subrecipient shall notify JHU within five (5) business days after learning of a change in the Subrecipient's tax status.

[SIGNATURE PAGE FOLLOWS]

Please indicate acceptance of this Subagreement by having a duly authorized official sign this document.

ACCEPTED FOR:

THE JOHNS HOPKINS UNIVERSITY

CITY OF COLUMBIA

Martin Domack
Contracts Associate
JHU Research Administration (JHURA)

Name: De'Carlton Seewood
Title: City Manager

DATE: _____

Date: _____

ATTEST:

Sheela Amin, City Clerk

Approved as to form:

Nancy Thompson, City Counselor/rw

Attached Exhibits

- Exhibit A – Statement of Work
- Exhibit B – Milestone Payment Schedule
- Exhibit C – Sample Fixed Price Invoice
- Exhibit D – Additional Terms and Conditions



Love Your Block

Statement of Work

Overview

The primary purpose of this project is the design and implementation of Love Your Block, an impact volunteering grant program supporting volunteer-fueled projects that address local public problems. This grant program focuses on supporting cities to partner with community groups and activate resident volunteers to repair, remediate, and address blight in their neighborhoods.

The grant award of \$100,000 over two years will support resident-led revitalization efforts and fund a Love Your Block Fellow ("Fellow") recruited from the target community in accordance with this Agreement. The funding recognizes the City's commitment to engage volunteers in blight prevention and/or remediation activities such as housing repair and vacant lot transformation to revitalize low-income neighborhoods. An AmeriCorps VISTA member will provide additional capacity to this effort. The City and City Lead (as hereinafter defined) shall work fully and cooperatively with the Bloomberg Center for Public Innovation at Johns Hopkins (BCPI) and its strategic partners to achieve the goals of the Program.

Form Name: Love Your Block
Submission Time: December 4, 2023 4:17 pm
Browser: Chrome 119.0.0.0 / Windows
IP Address: 198.54.11.123
Unique ID: 1170813972
Location: 38.9361, -92.3056

Section 1/7

City Columbia

State Missouri

First Name Leigh

Last Name Kottwitz

Your Title Neighborhood Services Manager

How long you have been in your role? 14 years, 23+ years with the City

Your work email leigh.kottwitz@CoMo.gov

Your work phone number (573) 874-7504

Your physical mailing address 11 N. Seventh Street, Columbia, Missouri 65201

The name and title of your direct supervisor Tim Teddy, Community Development Director

The city's EIN number 438000610

Will you lead the proposed project? Yes

Section 2/7

1. Please tell us about the public problem the eligible organization hopes to alleviate or solve with the proposed project. Specifically include the scale of the problem, who is impacted, and how. Please provide quantitative and qualitative data to describe the scale of the problem and the impact of this issue.

Columbia, Missouri is a city of 126,000 located in the middle of the state. Columbia's Love Your Block project will focus on neighborhoods in our central City. These areas have the oldest housing stock in our community and include a number of vacant houses and lots. Fortunately, much of the area where we hope to work has organized neighborhood associations with strong leadership for communication with City staff. From talking to residents, we know there is a desire for the City to help with cleanup of public right of way and private property, provide dumpsters for resident use, assist with home repair and transform city-owned vacant lots into vibrant green space.

The areas of focus for our Love Your Block proposal are identified in the 2020 Census as Boone County Tracts 9 and 21. These neighborhoods have among the highest Black or African American alone populations at 29.5%. These are also areas with a higher rate of vacancy, both vacant properties and empty lots. Providing additional support and resources to this area of our City is an act of equity.

The City of Columbia Love Your Block project will include three objectives:

- Support neighborhoods through cleanups with dumpsters available for resident use. We will also organize volunteer-led litter pick up events to address trash in the public right of way and collect tires for disposal.
- Perform property maintenance projects on owner-occupied structures with volunteer support. This work will support ForColumbia (forcolumbia.com) and other community organizations that are already active with this work.
- Transform publicly owned vacant property in the central city as a community green space. The City owns four lots on West Sexton Road and there is community and neighborhood interest in developing these lots into a thriving green space.

2. Please describe the eligible organization’s commitment to addressing this problem and why it is a priority. Describe how the mayor or city chief executive has prioritized this problem. If relevant also, describe what has already been done to address this problem.

The City of Columbia has shown a commitment to neighborhoods with the formation of a new Housing & Neighborhood Services Department that was part of the fiscal year 2024 budget . This new department is the idea of our City Manager De'Carlon Seewood and will focus City resources on supporting the housing needs of our community and addressing the needs of our neighborhoods.

Also in this budget, was an increase in funding for neighborhood dumpsters to help lower income residents properly dispose of large items at no cost; the budget for dumpsters has increased from \$5,000 to \$20,000. Columbia's participation in Love Your Block will help us adequately manage those dollars and supplement those efforts.

Through our volunteer program, the City has had a long history of conducting litter pickups on our city right of way including along our streets and in our parks. Unfortunately, there is always a need to help keep these areas clean. We have also conducted a number of neighborhood-specific cleanups. One example is our annual Operation Clean Neighborhoods, a city-employee work day, where we invite residents to join us. Dumpsters for resident use and tire collection have been a part of these events that are focused on our neighborhoods with the highest need for this service.

3. Please provide a brief description of your proposed project. In a few sentences, share your project’s elevator pitch.

Columbia's Love Your Block project supports our central city neighborhoods with litter pick up events, dumpsters for resident use, support of home repair through ForColumbia and other community organizations and transformation of vacant lots on Sexton Road to vibrant green space. This project will help our central city continue to be a great place to live.

4. How will volunteers be engaged in the project? How many volunteers do you expect to engage? Please describe what activities volunteers will take on and the volunteering frequency.

Volunteers will be engaged through neighborhood clean ups, home repair projects and work to develop and maintain the vacant lots on Sexton Road..

Volunteer work on litter pick up will happen approximately once per month in the central city. Neighbors and community volunteers will be invited to participate. Based on our previous events of this type, we would expect 20-25 volunteers to participate at each cleanup.

In conjunction with ForColumbia, volunteers will be assisting residents with property maintenance issues as needed to restore their properties into safe, aesthetically pleasing homes. ForColumbia will be held on April 27, 2024 and will include more than 2,000 volunteers throughout the City. Our Love Your Block project will work with ForColumbia and other community agencies on an ongoing basis.

Volunteers will assist with the hands-on work of creating gardens and landscaping of vacant lots on Sexton Road, and assist with long-term care and maintenance of the green space. We anticipate some work done on this project weekly, with larger group projects accommodating up to 20 volunteers once every two months throughout the year.

Our goal is to engage 500 volunteers in our Love Your Block project, sharing at least 1,500 hours of volunteer service annually.

5. How will you recruit volunteers who are from and/or currently live in the impacted communities and who are representative (e.g., gender, race, age, different-ability) of the area of focus?

Volunteer recruitment will start by working with the organizations who are established in our focus neighborhoods. That includes neighborhood associations, faith organizations and nonprofit organizations. We will also work with the Columbia Housing Authority to invite their residents who live nearby to volunteer. Recruiting will also be done by canvassing the neighborhoods and talking with citizens door to door.

There are two high schools in our area of focus and we can call on them to volunteer as well as students from the University of Missouri, Columbia College and Stephens College that are located in our city. .

The City of Columbia has a well established, diverse base of volunteers from throughout the City who will be invited to assist on projects as needed.

6. Who will act as the executive sponsor (e.g., chief of staff, deputy mayor, deputy chief of staff) of this project within the mayor's office and ensure the project has executive support?

City Manager De'Carlton Seewood has shared his support for our Love Your Block application. Mayor Barbara Buffaloe has signed the Declaration of Service for the City of Columbia to participate in the Cities of Service project. Mayor Buffaloe has used the "Love Where You Live" theme throughout her term as Mayor, directly aligning this project within her priorities. City staff is confident of executive support because of our City's long standing support for volunteer service by having a staff team dedicated to this work.

The City of Columbia has a Council-Manager form of government. The Council hires the Manager and City employees report to the manager for their direction.

Since City staff report to the City Manager, those who work in the Housing & Neighborhood Services Department who will manage this project will report up our chain of command to the City Manager.

7. What role will the mayor or city chief executive play during the design, implementation, and celebration of the project?

The Mayor and City Manager will champion our Love Your Block project. Staff will invite their input on the project design and plan. The Mayor, City Manager as well as City Council members and other Senior Leaders would be invited to all events and projects and work days will be shared with our City Council members to invite their participation.

Staff would anticipate participation of the Mayor and City Manager at our project kickoff and at special projects throughout the two years. Staff in the Housing & Neighborhood Services Department would have the primary responsibility for our Love Your Block work.

8. When would the project launch?

The project would launch in April 2024. April is traditionally a busy time for volunteer efforts in the City of Columbia. Cleanup Columbia, our City-wide volunteer litter pickup event, is held throughout the month. ForColumbia, a faith-based community service day, is scheduled for April 27, 2024. April is also a great time for college students to volunteer before finals and graduation, and is a great time to start landscaping work. We would like our work with Love Your Block to start at the

9. Which city departments/agencies will be involved in the project? What will their roles be throughout the project?

The City's Housing & Neighborhood Services (HNS) Department will be the lead for this project. HNS is the home for the City's volunteer program, code enforcement and neighborhood outreach making it the ideal City department to be involved with Love Your Block. HNS will host the Love Your Block Fellow and VISTA with those staff members working alongside permanent City staff on the work of this project.

Other City departments that would be involved include:

- The City Manager's Office for their overall support of this project. The City Manager's office also houses the communication function for the City. Those staff will be asked to help with communicating work through the City's various platforms including press releases, social media and newsletters.
 - City Utilities - Solid Waste Division who will assist with setting and emptying dumpsters in our focus neighborhoods.
-

10. Which community partners will be involved in this project? What will their roles be throughout the project? For example: nonprofits, community based organizations, businesses, schools, churches, colleges/universities, hospitals, corporate partners and other interested community partners.

Community agencies will also be involved with our Love Your Block program. City staff anticipates this list will grow after we start our work; here are a few that we plan to work with:

- ForColumbia is a faith-based community service day founded in 2015. In 2023, the program included 45 church partners and 1,902 volunteers. ForColumbia completes several home repair projects in the City and they are also interested in completing development of vacant lots on Sexton. Our Love Your Block program will support and extend the work of ForColumbia.
- Columbia Housing Authority (CHA): CHA has a particular interest in the redevelopment of the vacant lots at Garth & Sexton. Oak Towers, an apartment building across, provides low income housing for many seniors who would enjoy this green space. Current green space, just to the northeast of the lots in our Love Your Block project will be developed soon into additional affordable housing. The CEO of CHA has indicated his support for the vacant lot development.
- The City of Columbia Tree Board has an interest in helping maintain a forested area in the Sexton lots. They would like to remove old and damaged trees, plant new trees and add a path through the woods for public use. The board, with the support of the City arborist, may seek additional grant funds for this work.
- The Ridgeway Neighborhood Association will be a partner and one of the focus areas for the neighborhood work. The vacant lots at Garth & Sexton are within their bounds. There are other nearby neighborhoods, North Central and West Ash, that may also be partners in this work. Ridgeway residents have a strong interest in seeing the vacant lots transform to be used for green space and community garden use.
- The City of Columbia has a strong network of existing volunteers with about 6,000 individuals serving more than 35,000 hours annually. We will tap into this resource to assist on work with Love Your Block.
- Due to their work with code enforcement and inspections, the Housing & Neighborhood Services staff have relationships with many rental property owners and residents throughout the City which can be called on for the success of Love Your Block

11. What result(s) do you expect to achieve through Love Your Block? For example: number of volunteers engaged, volunteer hours, community projects completed, pounds of trash removed, square feet of graffiti removed, trees planted, and community partners engaged.

We expect our Love Your Block project to improve the physical condition of our central Columbia neighborhoods and to achieve the following metrics:

- Volunteer hours - goal of 1,500 annually
 - Number of volunteers - goal of 500 per year
 - Number of neighborhood cleanups (will include dumpsters, pick up of loose trash, tire collection) - goal of 12 litter picks per year and four events where dumpsters will be provided and tires collected.
 - Number of home repairs completed, many in cooperation with ForColumbia - goal of six in our focus area in year 1; we will review and set this goal for year 2.
- Completion of the work at the vacant lots at Garth & Sexton

12. How will you measure the impact of Love Your Block? Please identify up to five (5) measures the mayor and other key executives (e.g., council members, chief of staff, etc.), as well as engaged residents and community partners will receive to show the impact of the project on the stated public challenge.

The City of Columbia will measure the impact of Love Your Block with these five measures:

1. Volunteer efforts: number of volunteers, number of service hours
2. Number of neighborhood cleanups, defined as events held on a specific time and date targeted in a specified area to pick up litter along streets, remove waste tires and provide dumpsters for resident use. Neighborhood cleanups will also measure the tonnage of waste disposed and number of tires collected.
3. Number of home repair projects completed in cooperation with ForColumbia and other community non profits that may assist low income residents in our focus area.
4. Completion of vacant lot redevelopment at Garth/Sexton

13. How will you track metrics for the project (e.g., dashboard, bi-weekly status meeting, etc.)? You may provide examples of how the city has tracked similar project-related metrics.

The City of Columbia uses Volgistics as our volunteer management software that would be used to measure our volunteer activity including number of volunteers, time shared and dates of service. We have used this platform for nearly ten years and can use this program for volunteer scheduling and reporting. It also has a self-reporting feature where volunteers can enter their own data. Our volunteer programs staff provides a report to our City Council annually about the efforts of volunteers.

Measures 2, 3 and 4 can be documented through a Google sheet that can be accessed by staff and lead volunteers to report their work.

The City currently has a dashboard for our Strategic Plan results. We can work with our Information Technology staff to develop a dashboard to post on our website. We anticipate updating this dashboard at least quarterly and providing an annual report to City Council about our Cities of Service work.

14. How often does the eligible organization collect demographic data? Who is tasked with this data collection?

The City of Columbia does not regularly collect demographic data for our volunteers or those who request assistance in Neighborhood Services. We anticipate working with staff at the Bloomberg Center for Public Innovation to determine what demographic data to collect as part of our Love Your Block work and how to best manage that data.

In past years, the City of Columbia has gathered demographic data through our citizen survey with the last survey completed in 2019. Demographic data collected included race & ethnicity, household income and age. Staff also relies on Census data and American Community Survey Data that helps us identify areas in our community with the greatest income disparity and the highest minority population.

15. What demographic data does the eligible organization collect, and how is that information used?

Similar to the previous answer, Neighborhood Services and our City volunteer program does not regularly collect demographic data. We look forward to the opportunity to develop tools to collect and manage this data with guidance from staff who work with Love Your Block.

Section 5/7

16. Please describe how the eligible organization has made grants to community partners and residents in the past. If the eligible organization has not provided such grants, please describe how you will implement such a process and what, if any, support you will need to do so, including partnering with a city agency, nonprofit, or university.

The City of Columbia has provided grants to community partners in many ways, including through our Human Services Division and our Office of Cultural Affairs. We have also provided mini grants to neighborhood associations and provided reimbursement to City volunteers for expenses on projects on City right of way. City staff does not anticipate problems with this process and will consult with our law department, purchasing staff and finance on the best way to manage this process following the City's rules and procedures.

17. How will you ensure that residents and community groups with limited or no involvement are made aware of the opportunity to apply for Love Your Block mini-grants? What activities, resources, or workshops do you plan to make available for residents and community groups to support them during the application process?

Organizations that are currently working in this neighborhood will be key to getting the word out about Love Your Block and mini grant opportunities. This includes neighborhood associations, faith organizations, nonprofits and schools. We will also work with the Columbia Housing Authority to communicate with their residents. Asking for time on the agenda of meetings at these organizations is an efficient way to share the information. We can also include information on mini-grants in our door to door communication.

As we move forward with our project, we may decide to host additional workshops to make residents and non profits aware of how to access mini-grants. Staff would identify a meeting location and time that is accessible to residents.

18. Please describe the eligible organization's practices and considerations around diversity and inclusion when making grants to community partners or residents. What top lessons learned will you translate or adapt to this grant? If this is a new commitment, describe what best practices and considerations you plan to incorporate. We value learning, so please highlight any shortcomings with your past efforts towards diversity and inclusion that you would improve or address with this project.

Neighborhood Services has provided grants through our Neighborhood Mini Grant Program and has also distributed resources by providing neighborhood dumpsters. We have distributed these resources in different ways in the past and want to use the Love Your Block program to help us provide grants using our core value of Equity as our guide.

One approach to distributing neighborhood resources has been "first come, first served" until our budget was depleted. Staff observes that many times higher income neighborhoods end up with the most resources, possibly because they have more information about what the City has available and are better organized to take advantage of the program.

Another approach, which we intend to use for Love Your Block, is to prioritize areas of lowest income and greater racial diversity. In Columbia's previous Strategic Plan (2016-2019) the City identified three priority neighborhoods. Neighborhood Services had a goal to provide these three neighborhoods with at least half of our mini grant and dumpster funding to bolster services to these areas.

Through Love Your Block, staff expects to invest time and resources into neighborhoods with the greatest need based on demographic data including income and racial diversity.

Equity is a core value for the City of Columbia and Inclusive Community is one of the five priorities of our strategic plan. Earlier in 2023, the City hired our first Diversity, Equity and Inclusion Administrator who will be consulted in our Love Your Block work.

19. Please describe plans for sustaining the project after the two-year grant period. Indicate any relevant conversations about future funding and partnerships with the eligible organization and community partners such as community foundations, local businesses, or universities.

The Love Your Block opportunity comes at a special time for the City as we are creating a new Housing & Neighborhood Services Department to strengthen the City's commitment to support housing and healthy, strong neighborhoods. The work of this project is a great fit to build on current work and expand in the future.

The project will be sustained through the City of Columbia's Neighborhood Services staff, which includes Volunteer Programs. Volunteer Programs will continue management of the green spaces created through the use of volunteers, including the community residents. Neighborhood Services staff will also continue to work with ForColumbia on their work to expand upon the projects and areas of the community served. With projects completed in and around central Columbia neighborhoods, the intent is to ensure sustainability. The City of Columbia has contact with many non-profits and faith based organizations that are conducting home maintenance projects. City staff will continue to collaborate with these organizations on their work.

20. Please identify staff who will be responsible for this project. Provide their title, full name, the role they will play in the proposed project, and what their other responsibilities are. Explain why this project falls under their purview.

The City of Columbia has three primary staff who will work on Love Your Block:

- Leigh Kottwitz is the Neighborhood Services Manager for the City of Columbia, supervising staff who work with the municipal volunteer program and residential code enforcement. The Neighborhood Services division includes 11 full time and two part time staff. Neighborhood Services staff coordinate litter pickups throughout the City, neighborhood cleanups, and volunteer projects. Inspection staff spend a majority of their time in the community where they are aware of neighborhood needs and have built relationships with residents and property owners. Leigh has worked for the City for more than 23 years.

- Kylie Platt is a Volunteer Program Specialist with the City of Columbia. In this role she is often the first contact new volunteers have with the City. She has the responsibility for communication including recruitment, social media and volunteer retention and also works to manage volunteer projects. Before coming to the City in early 2023, Kylie worked in volunteer management with the Salvation Army and American Red Cross.

- Adam Friesz is a Code Enforcement Specialist I with the City with responsibility for enforcing the City's property maintenance code through rental inspections and on owner occupied structures. Adam has a sincere interest in connecting residents with resources to keep their housing safe, healthy and in compliance. He has been a volunteer with ForColumbia and has helped connect the event with owners and properties that can benefit from that service.

Other individuals that will be involved include:

- Shelly Mayer is the Program Director with ForColumbia and a staff member with The Crossing, a large church in Columbia. Our Love Your Block project will support the work of Shelly and her team so we do not duplicate existing work.

- Leszek Vincent (PhD/Plant Scientist) has been the driving force behind the development of the vacant lots at Garth & Sexton and has a vision for making that a successful green space. This includes a rain garden of diverse native species, utilizing landscape that has already been designed and built by the City for this purpose. He will also explore the planting of low maintenance native tree species on ground adjacent to the rain garden, in consultation with neighborhood representatives. Leszek also seeks to lead a group of volunteers to assist neighbors in the Ridgeway neighborhood area via the removal of unwanted and noxious exotic plants (e.g. 'bush honeysuckle' & 'Bradford Pear') that have severely encroached on the usable space of many properties in the neighborhood.

21. Please describe how the eligible organization will recruit, manage, and support the AmeriCorps VISTA member and how the VISTA will support the implementation of the project. Describe how the eligible organization plans to train, support, and deploy the AmeriCorps member. Include the organizational structure, where the AmeriCorps VISTA will be placed in the organization and to whom they will report. Please include in the organizational structure the office of the mayor, city chief executive, and/or department director. Please describe how the VISTA will lead volunteer recruitment and impact volunteering through outreach, marketing campaigns, building a social media presence and other key activities. AmeriCorps VISTA members' time must be used in accordance with the core principles of the VISTA program to improve lives, strengthen communities, and foster civic engagement through service and volunteering. Include any information about previous experience the city has had with AmeriCorps VISTA members.

The VISTA member will have work space in the Housing & Neighborhood Services Department and be managed and supported with our Volunteer Programs staff. The VISTA will report to the Manager of Neighborhood Services. Recruitment will occur through our existing communication channels (social media, newsletters, community events) as well as by talking directly to neighborhood leaders and contacts with community non profits who work in our focus neighborhoods. We will also share this opportunity with our contacts at local high schools and colleges.

The VISTA will become part of our volunteer staff and we will incorporate their work into what we already do for outreach and communication successfully for the City's volunteer program. We plan to use our existing Volunteer Columbia branding and social media pages for our Love Your Block project.

22. Please describe how the eligible organization will recruit, manage, and support the Love Your Block Fellow for two years. Please describe how the city plans to recruit, train, support, and deploy the two-year Love Your Block Fellow, including where the Fellow will be placed in the organizational structure, and who will supervise the Fellow.

The Love Your Block Fellow opportunity will be recruited through our Human Resources Department and we will follow the hiring procedure that the City uses for other temporary staff. Like the VISTA, the Fellow will become part of the City's Volunteer Program staff and will be supervised by the Neighborhood Services Manager. The Fellow will have office space and will be supported through the Housing & Neighborhood Services Department. By working alongside our existing staff, we will effectively train, support and deploy them in this work.

The Fellow will work with community partners and the neighborhood to address the issues within the targeted area of central city, and collaborate on solutions. The Fellow will organize the needs and prioritize the work to be done. They will also maintain relationships with the neighborhood association and residents to ensure an open line of communication.

23. Is your city currently a member of the Cities of Service coalition?	Yes
Letters of support from the critical departments/agencies.	https://drive.google.com/a/jhupublicinnovation.org/uc?id=1FfCdppxSR4hBu5RHHh184hUmvRrq0_GH&export=download&display=/Columbia_152226022_LetterHNSDecofServiceColumbiaMO.pdf
Letters of support from the critical community partners.	https://drive.google.com/a/jhupublicinnovation.org/uc?id=1nAZrQmfz1L103JcMXuDdnu13gPkckQe7&export=download&display=/Columbia_152226170_LettersCommunityPartnersColumbiaMO.pdf
Organizational chart that shows the relationship between the staff responsible for this project to the mayor and senior leadership.	https://drive.google.com/a/jhupublicinnovation.org/uc?id=1v_saSu-s21txqktzS-RRNqtLZW9QGp6-&export=download&display=/Columbia_152226188_OrgChartCityofColumbiaMO.pdf
Please provide your initials here:	Signature image not available.
Never miss a thing! Sign up to receive the latest news and find out about new opportunities.	I consent to receive the latest news and find out about new opportunities.



December 4, 2023

Dear Love Your Block Selection Committee,

Please accept this letter of support from the City of Columbia's Housing & Neighborhood Services Department who will be the lead City department for our *Love Your Block* project. This opportunity comes at an ideal time for us, and will capitalize on our long history of volunteer management and our new City department. Let me tell you more!

Volunteer Management: The City of Columbia created our volunteer program 27 years ago. We have a well-resourced program with 2.5 full time equivalent staff and two part time staff, as well as a budget to support volunteer recruitment, communication, support and appreciation. The staff and volunteer recruitment and management, and project completion required by *Love Your Block* are within the skill set we have developed over many years.

New Department: The Housing & Neighborhood Services Department was created in the City's 2024 fiscal year budget to bring additional resources and attention to the needs of our neighborhoods and to support affordable housing. Our *Love Your Block* program will be a part of the new enthusiasm our local government is bringing to our residents.

Our City Manager, De'Carlton Seewood, and Mayor Barbara Buffaloe, have both expressed their support for our *Love Your Block* application. Our department staff, community partners and neighborhood leaders are also excited about this opportunity. Thank you for considering our application and we look forward to hearing of our acceptance in January!

Sincerely,

A handwritten signature in black ink that reads 'Leigh Kottwitz'.

Leigh Kottwitz, CVA
Neighborhood Services Manager

Housing Programs • Neighborhood Services • Volunteer Programs

 573.817.5050
573.874.CITY (2489)

 11 N. Seventh Street, P.O. Box 6015
Columbia, Missouri 65205

 CoMo.gov
Neighborhood@CoMo.gov

Our vision: Columbia is the best place for everyone to live, work, learn and play.

CITIES OF SERVICE

DECLARATION OF SERVICE

WHEREAS Cities of Service brings together and supports mayors and city leaders to harness and focus the energies of our citizens to solve pressing public problems and build stronger communities;

WHEREAS cities, home to many of the world's most persistent challenges, are well-positioned to bring leadership, energy and innovation to tackle pressing public problems;

WHEREAS local government works better when it is open to the ideas and talents of citizens and engages them to help identify and solve public problems;

WHEREAS citizen contributions can take many forms, from defining and prioritizing problems to generating ideas and volunteering their time, creativity, and expertise;

WHEREAS citizens have deep expertise in their own lives and in what's best for their families and communities — and this expertise can be leveraged to deliver better services and solve public problems;

NOW, THEREFORE, we resolve to advance a coalition of mayors and city leaders from cities large and small to harness and focus the energies of our citizens. Cities of Service coalition members work together to increase authentic and robust opportunities for citizens to take action in our cities by:

- Developing comprehensive strategies focused on engaging citizens and established community partners to the areas of greatest local need to help create safer, healthier, thriving cities;
- Working with mayors and city leaders in other cities to spread best practices that accelerate citizen engagement, produce real and measurable results, and improve quality of life; and
- Calling on other mayors and city leaders to join this global movement to build stronger cities by changing the way local government and citizens work together.

Citizens are residents who actively participate in their community and who see themselves as integral partners in tackling emerging challenges and creating better places to live, work, and play.

<i>Barbara Buffaloe</i>	Barbara Buffaloe	11/20/2023
MAYOR'S SIGNATURE	MAYOR'S NAME (PLEASE PRINT)	TODAY'S DATE
701 E. Broadway		Columbia, MO 65201
MAYOR'S OFFICE ADDRESS		CITY, STATE, ZIP
mayor@CoMo.gov	573-874-7222	
MAYOR'S EMAIL ADDRESS	MAYOR'S TELEPHONE	
Leigh Kottwitz	Neighborhood Services Manager	
STAFF CONTACT NAME	STAFF CONTACT TITLE	
leigh.kottwitz@CoMo.gov	573-874-7504	
STAFF CONTACT EMAIL ADDRESS	STAFF CONTACT TELEPHONE	

TO JOIN CITIES OF SERVICE

Please read and sign the Declaration of Service. Return the completed form to Bloomberg Center for Public Innovation at Johns Hopkins Cities of Service: BCPIcivicengagement@jh.edu.

Pat Kelley
1007 Grand Ave.
Columbia, MO 65203
Kelley_pat@yahoo.com

Katherine Speichinger
1009 Jewell Ave.
Columbia, MO 65203
katspeichi@gmail.com

December 3, 2023

Dear Reviewers of Love Your Block 2023 Applications:

We are writing to enthusiastically support the City of Columbia application for the Bloomberg Center for Public Innovation Love Your Block program to help us make the southwest corner of Garth Ave. & Sexton Road a beautiful and inviting green space.

The southwest corner of Garth Ave. and Sexton Road is at the intersection of the Ridgeway and Douglass neighborhoods, Columbia Land Trust homes and an eight-floor public housing complex for low-income senior citizens. Residents of this area earn about 20-30 percent of the median income in Columbia. There is a large percentage of rental housing, yet it is also a centrally located and historic area that is diverse, affordable, and walkable with a long history of community involvement and enthusiasm to preserve our neighborhoods.

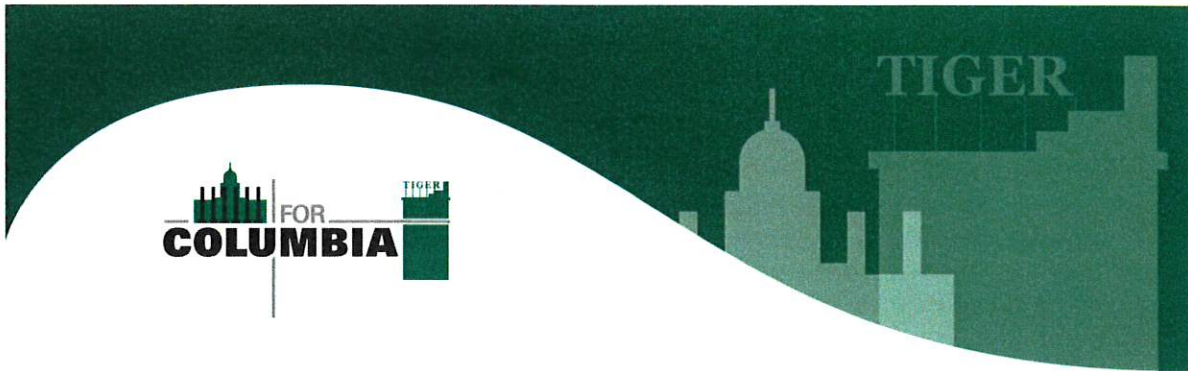
Several years ago, the Ridgeway Neighborhood Association organized a completely unfunded all volunteer "Love Where you Live" project. We replaced broken sidewalks, repaired hazardous porch steps for elderly neighbors, we organized trash pick-ups that took place on a different block every Sunday afternoon. It was a great way to get to know our neighbors and keep our neighborhood clean. One of our neighbors still picks up all the trash every Sunday evening along Sexton Road across the street from the Garth & Sexton site. Several years ago, neighborhood volunteers planted some native plants at the corner site. Previously the site was an abandoned lot with severe flooding that impeded traffic on Garth and Sexton. The City of Columbia built a bioretention overflow structure to fix the effects the flooding had on traffic. Our neighborhood would like the area to be a place where neighbors can gather and can watch native plants and pollinators flourish. The neighborhood has been working on the project for years but was disrupted during the pandemic. In spite of the troubles the original native plants have thrived due to some dedicated neighbors. During that first summer one of our neighbors hauled water in her pickup truck to the site to water the new plants until they were established. This test garden has inspired us to attempt more ambitious projects. Under the direction of Dr. Leszek Vincent, Adjunct Research Professor in the Division of Plant Science and Technology, University of Missouri, Columbia, and with the help of ForColumbia volunteers, we have recently seeded a large rain garden. We also recruited the City of Columbia Tree Board, which is working on arrangements to plant a micro forest in a tree preservation area along a portion of the south side of the site. We hope that the Garth & Sexton area will be a demonstration of what can be accomplished collaboratively to create a green and restful area where it is most needed.

A Show Me the Heat urban heat island map of Columbia, Missouri demonstrates that the urban heat island impact at the Sexton & Garth site makes this area one of the hottest in Columbia. Yet many of our neighbors who can least afford high air conditioning costs live in houses that aren't weatherized and don't have efficient air conditioning units. In addition, some live in houses where windows no longer open to create the cross drafts from shady streets that used to cool older houses. In fact, most of our streets don't have much shade anymore. We have lost many of the old trees that used to line our neighborhood streets. Trees are rarely replanted at rental properties and the maintenance cost of large tree care is an economic burden for low-income homeowners.

Approximately 200 low-income seniors live across the street from the Garth & Sexton site at Oak Towers. Less than 25 percent of them have cars to travel beyond the central area. Even though we know that studies have shown that trees lower crime, and spending time in nature improves mental health, many of our neighbors who could use the restorative effects of spending time in a natural setting the most, have no access to a park or green space. We will soon be losing the small semi forested area that we have when more public housing is built next year at the northeast corner of Garth & Sexton.

Garth & Sexton is a busy intersection. Garth Ave is a street that lots of people drive on every day. It connects north and south Columbia. If someone who drives through never sees any other portion of our neighborhood, they will see this corner. We want this corner to demonstrate what we can accomplish collaboratively when the city, Columbia Housing Authority, neighborhood associations and volunteers work together. And we hope that sometimes instead of just driving past people will stop and visit. They will see our neighborhood as we do and how much we "love our block."

Pat Kelley and Katherine Speichinger, representatives
Ridgeway Neighborhood Association



December 1, 2023

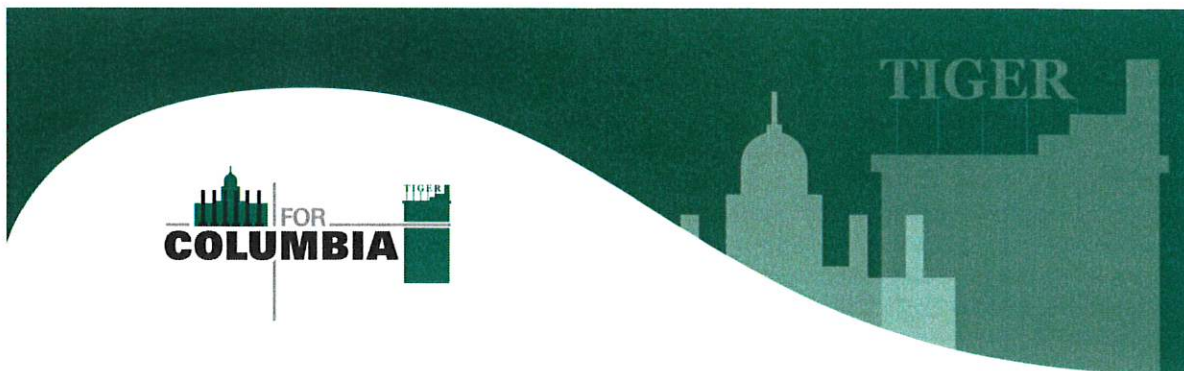
To Love Your Block Program Directors:

I am writing to express my wholehearted support for the City of Columbia's Housing & Neighborhood Services Dept. and their inclusion in the Love Your Block Program.

I am the Director of ForColumbia, a faith-based effort organizing 2,000+ volunteers annually to love and serve our neighbors in a variety of ways. We partner with City officials annually in two distinct ways to maximize the benefit to our community and its citizens. Specifically:

1. **Individual Homes:** ForColumbia works closely with the Housing & Neighborhood Services Department, as well as other non-profits in Columbia, to identify homeowners who are struggling to maintain their properties, offering volunteer support to make often significant repairs. We are able to do this because we recruit highly-skilled volunteers and have a strong reputation for using an individual's expertise in plumbing, electrical, construction, etc. to love and serve others. The Columbians served include elderly individuals, those on a fixed income, single parents, people with health challenges or disabilities of any kind, etc. Our goal is to provide help to those without the ability to make repairs on their own, and/or without the support system around them that so many of us are able to rely on.
2. **Public Venues:** ForColumbia also finds areas within Columbia to serve in ways that improve our city and benefits all citizens of our community. These include areas within our city like the open lot at Garth Ave and Sexton Road, where we have been partnering with the adjacent neighborhood association, the City of Columbia and the Columbia Housing Authority to improve this property and ready it for a possible additional park location in what is currently a lower income neighborhood with a decided lack of open green space.

Our efforts are currently funded by finite private funding and partner church donations. This is our 10th year of serving our city. Over the years, our efforts have put us in touch with individuals who have abandoned the family home due to lack of financial wherewithal and/or knowledge to maintain the properties. With our significant assistance, two such homes in the past year have gone from abandoned properties and public eyesores to having homeowners' families return to live in the properties their parents or grandparents worked so hard to leave to them.



ForColumbia can make a significant difference in the lives of lower income homeowners of deteriorating properties, with as little as \$5,000-\$8,000 of funding, local community support through donated materials, and volunteer labor.

Our collaborative partnership with our City government is key to our ability to help the people who most need it. With financial support from the City of Columbia and the Love Your Block Program, I firmly believe we can make a life-changing difference in the lives of many of our neighbors who can't otherwise maintain their legacy properties.

I would be glad to talk further about the work we do and the importance of the strong collaborative support we receive from the City of Columbia and the staff within the Housing & Neighborhood Services Dept.

Thank you for your consideration,

Shelly Mayer
Director, ForColumbia
(w) www.forcolumbia.com
(e) shelly@forcolumbia.com
(c) 573.489.6609

700 Wildwood Drive
Columbia
MO 65203
Leszek@missouri.edu / 573-356-7372

Dear Reviewers of Love Your Block 2023 applications,

Letter of Support for Love Your Block 2023 grant application – City of Columbia, MO

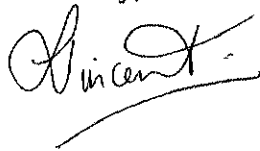
I am very encouraged by the Love Your Block initiative that seeks to support the reversal of various forms of blighted properties in struggling neighborhoods, thereby contributing to improved physical condition, social fabric, and even the health of citizens in blighted communities. Accordingly, I express my enthusiastic support for the application by the City of Columbia, MO, for a Love Your Block grant.

I have been leading a volunteer-fueled project, referred to in the application as the 'development of the vacant lots at Garth & Sexton' project. This project has benefited from approximately 100 volunteers (many via the ForColumbia initiative), donating 400 +hours of service, to restore the blighted landscape of several vacant lots. The volunteer work has addressed the removal of large amounts of exotic vegetation and has recently commenced work on the creation of a large rain garden in a site designated for this by the City of Columbia, following the construction of a stormwater management project, several years ago. Besides the rain garden, the large site of several vacant lots also lends itself to the restoration and provision of much needed green space, via diverse tree plantings. This overall green space, with a restored and botanically beautiful ecosystem in an inner-city environment, is looked forward to by many of the local residents who live in a historically very mature neighborhood. In addition, I facilitate/lead another ForColumbia volunteer-fueled initiative that focuses on the removal of exotic/noxious vegetation that is contributing to the blight status of many properties in the inner-city neighborhood(s).

I suggest that the Garth/Sexton project and the removal of exotic vegetation initiative are shining examples of how community-driven initiatives can make a lasting impact and can be very encouraging and provide hope to struggling neighborhoods. The dedication of volunteers, collaborative partnerships, and the focus on sustainable practices make these projects deserving of support.

Thank you for considering my endorsement of the Love Your Block 2023 application by the City of Columbia. I look forward to witnessing the positive transformations and benefits it will bring to the needful communities and the City as a whole.

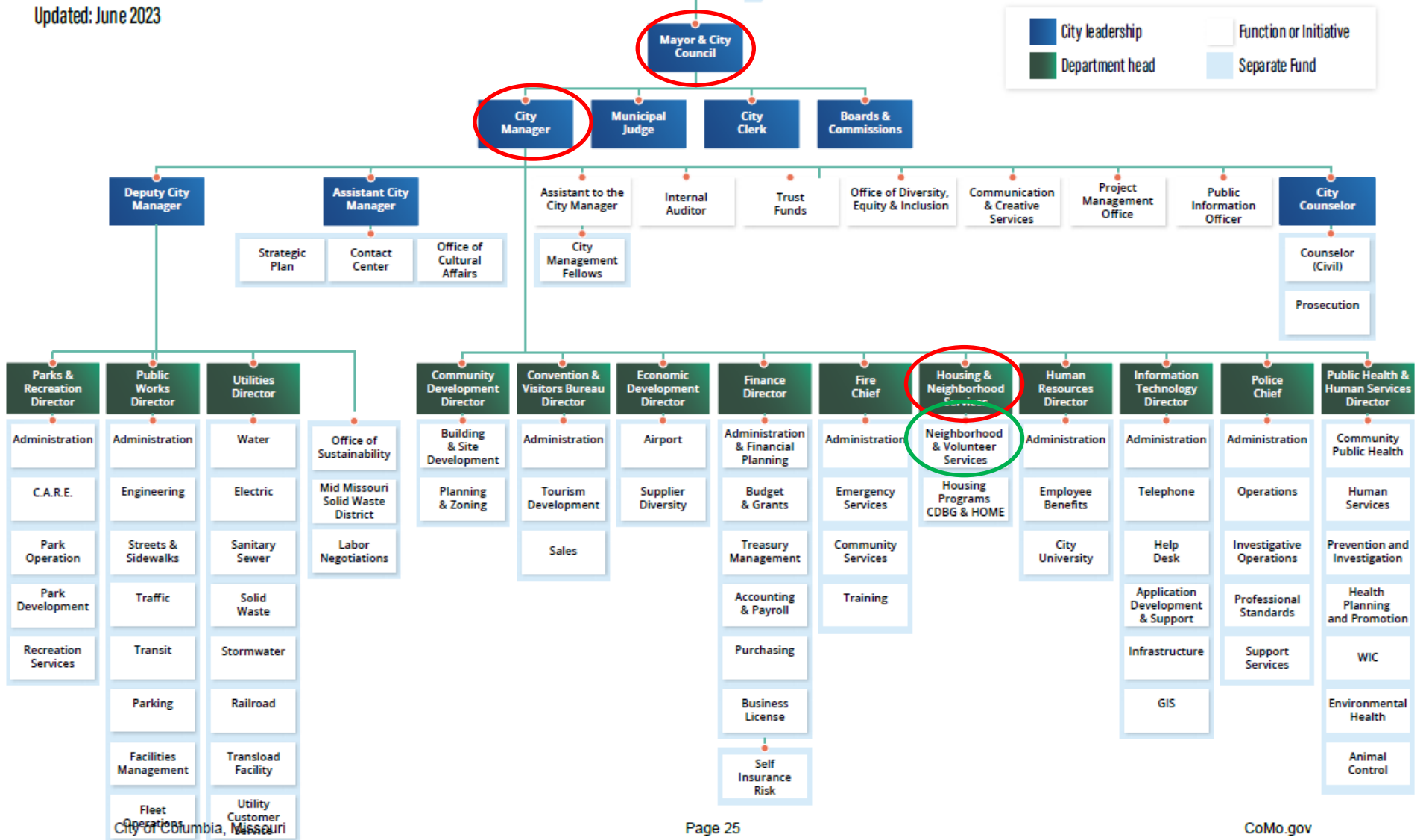
Sincerely,



P. Leszek Vincent, PhD/Plant Scientist specializing in Plant Systematics & Medicinal Plant Science – Adjunct Research Professor in the Division of Plant Science and Technology, University of Missouri, Columbia

ORGANIZATIONAL CHART

COMO.GOV
Updated: June 2023



City leadership
 Department head
 Function or Initiative
 Separate Fund



Love Your Block

Milestone Payment Schedule

Milestone Payment Schedule

Funding will be disbursed in two equal payments of \$50,000.

Payment 1: \$50,000 issued upon execution of the award agreement

The first \$50,000 payment will be disbursed after this Agreement has been fully executed.

Payment 2: \$50,000 issued on August 1, 2025 upon receipt of Annual Report covering Year 1 program activities.

The second \$50,000 payment will be disbursed upon satisfactory completion, in BCPI's sole discretion, of Year 1 grant activities and submission of the first annual report due July 31, 2025, to include narrative, budget, and metrics reporting for the period of July 1, 2024-June 30, 2025.

Sample Fixed Price Invoice

Subrecipient shall submit invoices, stated in U.S. dollars, to JHU in accordance with this sample invoice. All invoices must: (i) be sequentially numbered; (ii) indicate the date(s) of performance by the Subrecipient; (iii) state the JHU Purchase Order number, the title of the project, and the name of the JHU Principal Investigator; and (iv) include the Subrecipient's certification that the invoice is just and correct, and that payment for this work has not yet been received; and (v) upon submission of final invoice, state specifically that all of Subrecipient's work for this project has been successfully completed.

Johns Hopkins University

Remit payment to:

Subrecipient: _____ Bank Name: Foreign only
 Subrecipient Address 1: _____ Bank Address: _____
 Subrecipient Address 2: _____ Routing/ABA #: _____
 Contact Person: _____ Account #: _____
 Contact Person E-mail: _____ SWIFT Code: _____

JHU's P.I.: _____ Date of invoice: _____
 Subrecipient's P.I.: _____ Invoice number: _____
 Purchase Order number: _____

Project title: _____
 Current billing period: _____
 Amount due this invoice: _____

Description of milestone achieved: _____

Milestone payment due: _____

Subagreement Value	Funds Received to Date	Current Invoice Total	Total Cumulative Invoiced	Remaining Subagreement Balance

If receipts are in a foreign language, English translation must be attached.

By signing this invoice, I certify to the best of my knowledge and belief that it is true, complete, and accurate, and the expenditure are for the purposes and objectives set forth in the terms and conditions of this Subaward . I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise.

Subrecipient Authorized Signature

Date

JHU Principal Investigator Signature of Approval

Date

With submission of final invoice (90 days after Subagreement termination date), Subrecipient must additionally certify to the following:

“All requirements and deliverables set forth in this Subagreement have been met and Subrecipient’s scope of work has been successfully completed.”

Subrecipient Authorized Signature

Date



Use of Funds

Awarded cities will be expected to use funds in accordance with the intentions of the Love Your Block program and for direct support of the impact volunteering initiatives. Fellowship grant funds are restricted to the direct compensation of the identified Love Your Block Fellow.

Acceptable use of project implementation grant funds includes but is not limited to costs associated with engaging volunteers in:

- Activating vacant lots or empty storefronts/buildings
- Neighborhood clean-ups
- Transforming vacant lots into vibrant community spaces
- Educational outreach and skills-based support for individuals and community groups
- Basic code compliance repairs for homes

The Johns Hopkins grant funds may not support:

- Services covered by existing city infrastructure, such as standard trash collection and existing staff salaries
- Rent or utilities
- 501(c)(3) incorporation fees
- Speaker honorariums
- Improvement projects that primarily serve churches and/or other religious organizations
- Scholarships or other direct support to individuals or families
- Partisan political organizations, political candidates, fundraisers, or projects
- Events such as block parties, conferences, festivals, dinners, sports competitions, art exhibits, and fundraisers (e.g. dinners, walks/runs/relays, golf tournaments, and auctions) unless directly in service to the larger strategic initiative
- Capital campaigns, endowments, or endowed chairs

Media, Publicity, and Use of Name

1. The City agrees to acknowledge the Bloomberg Center for Public Innovation at Johns Hopkins (BCPI), solely in the manner described below, in publications, advertising, speeches, lectures, interviews, press releases, internet web pages, and other similar activities and communications related to the Initiative in any format (together, “Media Releases”).
2. The City agrees to acknowledge BCPI, solely in the manner described below, on any plaques, signs, or other means of recognition that attribute support for public space enhancements as part of demonstration projects or mini-grant-funded efforts including benches, gazebos, and the like.
3. Unless otherwise requested or approved in advance by JHU, all Media Releases and all written acknowledgments that refer to the Program or Initiative: (1) shall acknowledge the support of “the Bloomberg Center for Public Innovation at Johns Hopkins University” and (2) shall link to BCPI’s website (<https://publicinnovation.jhu.edu/>).
4. Prior to any publication, release, distribution, or dissemination of any Media Releases, the City shall provide copies of all draft Media Releases to BCPI and obtain BCPI’s written consent. The City also shall not use JHU’s logo or the names of any of its trustees, officers,



employees, or agents without the prior written consent of BCPI. All requests for BCPI approval shall be directed to BCPIcomms@jhu.edu with a copy to the City Lead's primary programmatic contact.

5. The City is also required to verify that all digital properties, media materials, and other relevant items reflect their association with AmeriCorps in accordance with AmeriCorps requirements. The City may not use or display the AmeriCorps VISTA name or logo in connection with any prohibited activities.