

SCOPE OF WORK - EXHIBIT A [2023-2024]

SECTION 1—Work Products

The Agency will provide the following programs each year at a fee for service, based on the following rates. All programs are free to the public.

<u>Programs</u>	<u>Cost</u>
1. Community Events (14 total events; \$812.49/event)	\$11,375
2. Farmers Markets (24 total sessions; \$350/session)	\$8,400
3. Senior Events (3 total events; \$721.84/event)	\$2,166
4. Teen/Youth Programs (4 total events; \$340/event)	\$1,360
5. Performing Artists (20 events; \$260/event)	\$5,200

Total \$28,500

PROGRAM BUDGET - EXHIBIT B [2023-2024]

Budget Category	LFP Funds 2023	LFP Funds 2024
Personnel Costs		
Office/Operating Supplies		
Telephone & Technology	\$200	\$200
Artist and Fees: Program expenses		
Supplies & Materials: Programs	23,300	\$23,300
Sound Technician		
Printing/Duplicating/Marketing	\$2,000	\$2,000
Program Supplies	\$3,000	\$3,000
Total	28,500	\$28,500
Match	11,000	\$11,000

Date: _____

PROGRAM BUDGET - EXHIBIT C [2023-2024]

SECTION 2

PROOF OF LOCAL FUNDING MATCH

Notwithstanding the payments for services identified in the Scope of Work, Exhibit A, the City's obligation to compensate the Agency is capped at \$15,000.00 for each year unless the Agency provides the City with documentation as defined in the Program Budget, Exhibit B that the Agency raised funds from residents of the City, businesses located in the City or other non-government agencies during calendar years 2023 and 2024. Upon receipt of the proper documentation as defined in the Program Budget, Exhibit B, the City shall pay the Agency up to but not to exceed an additional \$11,000.00. Payment shall be made in a lump sum for any services rendered and unpaid for, and to the extent services are not rendered then as they are provided.

DATE: _____

	<u>Funding Source</u>	<u>Amount</u>	<u>Date</u>	<u>Notes</u>
1.				
2.				
3.				
4.				
5.				

INVOICE FOR SERVICES - EXHIBIT C [2023-2024]

SECTION 3—Service Report

Agency: Friends of Third Place Commons

Reporting Dates: _____ to _____

	Program/Activity	Event Date	Event Location	Actual # of Attendees	Projected # of Attendees
1.					
2.					
3.					
4.					
5.					
6.					

SECTION 3—Service Summary Report

1. Describe your achievements for the half year in implementing program activities:

2. Did you reach your performance/attendance goals?

INVOICE FOR SERVICES - EXHIBIT C [2023-2024]

SECTION 3—Service Summary Report

Agency: Friends of Third Place Commons

Reporting Dates: _____ to _____

3. If you did not reach your performance/attendance goals, please explain why and list what corrective actions you will take to ensure that this does not happen again.

4. Please describe any insights into/about your program's development: