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.

Programs 1. Community Events (14 total events; \$812.49/event)	<u>Cost</u> \$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	LFP Funds 2024
Personnel Costs		
Office/Operating Supplies		
Telephone & Technology	\$200	\$200
Artist and Fees: Program expenses Supplies & Materials: Programs Sound Technician	23,300	\$23,300
Printing/Duplicating/Marketing	\$2,000	\$2,000
Program Supplies	\$3,000	\$3,000
Total	28,500	\$28,500
Match	11,000	\$11,000

INVOICE FOR SERVICES - EXHIBIT C [2023-2024]

Payment to:

Friends of Third Place Commons

SECTION 1—<u>Invoice</u>

Payer:

City of Lake Forest Park

17425 Ballinger Way NE			PMB 309 17171 Bothell Way NE Lake Forest Park, WA 98155		
Lake Forest Park, WA 98155					
		(206) 957-2814			
			(206) 366-3302		
Billing Period:			Total Quarter	Request:	
Date submitted:					
Yearly Contract Amount				\$28,500	
Amount Billed this Report				φ20,500	
Amount Previously Billed					
Total YTD					
Contract Balance Remaining					
		Total Required Yearly Mate	\$ 11,000.00	*Please provid	le documentation
		Required by 6/30: \$5,500		in Exhibit C(2))
		Required by 12/31: \$5,500			
		Payment Request For Service		•	
Service	Fee	This Request	Previous Request	YTD	Balance
				I	
				I	
Total					
Under penalty of perjury und	ler the laws	of the State of Washington, I sw	rear and affirm that	the informatio	n
provided in this invoice is tri		· · · ·	33	J	
-			Title:		
Authorized Signature:			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, Exhbit 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.

DAT	E:			
	Funding Source	Amount	Date	<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

Bet vice Building Report	
Agency: Friends	s of Third Place Commons
Reporting Dates:	to
3. If you did not reach your performance/a list what corrective actions you will take	attendance goals, please explain why and e to ensure that this does not happen again.
4. Please describe any insights into/about y	your program's development: