

AFTERSCHOOL PROGRAM FUNDING AGREEMENT dated June 19, 2024.

Between:

THE CORPORATION OF THE TOWN OF GEORGINA (the “**Town**”)

and

JERICHO YOUTH SERVICES (the “**Provider**”)

RECITALS:

- A. The Provider is a community-based, not for profit corporation, as identified in Schedule A attached to this Agreement, and has agreed to be part of the Town’s Afterschool Program Initiative.
- B. The purpose of the Afterschool Program Initiative is to provide affordable after school recreation programs for students between the ages of 5 and 13 to be delivered by the Provider in two communities – Pefferlaw and Sutton. The Provider will deliver quality community services to low and moderate income residents (After School programs).
- C. The Town has allocated funding through the Community Services Department’s existing operational budget to support the Afterschool Program Initiative for a five-year term starting July 1, 2024 and ending June 30, 2029.
- D. The Town has agreed to provide Afterschool Program funding to the Provider in accordance with the terms of this Funding Agreement.

The parties agree:

1. DEFINITIONS

1.1 In this Afterschool Program Funding Agreement, the following definitions shall apply:

“Agreement” means this agreement and the attached Schedules, which comprise the entire agreement between the parties.

“Material(s)” means any equipment, food, appliances, supplies or chattels of any kind purchased by the Provider under this Agreement for use in the delivery of the Services and as more particularly described in Schedule A to this Agreement.

“Afterschool Program Initiative” is a partnership between the Town and the Provider to provide after school recreation programs in two communities (Pefferlaw and Sutton) within Georgina with a higher proportion of families who have Low/Moderate income, as defined in Schedule A to this Agreement.

“Services” means the services provided by the Provider pursuant to this Agreement and more particularly described in Schedule A to this Agreement.

2. SERVICES

- 2.1 The Provider represents and warrants that it has the expertise, experience, and knowledge required to provide the Services pursuant to this Agreement, and acknowledges that the Town is relying upon such representation and warranty in entering into this Agreement.
- 2.2 The Town may refuse payment or may approve only partial payment if the Services are not provided in accordance with the terms of this Agreement.

3. PAYMENT

- 3.1 The Town will pay the Provider monthly installments of the Town's funding contribution as set out in Schedule A following execution of this Agreement. Final payment will be issued once the Funding Request and Reconciliation form attached as Schedule C is submitted on January 15 of each year.
- 3.2 The Provider shall provide the Town with documentation in support of its requests for payment for the Services, together with the completed Reporting and Service Evaluation form attached as Schedule B by April 15, July 15 and January 15 of each year and the completed Funding Request and Reconciliation form attached as Schedule C by January 15 of each year.
- 3.3 The Provider shall immediately refund any payments made by the Town to the Provider in excess of the amounts indicated in this Agreement or any funds not used in accordance with this Agreement, or in the event that the Provider fails to provide documentation reasonably required by the Town.
- 3.4 The Director of Community Services may, in the Director's sole discretion, alter the amount of payments, withhold payment for reason of the Provider's unsatisfactory performance under this Agreement, or amend the terms of payment set out above.

4. PROVIDER'S RESPONSIBILITIES

- 4.1 The Provider agrees to provide staff, equipment, materials and supplies necessary for the delivery of the Services.

5. REPORTING AND MONITORING

- 5.1 The Provider shall provide reports to the Town with respect to the Services in accordance with the timelines and the reporting and evaluation requirements set out in Schedule B to this Agreement. All such reports must be in a form satisfactory to the Director of Community Services. The reports shall use such performance indicators and other criteria as provided by the Town from time to time in order to measure the results. The reports shall include but not limited to information on the implementation of the Services, observations as to successes, problems, concerns and any lessons learned, and the progress achieved (including targets reached) in carrying out the Services.

5.2 The Provider shall permit the Town’s staff to enter, at any reasonable time, any site at which the Services are provided to monitor and review from time to time the Provider’s performance of the Services in order to ensure that the Provider is performing in accordance with the terms of this Agreement.

6. TERM OF AGREEMENT

6.1 This Agreement will be in effect from July 1, 2024 until June 30, 2029 unless earlier terminated in accordance with the provision of this Agreement.

7. TERMINATION OF AGREEMENT

7.1 Either party may upon no less than thirty (30) days’ written notice to the other party, terminate this Agreement without cause.

7.2 The Town shall pay its pro rata share of the cost of any Services provided by the Provider up to the date of termination. Under no circumstances shall the Provider be paid any amount in excess of the maximum Town funding.

8. NOTICES

8.1 Any notice required to be given or served on either party under this Agreement must be in writing and delivered personally, electronically, by facsimile transmission or by prepaid registered mail, addressed to the Town or the Provider respectively as set out below. Service of notice is effective on the next business day following the date of personal delivery, electronic delivery or facsimile transmission, or, in case of a registered letter, on the third business day following the date of mailing.

to the Town at: Town of Georgina
26557 Civic Centre Road
Keswick, ON L4P 3G1
Attention: Patti White, Manager of Recreation Services

Email address: pwhite@georgina.ca

to the Provider at: Jericho Youth Services
20849 Dalton Road
Sutton West, ON L0E 1R0
Attention: Tracey McGruthers, Executive Director

Email address: tracey.mcgruthers@jerichoys.org

or to such other addresses as either party may from time to time designate by written notice to the other party.

9. ENTIRE AGREEMENT

9.1 This Agreement and the attached Schedules form the entire agreement between the parties and supersede any other understanding or agreement, collateral, oral or otherwise, existing between the parties at the date of execution of this Agreement. No supplement, modification, waiver or termination of this Agreement shall be binding unless executed in writing by the party to be bound. No waiver of any provisions of this Agreement shall be deemed to or shall constitute a waiver of any other provisions, whether or not similar, nor shall such waiver constitute a continuing waiver unless expressly provided.

10. SCHEDULE

- 10.1 The following Schedules attached form part of this Agreement:
- a) Schedule A – Particulars of Providers and Service Description
 - b) Schedule B – Reporting and Service Evaluation
 - c) Schedule C – Funding Request and Reconciliation Form

11. FURTHER ASSURANCES

The parties agree that they will at their own expense from time to time and at all times, upon every reasonable request of the other, promptly make, do, execute and deliver or cause to be made, done, executed and delivered all such further acts, deeds or assurances as may be reasonably required for purposes of implementing the matters contemplated by this Agreement and establishing and protecting the rights, interests and remedies intended to be created by this Agreement.

12. SUCCESSORS AND ASSIGNS

- 12.1 This Agreement is enforceable against the parties, their respective successors and permitted assigns.

13. GOVERNING LAW

- 13.1 This Agreement is governed by the laws of Ontario and the applicable laws of Canada

14. SEVERABILITY

- 14.1 Any provision of this Agreement held to be invalid, illegal or unenforceable is ineffective to the extent of such invalidity, illegality or unenforceability without affecting the validity, legality or enforceability of the remaining provisions of this Agreement.

This Agreement is effective on June 19, 2024.

THE CORPORATION OF THE TOWN OF
GEORGINA

Name: Margaret Quirk
Title: Mayor

Name: Rachel Dillabough
Title: Town Clerk

JERICHO YOUTH SERVICES

Name: Tracey McGruthers
Title: Executive Director

Name:
Title:
I/We have authority to bind the Provider

SCHEDULE A

PARTICULARS OF PROVIDER AND SERVICE DESCRIPTION

For the period from January 1 to December 20, each year

Name of Provider:	Jericho Youth Services
Address of Provider:	20849 Dalton Road, PO Box 991 Sutton, ON L0E 1R0
Attention/Contact Person:	Tracey McGruthers, Executive Director
Telephone:	905.722.5540
Email:	tracey.mcgruthers@jerichoys.org
Maximum Town Contribution:	\$100,000.00

SERVICE DESCRIPTION:

The provider will provide the following Service for the Town of Georgina:

Name of Eligible Project: After School Programs

Project Objectives and Outcomes

Provide free After School programs 75 children and families of low and moderate income living in high priority neighbourhoods in Georgina two locations – Pefferlaw and Sutton. The program is offered five days a week. The program includes social and constructive play, homework support, team building, recreation and cooperative activities. The program will provide support to parents/guardians so they can focus on personal health, family and employment with peace of mind knowing their children are having fun in a safe, quality environment. Parents/guardians will become more aware of other programs and services available to them within the community.

The target population served and reported by the After School programs will include:

- **Unique individuals served** – unique means the agency does not count the same person who receives a project’s services more than once.
- **Low and/or moderate** income (as noted in the Making Ends Meet in York Region and Community Model for Change), a family with low income is defined as a household of four with an annual household income of up to \$38,931, and moderate income is \$77,862.
- **Georgina residents**

The program will provide programs for 75 children that encourage emotional resiliency to build positive social skills and relationships.

A. Project Activities

Facilitated by a Supervisor, an Inclusion Facilitator and Program Leaders, provide program participants with a structured program that includes healthy snacks, cooking opportunities, homework support, and creative indoor and outdoor activities.

BUDGET

January – December

Expenses	Town Project Budget	Town Contribution
Program Coordinator	\$4,400.00	\$1,370.00
Inclusion Coordinator	\$9,600.00	\$1,370.00
2 Supervisors	\$20,007.00	\$20,000.00
8 Program Leaders	\$53,196.00	\$54,000.00
MERCs 17.5%	\$15,260.63	\$15,260.00
Program Supplies (snack, craft, games)	\$7,800.00	\$8,000.00
Copy/Printing	\$500.00	
Communications (cell/advertising/promotions)	\$150.00	
Program Evaluation	\$255.00	
Administration	\$6,430.00	
Staff Training	\$2,500.00	
TOTAL BUDGET (incl. all applicable taxes)	\$120,098.63	\$100,000.00

PAYMENT SCHEDULE

The Town will pay the Provider monthly payments of the Town’s funding contribution as set out above upon execution of this Agreement and final payment will be issued once the Funding Request and Reconciliation form attached as Schedule C is submitted on January 15 of each year.

SCHEDULE B

REPORTING AND SERVICE EVALUATION

REPORTING REQUIREMENTS:

Number	Services Offered during the Reporting Period
	<input type="checkbox"/> January 1 to March 31 - Due April 15, each year
	<input type="checkbox"/> April 1 to June 30 - Due July 15 each year
	<input type="checkbox"/> September to December 31 - Due January 15 each year
	In accordance with the funding request and reconciliation form attached as Schedule C to this agreement, project reports are required to provide information on each of the following:
	<ul style="list-style-type: none">• services delivered under this project (target group, type of service, key activities performed, number of beneficiaries, project benefits to clients, etc.)
	<ul style="list-style-type: none">• Project expenditures (itemized by budget line)
	<ul style="list-style-type: none">• The first report will also provide an indication of how the agency will publicly knowledge and recognize the contribution of the Town of Georgina to the services of this project in any publicity, signage and/or website.

SERVICE EVALUATION:

The following information as marked must be reported to the Town of Georgina:

Evaluation of services provided during the reporting period.

- January 1 – March 20 – due April 15, each year
- April 1 - June 30 – due July 15, each year
- September – December 20 – due January 15, each year

Provide a summary of client/participant feedback on:

The Manner in which the services were provided.

- Identify steps taken and/or recommended to improve the effectiveness and/or efficiency of the services
- Identify environmental factors impacting the effectiveness of delivery of the services
- Identify relative success of meeting targeted objectives
- Identify problems and concerns in delivering the services

- Identify any lessons learned and progress achieved in delivering the services
- Describe unexpected outcomes as a result of this project
- Other agencies which assisted in delivery of these services
- Volunteer contributions (community volunteers and volunteer hours)
- Samples of program evaluation material
- How participants benefitted from the project
- The final report is to include examples and a written narrative summary of who is better off and how as a result of this project.

How well did the project do?

- # of program surveys completed by program participants
- # of program surveys completed by parents/guardians
- Provide samples of program evaluations/surveys for program participants and parents/guardians
- # of individual LIT (Leader in Training) participants
- Provide feedback from experiences: (volunteers, LIT's, parents/guardians, community members, program participants)
- Attendance records for After School Program
- # of parents/guardians who reported an increase in awareness of community resources
- # of volunteers who participated in the program
- # of volunteer hours invested in the program
- # of individual LIT (Leader in Training) participants
- # of families supported by the programs
- # of After School Program days

Is anyone better off?

- # of program participants who report feeling accepted by their peers
- # of program participants who report forming social and community connections
- # of program participants who report positive social interactions and relationships with their peers
- # of program participants who report positive benefits including: academic, social/emotional and health and wellness
- # of program participants who report an improvement in self-confidence and academic achievement as a result of the After School program
- # of parents who report that their children benefit from the structured quality environment
- # of program participants who report enhanced problem solving and social skills

SCHEDULE C

FUNDING REQUEST AND RECONCILIATION FORM

Provider: Jericho Youth Services

Initiative: After School Programs

Period	Start Date								
Monthly Payments	July 1								
Description	Project Budget	Q1	Q2	Q3	Q4	YTD	Percent	Variance	Comments
Program Coordinator	\$1,370.00								
2-Supervisors for After School Programs	\$20,000.00								
8-Program Leaders for After School Programs	\$54,000.00								
1-Inclusion Coordinator	\$1,370.00								
MERC's	\$15,260.00								
Project Administration Expenses	\$92,000.00								
Administration									
Other Project Expenses									
Venue Rental	\$ -								
Program Evaluation									
Snacks/Craft Supplies	\$8,000.00								
Copying/printing/distribution	\$								
Communications (advertising/promotions, etc.)	\$								
Project Travel and Transportation Expenses	\$0								
TOTAL BUDGET	\$100,000.00								

_____ Completed by	_____ Date
_____ Executive Director's Signature	_____ Date
To Be Completed by The Town:	