



**FULTON
COUNTY**

CONTRACT DOCUMENTS

FOR

REQUEST FOR PROPOSAL 25RFP020325C-MH

2025 COMMUNITY SERVICES PROGRAM

FOR

DEPARTMENT OF COMMUNITY DEVELOPMENT

OF

FULTON COUNTY, GEORGIA

CONTRACT AGREEMENT

THIS AGREEMENT (“Agreement”), entered into this **1st day of January 2025**, by and between **FULTON COUNTY**, Georgia (hereinafter referred to as “Fulton County” or “County”), a political subdivision of the State of Georgia, acting by and through its Community Development Department’s Youth and Community Services Division (“YCS”), and **Create Your Dreams** (hereinafter referred to as “Contractor”), a corporation organized as a nonprofit, tax exempt 501(c) (3) agency, authorized to conduct business within the state of Georgia (hereinafter collectively referred to as the “Parties”).

WITNESSETH

WHEREAS, as part of its official functions, Fulton County is authorized to exercise the power of taxation pursuant to Art. IX, Section IV., Par. I of the Constitution of the State of Georgia of 1983, and to expend such funds raised by the exercise of said powers for public purposes as declared in Art. IX, Section IV., Par. II of the Constitution; and

WHEREAS, Contractor has in its employ personnel, and under its supervision, facilities and resources by which it can render to Fulton County and the citizens thereof certain services authorized by the aforementioned Constitutional provision; and

WHEREAS, Contractor has agreed to render services to the citizens of Fulton County, and the County has appropriated funds for those services; and

WHEREAS, the parties desire to execute a formal agreement for the services to be rendered by Contractor, and said services shall be defined, and consideration to be paid for such services by Fulton County for the successful performance of the services, and shall be enumerated.

The Agreement was approved by the Fulton County Board of Commissioners on **May 21, 2025, BOC#25-0398**.

NOW, THEREFORE, in consideration of the premises, payment of the sum hereinafter set forth and the performance of the services described herein, it is mutually agreed as follows:

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ARTICLE I - PARTIES AND TERM:

(a) Fulton County, through its YCS, retains Contractor, and Contractor accepts retention by Fulton County to render the services as hereinafter defined and required; to perform such services in a manner and to the extent required by the parties herein; and as may be hereafter amended or extended in writing by mutual agreement of the parties.

(b) The Chairperson of the Board of Directors for the Contractor or authorized representative (hereinafter "Board Chair") represents that she/he is authorized to bind and enter into contracts on behalf of Contractor, including this Agreement.

(c) Nothing contained in this Agreement shall be constructed to be a waiver of Fulton County's sovereign immunity or any individual's official or qualified good faith immunity.

(d) This Agreement will remain in effect from **01/01/2025**, until midnight **12/31/2025**.

(e) Fulton County shall have the right to suspend immediately Contractor's performance hereunder on an emergency basis under this Agreement whenever necessary, in the sole opinion of Fulton County, to avert a life threatening situation or other sufficiently serious deficiency.

ARTICLE II - SCOPE OF CONTRACTOR'S DUTIES:

Upon execution of this Agreement, the Contractor will provide the following services for Fulton County:

SCOPE OF WORK:

Community Services Program (CSP)

CSP Service Category: Economic Stability/Poverty

CSP Funding Priority(ies):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: 1. Emergency Financial Assistance inclusive of Rental and Mortgage assistance as well as Utility assistance

Health and Wellness: Not Applicable

Homelessness: Not Applicable

Senior Services: Not Applicable

Create Your Dreams, Five Core Programs + Two Funds for SUCCESS will provide services at the following locations at specified times during the contract period of **01/01/2025** through **12/31/2025**:

Start and end date of programming for which CSP funds will be used:

Start date: 01/01/2025

End date: 12/31/2025

Service Delivery Site(s):

Name of Program Site	Program Location (complete physical address)	Program City	Program State	Program Zip code	Fulton County District of the program (Facility) location	District(s) of Fulton County Residents Served by the program (facility) location
CREATE YOUR DREAMS INC	981 Joseph E Lowery BLVD NW Suite 110	Atlanta	Georgia	30318	4	4

Approach and Design:

Create Your Dreams, Five Core Programs + Two Funds for SUCCESS will provide services to **175** clients that reside in Fulton County, with CSP funding.

Create Your Dreams, Five Core Programs + Two Funds for SUCCESS will provide the following activities and services in Fulton County with CSP funding:

1. Identifies activities/services that you will provide to support one or more of CCSP funding priorities

We will provide all activities and services through Five Core Programs + Two Funds for SUCCESS. These support CCSP funding priorities under Economic Stability/Poverty. Together providing:

1. *Emergency financial assistance, inclusive of rental and mortgage assistance as well as utility assistance*

2. *Career Exploration and re-engagement with educational systems by opportunity. Access to and support for educational resources*
3. *Improved access to economic opportunities, focus on foundational education, career exploration, coaching to re-engage youth up to age 21, and providing job-readiness skills for employment. Wraparound Support to address basic needs during training*

Five Core Programs (*Providing directly for improved access to economic opportunities, focus on foundational education, career exploration; coaching to re-engage youth up to age 21 and providing job-readiness skills for employment*)

1. AfterSchool/Learning Pods: Students receive support in academics, social development, and life planning. Curriculum includes personal leadership, financial literacy, decision-making, goal setting, arts, and health. Learning Pods follow APS' virtual learning schedule.
2. Weekend Enrichment: This program complements CYD AfterSchool and includes book club, art club and fitness club, community service projects, and field trips. Weekend Enrichment provides additional programming in the evening, on weekends, and during school breaks and holidays.
3. CYD Tutoring: Focuses on foundational education and is mandatory for students struggling to maintain a 3.0 GPA. This program gives students positive role models through the volunteers who serve as tutors and provides access to and support for educational resources. Students work one-on-one with a tutor each week on their most challenging skills. Students with "B" or better averages attend CYD Tutoring weekly voluntarily for homework assistance and/or to have access to technology.
4. College Dreamers: Begins in 9th grade, students focus on career exploration activities, making them college-ready, including essay writing, application preparation, standardized testing, college campus visits, and career development. This program provides access to and support for educational resources. CYD assists with all the fees associated with applying to college: application fees, ACT fees/prep classes, and sending transcripts.
5. Summer Camp: We provide six weeks of camp, allowing students to enjoy childhood fun and explore new topics and skills while avoiding negative influences in their community. In addition to fun enrichment, we also host a daily academic camp that focuses on foundational education. More than half of the achievement gap between lower- and higher-income youth can be explained by unequal access to summer learning opportunities.

STUDENT & FAMILY SUPPORT (*providing directly for emergency financial assistance inclusive of rental and mortgage assistance as well as utility assistance*)

Provides emergency financial assistance for housing, medical, clothing, academic needs, transportation, childcare, food, and toiletries. In addition to assisting with bills, this fund allocates resources students need for success: shoes to participate on a school track team, a violin to participate in orchestra, eyeglasses, winter coats, dental care, and school supplies. CYD's ability to offer this service increases the quality of life for students so that they can participate fully in school and have their basic needs met. Because poverty can impede cognitive function, inadequate resources can undermine successful employment, education, childcare, and other facets of life.

We provide a robust family support system and educational group sessions with parents and guardians, family check-ins, and opportunities for peer support and mentoring. We provide advocacy and outreach as needed to assist families navigating learning disability academic services, DFACS, legal, and medical/mental health services. Student & Family Support Fund also includes four yearly events for families to share a meal and student performances:

- Back-to-School Cook-Out (students receive school supplies and backpacks)
- Thanksgiving Feast (families receive meals and food to take home)
- Holiday Program (students receive items from their holiday wish lists and winter clothes)

- Honors Celebration (graduating seniors receive laptops and money for college, younger students receive technology with internet accessibility)

COLLEGE & CAREER SUCCESS (Providing directly for career exploration and re-engagement with educational systems by opportunity. Access to and support for educational resources)

Assists with college and career expenses and resources for our young adults. Without our help, many of our students would not be able to attend college at all. During the 2023 school year, we have assisted with tuition, meal plans, transportation, books, and dorm fees. Also, provides opportunities for career exploration, which includes individual meetings with alums, quarterly educational group sessions covering resume building, career development, and financial literacy.

2. Identifies how activities/services will be accomplished

Implementation Plan: Our approach is designed to improve access to economic opportunities by building a strong educational foundation and providing essential resources and support. Our goal is to ensure students graduate high school, earn a post-secondary degree, and become self-sufficient adults who contribute positively to their communities. We achieve this by offering preventative, long-term, and year-round access to vital resources, opportunities, and relationships that empower students to reach their full potential. Unlike most youth development programs, we make a long-term investment in each student, from elementary school through adulthood.

Targeted Student Selection & Cohort Model: To maximize impact, we intentionally select students from families that have lived in the community for multiple generations, ensuring that those most in need receive support. We partner closely with faculty and teachers at William Boyd Elementary School to identify and enroll a cohort of twelve students who will begin their journey with CYD. Given the shifting demographics of the Bankhead community, this intentional approach helps ensure that vulnerable children are not overlooked and we are able to enroll community legacy students.

These students will progress together through CYD's Five Core Programs, participating in year-round programming from elementary through high school. This cohort model fosters strong peer and adult relationships, creating a supportive network that enhances social, emotional, and academic growth. With a 4:1 student-to-adult ratio, students benefit from group mentoring that strengthens community bonds and social skills.

Year-Round Programming & Career Development: Our programs provide:

- Four hours of daily academics for six weeks during summer camp to prevent learning loss.
- After-school tutoring and academic enrichment tailored to individual student needs.
- Career exploration opportunities, including career fairs and guest speakers.
- Job-readiness training, vocational placements, and professional mentorship.

Holistic Family Support & Emergency Assistance: Recognizing that poverty is a complex issue, we provide immediate financial relief and long-term support through the Student & Family Support Fund. This includes:

- Emergency financial assistance for rent, mortgage, utilities, food, medical expenses, transportation, and childcare.
- Personalized, one-on-one support sessions and monthly family meetings to foster resilience and community connection.
- Expedited assistance processing, ensuring that families receive support within 24-48 hours of a request.

Alumni Support & Career Readiness: Through the College & Career Success Fund, we ensure continued guidance for CYD

alumni and their families by offering:

- Monthly check-ins with college students to provide academic and emotional support.
- Quarterly career development sessions, covering job readiness, resume building, and financial literacy.
- Vocational placements and employment coaching for both students and their families.
- Connections to community partners to address additional needs and remove barriers to success.

By combining structured educational programs, strong mentorship, emergency financial assistance, and long-term career support, CYD creates a lasting impact on students and families. Our model ensures that each student has the resources, guidance, and opportunities necessary to succeed academically, professionally, and personally—transforming not only their future but also the future of their community.

3. Proposal addresses three Fulton County "Health & Human Services" Key Performance Indicator(s)

CYD's programs align with Fulton County's Health & Human Services priorities by addressing food insecurity, increasing high school graduation rates, and improving literacy. Through immediate support services, academic programming, and long-term mentorship, we empower youth and families to break cycles of poverty and build brighter futures. Proposal Alignment with Fulton County "Health & Human Services" Key Performance Indicators: CYD's Five Core Programs + Two Funds for SUCCESS directly address three key Health & Human Services Strategic Priority objectives:

1. Percentage of residents who experience food insecurity
2. Percentage of high school students who graduate on time
3. Percentage of third through fifth graders who meet target reading levels

Addressing Food Insecurity: Through our Student & Family Support Fund, CYD actively combats food insecurity by ensuring that vulnerable families have consistent access to nutritious food. We use surveys and direct communication to assess when families are at the highest risk of food insecurity and respond promptly with assistance. Last year, we launched our first-ever food pantry, offering an immediate and reliable source of food for families in need. Additionally, we provide grocery store gift cards for emergency food assistance, ensuring that families can receive support within 24 hours of making a request.

Supporting On-Time High School Graduation: CYD is committed to helping students reach their full academic potential and graduate on time. Our Five Core Programs provide academic enrichment, mentorship, career exploration, and post-secondary preparation to set students on a path to success. By reinforcing a culture of achievement and emphasizing the importance of education, we ensure students stay engaged in their academic journey. We track graduation rates, post-secondary enrollment, and certification completions to measure our program's effectiveness. For over thirty years, 100% of our high school students have graduated on time!

Increasing Reading Skills: Literacy is a key predictor of long-term academic success, and we provide structured reading support through our Five Core Programs to help third through fifth graders meet target reading levels. We work directly with school teachers to develop individualized reading improvement plans that align with learning needs. Our tutors provide one-on-one and small-group reading support, helping develop strong literacy skills essential for their future academic success.

4. Proposal addresses three CSP funding priorities as identified by the primary service category selected.

We will address these CSP funding priorities under Economic Stability/Poverty Funding:

1. *Emergency Financial Assistance*
2. *Career Exploration and re-engagement with educational systems. Access to and support for educational resources*
3. *Improved access to economic opportunities, programs and resources focused on foundational education, career exploration, and coaching to re-engage youth and provide job-readiness skills for employment*

1. Emergency Financial Assistance: The students we serve and their families are often stricken by unexpected financial demands with no reserves to accommodate. Very few of our families have bank accounts, and many have limited financial knowledge. We address this through our Student & Family Support Fund with long and short-term solutions to their immediate needs, along with ensuring 100% of families requesting assistance will receive aid. This fund pays for rental assistance, utility assistance, academic needs, medical, and all other emergency financial needs our families are experiencing. Our flexible and coordinated services allow families to ask for and receive assistance in a low-stress environment with a quick turnaround.

2. Career Exploration and re-engagement w/educational systems. Access to and support for educational resources: With families living well below the poverty line and the average cost of a 4-year public college totaling over \$20,000, it isn't surprising that 11% of low-income students earn a college degree compared to nearly 60% of high-income students. We support student access to college and vocational programs and continued post-secondary success with our College & Career Success Fund. We ensure that 100% of students have the financial assistance they need to attend college and the monetary support needed to thrive in college. With this fund, we support students' access to higher education by assisting with the cost of tuition, meal plans, transportation, books, and dorm fees. This fund allows us to support students living below the poverty level with access to post-secondary institutions, alleviating the family financial burden.

Improving access to and support for educational resources requires a strategic approach to connect students and families with the right opportunities. CYD's College & Career Success Fund provides:

1. Scholarship Awareness & Application Support

- **Scholarship Database & Alerts:** Updated list of scholarships, grants, and financial aid resources tailored to your community.
- **Workshops & One-on-One Assistance:** Host FAFSA nights, scholarship writing workshops, and financial literacy sessions to guide students and parents through the process
- **Application Fee Waivers & Fast-Track Admissions:** Advocate for fee waivers and streamline admissions processes for students
- **Vocational Training Scholarships:** Promote scholarships for trade schools and certification programs, ensuring students understand all post-secondary options
- **Career Exploration Events:** Host job fairs, speaker series, and hands-on workshops to expose students to various career fields

2. Remove Barriers to Access

- **Technology & Internet Access:** Provide computers, Wi-Fi, and training for students to complete applications and coursework
- **Transportation Support:** Assist students who may need additional support to attend classes, internships, or workshops

By strengthening partnerships, providing hands-on guidance, and addressing barriers, your organization can significantly increase educational access and success for students in your community.

3. Improved access to economic opportunities, programs and resources focused on foundational education, career exploration, and coaching to re-engage youth and provide job-readiness skills for employment: Our proposal takes a systemic, long-term approach to improving economic opportunities by working with vulnerable youth as early as second grade. We provide year-round academic programming that strengthens foundational education, bridges academic gaps, and ensures students graduate on time and pursue post-secondary education, ultimately increasing their access to career opportunities and financial stability.

To support career readiness, we host an annual career fair, exposing students to diverse career paths and professional role models. We also take students to other career fairs to broaden awareness of other employment opportunities. Our six-week academic camp is specifically designed to target education gaps, ensuring students build a strong academic foundation necessary for future success.

Education is the single most significant factor influencing long-term economic stability and employment opportunities. We work closely with students and families to highlight the direct link between education, career prospects, and financial independence—helping them see education as the key to a brighter future.

5. Provides more than 7 instances of community relationships to assist organization in addressing the need.

Create Your Dreams benefits greatly from a variety of formal and informal networks and partnerships that enhance and expand our services. Two of our primary partners are Atlanta Public Schools (APS) and The Good Samaritan. Our partnership with APS has provided a rent-free space for our six-week academic summer camp and guidance on educational issues. This collaboration enables us to better serve students academically. Additionally, APS equips us with evidence-based solutions for working with students who are struggling academically, with the goal of improving their overall outcomes.

The Good Samaritan offers medical, dental, health education, and social services to families on the Westside. Patients pay a sliding fee based on income, and CYD assists with expenses families cannot afford. This partnership allows families to be proactive with their healthcare. We work directly with the Good Samaritan to educate our community about the importance of preventative health care and benefits of using a primary care physician. Other valuable partnerships assisting in addressing the needs of families:

1. Children Outreach Center, Inc for nutritious summer meals
2. Clark Atlanta University for interns to provide tutors
3. Pro Bono Partnerships for ongoing no cost legal guidance, policy creation, and handbook development
4. Atlanta Community Food Bank for food for students while participating in CYD programming and to provide to families as needed
5. Terminal West for event spaces to hold community events
6. Greater Change Health for mental health services and therapy groups
7. On The Rise for financial literacy programming for students

Designation of CSP Funds:

Based on the awarded amount of **\$45,000.00**, the CSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

Administrative Expenditures CSP funds that are spent on indirect personnel expenses such as salaries, salary fringe, and benefits for executive / management, accountant, administrative support, etc. Includes direct and indirect charges for administration of the grant (**Note: Not more than 5% of total grant award can be used for administrative costs.**)

Operational Expenditures- CSP funds used to conduct agency/ organizational functions that are secondary to program service delivery such as: auditor, grant writer, consultants, insurance office/ warehouse lease or mortgage expenses, office supplies (pens, toner, paper, etc.), agency's utility expenses, staff transportation expenses, marketing/catalogs, etc. Not to include indirect or direct personnel expenses. (**Note: Not more than 25% of total grant award can be used for operational expenditures.**)

Direct Service Expenditures- CSP funds utilized to provide services directly to agency/program participants such as payments made on behalf of participants for rent, utilities, food, shelter, transportation (rentals, gas, and parking, bus drivers, participant's public transportation costs, etc.), scholarships and day care vouchers, salaries and fringe benefits for direct service personnel (Case Managers, Educators, Subcontractors, etc.), program supplies (educational/instructional materials, paper, pencils, markers, etc.) directly consumed by participants. Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are included in this definition (i.e. children's story books, educational games, puzzles, and flash cards).

Throughout the contract period, program expenditures will be monitored (via performance reports) to ensure that funding is utilized as contracted.

Cost Category	Designation of CSP Funding Award
Administrative (5% Admin max of total funds awarded.)	\$2,250.00
Operational (25% Operational max of total funds awarded.)	\$11,250.00
Direct Services	\$31,500.00
<i>Total</i>	\$45,000.00

Explanation of Funding Details:

1. Provide clear details on how the agency plans to spend the requested CSP funding in the Administrative, Operational, and Direct Services cost categories.

The total 2025 agency budget for CYD is \$695,942. The budget for CYD's Five Core Programs + Two Funds for SUCCESS is \$564,826, with a CSP funding request of \$100,000. The requested \$100,000 will be allocated as follows:

- Administrative Expenses: 5% (\$5,000) This will support our Executive Director and Bookkeeper's salaries for the oversight and reporting of this grant.
- Operational Expenses: 17% (\$17,000) This covers rental (\$10,000), utilities (\$1,000), telephone (\$1,000), and insurance fees (\$5,000) related to the expenses of CYD space.
- Direct Service Expenses: 78% (\$78,000)

Here is an additional breakdown of exactly how the funds would be allocated:

Salaries for Direct Serve Staff \$45,000: These expenses provide for our dedicated and compassionate direct-serve staff to mentor, tutor, transport and lead our students year-round. Without our team, our impact would not be possible.

Transportation \$5,200: This funding will pay for \$3,000 for gas, \$2,000 for vehicle maintenance, and \$200 for Marta cards for students.

College & Career Fund \$3,500: This will support our young adults as they work to obtain their post-secondary degrees. \$2,000 will go towards meal plans, books, and housing while enrolled. \$1,500 will go towards tuition so students can remain in school.

Family Needs Fund \$9,700: This amount breaks down into three categories: \$2,200 for personal needs related to medical, food, home items, or clothing. \$5,000 for rental assistance and \$2,500 for utilities.

Student Programming \$14,600: These expenses provide for student programming with \$1,000 for school supplies, \$900 for our shared family Thanksgiving meal, \$3,000 towards holiday gifts and warm clothes, \$3,000 for fieldtrips across our city, \$4,000 for food for students during programming, \$2,000 for activity supplies, and \$700 for programming subscriptions to support students. Subscriptions include Sign Up Genius for volunteers, Search Institute for surveys for student feedback, Class Dojo for APS announcements and Textedly for student/parent communications.

This strategic allocation of resources ensures that every dollar is maximized to directly serve and uplift our students and families while maintaining sustainable operations.

2. Provides a clear break down on how CSP funds will be spent during the two contract performance reporting periods - January to June, and July to December.

In addition to covering monthly expenses for occupancy, salaries, and program supplies, CSP funds will be strategically allocated throughout the year to support key programming, events, and critical needs. This structured allocation ensures that CSP funding is

maximized for direct impact, supporting students year-round with academic, financial, and community-based resources. Below is a detailed breakdown of how the funds will be spent during the two contract performance reporting periods: January–June and July–December.

January – June (First Reporting Period)

- January/February: College and post-secondary tuition assistance will be disbursed to help students cover tuition, books, and essential expenses.
- March: Preventative maintenance will be performed on CYD vehicles to ensure the safe and reliable transportation of students to and from programming.
- May: Funds will support the Honors Celebration, a major fundraising and graduation event that recognizes student achievements and promotes academic success.
- June: Summer camp expenses, including hiring additional teachers, transportation, and meal provisions, will be covered to ensure students have an enriching, structured learning experience during the summer months.

July – December (Second Reporting Period)

- July: Summer camp expenses, including hiring additional teachers, transportation, and meal provisions, will be covered to ensure students have an enriching, structured learning experience during the summer months.
- August: Funds will be used to purchase back-to-school supplies, ensuring students have the necessary tools for academic success.
- September: The second installment of college and post-secondary tuition assistance will be provided to support continued education.
- November: The annual Thanksgiving Feast will be hosted, bringing together students, families, and community members for a meaningful celebration.
- December: Funds will provide holiday gifts, food, winter clothing, and essential necessities for students and families in need.

3.Provides clear details on how requested CSP funding amount supports the proposed need (or problem) that agency is proposing to address.

The requested \$100,000 in CSP funding will directly support our mission and the proposed need by covering essential expenses that enable us to provide long-term, wraparound services to students and families. Nearly half of the funding will support direct service staff, who lead programming, train volunteers, tutor and mentor students, and provide critical resources for families. Other key expenses include transportation, food for programming and families, staff training, occupancy costs, post-secondary education support, and emergency financial assistance. These expenses are carefully allocated to ensure maximum impact and direct service delivery.

Here's how the \$100,000 CSP funding will be distributed:

- \$45,000 – Direct service staffing

- \$17,000 – Occupancy expenses
- \$14,600 – Program activities
- \$9,700 – Student & Family Support Fund
- \$5,200 – Transportation costs
- \$3,500 – College & Career Success Fund
- \$5,000 – Administrative oversight

This funding will remove financial barriers for families, support students academically, and provide essential resources to ensure every child has the opportunity to succeed.

Program Performance Measures:

Create Your Dreams agrees to track and report program performance to the Fulton County Department of Community Development.

County Defined Performance Measure(s):

Children and Youth: Not Applicable

Disabilities: Not Applicable

Economic Stability: 1. Number of individuals receiving Emergency Financial Assistance, 4. Number of individuals receiving access/support for educational resources...

Health and Wellness: Not Applicable

Homelessness: Not Applicable

Senior Services: Not Applicable

The following program measures/ Key Performance Indicators (“KPI’s”) will be utilized to track and report program outcomes for the Fulton County residents supported with CSP funding, during the funding period 01/01/2025 through 12/31/2025:

13) Program Performance Measures: Describe the program measures/ KPI’s-Key Performance Indicators utilized to track and report program outcomes.

1. Number of Individuals Receiving Emergency Financial Assistance

2. Number of Individuals Receiving Access to and Support for Educational Resources (GED Testing, College/Vocational School Scholarships, and Partnerships)

3. Number of Individuals with Improved Access to Economic Opportunities, Programs, and Resources Focused on Foundational Education, Career Exploration, and Job-Readiness Skills for Employment

13a) List the Agency defined performance measure(s) that your agency will report on during the contract period.

During the contract period, we will report on the following agency defined performance measures:

1. Attendance Rate
2. Meals Served
3. Number of Volunteers

Agency Defined Performance Measure(s):

1. Provides a clear explanation of the methods (steps and strategies) to be used to achieve the selected county defined performance measures

1. Number of Individuals Receiving Emergency Financial Assistance

Strategy: 100% of families will have the financial assistance they need during a crisis.

Methods: To ensure that families have access to emergency financial assistance, we developed a Student & Family Success Fund.

Steps: In order to have an organized process to provide aid we implement:

- Regular Check-ins: We establish ongoing communication with families through monthly check-ins with both students and guardians to assess needs and ensure timely access to emergency financial aid. These check-ins help identify any immediate financial challenges they are facing or potentially ones in the future.
- Assistance Request Forms: We will require all parents and guardians to complete a standardized request form whenever they seek emergency financial assistance. This form will allow us to track requests, prioritize needs, and document the types of financial support required.
- Rapid Response System: Our goal is to process and provide emergency financial assistance within 24-48 hours after the form is submitted. We will build a streamlined process to ensure quick approvals and assistance distribution, reducing delays for families in crisis.

2. Number of Individuals Receiving Access to and Support for Educational Resources (GED Testing, College/Vocational School Scholarships, and Partnerships) Goals and Methods to Obtain Results through our Five Core Programs

Strategy: 100% of students enrolled in a post-secondary program will have the educational resources they need to remain in school.

Method: To guarantee that students receive the educational resources they need we developed a College & Career Success Fund.

Steps: To ensure that students receive the vital resources they need to advance their academic and professional goals, we will implement the following steps:

- Regular Communication and Check-ins: We maintain ongoing contact with students and alumni to provide continuous support in accessing educational resources. These check-ins will ensure that individuals are aware of available resources, including GED testing, scholarships, and partnerships with colleges and vocational schools.
- Request Forms: We require all students and alumni seeking educational resources to complete an online request form. This will enable us to track requests, monitor progress, and ensure that no one is overlooked in accessing critical resources for their academic journey.
- Targeted Resource Distribution: Upon completion of the request form, our team will prioritize the most urgent needs and work with local educational institutions and partners to ensure that our students receive scholarships, test fees, and other educational support.

3. Number of Individuals with Improved Access to Economic Opportunities, Programs, and Resources Focused on Foundational Education, Career Exploration, and Job-Readiness Skills for Employment

Strategy: 100% of our students have improved access to economic opportunities, programs focused on foundational education and career exploration and necessary job-readiness skills.

Method: We developed Five Core Programs to provide foundational education programming along with career exploration and job readiness skills.

Steps: To enhance students' access to educational opportunities and prepare for careers, we implement a comprehensive, multi-step strategy:

- Regular Communication: We hold frequent check-ins with students and alumni to assess their progress and engagement with career development resources. These discussions will help us understand their needs and ensure they are taking full advantage of available programs.
- Tutoring and Academic Support: We require all students to attend regular tutoring sessions. These sessions provide targeted support in subjects where students need improvement, helping to strengthen their foundational education and build confidence for future academic and career opportunities.
- Academic Summer Camp: We provide six weeks of academic summer camp for students, offering enrichment in core subjects such as math, reading, and science. This intensive program helps reinforce skills learned during the school year, prevent summer learning loss, and improve overall academic performance.
- College and Career Workshops: To improve students' access to career exploration and readiness, we host college and career workshops. These workshops will provide valuable information on post-secondary options, career paths, and the steps required to succeed in the workforce.
- Post-Secondary Applications: We support all high school seniors in submitting applications to colleges or

vocational programs. By helping them navigate this process, we will improve their access to opportunities for higher education and career advancement.

By systematically implementing these strategies, methods, and steps we will ensure that our students and families receive the necessary resources and support to overcome economic barriers, improve their educational outcomes, and achieve long-term success in the workforce. These strategies will work in tandem to help individuals in our community escape the cycle of poverty and access a brighter future through education and career opportunities.

2. Provides a clear description of major milestones to be achieved in the program along with a timeline of when the milestone is expected to be completed.

Our major milestones occur annually and are centered on student achievement and success. Key events include:

- College Applications and Enrollment
- College Tours – Conducted throughout the year
- Graduations – Celebrated mid-year
- CYD Students & Family Events - Throughout the year

At the start of each school year, we host a Back-to-School Cookout, providing students with backpacks and school supplies. We conclude the academic year with our Honors Celebration, recognizing younger students' academic achievements and celebrating high school and college graduates. During this event, we provide technology resources to students. Our largest student event takes place during the Christmas holidays, where we distribute gifts and warm winter clothing to all students. In the summer, we offer academic camps and college campus tours to ensure continuous learning and exposure to higher education opportunities. In addition to monthly food bank shopping, quarterly curriculum planning, and monthly check ins with college students and families, here is our timeline to ensure we reach our major milestones:

January

- Financial support provided to post-secondary students
- College students receive email/texts about tuition, housing, and other needs
- SAT/ACT prep for high school juniors/seniors

February

- Volunteer Appreciation
- FAFSA submission for regular decision

March

- Begin hiring summer teachers
- Grade checks for all students
- Spring Family Event
- Mid-semester academic and mental health support outreach for college students
- College applications submitted for high school seniors

- SAT/ACT testing

April

- College tours during Spring Break
- First FAFSA deadline reminder (6/30) sent to college students

May

- Search Institute surveys conducted
- Career and internship support for college students
- Honors Celebration to recognize student achievements
- Staff attendance at high school and local college graduations
- Second FAFSA deadline reminder (6/30) sent to college students
- Final grade checks for students grades 2-12 and college

June

- Financial support provided to post-secondary students
- Final FAFSA deadline reminder (6/30) sent to college students
- Academic summer camp begins
- Pre-tests administered for summer learning

July

- Post-tests conducted to assess summer learning progress
- College Tours
- Preparation of back-to-school supplies
- Collection of annual student participation forms

August

- New student enrollment
- Final collection of student forms
- Financial support provided to post-secondary students for the Fall Semester
- Back-to-School Family Event

September

- CYD enrollment for new students
- Check-ins with students, alumni, and parents/guardians
- Search Institute surveys conducted
- Fall Family Event
- SAT/ACT prep for high school juniors and seniors
- Begin the college scholarship application process

October

- Thanksgiving meal planning
- Holiday Hero Wish Lists launched

- Grade checks for students grades 2-12 and college
- SAT/ACT testing for high school juniors and seniors

November

- Thanksgiving Feast hosted
- Text/email outreach to all alumni and current families regarding Thanksgiving event
- FAFSA submission for early action students

December

- Text/email outreach to all alumni and current families regarding the Holiday Party
- Grade checks for college students and students in grades 2-12
- Early Action College Applications submitted by high school seniors
- Holiday Party & Gift Distribution

3. Identifies the specific data collection tool(s)/ source(s) used to report progress on performance measures.

Data Collection Tools/Sources for Reporting Progress on Performance Measures

1. Number of Individuals Receiving Emergency Financial Assistance Goals

Data Collection Tool/Source:

- Google Forms: Used for families to apply for emergency assistance.
- Monthly Family Check-ins: Ongoing communication to assess needs and progress.
- QuickBooks/Excel: Used to track financial assistance provided to families.

2. Number of Individuals Receiving Access to and Support for Educational Resources (GED Testing, College/Vocational School Scholarships, and Partnerships)

Data Collection Tool/Source:

- Google Forms: Used for students and alumni to apply for educational resources.
- Monthly Student/Alum Check-ins: Regular communication to assess ongoing needs and support.
- QuickBooks: Used to track financial assistance provided to students and alumni.

3. Number of Individuals with Improved Access to Economic Opportunities, Programs, and Resources Focused on Foundational Education, Career Exploration, and Job-Readiness Skills for Employment

Data Collection Tool/Source:

- Monthly check-ins with students/alums to assess post-secondary track.

- Salesforce to track college and career workshop attendance by seniors.
- Track how many schools students applied to and were accepted.
- Monthly check-ins with students to assess tutoring needs.
- Grade checks to assess student summer camp attendance goal.

4. Vendor selects three County defined performance measures to report on during the contract period, as identified by the primary service category selected.

Economic Stability Poverty County defined performance measures that we will report on during the contract period:

1. Number of individuals receiving Emergency Financial Assistance
2. Number of individuals receiving access to and support for educational resources
3. Number of individuals with improved access to economic opportunities, programs and resources focused on foundational education, career exploration, and coaching to re-engage youth and provide job-readiness skills for employment

5. Vendor provides three Agency defined performance measures to report on during the contract period.

During the contract period, we will report on the following agency defined performance measures:

1. Attendance Rate
 - CYD students are expected to maintain a 75% attendance rate to remain in good standing and fully participate in all programming.
2. Meals Served
 - During the academic school year, we serve an average of 100 meals per week.
 - In the summer, meal service increases to 500 meals per week to accommodate expanded programming.
 - Our goal is to ensure that 100% of students receive meals at every program session.
3. Number of Volunteers
 - Volunteers play a crucial role in tutoring and daily enrichment activities, exposing students to diverse ideas, careers, and cultures.
 - Our goal is to maintain a ratio of at least one adult per four children during regular programming.
 - For tutoring sessions, we aim for a 2:1 student-to-adult ratio to provide personalized academic support.

By tracking and reporting these key performance measures, we ensure accountability and continuously improve our impact on the students we serve.

ADDITIONAL REQUIREMENTS

Failure to adhere to the terms of this Agreement, in addition to the requirements listed below, may result in one or all of the following; delayed disbursement or total loss of awarded funds, and / or ineligibility to receive an RFP award during the next funding cycle.

1. Contractor agrees to develop, in conjunction with Fulton County, a process of accepting and serving Fulton County residents referred by the Youth and Community Services Division of Fulton County Government.
2. As consideration for the County providing funding and the non-profit entity accepting same, the non-profit entity shall, upon the County's request, participate in County-sponsored events and activities on County property, when feasible. The non-profit agency shall use its best efforts to comply with the County's request provided that it is given at least one week's notice to do so. Failure to participate will be taken into consideration for future funding requested by the non-profit entity.
3. Contractor agrees to allow staff from the Fulton County Department of Community Development to conduct contract compliance site visits as necessary (announced or unannounced).
4. During the site visit, Contractor will be required to allow staff to monitor programming, as well as review client rosters / sign-in sheets and/ or Registration information that should include complete addresses of Fulton County residents served by this funding.
5. Contractor agrees to comply with the Operational Specifications outlined in **2025 Community Services Program 25RFP020325C-MH**.
6. Contractor agrees that advertising, promotions and other publicity in connection with the supported program(s) shall include the following acknowledgment: **"Funding provided in part by the Fulton County Board of Commissioners under the guidance of the Department of Community Development."**

Note: If your agency uses logos versus text, you may substitute the language above with the Fulton County Logo.

Reporting

It is the Contractor's responsibility to ensure accurate reporting of all information contained in the performance reports. Reports and supportive documentation that consistently include erroneous/ inaccurate data may result in a required reimbursement of funding and/or may negatively impact

future funding.

7. Contractor will be required to submit completed performance reports (with deadlines of **(July 18, 2025, and January 16, 2026)** to adhere to the requirements outlined in the Performance Report Instructions, as well as the format provided by the Fulton County Department of Community Development. Future funding will be affected if performance reports are not submitted by stipulated due dates.
8. Contractor will be required to provide demographic information concerning the Fulton County residents served, including, but not limited to age, race/ethnicity and gender.
9. Contractor will be required to report the number of UNDUPLICATED/NEW participants directly served through the Community Services Program funding. **Please note:** Failure to serve the total number of participants contracted to be served with CSP funding may result in reimbursement of CSP funding to Fulton County. Failure to reimburse the funding requested will result in the ineligibility to receive future funding.
10. Contractor will be required to submit unduplicated client rosters in a spreadsheet format that includes the complete residential addresses of the Fulton County residents served with CSP funding, and LEDGERS demonstrating how Community Services Program funds were expended for the specified reporting period.

Expenditure of Funds

11. Contractor is prohibited from utilizing CSP funds for capital expenditures. (A “capital expenditure” is defined as: any resource not completely consumed during the contract year, i.e. computers, printers, construction, vehicles, cell phones, etc.) Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are excluded from the definition of “capital expenditure” (e.g., children's story books, educational materials, games, puzzles, and flash cards).
12. Community Services Program funds must be expended by December 31st of the contract year. All funds that are not spent by this date must be reimbursed to Fulton County Government within 30 days of written request. A Contractor’s failure to adhere to this requirement will result in one or more of the following: inability to receive future funding from Fulton County, and/or legal action against the agency to recoup funding that are not reimbursed by the deadline.

ARTICLE III - COMPENSATION FOR SERVICES

- (a) Fulton County agrees to pay Contractor a maximum sum of **\$45,000.00.**

(b) Upon receipt and approval of Contractor's invoice delineating projected expenditures for the first six months of the contracting period. Upon receipt and approval of said invoice, County shall pay Contractor the first six months of compensation provided for by this Agreement. The Contractor shall provide Fulton County with a second invoice delineating projected expenditures for the remaining six months of the Agreement Term. Upon receipt and approval of said invoice, Fulton County shall pay Contractor the second six months of compensation provided by this Agreement. **A failure by Contractor to submit the invoice for the first and/ or second six months of the contracting period will constitute a breach of this Agreement.**

(c) If through any cause, Contractor shall fail to fulfill its obligation under this Agreement in a timely and proper fashion or in the event that any of the provision or stipulations of this Agreement are violated by Contractor, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement by serving written notice as defined herein upon Contractor of Fulton County's intent to suspend or terminate this Agreement. If the Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving only the compensation for work performed in a manner satisfactory to Fulton County up to and including the date of the written termination notice.

(d) The Contractor agrees and understands that all expenditures must be consistent with the scope and purpose of this Agreement, and expenditures must be consistent with the guidelines and definitions established in **2025 Community Services Program 25RFP020325C-MH**, which is hereby incorporated by reference herein and made a part of this agreement. The County reserves the right to approve and reject payment for expenditures which are not consistent with the scope and purpose of this Agreement, and which the County determines are not consistent with the guidelines and definitions established in the Community Services Program RFP.

(e) The Contractor agrees and understands that Fulton County has the right to recover funds from Contractor for compensation received, pursuant to subsection (b) above if Contractor fails to perform the services outlined in Article II or does not perform such services to the satisfaction of Fulton County.

ARTICLE IV - RECORD KEEPING

(a) Contractor shall maintain accurate records of the expenditure and disposition of funds, and such records must be in accordance with good accounting practices, and made available for inspection and audit by Fulton County at a time mutually agreeable to parties and upon thirty (30) days' notice to contractor.

(b) All reports and communications, with supportive documentation consistent with contract provisions outlined in Article II, must be provided to Fulton County, in accordance with Article IV.

(c) A performance report, with supportive documentation consistent with provisions of the Agreement outlined in Article II, must be provided to Fulton County no later than **July 18, 2025 for the period January 1, 2025-June 30, 2025; and January 16, 2026 for the period July 1, 2025-December 31, 2025.**

(d) Contractor shall be responsible for sending staff representation to mandatory meetings that will be sponsored by the Fulton County Department of Community Development. Contractor will be notified in advance of said meetings.

(e) All notices, program reports and other communications required to be given under this Contract shall be sufficient if in writing and either delivered via e-mail, personally or sent by postage, prepaid, certified or registered United States mail, return receipt requested, or e-mail addressed as follows:

To Fulton County:

Department of Community Development
c/o: Youth and Community Services Division
hsd.grants@fultoncountyga.gov
137 Peachtree Street, SW
Atlanta, Georgia 30303

To Contractor:

Create Your Dreams
887 West Marietta Street, NW Studio T-108
Atlanta, Georgia 30318

The Parties may only modify or update the above-referenced addresses during the term of this Agreement by providing formal notice to the other party of such a change pursuant to the terms of this provision.

(f) Contractor understands and agrees that, upon Fulton County's determination that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement upon written notice to Contractor. Contractor further understands and agrees that if Fulton County determines that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County may request, and the Contractor shall provide, any and all additional reports, records or documentation Fulton County deems necessary to evaluate, assess and/or measure Contractor's overall level of performance under this Agreement, including Contractor's performance at other delivery sites.

ARTICLE V - INDEMNIFICATION

Contractor hereby covenants and agrees to indemnify and hold harmless Fulton County, its Commissioners, officers, and employees from all claims, losses, liabilities, damages, deficiencies, demands, judgments, or costs (including without limitation reasonable attorney's fees and legal expenses) suffered or occurred by such party, whether arising in tort, contract, strict liability or otherwise, including without limitation, personal injury, wrongful death or property damage arising in any way from the actions or omissions of Contractor, its directors, officers, employees, agents, successors and assigns in connection with its acceptance, or the performance, or nonperformance of its obligations under this Agreement; provided, however, that nothing herein shall be construed to preclude the Contractor from bringing suit against the County for breach of the terms of this Agreement.

ARTICLE VI – TERMINATION OF AGREEMENT FOR COUNTY'S CONVENIENCE AND FOR CAUSE

(a) This Agreement is effective on **01/01/2025**, and shall terminate on **12/31/2025**, unless earlier terminated in accordance with the provisions of this Agreement. Notwithstanding termination of the Agreement, Contractor is obligated to fulfill all of its obligations, including its reporting requirements.

(b) Notwithstanding the above provisions, Fulton County may terminate this Agreement for convenience, or Fulton County or the Contractor may terminate this Agreement at any time for any reason by giving written notice of the intent to terminate the Agreement thirty (30) days in advance, by certified mail, return receipt requested, with proper postage prepaid, or by hand delivery, to the other party at the physical address provided herein for notice. The termination shall become effective on the thirtieth (30th) day after the date of such written notice unless the parties otherwise agree in writing. If this Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving compensation for the work satisfactorily performed up to and including the effective date of termination.

(c) Fulton County shall have the right to suspend immediately Contractor's performance hereunder on an emergency basis whenever necessary, in the opinion of Fulton County, to avert a life threatening situation or other sufficiently serious risk.

(d) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to request repayment in full of all compensation paid to Contractor pursuant to Article III of this agreement. If

Fulton County exercises its right under this subsection, Contractor agrees to and shall repay Fulton County all compensation paid to Contractor pursuant to Article III of this Agreement.

(e) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to terminate this Agreement between Fulton County and Contractor without penalty. Contractor acknowledges and agrees that Fulton County's right to terminate includes, but is not limited to, the right to withhold any and all future compensation due to Contractor pursuant to the terms of any and all other agreements between Fulton County and Contractor.

(f) In the event that this Agreement is terminated by Fulton County or Contractor, following Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this Agreement, Contractor agrees that it shall not be eligible to either enter or to apply to enter into future contracts with Fulton County until it has addressed any and all areas of deficiency or non-compliance to Fulton County's satisfaction.

ARTICLE VII - INDEPENDENT CONTRACTOR STATUS

(a) Nothing contained herein shall be deemed to create any relationship other than that of an independent contractor between Fulton County and Contractor. Under no circumstances shall Contractor, its directors, officers, employees, agents, successors or assigns be deemed employees, agents, partners, successors, assigns or legal representatives of Fulton County.

Contractor acknowledges that **Create Your Dreams**, its directors, officers, employees, agents and assigns shall have no right of redress pursuant to the Personnel Rules and Regulations of Fulton County.

(b) The Contractor shall pay all sales, retail, occupational, service, excise, old age benefit and unemployment compensation taxes, consumer, use and other similar taxes, as well as any other taxes or duties on the materials, equipment, and labor for the work provided by the Contractor which are legally enacted by any municipal, county, state or federal authority, department or agency at the time bids are received, whether or not yet effective. The Contractor shall maintain records pertaining to such taxes as well as payment thereof and shall make the same available to Fulton County at all reasonable times for inspection and copying. The Contractor shall apply for any and all tax exemptions which may be applicable and shall timely request from Fulton County such documents and information as may be necessary to obtain such tax exemptions. Fulton County shall have no liability to the Contractor for payment of any tax from which it is exempt.

ARTICLE VIII - INSURANCE

Contractor agrees to obtain, maintain and furnish to Fulton County, a Certificate of Insurance (COI) showing the required coverage during the entire term of this Agreement. All insurance limits are listed in the “Insurance and Risk Management Provisions” document, Attachment “A”, with Fulton County, Georgia added as an “Additional Insured”. The cancelation of any policy of insurance required by this Agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in the Georgia Code.

ARTICLE IX – AMENDMENTS AND MODIFICATIONS TO CONTRACT

(a) This Agreement constitutes the entire agreement between Fulton County and Contractor, and there are no further written or oral agreements with respect thereto, no variations, amendments or modifications of this Agreement, and no waiver of its provisions, shall be valid unless in writing and signed by Fulton County’s and Contractor’s duly authorized representatives.

(b) Modifications or amendments which require a change in compensation level must be approved by the Fulton County Board of Commissioners and Contractor; other modifications, amendments or variations may be agreed to in writing, between the Contractor and the Contract Administrator when the amount of this Agreement and its Term remain unchanged.

ARTICLE X - SUBCONTRACTING

Contractor shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without prior written approval of Fulton County.

ARTICLE XI - ASSIGNABILITY

Contractor shall not assign or subcontract this Agreement or any portion thereof without the prior expressed written consent of Fulton County. Any attempted assignment or subcontracting by Contractor without the prior expressed written consent of Fulton County shall at the County’s sole option terminate this Agreement without any notice to Contractor of such termination. Contractor binds itself, its successors, assigns, and legal representatives of such other party in respect to all covenants, agreements and obligations contained herein.

ARTICLE XII - SEVERABILITY OF TERMS

If any part or provision of this Agreement is held invalid the remainder of this Agreement shall not be affected thereby and shall continue in full and effect.

ARTICLE XIII – PRECEDENCE OF AGREEMENT

In the event that any language in the Department of Community Development's Community Services Program RFP is in conflict with the language in this Agreement, this Agreement shall take precedence.

ARTICLE XIV - EQUAL EMPLOYMENT OPPORTUNITY

In accordance with Fulton County Code Sections 102-391 (Equal Opportunity Clause) and 154-3 (Policy of Equal Opportunity): (a): During the performance of this Agreement, the Contractor agrees as follows:

(1) The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, or disability. As used herein, the words "shall not discriminate" shall mean and include without limitations the following:

Recruited, whether by advertising or other means; compensated, whether in the form of rates of pay, or other forms of compensation; selected for training, including apprenticeship; promoted; upgraded; demoted, downgraded; transferred; laid off; and terminated.

The Contractor agrees to and shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

(2) The Contractor shall in solicitation or advertisement for employees, placed by or on behalf of the Contractor; state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, sexual orientation, national origin, or disability.

(3) The Contractor shall send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the Contractor's commitments under the Equal Opportunity Program of Fulton County and under this Article, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor and its subcontractors, if any, shall file Compliance Reports at reasonable times and intervals with Fulton County in the form and to the extent prescribed by the director. Compliance Reports filed at such times as directed shall contain information as to the employment practices, policies, programs and statistics of the Contractor and its subcontractors.

(5) The Contractor shall include the provisions of paragraphs (1) through of this equal employment opportunity clause and every subcontractor purchase order so that such provision shall be binding upon each subcontractor.

ARTICLE XV - CAPTIONS

The captions are inserted herein only as a matter of convenience and for reference and in no way define, limit, or describe the scope of this Agreement or the intent of the provisions thereof.

ARTICLE XVI - GOVERNING LAW

This Agreement shall be governed in all respects, as to validity, construction, capacity, and performance or otherwise, by the laws of the State of Georgia.

ARTICLE XVII - JURISDICTION

This Agreement will be executed and implemented in Fulton County. Further, this Agreement shall be administered and interpreted under the laws of the State of Georgia. Jurisdiction of litigation arising from this Agreement shall be in the Fulton County Superior Courts. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

Whenever reference is made in the Agreement to standards or codes in accordance with which work is to be performed, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.



F. GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor's Name:	Create Your Dreams
Project No. and Project Title:	25RFP020325-MH 2025 CSP

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services on behalf of Fulton County Government has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

645264

Federal Work Authorization User Identification Number (EEV/E-Verify Company Identification Number)

March 5, 2025

Date of Authorization

Kim Dennis

Authorized Officer of Agent
(Name of Subcontractor)

I hereby declare under penalty of perjury that the foregoing is true and correct

Kim Dennis

Printed Name (of Authorized Officer or Agent of Contractor)

Executive Director

Title (of Authorized Officer or Agent of Contractor)

March 5, 2025

Date Signed

Signature (of Authorized Officer or Agent)

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

5 DAY OF March, 2025

Yasheena Zachary
Notary Public

My Commission Expires: October 14, 2028

[NOTARY SEAL]



* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor's Name:	Create Your Dreams
Project No. and Project Title:	25 RFP 020325C-MH 2025 CSP

FORM G: SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of (name of public employer) has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

645264

Federal Work Authorization User Identification Number (EEV/E-Verify Company Identification Number)

March 5, 2025

Date of Authorization

Kim Dennis

Authorized Officer of Agent
(Name of Subcontractor)

I hereby declare under penalty of perjury that the foregoing is true and correct

Kim Dennis

Printed Name (of Authorized Officer or Agent of Contractor)

Executive Director

Title (of Authorized Officer or Agent of Contractor)

March 5, 2025

Date Signed

Signature (of Authorized Officer or Agent)

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

5 DAY OF March, 2025

Yasheena Zachary
Notary Public

My Commission Expires: October 14, 2028

[NOTARY SEAL]



* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/12/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mallory Agency PO BOX 1209 Lagrange GA 30241	CONTACT NAME: Tammie Sheppard PHONE (A/C, No, Ext): 706-407-2018 FAX (A/C, No): 706-884-8039 E-MAIL ADDRESS: coi@malloryagency.com														
INSURED Create Your Dreams, Inc. 981 Joseph E. Lowery Blvd. NW, Suite 110 Atlanta GA 30318	INSURER(S) AFFORDING COVERAGE <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER A :</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : CNA Insurance</td> <td>20443</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER A :	NAIC #	INSURER A : CNA Insurance	20443	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

License#: 1306468
CREAYOU-01

COVERAGES**CERTIFICATE NUMBER:** 1463793371**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB						EACH OCCURRENCE
	EXCESS LIAB						AGGREGATE
	DED RETENTION \$						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A	621441664	3/3/2025	3/3/2026	X PER STATUTE E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Fulton County Government – Purchasing Department
130 Peachtree Street, S.W.
Suite 1168
Atlanta GA 30303-3459

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Tammie Sheppard

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Assured Group 4355J Cobb Pkwy SE PMB 506 Atlanta GA 30339		CONTACT NAME: J. David Hancock PHONE (A/C, No, Ext): 404-867-8503 FAX (A/C, No): 678-272-0497 E-MAIL ADDRESS: david@assuredgroupins.com																						
INSURED Create Your Dreams, Inc 981 Joseph E Lowery Blvd NW - Suite 110 Atlanta GA 30318		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> </thead> <tbody> <tr> <td style="width: 50%;">INSURER A:</td> <td style="width: 40%;">Philadelphia Indemnity Insurance Company</td> <td style="width: 10%; text-align: center;">18058</td> </tr> <tr> <td>INSURER B:</td> <td>Philadelphia Indemnity Insurance Company</td> <td style="text-align: center;">18058</td> </tr> <tr> <td>INSURER C:</td> <td>Philadelphia Indemnity Insurance Company</td> <td style="text-align: center;">18058</td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Philadelphia Indemnity Insurance Company	18058	INSURER B:	Philadelphia Indemnity Insurance Company	18058	INSURER C:	Philadelphia Indemnity Insurance Company	18058	INSURER D:			INSURER E:			INSURER F:		
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INSURER C:	Philadelphia Indemnity Insurance Company	18058																						
INSURER D:																								
INSURER E:																								
INSURER F:																								

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Sexual/Physical Abuse/Molest <input checked="" type="checkbox"/> Professional Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			PHSD1794672-024	06/21/2025	06/21/2026	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							SAM @ 1M/1M \$ Prof Lib @1M/1M
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHSD1794672-024	06/21/2025	06/21/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			PHUB869622-005	06/21/2025	06/21/2026	EACH OCCURRENCE \$ 1,000,000
							AGGREGATE \$ 1,000,000
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Directors and Officers			PHSD1794672-024	06/21/2025	06/21/2026	Per Occurrence @ \$1M Per Aggregate @ \$1M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Policy # PHSD1794672-024 includes \$15,000 in crime coverage meeting the fidelity requirement.

Fulton County Government, its employees, servants and agents are listed as additional insured as their interest may appear. Insurance is primary and non contributory. Waiver of Subrogation applies

CERTIFICATE HOLDER**CANCELLATION**

Fulton County Government-Purchasing Department 130 Peachtree St. SW Suite 1168 Atlanta GA 30303	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE </p>
--	--

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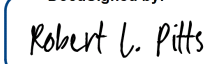
IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.


OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME **Create Your Dreams**

DocuSigned by:

BA715B1A26544E7
Robert L. Pitts, Chairman
Fulton County Board of Commissioners


DocuSigned byName of Signatory: Kim Dennis

31174B5B5002487... Title of Signatory: Executive Director
Authorized Signature

ATTEST:

ATTEST:

Signed by:

EEC476C4837648D...
Tonya R. Grier
Clerk to the Commission


Signed by: Name of 2nd Signatory: **Phil Luck**

455D62353DFC49F... Title of 2nd Signatory: **Board Chair**
Second Authorized Signature

(Affix County Seal)

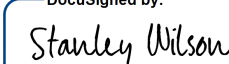


(Affix Corporate Seal, if applicable)

APPROVED AS TO FORM:

Signed by:

0EC92EDADEFB4B8...
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:

5E4D76DFB4A0450...
Stanley Wilson, Director
Fulton County Department of
Community Development

Please select RM or 2ND RM from the checkbox

RM

X 2ND RM

ITEM#: _____ RM: _____	ITEM#: 25-0398 2ND RM: 05/21/2025
REGULAR MEETING	SECOND REGULAR MEETING

Certificate Of Completion

Envelope Id: ECDD2193-B6B4-42A1-AECB-8BA5CE8A56EF

Status: Completed

Subject: Please DocuSign: 2025 CSP Contract-Create Your Dreams-BOC Agenda#25-0398

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 34

Signatures: 6

Envelope Originator:

Certificate Pages: 7

Initials: 0

Cherie Williams

AutoNav: Enabled

Stamps: 1

141 Pryor Street

Envelopeld Stamping: Enabled

Purchasing & Contract Compliance, Suite 1168

Time Zone: (UTC-05:00) Eastern Time (US &

Atlanta, GA 30303

Canada)

Cherie.Williams@fultoncountyga.gov

IP Address: 166.137.19.25

Record Tracking

Status: Original

Holder: Cherie Williams

Location: DocuSign

6/25/2025 3:09:28 PM

Cherie.Williams@fultoncountyga.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Fulton County Government

Location: Docusign

Signer Events

Kim Dennis

kim@createyourdreams.org

Executive Director

Security Level: Email, Account Authentication
(None)

Signature

DocuSigned by:

Kim Dennis
31174B5B5002487...

Timestamp

Sent: 6/25/2025 3:13:01 PM

Viewed: 6/30/2025 10:03:14 AM

Signed: 6/30/2025 10:04:14 AM

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Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 6/30/2025 10:03:14 AM

ID: 03a0dcfa-a45a-4c65-983c-9718006922a2

Phil Luck

phillip.luck@gmail.com

Security Level: Email, Account Authentication
(None)

Signed by:

Phil Luck
455D62353DFC49F...

Sent: 6/30/2025 10:04:16 AM

Viewed: 6/30/2025 4:16:29 PM

Signed: 6/30/2025 4:17:39 PM

Signature Adoption: Drawn on Device

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Signed using mobile

Electronic Record and Signature Disclosure:

Accepted: 6/30/2025 4:16:29 PM

ID: ec56a14e-6019-4339-9ba7-91ae773acac6

Mark Hawks2

mark.hawks@fultoncountyga.gov

Chief Assistant Purchasing Agent

Purchasing and Contract Compliance

Security Level: Email, Account Authentication
(None)

Completed

Using IP Address: 45.20.200.178

Sent: 6/30/2025 4:17:41 PM

Resent: 7/3/2025 10:42:29 AM

Viewed: 7/3/2025 1:30:30 PM

Signed: 7/3/2025 1:30:47 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Stanley Wilson

Stanley.Wilson@fultoncountyga.gov

Director

Stanley Wilson

Security Level: Email, Account Authentication
(None)

DocuSigned by:

Stanley Wilson
5E4D76DFB4A0450...

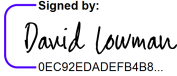
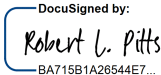


Sent: 7/3/2025 1:30:49 PM

Viewed: 7/3/2025 1:36:34 PM

Signed: 7/3/2025 1:36:44 PM

Signature Adoption: Pre-selected Style

Using IP Address: 75.43.132.102

Signer Events	Signature	Timestamp
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Completed Using IP Address: 74.174.59.4	Sent: 7/3/2025 1:36:46 PM Resent: 7/17/2025 9:22:30 AM Viewed: 7/21/2025 2:30:34 PM Signed: 7/21/2025 2:32:45 PM
Electronic Record and Signature Disclosure: Accepted: 7/21/2025 2:30:34 PM ID: 6aedbdaf-5776-4fa9-ba39-71fa96ce01c3		
David Lowman David.Lowman@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Signed by:  <small>0EC92EDADEFB4B8...</small> Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.4	Sent: 7/21/2025 2:32:48 PM Viewed: 7/21/2025 2:36:44 PM Signed: 7/21/2025 2:40:50 PM
Electronic Record and Signature Disclosure: Accepted: 7/21/2025 2:36:44 PM ID: 9428f8f7-f4ea-4319-a289-1f8084066e92		
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)	Completed Using IP Address: 68.208.197.4	Sent: 7/21/2025 2:40:53 PM Viewed: 7/21/2025 2:51:52 PM Signed: 7/21/2025 2:52:12 PM
Electronic Record and Signature Disclosure: Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8		
Robert L. Pitts michael.oconnor@fultoncountyga.gov Fulton County Security Level: Email, Account Authentication (None)	DocuSigned by:  <small>BA715B1A26544E7...</small> Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 7/21/2025 2:52:14 PM Viewed: 7/21/2025 3:17:26 PM Signed: 7/21/2025 3:17:33 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Security Level: Email, Account Authentication (None)	Signed by:  <small>EEC476C4837648D...</small>  Signature Adoption: Uploaded Signature Image Using IP Address: 99.96.24.191	Sent: 7/21/2025 3:17:37 PM Viewed: 7/21/2025 3:54:01 PM Signed: 7/21/2025 3:54:16 PM
Electronic Record and Signature Disclosure: Accepted: 3/16/2018 10:54:59 AM ID: f3f241e8-3027-4447-9476-6cf20ae25dd4		

Signer Events	Signature	Timestamp
Mark Hawks3 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	Completed Using IP Address: 134.231.232.249	Sent: 7/21/2025 3:54:19 PM Viewed: 7/23/2025 11:57:23 AM Signed: 7/23/2025 11:57:31 AM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Atif Henderson Atif.Henderson@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/25/2025 3:12:59 PM
Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/25/2025 3:13:00 PM Resent: 7/23/2025 11:57:40 AM
Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 6/25/2025 3:13:00 PM
Dian DeV Vaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 7/23/2025 11:57:35 AM Viewed: 7/24/2025 1:30:47 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/25/2025 3:13:00 PM
Certified Delivered	Security Checked	7/23/2025 11:57:23 AM

Envelope Summary Events	Status	Timestamps
Signing Complete	Security Checked	7/23/2025 11:57:31 AM
Completed	Security Checked	7/23/2025 11:57:35 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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From time to time, Carahsoft OBO Fulton County, Georgia (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign, Inc. (DocuSign) electronic signing system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Carahsoft OBO Fulton County, Georgia:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: glenn.king@fultoncountyga.gov

To advise Carahsoft OBO Fulton County, Georgia of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at glenn.king@fultoncountyga.gov and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc. to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in the DocuSign system.

To request paper copies from Carahsoft OBO Fulton County, Georgia

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

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To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to glenn.king@fultoncountyga.gov and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were

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By checking the 'I agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Carahsoft OBO Fulton County, Georgia as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Carahsoft OBO Fulton County, Georgia during the course of my relationship with you.