



**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 **Djoli Kelen, Inc.** (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:** Children and Youth Services

**CSP Funding Priority(ies):**

**Children and Youth:** 3. Programs addressing mental health depression stress trauma and anxiety among youth and teens

**Disabilities:** Not Applicable

**Economic Stability:** Not Applicable

**Health and Wellness:** Not Applicable

**Homelessness:** Not Applicable

**Senior Services:** Not Applicable

**Djoli Kelen, Inc., The Djoli Kelen & Evolution Arts Community Arts & Technology Initiative** 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):**

<b>Name of Program Site</b>	<b>Program Location (complete physical address)</b>	<b>Program City</b>	<b>Program State</b>	<b>Program Zip code</b>	<b>Fulton County District of the program (Facility) location</b>	<b>District(s) of Fulton County Residents Served by the program (facility) location</b>
Bessie Branham Recreation Center	2051 Delano Drive NE	Atlanta	Georgia	30317	6	4,5,6
City of Atlanta Recreation Centers Afterschool and Teen Programs (18 Locations)	Multiple Locations	Atlanta	Georgia		1	1,2,3,4,5,6
Terminus Ballet	75 Bennett St NW Suite A-2	Atlanta	Georgia	30314	3	1,2,3,4,5,6
Sandy Springs Performing Arts Center	1 Galambos Wy	Sandy Springs	Georgia	30328	2	1,2,3,4,5,6
Hammond Park Community Center	6005 Glenridge Drive	Atlanta	Georiga	30328	2	1,2,3,4,5,6

<b>Name of Program Site</b>	<b>Program Location (complete physical address)</b>	<b>Program City</b>	<b>Program State</b>	<b>Program Zip code</b>	<b>Fulton County District of the program (Facility) location</b>	<b>District(s) of Fulton County Residents Served by the program (facility) location</b>
Rhythm Dance Studios	555 Whitehall St SW	Atlanta	Georgia	30303	6	1,2,3,4,5,6
City of Roswell & Community Parks in Fulton County (20 Locations)					2	1,2,3,4,5,6

### **Approach and Design:**

**Djoli Kelen, Inc.**, The Djoli Kelen & Evolution Arts Community Arts & Technology Initiative will provide services to **480** clients that reside in Fulton County, with CSP funding.

**Djoli Kelen, Inc.**, The Djoli Kelen & Evolution Arts Community Arts & Technology Initiative **will provide the following activities and services in Fulton County with CSP funding:**

The **Djoli Kelen & Evolution Arts Community Arts & Technology Initiative** directly aligns with **Fulton County's Health & Human Services Key Performance Indicators (KPIs)** by providing high-quality, **accessible** programming that fosters **economic mobility, workforce readiness, artistic development, and community wellness**. Our **holistic, community-centered approach** ensures that underserved residents have access to **lifelong learning opportunities, mental and physical health resources, and structured career pathways**—all of which are essential for **breaking cycles of poverty, improving health outcomes, and increasing educational attainment**.

#### **Key Performance Indicators (KPIs) Addressed**

##### **1. Prevent Illness by Engaging in Healthier Behavior**

Our **Community Arts Engagement Initiative** integrates **movement-based therapy, wellness activities, and social connectivity** to **reduce stress, enhance physical health, and mitigate behavioral health risks**.

- **Preventing Substance Abuse & Promoting Mental Well-being**
  - **How We Align:** Dance, drumming, and mindfulness-based practices have been shown to **reduce anxiety, depression, and stress**, all of which are **high-risk factors for substance abuse (opioids, alcohol, vaping)**.

- **Programs Addressing This Measure:**
    - **Adult Yoga, Meditation, & Mindfulness Nights** – Promotes stress relief and emotional regulation, reducing the likelihood of substance dependency.
    - **Community Dance & Drumming Events** – Provides a positive, structured alternative to high-risk behaviors, promoting healthy social engagement.
    - **Z Code & Couture Ladies** – Engages youth in structured career pathways, reducing exposure to risky behaviors.
  - **Expected Impact:**
    - **20% reduction in stress-related indicators** (self-reported).
    - **Increased participation in wellness-focused activities**, helping to prevent substance use.
  - **Enhancing Physical Health & Reducing Chronic Disease Risk**
    - **How We Align:** African dance, drumming, and yoga encourage cardiovascular fitness, weight management, and flexibility, reducing risk factors for chronic illnesses.
    - **Programs Addressing This Measure:**
      - **Denbaya Keneyali Performances & Storytelling Residencies** – Uses culturally grounded movement therapy to promote physical and emotional resilience.
      - **To The Pointe Collective Dance Program** – Encourages consistent, high-intensity physical activity to combat obesity and improve physical endurance.
    - **Expected Impact:**
      - **30% of participants report improvement in flexibility, mindfulness, or weight management.**
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## 2. Prevent Health Disparities by Educating Residents & Connecting Them to Available Resources

We address economic, educational, and health disparities by providing direct access to financial literacy, mental health programming, and culturally relevant education.

- **Addressing Economic Instability & Workforce Readiness**
  - **How We Align:** Financial literacy and career development are critical to long-term economic stability and improved health outcomes.
  - **Programs Addressing This Measure:**
    - **Couture Ladies Financial Literacy Initiative** – Empowers young women with job readiness training, digital literacy, and financial planning.
    - **Z Code Program** – Develops computational thinking and career skills in partnership with Georgia Tech’s Earsketch platform.
  - **Expected Impact:**
    - **80% of participants demonstrate improved financial management skills.**
    - **20% secure employment or internships** through workforce training.
- **Providing Behavioral & Mental Health Support**
  - **How We Align:** Culturally grounded wellness programming fosters stress reduction, resilience, and emotional regulation—reducing long-term health disparities.
  - **Programs Addressing This Measure:**
    - **Djoli Kelen Drum & Dance Residency** – Uses movement-based therapy to enhance emotional resilience.

- **Community Arts Engagement Initiative** – Provides structured mindfulness, wellness, and fitness activities for families.
- **Expected Impact:**
  - **Increased participation in mental health-focused programming.**
  - **Greater access to stress-reducing activities and mentorship resources.**

### 3. Help Residents Realize Their Educational Potential Through Community Services & Library Programs

We ensure that **underserved youth and adults** have access to **educational resources, mentorship, and workforce development opportunities** that promote **literacy, career advancement, and cultural enrichment**.

- **Improving Digital Literacy & STEM Readiness**
  - **How We Align:** Our technology initiatives bridge **educational gaps in STEM fields**, preparing youth for **high-paying, in-demand careers**.
  - **Programs Addressing This Measure:**
    - **Z Code Program** – Uses **music and coding to develop computational thinking, problem-solving, and creativity**.
    - **Couture Ladies Internship & Workforce Program** – Provides **technical training in typing, business software, and professional communication**.
  - **Expected Impact:**
    - **75% of students improve coding proficiency.**
    - **60% pursue further education or career training in technology fields.**
- **Expanding Arts Education & College Readiness**
  - **How We Align:** Access to **high-quality arts education** improves **literacy, cognitive skills, and college acceptance rates**.
  - **Programs Addressing This Measure:**
    - **To The Pointe Collective Dance Training** – Provides **college-preparatory arts education** for underserved students.
    - **Djoli Kelen’s Storytelling & Residency Program** – Strengthens **reading comprehension and oral literacy** through African storytelling.
  - **Expected Impact:**
    - **70% of students improve technical proficiency in dance and performing arts.**
    - **50% of participants apply for scholarships or pre-professional programs.**

### Community Collaboration & Partnerships

The Djoli Kelen & Evolution Arts Initiative is deeply rooted in community collaboration and will leverage the support of multiple stakeholders to maximize impact. Our initiative partners with:

- **Fulton County Recreation Centers:** Providing free and low-cost arts and technology education.
- **Hammond Park Community Centers:** Providing free and low-cost arts events.
- **GA Tech’s Earsketch Team:** Facilitating coding and digital literacy training.
- **Wealthy Habits:** Delivering structured financial literacy workshops.
- **Professional Artists & Educators:** Bringing industry professionals for mentorship and career pathway guidance.
- **Local Schools & Colleges:**
  - **Terminus Ballet**



- **Nonprofit Organizations & Community Partners:**

- Girls Who Code
- First Evolution Arts
- Moving In The Spirit

These partnerships ensure long-term sustainability and impactful programming for Fulton County residents.

## **Conclusion**

By addressing **key performance indicators and critical CSP funding priorities**, the **Djoli Kelen & Evolution Arts Initiative** ensures that underserved youth in Fulton County receive **transformative educational, artistic, and technological opportunities**. Our programs **promote academic success, enhance mental wellness, and provide safe, engaging alternatives to risk behaviors**. With strong **community partnerships and structured program design**, this initiative will **drive measurable impact** and contribute to the **long-term success of Fulton County's youth**.

## **Designation of CSP Funds:**

Based on the awarded amount of **\$25,000.00**, 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.

<b>Cost Category</b>	<b>Designation of CSP Funding Award</b>
<b>Administrative</b> (5% Admin max of total funds awarded.)	\$1,250.00
<b>Operational</b> (25% Operational max of total funds awarded.)	\$5,305.00
<b>Direct Services</b>	\$18,445.00
<i>Total</i>	\$25,000.00

### **Explanation of Funding Details:**

The Djoli Kelen & Evolution Arts Community Arts & Technology Initiative was awarded a total of **\$25,000**, approximately 32% of the original funding request. Based on this revised budget, we have restructured the scope of work to focus on the highest-impact components already underway or scheduled. Below is the final program-specific funding breakdown for each partner.

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### **Breakdown of CSP Funding Request**

#### **Djoli Kelen Budget Allocation – \$9,600.00**

Djoli Kelen will utilize CSP funds to support:

##### **1. Community Dance and Drum**

- Weekly African Dance and Drum classes
- Recreational dance instructors and musicians
- Space rental for class sessions
- Administrative support

##### **2. Master Artist Programming**

- Guest choreographers and musicians
- Instruction and cultural workshops
- Project coordination

3. Denbaya Keneyali

- Cultural heritage programming
- Community performances
- Rehearsal and production support

4. Wellness Events

- Yoga, movement, and community wellness sessions

Evolution Arts Budget Allocation – \$15,400.00

Evolution Arts will apply funding to support:

1. Z Code Program

- Coding education and creative media training using GA Tech’s EarSketch platform

2. Couture Ladies (Summer + Afterschool)

- Financial literacy, career preparation, digital portfolios, and business education

3. To The Pointe Collective

- Advanced dance training, mentorship, and cultural exposure

4. Community Arts Engagement

- Monthly arts and wellness events (dance, yoga, meditation, community nights)

5. Administrative and Marketing Costs

CSP Fund Allocation by Category

Category	Amount Funded
Administrative (5%)	\$1,250.00
Operational (25%)	\$5,305.00
Direct Services	\$18,445.00
Total Awarded	\$25,000.00

Breakdown of CSP Funds by Reporting Period

January – June 2025 (First Reporting Period)

Program	Expense Item	Amount
Djoli Kelen	Community Dance and Drum (Instructor Fees, Materials)	\$1,580.00

Program	Expense Item	Amount
Djoli Kelen	Denbaya Keneyali (Development + Prep)	\$820.00
Djoli Kelen	Wellness Programming (1 Event)	\$880.00
Djoli Kelen	Administrative (Pro-rated)	\$250.00
Evolution Arts	Z Code Program (Spring Sessions + Prep)	\$1,600.00
Evolution Arts	Couture Ladies Afterschool (Winter-Spring Portion)	\$2,200.00
Evolution Arts	Community Arts Engagement (1 Event Completed)	\$550.00
Evolution Arts	Administrative (Pro-rated)	\$375.00
<b>Total Jan – June</b>		<b>\$8,255.00</b>

### July – December 2025 (Second Reporting Period)

Program	Expense Item	Amount
Djoli Kelen	Master Artist Workshop + Cultural Events	\$3,000.00
Djoli Kelen	Community Dance and Drum (Ongoing Sessions)	\$1,580.00
Djoli Kelen	Wellness Programming (2 Events)	\$1,780.00
Djoli Kelen	Administrative (Balance)	\$250.00
Evolution Arts	Z Code (Afterschool Program Resumes)	\$1,753.42
Evolution Arts	Couture Ladies Summer Program	\$2,746.95
Evolution Arts	Couture Ladies Afterschool (Fall Portion)	\$1,977.82
Evolution Arts	To The Pointe Collective	\$2,151.03
Evolution Arts	Community Arts Engagement (Remaining 3 Events)	\$1,670.78
Evolution Arts	Administrative (Balance)	\$375.00
<b>Total July – Dec</b>		<b>\$16,745.00</b>

### Justification of CSP Funding Request

The funding received supports high-impact arts and technology programming aligned with Fulton County’s priorities in community wellness, youth services, and cultural engagement. Despite reduced funding, this initiative continues to:

- Deliver direct instruction and mentorship to underserved youth and adults
- Foster career readiness through financial literacy and digital business skills
- Provide equitable access to arts and wellness programming at no cost
- Leverage partnerships to activate recreation centers across multiple districts

CSP support ensures continued access to transformative learning, cultural enrichment, and creative exploration across Fulton

County, particularly for low-income and underrepresented communities.

**Program Performance Measures:**

**Djoli Kelen, Inc. agrees to track and report program performance to the Fulton County Department of Community Development.**

**County Defined Performance Measure(s):**

**Children and Youth:** 2. Number of Elementary and middle schools’ students meeting target reading level, 3. Number of school-aged youth engaged in/benefiting from In school/ Afterschool/ Out of School Programs..., 6. Number of families attending support sessions and family engagement opportunities

**Disabilities:** Not Applicable

**Economic Stability:** Not Applicable

**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:**

We will track and report on the following **County-Defined Performance Measures** in alignment with Fulton County’s Children & Youth Services:

1. **Number of school-aged youth engaged in/benefiting from In-School, Afterschool, and Out-of-School Programs to help bring up academic and social/behavioral levels.**
2. **Number of families attending support sessions and family engagement opportunities.**
3. **Number of elementary and middle school students meeting target reading levels.**

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**Methods & Strategies to Achieve Performance Measures**

1. **Increasing School-Aged Youth Engagement & Academic/Social-Behavioral Development**

### Programs:

- **Z Code Program** – Engaging students in **coding, computational literacy, and digital music production**.
- **Couture Ladies** – Preparing young women for **career and workforce readiness through financial and digital literacy**.
- **To The Pointe Collective** – Providing **high-level dance mentorship and artistic development**.
- **Djoli Kelen Drum & Dance Residency** – Enhancing **cultural engagement, performance skills, and discipline through African drumming and dance**.

### Method:

- Implement interactive, **project-based learning** that engages students in hands-on activities such as **coding music tracks (Z Code), budgeting and financial planning (Couture Ladies), and advanced dance techniques (To The Pointe Collective)**.
- Provide **structured mentorship programs** where youth receive guidance from **industry professionals, performing artists, and business leaders** to develop leadership skills.
- Enhance **social-emotional learning** through culturally relevant education, such as **Djoli Kelen’s African drumming and storytelling workshops, which integrate movement, rhythm, and spoken word to build communication skills and teamwork**.

### Strategies:

- Establish **progress monitoring** by integrating skill assessments and pre/post-program evaluations to measure student growth.
- Implement **competition-based learning** to keep students engaged while providing **quantifiable academic and technical growth metrics**.
- Develop **structured program schedules** that ensure **a balance between artistic expression, workforce training, and academic support**.

## 2. Expanding Family Engagement & Support Opportunities

### Programs:

- **Community Arts Engagement Initiative** – Encouraging **family bonding and wellness through dance, drumming, and social events**.
- **Djoli Kelen Drum & Dance Residency** – Providing **culturally enriching activities that engage both youth and adults**.

### Method:

- Conduct **monthly wellness-focused events**, including
  - **Adult Latin Dance & Kids Movie/Game Night** – Promoting **social engagement and structured recreation**.
  - **Adult Yoga/Stretch/Strengthen/Meditation & Kids Movie/Game Night** – Supporting **mental well-being, stress relief, and physical fitness**.
- Conduct **weekly culturally enriched events** focused on African Dance and Drumming.
- Facilitate **intergenerational learning opportunities** through Djoli Kelen’s **Drum & Dance Residency**, where families engage in traditional African storytelling, music, and movement.

- Provide **nutritional support** by ensuring families receive refreshments at youth-centered programming, making events accessible to low-income families.

Strategies:

- Implement **consistent outreach efforts** through community partnerships, digital platforms, and local events to **increase family participation**.
- Use **bi-annual family surveys** to assess impact, improve programming, and ensure engagement remains high.
- Offer **family-centered activities** designed to promote shared experiences between parents and children, encouraging continued participation.

3. Improving Reading Levels for Elementary & Middle School Students

Programs:

- **Z Code Program** – Strengthening **computational thinking, problem-solving, and technical literacy**.
- **Couture Ladies** – Teaching **business writing, financial literacy, and career documentation skills**.
- **Djoli Kelen’s Storytelling Residencies** – Enhancing **oral and written literacy through African storytelling traditions**.

Method:

- Integrate **reading comprehension exercises** within the **Z Code Program**, where students **interpret and analyze code-based instructions and digital music scripts**.
- Utilize **Couture Ladies’ financial literacy curriculum** to teach students **technical writing skills** by having them draft business proposals and resumes.
- Encourage **interactive storytelling experiences** in Djoli Kelen’s **residency programs**, where students engage in **oral and written traditions from African cultures to enhance literacy development**.

Strategies:

- Conduct **quarterly reading assessments** to track literacy progression and ensure measurable improvement in comprehension.
- Offer **writing workshops** within the Couture Ladies program to develop technical and narrative writing proficiency.
- Incorporate **digital literacy resources** such as **interactive reading platforms** and self-paced writing modules to reinforce classroom learning.

Milestones & Major Activities

Quarter	Milestones & Major Activities	Completion Timeline
Q1 (2025)	- Z Code Competition & Assessments (January - March) - To The Pointe Collective Planning (January) - To The Pointe Collective Master Classes & Choreography (February)	March - April 2025

Quarter	Milestones & Major Activities	Completion Timeline
	<ul style="list-style-type: none"> <li>- To The Pointe Collective Q1 Performance (March - April)</li> <li>- Couture Ladies Summer Program Planning (March - April)</li> <li>- Djoli Kelen Drum &amp; Dance Residency Launch &amp; Weekly Classes (January - December)</li> </ul>	
<b>Q2 (2025)</b>	<ul style="list-style-type: none"> <li>- To The Pointe Collective Q1 Performance Continues (March - April)</li> <li>- Launch of Evolution Arts Community Engagement Initiative: Adult Latin Dance &amp; Kids Movie/Game Night and Adult Yoga &amp; Kids Movie/Game Night (April)</li> <li>- Couture Ladies 1-Week Summer Program Launch (June)</li> <li>- Quarterly Assessments for Djoli Kelen Programs (March, June)</li> </ul>	June 2025
<b>Q3 (2025)</b>	<ul style="list-style-type: none"> <li>- Couture Ladies 18-Week Afterschool Program Begins (August)</li> <li>- Typing Assessments (Monthly) for Afterschool Program</li> <li>- Mock Interviews (August - October)</li> <li>- Resume Drafting (October), Final Presentation (November)</li> <li>- Excel Budgeting Training (September), Budget Due (October), Bank Balancing (November)</li> <li>- Internship Offers (October), Hiring Announcements (November)</li> <li>- Z Code Afterschool Program Begins (August)</li> <li>- Z Code Monthly Competitions (September - December)</li> <li>- Z Code Assessments (October &amp; December)</li> <li>- Quarterly Assessments for Djoli Kelen Programs (September)</li> </ul>	September - November 2025
<b>Q4 (2025)</b>	<ul style="list-style-type: none"> <li>- To The Pointe Collective Final Choreography &amp; Performance</li> <li>- Adult Latin Dance Final Performance</li> <li>- Post-Assessment for All Programs (December)</li> <li>- Quarterly Assessments for Djoli Kelen Programs (December)</li> <li>- Final Family Engagement Surveys &amp; Impact Reports</li> </ul>	December 2025

### Data Collection Tools & Performance Tracking

To measure the success of our programs and track progress, we will:

#### Z Code Program & Couture Ladies Performance Tracking

- **Earsketch Platform:** Measures correctness of code, placement of code, and competition results.
- **Typing.com:** Tracks words-per-minute and accuracy improvement for Couture Ladies participants.
- **Wealthy Habits Financial Online Platform:** Tracks completion rates and growth in financial literacy concepts.
- **School Progress Reports:** Measures student academic growth for Z Code participants.
- **Participant Portfolios:** Includes writing samples, mock interview feedback, and project evaluations.
- **Attendance Records:** Tracks participation rates and consistency in engagement.

#### To The Pointe Collective & Djoli Kelen Drum & Dance Residency Performance Tracking



- **Participant Surveys:** Captures feedback on learning outcomes, skill development, and mentorship impact.
- **Participant Video Logs:** Allows students to reflect on their growth and artistic progression.
- **Performance Reviews:** Conducted by instructors and mentors to assess technical improvement.

### Community Engagement & Family Support Performance Tracking

- **Wellness Assessments:** Tracks improvement in physical health, mindfulness, and stress reduction for participants.
- **Event Attendance Logs:** Captures data on community participation rates.
- **Family Engagement Surveys:** Evaluates parent and guardian involvement in workshops and events.

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### Conclusion to Program KPIs to Track & Report Outcomes

We are committed to **delivering measurable, high-impact outcomes**. Our **KPIs** ensure **data-driven accountability** and reflect our mission to **empower the underserved** through **arts, technology, and workforce development**. By **increasing school-aged youth engagement in structured educational programs**, we are **closing opportunity gaps** and **expanding career pathways in STEM and the arts**. Through **family engagement initiatives**, we foster **stronger intergenerational connections** while providing **culturally enriching wellness programs** that support **mental health, social-emotional development, and community resilience**. Additionally, by **improving literacy outcomes among elementary and middle school students**, we are **equipping the next generation with critical skills** that promote **academic success and long-term economic stability**. This structured performance evaluation framework ensures **accountability, measurable progress, and impactful outcomes**. By integrating innov

### Agency Defined Performance Measure(s):

#### Agency Defined Performance Measures: Economic Stability/Poverty Reduction & Health & Wellness

In addition to our **primary focus on Children & Youth Services**, the **Djoli Kelen & Evolution Arts Community Arts & Technology Initiative** is committed to supporting **additional county-defined performance measures** in the areas of **Economic Stability/Poverty Reduction and Health & Wellness**.

These additional measures allow us to **expand the scope of our impact by ensuring long-term economic mobility, financial literacy, career preparedness, and improved health outcomes for Fulton County residents**. The following county-defined performance measures will be **tracked and reported** during the contract period.

#### County Defined Performance Measures

1. **Increase in workforce readiness and employability among youth and young adults.**
  - **Programs Addressing This Measure:** Couture Ladies - Internship & Mentorship Initiative
  - **Method & Strategies:**
    - Provide structured **financial literacy courses and career readiness training** to equip participants with the necessary tools for **employment and entrepreneurship**.
    - Offer **internship and mentorship opportunities** where participants will gain **hands-on experience** in business, finance, and technical industries.

- Facilitate **mock interviews, career exploration workshops, and professional skill-building exercises** to help participants transition into the workforce successfully.
  - **Milestones & Timeline:**
    - **Q2:** Begin Couture Ladies 6-week summer session and pre-internship training.
    - **Q3:** Launch Couture Ladies 18-week afterschool program, internship matching begins.
    - **Q4:** Internship placements finalized, professional development assessments conducted.
  - **Data Collection Tools:**
    - **Wealthy Habits Financial Literacy Platform:** Tracks participant progress in financial literacy.
    - **Typing.com:** Provides word-per-minute growth statistics.
    - **Internship Coordinator Reports:** Monitors internship engagement and employment readiness.
- 2. Increase in financial stability among low-income families through financial literacy education.**
- **Programs Addressing This Measure:** Couture Ladies, Parent Financial Education Workshops
  - **Method & Strategies:**
    - Provide **structured financial literacy training** focused on **budgeting, investing, savings strategies, and credit management**.
    - Engage both **youth and their families** in courses designed to **empower them with long-term financial planning tools**.
    - Encourage participants to **open checking and savings accounts** and practice **money management strategies**.
  - **Milestones & Timeline:**
    - **Q2:** Host initial financial literacy workshop series.
    - **Q3:** Families and students complete **Wealthy Habits online platform assessments**.
    - **Q4:** Track progress on **financial literacy improvements, banking participation, and savings goals**.
  - **Data Collection Tools:**
    - **Wealthy Habits Financial Platform:** Provides **real-time analytics on participant financial growth**.
    - **Financial Literacy Pre/Post-Tests:** Evaluates **budgeting and savings progress**.
    - **Banking Partnership Reports:** Tracks **checking/savings account openings**.
- 3. Improve physical and mental well-being of residents through health & wellness programs.**
- **Programs Addressing This Measure:** Community Arts Engagement (Dance, Yoga, & Mindfulness), Djoli Kelen Drum & Dance Residency
  - **Method & Strategies:**
    - Offer **monthly dance socials, yoga, mindfulness classes, and drumming workshops** to promote **stress reduction, cultural expression, and physical activity**.
    - Ensure a **safe and structured space** for both **youth and adults** to engage in **healthy activities**.
    - Provide **wellness assessments** to monitor **physical health improvements and emotional well-being**.

- **Milestones & Timeline:**
  - **Q2:** Launch **Evolution Arts Adult Latin Dance & Kids Movie/Game Night** and **Community Yoga & Mindfulness** events.
  - **Q3:** Track **participant engagement, physical activity levels, and mental wellness progress.**
  - **Q4:** Conduct **wellness assessments** and **evaluate participant health outcomes.**
- **Data Collection Tools:**
  - **Wellness Participant Surveys:** Measures **stress reduction and health improvement.**
  - **Attendance Logs:** Tracks **engagement in fitness and wellness programs.**
  - **Physical Activity & Mindfulness Assessments:** Evaluates **flexibility, mindfulness, and weight management progress.**

### Agency Defined Performance Measures

To complement our county-defined measures, we will also **track and report on three additional agency-specific performance measures** that enhance our impact:

- 1. Increase in youth digital literacy and technical proficiency.**
  - **Measured by:** Competency assessments in typing, resume building, and budgeting simulations.
  - **Goal:** At least **80% of Couture Ladies** participants will **demonstrate proficiency in business technology and financial planning.**
- 2. Improvement in financial decision-making and economic mobility.**
  - **Measured by:** Wealthy Habits course completion, participant savings account openings, and mock interview evaluations.
  - **Goal:** At least **75% of participants** will show **growth in financial literacy and career readiness.**
- 3. Increase in community participation in health & wellness-focused programs.**
  - **Measured by:** Event attendance, self-reported health improvements, and survey feedback.
  - **Goal:** At least **30% of participants** will report **improved physical health, stress reduction, and mindfulness.**

---

### Why This Matters

By integrating **career development, financial literacy, and wellness programs**, our initiative ensures that participants have the tools to **achieve economic stability, maintain mental and physical health, and develop sustainable financial habits.**

This structured approach allows us to **exceed Fulton County’s performance measures while creating long-lasting impact** for youth, families, and community members.

### 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 31<sup>st</sup> 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 **\$25,000.00**.

(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](mailto:hsd.grants@fultoncountyga.gov)  
**137 Peachtree Street, SW**  
**Atlanta, Georgia 30303**

To Contractor:

**Djoli Kelen, Inc.**  
**107 Greyfield Lane**  
**Sandy Springs, Georgia 30350**

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 **Djoli Kelen, Inc.**, 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.

## STATE OF GEORGIA

## COUNTY OF FULTON

## FORM F: GEORGIA SECURITY AND IMMIGRATION CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor 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<sup>1</sup> under a contract with **[insert name of prime contractor (Agency)]**

Djoli Kelen, Inc. on behalf of **Fulton County**

**Government** has registered with and is participating in a federal work authorization program\*,<sup>2</sup> in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services to this contract with **Fulton County Government**, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the **Fulton County Government** at the time the subcontractor(s) is retained to perform such service.

2062424

EEV/Basic Pilot Program\* User Identification Number

Djoli Kelen Inc

Name of Contractor (Agency)



BY: Authorized Signature of Officer or Agent of Contractor

Grant Administrator

Title of Authorized Officer or Agent of Contractor of Contractor

Zakiya S Davidson

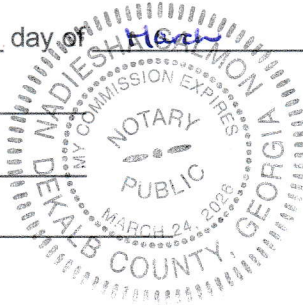
Printed Name of Authorized Officer or Agent of Contractor

Sworn to and subscribed before me this 6<sup>th</sup> day of March, 2025

Notary Public: Nadine Hefner

County: DeKalb

Commission Expires: 03/24/2026



<sup>1</sup>O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

<sup>2</sup>\*[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].

STATE OF GEORGIA

COUNTY OF FULTON

**FORM G: GEORGIA SECURITY AND IMMIGRATION SUBCONTRACTOR AFFIDAVIT**

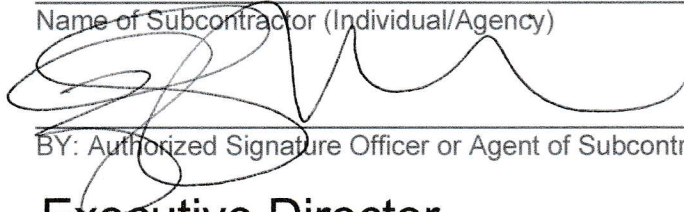
By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services<sup>3</sup> under a contract with **[insert name of prime contractor (Agency)]** Djoli Kelen Inc on behalf of **Fulton County Government** has registered with and is participating in a federal work authorization program\*,<sup>4</sup> in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

**2621280**

EEV/Basic Pilot Program\* User Identification Number of Subcontractor

**Evolution Arts INC**

Name of Subcontractor (Individual/Agency)



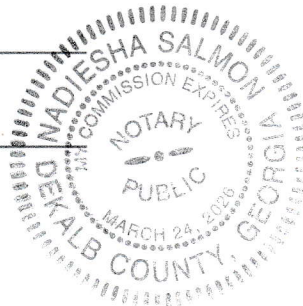
BY: Authorized Signature Officer or Agent of Subcontractor

**Executive Director**

Title of Authorized Officer or Agent of Subcontractor

Zakiya S. Davidson

Printed Name of Authorized Officer or Agent of Subcontractor

Sworn to and subscribed before me this 6<sup>th</sup> day of March, 2025Notary Public: Nadiesha SalmonCounty: DeKalbCommission Expires: 03/24/2026

<sup>3</sup>O.C.G.A. § 13-10-90(4), as amended by Senate Bill 160, provides that "physical performance of services" means any performance of labor or services for a public employer (e.g., Fulton County) using a bidding process (e.g., ITB, RFQ, RFP, etc.) or contract wherein the labor or services exceed \$2,499.99, except for those individuals licensed pursuant to title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for service to be rendered by such individual.

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/02/2025

**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 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).**

<b>PRODUCER</b> Broner Financial Services LLC  2330 Scenic Hwy S. Ste 179, Snellville, GA, 30078	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 770-305-6895 FAX (A/C No): 770-274-4229 E-MAIL ADDRESS: randybroner@outlook.com PRODUCER CUSTOMER ID :														
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Texas Insurance Company</td> <td>16543</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> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Texas Insurance Company	16543	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :
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INSURER E :															
INSURER F :															
<b>INSURED</b> Sports Marketing Program Management Inc. Djoli Kelen Inc  54 Chase Ridge Court Lawrenceville, GA, 30043															

## COVERAGES

**CERTIFICATE NUMBER:** A-SP-SU-25-05-30-343473 389386

**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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> INCLUDES ATHLETIC PARTICIPANTS  GENERAL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	N	BESGLPTNV011301_170012_02	06/02/2025	06/02/2026	EACH OCCURRENCE \$ 1,000,000.00 FIRE DAMAGE TO PREMISES RENTED (Any one premises) \$ 300,000.00 MED EXP (any one person) \$ 5,000.00 PERSONAL & ADV INJURY \$ 1,000,000.00 GENERAL AGGREGATE \$ 3,000,000.00 PRODUCTS - COMP/OP AGG \$ 2,000,000.00 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input checked="" type="checkbox"/> CLAIMS-MADE  DEDUCTIBLE RETENTION \$	Y	N	BESGLXTNV011301_170012_02	06/02/2025	06/02/2026	EACH OCCURRENCE \$ 1,000,000.00 AGGREGATE \$ 1,000,000.00 \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under SPECIAL PROVISIONS below		N/A				WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	<b>OTHER</b> Abuse/Molestation Virtual online training/coaching/instruction	Y	N	BESGLPTNV011301_170012_02	06/02/2025	06/02/2026	Each Occurrence: \$ 25,000.00 Aggregate: \$ 50,000.00 Under the GL Limits
A		Y	N	BESGLPTNV011301_170012_02	06/02/2025	06/02/2026	

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

Liability Policy Deductible: \$0.00 Deductible for Bodily Injury and \$ 1000.00 per Property Damage Claim. ISO Occurrence form CG 00 01 04 13 and company's specific forms. Coverage for Participant Legal Liability requires that every participant signs a waiver/release. The certificate holder is named as Additional Insured with respect to (continued on next page)

## CERTIFICATE HOLDER

Fulton County Government-Purchasing Department  
 130 Peachtree Street SW Suite 1168  
 Atlanta, GA, 30303

## CANCELLATION

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

Mark Di Perno

AGENCY Broner Financial Services LLC		NAMED INSURED Djoli Kelen Inc
POLICY NUMBER BESGLPTNV011301_170012_02		
CARRIER Texas Insurance Company	NAIC CODE 16543	54 Chase Ridge Court Lawrenceville, GA, 30043
		EFFECTIVE DATE: 06/02/2025

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

negligent acts or omissions of the Named Insured and only with respect to the Operations of the Insured during the coverage period.  
RE: Registered Dance participants: 06/02/2025 - 06/02/2026; Registered Music/Band - Schools & Lessons participants: 06/02/2025 - 06/02/2026;



## Certificate of Insurance Waiver Request Form



## Instructions:

Please complete each field of the COI waiver request form for the insurance coverage for which a waiver is being requested. If there are multiple requests, a new form must be used for each request. All completed waiver request forms should be emailed to your assigned District Administrator. An approved waiver form must be included as part of the COI document and uploaded to WebGrants under "Other Supporting Documents."

Date: 06/02/2025

Requesting Agency/Company: Djoli Kelen

Contact Name: Zakiya Davidson

Phone Number: 404.771.3091

Email Address: zakiya@myevolutionarts.org

Reason for Requesting Waiver(Please provide a detailed explanation. View attached COI Tip sheet for information on the types of waivers):

Business automobile liability insurance waiver as organization does not use personal transportation for

program/service deliver. Djoli Kelen uses public transportation for administration of programs and services.

Subcontractor, Evolution Arts uses personal vehicle for administration of programs/services. Declaration Insurance page is attached.

## Acknowledgment and Signature

By signing below, I acknowledge that our agency is requesting a waiver of the Certificate of Insurance requirement. I understand that this request must be reviewed and approved by management, and that a waiver may not be granted in all cases.

Signature: Zakiya Davidson

Title: Authorized Signer for Djoli Kelen

Date: 06.02.2025

For Internal Use Only

Waiver Approved: ☒ Yes ☐ No

Reviewed By: Cherie Williams

Date: June 10, 2025

Comments (if waiver is rejected or additional action is required):

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## Certificate of Insurance Waiver Request Form



## Instructions:

Please complete each field of the COI waiver request form for the insurance coverage for which a waiver is being requested. If there are multiple requests, a new form must be used for each request. All completed waiver request forms should be emailed to your assigned District Administrator. An approved waiver form must be included as part of the COI document and uploaded to WebGrants under "Other Supporting Documents."

Date: 06/02/2025

Requesting Agency/Company: Djoli Kelen

Contact Name: Zakiya Davidson

Phone Number: 404.771.3091

Email Address: zakiya@myevolutionarts.org

Reason for Requesting Waiver(Please provide a detailed explanation. View attached COI Tip sheet for information on the types of waivers):

Workers compensation waiver as employees are 1099. We have no fulltime employees.

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## Acknowledgment and Signature

By signing below, I acknowledge that our agency is requesting a waiver of the Certificate of Insurance requirement. I understand that this request must be reviewed and approved by management, and that a waiver may not be granted in all cases.

Signature: Zakiya Davidson

Title: Authorized Signer for Djoli Kelen

Date: 06.02.2025

For Internal Use Only

Waiver Approved: ☒ Yes ☐ No

Reviewed By: Cherie Williams

Date: June 10, 2025

Comments (if waiver is rejected or additional action is required):

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PROGRESSIVE  
P.O. BOX 31260  
TAMPA, FL 33631



ZAKIYA S DAVIDSON  
5850 HILLANDALE DR  
1433  
LITHONIA, GA 30058

**Policy Number: 996154072**

Underwritten by:  
Progressive Choice Insurance Co  
June 10, 2025  
Policy Period: Apr 17, 2025 - Oct 17, 2025  
Page 1 of 3

**progressive.com**

**Online Service**  
Make payments, check billing activity, update  
policy information or check status of a claim.

**1-800-776-4737**

For customer service and claims service,  
24 hours a day, 7 days a week.

# Auto Insurance Coverage Summary

## This is a copy of your Declarations Page

Your coverage began on April 17, 2025 at the later of 12:01 a.m. or the effective time shown on your application. This policy period ends on October 17, 2025 at 12:01 a.m.

This coverage summary replaces your prior one. Your insurance policy and any policy endorsements contain a full explanation of your coverage. The policy limits shown for a vehicle may not be combined with the limits for the same coverage on another vehicle. The policy contract is form 9611D GA (05/15). The contract is modified by forms A226 GA (06/22) and A263 GA (02/21).

**Drivers and household residents**

**Zakiya S Davidson**

Additional information: Named insured

**Shakura Parks**

**Outline of coverage**

**2017 TOYOTA CAMRY HYBRID 4 DOOR SEDAN**

VIN: **4T1BD1FK3HU215447**

Garaging ZIP Code: 30058

Primary use of the vehicle: Business

Annual miles: 18,000 - 19,999

Length of vehicle ownership when policy started or vehicle added: At least 1 month but less than 1 year

Information regarding your vehicle history (prior damage, theft or title issues) may have impacted company acceptability.

This vehicle is currently enrolled in the Snapshot® Program.

	Limits	Deductible	Premium
Liability To Others			\$944
Bodily Injury Liability	\$25,000 each person/\$50,000 each accident		
Property Damage Liability	\$25,000 each accident		
Uninsured Motorist - Added On			208
Uninsured Motorist Bodily Injury	\$25,000 each person/\$50,000 each accident		
Uninsured Motorist Property Damage	\$25,000 each accident	\$500	
Medical Payments	\$1,000 each person		74
Comprehensive	Actual Cash Value	\$500	111
Collision	Actual Cash Value	\$500	368
Rental Reimbursement	up to \$40 each day/maximum 30 days		38
Total premium for 2017 TOYOTA ( business use )			<b>\$1,743</b>

**2014 NISSAN ALTIMA 4 DOOR SEDAN**VIN: **1N4AL3AP9EC189011**

Garaging ZIP Code: 30058

Primary use of the vehicle: Commute

Annual miles: 18,000 - 19,999

Length of vehicle ownership when policy started or vehicle added: At least 1 year but less than 3 years

Information regarding your vehicle history (prior damage, theft or title issues) may have impacted company acceptability.

This vehicle is currently enrolled in the Snapshot® Program.

	Limits	Deductible	Premium
Liability To Others			\$710
Bodily Injury Liability	\$25,000 each person/\$50,000 each accident		
Property Damage Liability	\$25,000 each accident		
Uninsured Motorist - Added On			265
Uninsured Motorist Bodily Injury	\$25,000 each person/\$50,000 each accident		
Uninsured Motorist Property Damage	\$25,000 each accident	\$500	
Medical Payments	\$1,000 each person		102
Comprehensive	Actual Cash Value	\$500	92
Collision	Actual Cash Value	\$500	203
Rental Reimbursement	up to \$40 each day/maximum 30 days		25
Loan/Lease Payoff	25% Of The Actual Cash Value		8
Roadside Assistance			20
Total premium for 2014 NISSAN			<b>\$1,425</b>
<b>Total 6 month policy premium</b>			<b>\$3,168.00</b>

**Premium discounts**

Policy	
996154072	Multi-Policy, Online Signature - First Policy Period Only, Electronic Funds Transfer (EFT), Multi-Car, Continuous Insurance: Gold, Paperless and Three-Year Safe Driving
Vehicle	
2017 TOYOTA CAMRY HYBRID	Smart Technology Discount and Snapshot Participation
2014 NISSAN ALTIMA	Snapshot Participation

Smart Technology Discount<sup>SM</sup> is a service mark of Progressive Casualty Ins. Co.**Lienholder information**

Vehicle	Lienholder
2017 TOYOTA CAMRY HYBRID 4T1BD1FK3HU215447	Atlanta Postal Credit Union Atlanta, GA 30380
2014 NISSAN ALTIMA 1N4AL3AP9EC189011	Atlanta Postal Credit Union Atlanta, GA 30380

**NOTICE**

The laws of the State of Georgia prohibit insurers from unfairly discriminating against any person based upon his or her status as a victim of family violence.

Company officers



Secretary

For company use only

Year	Make	Model	VIN	Bodily Injury	Comprehensive	Collision
2017	TOYOTA	CAMRY HYBRID	4T1BD1FK3HU215447	TY	CH	44
2014	NISSAN	ALTIMA	1N4AL3AP9EC189011	NS	AL	44

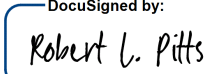
IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.

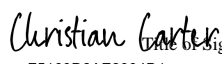
OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME      **Djoli Kelen, Inc.**


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

Signed by:      Name of Signatory:      Christan Carter  
  
F5169D2AE2994D1...  
Executive Director, Djoli Kelen Inc.  
Authorized Signature

ATTEST:

ATTEST:

Signed by:  
  
EEC476C4837648D...  
Tonya R. Grier  
Clerk to the Commission

DocuSigned by:      Name of 2nd Signatory:      **Zakiya Davidson**  
  
3EF300B3AEFA4C6...  
Executive Director, Evolution Arts Inc.  
Second Authorized Signature

(Affix County Seal)

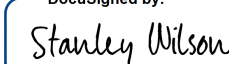


(Affix Corporate Seal, if applicable)

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: E8041606-9FEF-416F-AEE2-D239105246FE		Status: Completed
Subject: Please DocuSign: 2025 CSP Contract-Djoli Kelen, Inc.-BOC Agenda#25-0398		
Parcel ID:		
Employee Name:		
Source Envelope:		
Document Pages: 40	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 & Canada)		Atlanta, GA 30303
		Cherie.Williams@fultoncountyga.gov
		IP Address: 166.137.175.12


Record Tracking

Status: Original	Holder: Cherie Williams	Location: DocuSign
6/24/2025 11:33:44 AM	Cherie.Williams@fultoncountyga.gov	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Fulton County Government	Location: Docusign

Signer Events

Signer Events	Signature	Timestamp
Christian Carter djolikele@gmail.com Executive Director Djoli Kelen Inc Security Level: Email, Account Authentication (None)	<div>Signed by:  F5169D2AE2994D1...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 75.40.54.96</div>	Sent: 6/24/2025 11:39:45 AM Resent: 6/25/2025 1:08:52 PM Viewed: 6/25/2025 1:19:14 PM Signed: 6/25/2025 10:29:44 PM

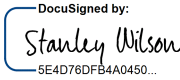

Electronic Record and Signature Disclosure:  
Accepted: 6/24/2025 12:06:05 PM  
ID: 6f0f0b51-f325-4232-b9e7-661ddb4a279

Zakiya Davidson zakiya@myevolutionarts.org Ms. Security Level: Email, Account Authentication (None)	<div>DocuSigned by:  3EF300B3AEFA4C6...</div> <div>Signature Adoption: Pre-selected Style Using IP Address: 2601:c4:c600:c840:cd80:fede:1a37:2cb3</div>	Sent: 6/25/2025 10:29:46 PM Viewed: 6/25/2025 11:13:06 PM Signed: 6/25/2025 11:13:56 PM
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Electronic Record and Signature Disclosure:  
Accepted: 6/25/2025 11:13:06 PM  
ID: f54958fd-6727-4a3c-afcc-0d91a257b8a3

Mark Hawks2 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None)	<div>Completed</div> <div>Using IP Address: 45.20.200.178</div>	Sent: 6/25/2025 11:13:59 PM Viewed: 6/26/2025 8:30:15 AM Signed: 6/26/2025 8:30:39 AM
--	---	---

Electronic Record and Signature Disclosure:  
Not Offered via Docusign

Signer Events	Signature	Timestamp
Stanley Wilson Stanley.Wilson@fultoncountyga.gov Director Stanley Wilson Security Level: Email, Account Authentication (None)	DocuSigned by:  5E4D76DFB4A0450...  Signature Adoption: Pre-selected Style Using IP Address: 75.43.132.102	Sent: 6/26/2025 8:30:42 AM Viewed: 6/26/2025 9:20:25 AM Signed: 6/26/2025 9:20:31 AM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 74.174.59.4	Sent: 6/26/2025 9:20:33 AM Viewed: 6/26/2025 5:06:33 PM Signed: 6/26/2025 5:10:36 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 6/26/2025 5:06:33 PM ID: 703eaf79-2674-4dfd-b0c6-aab4de0d202f		
David Lowman David.Lowman@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Signed by:  0EC92EDADEFB4B8...  Signature Adoption: Pre-selected Style Using IP Address: 24.99.192.18	Sent: 6/26/2025 5:10:40 PM Viewed: 6/26/2025 5:20:30 PM Signed: 6/26/2025 5:21:43 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 6/26/2025 5:20:30 PM ID: 013bab3c-d501-49e3-bab5-e100191fc6e8		
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 66.56.23.82	Sent: 6/26/2025 5:21:46 PM Viewed: 6/27/2025 1:33:04 PM Signed: 6/27/2025 1:33:31 PM
<b>Electronic Record and Signature Disclosure:</b> 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:  BA715B1A26544E7...  Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 6/27/2025 1:33:34 PM Viewed: 6/27/2025 2:45:02 PM Signed: 6/27/2025 2:45:11 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Security Level: Email, Account Authentication (None)	Signed by:  EEC476C4837648D...    Signature Adoption: Uploaded Signature Image Using IP Address: 99.96.24.191	Sent: 6/27/2025 2:45:14 PM Resent: 6/30/2025 11:54:56 AM Viewed: 7/1/2025 11:50:39 AM Signed: 7/1/2025 11:50:53 AM
<b>Electronic Record and Signature Disclosure:</b>		

Signer Events	Signature	Timestamp
Accepted: 3/16/2018 10:54:59 AM ID: f3f241e8-3027-4447-9476-6cf20ae25dd4		
Mark Hawks3 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>Completed</b>  Using IP Address: 45.20.200.178	Sent: 7/1/2025 11:50:57 AM Resent: 7/3/2025 10:45:29 AM Viewed: 7/3/2025 1:49:54 PM Signed: 7/3/2025 1:50:02 PM
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) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/24/2025 11:39:44 AM
Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/24/2025 11:39:44 AM Resent: 7/3/2025 1:50:09 PM
Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/24/2025 11:39:44 AM
Dian DeV Vaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/3/2025 1:50:06 PM Viewed: 7/7/2025 12:57:53 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/24/2025 11:39:44 AM
Envelope Updated	Security Checked	6/24/2025 12:33:24 PM
Certified Delivered	Security Checked	7/3/2025 1:49:54 PM
Signing Complete	Security Checked	7/3/2025 1:50:02 PM
Completed	Security Checked	7/3/2025 1:50:06 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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## **CONSUMER DISCLOSURE**

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.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after signing session and, if you elect to create a DocuSign signer account, you may access them for a limited period of time (usually 30 days) after such documents are first sent to you. You may request delivery of such paper copies from us by following the procedure described below.

### **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](mailto: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](mailto: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](mailto: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.

**To withdraw your consent with Carahsoft OBO Fulton County, Georgia**

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- 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;
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