

Exhibit A

Scope of Services For

City of East Providence *Action Against Inequality Grant*

The following outlines the description of this grant, which the applicant will perform for the City of East Providence's Black, Indigenous, and People of Color (BIPOC) community. The basic objective of the Action Against Inequality grant is to address an urgent need in the BIPOC community. The services funded by the City of East Providence will commence within 60 days of initial award and be substantially completed within one year.

I. Program Design

Need Statement:

This grant is poised well to act as a funding source and ensure that organizations serving our BIPOC community have the resources they need to combat inequalities in their community. In an effort to combat the effects of COVID-19 and the record-high inflation around the country, this initiative provides up to a \$10,000 grant to nonprofit organizations to expand efforts to fight against inequality in a system that has historically marginalized members of the BIPOC community.

Eligible Participants:

Grants are available to qualifying 501(c) (3) non-profit, community-based organizations targeting the BIPOC community living in the City of East Providence. Organizations must demonstrate that funds are directly impacting residents of East Providence.

Outcomes:

Reducing inequalities and ensuring no one is left behind are integral to achieving the goals of the City. Inequality within the United States is a persistent cause for concern.

The effects of the COVID-19 pandemic appear to be reversing any positive trends of narrowing inequality. The pandemic has also intensified structural and systemic discrimination. With this funding we hope to partner with our nonprofit organizations to support our BIPOC community and help combat inequality in our city.

Goals:

The organization should use the majority of this funding towards programming. Funding will be allocated based on the amount of impact this will have in the community and the organization's effectiveness in identifying their community. Eligible use of funds is limited to what has been laid out in the applicant's approved proposal. Using the funds for anything other than what was described must be approved in writing or risk loss of funding.

II. Method & Schedule of Compensation

Terms: Upon approval, organizations will be paid 50% of the approved amount. After those funds are spent the additional 50% will be given upon demonstration that the funds were used for its intended purpose. No payments will be processed unless all reporting has been submitted see Exhibit B for more information.

III. Reporting Requirements

The applicant must submit all required programming budgets with a description of the events and outcomes. Reporting shall be submitted as follows:

- a. Initial reporting shall be submitted documenting how the initial disbursement was spent. The report shall clearly state how many people in the community have been impacted. Please submit the report along with any invoices as soon as possible. The inability to report usage will disqualify the organization from receiving the remaining grant funding with the City of East Providence.
- b. A final report should itemize accumulative beneficiary and financial information for the entire program period. The report shall clearly state how many people in the community have been impacted. Please submit reports along with invoices as soon as possible after the end of all programming. The Final Report should be submitted no later than **August 15, 2024**.

Failure to meet reporting requirements will disqualify the organization from future grant funding with the City of East Providence.

IV. Monitoring & Evaluation

Program performance evaluations will be based on the following criteria:

- The quality of records
- The amount of Action Against Inequality funds expended
- Timeliness of reporting

V. Amendments

If, for any reason, the above-stated objective and obligation of the applicant cannot be met, the applicant must request, in writing, an amendment to the Scope of Services.

The City reserves the right to award a greater than \$10,000 grant if there are funds left over in the grant to an organization that has demonstrated a positive impact in the BIPOC community.

The City reserves the right to reallocate the second disbursement if the city feels the initial disbursement did not meet the needs of the BIPOC community.

EXHIBIT B

PAYMENTS SCHEDULE

- I. Upon approval, the organization will be given 50% of the approved grant amount. Once the funds have been spent the organization shall provide to the City, a detailed report of how the first 50 percent of the funds were used to benefit BIPOC in our community.
- II. Once the programming has ended, the organization will submit to the City of East Providence an end-of-programming report showing how many residents they have impacted.
- II. The organization will request for the remainder of any grant money.
- III. Payments under this Contract will be made upon submission and review of the appropriate documentation.
- IV. Requests for payment should be sent to:

Victor Regino
Planning & Economic Development
145 Taunton Avenue
East Providence, RI 02914
Or
E-mail to Vregino@eastprovidenceri.gov

- V. Failure to provide required reports and data within the prescribed time frame may result in a delay of payment or the withholding of funds. Notice should be given if a variation to the prescribed time frame is needed.

EXHIBIT C

BONDING AND INSURANCE REQUIREMENTS

HOLD HARMLESS

The organization shall maintain all necessary Liability Insurance in force as applicable for the duration of this Agreement.