RESOLUTION 2016-079

PASSED: JUNE 27, 2016

AUTHORIZING THE MAYOR OF THE CITY OF DEKALB, ILLINOIS TO SIGN A HUMAN SERVICES AGREEMENT WITH NGUZO SABA MEN'S CLUB IN THE AMOUNT OF $6,000 FOR HUMAN SERVICES FUNDING BEGINNING JULY 1, 2016 THROUGH DECEMBER 31, 2016.

WHEREAS, the City Council has reviewed and approved the Fiscal Year 2016.5 budget, including provisions for certain human services agencies' request for funding; and

WHEREAS, agreements between the City of DeKalb and various agencies have been prepared as approved providing for the issuance of funds from the General Fund of the City; now

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL of the City of DeKalb, Illinois, as follows:

Section 1. That the Mayor of the City of DeKalb, Illinois, is authorized and directed to sign an agreement with Nguzo Saba Men's Club for funding in the amount of $6,000, a copy of which is attached hereto and made a part thereof as Exhibit “A”.

Section 2. That the City Clerk of the City of DeKalb, Illinois is authorized and directed to attest the Mayor's signature.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, at a Regular meeting thereof held on the 27th day of June, 2016, and approved by me as Mayor on the same day. Passed by a roll call vote of 8-0. Aye: Jacobson, Finucane, Marquardt, Snow, Noreiko, Baker, Faivre, Rey.

ATTEST:

JENNIFER JEEP JOHNSON, City Clerk

JOHN A. REY, Mayor
HUMAN SERVICES AGREEMENT
NGUZO SABA

This agreement made this 1st day of July, 2016, between the City of DeKalb, a municipal corporation of the State of Illinois, hereinafter referred to as the “City” and Nguzo Saba, hereinafter referred to as “Grantee,” WITNESSETH:

WHEREAS, the City desires that Grantee provide certain services to the citizens of DeKalb and Grantee has the capacity to provide such services; and,

WHEREAS, the Grantee acknowledges that it is the City’s intention to purchase said services for the citizens of the City of DeKalb under the following guidelines:

1. First priority shall be given to those services which will help meet basic emergency needs such as food, clothing and shelter. Second priority shall be given to those services which are preventative in nature and promote the highest degree of self-support, self-care and self-help. Third priority shall be given to those services which seek to enhance the quality of life of persons whose basic needs are already met. Priority shall also be given to services which primarily benefit low and moderate income residents. The services provided by the Grantee are consistent with these guidelines as explained on the attached Exhibit A, Question No. 5.

2. Services shall address specific documented needs. The services provided by the Grantee address the specific, documented needs as explained on the attached Exhibit A, Question No. 6.

3. Services shall also receive financial support from other community sources. Grantee has attached hereto a copy of its budget for the period that this Agreement covers as Exhibit B, which budget establishes that the Grantee receives at least _____% of its funding from third party sources. A copy of Grantee’s audit or year end financial statement from the most recent complete year of operations is attached hereto as Exhibit C.

4. City funds are used only to support those services directly benefiting DeKalb residents. The City will not subsidize the cost of services to non-residents. Grantee has certified compliance with this requirement by signing the attached Exhibit A.

5. Administrative costs for these services are to be kept to a minimum. Grantee has identified the allocation between administrative costs and program costs as explained on the attached Exhibit A, Question No. 7.

6. These services must be coordinated with other agencies when feasible. Grantee has outlined how services are coordinated with other agencies as explained on the attached Exhibit A, Question No. 8.
7. The City will not fund, but may augment, services which are the responsibility of another public agency or funding source. Grantee has identified any areas where the City’s funds are being utilized to augment third party responsibilities as explained on the attached Exhibit A, Question No.9.

8. City funds are to be used primarily to match or leverage other private or public funds. Grantee has explained how matching or leveraged funds are being sought or obtained as explained on the attached Exhibit A, Question No. 10.

9. The City’s intent is to contract for specific services and monitor their effectiveness. Grantee has: a) identified the metrics by which its performance is to be evaluated on an annual basis; b) identified those third parties that provide any review or evaluation of Grantee’s efforts; and, c) explained its clearly defined performance evaluation process, as explained on the attached Exhibit A, Question No. 11.

10. Grantee has clearly identified and delineated where any elected or appointed official of the City or any City employee is involved in its programming or receives any direct or indirect benefit, any compensation or any pecuniary benefit of any form by virtue of Grantee’s program or the City funding provided hereunder, as explained on the attached Exhibit A, Question No. 12.

11. Grantee has outlined the process by which funds are held by Grantee as explained on the attached Exhibit A, Question No. 13, and all such funds are held by the Grantee in a Grantee-specific checking account with the financial institution identified therein (and not in any personal checking account), unless otherwise indicated therein.

WHEREAS, the parties hereto understand and agree that the Grantee is an independent contractor and not an employee of the City; now,

In consideration of the agreements set forth and other good and valuable considerations, the parties agree as follows:

1. **Term.** The term of this agreement shall be from July 1, 2016 to December 31, 2016. The City or Grantee may terminate this Agreement at any time, upon the provision of thirty (30) days written notice. The City may terminate this agreement at any time based upon the occurrence of a breach of this Agreement, upon the provision of 48 hours written notice.

2. **Scope of Service.** The Grantee shall provide services in accordance with the service plan provided in the original application, a copy of which is attached hereto as Exhibit A.

3. **Hold Harmless.** The Grantee hereby agrees to indemnify, defend and hold the City and its officers, employees, contractors and representatives harmless from and
against any and all such costs, expenses, damages, liabilities, losses and claims which may arise out of, or are related to the services provided by the Grantee under this agreement or which relate to this Agreement or the funding provided herein. The Grantee agrees and acknowledges that the City is not in any way responsible for the conduct or provision of Grantee’s programs or services, and is not responsible for the review, supervision or management of Grantee’s personnel, volunteers, participants, programming or services.

4. **Payment.** The City agrees to pay the Grantee the sum of Six thousand and No/100 Dollars ($6,000.00) for services rendered under this agreement. **Payment will be disbursed in two equal installments, and will be processed upon receipt of the Grantee’s quarterly reports, as required by this funding agreement.** In the event that this Agreement is terminated, no further payments shall be due or payable to Grantee. In the event that the City Council determines that the City’s financial condition does not support making a payment otherwise due under this Agreement, the City may suspend, delay or otherwise cancel payments due hereunder.

5. **Access to Financial Records.** The Grantee agrees to allow the City access to review any and all of Grantee’s financial records as may be determined appropriate to insure the accountability of monies disbursed by the City. The Grantee also agrees to provide the City with a copy of its operating budget and its audit or year-end financial statement for each fiscal year or portion thereof in which the Grantee receives funding under this (or successor) agreements.

6. **Performance Reporting.** The Grantee agrees to send the City a report following every three months of services identifying the number of City of DeKalb citizens that have been provided services under the terms of this Agreement. The Grantee further agrees to send the City a copy of all documentation required to demonstrate its performance or which is identified as a performance-evaluation tool in Exhibit A, Question 11. The Grantee further agrees that it shall provide a verbal report to the City at a regularly scheduled meeting of the City Council at least once annually, and on additional dates as may be requested by the City from time to time.

Quarterly reports shall be provided to the City on or before the 10th day of the following months:

- 1st Quarter – October
- 2nd Quarter – January

7. **Compliance with Laws.** The Grantee expressly covenants and agrees that it shall comply with all applicable laws, including those laws applicable to the use of public funding to the extent that such laws are applicable to programs funded in whole or in part by the City of DeKalb. The Grantee expressly covenants that it shall not discriminate against any person or organization on the basis of any legally recognized protected classification, including but not limited to race, gender, religion, ethnic or cultural background, sexual preference, or other legally
recognized, protected classification, in the provision of its services or use of funding provided hereunder.

8. **Use of Funds.** The Grantee shall only utilize funds made available under this agreement for the provision of services consistent with this agreement, and shall not use such funding for any other purpose, nor for the construction of any real property or improvement to real property, nor for any purpose which constitutes "Public Works" for purposes of the Illinois Prevailing Wage Act.

9. **Grantee’s Organization.** Grantee is organized in the format as described in Exhibit A. For the term of this Agreement, Grantee shall take such actions as shall be required to maintain that form of organization. Grantee shall provide the City with notice of the meetings of its governing board or board of directors, and the City shall have the opportunity to attend such meetings as an ex officio member of such governing board; the City shall also have the right to review the minutes of all such meetings.

10. **Grantee-Specific Obligations.** Grantee shall comply with the listing of Grantee-Specific Obligations attached hereto as Exhibit D.

11. **Certification:** Grantee hereby certifies that it shall comply with the contents of this Agreement and the terms of its Application, and certifies that the contents of this Agreement and the Application are true, accurate and correct. The recitals to this Agreement are expressly incorporated herein by reference.

IN WITNESS WHEREOF, the Grantee has caused this agreement to be signed, sealed and attested to by its Chairman of the Board of Directors and Executive Director, on the 1st day of July, 2016, and said City has caused the same to be signed, sealed and attested to by its Mayor and City Clerk as of the date first mentioned in this Agreement.

**NGUZO SABA**

[Signature]

Board Chairman

**CITY OF DEKALB, ILLINOIS**

[Signature]

John A. Rey, Mayor

**ATTEST:**

[Signature]

Executive Director

**ATTEST:**

[Signature]

Jennifer Jeep Johnson, City Clerk
Exhibit A: Funding Application
FY 2017 HUMAN SERVICES FUNDING APPLICATION
Six Months Funding 7/1/16 to 12/31/16

Application must be received no later than April 29th. Incomplete applications and/or late submissions will not be considered.

Agency Name: Nauzo Saba Men's Club
Mailing Address: 1806 Kennicott Ct.
Agency Director: Derrick Smith
Contact Person: Derrick Smith
Telephone No.: (815) 793-1990 Email Address: dsssmith@niu.edu
Name of Person Responsible for Completing Quarterly Report: Derrick Smith
Telephone No.: (815) 793-1990 Email Address: dsssmith@niu.edu
Program Description: See Attachment

Six Month Program Budget: $14,000.00
Amount of Funding Requested: $6,000.00
% of Six Month Program Budget: 40%
Total Number of Estimated Program Participants: 210
Total Number of Estimated DeKalb Residents to be Served: 210
% of Six Month Budget: 40%

The following documents must accompany the application:
1. A current listing of the agency’s Board of Directors and terms.
2. The current annual operating budget for the agency.
3. Any descriptive materials of the agency that would help augment the application.
4. Documentation of the agency’s 501(c)(3) status.

The City of DeKalb retains the right to request any and all additional information from the agency it may determine necessary in making funding decisions. This may include, but not limited to, agency audits, articles of incorporation, or any other information deemed appropriate.

The undersigned hereby certifies the information contained in this application is true and accurate to the best of their knowledge and belief.

Name of Authorized Signer: Derrick Smith
Title: Director
Signature: Derrick Smith
Date: 4-27-16

Please submit application in one of the following methods:

- via regular mail postmarked no later than April 29, 2016 to:
  City of DeKalb
  Attention: Joanne Rouse
  200 S. Fourth Street
  DeKalb, Illinois 60115

- via facsimile dated no later than April 29, 2016 to: (815) 748-2091, Attention: Joanne Rouse

- via email dated no later than April 29, 2016 to: joanne.rouse@cityofdekab.com

OFFICE USE ONLY:

Date Application Received: 4/28/16

☐ Approved – Annual Amount Awarded $__________________________/$__________________________ per quarter

☐ Denied
Name Of Agency: Nguzo Saba Men's Club

Program Description: The Men's Club began this program about 15 years ago to keep the youth in the community off the streets during the summer late afternoons and evening hours. Basketball was used as the motivating factor to get the young people to attend the program and to attend on regular basis. Basketball continues to be the motivating factor to get young people in the program, but we now have rap sessions about various topics such as education, health, gangs, alcohol and drug abuse, judicial system, etc., we also have guest speakers that come in that are experts in those particular fields. This program is extremely important for parents that cannot afford summer activities in DeKalb. An integral part of the program and our goal as African American males in the community is to be positive role models, mentoring and fill-in dads for the many children in the program living in single parent (female) households. The mentoring aspect stresses positive values and constructive behaviors. This program allows young people to interact with others while developing fundamental skills and experience organized play. The program also helps the young people to understand the importance of teamwork from a personal and sports capacity. This training allows the young people participating in the program an opportunity to develop, progress, and be successful mentally, physically, socially and academically in order to make positive contributions to the DeKalb community and society as a whole.
Nguzo Saba
Men's Club of DeKalb
Board of Directors

Derrick Smith, Deacon
New Hope Missionary Baptist Church
1806 Kennicott Court
Sycamore, IL 60178

Director

Jerry Wright, Pastor
The Rock Christian Church
586 Grange Court
DeKalb, IL 60115

Assistant Director

Charles Williams, Deacon
New Hope Missionary Baptist Church

Treasurer

Lenard McCall, Deacon
The Rock Christian Church

Secretary

Bruce Gholston
New Hope Missionary Baptist Church

Program Coordinator
To Whom It May Concern:

Name of Agency: Nguzo Saba Men's Club

Complete Description of Activities for Summer 2016: The Men’s Club began this Summer Basketball/Mentoring program about 24 years ago to keep the youth in the community, specifically African American males off the streets during the summer late afternoon and evening hours. Basketball was used as the motivating factor to get the young people to attend the program and attend on a regular basis. Basketball continues to be the motivating factor to get young people in the program but we now have rap sessions about various topics such as education, health, gangs, alcohol and drug abuse, judicial system, etc, we also have guest speakers to come in that are experts in those particular fields. Our goal as adult African American males is to be positive role models and mentors to all the young people in the program as well as the community. The mentoring aspect stresses positive values and constructive behaviors. This program allows young people to interact with others while developing fundamental skills and experience organized play. The program also helps the young people to understand the importance of teamwork from a personal and sports capacity. This program allows the young people participating in the program an opportunity to develop, progress, and be successful mentally, physically, socially, and academically in order to make positive contributions to the DeKalb community and society as a whole.

When the program first started it was for males only, several years later out of interest and necessity females were added to the program. We are proud to say that 45% of the 207 young people that were registered in the summer of 2009 were females. It continues to be a struggle the last few summers with the participants’ numbers consistently increasing and the funding staying the same after the reduction in grant funds several years ago which definitely had a profound negative impact on our quality of service for the participants we serve. With the reduction of funds we could not hire enough employees to produce the higher quality programs that we had produced in the past. We continue to be grateful that the reduction has stopped and even though we are unable to produce the higher quality program that we would prefer in the programs we have produced lately they have been effective in producing positive results.

Total Amount of Funds used for Activity: $14,000.00

Total Amount of City of DeKalb funds used for activity: $6,000.00

Total number of Persons Served: 210 participants

Total Number of Residents Served: 210 participants

Sincerely,

Derrick Smith, Director
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2522, 2523 or 2524 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4361-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.
Sincerely,

Holly O. Paz
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-FC
Exhibit B: Current Year's Budget
NGUZO SABA MEN’S CLUB  
DEKALB SUMMER BASKETBALL/MENTORING PROGRAM 
Annual Report for 2016

**Personnel**
- Program Supervisor: $1,200.00
- Instructional Skills Counselors: $2,500.00
- Program Coordinators: $1,000.00

**Administration**
- Workshop Materials: $150.00
- Program Flyers: $100.00
- Registration Forms: $125.00

**Equipment**
- Basketballs: $250.00
- Whistles: $60.00
- First Aid Kits: $60.00

**Contractual**
- Betty Jean’s Catering: $400.00
- LB3 Tees (T-Shirts): $1,080.00
- Wal-Mart: $526.75

**Total Expenditures 2016**: $7,451.75

**Deposits**
- City of DeKalb: $0.00
- New Hope Missionary Baptist Church: $1,500.00
- The Rock Christian Church: $1,500.00
- Black Male Initiative: $500.00
- S.I.S.T.E.R.S.: $500.00
- TRiO Scholars: $500.00

**Total Depo 2016**: $4,500.00

Bank Balance of 9/30/15: $135.00

**In-Kind Contributions**
- Northern Illinois University: $6,000.00
- NIU Student Support Services: $200.00
- NIU Center for Black Studies: $300.00
- New Hope MBC: $500.00
- The Rock Christian Church: $500.00

**Total In-Kind**: $7,500.00
NGUZO SABA MEN'S CLUB
DEKALB SUMMER BASKETBALL/MENTORING PROGRAM
Annual Report for 2015

<table>
<thead>
<tr>
<th>Personnel</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Supervisor</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Instructional Skills Counselors</td>
<td>$1,960.00</td>
</tr>
<tr>
<td>Program Coordinators</td>
<td>$2,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Administration</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop Materials</td>
<td>$230.43</td>
</tr>
<tr>
<td>Program Flyers</td>
<td>$200.00</td>
</tr>
<tr>
<td>Registration Forms</td>
<td>$150.00</td>
</tr>
<tr>
<td>Certificates &amp; Awards</td>
<td>$550.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equipment</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketballs</td>
<td>$200.00</td>
</tr>
<tr>
<td>Whistles</td>
<td>$60.00</td>
</tr>
<tr>
<td>First Aid Kits</td>
<td>$60.00</td>
</tr>
<tr>
<td>Ball Racks</td>
<td>$425.00</td>
</tr>
<tr>
<td>Ball Storage Unit</td>
<td>$250.00</td>
</tr>
<tr>
<td>Ladders &amp; Cones</td>
<td>$280.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contractual</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Pizza Hut</td>
<td>$450.00</td>
</tr>
<tr>
<td>LB3 Tees (T-Shirts)</td>
<td>$1,212.00</td>
</tr>
<tr>
<td>Wal-Mart</td>
<td>$716.40</td>
</tr>
</tbody>
</table>

**Total Expenditures 2015**

$9,943.83

<table>
<thead>
<tr>
<th>Deposits</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>City of DeKalb</td>
<td>$5,663.00</td>
</tr>
<tr>
<td>New Hope Missionary Baptist Church</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>The Rock Christian Church</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Black Male Initiative</td>
<td>$500.00</td>
</tr>
<tr>
<td>S.I.S.T.E.R.S.</td>
<td>$500.00</td>
</tr>
<tr>
<td>College Parents Group</td>
<td>$400.00</td>
</tr>
</tbody>
</table>

**Total Deposits 2015**

$10,063.00

**Bank Balance of 9/30/15**

$119.17

<table>
<thead>
<tr>
<th>In-Kind Contributions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Northern Illinois University</td>
<td>$3,300.00</td>
</tr>
<tr>
<td>NIU Basketball</td>
<td>$300.00</td>
</tr>
</tbody>
</table>

**Total In-Kind**

$3,600.00
Exhibit C: Most Recent Completed Fiscal Year's Audit or Year-End Financial Statement

To Follow
NGUZO SABA MEN'S CLUB
DEKALB SUMMER BASKETBALL/MENTORING PROGRAM
Annual Report for 2016

<table>
<thead>
<tr>
<th>Personnel</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Supervisor</td>
<td>$1,200.00</td>
</tr>
<tr>
<td>Instructional Skills Counselors</td>
<td>$2,500.00</td>
</tr>
<tr>
<td>Program Coordinators</td>
<td>$1,000.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Administration</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Workshop Materials</td>
<td>$150.00</td>
</tr>
<tr>
<td>Program Flyers</td>
<td>$100.00</td>
</tr>
<tr>
<td>Registration Forms</td>
<td>$125.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equipment</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Basketballs</td>
<td>$250.00</td>
</tr>
<tr>
<td>Whistles</td>
<td>$60.00</td>
</tr>
<tr>
<td>First Aid Kits</td>
<td>$60.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contractual</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Betty Jean's Catering</td>
<td>$400.00</td>
</tr>
<tr>
<td>LB3 Tees (T-Shirts)</td>
<td>$1,080.00</td>
</tr>
<tr>
<td>Wal-Mart</td>
<td>$526.75</td>
</tr>
</tbody>
</table>

**Total Expenditures 2016**  
$7,451.75

<table>
<thead>
<tr>
<th>Déposits</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>City of DeKalb</td>
<td>$0.00</td>
</tr>
<tr>
<td>New Hope Missionary Baptist Church</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>The Rock Christian Church</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Black Male Initiative</td>
<td>$500.00</td>
</tr>
<tr>
<td>S.I.S.T.E.R.S.</td>
<td>$500.00</td>
</tr>
<tr>
<td>TRIO Scholars</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

**Total Dépo 2016**  
$4,500.00

Bank Balance of 9/30/15  
$135.00

<table>
<thead>
<tr>
<th>In-Kind Contributions</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Northern Illinois University</td>
<td>$6,000.00</td>
</tr>
<tr>
<td>NIU Student Support Services</td>
<td>$200.00</td>
</tr>
<tr>
<td>NIU Center for Black Studies</td>
<td>$300.00</td>
</tr>
<tr>
<td>New Hope MBC</td>
<td>$500.00</td>
</tr>
<tr>
<td>The Rock Christian Church</td>
<td>$500.00</td>
</tr>
</tbody>
</table>

**Total In-Kind**  
$7,500.00
Exhibit D: Grantee-Specific Obligations

Grantee agrees and acknowledges that it shall comply with the following obligations, which shall be considered to be an integral component of the Agreement:

To be determined.