

# PROFESSIONAL SERVICE CONTRACT TRANSMITTAL RECORD

CHANGE ORDER 01

STANDARD PO NUMBER 2895827

CONTRACT PO NUMBER 2895826-01

Insurance Requirement

ACCOUNTS PAYABLE WILL HOLD UP ALL CONTRACT PAYMENTS UNTIL ALL INSURANCE CERTIFICATES/POLICIES REQUIRED UNDER THE CONTRACT HAVE BEEN RECEIVED. CONTRACTORS SHOULD BE MADE AWARE OF THIS REQUIREMENT.

TYPE OF CONTRACT: (Check One)

- CONSTRUCTION/DEMOLITION  LEASE  DEED  
 PROFESSIONAL SERVICES

DEPARTMENT HEAD'S SIGNATURE



DEPARTMENT PLANNING AND DEVELOPMENT

FUNDING SOURCE (Percent)

FEDERAL 100% STATE % CITY % OTHER %

DEPARTMENT CONTACT PERSON

SHERI PERSON

PHONE NO. (313) 628-2710

CONTRACTOR'S

**MOSAIC YOUTH THEATRE OF DETROIT**

DATE PREPARED 5-27-15

CONTRACTOR'S ADDRESS:

2251 Antietam  
 Detroit, MI 48207

ENGINEER'S ESTIMATE  CONTRACT  CHANGE

TOTAL CONTRACT AMOUNT **\$175,000.00**

TOTAL CPO AMOUNT **\$100,000.00**

CHANGE AMOUNT **\$75,000.00**

PHONE NO : (313) 872-6910

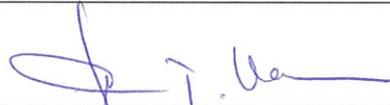
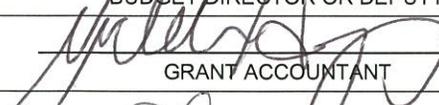
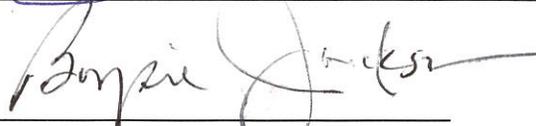
CORPORATION  PARTNERSHIP  INDIVIDUAL

FEDERAL EMPLOYER : 38-3069610

MINORITY FIRM  YES  NO

PURPOSE OF CONTRACT: PROVIDE RECREATIONAL INSTRUCTION IN ACTING AND STAGE PRODUCTION

CHARGE ACCOUNT: 2001-360619-8000315-651147-00000-00000 - \$75,000.00

TIME & DATE IN	APPROVER MUST ALSO MAKE APPROPRIATE NOTES IN ORACLE PURCHASE ORDER	TIME & DATE IN
	<p>REQUESTING DEPARTMENT</p> <p> 06-01-15</p> <p>AUTHORIZED DEPARTMENT REPRESENTATIVE</p>	
JUN 25 2015	<p>BUDGET</p> <p><input checked="" type="checkbox"/> RECOMMEND APPROVAL  <input type="checkbox"/> RECOMMEND DENIAL</p> <p> JUL - 9 2015</p> <p>BUDGET DIRECTOR OR DEPUTY</p>	
JUN 22 2015	<p>GRANT MANAGEMENT SECTION</p> <p><input checked="" type="checkbox"/> RECOMMEND APPROVAL</p> <p> JUN 23 2015</p> <p>GRANT ACCOUNTANT</p>	
JUL 13 2015	<p>FINANCE DEPARTMENT</p> <p><input checked="" type="checkbox"/> RECOMMEND APPROVAL  <input type="checkbox"/> RECOMMEND DENIAL</p> <p> JUL 13 2015</p> <p>FINANCE DIRECTOR OR DEPUTY</p>	
	<p>LAW DEPARTMENT</p> <p><input checked="" type="checkbox"/> RECOMMEND APPROVAL  <input type="checkbox"/> RECOMMEND DENIAL</p> <p> 7/14/15</p> <p>CORPORATION COUNSEL</p>	
	<p>PURCHASING DIVISION</p> <p> 9/18/15</p> <p>PURCHASING DIRECTOR</p>	

RECEIVED  
 JUL 13 2015

CITY OF DETROIT CONTRACTS SECTION APPROVAL JCC REFERENCE: PAGE \_\_\_\_\_ DATE JUN 12 2014

**CITY OF DETROIT  
AMENDMENT AGREEMENT NO. 01  
TO  
AGREEMENT CPO NO. 2895826**

THIS AMENDMENT AGREEMENT NO. 1, herein called the "Amendment," entered into this **1st** day of **January, 2015**, between **Mosaic Youth Theatre**, the "Subrecipient," and the City of Detroit, a Municipal Corporation, acting by and through the Planning & Development Department, the "City," made relative and pertaining to Agreement CPO No. **2895826**, dated **January 1, 2014**, between the Subrecipient and the City (herein called the "Agreement"):

**WITNESSETH:**

WHEREAS, the Subrecipient and the City did heretofore enter into the Agreement to provide Public Services to residents of the City of Detroit; and

WHEREAS, said Agreement can be modified pursuant to Article 13 thereof; and

WHEREAS, the term of the Agreement is from **January 1, 2014 through December 31, 2015**; and

WHEREAS, it is the mutual desire of the parties hereto to amend the Agreement to provide for an extension of the term of the Agreement for an additional **twelve (12) months up to and including December 31, 2016**; with an increase in compensation in the amount of **SEVENTY- FIVE THOUSAND DOLLARS AND 00/100 CENTS (\$75,000.00)**;

NOW, THEREFORE, in consideration of the premises, the mutual undertakings and benefits to accrue to the parties and to the public, the parties hereto agree that this Agreement is amended in the following manner:

That Article 3.01 which reads:

3.01 This Agreement, subject to the approval of the City Council, shall be effective upon (1) such approval of the City Council, and (2) execution by the Purchasing Director of the City of Detroit. The term shall be **from JANUARY 1, 2014 through DECEMBER 31, 2015**. Upon the approval of the City Council and execution by the Purchasing Director, the City shall so notify the Subrecipient.

Is Amended to read:

3.01 This Agreement, subject to the approval of the City Council, shall be effective upon (1) such approval of the City Council, and (2) execution by the Purchasing Director of the City of Detroit. The term shall be from **JANUARY 1, 2014 through DECEMBER 31, 2016**. Upon the approval of the City Council and execution by the Purchasing Director, the City shall so notify the Subrecipient.

That Article 5.01, which reads:

5.01 The City agrees to pay the Subrecipient an amount up to **One Hundred Thousand Dollars (\$100,000.00)** for the complete and proper performance of the Services as set forth in Article 2 herein, and as described in Exhibit A, attached hereto and made apart hereof. Such compensation shall be paid only as provided in, and pursuant to, the Budget, attached hereto as Exhibit B, and is inclusive of any and all remuneration to which the Subrecipient may be entitled.

Is Amended to read:

5.01 The city agrees to pay the Subrecipient an amount up to **ONE HUNDRED SEVENTY FIVE THOUSAND DOLLARS and 00/100 Cents (\$175,000.00)** for the complete and proper performance of the Services as set forth in Article 2 herein, and as described in Exhibit A, attached hereto and made a part hereof. Such compensation shall be paid only as provided in, and pursuant to, the Budget, attached hereto as Exhibit B, and is inclusive of any and all remuneration to which the Subrecipient may be entitled.

That all other terms and conditions and covenants of the Agreement shall remain in full force and effect as set forth therein; and

In the event of any conflict, inconsistency or incongruity between the provisions of this Amendment and any of the provisions of the Agreement, the provisions of this Amendment shall in all respects govern and control.

IN WITNESS WHEREOF, the City and the Subrecipient, by and through their duly authorized officers and representatives, have executed this Agreement as of the date first above written.

WITNESSES:

1. [Signature]  
2. [Signature]  
\* \* \* \*

SUBRECIPIENT:

By: Janice Berry  
(Signature of Corporate Officer)  
Its: EXECUTIVE VICE PRESIDENT  
(Office Held)  
\* \* \* \*

CORPORATE ACKNOWLEDGMENT

STATE OF MICHIGAN)  
) SS  
COUNTY OF WAYNE)

The foregoing instrument was acknowledged before me this 6<sup>th</sup> day of February,  
2015, by Janice Berry, the Executive Vice President,  
(Name of Corporate Officer) (Office Held)  
Mosaic Youth Theatre of Detroit, a 501(c)(3)  
(Name of Organization) (Michigan Non-profit)

Corporation on behalf of the Corporation.

[Signature]  
Notary Public  
My commission expires 8/5/2020

\* \* \* \*

WITNESSES:

1. [Signature]  
2. [Signature]

CITY OF DETROIT, Planning & Development Dept.

By: [Signature]  
**Arthur Jemison**  
Its: **Mayor's Designee, pursuant to EM Order#38,p13**  
**Planning & Development Department**

THIS CONTRACT WAS APPROVED BY THE CITY COUNCIL ON JUN 12 2014

[Signature]  
Purchasing Director Date

APPROVED BY LAW DEPARTMENT PURSUANT TO SECTION 6-406 OF THE CHARTER OF THE CITY OF DETROIT

[Signature] 7/14/15  
Corporation Counsel Date

**THIS AGREEMENT IS NOT VALID OR AUTHORIZED UNTIL SIGNED BY THE PURCHASING DIRECTOR.**

**CITY ACKNOWLEDGMENT**

STATE OF MICHIGAN    )  
                                  ) SS  
COUNTY OF WAYNE    )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015, by **Arthur Jemison**, the Mayor's Designee of the Planning and Development Department of the City of Detroit, Michigan, a municipal corporation

\_\_\_\_\_  
Notary Public, Wayne County, Michigan

My commission expires: \_\_\_\_\_

**RESOLUTION OF CORPORATE AUTHORITY**

I, **DIANE BORGUS GREEN**, CORPORATE SECRETARY of **Mosaic Youth Theatre**, a Michigan corporation (the "Company"), DO HEREBY CERTIFY that the following is a true and correct excerpt from the minutes of the meeting of the Board of Directors duly called and held on August 28, 2013, and that the same is now in full force and effect:

I FURTHER CERTIFY that:

**DIANE BORGUS GREEN** \_\_\_\_\_ is Chairman of the Board,  
**RICK SPERLING** \_\_\_\_\_ is Executive Director,  
**RICK SPERLING** \_\_\_\_\_ is President,  
**DR. DEIRDRE WATERMAN** \_\_\_\_\_ is Vice Chair,  
**KATE SPRATT** \_\_\_\_\_ is Treasurer,  
and **ELLIOTT BROOM** \_\_\_\_\_ is Secretary.

"RESOLVED, that the following are authorized to execute and deliver, in the name and on behalf of the Company and under its corporate seal or otherwise, any agreement or other instrument or document in connection with any matter of transaction that shall have been duly approved; the execution and delivery of any agreement, or document, or other instrument, or document in connection with any matter of transaction that shall have been duly approved; the execution and delivery of any agreement, document, or other instrument by any of such officers to be conclusive evidence of such approval."

Rick Sperling \_\_\_\_\_ Title/Position: President and Founding Artistic Director

Janice Berry \_\_\_\_\_ Title/Position: Executive Vice President

\_\_\_\_\_ Title/Position: \_\_\_\_\_

\_\_\_\_\_ Title/Position: \_\_\_\_\_

and \_\_\_\_\_ Title/Position: \_\_\_\_\_

I FURTHER CERTIFY that any of the aforementioned officers of the Company is authorized to execute or guarantee and commit the Company to the conditions, obligations, stipulations and undertakings contained in the Agreement CPO # \_\_\_\_\_ between the City of Detroit and **Mosaic Youth Theatre** entered into for the purpose of providing Public Services and that all necessary corporate approvals have been obtained in relationship thereto.

IN WITNESS THEREOF, I have set my hand this 11 day of February, 2015.

CORPORATE SEAL  
(if any)

Signature: Diane B. Green for  
Corporate Secretary

**EXHIBIT A  
SCOPE OF SERVICES  
Mosaic Youth Theatre of Detroit  
2014-2015**

During the term of this Agreement, the Subrecipient, **Mosaic Youth Theatre of Detroit**, through its Academic & Recreation Program shall provide Public Service activities, herein called the "Project" or the "Services," in order to provide recreational services to youth who are residents of the City of Detroit.

**1. GENERAL REQUIREMENTS**

The Services shall be performed as scheduled and in the manner specified herein, unless an exception is otherwise approved by the City in writing.

Services shall be provided to Detroit residents. No excessive fees shall be charged, nor "donations" for project services be requested, which would preclude lower income persons from gaining access to, or participating in, the Project Services hereunder.

Though public Services hereunder may be targeted to a particular subpopulation or problems area, the Subrecipient must abide by the provisions of Article 12 (Compliance with Laws and Security Regulations) and Article 15 (Fair Employment Practices and Nondiscrimination Requirements) of the Agreement. Therefore, the Subrecipient, in the provision of public Service hereunder, shall not discriminate against any otherwise qualified person applying for the public Services, nor give preference to persons, nor limit provision of Services to persons, based solely on factors of race, ethnicity, gender, age, handicap, disability, sexual orientation or religion.

**2. CDBG NATIONAL OBJECTIVE CRITERIA**

This Project will meet the Community Development Block Grant Program national objective of providing a benefit to a total number of persons at least 51% of whom are of low and moderate income in the following way:

**Income Determination Records.** The Subrecipient will gather and maintain records of income information to show at least 51% of clients meet the limits below.

<b>CDBG Maximum GROSS INCOME LIMITS</b>		
<b>FAMILY SIZE</b>	<b>LOW INCOME MAXIMUM (50%)</b>	<b>MODERATE INCOME RANGE MAXIMUM (80%)</b>
1	\$23,700.00	\$37,950.00
2	\$27,100.00	\$43,350.00
3	\$30,500.00	\$48,750.00
4	\$33,850.00	\$54,150.00
5	\$36,600.00	\$58,500.00
6	\$39,300.00	\$62,850.00
7	\$42,000.00	\$67,150.00
8*	\$44,700.00	\$71,500.00

\* Over 8 persons in family add 8% of four person family limit for each additional member and then round to the nearest \$50.

The Subrecipient shall make and maintain such data and records as required by the City and as necessary for the reports required in Exhibit E and F hereof. Such records shall identify project participants and/or beneficiaries and their addresses, the nature of the services provided, dates services are provided, the quantity or number of times services are provided, and such other information which the City deems necessary to fulfill the City's project monitoring responsibility. The subrecipient shall maintain all records taking care to treat participant personal or income information with due respect for confidentiality.

### 3. SERVICES TO BE PERFORMED

During the term of this Agreement, the Subrecipient shall provide the following activities:

- A. **TRAINING:** the Subrecipient's Core Training Program, consisting of its Main Stage and Second Stage Programs, provides accessible regardless of income intensive performing arts training for approximately 165 talented young artists, ages 11 – 18, 70 of which live within the city of Detroit, selected through a highly competitive audition process. During the program, sessions are held up to 5 times per week, with each participant attending 2-3 times per week (up to 35,520 rehearsal/training hours per year) to train and rehearse in the Subrecipient's rehearsal and performance facility at 2251 Antietam Avenue in Detroit. Rehearsing after school and on weekends, these young artists work with professional actors, writers, musicians and designers and are involved in every element of production including writing plays, and composing music. The young artists are trained in two separate groups – acting and vocal performance.
- B. **YOUTH SUPPORT AND COLLEGE AND PROFESSIONAL DEVELOPMENT:** the Subrecipient provides Youth Support and College and Professional Development activities for its young artists within the Program, in order to improve high school graduation rates and to assist them in post high school planning and action steps. The young artists also participate in a variety of personal and professional development activities in order to enhance employability and life skills, including healthy mind and body, financial planning, public presentation, etc. Student leadership opportunities and young artist recognition opportunities are encouraged through the program year.
- C. **PERFORMANCES:** During the year, the Detroit Institute of Arts provides a prestigious showcase for the Subrecipient's theatrical and musical performances (12-16 large group performances). Throughout the year, the Mosaic young artists are also featured performers at local and regional events, and in at the GM Foundation Mosaic Theatre for an additional 25 performances annually.

Project staffing includes the following titles and job descriptions:

- Artistic Director – Overall artistic oversight and teacher;
- Associate Artistic Director/Director of Music Programs – Program oversight, including regular debrief and review of project activities, measuring performance against projected outcomes, principal music teacher;
- Finance Director - Project finances and financial reports;
- Director of Acting Programs – Rehearsal and performance direction, principal acting teacher;
- Manager of Engagement – program and volunteer recruiting, community engagement, and Volunteer Mentor program coordination
- Program Assistants (2, part-time) – Rehearsal/performance assistance to Acting Company and Music Directors and teachers of Second Stage program; and
- Program Administrator – logistical planning and implementation of the Programs, including record keeping and parent and young artist communications.

In its Core Training Program, the Subrecipient focuses on building the following three elements: **HIGH EXPECTATIONS FOR YOUTH, CREATING A SAFE, SUPPORTIVE ENVIRONMENT** that stresses total acceptance, and **EMPOWERING YOUTH THROUGH ACTIVE PARTICIPATION**. Through those elements, Mosaic is able to produce the youth development outcomes of **SKILLS** (arts discipline, academic achievement, employability skills), **SELF** (positive self-image, high self-expectations, ambitious goal-setting), and **SOCIETY** (respect for diversity, community involvement, and positive social capital). These youth development outcomes are measured by pre- and post- tests designed specifically by the Subrecipient.

Overall, the program provides underserved and minority youth increased access to leadership and personal development opportunities through comprehensive educational performing arts training.

CDBG/NOF funds will specifically be used to support a portion of each of the following: Associate Artistic Director/Director of Music Programs salary (a key position providing program oversight and service delivery to youth); Director of Acting Programs, principal acting teacher; Program Administrator, programmatic logistics coordinator, Finance Director's salary (Chief Fiscal Officer of Subrecipient); Subrecipient's liability, workman's compensation, property and automotive insurance expense; and internet/communication costs.

#### 4. PERSONNEL

Personnel being funded in part by the NOF Budget include the Associate Artistic Director/Director of Music Programs, Director of Acting Programs, Program Administrator and Finance Director. Qualified personnel shall perform the Services. Personnel performing trades, professional, health or food services, AS APPLICABLE, shall maintain the appropriate permits, licenses or other credentials as may be required by State or local law. Job descriptions and credentials for all personnel providing Services hereunder shall be kept on file by the Subrecipient and shall be available for review by the City.

#### 5. PROJECT LOCATIONS AND OPERATIONS SCHEDULE

The Project Administrative Office and Primary Program Site is located at 2251 Antietam Avenue, Detroit, MI 48207. A Secondary Program Site is located at Detroit Institute of Arts, 5200 Woodward, Detroit, MI 48202. Administrative Hours are Monday – Friday, 9:00a.m. – 5:00 p.m. The Core training program is scheduled Monday through Thursday, 6:00pm – 9:00 pm and Sunday, 2:30 pm - 6:30 pm.

Rehearsal and performing schedules vary throughout the year. During final exams, holiday seasons, June, July and August, the activity is less. Leading up to major performances the activity intensifies. The service hours listed here are an average. Once a calendar is set, after approval of this agreement, it will be provided monthly to the Project Manager.

**Project Timeline:**

<b>FEB. - MARCH 2015</b>
Ongoing rehearsal/training
Mosaic Studio Performances and Community Performances
Ongoing college/professional development activities
<i>SINGSATION!</i> performances at the DIA
<b>AUGUST – SEPT. 2015</b>
Extended training/Program year begins in September
Special Projects
FY 2016 Planning/Staff Orientation
Youth Leadership Training
Mosaic Studio performance <i>TBA</i>

Studio Performances take place at the GM Foundation Mosaic Theatre.

<b>APRIL - MAY 2015</b>
Ongoing rehearsal/training/ Community performances
Ongoing college prep/professional development activities
Mosaic Studio Performances and Community Performances
Mosaic Awards, Year End Activities
<b>OCT. – NOV. 2015</b>
Parent/Young Artist Orientation
Mosaic College Fair and Invitational Event
Rehearsal/Training begins
Mosaic Studio Performances and Community Performances
<i>Mosaic Performathon Community Performances</i>

<b>JUNE - JULY 2015</b>
Ongoing rehearsal/training
Summer schedule community performances at the Detroit Zoo, others
AUDITIONS for 2015-2016 program year
<b>Travel/Touring Opportunities</b>
<b>DEC. 2015 – JAN. 2016</b>
Ongoing rehearsal/training
<i>WOODWARD WONDERLAND</i> at the DIA
Community performances
Professional Development workshops
Holiday break

To the extent possible, the Subrecipient shall provide a safe and healthy environment for Project activities hereunder. All applicable occupancy permits, fire inspection reports, elevator inspection reports, and/or other building or health code permits, licenses and certificates shall be posted in a conspicuous place on the Subrecipient's premises which constitute a base of operations for Project Services.

**6. PERFORMANCE SCHEDULE**

During the term of this Agreement the Subrecipient shall provide approximately 9,260 service units to an average of 70 Detroit residents. On a monthly basis, the Subrecipient shall provide an average of 772 units of project services to an average of 70 persons.

A service unit is defined as one youth attending one training session or one performance.

Description of unit of service	Measure		Number projected
Core Program Rehearsal/Training sessions	# OF PARTICIPANTS (Detroit residents only) attending sessions from sign-in sheets x 12 sessions/mo x 8 mo's + summer schedule of 20 participants x 8 sessions per month x 4 months.	OCT. – MAY (90 x 12 x 8) JUNE - SEPT (20 x 8 x 4)	6,720 + 640 =7,360
Performances sessions	# of participants x total # of performances from sign-in sheets	Large group performances: 50 x 24 (includes 16 @ DIA, and 8 community) + 16 med. Group performances: 25 *16 + small group performances: 12 x 25	1,200 + 400 +300 =1,900

### 7. ANNUAL MEASURABLE PROJECT OUTCOME

The overall goal of this project is to accomplish the following measurable annual outcome:

The Subrecipient's leadership and performance training program addressed the Suitable Living Environment objective by improving the students' access to supplemental educational services in that 85% of the students enrolled participated in 85% of the activities offered.

## EXHIBIT N

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

#### Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, principal proposal, and voluntarily excluded, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant further agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction" without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines, the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

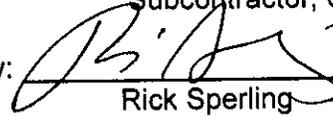
**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS.**

(1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by a Federal department or agency.

(2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Subrecipient, Contractor  
Subcontractor, or Principal

By:

  
Rick Sperling

Title: President and Founding Artistic Director

Date: June 9, 2017

EXHIBIT B  
BUDGET  
MOSAIC YOUTH THEATRE OF DETROIT  
2014-2015  
NOF FUNDING YEAR

CATEGORY	DESCRIPTION	TOTAL NOF BUDGET				
<b>PERSONNEL</b>						
Title						
Finance Director	\$25/hr x 20/hrs/month x 12 months	6,000				
Payroll taxes		459				
<b>Sub-total Personnel</b>						
					6,459	
<b>PROGRAM EXPENSES</b>						
Associate Artistic Director, Director of Music Programs	\$25/hr x 100/hrs/month x 12 months	30,000				
Director of Acting Programs	\$20/hr x 100/hrs/month x 12 months	24,000				
Programs Administrator	\$15/hr x 35/hrs/month x 12 months	6,300				
Payroll taxes		4,613				
Insurance	15% of annual liability, property, auto -- \$24,671	3,628				
Communications						
<b>Sub-total Program Expenses</b>						
					68,541	
<b>TOTAL REQUESTED FROM CDBG/NOF</b>						<b>\$75,000</b>
<p><b>BUDGET NOT TO EXCEED \$75,000.00</b>  This total amount of \$75,000 is an estimate of the organization's monthly requests.</p> <p>The Subrecipient is responsible for all withholding taxes, insurance, etc.</p> <p>All time must be documented by Time/Task logs – See attached Ex V</p> <p>The Subrecipient may request prior City approval for budget line item shifts of Direct Cost line items, except that such line item shifts involving personnel shall not result in an increase in the rate of such salaries. Requests for line item shifts shall be granted by the City as it deems reasonable and necessary for the performance of Services hereunder and shall not be deemed approved unless such approval is given in writing by the City.</p> <p>Page 1 of 1</p>						

Exhibit O

Certification Regarding Lobbying

The undersigned certifies, to the best of his knowledge or belief, that:

(1) No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Subrecipient Organization Name: Mosaic Youth Theatre

Authorized Representative's Signature: \_\_\_\_\_

Printed Name: Rick Sperling \_\_\_\_\_

Title: President and Founding Artistic Director \_\_\_\_\_

Date: June 4, 2014

TRUE COPY CERTIFICATE

STATE OF MICHIGAN, }  
City of Detroit }

CITY CLERK'S OFFICE, DETROIT

I, Janice M. Winfrey

State, do hereby certify that the annexed paper is a TRUE COPY OF RESOLUTION

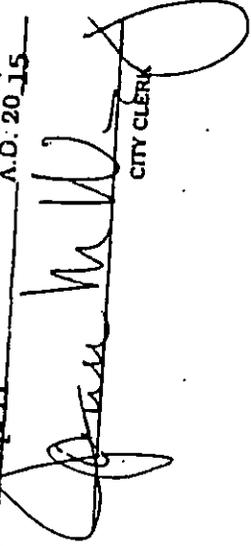
Approved by the Emergency Manager for the City of Detroit on

Thursday, June 12, 2014  
in accordance with EM Order No. 3 dated April 11, 2013.

as appears from the Journal of said City Council in the office of the City Clerk of Detroit, aforesaid; that I have compared the same with the original, and the same is a correct transcript therefrom, and of the whole of such original.

In Witness Whereof, I have hereunto set my hand and affixed the corporate seal of said City, at Detroit, this 28th

day of April A.D. 2015

  
CITY CLERK

2014/2015

COBB

CC APPROVED

CONTRACT NOT LISTED

**JOURNAL OF THE DETROIT CITY COUNCIL, THURSDAY, JUNE 5, 2014  
SPECIAL SESSION**

**A RESOLUTION ADOPTING SCHEDULE A FOR THE 2014-15 BUDGET**

By Council Member Leland:

**RESOLVED** That, the Detroit City Council hereby approves as part of the 2014-15 Budget the allocations for the 2014-2015 Community Development Block Grant program (which includes the Neighborhood Opportunity Fund), as provided in the attached Schedule A.

**2014-2015 SCHEDULE A**

Dept	Action	APPL#	Sponsor	Category	2014-15 Proposed Allocation	2014-15 Mayor/City Council Allocation	Difference
PDD	Decrease	13534	PDD — Administration	ADPLN	\$ 4,751,127	\$ 2,691,875	-\$ 2,059,452
PDD	Decrease	13534	PDD — Administration Direct Staffing	HR	\$ 1,653,018	\$ 0	-\$ 1,653,018
PDD	Decrease	05797	Eight Mile Boulevard Assoc.	ADPLN	\$ 22,700	\$ 0	-\$ 22,700
PDD	Decrease	13169	PDD — Planning	ADPLN	\$ 1,013,567	\$ 500,000	-\$ 513,567
PDD	Decrease	13170	PDD — Neighborhood Support Services	ADPLN	\$ 1,190,669	\$ 500,000	-\$ 690,669
PDD		13611	Soc. IC6 Clearances	ADPLN	\$ 115,260	\$ 115,260	\$ 0
			<b>SUB-TOTAL</b>		\$ 8,746,361	\$ 3,808,955	
PDD	Decrease	12635	BSEED — Demolition	DEMO	\$ 3,002,662	\$ 0	-\$ 3,002,662
PDD	Increase	12635	PDD — Demolition	DEMO	\$ 0	\$ 3,358,245	\$ 3,358,245
PDD		12635	Department of Elections — CDC Elections	ADPLN	\$ 25,000	\$ 25,000	\$ 0
PDD		13835	City Plan Comm./Historic Designation Advisory Board	ADPLN	\$ 25,000	\$ 25,000	\$ 0
			<b>SUB-TOTAL</b>		\$ 3,052,662	\$ 3,408,245	
PDD	Decrease	10847	Eastern Market Shed Rehab.	CREH	\$ 300,000	\$ 0	-\$ 300,000
			<b>SUB-TOTAL</b>		\$ 0	\$ 0	
PDD	Increase	11507	Economic Development		\$ 0	\$ 1,500,000	\$ 1,500,000
PDD	Increase	13837	Economic Development Summer Jobs Program	ED	\$ 0	\$ 3,000,000	\$ 3,000,000
PDD	Increase	13837	Economic Development Small Business Development	ED	\$ 0	\$ 2,000,000	\$ 2,000,000
PDD	Increase	13837	Economic Development Commercial Development	ED	\$ 0	\$ 8,500,000	\$ 8,500,000
			<b>SUB-TOTAL</b>		\$ 2,138,207	\$ 2,250,000	\$ 111,793
PDD	Increase	12168	Homeless Public Service	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11784	Alternatives for Girls	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11838	Casa Community Social Services	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	12708	Catholic Social Services of Wayne County	HPS	\$ 0	\$ 100,000	\$ 100,000
			<b>SUB-TOTAL</b>		\$ 0	\$ 400,000	\$ 400,000
PDD	Increase	11785	Coalition on Temporary Shelter (COTS)	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11786	Covenant House Michigan	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11882	Detroit Rescue Mission Ministries	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	12168	Emmanuel House	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	12168	Forgotten Harvest	HPS	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	11791	Freedom House	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11797	L.I.F.T. Women's Resource Center	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	06505	Legal Aid and Defender Association	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11798	Mariners Inn	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11800	Michigan Veterans Foundation	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11801	NSO — Tumaini Center	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	10663	Neighborhood Legal Services	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11839	Operation Get Down Inc.	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	12428	St John Community Center	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	10626	Southwest Counseling Solutions	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	06733	THAW	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11806	The Noah Project (Central United Methodist Church)	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11805	Travelers Aid Society of Metropolitan Detroit	HPS	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11808	United Community Housing Coalition	HPS	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	11809	YWCA Intern House	HPS	\$ 0	\$ 100,000	\$ 100,000
			<b>SUB-TOTAL</b>		\$ 2,269,216	\$ 2,250,000	\$ 19,216
			<b>Housing</b>				
DD	Decrease	13609	Housing Rehabilitation	HR	\$ 6,000,000	\$ 0	-\$ 6,000,000
DD	Increase	11517	Minor Home Repair	HR	\$ 0	\$ 0	\$ 0
DD	Increase	13558	Emergency Home Repair	HR	\$ 0	\$ 2,000,000	\$ 2,000,000
DD	Increase	13609	CDBG Housing Rehab. Loan Program	HR	\$ 0	\$ 5,000,000	\$ 5,000,000
DD	Decrease	13610	Intern Assistance Emergency Conditions	HR	\$ 400,000	\$ 0	-\$ 400,000
			<b>SUB-TOTAL</b>		\$ 6,400,000	\$ 7,000,000	\$ 600,000
DD	Increase	13170	PDD — Housing Services	HRTA	\$ 2,941,365	\$ 2,000,000	-\$ 941,365
			<b>SUB-TOTAL</b>		\$ 2,941,365	\$ 3,299,934	\$ 358,569
DD	Increase	11408	Public Facility Rehab.	PFR	\$ 1,300,000	\$ 1,436,390	\$ 136,390
DD	Increase	04775	Adult Volunteering Services	PFR	\$ 0	\$ 134,600	\$ 134,600
DD	Increase	13838	Charles H. Wright Museum of African American History	PFR	\$ 0	\$ 85,000	\$ 85,000
DD	Increase	06608	Focus HOPE	PFR	\$ 0	\$ 102,700	\$ 102,700
DD	Increase	06514	Franklin Wright Saffomurits	PFR	\$ 0	\$ 120,000	\$ 120,000

Oppl	Action	APPL#	SPONSOR	Category	2014-15 Proposed Allocation	2014-15 Mayor/City Council Allocation	Difference
PDD	Increase	13839	Liberty Temple Baptist Church — Senior Project	PFR	\$ 0	\$ 167,000	\$ 167,000
PDD	Increase	13645	North Rosedale Civic Association	PFR	\$ 0	\$ 248,000	\$ 248,000
PDD	Increase	12432	Samaritan Center	PFR	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	04808	Sar-Metro-Detroit, Jobs for Progress	PFR	\$ 0	\$ 104,000	\$ 104,000
PDD	Increase	13358	Sickle Cell Disease Association	PFR	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	10875	Southwest Housing Solutions	PFR	\$ 0	\$ 125,000	\$ 125,000
PDD	Increase	13558	Urban Neighborhood Initiatives	PFR	\$ 0	\$ 200,000	\$ 200,000
SUB-TOTAL				PFR	\$ 500,000	\$ 1,486,390	\$ 200,000
PDD	Decrease	13187	PDD — Development	PFRTA	\$ 2,468,905	\$ 0	-\$ 2,468,905
PDD	Decrease	12945	Unassigned Projects	PS	\$ 2,468,905	\$ 1,199,198	-\$ 1,269,707
SUB-TOTAL				PS	\$ 3,677,814	\$ 0	-\$ 3,677,814
PDD	Increase	07523	Accounting Aid Society	PS/Ed	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11499	Coleman Young	PS/Ed	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	04139	DAPCEP	PS/Ed	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	05983	Dominican Literacy Center	PS/Ed	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	06709	International Institute of Metropolitan Detroit	PS/Ed	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11554	Marcy Education Project	PS/Ed	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	10124	St. Vincent and Sarah Fisher Center	PS/Ed	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	05178	Wellspring	PS/Ed	\$ 0	\$ 100,000	\$ 100,000
SUB-TOTAL				PS/Ed	\$ 0	\$ 725,000	\$ 725,000
PDD	Increase	12420	Joy-Southfield CDC	PS/Health	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	12998	Greater Detroit Agency for Blind	PS/Health	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	12719	The Society of St. Vincent de Paul	PS/Health	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	04178	World Medical Relief	PS/Health	\$ 0	\$ 75,000	\$ 75,000
SUB-TOTAL				PS/Health	\$ 0	\$ 375,000	\$ 375,000

PDD	Increase	10154	Bridging Communities	PS/Fore-clos. Prevention	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	05742	Detroit Non-Profit Housing Solutions	PS/Fore-clos. Prevention	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	11799	Michigan Legal Services	PS/Fore-clos. Prevention	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	13840	SEED	PS/Fore-clos. Prevention	\$ 0	\$ 75,000	\$ 75,000
SUB-TOTAL				PS/Fore-clos. Prevention	\$ 0	\$ 325,000	\$ 325,000
PDD	Increase	10105	A'kebu-lan Village	PS/Rec.	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	11547	Clark Park Coalition	PS/Rec.	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	05897	Mosaic Youth Theatre of Detroit	PS/Rec.	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	11167	The Green of Detroit	PS/Rec.	\$ 0	\$ 100,000	\$ 100,000
SUB-TOTAL				PS/Rec.	\$ 0	\$ 350,000	\$ 350,000
PDD	Increase	13841	East Michigan Christian	PS/Pub. Sity	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	10820	Jefferson Business Association	PS/Pub. Sity	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	13842	Wayne State University	PS/Pub. Sity	\$ 0	\$ 75,000	\$ 75,000
SUB-TOTAL				PS/Pub. Sity	\$ 0	\$ 275,000	\$ 275,000
PDD	Increase	04683	Alzheimer's Association	PS/Seniors	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	06403	Dutray United Action Council	PS/Seniors	\$ 0	\$ 100,000	\$ 100,000
PDD	Increase	10621	L&L Adult Day Care	PS/Seniors	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	05662	LASED	PS/Seniors	\$ 0	\$ 75,000	\$ 75,000
PDD	Increase	11593	Matrix Human Services — Reuther Center	PS/Seniors	\$ 0	\$ 75,000	\$ 75,000

Dept	Action	APPL#	Sponsor	Category	2014-15 Proposed Allocation	2014-15 Mayor/City Council Allocation	Difference
PDD	Increase	05149	Adult & Wellness Center St. Patrick Senior Center	Seniors	\$ 0	\$ 100,000	\$ 100,000
PDD		13529	Section 108 Loans	Seniors	\$ 0	\$ 100,000	\$ 100,000
PDD		13529	Bock Cadillac		\$ 0	\$ 550,000	\$ 550,000
PDD		13529	Ferry Street	REPAY	\$ 7,334,688	\$ 3,500,000	\$ 3,834,688
PDD		13529	Fort Shelby	REPAY	\$ 1,820,956	\$ 641,268	\$ 1,179,688
PDD		13529	Garfield	REPAY	\$ 337,199	\$ 67,199	\$ 270,000
PDD		13529	Garfield II	REPAY	\$ 1,857,125	\$ 857,125	\$ 1,000,000
PDD		13529	Garfield Geothermal	REPAY	\$ 242,648	\$ 17,648	\$ 225,000
PDD		13529	Garfield Sugar Hill	REPAY	\$ 542,199	\$ 432,199	\$ 110,000
PDD		13529	Mexicantown	REPAY	\$ 134,554	\$ 134,554	\$ 0
PDD		13529	Now Amsterdam	REPAY	\$ 38,720	\$ 38,720	\$ 0
PDD		13529	Stuberslone	REPAY	\$ 437,438	\$ 167,438	\$ 270,000
PDD		13529	Vernor Lawndale	REPAY	\$ 847,787	\$ 447,787	\$ 400,000
PDD		13529	Woodward Garden	REPAY	\$ 33,284	\$ 3,264	\$ 30,000
PDD		13529		REPAY	\$ 122,992	\$ 72,992	\$ 50,000
PDD	Increase	13635	Public Park Improvement	REPAY	\$ 919,826	\$ 619,826	\$ 300,000
				PI	\$ 7,334,688	\$ 3,500,000	\$ 3,834,688
				SUB-TOTAL	\$ 0	\$ 1,000,000	\$ 1,000,000
				SUB-TOTAL P&DD	\$ 0	\$ 187,144	\$ 187,144
				SUB-TOTAL OTHER DEPARTMENTS	\$43,890,841	\$28,562,866	\$15,327,975
				TOTAL	\$ 0	\$ 0	\$ 0
				TOTAL	\$43,890,841	\$28,562,866	\$15,327,975
REVENUE					\$ 310,000	\$ 310,000	\$ 0
PDD		06040	Planning and Development Program Income		\$ 1,132,419	\$ 1,132,419	\$ 0
PDD		13529	Section 108 Loan		\$31,233,230	\$32,109,171	\$ 875,941
PDD	Increase	06102	Planning and Development Letter of Credit		\$32,675,649	\$33,551,590	\$ 875,941

Adopted as follows:  
 Yeas — Council Members Benson, Cushingberry, Jr., Jenkins, Leland, Sheffield, Spivey, Tate, and President Jones — 8.  
 Nays — None.

# City Council Contract Agenda Items Review Checklist

Reviewer: \_\_\_\_\_ Date Received: \_\_\_\_\_

Date: May 26, 2015 Department: P & DD Division: NSSD Name: Mosaic Youth Theatre of Detroit  
Dept Head/Contact Person: Sheri Person Phone No: 628-2710

Description: Public Service Contract No. \_\_\_\_\_ PO Type: Prof Svc - CPO Est. Value: \$ \_\_\_\_\_

Contract Term (if applicable) : January 1, 2014 to December 31, 2016

Funding: City \_\_\_\_\_% State X% Federal 100% Other: \_\_\_\_\_ %  
(Documentation must be furnished by the Dept. if anything other than City funding)

Recommended Supplier: \_\_\_\_\_ Required Date: \_\_\_\_\_

1. Is the product or service ESSENTIAL to department operations?  Yes  No

If "Yes" please explain why: Per HUD grant agreement.

Consequence of not buying: Violation of HUD Funding with City of Detroit

2. Was the product or service competitively bid?  Yes  No

(Request copies of bid tabulation/evaluation score sheets as needed)

If the answer to #2 is "NO" explain why there was no competition: See Attached rating Sheet

3. Was a Co-Operative Agreement Considered?  Yes  No Co-Operative Name: \_\_\_\_\_

If answer to #3 is "No" explain why a Co-Op was not considered: \_\_\_\_\_

4. Were savings achieved?

Yes Amount \$ \_\_\_\_\_

No

Were additional savings requested? (10%)  Yes  No

5. Does the supplier currently provide other goods and services to the City?  Yes  No

If yes please list: \_\_\_\_\_

6. The business being awarded is NEW CONTRACT

If #6 is a renewal provide justification for renewal: \_\_\_\_\_

If #6 is a increase/decrease does this represent:

Variance in unit price only (Current unit price \$ \_\_\_\_\_ Suggest Unit Price \$ \_\_\_\_\_ )

Change in amount/volume of the good or service to be used (no change in unit price)

7. Is this good/service used by other departments?  Yes  No  
If "yes" can this req/par be combined other department requirements?  Yes  No

8. Is this a service that can be performed by City employees?  Yes  No  
Is this a service that City employees can be trained to do?  Yes  No

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NOTES: RFP issues for CDBG Funding. Subrecipients submitted applications. Application reviewed by Departments, City Planning Commission and Approved by the Mayor and City Council

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PLACE ON CITY COUNCIL AGENDA

REJECT AND NOTIFY DEPARTMENT DIRECTOR:

SIGNED: A. Pierson DATE: May 26, 2015

INFORMATION PROVIDED BY: \_\_\_\_\_

TITLE: Project Manager

PHONE NO. (313) 628-2710

**PS & HPS SCORING FORM 2014**

Attachment: 2

Proposal # 10 Organization Name: Mosaic Youth TheatreReviewer Signature: Sheri Person**Summary of Scoring Rules**

Proposals will be ranked and scored on a 100 point scale, with 0 being the lowest and 100 the highest score. Proposals must score at least 70 points to be recommended for funding.

5 points: criterion is very strong

4 points: criterion is strong

2 points: criterion is acceptable

0 points: criterion is incorrect, incomplete or missing

**Public Service Ranking**

		Max Points	Score
<b>I. CONSOLIDATED PLAN</b>			
1.	Meets City Consolidated Plan Priority	5	5
<b>II. ORGANIZATIONAL INFORMATION</b>			
2.	Unique experiences and qualifications-- <i>Org-1. (Page 7)</i>	5	5
3.	Strength of board, including community representation and number bonded-- <i>Org-2 thru 7. (Page7)</i>	5	2
4.	Staffing plan to implement program, including appropriate allocation of staff-- <i>Org-10. (Page 7)</i>	5	4
<b>III. MANAGEMENT PLAN</b>			
5.	Provide IRS form 990 - <i>MP-1 (Page 9)</i>	5	5
6.	Provided a funding action plan for the activity/(ies) you plan on funding -- <i>MP-2 (Page 9)</i>	5	4
7.	Provided a timing plan for Project/Activity -- <i>MP-3 (Page 9)</i>	5	5
<b>IV. PROJECT DESCRIPTION</b>			
8.	Project description adequately describes proposed activities and quality of project design-- <i>Sum - 7 &amp; PS 1 thru PS3 (Page 1 and 11)</i>	5	5
9.	Project clearly specifies operational structure serving the community residents -- <i>PS-4 thru PS 12 (Page 11 - 12)</i>	5	5
10.	Service is provided in at least one of HHF the areas shown in green on the Detroit Land Bank Authority map section of this Information Package- <i>PS-13 thru PS-19 and support letters (Page 12)</i>	5	0
11.	Demonstrated community support and collaboration; facility appropriate to carry out proposed activity, including proof of site control-- <i>PS-16 thru PS 19 and support letters. (Page 12 &amp; 13)</i>	5	5
<b>V. OUTPUTS AND OUTCOMES</b>			
12.	Clearly identifies and describes past and proposed outputs-- <i>Out-1 (Page 14)</i>	5	5
13.	Strength of proposed outputs-- <i>Out-2, Out-3 (Page 14)</i>	5	4
14.	Demonstrated successful lasting benefits for program outcome/evaluation- - <i>Out-4 (Page 14)</i>	5	5
15.	Evidence and adequacy of process and tools to measure outcomes - - <i>Out-5 (Page 14)</i>	5	4
<b>VI. BUDGET</b>			
16.	Strength of finances, including adequate cash on hand, minimal amount of unspent CDBG funds, etc.-- <i>Bud-1 thru Bud - 7 (Page 15)</i>	5	5
17.	Strength of other funding sources-- <i>Bud-8 (Page 16)</i>	5	5
18.	Demonstrated acceptable financial management system-- <i>Bud-11 (Page 16)</i>	5	5
19.	Budget is accurately computed-- <i>Bud-12 (Page 17)</i>	5	4
20.	Budget is reasonable, necessary, related to proposed activity-- <i>Bud-12, Bud-13, and Bud-14. (Page 17)</i>	5	4
<b>TOTAL</b>		<b>100</b>	<b>86</b>



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/02/2015

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).

PRODUCER Shores Agency 710 Notre Dame Grosse Pointe, MI 48230 Shores Agency, Inc.	CONTACT NAME: Shores Agency, Inc.	FAX (A/C, No): 313-881-5775	
	PHONE (A/C, No, Ext): 313-881-5322	E-MAIL ADDRESS:	
INSURED Mosaic Youth Theatre - Detroit 2251 Antietam Detroit, MI 48207	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: First Nonprofit Mutual Ins Co		
	INSURER B: Michigan Insurance Co.		10857
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SEXUAL ABUSE INCL GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		TMP2117791-09	09/01/2015	09/01/2016	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 3,000,000
							PRODUCTS - COMP/OP AGG	\$ INCLUDED
								\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			TAP2107193-09	09/01/2015	09/01/2016	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10000	X		UXL2107266-09	09/01/2015	09/01/2016	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WCJ0010556	01/06/2015	01/06/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
A	Employee Dishonesty			TMP2117791	09/01/2015	09/01/2016	Limit	250,000
							Deductibl	1,000

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

The City of Detroit is named as additional insured for the operations of the named insured

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
CITYOFD  City of Detroit Planning & Development Dept 2300 Cadillac Tower Suite 1400 Detroit, MI 48226	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 Shores Agency, Inc.

**CITY OF DETROIT**  
ACCOUNTS RECEIVABLE CLEARANCE APPLICATION  
2 WOODWARD AVENUE, SUITE 105, COLEMAN A YOUNG MUNICIPAL CENTER  
REVENUE COLLECTIONS UNIT (313) 224-4087 / FAX: 224-4238 / [RevenueCollections@DetroitMi.gov](mailto:RevenueCollections@DetroitMi.gov)

**SECTION A: PLANNING & DEVELOPMENT**

ADDRESS OF DEPARTMENT CAYMC Suite 908

DATE SENT 8/28/2015 CONTACT PERSON Clinton Griffin

PHONE NUMBER 224-9121 FAX NUMBER 628-2064 EMAIL cgriffin@detroitmi.gov

CONTRACT AMOUNT: **\$100,000.00**

*Scanned  
8/28*

**SECTION B: CORPORATION**

LICENSE TYPE N/A

CORPORATION NAME Mosaic Youth Theatre

ADDRESS 2251 Antietam Svc Detroit, MICHIGAN ZIP 48207

CITY PERSONAL PROPERTY NUMBER # 09990089.50 FID / EIN NUMBER# 38-3069610

OTHER CITY-OWNED PROPERTY PARCELS- NO

CONTACT PERSON: Bennie Johnson PHONE NUMBER: 313 823-8323 E-MAIL ADDRESS:

**SECTION C: PARTNERSHIP**

LICENSE TYPE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

OWN LEASE

CITY PERSONAL PROPERTY NUMBER \_\_\_\_\_

FID / EIN NUMBER \_\_\_\_\_

A: PARTNER'S NAME \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

OWN LEASE

DRIVER'S LICENSE # \_\_\_\_\_

OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

B. PARTNER'S NAME \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

OWN LEASE

DRIVER'S LICENSE # \_\_\_\_\_

OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**SECTION D: SOLE PROPRIETORSHIP**

LICENSE TYPE \_\_\_\_\_

BUSINESS NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

OWN LEASE

CITY PERSONAL PROPERTY NUMBER \_\_\_\_\_

FID / EIN NUMBER \_\_\_\_\_

OWNER'S NAME \_\_\_\_\_

DRIVER'S LICENSE # \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

OWN LEASE

OTHER CITY-OWNED PROPERTY PARCELS \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**SECTION E: PERSONAL SERVICES**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

DRIVER LICENSE # \_\_\_\_\_

OTHER PROPERTY ADDRESSES OWNED IN WITHIN DETROIT \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

**REVENUE COLLECTIONS  
APPROVED  
CONTRACT CLEARANCES**

FOR TREASURY COLLECTION USE ONLY

DENIED

DENIED WITH ATTACHMENTS

**AUG 28 2015**

DATE

CLEARANCE VALID UNTIL

**JAN 15 2016**

*Annette Smith*

**REVISED 7-12-2012**

**COVENANT OF EQUAL OPPORTUNITY**

**(Application for Clearance – Terms Enforced After Contract is Awarded)**

I, being a duly authorized representative of Mosaic Youth Theatre of Detroit, (hereinafter "Contractor"), am hereby authorized to enter into a Covenant of Equal Opportunity, (hereinafter "Covenant") with the City of Detroit, ("hereinafter" City); obligating the Contractor and all sub-contractors, not to discriminate against any employee or applicant for employment, training, education, or apprenticeship connected directly or indirectly with the performance of the contract, with respect to his/her hire, promotion, job assignment, tenure, terms, conditions or privileges of employment because of race, color, religious beliefs, public benefit status, national origin, age, marital status, disability, sex, sexual orientation, or gender identity or expression; except as otherwise exempted under City Code, Ordinance No. 27-2-12.

Contractor will ensure that the City of Detroit Human Rights Department shall receive notification of all potential sub-contractors and a copy of their Covenant prior to the commencement of work on any City of Detroit contract. Contractor further agrees that the City of Detroit reserves the right to require additional information prior to, during, and at any time after the Covenant is fully executed.

Furthermore, Contractor agrees that this Covenant is valid for the life of the contract and/or for a specified period of time as indicated below and that a breach of this Covenant shall be deemed a material breach of contract and be subject to damages pursuant to City Code, Ordinance No. 27-3-2, Section (e).

RFQ / PO No.: (if applicable) 2895826

Duration of Covenant 1-1-14 to 12-31-16

Printed Name of Contractor/Organization Mosaic Youth Theatre of Detroit  
(Type or Print Legibly)

Contractor Address 2251 Antietam Detroit MI 48207  
(City) (State) (Zip)

Contractor Phone/E-mail \_\_\_\_\_  
(Phone) (E-mail) jberry@mosaicdetroit.org

Printed Name & Title of Authorized Representative Janice Berry, Executive Vice President

Signature of Authorized Representative: Janice Berry  
Date: 2/23/15

**\*\*\* This document MUST be notarized \*\*\***

Signature of Notary: JES

Printed Name of Seal of Notary: Joseph E Shepherd

My Commission Expires: Jan 25, 2019

**FOR CONTRACTING DEPARTMENT USE ONLY:**  
Date Rec'd: 6/1/15 Received by: Chester B. Atteche Title: Exec. Manager

Please fax a COPY of the notarized Covenant and Award Letter to the Human Rights Department (313) 224-3434



INTERNATIONALLY  
ACCLAIMED



EXCELLENCE  
ON STAGE & IN LIFE

Janice Berry  
Executive Vice President  
Mosaic Youth Theatre  
2251 Antietam Avenue  
Detroit, MI 48207

January 8, 2015

Sheri Person  
Project Manager, NOF Program  
City of Detroit  
2300 Cadillac Tower  
Detroit, MI 48226

Re: Mosaic Youth Theatre – felony inquiry on job application

Dear Ms. Person:

Mosaic Youth Theatre of Detroit's application for employment includes an inquiry regarding felony convictions and pending charges. Mosaic works with youth and as such conducts criminal background checks for the safety of the children registered in our various programs.

Sincerely,

A handwritten signature in blue ink that reads "Janice Berry".

Janice Berry  
Executive Vice President  
Mosaic Youth Theatre  
jberry@mosaicdetroit.org

## Mosaic Youth Theatre Employment Application

If you are not currently an employee, any offer of employment will be on a conditional basis until you submit and pass a pre-employment background check. If you need special accommodations to attend an interview, contact Human Resources, Office of Operations at (313) 872-6910 ext. 4002 or 4010.

DATE

APPLICANT INFORMATION				
NAME (Last, First, M.I.)		OTHER NAMES USED (ALIAS, MAIDEN, NICKNAME)		
STREET ADDRESS		SOCIAL SECURITY NUMBER	TELEPHONE NUMBER	
CITY	STATE	ZIP CODE	DRIVERS LICENSE NUMBER	COUNTY OF ISSUANCE
PREVIOUS STREET ADDRESS		CITY	STATE	ZIP
EMAIL ADDRESS	GENDER	<b>RACE:</b> <input type="checkbox"/> White <input type="checkbox"/> African American <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> American Indian or Alaskan Native <input type="checkbox"/> Other		
DO YOU HAVE A WORK PERMIT TO WORK IN THE UNITED STATES?		IF NO, EXPLAIN VISA STATUS		
<input type="checkbox"/> Yes <input type="checkbox"/> No				
POSITION APPLYING FOR		<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Student Assistant <input type="checkbox"/> contract		
EDUCATION AND TRAINING				
<b>Check all appropriate boxes.</b>		LOCATION / MAJOR		DATE OF COMPLETION
<input type="checkbox"/> High School Graduate/GED				
<input type="checkbox"/> Bachelor's Degree				
<input type="checkbox"/> Master's Degree				
<input type="checkbox"/> Other				
OCCUPATIONAL LICENSES, REGISTRATION, CERTIFICATES				
LICENSE/CERTIFICATE ISSUED BY	FIELD/TRADE/SPECIALIZATION	LICENSE/CERTIFICATION NO.	ISSUE DATE	EXPIRATION DATE
Do you have any concerns regarding overnight travel? If yes, explain.		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Do you have computer skills? Please list programs you have used.		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been convicted of a felony? If yes, explain.		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Are there any felony charges pending against you? If yes, explain.		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been discharged or suspended by any employer? If yes, explain.		<input type="checkbox"/> Yes <input type="checkbox"/> No		
Do you have any other supplemental employment? If yes, explain.		<input type="checkbox"/> Yes <input type="checkbox"/> No		

### EMPLOYMENT HISTORY

Please list below all work-related experience, starting with most recent employment and working backwards. Provide a detailed description of regularly assigned ongoing duties for each job, including percentage of time spent on each duty. Additional sheets may be attached if necessary. Please attach a current resume to this application.

Classification and/or Job Title	Dates of Employment From: _____ To: _____
Employer	Supervisor Name and Title
Business Address	Telephone No.

~ Description of job duties ~

BEGINNING SALARY	
\$	
ENDING SALARY	
\$	

REASON FOR LEAVING

Classification and/or Job Title	Dates of Employment From: _____ To: _____
Employer	Supervisor Name and Title
Business Address	Telephone No.

~ Description of job duties ~

BEGINNING SALARY	
\$	
ENDING SALARY	
\$	

REASON FOR LEAVING

Classification and/or Job Title	Dates of Employment From: _____ To: _____
Employer	Supervisor Name and Title
Business Address	Telephone No.

~ Description of job duties ~

BEGINNING SALARY	
\$	
ENDING SALARY	
\$	

ENDING SALARY

May we contact your present employer?

Yes     No

\*Please add additional pages, if necessary.

Submit completed application, and resume to:

Human Resources  
Mosaic Youth Theatre  
3011 West Grand Boulevard #1510  
Detroit, MI 48202  
313-872-6920 FAX  
Email: [hr@mosaicdetroit.org](mailto:hr@mosaicdetroit.org)

**APPLICATION CERTIFICATION:** I certify that all information above is true and complete and I agree and understand that any falsification of material facts will result in forfeiting any rights to consideration for employment with the Mosaic Youth Theater or possible dismissal, if discovered after I have been hired.

APPLICANT SIGNATURE	DATE
---------------------	------

**CITY OF DETROIT**  
**SLAVERY ERA RECORDS AND INSURANCE DISCLOSURE AFFIDAVIT**

1. Name of Contractor: Mosaic Youth Theatre of Detroit  
2. Address of Contractor: 2251 Antietam  
Detroit MI 48207

3. Name of Predecessor Entities (if any): \_\_\_\_\_

4. Prior Affidavit submission?  No  Yes, on: \_\_\_\_\_  
(Date of prior submission)

If "No", complete Items 5 and 6.

If "Yes", list date of prior submission above, go to Item 6 and execute this Affidavit.

5.  Contractor was established in \_\_\_\_\_ (year) and did not exist during the slavery era in the United States, is not a successor in interest to any entity that existed during such time, and therefore has no relevant records to search, or any pertinent information to disclose.

Contractor has searched their records and those of any predecessor entity, and has found no records that they or any predecessor(s) made any investments in, or derived profits from the slave industry or from slave holder insurance policies.

Contractor has found records that they or their predecessor(s) made investments in, or derived profits from, the slave industry or slave holder insurance policies. The nature of the investment, profits, or insurance policies, including the names of any slaves or slave holders, is disclosed in the attached document(s).

6. I declare that the representations made in this Affidavit are accurate to the best of my knowledge and are based upon a diligent search of records in the Contractor's possession or knowledge. All documentation attached to this Affidavit reflects full disclosure of all records that are required to be disclosed to the City of Detroit. I also acknowledge that any failure to conduct a diligent search, or to make a full and complete disclosure, shall render this contract voidable by the City of Detroit.

JANTAE BERRY (Printed Name) Exec. Director (Title)

Jantae Berry (Signature) 2/23/15 (Date)

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public, \_\_\_\_\_ County, Michigan  
My Commission expires: \_\_\_\_\_

[View Assistance for Search Results](#)

# Search Results

Current Search Terms: mosaic\* Youth\* theatre\* of detroit\*

Your search for "Mosaic\* Youth\* Theatre\* of Detroit\*" returned the following results...

Notice: This printed document represents only the first page of your SAM search results. More results may be available. To print your complete search results, you can download the PDF and print it.

Entity: Mosaic Youth Theatre Of Detroit		Status: Active
DUNS: 876835068	CAGE Code: 4G1Y81	<a href="#">View Details</a>
Has Active Exclusion?: No	DoDAAC:	
Expiration Date: 02/10/2016	Delinquent Federal Debt?: No	
Purpose of Registration: Federal Assistance Awards Only		

### Glossary

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Note to all Users: This is a Federal Government computer system. Use of this system constitutes consent to monitoring at all times.

