

**Contract between Chatham County and Chatham Trades
Beginning July 1, 2012 and ending June 30, 2013**

Chatham County ("County") and Chatham Trades ("Agency") hereby agree:

- A. Funds allocated by Chatham County are made available to the Agency to assist in delivering services to the public as provided for in N.C.G.S. §153A-149. The Agency will not undertake any program, function, joint undertaking, or service not otherwise authorized by law. Funds will be spent only for the purposes outlined in the attached letter, hereby incorporated by reference. Funds must be used for lawful, public purposes and cannot be used for political activity or to advocate for or against a political candidate or party. Funds must not be used to pay a Board Member for any service to the agency.
- B. The Agency will strive to meet the outcomes outlined in the Agency's work plan, submitted as part of the budget, or as amended by written or e-mail communication between the Agency and Assistant County Manager. The Agency agrees to provide semi-annual written or e-mail reports on the status of achieving these outcomes to the Chatham County Manager's office by January 13, 2013 and July 13, 2013. The County has the right to request additional information at any time. Failure to meet this deadline can result in suspension of funding and ineligibility for future funding.
- C. If the annual income of the agency is greater than \$300,000, the Agency will provide an audit for the period covering the County's allocation. If the annual income of the agency is \$299,999-50,000, the Agency will provide a financial review for the period covering the County allocation. If the annual income of the agency is \$49,999 or less, the Agency will cooperate with a financial analysis conducted by staff for the period covering the County allocation.
- D. The Agency will immediately notify the County's agent of any legal, financial or organizational matters or program changes which may impact the Agency's ability to operate or deliver services or which may impair or adversely affect the Agency's financial standing.
- E. Any information provided to the County or its agent is a matter of public record.
- F. Failure by the agency to comply with the terms of this agreement shall be grounds for the County to withhold funds and deem the agency ineligible for future funding.
- G. The County agrees to allocate the funds approved by the Board of Commissioners.
- H. If, at any time during the life of this agreement, it becomes necessary to change the terms of the agreement, such changes shall be effective when incorporated in written amendments to the agreement.

Chatham Trades:

Name & Title

Date

Attest:

Secretary

Chatham County:

Brian Bock, Chair
Chatham County Board of Commissioners

Date

Attest:

Sandra B. Sublett, CMC, Clerk to the Board
Chatham County Board of Commissioners