

## WHATCOM COUNTY CONTRACT INFORMATION SHEET

Whatcom County Contract No. \_\_\_\_\_

Originating Department: _____			
Division/Program: <i>(i.e. Dept. Division and Program)</i> _____			
Contract or Grant Administrator: _____			
Contractor's / Agency Name: _____			
<p>Is this a New Contract?     If not, is this an Amendment or Renewal to an Existing Contract?     Yes     No</p> <p>Yes     No     If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: _____</p>			
<p>Does contract require Council Approval?     Yes     No     If No, include WCC: _____</p> <p>Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)</p>			
<p>Is this a grant agreement?</p> <p>Yes     No     If yes, grantor agency contract number(s): _____ CFDA#: _____</p>			
<p>Is this contract grant funded?</p> <p>Yes     No     If yes, Whatcom County grant contract number(s): _____</p>			
<p>Is this contract the result of a RFP or Bid process?     Contract</p> <p>Yes     No     If yes, RFP and Bid number(s): _____ Cost Center: _____</p>			
<p>Is this agreement excluded from E-Verify?     No     Yes     If no, include Attachment D Contractor Declaration form.</p>			
<p>If YES, indicate exclusion(s) below:</p> <p><input type="checkbox"/> Professional services agreement for certified/licensed professional.     Goods and services provided due to an emergency</p> <p><input type="checkbox"/> Contract work is for less than \$100,000.     <input type="checkbox"/> Contract for Commercial off the shelf items (COTS).</p> <p><input type="checkbox"/> Contract work is for less than 120 days.     <input type="checkbox"/> Work related subcontract less than \$25,000.</p> <p><input type="checkbox"/> Interlocal Agreement (between Governments).     <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.</p>			
<p>Contract Amount:(sum of original contract amount and any prior amendments): \$ _____</p> <p>This Amendment Amount: \$ _____</p> <p>Total Amended Amount: \$ _____</p>	<p>Council approval required for; all property leases, contracts or bid awards <b>exceeding \$40,000</b>, and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, <b>except when:</b></p> <ol style="list-style-type: none"> <li>1. Exercising an option contained in a contract previously approved by the council.</li> <li>2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance.</li> <li>3. Bid or award is for supplies.</li> <li>4. Equipment is included in Exhibit "B" of the Budget Ordinance.</li> <li>5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.</li> </ol>		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Summary of Scope:</td> <td></td> </tr> </table>		Summary of Scope:	
Summary of Scope:			
Term of Contract: _____	Expiration Date: _____		

Contract Routing:	1. Prepared by: _____	Date:	_____
	2. Attorney signoff: _____	Date:	_____
	3. AS Finance reviewed: _____	Date:	_____
	4. IT reviewed (if IT related): _____	Date:	_____
	5. Contractor signed: _____	Date:	_____
	6. Submitted to Exec.: _____	Date:	_____
	7. Council approved (if necessary): _____	Date:	_____
	8. Executive signed: _____	Date:	_____
	9. Original to Council: _____	Date:	_____



WHATCOM  
COMMUNITY  
FOUNDATION

GRANT AGREEMENT

**Grant Agreement Number:** 24731

**Grantee:** Whatcom County Executive

**Total Award Amount:** \$32,000 (of which \$17,500 is included under grant agreement #5914)

**Title of Project:** PDR for the Jones-Bishop easement as proposed by Becky Snijder van Wissenkerke, Conservation Easement Program Administrator (formerly PDR Program). This will complete requirements of Grant Agreement #5914 and provide an additional \$14,500.

**Grant Period:** March 2022 through March 2023

**Grant Requirements**

1. This grant is made based upon a specific proposal you submitted which contained a project budget. It is expected that the entire amount of this grant will be applied to the budget and not used for any other purposes. Should it become advantageous to the project to slightly modify the project, timing, and/or budget, permission to do so must be requested of the Foundation in writing.
2. The Foundation expects to be kept fully informed of progress on this project. **Please use our online grants portal to complete your follow up grant report by March 31, 2023.** The grant report has been assigned to Becky Snijder van Wissenkerke using login link and temporary password of “whatcom” all lower case:  
<https://www.grantinterface.com/Home/Logon?urlkey=whatcomcommunity> . The reporting will include:
  - A financial accounting of the grant funds
  - Brief narrative report, including specific outcomes, of the grant-supported activities
  - A digital photo and story describing how your work benefited the community along with a signed release form from any individuals identifiable in the photo. The release gives the Foundation the right to use the image in marketing and media material.
3. By signing this agreement, you acknowledge that your organization does not discriminate in policy or practice, on gender, religion, sexual orientation or identity, ethnicity, national origin or physical ability.
4. We would appreciate that you mention support of the Sustainable Whatcom Fund of Whatcom Community Foundation in any publicity or communications about activities related to this grant (please send us copies of any materials). Such publicity can increase the visibility of your project, and helps the community better understand the impact of their investments in the Foundation.
5. Please include the grant number on any correspondence regarding this grant.
6. Grantee agrees to repay the Whatcom Community Foundation any portion of grant funds not used for the purposes of the grant as described in the award letter or amended in writing.

By signing this document, the grantee agrees to any and all conditions of this grant award to comply with the expectations of the Whatcom Community Foundation as outlined.

	Whatcom County Executive	
Signature of authorized signer	Grantee Organization	Date

Printed Name	Title

**Approved as to Form:**

By: /s/ Royce Buckingham  
 Senior Civil Deputy  
 Prosecuting Attorney