

**AMENDMENT TO COOPERATIVE ENDEAVOR AGREEMENT**

(Family Promise Consultant Funding)

This Amendment to Cooperative Endeavor Agreement (the "Amended CEA") is made and entered into effective January 1, 2015, by and between the following parties:

**ST. TAMMANY PARISH GOVERNMENT**, a political subdivision of the State of Louisiana, whose mailing address is P.O. Box 628, Covington, Louisiana, 70434, herein appearing by and through Patricia P. Brister, its Parish President, duly authorized by law (hereinafter referred to as "Parish"); and

**NORTHSHORE COMMUNITY FOUNDATION, INC.**, a non-profit corporation of the State of Louisiana, whose mailing address is 610 Hollycrest Blvd, Covington, Louisiana 70433, represented by and through Susan Bonnett, its President and CEO, duly authorized (hereinafter referred to as "NCF"); and

**WHEREAS**, effective as of January 1, 2014, Parish and NCF entered into that Cooperative Endeavor Agreement (the "Original CEA") wherein NCF agreed to retain a consultant to develop a Family Promise affiliate in St. Tammany Parish, plus other obligations as more fully described in the Original CEA; and

**WHEREAS**, the parties have identified a need to amend the Original CEA to extend the Term.

**AND NOW THEREFORE**, the parties desire to enter into this Amended CEA in order to amend and/or add the following provisions. This Amended CEA is not intended to release any party from the obligations stated in the Original CEA, but is intended only to amend certain provisions to that Agreement:

1. The foregoing recitals are hereby incorporated into the body of this Amended CEA as if fully rewritten and restated herein.
2. The Original CEA is amended to add new Sections 2.1.5, 2.1.6 and 2.1.7, as follows:

2.1.5 January 2015

- 2.1.5.1 Board orientation and meeting;
- 2.1.5.2 Confirm volunteer coordinators for all host congregations; congregational care task force begin team visits to facilities;
- 2.1.5.3 Board forms search committee, completes job description and begins interviewing candidates for Executive Director;
- 2.1.5.4 Identify day center location; begin developing plan with Parish's Department of Facilities Management; Lease arrangements, insurance, CEA with

Parish under development. Secure storage unit for donations of furnishings for center;

2.1.5.5 Form subcommittee to plan for grand opening; meet with Innovative to design materials and press packet; develop invitation list;

2.1.5.6 Create and complete hosting rotation calendar for the year 2015;

2.1.5.7 Order beds for families; and

2.1.5.8 Continue to identify resources for transportation.

#### 2.1.6 February 2015

2.1.6.1 Interview and hire Executive Director by end of month;

2.1.6.2 Order all materials for training of Board, Executive Director and volunteer coordinators;

2.1.6.3 Conference call with Family Promise national trainer if needed to confirm training schedule and process;

2.1.6.4 Begin renovation process of Day Center. Recruit volunteers to paint, garden, build playground, etc.;

2.1.6.5 Update Volunteer Spot for donations of furnishings for Day Center;

2.1.6.6 Send out invitations to grand opening;

2.1.6.6 Complete CDBG contract with Northshore Community Foundation and Parish; and

2.1.6.7 Purchase Directors & Officers insurance.

#### 2.1.7 March 2015

2.1.7.1 Family Promise training for Executive Director, board and volunteer coordinators:

2.1.7.1.1 Executive Director and Board of Trustees (3 hours);

2.1.7.1.2 Executive Director and volunteer coordinators, volunteers from first 2 host congregations at St Luke's (3 hours);

2.1.7.1.3 Executive Director and volunteer coordinators (2 hours);

2.1.7.1.4 Executive Director and Board President (2 hours).

2.1.7.2 Continue to renovate, furnish and equip Day Center. Schedule and identify volunteers for staffing day center;

2.1.7.3 3. Secure van and trailer;

2.1.7.3.4 At least 1/3-1/2 of budget secured;

2.1.7.3.5 Case Management services agreement with Catholic Charities;

2.1.7.3.6 Begin discussion on ongoing public relations plan and special event/fundraiser;

2.1.7.3.7 Executive Director identifies and meets with partner organizations:

Focus on parenting, money management, and life skills program development; and

2.1.7.3.8 Identify summer programs for children.

#### 2.1.8 April 2015

- 2.1.8.1 Continue renovating, furnishing and equipping Day Center;
- 2.1.8.2 Affiliate opens Family Promise of St Tammany Day Center: April 17, 2015; Press conference/grand opening with host congregations; and
- 2.1.8.3 Secure van and trailer. Transportation plan for May and for summer approved.

2.1.9 May/June 2015

- 2.1.9.1 Family Promise of St Tammany hosts first families: May 3;
  - 2.1.9.2 Review of all systems and personnel. Review of budget, and other board and committee functions; and
  - 2.1.9.3 Transition program completely to Board and Executive Director.
3. Section 3.1 of the Original CEA is amended to reflect that Parish shall contribute an additional twenty five thousand (\$25,000.00) dollars for services performed by NCF in calendar year 2015 pursuant to the Original CEA. Any unused funds remaining at expiration of the Term shall be retained and/or reallocated by Parish and shall not be disbursed to NCF.
  4. Section 4.1 of the Original CEA is amended and restated so that the Term of the Original CEA is extended for six (6) calendar months, having a new expiration date of June 30, 2015.
  5. This Amended CEA supersedes the Original CEA only where there exists any conflict. This Amended CEA controls any conflicts of any terms or conditions. Except as amended hereby, the Original CEA remains unmodified and in full force and effect.
  6. All capitalized terms used herein but not defined shall have the meaning assigned to them in the Original CEA.

(Signature page follows.)

THUS DONE AND SIGNED on the 21<sup>st</sup> day of April, 2015 in the presence of the undersigned witnesses.

**WITNESSES:**

Amy Labadie  
Amy Labadie  
Michelle J. B.

**ST. TAMMANY PARISH GOVERNMENT**

BY: Patricia P. Brister  
Patricia P. Brister, Parish President

THUS DONE AND SIGNED on the 17<sup>th</sup> day of April, 2015 in the presence of the undersigned witnesses.

**WITNESSES:**

N.D.  
Coral C. Houston

**NORTHSHORE COMMUNITY FOUNDATION, INC.**

BY: Susan Bonnett  
Susan Bonnett  
President and CEO