



District School Board of Pasco County

20430 Gator Lane • Land O' Lakes, Florida 34638 • 813/794-2221

Heather Fiorentino, Superintendent


www.pasco.k12.fl.us

Department of Purchasing
Kendra Goodman, CPPO, CPPB, Purchasing Agent
813/794-2221 Fax: 813/794-2111
727/774-2221 TDD: 813/794-2484
352/524-2221 e-mail: kgoodman@pasco.k12.fl.us

June 1, 2010

MEMORANDUM

TO: Honorable School Board Members

FROM: Kendra Goodman, CPPO, CPPB, Purchasing Agent 

RE: Memoranda's of Understanding -- Communications, Government Relations, and Leadership Department
SOLVE
West Pasco Pregnancy Center
St. Jude's Resource Center for Homeless Veterans
Pasco Regional Medical Center
Northbay Hospital
Morton Plant Mease out Patient CTR
District School Board of Pasco County
Regional Medical Center at Bayonet Point
Orchard Ridge Rehabilitation and Nursing Center
Alzheimer Family Organization
Sertoma Speech and Hearing
Bear Creek Nursing Home
Daystar Hope Center
CARES Phil Mishkin
The Salvation Army
Pasco Sheriff's Office
Lighthouse for the Blind
Safety Town
Elderly Nutrition Program

As part of the federal grant requirement (Grant #09SRSFL013), a Memorandum of Understanding (MOU) is required of each partnering community agency where Retired Senior Volunteer Program (RSVP) volunteers are placed. These MOU's outline both the expectations of the District's RSVP project and the expectations of the volunteer sites. Due to an oversight as a result of the changes in leadership in the Communications, Government Relations, and Leadership Department, the attached MOU's are being presented retroactively for this fiscal year.

The RSVP project provides volunteer support services to schools, students, and the community. The District's RSVP project has a long legacy of service to others, with the program in the 36th year of operation.

At this time, we respectfully request your approval of these Memoranda's of Understanding for each company. Should you have any questions regarding this matter, please contact Dr. John Mann. If you have any purchasing-related questions regarding these agreements, please contact me.

KDG/amj

Attachments (20 contracts)



District School Board of Pasco County

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638 • 813/ 794-2000

Heather Fiorentino, Superintendent

www.pasco.k12.fl.us

Contact: Dr. John Mann, Director,
Communications, Government
Relations, and Leadership
Development Department
Ranee Williams, Supervisor of
Volunteer Program
Ext. 42203

DATE: May 18, 2010

TO: Kendra Goodman, Purchasing Agent

FROM: Dr. John Mann, Director of Communications, Government Relations, and Leadership Development
Ranee Williams, Supervisor of Volunteer Programs *RW* *JM*

SUBJECT: Approval of the Retired Senior Volunteer Program (RSVP) Volunteer Site MOU

Introduction

The District School Board of Pasco County has been allocated federal dollars from the Corporation for National and Community Service under the RSVP project to provide volunteer support services to schools, students, and the community. The District's RSVP project has a long legacy of service to others, with the program in the 36th year of operation.

Description

As part of the federal grant requirement, a Memorandum of Understanding (MOU) is required of each partnering community agency where RSVP volunteers are placed. This MOU outlines both the expectations of the District's RSVP project and the expectations of the volunteer sites. A sample MOU is attached with a sample signature sheet for the School Board Chairman to sign.

Action Requested

The signature of the School Board Chairman on each MOU will allow the RSVP project to remain in compliance with federal grant requirements.

Recommendation

The staff respectfully requests School Board approval of the School Board Chairman's signature on each MOU for the RSVP project, Grant # 09SRSFL013.

Attachment

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**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**SOLVE
6102 Indiana Avenue
New Port Richey FL 34653**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:
Ray 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

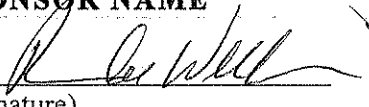
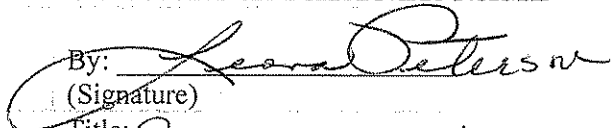
Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: LEONA PETERSON Title: PRESIDENT / SOLVE
 Phone: 727-848-0203 Email: LEONA.PETERSON@SOLVEIAHOO.COM

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By:  (Signature)	By:  (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>PRESIDENT / SOLVE</u>
7227 Land O' Lakes Boulevard Land O' Lakes, FL 34638	Address: <u>6102 INDIANA AVE</u> City, State, Zip <u>NPR 34653</u>
Date: _____	Date: <u>12/22/09</u>

CONTRACT REVIEWED
AND APPROVED:
Rdy 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

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5/20/10

CONTRACT REVIEWED
AND APPROVED:
Kdy 5/11/10

received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**West Pasco Pregnancy Center
5330 George Street
New Port Richey FL 34652**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Kah 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Cindy Pantazana Title: CEO
 Phone: 727-846-9999 Email: wppc-cindy@verizon.net

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME

By: [Signature]
 (Signature)
 Title: Project Director
 District School Board of Pasco County RSVP

7227 Land O' Lakes Boulevard

Land O' Lakes, FL 34638

Date: 3/3/10

VOLUNTEER PARTNER NAME

By: Cindy Pantazana
 (Signature)
 Title: CEO

Address: 5330 George St.

City, State, Zip NPR, FL 34652

Date: 3/3/10

CONTRACT REVIEWED
 AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

CP
5/21/10

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Kaj 5/11/10

received
5/11/10

MEMORANDUM OF UNDERSTANDING

2009-2012

The Retired and Senior Volunteer Program (RSVP)

District School Board of Pasco County

7227 Land O'Lakes Boulevard

Land O'Lakes, FL 34638

and

St. Jude's Resource Center for Homeless Veterans

18006 Ayrshire Boulevard

Land O' Lakes, FL 34638

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

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- o Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
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- o Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- o Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- o Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- o Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- o Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

CONTRACT REVIEWED
AND APPROVED:

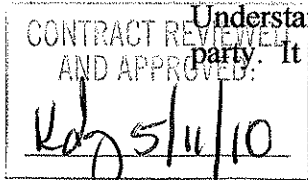
Kdy 5/11/10

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.
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- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

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- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of



the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: MARSON LIVINGSTON Title: CEO

Phone: 813-951-2288 Email: StJudesVeteransCenter@gmail.com

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>[Signature]</u> (Signature)
Title: Project Director	Title: <u>CEO</u>
District School Board of Pasco County RSVP	
7227 Land O' Lakes Boulevard	Address: <u>18006 AYRSHIRE BLVD</u>
Land O' Lakes, FL 34638	City, State, Zip <u>LAND O' LAKES, FL-34638</u>
Date:	Date: <u>04/26/2010</u>

CONTRACT REVIEWED
AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

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CONTRACT REVIEWED
AND APPROVED:
Katy 5/11/10

received
5/11/10 ep

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Pasco Regional Medical Center
13100 Ft. King Road
Dade City FL 33525**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

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CONTRACT REVIEWED
AND APPROVED:

Kdy 5/11/10

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The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Monica Sivon Title: Volunteer Coordinator
 Phone: 352-521-1195 Email: monica.sivon@hma.com

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME

By: [Signature]
 (Signature)
 Title: Project Director
 District School Board of Pasco County RSVP

7227 Land O' Lakes Boulevard
 Land O' Lakes, FL 34638

Date: _____

VOLUNTEER PARTNER NAME

By: Monica A Sivon
 (Signature)
 Title: Vol. Coord.

Address: 13100 Fort King Rd.
 City, State, Zip Dade City, FL. 33525

Date: 1-12-10

CONTRACT REVIEWED
 AND APPROVED:
Kay 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Must
Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Katy 5/11/10

received
5/11/10af

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Northbay Hospital
6600 Madison Avenue
New Port Richey FL 34653**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

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- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Kay 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Cheryl Chmura Title: Coordinator, Volunteer Resources
 Phone: 727-841-4623 Email: Cheryl.Chmura@BayCare.org

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>Cheryl Chmura</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>Coordinator</u>
7227 Land O' Lakes Boulevard	Address: <u>6600 Madison Street</u>
Land O' Lakes, FL 34638	City, State, Zip <u>New Port Richey, FL 34652</u>
Date: _____	Date: <u>12/2/09</u>

CONTRACT REVIEWED
AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

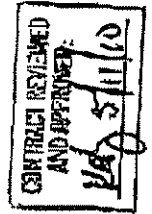
Allen Adams
Printed Name

Chairman
Title

Date

AK

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, Fla. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.*



received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Morton Plant Mease Out Patient CTR
6600 Madison Avenue
New Port Richey FL 34653**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Kdy 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Cheryl Chmura Title: Coordinator, Volunteer Resources
 Phone: 727-841-4623 Email: Cheryl.Chmura@Baycare.org

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>Cheryl Chmura</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>Coordinator, Volunteer Resources</u>
7227 Land O' Lakes Boulevard	Address: <u>2102 Trinity Oaks Blvd</u>
Land O' Lakes, FL 34638	City, State, Zip <u>Trinity, FL 34655</u>
Date: _____	Date: <u>12/22/09</u>

CONTRACT REVIEWED
AND APPROVED:
Kay 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Allen Almas
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED
[Signature]

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5/11/10af

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Regional Medical Center At Bayonet Point
14000 Fivay Road
Hudson FL 34667**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage

CONTRACT REVIEWED
AND APPROVED:

Kdy 5/11/10

- reimbursement form, to the RSVP office by the 8th of the following month.
- If an RSVP volunteer submits an RSVP accident insurance claim, information regarding the accident will be provided from the volunteer site.
- Provide information regarding volunteer impact at volunteer site half way through the year in December and for an end of the year impact evaluation in June that includes information such as services provided by the volunteer site and an assessment of volunteer benefits.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities as part of their volunteer service (i.e. proselytizing and/or direct political campaign activities).
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** When appropriate, acknowledge the role of RSVP at the volunteer site.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Marianne Vigilis Title: Manager Volunteer Service
 Phone: 727-869-5525 Email: marianne.vigilis@hcahealthcare.com

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: _____ (Signature)	By: <u>[Signature]</u> (Signature) <u>Steve Rector</u>
Title: Project Director District School Board of Pasco County RSVP	Title: <u>CEO</u>
7227 Land O' Lakes Boulevard	Address: <u>14000 Fivay Road</u>
Land O' Lakes, FL 34638	City, State, Zip <u>Hudson, FL 34667</u>
Date: _____	Date: <u>5/18/10</u>

CONTRACT REVIEWED
AND APPROVED:
[Signature] 5/14/10

- reimbursement form, to the RSVP office by the 8th of the following month.
- If an RSVP volunteer submits an RSVP accident insurance claim, information regarding the accident will be provided from the volunteer site.
 - Provide information regarding volunteer impact at volunteer site half way through the year in December and for an end of the year impact evaluation in June that includes information such as services provided by the volunteer site and an assessment of volunteer benefits.
 - Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities as part of their volunteer service (i.e. proselytizing and/or direct political campaign activities).
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** When appropriate, acknowledge the role of RSVP at the volunteer site.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: _____ Title: _____
 Phone: _____ Email: _____

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: _____ (Signature)	By: _____ (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title:
7227 Land O' Lakes Boulevard	Address:
Land O' Lakes, FL 34638	City, State, Zip
Date: _____	Date: _____

CONTRACT REVIEWED
 AND APPROVED:
 [Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

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CONTRACT REVIEWED
AND APPROVED:
Katy 5/11/10

received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Orchard Ridge Rehabilitation and Nursing Center
4927 Voorhees Road
New Port Richey FL 34653**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Kah 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Roxanne O'Connor Title: Activity Director
 Phone: 927-848-3578 Email: _____

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME

By: [Signature]
 (Signature)
 Title: Project Director
 District School Board of Pasco County RSVP

7227 Land O' Lakes Boulevard

Land O' Lakes, FL 34638

Date: 3-4-10

VOLUNTEER PARTNER NAME

By: [Signature]
 (Signature)
 Title: AD

Address:

City, State, Zip

Date: 3-4-10

CONTRACT REVIEWED
 AND APPROVED:
Katz 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Albury
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
W. J. Smith

received
5/11/10af

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638
and
Alzheimer Family Organization
P.O. Box 1939/7626
New Port Richey, Fl. 34656**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.
- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as

CONTRACT REVIEWED
AND APPROVED:

Rdy 5/11/10

services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.

- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Mellaney Lesniawski Title: Office Manager
 Phone: 727-848-8888 Email: manager@dementiafamily.org

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>[Signature]</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>Office Manager</u>
7227 Land O' Lakes Boulevard	Address:
Land O' Lakes, FL 34638	<u>PO Box 1939</u> City, State, Zip <u>New Port Richey, FL 34656</u>
Date: _____	Date: <u>12.29.09</u>

CONTRACT REVIEWED
AND APPROVED:
[Signature]
12/29/09

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

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CONTRACT REVIEWED
AND APPROVED:
Kaj 5/11/10

received
5/11/10ap

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Sertoma Speech and Hearing
4443 Rowan Road
New Port Richey FL 34653**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

K07 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: CHRISTINE GRAVES Title: ADMINISTRATIVE ASST.
 Phone: 727/834-5479 Email: GRAVES@ALLKIDS.ORG

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>Christine B. Graves</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: ADMIN ASST. <u>Sertoma Speech & Hearing Foundation of Florida, Inc.</u>
7227 Land O' Lakes Boulevard	Address: <u>4443 Rowan RE.</u>
Land O' Lakes, FL 34638	City, State, Zip <u>New Port Richey FL 34653</u>
Date: _____	Date: <u>1/4/10</u>

CONTRACT REVIEWED AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By: _____

Signature _____

Allen Ahman
Printed Name

Chairman
Title

Date _____

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.



CONTRACT REVIEWED
AND APPROVED:
MAY 5 11 10

received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Bear Creek Nursing Home
8041 State Road 52
Hudson, FL 34667**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED: •

Kaly 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: CAROLYN JOHNSON / maria Owens Muckey Title: ACTIVITY DIRECTOR / ADMINISTRATOR
 Phone: 727-863-5400 Email: maria.0704@aol.com

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>Maria Owens Muckey</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>ADMINISTRATOR</u>
7227 Land O' Lakes Boulevard	Address: <u>8041 STATE RD 52</u>
Land O' Lakes, FL 34638	City, State, Zip <u>HUDSON FL 34667</u>
Date: _____	Date: <u>1/4/10</u>

CONTRACT REVIEWED
AND APPROVED:
Katy 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

5/18/10
Maria Owers-Weber ADMINISTRATOR

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Kay 5/11/10

received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Daystar Hope Center
15512 Hwy 301
Dade City FL 33523**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
 - Assure adequate health and safety provisions for the protection of the volunteers.
 - Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
 - Be responsible for volunteer site orientation, in-service instruction, and/or special training.
 - Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
 - Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Roz 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Sister Jean Abbott Title: Director
 Phone: 352-523-0844 Email: Jaystarsjean@embargmail.com

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>Jean Abbott, OSB</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>Director</u>
7227 Land O' Lakes Boulevard	Address: <u>Daystar Hope Center</u> <u>15512 US Hwy 301</u>
Land O' Lakes, FL 34638	City, State, Zip <u>Dade City, FL 33523</u>
Date: _____	Date: <u>1/15/10</u>

CONTRACT REVIEWED
AND APPROVED:
Koz 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman

Printed Name

Chairman

Title

Date

pa
Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Kdy 5/11/10

received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**CARES Phil Mishkin
7505 Rottingham Road
Port Richey FL 34668**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
 - Assure adequate health and safety provisions for the protection of the volunteers.
 - Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
 - Be responsible for volunteer site orientation, in-service instruction, and/or special training.
 - Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
 - Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED: •

Koly 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
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- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Bill Averig Title: PRESIDENT / CEO
 Phone: 727-862-9291 Email: _____

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>[Signature]</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>PRES/CEO</u>
7227 Land O' Lakes Boulevard	Address: <u>CAROL 7505 Rothnstaam Rd.</u>
Land O' Lakes, FL 34638	City, State, Zip <u>Pt Richey, FL 34637</u>
Date: _____	Date: <u>12/24/09</u>

CONTRACT REVIEWED
AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Alben Altran
Principal Name

Chancellor
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating or any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
MAY 14 2010

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**The Salvation Army
8040 Washington Street
Port Richey FL 34673**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Katz 5/11/10

received
5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: JEANNE RAE COULTER Title: MANAGER
 Phone: 727-847-6321 Email: _____

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>Jeanne Rae Coulter</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>Manager</u>
7227 Land O' Lakes Boulevard	Address: <u>Salvation Army</u> <u>8040 Washington St.</u>
Land O' Lakes, FL 34638	City, State, Zip <u>Port Richey, FL 34668</u>
Date: _____	Date: <u>12/22/09</u>

CONTRACT REVIEWED
AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By 

Signature

Allen Altman

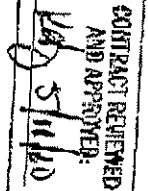
Printer's Name

Chadman

Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts awarded by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED AND APPROVED:

5/14/10

received
5/11/10af

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Pasco Sheriffs office
8700 Citizen Drive
New Port Richey FL 34654**

RECEIVED
DEC 21 2009
Citizen Support Svcs.

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
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- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

1475/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: TROY G. FERGUSON Title: Sgt.
 Phone: 727-815-2035 Email: tferguson@pascosheriff.org

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: <u>[Signature]</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: Sheriff Pasco Sheriff's Office
7227 Land O' Lakes Boulevard	Address: 8700 Citizen Dr.
Land O' Lakes, FL 34638	City, State, Zip <u>New Port Richey, FL 34654</u>
Date:	Date: <u>11/15/10</u>

CONTRACT REVIEWED AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

AM
Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Ked 5/11/10

0004/004

DSBPC_Purchasing Dept

05/14/2010 08:47 FAX 352 588 0345

received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Lighthouse for the Blind
8610 Galen Wilson Blvd., Suite B
Port Richey FL 34668**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED: •

Kdy 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Meredith McInnes Title: Admin Asst.
 Phone: 727-815-0303 Email: mminnes@lighthouse-paso.org

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME

By: [Signature]
 (Signature)
 Title: Project Director
 District School Board of Pasco County RSVP

7227 Land O' Lakes Boulevard

Land O' Lakes, FL 34638

Date: _____

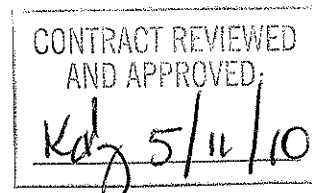
VOLUNTEER PARTNER NAME

By: Meredith McInnes
 (Signature)
 Title: Admin Asst.

Address:

City, State, Zip

Date: 12/22/09



DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Mendith M. Jones
Signature

Allen Altman
Printed Name

Chairman
Title

5/14/10
Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Kay 5/11/10

05/14/2010 09:39 FAX 352 588 0945

USAPC_Purchasing Dept

05/14/2010 09:39 FAX 352 588 0945

received
5/11/10

MEMORANDUM OF UNDERSTANDING
2009-2012

The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638

and

West Pasco Habitat For Humanity
P.O. Box 334
New Port Richey FL 34656

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.

Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.

CONTRACT REVIEWED
AND APPROVED:

Kay 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Bernadette M. Brown Title: Office Administrator
 Phone: 727) 859-9038 Email: wphabitat@yahoo.com

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	WEST PASCO HABITAT FOR HUMANITY By: <u>Bernadette M. Brown</u> (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title: <u>Office Administrator</u>
7227 Land O' Lakes Boulevard	Address: <u>P.O. Box 334</u>
Land O' Lakes, FL 34638	City, State, Zip <u>NEW PORT RICHEY FL 34653</u>
Date: _____	Date: <u>12/23/09</u>

CONTRACT REVIEWED
AND APPROVED:
Kay 5/11/10

0004/0004

DSPPC_Purchasing Dept

05/14/2010 09:54 FAX 352 589 0945

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman

Printed Name

Chairman

Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

BMB.

CONTRACT REVIEWED
AND APPROVED:
Kay 5/11/10

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**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

and

**Safety Town
P.O. Box 1285
New Port Richey FL 34656**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.

CONTRACT REVIEWED
AND APPROVED:

Kdy 5/11/10

- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.
- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: Cpl. Tim Spitzer Title: Coordinator, Pasco Safety Town
 Phone: (813) 929-1203 Email: tspitzer@pasco.sheriff.org

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

SPONSOR NAME

By: [Signature]
 (Signature)
 Title: Project Director
 District School Board of Pasco County RSVP

7227 Land O' Lakes Boulevard
 Land O' Lakes, FL 34638

Date: _____

VOLUNTEER PARTNER NAME

By: [Signature]
 (Signature)
 Title: Coordinator, Pasco Safety Town

Address: Pasco Safety Town
P.O. Box 1285
 City, State, Zip New Port Richey FL 34656

Date: 01-14-10

CONTRACT REVIEWED
 AND APPROVED:
[Signature] 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

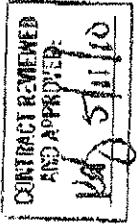
Signature

Allen Alman
Printed Name

Chairman
Title

Date

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received
5/11/10

**MEMORANDUM OF UNDERSTANDING
2009-2012**

**The Retired and Senior Volunteer Program (RSVP)
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638
and
District School Board of Pasco County
7227 Land O'Lakes Boulevard
Land O'Lakes, FL 34638**

It is agreed that the basic policies of the Memorandum of Understanding will guide the working relationship between RSVP and the representatives signing this agreement.

A. THE RSVP PROGRAM WILL:

- Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement.
- Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- Furnish adequate accident, public liability and excess automobile insurance coverage as required by the program.
- Retain full responsibility for the management and fiscal control of the RSVP project.
- Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- Compile impact data from RSVP volunteer service for regular reports to the Corporation for National and Community Service, the program's federal funder.
- Provide general support and technical assistance to both volunteer partners/sites and to RSVP volunteers as needed.

B. THE VOLUNTEER PARTNER/SITE WILL:

- Recruit, interview, select, and enroll volunteers in the project. RSVP staff will assist with recruitment if needed.
- Assure adequate health and safety provisions for the protection of the volunteers.
- Request volunteers from the RSVP office for assignment if needed and make final decisions on placement of volunteers.
- Be responsible for volunteer site orientation, in-service instruction, and/or special training.
- Not assign volunteers to any assignment which could displace employed workers or impair existing contract for services. **THE VOLUNTEER STATION WILL ACTIVELY COMPLY WITH PROVISIONS OF TITLE VII OF THE CIVIL RIGHTS ACT 1964.**
- Have the right to remove volunteers at any time, and will notify the RSVP office immediately in writing of this decision. The RSVP volunteer may withdraw from service at the Volunteer Partner/Site or from the RSVP program at any time. The RSVP volunteer may volunteer at a different Volunteer Partner/Site at any time.
- Collect and validate appropriate volunteer reports, such as the monthly timesheet and mileage reimbursement form, to the RSVP office by the 8th of the following month.
- Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
- Complete an impact evaluation (form provided by RSVP office) half way through the year in December and an end of the year impact evaluation in June that includes information such as

CONTRACT REVIEWED
AND APPROVED:

Katy 5/11/10

services provided by the volunteer site, the number of people served, and an assessment of the benefits from the RSVP volunteers.

- Include RSVP volunteers in site volunteer recognition activities.

Other provisions:

- **Non-Profit:** With the exception of proprietary health care facilities, this volunteer Partner is a public or private non-profit agency/organization.
- **Religious Activities:** The Volunteer Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities.
- **Accessibility and Reasonable Accommodation:** The Volunteer Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
- **Prohibition of Discrimination:** The Volunteer Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin, including limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
- **Publicity:** Specify, either by written information or verbally, that RSVP volunteers are participants in the Volunteer Partner program in all publicity featuring such volunteers, whether it be radio, TV, print or verbal presentation. Display an RSVP placard where it may be viewed by the public.
- **Changes in Memorandum of Understanding:** Conditions of this Memorandum of Understanding may be amended or terminated in writing at any time at the request of either party. It will be reviewed and updated every three years consistent with the funding cycle of the RSVP Program.

The Volunteer Station representative who will serve as liaison with RSVP and who will be responsible for volunteer orientation and supervision is:

Name: John Trowse or Williams Title: Director, Coordinator, RSVP
 Phone: 813-994-2203 Email: rcwillia@pasco.k-12.fl.us
j.trowse@pasco.k12.fl.us

By signing this MOU, the Volunteer Partner Representative certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

plus vol coord's at each school

SPONSOR NAME	VOLUNTEER PARTNER NAME
By: <u>[Signature]</u> (Signature)	By: _____ (Signature)
Title: Project Director District School Board of Pasco County RSVP	Title:
7227 Land O' Lakes Boulevard	Address:
Land O' Lakes, FL 34638	City, State, Zip
Date:	Date:

CONTRACT REVIEWED AND APPROVED:
Koby 5/11/10

DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Kab 5/11/10

received
5/11/10

MEMORANDUM OF UNDERSTANDING

This memorandum of understanding is entered into by and between the School Board of Pasco County, Florida with an address of 7227 Land O'Lakes Boulevard, Land O'Lakes, Florida 34638 (herein "Sponsor") and Pasco County, a political subdivision of the state of Florida, through its Board of County Commissioners with an address of 37918 Meridian Avenue, Dade City, Florida 33525 (herein "Volunteer Station") for the federal 2009-2012 Retired Senior Volunteer Program (herein "RSVP").

Purpose

The purpose of this Memorandum of Understanding is to ensure compliance with 45 C.F.R. § 2553 (2009), The Retired and Senior Volunteer Program, which requires a Memorandum of Understanding between the Sponsor and the Volunteer Station identifying the project requirements, working relationships and mutual responsibilities.

Project

RSVP volunteers will assist in the administering of the Pasco County Elderly Nutrition program by attending sites, assisting in dispensing meals, organization, clean up and general tasks required to administer the program which directly impacts critical human and social needs.

A. THE SPONSOR SHALL:

- (1) Review acceptability of volunteer assignments and refer volunteers to volunteer partners for placement and ensure any RSVP volunteer is eligible as required by 45 C.F.R. § 2553.41 (2009).
- (2) Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidance, and program procedures.
- (3) Provide RSVP orientation to volunteer partner staff prior to placement of volunteers, and at other times, as the need arises.
- (4) Reimburse RSVP volunteers for transportation cost between their home and volunteer partner in accordance with RSVP policies and availability of funds.
- (5) Have established risk management policies and procedures covering RSVP volunteer activities, including provisions of appropriate insurance coverage for RSVP volunteers, vehicles and other properties used in the project.
- (6) Retain full responsibility for the management and fiscal control of the RSVP project.
- (7) Regularly monitor project activities at Volunteer Partners to assess and/or discuss needs of volunteers and the project.
- (8) Develop publicity for the RSVP project such as radio, TV, print, or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
- (9) Hold an annual volunteer recognition luncheon to honor and recognize RSVP volunteers.
- (10) Compile impact data from the RSVP project for regular reports to the federal funding agency, Corporation for National and Community Service.
- (11) Provide general support and technical assistance to both the Sponsor and RSVP volunteers, as needed.

B. THE VOLUNTEER STATION SHALL:

Not discriminate against RSVP volunteers or in the operation of the RSVP program on the basis of race; color; national origin; including individuals with limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
Provide RSVP volunteers with in-service training to enhance performance and resources required to perform assignments.
Provide supervision while RSVP volunteers are on assignment

CONTRACT REVIEWED
AND APPROVED:
Kdy 5/11/10 (2)

C. BOTH THE SPONSOR AND THE VOLUNTEER STATION AGREE TO THE FOLLOWING:

- (1) Both the Sponsor and the Volunteer Site intend for this MOU to conform to the requirements of 45 C.F.R. § 2553 (2009).
- (2) Both the Sponsor and the Volunteer intend this Memorandum of Understanding to incorporate the provisions of 45 C.F.R. § 2553 (2009).
- (3) The Volunteer Station may refuse to accept an RSVP volunteer for the project for cause, including, but not limited to, extensive or unauthorized absences, misconduct, inability to perform assignments or failure to accept supervision.
- (4) This Memorandum of Understanding is effective from July 1, 2009 until June 30, 2012.

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed on the _____ day of _____, 2010.

(SEAL)

BOARD OF COUNTY COMMISSIONERS
OF PASCO COUNTY, FLORIDA

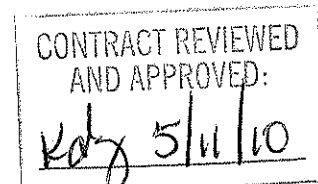
ATTEST

BY: _____
PAULA S. O'NEIL
PASCO COUNTY CLERK AND COMPTROLLER

PAT MULIERI, Ed.D., CHAIRMAN

DISTRICT SCHOOL BOARD OF PASCO
COUNTY

ALLEN ALTMAN, CHAIRMAN



DISTRICT SCHOOL BOARD OF PASCO COUNTY, FLORIDA

By:

Signature

Allen Altman
Printed Name

Chairman
Title

Date

Termination of contract: This contract may be terminated when it is in the best interest of the District within 30 days notice. Contracts cancelled by the vendor because of non-performance may result in exclusion from participating on any other similar contracts offered by any public school in Pasco County, FL. Contracts cancelled because of non-performance will be excluded from future business with the District for the full term of the contract plus one year.

CONTRACT REVIEWED
AND APPROVED:
Kdy 5/11/10