



May 18, 2017

Kevin Phelps, City Manager
City of Glendale
5850 W Glendale Avenue
Suite 431
Glendale, Arizona 85301

RE: Rescue of Youth Project Grant for the Glendale Police Department

Dear Mr. Phelps:

On behalf of the Hickey Family Foundation (HFF), I am pleased to inform you that upon receipt of notice from you that the Glendale City Council has accepted the terms set forth in this letter, HFF will forward to the City a check in the amount of \$10,000 (the "Grant") to be used solely for the funding of the Glendale Police Department project entitled "Massage Parlor/Sex Traffic Reduction in Glendale" (the "Project") as outlined herein (the "Grant Agreement").

The HFF Board reviewed and approved the grant application together with its supporting materials, and incorporates those by reference.

Following the funding of the Grant, we expect to receive a Mid-Term Status Report six (6) months after the funding date, including an updated "Time-Event-Responsibility" schedule which was submitted with the application for funding of the Project. The narrative portion of the report should highlight activities that occurred during the period since funding. It should include a list of the Project objectives, a detailed financial accounting of Grant expenditures to-date, and address each of the questions below:

- What progress has been made toward achieving the Project objectives?
- Have the original Grant objectives been revised since the Project began? If so, why? What are the (resulting) new objectives?
- What challenges have arisen during this initial phase of the Project? How were/are the challenges being addressed?
- Are any difficulties anticipated in completing the Project in the timeframe outlined in the original grant application? If so, how are they being addressed?

A Final Report will be required one year from the date of funding, which should also include both a final Time-Event-Responsibility” schedule and detailed financial accounting of the Grant funds expended for the Project, comparing actual expenditures with the budget provided in the original application. The Final Report should include the evaluation metrics requested (above), objectives realized, strengths and weaknesses discovered of the original assumptions and plans during the process, any other challenges incurred after those reported in the Mid-Term Status Report and resulting changes made to complete the Project. The following questions should be considered in relation to the Project objectives:

- What was accomplished by this project?
- If any project objectives were changed, explain the circumstances leading to the change.
- What challenges were faced during the final stage of the Project? How were the challenges addressed?

No portion of the Grant may be used for lobbying or political activity.

Any portion of the Grant not used for the Project may not be used for any other purpose without express written authorization from the Hickey Family Foundation, and may be requested to be returned to the Foundation.

Please acknowledge your understanding of the terms and conditions of the Grant, as well as acceptance of these terms and conditions by the Glendale City Council. Upon receipt of a signed copy of this letter, we will forward the check for the Grant.

Please call me if you have any questions.

Best wishes for success in your efforts!

A handwritten signature in cursive script that reads "Nancy E. Baldwin".

Nancy E. Baldwin
Trustee and Executive Director
Hickey Family Foundation

CC: Rick St. John, Chief of Police

[SIGNATURES APPEAR ON THE FOLLOWING PAGE]

ACCEPTANCE and AGREEMENT

My signature below is to (1) accept the Grant and agree to the terms and conditions set forth in this letter agreement, including the reporting required herein, and (2) notify you that the Glendale City Council approved acceptance of the Grant and agreement to the terms and conditions in this letter agreement as of this _____ day of _____, 2017 as evidenced by the attached copy of the Minutes of the Meeting at which it was approved.

City of Glendale

Kevin R. Phelps
City Manager

ATTEST:

Julie K. Bower (SEAL)
City Clerk

APPROVED AS TO FORM:

Michael D. Bailey
City Attorney