



IDAHO OUT-OF-SCHOOL NETWORK: SCHOOL YEAR ENRICHMENT-
Single Semester-January-June 2024
MEMORANDUM OF AGREEMENT

This agreement is between Idaho Out-of-School (“ION”) , a program of Jannus (“Jannus”), and Teton County Idaho. The financially contracted parties are Jannus and Teton County Idaho .

Idaho Out-of-School Network as the lead organization for this award agrees to partner with Teton County Idaho in order to perform the project as outlined in section A.2. The purpose of this project is to expand the access to high-quality out of school programming for Idaho children, to improve education learning loss due to the Covid-19 pandemic and provide educational activities that support student learning, and behavioral health supports for children.

The funding source for this agreement is from the Office of the Idaho State Board of Education (SBOE) and the Elementary and Secondary School Emergency Relief (ESSER III) and the American Rescue Plan (ARP) Act of 2021. CFDA #84.425.

To ensure the effectiveness of the programming, and assess the impact on youth and providers, ION will work in direct communication as outlined in this agreement with all parties.

*These students include rural, low-income, Hispanic students, tribal communities, females, etc.

ADDITIONAL RESTRICTED ACTIVITIES:

ION does not award grants to be spent on lobbying efforts, research or experimental projects, bonuses, merit pay, religious worship, instruction, or proselytization.



The parties therefore agree as follows:

A. RESPONSIBILITIES AND EXPECTATIONS

1. ION agrees to:

- a. Give access to SBOE and Jannus reporting requirements.
- b. Provide *Idaho Building Blocks for Out-of-School Time Quality Virtual Training*;
- c. Provide coaching and technical assistance to programs or organizations;
- d. Provide technical assistance and resources for quality improvement;
- e. Report School Year Enrichment participation and impact data to SBOE.

2. Teton County Idaho agrees to:

- a. Provide assurance to Jannus that any information submitted when applying for this award and responding to monitoring and compliance reviews was truthful and accurate;
- b. Provide programming for youth ages 5-18 between January 1, 2024 - June 15th, 2024 in the state of Idaho.
- c. Complete mandatory *Idaho Building Blocks for Out-of-School Time Quality Virtual Training* within the timeline requirements.
- d. Participate in program evaluation and data collection for payment period funds are received;
- e. Ensure the program activities and finances of School Year Enrichment are



in compliance with SBOE and Jannus requirements;

- f. Maintain receipts and/or accounting for all the grant money that it spends, including receipts, invoices, staff payroll information, and a written record of spending; as well as copies of reports submitted to Jannus five years following completion of the Term (defined in section B). Jannus shall have the right to monitor and conduct an evaluation of the performance and to review financial and other records regarding the use of award funds. Teton County Idaho books and records shall be made available for Jannus' inspection at reasonable times for the purpose of verifying expenditures and reviewing program activities and accomplishments;
- g. Spend funds according to the budget submitted by Teton County Idaho and as approved by Jannus in writing. The parties may, from time to time, update the approved budget. For any proposed changes in the Approved Budget that exceed ten percent (10%) of any line item, as well as any changes in key personnel, an approval form must be submitted and approved in advance by Jannus;
- h. Ensure that grant funds are shown on Teton County Idaho's general ledger as a separate fund being held by the awardee exclusively for the purposes stated in this agreement. Grant funds need not be maintained in a separate or segregated bank account;
- i. Use the grant funds on allowable expenses as detailed in approved budgets by June 15th, 2024. Teton County Idaho will repay any funding not supported with documentation, or spent on ineligible expenses;
- j. Comply with all terms and conditions in its signed application, including assurances and eligibility requirements in the Request for Proposal;



- k. Register as a program in ION's program directory;
- l. Engage in ION's *Idaho Building Blocks for Out-of-School Time Quality Virtual Training(s)* as assigned;
- m. Work with Utah Education Policy Center (UEPC), the agency responsible for evaluating the efficacy and impact of the Idaho Out-of-School Network: Summer of Innovation Grant activities. This includes timely response to emails from UEPC, completing any scheduled phone calls or zoom meetings with UEPC, and submitting requested content to UEPC. Lead Contact for UEPC is: Lisa Wisham, lisa.wisham@utah.edu, 801-520-9731.
- n. Provide demographic and participatory data collected from the program/s.
- o. Submit the final expenses, budget actuals and status reports no later than August 15th, 2024.

A final report to ION will include program attendance statistics and impact findings. The expense report may be submitted before the end of the Term.
- p. Provide with copies of any curriculum created expressly with funds from this grant.

B. TIME PERIOD

This agreement is effective from the date of last signature through September 30th, 2024 ("Term"). The parties may modify the Term by a written amendment or terminating the agreement as stated in section D.

C. DISBURSEMENT OF AWARD

In order for a disbursement of awarded funds, this signed agreement, and a W-9 must be submitted to Jannus.



Jannus will disburse the awarded funds in one payment based on the amount listed in the budget. All payments to programs contingent upon availability of the funds and disbursement of the funds to Jannus, from the Idaho State Board of Education.

Payment 1 of 1 \$30,000.00 will be issued within 10-12 business days after receipt of this executed agreement and the completed W9.

Mailing address:

Teton County Idaho

150 Courthouse Dr, #208

Driggs ID 83422

D. TERMINATION

This Agreement may be terminated in whole or in part by either party without cause. Written notice of termination shall be given in writing to the other party at least 30 days before the termination will take effect. Failure to honor any of the obligations stated above may also result in the termination of this Agreement. If termination occurs before completion of project, Teton County Idaho will provide final reporting within 30 days of the termination effective date and return any unspent or unobligated funds.

The signatures below indicate acceptance of the terms outlined in this agreement:

Signatures of authorized agency representatives:

Amy Little

Chief Executive Director, Jannus Inc

Cindy Riegel

County Commissioner, Chair

GRANT BUDGET AMENDMENT REQUEST
IDAHO OUT-OF-SCHOOL NETWORK

This instrument amends the grant application/agreement, which serves as the official grant agreement, between the Idaho Out-of-School Network (ION) and the grantee named herein.

Part 1: Grantee Information

Grant Name	2023/24 School Year Enrichment Grant
Amendment Request date	3/5/2024
Organization Name	Teton County (University of Idaho Extension)
Director or Authorizing Official Name	Jennifer Werlin
Contact Name	Jennifer Werlin
Contact Phone Number	208-776-8235
Contact Email	jwerlin@uidaho.edu
Grant Project Title	Building Capacity and Opportunities through Teton County, ID 4-H
Grant Period (School Year or Year-round)	3/1/2024-6/15/2024
Grant amount	30,000

Part 2: Change to Project Plan

Briefly summarize the change to the project plan. Explain why these changes are necessary for the success of the project.

We removed eight weeks of personnel salary and benefits, and the of hiring a part-time program assistant due to the delay of project funds. We are unable to hire an assistant with the revised timeline. This reduction offset the increases in supplies and materials to complete the project with our after-school partners (4-H volunteer leaders and Above and Beyond the Classroom). We delayed the start of some of our STEAM (science, technology, engineering, art, and math) projects due to lack of funds to purchase supplies between January and February. We revised our timeline so we could support other 4-H clubs and travel due to the revised budget and delayed funds.

Part 3: Change to Budget (Description)

Describe the budget change. Identify the project components that will be eliminated, substituted, or added.

With lack of funds to pay towards the 4-H coordinator salary and benefits for two months, we had to use other county funds to support the position between January-February which impacts our overall operating budget. Additional 4-H club supplies were requested by 4-H leaders due to the delayed timeline and items purchased with


other funding sources. Supplies and materials increased with additional 4-H clubs added and starting in February 2024 (e.g., Photography, Art, and Livestock Clubs).

Part 4: Change to Budget (Table)


Fill out the table below. Complete the Amended Grant Budget column on the right if the change involves an increase or decrease in budget, or if expenditures will be shifted from one category to another (i.e. funds initially requested for supplies will now be used for services).

Budget Category	Original Grant Budget Amount	Amended Grant Budget Amount
Personnel	\$18,931	\$4,675
Supplies / Materials	\$18,349	\$23,125
Facilities & Equipment (Rent)		
Services		
Administrative costs		
Other (scholarships and travel)	\$2,720	\$2,200
Total	\$40,000	\$30,000

Part 5: Approval


[Anna Almerico \(Mar 5, 2024 15:56 MST\)](#)
 Idaho Out-of-School Network Director

Mar 5, 2024
 Date


[Amy Ridenour \(Mar 5, 2024 15:56 MST\)](#)
 Chief Executive Officer, Jannus, In.
 Grantee Authorizing Official

Mar 5, 2024
 Date

Jennifer Werlin
[Jennifer Werlin \(Mar 5, 2024 14:34 MST\)](#)
 Organization requesting amendment

Mar 5, 2024
 Date

Extension educator

Title











Budget Amendment for SYE single semester 2024 for Teton County 4H Afterschool programs

Final Audit Report

2024-03-05

Created:	2024-03-05
By:	Tina Gosselin (tgosselin@jannus.org)
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✔ Agreement completed.

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