

# INTERDEPARTMENTAL COOPERATION AGREEMENT

## MEMORANDUM OF UNDERSTANDING

### 2006 CDBG/HOME GRANT AWARDS

This agreement, entered into as of the first day of January, 2006;

WHEREAS, the various departments of the City of Milwaukee, including \_\_\_\_\_ (the "Department") have received an appropriation of 2006 Community Development Block Grant funds and/or HOME Investment Partnerships Act funds pursuant to Common Council Resolutions No. 050973, 050558, 050841, 050852, 050843, 050844, 050845, and 050846 (hereinafter referred to as "the 2006 CDGA Funding Resolutions"); and

WHEREAS, pursuant to Common Council Resolution No. 050973, the Department and CBGA are authorized to enter into such contracts and subcontracts as may be required within the limits of the respective approved project budgets set forth in the 2006 CDGA Funding Resolutions; and

WHEREAS, pursuant to Common Council Resolution No. 74-92-5v, the Department and CDGA are entering into this cooperation agreement with respect to the expenditure by the Department of the 2006 Program Year CDGA funds and HOME Funds appropriated in the 2006 CDGA Funding Resolutions; and

WHEREAS, CBGA and the Department desire to set forth in this agreement the terms and conditions for administration and expenditure of CDBG Funds and HOME Funds appropriated to the Department for 2006; and

WHEREAS, execution and delivery of this agreement was authorized by resolution of its Common Council in file no. 050973;

NOW, THEREFORE, in consideration of the promises and the mutual agreements contained herein, CDGA and the Department agree as follows:

#### I. DEFINITIONS

As used in this agreement, the following terms shall have the respective meanings set forth below:

"2006 CDGA Funding Resolutions" means City of Milwaukee Common Council Resolutions No. 050973, 050558, 050841, 050852, 050843, 050844, 050845, and 050846, as amended from time to time by lawful action of the Common Council.

"CDGA" means the City of Milwaukee Community Development Grants Administration.

"CDBG Funds" means the City of Milwaukee's 2006 allocation of Community Development Block Grant funds from the United States Department of Housing and Urban Development.

"HOME Funds" means the City of Milwaukee's 2006 allocation of HOME Investment Partnerships Act grant funds from the United States Department of Housing and Urban Development.

"Project Budget(s)" means the approved project budgets set forth in the 2006 CDGA Funding Resolutions, and the proposal(s) submitted by the Department, copies of which are attached hereto.

"Department" means the City of Milwaukee \_\_\_\_\_

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## II. USE OF CDBG AND HOME FUNDS; AVAILABILITY OF FUNDS

The Department and CDGA each agrees that CDBG Funds and HOME Funds shall be used only for the purposes, and subject to the limitations on dollar amounts and activities, set forth in the Project Budget(s) attached hereto.

The activities funded pursuant to this Memorandum of Understanding are 100% funded under the CDBG and HOME Grant Programs. Thus, should the availability of federal funds be reduced, the Department agrees that the Community and Economic Development Committee of the City of Milwaukee Common Council can modify and reduce either the amount of funding, or the Department's program year, or both. The Community and Economic Development Committee will notify the Department of any such reduction. In the event of such modification or reduction, the Department shall enter into an amendment to this Memorandum of Understanding to reflect the award or activities that are to be reduced or modified.

## III. COMPLIANCE WITH FEDERAL LAW

The Department agrees that all expenditures of CDBG Funds and HOME Funds shall comply with all federal, state and local law and regulations governing the use of CDBG funds and HOME Funds, including all federal regulations set forth at 24 CFR Part 570 and 24 CFR Part 92.

## IV. TERM OF AGREEMENT

The term of this agreement shall begin on January 1, 2006 and shall terminate on December 31, 2006, unless extended by lawful action of the Common Council or the City of Milwaukee Community Development Grants Administration.

## V. BOOKS AND RECORDS

The Department shall keep proper books and records of account with respect to its performance of this agreement, and shall maintain such books and records for a period of 6 years following the end of the year to which such records and accounts pertain. During such period, CDGA or the City Comptroller shall have the right, at any time during normal business hours and on reasonable notice, to inspect, audit and make extracts from such books and records.

## VI. REPORTS AND INFORMATION

The Department shall file with CDGA the applicable reports listed in the Reporting Schedule attached hereto, at the times specified therein.

## VII. METHOD OF PAYMENT

Compensation and/or reimbursement for services or expenses permitted under this agreement shall be made pursuant to the policies and procedures adopted by the City Comptroller.

## VIII. DNS VACANT LOT MAINTENANCE (Grass and Snow Removal)

The Department shall comply with the following requirements in performing any services under both the Vacant Lot Maintenance Program and the Land Management Program, and shall also include such requirements in every subrecipient and vendor contract entered into for the purposes of the Vacant Lot Maintenance Program and the Land Management Program:

- (1) grass must be mowed when it exceeds six (6) inches in length;
- (2) If grass exceeds six (6) inches in length and is mowed, all grass clippings must be completely removed from the lot(s) and disposed of properly;
- (3) fence row clean-up must be included each time lots are mowed; and
- (4) litter must be picked up from lots prior to mowing.



IN WITNESS WHEREOF, the foregoing agreement has been executed by the parties hereto as of the date set forth above.

COMMUNITY DEVELOPMENT GRANTS ADMINISTRATION  
OF THE CITY OF MILWAUKEE

By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

CITY OF MILWAUKEE DEPARTMENT OF

\_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

This document was drafted by  
the Office of the City Attorney.

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## PROJECT BUDGET

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**REPORTING SCHEDULE**

**COMMUNITY BLOCK GRANT ADMINISTRATION  
2006 REPORTING DATES FOR FISCAL AND PROGRAMMATIC  
DOCUMENTS**

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