

Grant Writing and Consulting Agreement

An agreement between Strategic Economic Efforts (SEE), its employees and agents and County of Jack (_____), its Governing Body and agents, for the purpose of writing grants and consulting services, as directed or requested.

SEE will prepare for submission all grants requested by the Governing Body with the following fee structure:

- a. SEE will only be paid by the Governing Body if the grant submitted is awarded.
- b. SEE upon award, will be compensated with a fee of ten percent (10%) of an award of one hundred thousand dollars or less (\$100,000.00).
- c. SEE will be compensated with an additional fee of five percent (5%) or any awarded amount greater than one hundred thousand (\$100,000.00) dollars.

SEE will provide consulting services as requested by the Governing Body with the following fee structure:

- a. Service fee is Fifty Dollars per hour, (\$50.00), with fees billed on a quarter hour basis beginning with the start of the quarter hour. Billing will be for the full quarter hour regardless of whether a full quarter hour is used.
- b. Services will include person-to-person off-site visits, on-site consultation, phone conversations, email and text consultation services.
- c. For off-site and on-site visits, a mileage fee will be charges based on the Department of Labors published reimbursement fee. Hourly fee for visit will be charged from portal to portal.
- d. SEE will be provided with a detailed summary of the charges being billed.

The Governing Body agrees to hold SEE, its employees and agents, harmless against any claim associated with any grant being prepared, submitted or awarded. Additionally, the Governing Body will hold harmless SEE, its employees and agents, against any claim arising out of any Consulting Services.

This agreement may be terminated by either party with thirty days' notice. All grant work performed by SEE, prior to the notice of termination, will remain the property of SEE.

[Signature]
Joe Gambill for SEE

12/17/24
Date

FILED FOR RECORD
____ O'CLOCK ____ M

[Signature]
Representing the Governing Body
Jack County Seal
Brian Keith Vaughan

12/9/24
Date

DEC 18 2024

**VANESSA JAMES, County Clerk
JACK COUNTY, TEXAS**

BY _____ DEPUTY