



**COUNTY COMMISSION  
BALDWIN COUNTY**

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December 2, 2020

Mr. Charles D. Ramsey, Executive Director  
Gulf Coast Resource  
Conservation and Development  
309 East Ridgeley Street  
Atmore, Alabama 36502

**RE: Gulf Coast Resource Conservation & Development Grant for Historic Sites  
in Baldwin County for Educational Outreach and Economic Development  
and Tourism**

Dear Mr. Ramsey:

Please find enclosed a **fully executed copy** of the *Cooperative Agreement* approved during the July 21, 2020, Baldwin County Commission meeting, between the Gulf Coast RC&D and the Baldwin County Commission for the implementation of the project as described in the application or proposal entitled, Baldwin County Historic Drive and Park Walking Tour App. The *Agreement* commenced on October 1, 2020, and terminates on September 30, 2021, or upon written notification by either party within the required sixty (60) days.

If you have any questions or need further assistance, please do not hesitate to contact Felisha Anderson at (251) 580-2572.

Sincerely,

MONICA ENGLISH  
Assistant Administrative Services Manager  
Baldwin County Commission

ME/cc Item BC1

cc: Wayne Dyess  
Felisha Anderson

ENCLOSURE(S)



### Cooperative Agreement

This Agreement is made and entered into on November 18, 2020, by and between The Gulf Coast Resource Conservation and Development Council, Inc. (hereinafter called the "Council"), and the Baldwin County Commission (hereinafter called the "Grantee").

The Purpose of this agreement is to implement the project as described in the attached application or proposal entitled, Baldwin County Historic Drive and Park Walking Tour App.

The Council and the Grantee deem it mutually advantageous to cooperate in this project and hereby agree as follows:

1. The Council agrees:
  - A. To provide \$5,000.00 in education funds after the execution of this agreement and when the funds become available. No funds will be available until after October 1, 2020, for the above-mentioned project and contingent on funding. Funds are subject to availability based on quarterly appropriations and **are subject to proration if ordered by the State Finance Director.**
  - B. To provide other assistance in planning and implementation as requested, needed, available and agreed to by the Council.
  - C. **Council grant funds are given on a reimbursement basis. The payment of grant funds will be made on the receipt of the required documentation listed below in section 2.G.**
2. The Grantee agrees:
  - A. To use the funds only on a project that will have public benefits.
  - B. To comply with all provisions of the Federal Civil Rights laws and regulations.
  - C. To spend grant funds only on items included and approved in the project application.
  - D. Grantee shall pre-approve, cooperate, inform and coordinate, with the Council, all forms of events and press announcements of projects through print, electronics, social media and any other form of media exposure. Three weeks' notice is required for events and press announcements.
  - E. To credit the Council on all published, printed or social media relative to the funding for this project with the approved council logo, no stretching or alterations.
  - F. To credit the Council on websites or through social media if council assistance is related to websites, etc. with the approved council logo with no stretching or alterations.

#### Sign & document:

- a. To return this signed **Cooperative Agreement within 30 days from the date issued.**
- b. Submit a one-page final completion report.
- c. Submit financial documentation including; receipts or invoices and proof of payment, such as a cancelled check or a bank statement. **(Please note that financial documentation will NOT be accepted if dated before the date in the first paragraph of this Cooperative Agreement).**
- d. Complete the Data Collection Sheet.



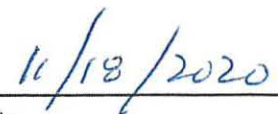
# Gulf Coast RC&D

309 East Ridgeley Street, Atmore, AL 36502  
(251) 368-1606 / [gulfcoast-rcd.org](http://gulfcoast-rcd.org)

- e. Submit photos in the form of JPG or PNG along with any news publications online or in print that were made during the project.
  - f. Proof of credit to the Council on all published, printed or social media relative to the funding for this project. (Section 2, E)
  - g. Quarterly reports must be filed no later than December 31, March 31, and June 30.
  - h. Proof of credit to the Council on websites or through social media if RC&D assistance is related to websites, etc. (Section 2, F)
  - i. Call or contact the office manager, Jill Morris, at (251) 368-1606 or at [gulfcoastrcd@gmail.com](mailto:gulfcoastrcd@gmail.com) with questions relative to your project.
- G. Complete the project and have the appropriate documentation in our office on or before **August 1, 2021**.
- H. Give the Council and State of Alabama Public Examiners, or its authorized representatives, access to and the right to examine all records, books, papers or documents related to this agreement for up to three years after the last grant funds are expended.
- I. Failure to comply with the above conditions or to credit the Council will result in the withholding of the grant payment or disqualification from receiving future council grants.
3. It is mutually agreed:
- A. This agreement shall become effective on the date appearing in the first paragraph.
  - B. This agreement may be revised upon mutual consent of both parties.
  - C. The Council may take appropriate action to ensure compliance with the terms of this agreement, which may include termination, suspension or other remedies deemed necessary.

### Signatures

  
 \_\_\_\_\_  
 Gulf Coast RC&D Council - Executive Director

  
 \_\_\_\_\_  
 Date

  
 \_\_\_\_\_  
 Authorized Signer or Grantee

  
 \_\_\_\_\_  
 Date

*By signing this agreement, the recipient assures the Gulf Coast RC&D Council, Inc. that the program or activities provided for under this agreement will be conducted in compliance with all allocable Federal Civil Rights laws, rules, regulations and policies.*

*All programs and assistance of the Gulf Coast RC&D Council, Inc. are available without regard to race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation and marital or family status. Gulf Coast RC&D Council, Inc. is an equal opportunity provider and employer.*

