



SOMERVILLE HOUSING AUTHORITY

30 Memorial Road, Somerville, Massachusetts 02145
Telephone (617) 625-1152 Fax (617) 628-7057 TDD (617) 628-8889

April 14, 2021

Gregory Jenkins, Executive Director
Somerville Arts Council
50 Evergreen Ave.
Somerville, MA 02145

Notice of Award

Dear Mr. Jenkins,

Congratulations! The Somerville Arts Council's Mystic Mural Program proposal for the Somerville Housing Authority's Provider Grant Award has been approved in the amount of: \$3,000.00.

If your organization agrees to these terms of the FY 2021-2022 Provider Grant Memorandum of Understanding (MOU), as attached; please sign and return this MOU via email before April 30th, 2021.

A special note of sincere gratitude for your continued commitment to improve the lives of children and families here at Mystic, at Clarendon, and within the City of Somerville and beyond.

In what was a challenging year, it was a pleasure to know your work on behalf of our families, and it will be our sincerest pleasure to continue our partnership and strengthen it.

Kind regards, always,

Shannon Bennett
Director of Resident Services
Somerville Housing Authority
617-625-1152 x 323 | Shannonb@sha-web.org

CC: Joseph Macaluso
Executive Director
Somerville Housing Authority
617-625-1152 x 349 | JosephM@sha-web.org

Translation and interpretation services are available upon request by appointment only
Sevis tradiksyon ak intepretasyon disponib si w bezen
Servicio de traducción e intepretación estan disponibles, con cita, una vez que lo solicite
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FY 2021-2022 Provider Grant Award Memorandum of Understanding

This Memorandum of Understanding (MOU) outlines the agreement between the Somerville Housing Authority (Grantor) and the Somerville Arts Council. This agreement is to provide services for residents of SHA properties. In order to remain in compliance with this award the Somerville Arts Council must adhere to the following guidelines:

- Attendance at the quarterly Provider's meeting is mandatory. A representative from your agency must be present at each meeting.
- Grants will be awarded for Somerville Housing Authority's fiscal year: **April 1, 2021 thru March 31, 2022. Please note, grant awards are distributed on a reimbursement basis for accrued expenses related to the funded program.** Only activities that take place during the awarded FY will be reimbursed.
- Quarterly submissions will be reviewed by SHA for accuracy and eligibility of costs in a timely manner provided the quarterly submission is complete and incorporates all relevant explanatory materials and data. All information in the quarterly report should pertain to activities in that quarter.
- Required Reporting Information: Grantee must submit a list of SHA residents participating in the awarded program or service. Persons receiving services MUST be identifiable as a SHA residents by address or Head of Household. Supporting documentation required, i.e. sign in sheet showing resident participation, application for services or certificates of program completion. PLEASE NOTE: A quarterly report of activities MUST be submitted, even if Grantee is not requesting reimbursement.
- Reporting deadlines are as follows:

Quarter	Period of Activities	Due Dates
1st Quarter	April 1 - June 30	July 31
2nd Quarter	July 1 - Sept 30	October 31
3rd Quarter	October 1 - Dec 31	January 31
4th Quarter	January 1 - March 31	March 31
- All invoices and reports must be submitted by email to: shannonb@sha-web.org.
- No invoices for FY 2021-2022 will be accepted after 30 days after the end of the Fiscal Year. Any remaining funds will be retained by Somerville Housing Authority.

This MOU shall be in effect from April 1, 2021 and shall end on March 31, 2022. This MOU may be terminated prior to the effective end date upon the full written approval of all the partners.

Grantor:

Signed: Joseph R. Macaluso

Name: Joseph Macaluso
(Please Print)

Dated: 4/20/21

Grantee:

Signed: _____

Name: _____
(Please Print)

Dated: _____