

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**FROM:** Supervisor John J. Benoit

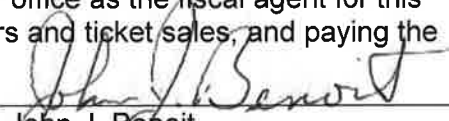
**SUBMITTAL DATE:**  
December 2, 2014

**SUBJECT:** Memorandum of Understanding between the Office of Supervisor John J. Benoit and the Regional Access Project Foundation (RAP). [\$0]

**RECOMMENDED MOTION:** That the Board of Supervisors: Approve the Memorandum of Understanding between the Office of Supervisor John J. Benoit and the Regional Access Project Foundation (RAP) to allow RAP to act as the fiscal agent for Supervisor John J. Benoit's annual Senior Inspiration Awards program.

**BACKGROUND:** The Senior Inspiration Awards Luncheon is an annual event in the Fourth District that began in 1992 under former Supervisor Corky Larson. This event recognizes and honors individuals, 70 years and older, who have continued their community involvement and activism into their senior years. Eleven Coachella Valley residents are recognized at this event: one resident selected by each of the nine Coachella Valley cities and two selected by Supervisor Benoit. This event has been known to draw crowds of more than 500 people.

The Regional Access Project Foundation has agreed to work with my office as the fiscal agent for this event. RAP will assist in accounting, depositing checks from sponsors and ticket sales, and paying the vendors for this event.

  
 \_\_\_\_\_  
 John J. Benoit  
 Fourth District Supervisor

Departmental Concurrence

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost:</b>	<b>POLICY/CONSENT (per Exec. Office)</b>
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy x
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
<b>SOURCE OF FUNDS:</b> Not applicable				<b>Budget Adjustment:</b> 0	
				<b>For Fiscal Year:</b> 0	

**MINUTES OF THE BOARD OF SUPERVISORS**

- A-30
- 4/5 Vote
- Positions Added
- Change Order

**Prev. Agn. Ref.:**

**District:**4/4

**Agenda Number:**

**3-21**

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**Memorandum of Understanding  
By and Between  
Riverside County Fourth District Supervisor John J. Benoit  
And  
Regional Access Project Foundation**

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This Memorandum of Understanding (“MOU”) is entered into on this \_\_\_\_\_ day of December 2014 by and between Riverside County Fourth District Supervisor John J. Benoit, and the Regional Access Project Foundation (“RAP”).

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**RECITALS**

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WHEREAS, Regional Access Project Foundation, a non-profit corporation, desires to facilitate the annual Senior Inspiration Awards (SIA) luncheon as the fiscal agent;

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WHEREAS, in December of 2014 the Riverside County Foundation on Aging will transfer approximately \$41,259 in funds on deposit for the benefit of the Senior Inspiration Awards to RAP;

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WHEREAS, RAP will serve as fiscal agent for the event and establish appropriate budgetary controls to ensure that the funds are reserved for the annual Senior Inspiration Awards; and

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WHEREAS, RAP will compensate a part-time hourly employee, at \$14.00 per hour, to work on coordination of this event in association with Riverside County Supervisor John J. Benoit’s office;

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NOW, THEREFORE, BE IT RESOLVED found and determined that for mutual promises contained herein, the parties do hereby agree as follows:

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1. PROJECT. The project consists of coordination of the annual Senior Inspiration Awards Program.
  2. AGREEMENT. RAP will facilitate this annual program in coordination with Supervisor Benoit’s office. RAP will compensate a part-time hourly employee to serve as an assistant to Supervisor Benoit’s staff and the Senior Inspiration

1 Awards Committee for the annual Senior Inspiration Awards Program. This  
2 employee will be selected and supervised by Supervisor Benoit's office. The  
3 Senior Inspiration Awards assistant compensation will be determined by time  
4 sheets that are verified and submitted by Supervisor Benoit's staff. The annual  
5 cost attributed to accounting services is \$2,500. RAP will serve as fiscal agent  
6 and provide the accounting service as an in-kind contribution to the event.  
7 Supervisor Benoit's Office will develop an annual event budget in consultation  
8 with the Senior Inspiration Awards Committee and will monitor obligations and  
9 expenditures to ensure that they comply with the budget. The event will be  
10 known as: Riverside County Supervisor John J. Benoit's Senior Inspiration  
11 Awards, sponsored by the County of Riverside and the cities of the Coachella  
12 Valley. RAP will also receive one ad in the event program. The Senior  
13 Inspiration Awards Committee retains creative control.

14 3. FUNDING. RAP will establish a separate Checking bank account for the  
15 Senior Inspiration Awards. Interest will be earned if the minimum balance of  
16 \$25,000 is maintained, and will be combined along with other SIA funds. No  
17 bank charges will be applied if a minimum \$3,500 balance is maintained. In  
18 December 2014 Riverside County Foundation on Aging will transfer the  
19 balance in the Senior Inspiration Awards accounts, approximately \$41,259, to  
20 the RAP Foundation. RAP shall serve as fiscal agent for these funds and shall  
21 establish appropriate budgetary controls with Supervisor Benoit's staff to  
22 ensure that all expenditures are related to the Awards.

23 4. PAYMENTS. Invoices authorized by the Fourth District Supervisor's staff, and  
24 submitted for payment of SIA expenses shall be paid on or before the due date  
25 indicated, or no later than 30 days after receipt of the invoice.

1 5. MODIFICATION. This MOU may be modified or amended only in writing and  
2 shall be executed by the duly authorized and empowered representatives of  
3 Supervisor John J. Benoit's Office and RAP.

4 6. MINISTERIAL ACTS. The respective Director or designee of the agencies that  
5 are party to this MOU are authorized to take such ministerial actions as may  
6 be necessary or appropriate to implement the terms, provisions, and  
7 conditions of this MOU.

8 7. ENTIRE MOU. This MOU is intended by the parties hereto as a final  
9 expression of their understanding with respect to the subject matter hereof and  
10 as a complete and exclusive statement of the terms and conditions thereof,  
11 and supersedes any and all prior and contemporaneous leases, agreements  
12 and understandings, oral or written, in connection therewith.

13 Dated this \_\_\_\_\_ day of December 2014.

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15 **Riverside County Fourth District Supervisor John J. Benoit**

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17 By: \_\_\_\_\_  
18 John J. Benoit, Fourth District Supervisor

19 **Riverside County Foundation on Aging**

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21 By: \_\_\_\_\_  
22 Leticia DeLara, CEO  
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