

**COVER SHEET – AGENDA ITEM #C2**

For Commission Meeting: September 12, 2016

“Community Technology Grant Termination Notice: Holla Foundation”

**Recommendation**

Staff recommends that the Commission terminate the grant agreement with Holla Foundation.

**Background**

The Commission approved a grant contract with Holla Foundation in May 2016. Soon after the contract approval, Holla Foundation’s project coordinator identified significant staffing changes within the organization that raised concerns for the Project Manager regarding successful project implementation. As a result, staff issued a Suspension of Work notice to Holla Foundation under Section 17 of the contract.

In early July, staff met with Holla Foundation’s executive team to discuss the team’s interest in and capacity to move forward with the grant project. Following that meeting, Holla Foundation staff agreed to provide a clarification/update to the staffing resources and an updated timeline for the project by July 15th.

As of August 30, 2016, Holla Foundation staff have not been in contact with the Project Manager or provided the requested information requested.

As the Foundation never moved beyond the planning phase of project implementation, no grant funds awarded under this contract were ever paid out. The attached Termination Notice complies with the process for terminating under the contract and releases the grant funds awarded under the contract back into the MHCRC’s pool of funds for future grants.

Enclosure: Termination Notice

Prepared by: Rebecca Gibbons

August 30, 2016

EARLY TERMINATION  
COMMUNITY TECHNOLOGY GRANT

The Mt. Hood Cable Regulatory Commission (Commission), through the Office for Community Technology (OCT), is issuing a Notice of Early Termination to Inner City Sports Ministry dba Holla Foundation (Grantee).

RECITALS:

1. In May, 2016, the Commission approved an Agreement for Community Access Capital Grant with Inner City Sports Ministry dba Holla Foundation in the amount of \$53,670. (MHCRC Agreement #35001299) (the "Agreement")
2. On May 28, the Grantee emailed the Project Manager identifying that they anticipated delays in project implementation due to staffing changes. In response, staff ordered suspension of work and expenditure of funds in accordance with Section 17 of the grant contract.
3. In follow up discussions with Grantee, staff requested information (i.e. a revised staffing plan in accordance with the Grant Budget and an updated implementation plan) in order to confirm Grantee's capacity to adequately perform all of its obligations under the grant agreement. As of August 30, 2016, Grantee has not responded to any of staff's requests.
4. Under Section 15 of the Agreement for Community Access Capital Grant, the Agreement may be terminated by written notice provided to Grantee from the Commission before any obligations are incurred.
5. No Grant funds awarded under this Agreement have been paid to the Grantee.

In light of these circumstances, the Commission directs that the Agreement is terminated effective as of May 28, 2016. Furthermore, staff is directed to deliver this notice of early termination to the Grantee.

Mt. Hood Cable Regulatory Commission

By: \_\_\_\_\_  
MHCRC Chair

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

Approved as to Form:

\_\_\_\_\_  
Benjamin Walters  
Commission Legal Counsel