



HEALTH FIRST INDIANA

Lake County Health Department

2900 West 93rd Ave., Crown Point, IN 46307 | Phone: 219-755-3655

LAKE COUNTY HEALTH DEPARTMENT CONTRACT AGREEMENT

This Agreement ("Agreement") is made effective this ____ day of _____, _____, by and between Lake County Health Department, with a principal place of business at 2900 West 93rd Ave., Crown Point, IN 46307 ("LCHD"), and Hope Alliance of NWI Inc., with a principal place of business at 111 W 35th Ct. Griffith, IN 46319 ("Grantee"), collectively referred to herein as the "Parties."

WITNESSETH

WHEREAS the LCHD is engaged in grant-making activities designed to address public health concerns including chronic disease prevention.

WHEREAS under Indiana law, LCHD is empowered to grant money from their allocated Health First Indiana ("HFI") funds to external organizations which agree to complete Core Public Health Services ("CPHS") and work toward completion of the required Key Performance Indicators ("KPIs").

WHEREAS the LCHD is in need of assistance from external organizations to complete some of the state required CPHS and KPIs and is requesting Grantee to become a community partner in the delivery of certain services as delineated herein.

WHEREAS the Grantee represents that it is duly qualified and agrees to perform all services and reporting described in this grant contract to the satisfaction of the LCHD.

WHEREAS the Grantee has submitted a program proposal asking for funding to provide the core public health services in accordance with the Health First Indiana Initiative; details can be found at <https://www.in.gov/healthfirstindiana>.

WHEREAS the LCHD has determined that such a program is in public interest and wishes to support it with the grant funds subject to the terms and conditions herein.

NOW, THEREFORE, in consideration of the mutual covenants as contained herein, the parties agree as follows:

1. ORGANIZATION

- 1.1. Name: Hope Alliance of NWI Inc.
- 1.2. Contact Name and Title: Kelly Peck, Program Coordinator
- 1.3. Address: 111 W 35th Ct. Griffith, IN 46319
- 1.4. Phone: 708-837-4424
- 1.5. Fax: n/a
- 1.6. Email: hopealliancenwi@gmail.com
- 1.7. Name of Proposed Program: Bridge to Hope: Harm Reduction in Action
- 1.8. Target Population: Our project targets individuals most impacted by substance use, health disparities, and unhoused across Lake County, Indiana. We serve residents of low-income housing communities, individuals seeking emergency aid services (food pantries, soup kitchens), recovery homes, people accessing public health departments and Direct Street outreach.

2. PROGRAM, PURPOSE, AND SCOPE

- 2.1. Grantee has submitted a proposal entitled Bridge to Hope: Harm Reduction in Action (“Program”).

Program Purpose. : The purpose of this grant is to support the Grantee’s Program, which aims to: reduce preventable deaths, improve community health outcomes, and build trust within underserved and high-risk communities across Lake County. We believe in meeting people where they are, we implement a street-level harm reduction model focused on preventing overdoses and saving lives by distributing Narcan, fentanyl, xylazine testing strips and training individuals, families, community members and organizations in its use. The program prioritizes health equity by offering services that reduce overdose risk, prevent the spread of HIV, Hepatitis C, and other substance-related infectious diseases, and promote the health and well-being of mothers, children, and families through prenatal and postnatal outreach, supplies and resource connection.

1. Reduce Overdose Deaths- Distribute naloxone (Narcan) and provide training to individuals, families, and community members to respond effectively to opioid overdoses.

2. Prevent the spread of Infectious Disease- Provide education, testing referrals, and harm reduction supplies (including safer use kits, condoms, and testing strips) to reduce transmission of HIV, Hepatitis C, and other infections commonly transmitted through unsafe drug practices.

3. Improve Access to Care and Resources- Connect underserved individuals to medical, behavioral health, housing, prenatal/postnatal care, and recovery services through peer and community health worker support.

4.Support Maternal and Infant Health- Identify and assist pregnant and postpartum individuals—especially those facing housing instability or substance use—by providing direct outreach and linking them to critical health and social services.

5.Engage Underserved Populations through Community Outreach- Deliver mobile, street-level harm reduction services in collaboration with local partners, reaching people in motels, shelters, food pantries, public housing, and work release programs.

2.2. Scope of Program Services. Bridge to Hope provides direct and street-based harm reduction services including overdose prevention, infectious disease education, safer use supplies, pregnancy tests, emergency contraceptives, resources, and maternal-child health support. Services are delivered by Certified Community Health Workers and Peer Recovery Coaches through direct outreach and partnerships with local health departments, shelters, recovery homes, food pantries, low-income housing authorities, and community organizations.

3. FINANCIAL TERMS

3.1. Consideration. Grantee will be paid at the rate of \$ 100,000 for performing the duties set forth above. Total remuneration under this Contract shall not exceed \$ 100,000

3.2. Breakdown of Total Program Amount Requested.

Item Description	Price	Quantity	Total
Staff Salary & Fringe: Program Coordinator Salary \$13,940 Fringe \$3,060	\$17,000	6 Months	\$17,000
Staff Salary & Fringe: Program Director Salary \$18,040 Fringe \$3,960	\$22,000	6 Months	\$22,000
Contracted Services: outreach workers	\$37,500	6 Months	\$37,500
Contracted Service: Accountant (financial tracking, bookkeeping, compliance reporting, and grant fund management)	\$2,200	6 Months	\$2,200
Harm Reduction Supplies	\$10,000	6 Months	\$10,000
Mileage Reimbursement	\$1,600	6 Months	\$1,600
Phones & Communication	\$1,800	6 Months	\$1,800
General Office/ Administrative Supplies	\$1,250	6 Months	\$1,250
Program Infrastructure and Operational Support	\$4,150	6 Months	\$4,150
Resource Materials (Printed resource guides, flyers, Brochures, cards)	\$1,500	6 Months	\$1,500
Travel/ Training Events Overdose lifeline/ Harm reduction	\$1000	6 Months	\$1000
Total Amount			100,000

3.3. Proposed Schedule of Payments.

Payment #	Due Date	Description	Amount
1	Due on contract signed	Payment for Q3	\$50,000
2	Payment due October 1,2026	Payment for Q4	\$50,000

3.4. Payments. (Victoria Niemczura, Treasurer-708-932-9922)

Victoria Niemczura, Treasurer-708-932-9922.

3.4.1. Payment Information.

3.4.1.1. Any payment-related questions or concerns should be directed to Victoria Niemczura, Treasurer-708-932-9922.

3.4.1.2. The check or wire memorandum section must specify: Health First Indiana.

Payments by Check. Payments will be made to [organization] and mailed to:

Hope Alliance of NWI Inc.
Bridge to Hope: Harm Reduction in Action
111 W. 35th Ct
Griffith, IN 46319

4. TERMS AND TERMINATION

Term. This Agreement shall commence on **[Start Date]** and shall remain in effect through December 31, 2026, unless earlier terminated in accordance with the terms of this Agreement.

4.1. Termination. Both parties will make good-faith efforts to resolve issues and mitigate damages prior to terminating this Agreement. However, this Agreement and any outstanding payments may be terminated if the agreed-upon activities are not being carried out satisfactorily or if the necessary reports and/or data are not submitted as outlined below.

4.2. Renewal. Further funding is not assured. If provided, it will depend on ongoing funding from HFI, compliance with required or requested KPIs as outlined in the continuation agreement with the LCHD, an evaluation of grant deliverable performance relative to this agreement, and the completion of activities/reports specified below.

4.3. Termination without Cause. Either party may terminate this agreement after the initial term for any or no reason by providing at least ninety (90) days written notice.

5. PROGRAM WORK PLAN.

5.1. Program Work Plan.

5.1.1. Program Objective. The objective of *Bridge to Hope: Harm Reduction in Action* is to reduce overdose deaths, prevent the spread of infectious diseases such as HIV and Hepatitis C, and improve maternal and community health by providing mobile, street-based harm reduction services. Through education, outreach, and direct support delivered by certified health workers and peer recovery coaches, the program aims to increase access to care, resources, and treatment for individuals most affected by substance use and health disparities in Lake County.

5.1.2. Program Goal(s).

Item	Goal	Strategy	Activities
1	At-risk individuals across Lake County will have increased access to harm reduction services, overdose prevention tools, and life-saving education to reduce overdose fatalities.	Expand a network of trained outreach workers to deliver harm reduction services across Lake County. Utilize Certified Peer Recovery Coaches (CAPRC II) and Certified Community Health Workers (CCHWs) to build trust with high-risk populations. Partner with community organizations, healthcare providers, and recovery services to extend referral networks. Develop partnerships with first responders, hospitals, and recovery centers to facilitate immediate connections to care. Conduct naloxone training for community groups, families, and organizations in overdose-prone neighborhoods. Maintain data-driven service delivery by tracking outreach engagement, naloxone distribution, and overdose reversal reports monthly. Coordinate follow-up visits and referrals for individuals who engage with harm reduction services.	Conduct weekly street outreach distributing naloxone kits, wound care supplies, HIV/HCV self-test kits, hygiene kits, and maternal health resources. Host monthly overdose prevention and harm reduction education workshops open to the public. Facilitate "train the trainer" sessions to empower community members to recognize and respond to overdoses. Provide HIV/HCV prevention supplies, testing referrals, and distribute self-test kits during mobile outreach events. Maintain ongoing data collection on demographics served, zip codes, reversals reported, referrals to treatment, and health screenings completed. Partner with community-based organizations to create referral pathways for housing, healthcare, food security, and recovery support. Conduct biannual community listening sessions to gather feedback and adapt outreach strategies to emerging needs.

2	Youth and families across Lake County will gain knowledge about substance misuse prevention, harm reduction strategies, and pathways to health through community education programs.	Develop partnerships with local schools, youth organizations, and family service agencies. Incorporate culturally competent, trauma-informed education strategies into outreach efforts. Recruit professional speakers and facilitators to deliver community education sessions.	Deliver community-based education sessions using evidence-informed prevention content. Organize quarterly community events focused on youth and family engagement. Collaborate with local schools to distribute prevention resources and host guest speaker events.
3	Expand access to health screenings, maternal and infant wellness services, and wraparound supports for vulnerable populations in Lake County.	● Integrate maternal and family health education into harm reduction outreach. ● Partner with health departments and clinics to facilitate access to HIV/HCV testing, prenatal care, and postpartum resources. ● Train outreach staff to identify and assist pregnant and parenting individuals needing referrals. ● Implement targeted outreach to identify pregnant individuals early and connect them to prenatal care, harm reduction education, and family support services. ● Provide culturally responsive maternal health education that addresses barriers such as stigma, substance use, housing insecurity, and access to healthcare.	● Distribute maternal health resources (pregnancy tests, Plan B, referral cards) during outreach activities. ● Facilitate home visit referrals and connect families to maternal and infant wellness programs. ● Provide HIV/HCV self-testing kits and education on infectious disease prevention. ● Track health screening and referral data for continuous quality improvement.
4	Strengthen public health messaging and community engagement through digital media outreach, resource distribution, and awareness campaigns targeting underserved communities.	● Create culturally responsive harm reduction messaging for targeted audiences. ● Expand public awareness about available services and harm reduction principles. ● Expand Mobile unit for deliveries and meeting individuals where they are	● Launch quarterly digital prevention and awareness campaigns. ● Track digital engagement metrics (reach, clicks, referrals to services). ● Create and distribute printed resource materials at events and during outreach activities. ● Maintain a dynamic online resource hub through Hope Alliance's website and social media channels.

- 5.2. Scalability. Scalability. Grantee will expand or restrict the Program Work Plan to further efforts that will result in fulfilling the Purpose and Scope of the Program before modifying Performance.

6. PERFORMANCE: KPIs, METRICS, AND REPORTING.

- 6.1. Key Performance Indicators (“KPIs”) and Scope. The Program will provide services that specifically address the KPIs from the Core Public Health Services outlined in the Health First Indiana initiative: *(entered here and below)*

6.1.1. Trauma and Injury Prevention. Preventing harm due to injury and substance use and facilitating access to trauma care.

6.1.2. Maternal and Child Health. Services focused on the health and well-being of mothers, children, and families, including prenatal care.

6.1.3. Infectious Disease Prevention and Control. Monitoring and managing the spread of diseases within a community.

6.2. Metrics.

6.2.1. Definitions.

6.2.1.1. Deliverable: the quantifiable services to be provided at various steps in the Program to keep it on course. The deliverable provides a metric whose value can be tracked for state-level reporting.

6.2.1.2. Metric: a standard for measuring the value of the deliverable.

6.2.1.3. Value: the number or percentage of the metric that is being measured.

6.2.2. List of Metrics.

6.2.2.1. Number of people educated and /or trained on substance use prevention

6.2.2.2. Number of people educated and/or trained in opioid overdose response and naloxone administration.

6.2.2.3. Naloxone doses distributed.

6.2.2.4. People referred/linked

6.2.2.5. to substance use/ mental health treatment

6.2.2.6. Women and children referred for active domestic violence assistance

6.2.2.7. Number of wound care kits distributed

6.2.2.8. Number of sharps returned

6.2.2.9. Number of people educated on HIV/HCV/STI

6.2.2.10. Number of Condoms Distributed for prevention

6.2.2.11. Number of safe IDU kits distributed

6.2.2.12. Number of Safe snort kits distributed

- 6.2.2.13. Number of Safe smoke kits distributed
- 6.2.2.14. Number of wound kits distributed
- 6.2.2.15. Number of sharps distributed
- 6.2.2.16. Number of HIV self-test kits distributed
- 6.2.2.17. Number of educational pamphlets distributed
- 6.2.2.18. Number of pregnancy tests provided
- 6.2.2.19. Number of women referred to prenatal care
- 6.2.2.20. Number of HIV self-tests distributed
- 6.2.2.21. Number of women referred to MY healthy Baby
- 6.2.2.22. Number of women referred to health/substance use disorder services
- 6.2.2.23. Number of women referred to postpartum care
- 6.2.2.24. Number of woman referred to breastfeeding education or support
- 6.2.2.25. Number of families referred to pediatric care
- 6.2.2.26. Number of families referred to childcare assistance
- 6.2.2.27. Number of women and children referred for active domestic violence assistance
- 6.2.2.28. Number of period products distributed
- 6.2.2.29. Number of people referred to / Substance abuse services
- 6.2.2.30. Number of people referred to / provide Mobile integrated health
- 6.2.2.31. Referrals to housing support or resources
- 6.2.2.32. Number of people signed up for health insurance/ Medicaid
- 6.2.2.33. Number of people provided emergency contraceptive with education sheets
- 6.2.2.34. Number of families connected to food pantries

6.3. Reporting.¹

6.3.1. Reporting Frequency: Reports will be sent monthly to the LCHD.

6.3.2. Reporting Format:

Item	KPI	Metric	Deliverable	Value
1	Trauma and Injury	Number of people educated and/ or trained on substance use prevention	Conduct community-based education sessions. School presentations, Community trainings, Online trainings, outreach events	21 people
2	Trauma and Injury	Number of people educated and / or trained in opioid overdose response and naloxone administration	Provide overdose response training for community members and partners, by hosting formal training sessions in person and online	33 people
3	Trauma and Injury	Number of naloxone doses distributed	Distribute to individuals at risk of overdose, their families, and	450 doses

¹ Reports are to be sent directly to Michelle Arnold at arnolml@lakecountyin.org.

			community members through street outreach, public health events, and partner site engagement across Lake County.	
4	Trauma and Injury	Number of people referred to / linked to substance use / mental health treatment	Have resources on hand when an individual is ready. Hope alliance has Recovery works brochures and direct numbers to call when participant is ready	3 people
5	Trauma and Injury	Number of women and children referred for active domestic violence assistance	Provide direct referrals to Ashleys house. Make the phone calls needed & help with immediate safety plan	1
6	Trauma and Injury	Number of wound care kits distributed	Assemble wound care kits & have available for injection related infections/ trauma. Provide brief education /prevention/ or referral	40 kits
7	Trauma and Injury	Number of sharps Containers returned	Provide ongoing education on the importance of collection / returning sharps – partnership with local disposal service in Indiana	2 containers
8	Infectious Disease	Number of people educated on HIV/HCV/STI	Provide education to at risk individuals via street outreach-one-on one conversations-resource distribution, printed material – community-based events and social media educational posts	40 people Online -
9	Infectious Disease	Number of Condoms/lubes distributed	Distribute through outreach – provide multiple kinds & educate on finding the right condom. Provide education on the importance of lube.	300 condoms 150 lubes
10	Infectious Disease	Number of Safe IDU Kits distributed	Assemble kits & have readily available upon request with educational print outs from CDC on proper use	
11	Infectious Disease	Number of Safe Snort use kits distributed	Assemble kits & have readily available upon request with educational print outs from CDC on proper use	30
12	Infectious Disease	Number of safe smoke use kits distributed	Assemble kits & have readily available upon request with educational print outs from CDC on proper use	30

13	Infectious Disease	Number of wound care kits distributed	Assemble kits & have readily available upon request with educational print outs from CDC on proper use	30
14	Infectious Disease	Number of Sharps distributed	Distribute personal sharp containers to individuals who use injectable substances with education on safe disposal to reduce public health risk.	10 containers
15	Infectious Disease	Number of HIV self-tests distributed	Display tests on all outreach tables providing access to confidential – stigma free tests with resources for linkage to care	5
16	Infectious Disease	Number of educational pamphlets given out	Materials will be handed out during outreach, trainings, and at partner sites to increase knowledge, promote safer practice, and connect individuals to support services	200
17	Maternal & Child Health	Number of pregnancy tests provided	Tests will be provided at outreach sites, by request, with education and referrals needed	30
18	Maternal & Child Health	Number of women referred to prenatal care	Resources and assistance with appointments – contacting community partners	4
19	Maternal & Child Health	Number of HIV self- tests distributed	Have displayed on table – encourage testing at Aliveness but if not give full directions with testing & resources	4
20	Maternal & Child Health	Number of women referred to MY Healthy Baby	Work with community partner for resources and have available – assist with contacting community partner	4
21	Maternal & Child Health	Number of women referred to health/ substance use disorder services	Assist with contacting community partner and help with immediate safety plan	4
22	Maternal & Child Health	Number of women referred to postpartum care	Assist with contacting community partners	4
23	Maternal & Child Health	Number of women referred to breastfeeding education or support	Assist with contacting community partner	4
24	Maternal & Child Health	Number of families referred to pediatric care	Provide resources and have on maternal outreach table	4

25	Maternal & Child Health	Number of families referred to childcare assistance	Have resources on table and assist with contacting head start	4
26	Maternal & Child Health	Number of women referred for active domestic violence assistance	Assist making calls and help provide immediate safety plan	4
27	Maternal & Child Health	Number of period products distributed	Have pads & tampons available always	150
28	Maternal & Child Health	Number of people referred to substance use disorder treatment support		4
29	Maternal & Child Health	Number of people referred to/ provided care through Mobile integrated Health	Contact Mobile unit – arrange to set up outreach twice monthly and promote on social media – follow and track unit to provide dates and times to women / children	4
30	Maternal & Child Health	Number of referrals to housing supports or resources	Set up housing navigator at our outreach events	5
31	Maternal & Child Health	Number of people signed up for health insurance – Medicaid	Provide mobile insurance navigator- Recovery homes, Kimbrough center	5
32	Maternal & Child Health	Number of emergency contraceptives with education sheet distributed	Display on outreach tables & provide delivery if needed – provide resource for birth control	10
33	Maternal & Child Health	Number of families Connected to food pantries	Continue making strong connections with pantries to provide deliveries & local resources for families	5

Reports are to be sent directly to Denice Trulley at trulldj@lakecountyin.org.

7. PERFORMANCE EVALUATIONS.

7.1. Performance will be determined by the LCHD based on performance reports from the Grantee; and the results of the evaluations will be discussed with the Grantee as needed or upon request.

8. ROLES, RESPONSIBILITIES, AND STATUS OF PARTIES

8.1. Roles.

8.1.1. The Grantee's role shall be that of educating at-risk population of Lake County, Indiana and a healthy community coalition with a comprehensive, evidence- based program that addresses obesity and obesity-related disease prevention.

- 8.1.2. To adequately satisfy the roles of this Agreement, Grantee shall have the required appropriate level of education and experience, as required by each specific area where Services are provided.
- 8.1.3. Grantee understands the LCHD utilizes an electronic records system; and further agrees and acknowledges that all records shall be the sole and proprietary property of the LCHD and shall in no way be construed as the property of the Grantee or any of its staff or employees.
- 8.1.4. The grantee shall provide adequate workspace, equipment, computers, electronic records systems, and supplies required to deliver the contracted services. Additionally, the Grantee shall provide sufficient security and other staff needed to accomplish required and contracted responsibilities. LCHD shall also provide other support resources that may be required as mutually agreed.
- 8.1.5. Grantee shall have sole discretion to determine hours and schedules of their staff.

8.2. Responsibilities.

- 8.2.1. Grantee will review and recommend to LCHD in the development of policies, procedures, protocols, guidelines, quality assurance and improvement processes and reports, health care services and resource utilization processes and reports as needed to ensure effective and efficient delivery of Services.
- 8.2.2. The Grantee shall be responsible for performance and deliverables as outlined below.
- 8.2.3. The Grantee shall be responsible for reporting and evaluating (see Section 4) the progress of the project metrics. The Grantee shall submit reports on the progression of the project, following the measures and indicators listed in the proposal.

8.3. Independent Relationship.

- 8.3.1. LCHD and the Grantee are and shall remain independent contractors with respect to each other. The persons provided by Grantee to perform the services shall be Grantee's employees and shall be under the sole and exclusive direction and control of Grantee. They shall not be considered employees of the LCHD for any purpose. Grantee shall be responsible for compliance with all laws, rules, and regulations involving, but not limited to, employment of labor, hours of labor, health and safety, working conditions, and payment of wages with respect to such persons. Grantee shall also be responsible for payment of taxes, including federal, state, and municipal taxes chargeable or assessed with respect to its employees, such as Social Security, unemployment, Workers' Compensation, disability insurance, and federal and state withholding. The grantee shall also be responsible for providing reasonable accommodations, including auxiliary aids and services, as may be required under the Americans with Disabilities Act. Supplier agrees to defend, indemnify, and hold harmless LCHD from and against any loss, cost, claim, liability, damage, or expense (including attorney's fees) that may be sustained by

reason of Contractor's failure to comply with this paragraph. In any case, LCHD acknowledges that Grantee's indemnification obligation may be limited in substance by laws designed to protect and limit the exposure and liability of Grantee as an instrumentality of the State of Indiana (e.g., actions and conditions as to which Grantee is immunized by the Indiana Tort Claims Act, dollar limits stated in such Act, exemption from punitive damages, and the continued ability to defeat a claim by reason of contributory negligence for fault of the claimant), so that Grantee's liability to indemnify, protect, and/or hold harmless may not exceed what might have been its liability to claimant if sued directly by claimant in Indiana, and all appropriate defenses had been raised by Grantee.

8.3.2. Acting in Individual Capacity. Both parties hereto, in the performance of the Agreement, will act in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.

8.3.3. Ownership. The ownership and right of control of all reports, records, and supporting documents prepared by Grantee pursuant to the Services provided under this Agreement ("Records") shall vest in LCHD and Grantee, and Grantee shall comply with all state, federal, and HIPAA laws and regulations concerning or related to the collection, recording, storage, and release of any and all health care records and/or information.

9. RESOURCES AND FUNDING

9.1. LCHD hereby agrees to provide Grantee with a grant in the amount listed under Section 3. FINANCIAL TERMS, above from its Health First Indiana funding from the State of Indiana to:

9.1.1. Perform the services enumerated in the section above called PERFORMANCE AND DELIVERABLES.

9.1.2. Collect the metrics enumerated in the section above called PERFORMANCE AND DELIVERABLES.

9.1.3. Report on all metrics as required in the section above called PERFORMANCE AND DELIVERABLES.

9.2. Use of funds. Grantee may use the grant funds for the purchase of supplies, certain services (such as printing and other activity-related and pre-approved services), equipment, and staffing FTEs associated with carrying out the above-mentioned services in this contract agreement. The grant funds may not be used for the following per the State of Indiana (this may not be an exhaustive list):

9.2.1. Personal Items,

9.2.2. Items not related to IC 16-46-10-3 (*pursuant to changes made during the 2023 legislative session),

- 9.2.3. Alcoholic Beverages,
- 9.2.4. Duplicate Payments and Overpayments,
- 9.2.5. Capital expenses not permitted by IC 16-46-10-3(c) (such as vehicles, motorized items, trailers, buildings/structures, renovations, etc.),
- 9.2.6. Scholarships,
- 9.2.7. Donations,
- 9.2.8. State or Federal Lobbying,
- 9.2.9. Political Activity,
- 9.2.10. Food/Beverages, except those purchased for food demonstrations
- 9.2.11. Any unallowable expenditure as determined by the Indiana State Board of Accounts,
- 9.2.12. Any expenditure not allowed by State Law,
- 9.2.13. Incentives (unless educational or a protective public health measure in nature and with prior approval by the LCHD), or
- 9.2.14. Other activities or purchases deemed inappropriate by the LCHD.

9.3. Unexpended Funds and Carryover. Any funds provided under this Agreement that remain unexpended at the end of the contract term shall, unless otherwise approved in writing by the Lake County Health Department (“HFI”), either:

- 9.3.1. be applied to the subsequent contract period for the same program or service if renewed or extended, subject to written approval by LCHD BOH; or
- 9.3.2. be refunded to Lake County Health Department (“HFI”), within thirty (30) days after the expiration or termination of this Agreement, or at the parties otherwise agree.

9.4. The Grantee shall provide a final expenditure report identifying any remaining balance. Any rollover of funds shall not be automatic and must comply with applicable State Board of Accounts and Indiana Department of Health fiscal policies and procedures.

10. CONFIDENTIALITY AND DATA PROTECTION

10.1. Confidentiality of Materials. Grantee will not disclose to others, either during the term of this Agreement or subsequent to termination, any data, forms, reports, systems or other materials containing confidential information specific to LCHD without the prior written consent.

10.2. Data Protection

10.2.1. The Grantee understands and agrees that data, materials, and information disclosed to the Grantee may contain confidential and protected information. The Grantee covenants that data, material, and information gathered, based upon or disclosed to

the Grantee, which is marked as 'confidential' or 'proprietary' for the purpose of this Contract will not be disclosed to or discussed with third parties without the prior written consent of the LCHD.

10.2.2. The parties acknowledge that the services to be performed by Grantee for the LCHD under this Contract may require or allow access to data, materials, and information containing Social Security numbers maintained by the LCHD in its computer system or other records. In addition to the covenant made above in this section and pursuant to 10 IAC 5-3-1(4), the Grantee and the LCHD agree to comply with the provisions of IC § 4-1-10 and IC § 4-1-11. If any Social Security number(s) is/are disclosed by Grantee, and Grantee agrees to pay the cost of the notice of disclosure of a breach of the security of the system in addition to any other claims and expenses for which it is liable under the terms of this contract.

11. RESIDENCY REQUIREMENT

11.1. As a condition of eligibility for participation in any programs, services, or benefits funded or provided under this Contract, all recipients must be residents of the State of Indiana. The Contractor shall implement and maintain procedures reasonably designed to verify the Indiana residency of each individual recipient prior to the provision of services. Acceptable documentation or methods of verification shall be determined in accordance with applicable state or program-specific guidelines. Failure to comply with this residency requirement may result in disallowance of expenditures, corrective action, or termination of this Contract.

12. DISPUTE RESOLUTION

12.1. Should any disputes arise regarding this Contract, the Grantee and the LCHD agree to act immediately to resolve them. Time is of the essence in dispute resolution.

12.2. The Grantee agrees that the existence of a dispute notwithstanding, it will continue without delay to carry out all of its responsibilities under this Contract that are not affected by the dispute. Should the Grantee fail to continue to perform its responsibilities regarding all non-disputed work, without delay, any additional costs incurred by the LCHD or the Grantee as a result of such failure to proceed shall be borne by the Grantee, and the Grantee shall make no claim against the LCHD for such costs.

12.3. If the parties are unable to resolve a contract dispute between them after good faith attempts to do so, a dissatisfied party shall submit the dispute to the Commissioner of the Indiana Department of Administration for resolution. The dissatisfied party shall give the Commissioner and the other party written notice. The notice shall include (1) a description of the disputed issues, (2) the efforts made to resolve the dispute, and (3) a proposed resolution. The Commissioner shall promptly issue a Notice setting out documents and materials to be submitted to the Commissioner to resolve the dispute; the Notice may also allow the parties to make presentations and enter into further negotiations. Within thirty (30) business days of the conclusion of the final presentations, the Commissioner shall issue a written decision and furnish it to both parties. The Commissioner's decision shall be the final and conclusive administrative decision unless either party serves on the Commissioner and the other party, within ten (10) business

days after receipt of the Commissioner's decision, a written request for reconsideration and modification of the written decision. If the Commissioner does not modify the written decision within thirty (30) business days, either party may take such other action helpful to resolving the dispute, including submitting the dispute to an Indiana court of competent jurisdiction. If the parties accept the Commissioner's decision, it may be memorialized as a written Amendment to this Contract if appropriate.

- 12.4. LCHD may withhold payments on disputed items pending resolution of the dispute. The unintentional nonpayment by the LCHD to the Grantee of one or more invoices not in dispute in accordance with the terms of this Contract will not be cause for the Grantee to terminate this Contract, and the Grantee may bring suit to collect these amounts without following the disputes procedure contained herein.
- 12.5. With the written approval of the Commissioner of the Indiana Department of Administration, the parties may agree to forego the process described in subdivision C. relating to the submission of the dispute to the Commissioner.
- 12.6. This paragraph shall not be construed to abrogate provisions of IC § 4-6-2-11 in situations where dispute resolution efforts compromise claims in favor of the LCHD as described in that statute.

13. INSURANCE AND INDEMNIFICATION

- 13.1. Insurance. Throughout the term of this Agreement, Grantee and LCHD shall each maintain appropriate commercial and other liability coverage consistent with the limits required thereunder.
- 13.2. Indemnification. Grantee shall indemnify, defend, and hold harmless LCHD and its agents, Board members, officers, and employees from and against all claims, losses, costs, damages, and expenses (including reasonable attorneys' fees) relating to injury or death of any person which results from or arises in connection with (1) any breach of the Agreement; or (2) any gross negligence or willful act or omission by any Consultant in performing the Services. LCHD shall indemnify, defend, and hold harmless Grantee and its agents, managers, members, officers, and employees from and against all claims, losses, costs, damages, and expenses (including reasonable attorneys' fees) which result from or arises in connection with (1) any breach of the Agreement by Client; or (2) any negligent or willful act or omission by LCHD's personnel. This Section shall survive the termination or expiration of this Agreement. In any case, LCHD acknowledges that Grantee's indemnification obligation may be limited in substance by laws designed to protect and limit the exposure and liability of Grantee as an instrumentality of the State of Indiana (e.g., actions and conditions as to which Grantee is immunized by the Indiana Tort Claims Act, dollar limits stated in such Act, exemption from punitive damages, and the continued ability to defeat a claim by reason of contributory negligence for fault of the claimant), so that Grantee's liability to indemnify, protect, and/or hold harmless may not exceed what might have been its liability to claimant if sued directly by claimant in Indiana, and all appropriate defenses had been raised by Grantee.

- 13.3. Representations and Warranties. The parties represent and warrant to one another that they have full corporate power and authority to enter into this Agreement and to carry out their obligations hereunder, and this Agreement has been duly authorized by all necessary action on their part. THE FOREGOING WARRANTIES AND OTHERS PROVIDED IN THIS AGREEMENT BY EACH PARTY ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THIS AGREEMENT.
- 13.4. Limitation of Liability. TO THE EXTENT ALLOWED BY APPLICABLE LAW, IN NO EVENT SHALL THE LIABILITY OF EITHER PARTY TO THE OTHER FOR A GIVEN YEAR DURING THE TERM OF THIS AGREEMENT ON ALL CLAIMS OF ANY KIND, WHETHER IN CONTRACT, WARRANTY, INDEMNITY, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY, OR OTHERWISE, ARISING OUT OF THE PERFORMANCE, NON-PERFORMANCE OR BREACH OF THIS AGREEMENT EXCEED THE TOTAL COMPENSATION RECEIVED OR PAID, AS APPLICABLE, FOR SUCH YEAR. FURTHERMORE, TO THE EXTENT ALLOWED BY APPLICABLE AND EXCEPT FOR THIRD-PARTY CLAIMS, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, PUNITIVE, CONSEQUENTIAL, OR SIMILAR DAMAGES.

14. COMPLIANCE AND LEGAL REQUIREMENTS

- 14.1. Compliance. Grantees shall always operate their respective services in compliance with applicable federal, state, and local laws, rules, and regulations, the policies, rules, and professional standards of care, bylaws, and all currently accepted and approved methods and practices of each service area. HIPAA Compliance. The parties agree they will comply in all material respects with all applicable federal and state-mandated regulations, rules or orders applicable to privacy, security, and electronic transactions, including, without limitation, regulations promulgated under Title II Subtitle F of the Health Insurance Portability and Accountability Act (Public Law 104-191) ("HIPAA"). If within thirty (30) days of either party first providing notice to the other of the need to amend the Agreement to comply with Laws, the parties, acting in good faith, are (i) unable to mutually agree upon and make amendments or alterations to this Agreement to meet the requirements in question, or (ii) alternatively, the parties determine in good faith that amendments or alterations to meet the requirements are not feasible, then either party may terminate this Agreement upon thirty (30) days prior written notice.
- 14.2. Records. LCHD shall keep and maintain any records relating to the services of this Agreement rendered hereunder as may be required by any federal, state, or local law. Grantee agrees to make its records concerning any of LCHD's patients available to LCHD upon request.
- 14.3. Equal Opportunity and Affirmative Action. The Grantee agrees by the execution of this Agreement that in regard to its operations, it will fully comply with Lake County Ordinances and Policies providing:

- 14.3.1. No person shall, on the grounds of race, color, national origin, sex, or sexual orientation (LGBT or lesbian, gay, bisexual, or transgender), be excluded from participation, be denied the benefits of, or be subject to discrimination.
- 14.3.2. The principles of equal opportunity in employment of delivery of services are applicable and commit to a policy and practice of nondiscrimination and affirmative action based upon age, military service, ancestry, color, national origin, physical handicap, political affiliation, race, religion, and sex or sexual orientation (LGBT or lesbian, gay, bisexual or transgender).
- 14.3.3. The provisions of the Affirmative Action Program adopted by the Board of Commissioners of the County of Lake on May 31, 1977, and as amended, as applicable, are incorporated by reference as part of this agreement.
- 14.3.4. The provisions of all Federal Civil Rights laws and Indiana Civil Rights laws, as applicable, are incorporated by reference as part of this agreement.
- 14.3.5. Breach of any of the equal opportunity and/or nondiscrimination provisions of the Agreement may result in any remedy available to the County in respect to such breach or default.
- 14.3.6. Where applicable, non-discriminatory and affirmative action clauses shall be part of any agreement, contract, or lease between the Grantee and any organization, corporation, subcontractor, or other legal entity that benefits from the funds paid out by this Agreement.
- 14.4. Indiana Open Records Law. Information that is the property of LCHD shall be made available in accordance with the Indiana Open Records Law, LC. S-15-5.1-1 et seq. Grantee and LCHD recognize and acknowledge that in some course of performing the services provided hereunder, it may have access to certain confidential or proprietary information and the LCHD's business and computer operations. Grantee hereby agrees that it will not, at any time during or after the term of this agreement, disclose any such confidential or proprietary information to any person unless required by law upon obtaining the prior written consent.
15. ENTIRE AGREEMENT; AMENDMENTS
 - 15.1. Entire Agreement. This Agreement supersedes all previous contracts between Grantee and LCHD related to the subject matter contained herein and constitutes the entire agreement between the parties. Neither Grantee nor LCHD shall be entitled to any benefits other than those specified.
 - 15.2. Termination of Prior Agreements. This Agreement constitutes the sole and entire agreement between the Parties with respect to the subject matter described herein and terminates, cancels, and supersedes any and all prior or existing agreements, contracts, memoranda of understanding, or other arrangements between the Parties related to the same program, project, or services funded under this Agreement. No rights or obligations shall survive from any prior agreement unless expressly restated herein.

- 15.3. Amendments. No modification or amendment of the provisions hereof shall be effective unless in writing and signed by authorized representatives of the parties hereto. The parties hereto expressly reserve the right to modify this Agreement, from time to time, by mutual agreement and in writing.

16. GOVERNING LAW

16.1. Governing Law.

- 16.1.1. This Agreement, the rights and obligations of the parties hereto, and any claims or disputes relating thereto, shall be governed by and construed per the laws of the State of Indiana without regard to the choice of law rules.

- 16.1.2. In the event of litigation between the parties regarding this Agreement, reasonable attorneys' fees of the prevailing Party will be paid by the non-prevailing Party.

- 16.2. Severability. If any provision of the Agreement is found to be illegal, invalid or unenforceable pursuant to judicial decree or decision, the remainder of the Agreement shall remain valid and enforceable according to its terms so long as the economic or legal substance of the transactions contemplated by this Agreement is not affected in any manner materially adverse to any party. Upon such decree or decision, the parties shall negotiate in good faith to modify this Agreement to affect the parties' original intent as closely as possible in an acceptable manner to the end that the transactions contemplated hereby are consummated to the fullest extent possible.

17. GENERAL PROVISIONS

- 17.1. Assignment. No assignment of this Agreement will be valid without the specific written consent of the other party, which consent will not be unreasonably withheld.
- 17.2. Waiver of Breach. Either party's waiver of a breach of any provision of this Agreement will not operate as, or be construed to be, a waiver of any subsequent breach.
- 17.3. Notices. All notices, requests, demands, and other communications under this Agreement (collectively a "notice") shall be in writing and shall be deemed to have been duly given if delivered by hand, mailed by United States mail, or sent via electronic mail if properly addressed as follows or such other respective addresses as may be specified herein or as either party may, from time to time, designate in writing:

Hope Alliance of NWI Inc.
Bridge to Hope- Harm Reduction in Action
111 W. 35th Ct.
Griffith, IN. 46319
Kelly Peck
hopealliance@gmail.com

Lake County Health Department
Administrator Sheila Paul

2900 West 93rd Ave.,
Crown Point, IN 46307
paulsl@lakecountyin.org

- 17.4. Cancellation. The LCHD may at any time cancel this agreement in whole or in part for its sole convenience upon written notice to Grantee, and Grantee shall stop performing the services on the date specified in such notice. The LCHD shall have no liability as a result of such cancellation, except that the LCHD will pay the Grantee for completed services accepted by the LCHD and the actual incurred cost to the Grantee for services in progress.
- 17.5. Executory Agreement. This Agreement will not be considered valid until signed by both parties.
- 17.6. All Information Matter of Public Record. All information gathered during the process of submitting for, being approved for, submitting reports for, or communicating about this grant, award, or subsequent data or financial reporting is a matter of public record unless otherwise precluded from release by Indiana or other law. By signing this contract, you are indicating that you understand this in its entirety and that you realize information about this award or your entity as gathered by the Lake County Department of Health will be reported as required to other governmental agencies on the LCHD website, or in other related reports. Further, it means that if information about this grant program and its awardees is requested by a public records request, all submitted information may be released as required under Indiana law.
- 17.7. Execution. This Agreement and any amendments may be executed in the original, by facsimile or by any generally accepted electronic means (including transmission of a .pdf file containing an executed signature page) in one or more copies on behalf of Grantee or LCHD, each of which shall constitute an original and all of which together shall constitute one and the same instrument.
- 17.8. Force Majeure. LCHD shall not be liable or deemed in default for any delay or failure in performance under this Agreement or interruption of the Services resulting, directly or indirectly, from circumstances beyond its control, including without limitation, acts of government, acts of God, fires, floods, explosions, riots, civil disturbances, strikes, insurrections, terrorism, earthquakes, wars, rebellion, and epidemics. Grantee shall use reasonable efforts to notify LCHD of any factor, occurrence or event that may cause any such delay or failure.

*** * *SIGNATURE PAGE FOLLOWS* * ***

Hope Alliance of NWI Inc.

By: _____ Date: _____

Kelly Peck

BOARD OF HEALTH FOR LAKE COUNTY HEALTH DEPARTMENT

BY: _____ Date: _____

Chiedu Nchekwube, M.D.

President, Board of Health for Lake County Health Department

**The Board of Health for Lake County Health Department, Indiana, hereby recommends
this contract to the Lake County Board of Commissioners, Indiana.**

LAKE COUNTY BOARD OF COMMISSIONERS

Kyle Allen, Sr., 1st District

Jerry Tippy, 2nd District

Michael C. Repay, 3rd District