



County of Winnebago

Deputy Administrator

Julia Halsted

(815) 319-4238

JHalsted@WINcoil.us



County of Winnebago, Illinois FY 2018 Host Fee Agreement

This agreement sets forth the requirements under which the County of Winnebago (“County”) hereby grants Host Fee funds in the amount of «Amount» to «Agency» (“Recipient”) during County Fiscal Year (FY) «Fiscal_Year» - «Fiscal_Year_Range».

Agreement Requirements

By this agreement the County of Winnebago hereby agrees to the following:

1. To disperse funds in the amount of «Amount» following the receipt of an invoice, signed agreement, and W-9 from the Recipient.
2. The County Board Chairman shall be responsible for monitoring compliance with these requirements and shall report to the County Board any failures to meet the requirements. Monitoring may include a detailed audit if determined necessary by the County Board Chairman or an affirmative vote of the County Board Economic Development Committee.

By this agreement, the Recipient hereby agrees to:

1. Read, agree to, sign, and return this agreement
2. Complete and submit the attached W-9 form with return of this agreement
3. Utilize the funds only for «Approved_use».
4. Report on a semi-annual basis («Report_1_Due», and «Report_2_Due») the progress on the projected outcomes presented in the application and/or supporting documentation, including but not limited to:
 - «Metric_1».
 - «Metric_2».
 - «Metric_3».
5. Provide to the County of Winnebago a year-end statement of expenditures of the funds granted for the years in which funds are dispersed to or expended by the Recipient

6. File an annual report with the County for the year in which funds are dispersed to the Recipient
7. Provide further information or presentations, if requested

The Recipient understands:

- Failure to provide the required reports or non-qualifying use of funds may result in disqualification from future County awards or may result in the requirement to refund all or a portion of all the funds awarded
- This funding commitment is exclusive to the terms of this agreement, and does not indicate any obligation on the part of the County to award additional funds

Remit all required information to Deputy Administrator Julia Halsted at Winnebago County Administration, 404 Elm St, Rm 533, Rockford, IL 61101 or jhalsted@wincoil.us; (815) 319-4238.

By signing this agreement, the parties hereby understand and agree to the terms and requirements of herein.

«Agency»

County of Winnebago, Illinois

By: _____

By: _____

«First» «Last»

Frank Haney,

Title: _____

«Title»

Title: County Board Chairman

Date: _____

Date: _____

