



Youth, Young Adult and Adult Employment APPLICATION FORM

Submit Application to: cddapplications@cityofmadison.com

Deadline: 12:00 pm CST (noon) on **August 19, 2022**

Official submission date and time will be based on the time stamp from the CDD Applications inbox. Late applications will not be accepted

Please limit your proposal and responses to spaces provided in this form. Responses to this RFP should be complete and comprehensive but succinct. Materials submitted in addition to this application form will not be considered in the evaluation of the proposal. If you are applying for multiple program or activity areas you must fill out this application for each program or area. **Do not attempt to unlock or alter this form.** Font should be no less than 11 pt.

If you have any questions related to the content of the application, please contact: Hugh Wing – hwing@cityofmadison.com or Yolanda Shelton-Morris – yshelton-morris@cityofmadison.com

If you have any questions or concerns that are related to **technical aspects** of this document, including difficulties with text boxes or auto fill functions, please contact Jen Stoiber – jstoiber@cityofmadison.com

Legal Name of Organization:	100 Black Men of Madison, Inc.	Total Amount Requested:	\$ 52,840.00
Program Name:	"I Can" Internship Program		
Program or Activity are you Applying for:	<input checked="" type="checkbox"/> Youth Employment Services (ages 14-21) <input checked="" type="checkbox"/> Youth Employment & Training <input type="checkbox"/> Wanda Fullmore Youth Internship Program <input type="checkbox"/> Young Adult Employment Services (ages 18-26) <input type="checkbox"/> Adult Employment Services (18+)		
Contact Person:	Floyd Rose	Email:	president@100blackmenmadison.org
Full Address:	P.O. Box 787	Telephone:	(608) 205 - 8572
501 (c) 3 Status:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Fiscal Agent (if applicable)	NA

Organizational Qualifications:

1. Describe your organization's experience implementing services relevant to the services described in the Youth, Young Adult and Adult Employment RFP, including to those who are furthest from resources and opportunities and who face systemic barriers to employment.

Pursuant to our mission, since 1994, the 100 Black Men of Madison has labored to improve the quality of life within our community and enhance educational and economic opportunities for all. We have endeavored to serve as a beacon of leadership by utilizing our diverse talents to create environments where our children are motivated to achieve, and to empower all people to become self-sufficient shareholders in the economic and social fabric of the communities we serve.

The 100 Black Men of Madison, Inc. is committed to the intellectual development of youth and the economic empowerment of the African American community based on the following precepts: respect for family, spirituality, justice, and integrity.

In 2014, to address the needs career exposure and development, the 100 Black Men of Madison established, "Project SOAR Career Academy." Focused primarily on students from limited income homes, this program was designed to accomplished four objectives for each participating youth: (1) development of a positive self-perception by the realization of what one has rather than what one does not have, (2) identify SMART (Specific, Measurable, Attainable, Realistic, Timely) career goals, (3) develop skills to influence others and (4) build a personal support network.

Since its inception, more than eight hundred (800+) middle and high school students of the Madison Metropolitan School District have participated in the "Project SOAR Career Academy of the 100 Black Men of Madison, Inc.

2. Describe how your agency builds relationships and authentically engages with individuals and households served. Specifically include information on previous strategies used to authentically engage with BIPOC, LGBTQ+, immigrant and/or low-income households and individuals.

Over the course of our twenty eight years existence, the 100 Black Men have followed the following rubric:

- provide service first to those most in need
- be aware, respectful and supportive to the cultural values of those we serve
- be aware and accepting of cultural differences of those we serve
- be aware of the worldviews of those we serve
- adapt to the cultural context of those we serve

3. Describe your organization's experience, education and training requirements for program staff and management staff.

Continuous Improvement staff training has been and will be provided by our Affiliate the 100 Black Men of America which focuses on four central areas: Mentoring, Health and Wellness, Economic Empowerment and Education.

Note, these efforts of staff development are provided viturally and in person.

Partnerships, Collaboration & Coordination

1. Describe your current and recent collaboration and partnerships with the following groups, specifying organization names, collaboration/partnership dates, and information about your shared work and accomplishments.

a. Organizations and groups that work with youth, young adults and/or adults.

A recent example is the 27th Annual Back To School Celebration conducted Friday 12 August and Saturday 13 August on the South Campus of Madison College (located at 2429 Perry Street). In consideration of the endemic, involving COVID 19, and the recent incursion of the infectious disease caused by the Monkeypox virus, the Saturday event was a "Drive Thru" activity to foster a reduction of opportunities for the transmission of both illnesses. Identical to last year, there was no need for our guests (Saturday) to get out of their vehicles to receive a backpack with school supplies, or be COVID vaccinated or register to vote which were also offer at no charge to our guests.

To insure that those most in need were served, first, on Friday, 12 August, more than 500 backpacks full of school supplies we were delivered to our strategic partners who serve those who are homeless or are facing home insecurity.

They were:

- the McKinney-Vento Homeless Assistance Act Sun Prairie Area School District
- the Salvation Army Homeless Shelter on Milwaukee Street
- the Bridge Lake Point Waunona Neighborhood Center
- 7 Oaks Apartments on Moorland Road
- the Families in Transition (FIT) Program Verona Area School District
- the Tree Lane Apartment Complex
- Transitional Education Services Program of Middleton Public Schools

* Note, many limited income families live in Madison and attend schools other than Madison Metropolitan School District.

The 100 Black Men offers programming and support services to aforementioned and countless other members of the Greater Madison Community throughout the calendar year

b. Organizations that provide pre-employment/career preparation, employment services, and/or training and education.

Strategic Partners of the 100 Black Men of Madison include:

- Madison Metropolitan School District
- Sun Prairie Area School District
- Middleton Cross Plains Area School District
- Verona Area School District

c. Organizations and groups that focus on working with, or have a history of working with, low-income households, women, and those that are Black, Indigenous, People of Color (BIPOC), immigrants, and/or individuals who identify as Lesbian, Gay, Bisexual, Transgender, and Queer + (LGBTQ+).

- the McKinney-Vento Homeless Assistance Act Sun Prairie Area School District
- the Salvation Army Homeless Shelter on Milwaukee Street
- the Bridge Lake Point Waunona Neighborhood Center
- 7 Oaks Apartments on Moorland Road
- the Families in Transition (FIT) Program Verona Area School District
- the Tree Lane Apartment Complex
- Transitional Education Services Program of Middleton Public Schools

2. Describe your plans to partner, collaborate, and coordinate services with organizations and groups, including names and partnership details. Please explain why and how these collaborations benefit the participants served. Organizations that identify key partnerships must provide written documentation of agreement/commitment from each listed partner.

- City of Madison Mayors Office - Satya Rhodes - Conway

Interns who have interest in environmental concerns will be provided a site mentor responsible for Sustainability

- City of Madison Clerk's Office - Maribeth Witzel-Behl

Interns who have interest in voting rights will be provided opportunity to learn all aspects voting rights and responsibilities.

- City of Madison - Police Department - Shon Barnes

Interns who have interest in Police Science and Law Enforcement will be provided an overview of officers and ancillary personnel do on a daily basis

- City Attorney's Office - City of Madison - Mike Hass

Interns who are interested in becoming an attorney will acquire first hand knowledge of the profession.

- City of Madison Finance Department - Eleanor Anderson

Interns who have interest in computer science will be provided an overview data management at an elevated level

- Wisconsin Department of Natural Resources - Nathan Kroeplin

Interns interested in non office careers will be provided possible career experiences in State Parks, Fisheries, Wildlife Preservation and waterways

- Building Unity - Timothy Cordon & Rabbi Bonnie Margulis

Interns interested in Civics will be provided a first hand Non-partisan experience of the experience of actions taken to insure that all who qualify to vote, vote.

- Hy - Vee Food Store - Ty Langley

Interns interested Culinary Arts & Retail Food Services

Program Design

1. Describe the organization's program and proposed service delivery plan including recruitment and selection of participants, individual assessment process, anticipated number to be served, who will be served, duration, location, and goals.

In 2018, to actuate the motto of the 100 Black Men of Madison "what they see is what they will be," the "I Can" Internship Program was established.

The program objective of the 100 Black Men of Madison, Inc., "I Can" Internship Program

is to provide area high school youth ("Intern") mentorship, training, and experience at a workplace.

Through participation, Interns develop deeper understandings of their strengths and weakness, experience a realistic exposure of a work environment, and make informed decisions concerning their career path.

The "I Can" Internship program components involve the following process:

- (1) The application of an interested student between fifteen (15) and nineteen (19) years of age forwarded by a Madison Metropolitan School District Strategic Partner (i.e educator/administrator/social worker, etc.),

(2) After an interview involving the student, their caregiver (parent or guardian) and the 100 Black Men of Madison Intern Coordinator, if all are in agreement concerning the rights and responsibilities of participating in the "I Can" Internship Program,

(3) the student, caregiver, "I Can" coordinator and potential Site Mentor are then involved in a meeting lead by the "I Can" Coordinator to assure that all are on the same page concerning expectations of acceptable behaviors.

Please note, this effort of communication with all (participating student, caregiver, site mentor and project coordinator) is not an option but essential to the long term success of the participant.

The tangible objective of this collaboration is the creation of a "success team" for this youth (and family) that will foster a connection to caring adults with shared interests

Over the last ten years, the 100 Black Men of Madison have moved from the service model of an "whole child" approach, i.e. a focus that promotes the long-term development and success of "individual children" to that of service to the "whole family" of that participating student which provides adults and children in the family with support and the tools to set, plan for, and achieve their goals, together.

Additional to the Intern Worksite Experience, supplemental educational training will be provided by the "I Can" Coordinator involving the "soft" skills of employment, such as discussions entitled "Personality," "Attitude," "Flexibility," "Motivation" and "Manners."

Each "I Can" Intern is expected to meet 12 - 15 hours per week, face-to-face, virtual or via hybrid depending on the parameters of the site mentor. Each Intern is compensated between \$200 and \$300 a week.

Periods of activity are as follows:

January - May - 14 weeks

June - August - 6 - 8 weeks

September - 12 weeks

The anticipated outcomes to be achieved by this activity are:

- Knowledge about different careers and industries
- familiarity with the world of work and the workplace
- workplace culture and expectations
- understanding career and academic pathways
- subject matter knowledge & competence
- goal setting
- enhanced self perception
- understanding of how to access opportunity resources and networking
- reduction of risky behavior
- and initiation for post-secondary education or technical training

2. Describe the outreach/marketing methods the organization intends to employ to generate participation in the program and to reach the targeted populations considered priority for this funding.

As benefit of our year round youth programming, the 100 Black Men of Madison work closely with established student groups of targeted populations and their teachers, counselors, social workers and administrators at each Madison High School and those High Schools in Greater Madison where Madison residents are in attendance.

In addition to the "I Can" Internship Program, the following (year round) 100 BMM programs of education and support are made available:

- Back To School Celebration (Provision of School Supplies)
- Helping Those Who Help Others (Food Security and Basic Need Support)
- Christmas For Children With Responsibilities (Food Security and Basic Need Support)
- African American History Academic Challenge
- Reading and Math are Equity (Literacy and Mathematics Instruction)
- Dollars and \$ense Financial Literacy)
- Hand on Banking (Financial Literacy)
- Stock Market Game (Financial Literacy)
- Project SOAR (Career Academy)
- The Democracy Project (Civic Instruction)
- Solutions

The 100 Black Men of Madison has been blessed with long standing, positive relationships with teachers, administrators, parents and students of the MMSD.

Many of our mentees (current and former students) have gone on to play important roles as MMSD Staff and Board Members.

3. Describe how your program includes input or suggestions from target population served in your program design and operation.

From the beginning of the experience, all students and their parents/caregivers participate in a mandatory orientation to discuss roles and expectations

Ongoing input is fostered by:

- weekly, scheduled discussions between the Coordinator and each Intern
- once every two weeks, Soft Skill Training sessions are conducted with the current group of Interns
- once every two weeks, Site Mentors and Parents/Caregivers are interviewed, individually
- once a month, Interns, their Parents/Caregivers are interview, together

Theory of Change & Logic Model

1. Describe how your proposed services are based on evidence of success, and how you will meet performance outcomes while maintaining quality services customized to each participant's needs. Please include the following in your response:

- a. Past service outcomes and other accomplishments that validate your approach.
- b. Best practices and proven resources for youth, young adults, and/or adults you will utilize.
- c. How you will incorporate past experience with performance tracking and reaching outcomes, including challenges overcome.

a. Past Service Outcomes

It has been the experience of the 100 Black Men of Madison that students from limited income homes are less likely to have:

- access to adults who model successful career paths and to job -related networks of their interest
- have limited opportunities within school curriculum to explore career interest and link learning to future career goals
- exposure to environments where academic achievement is celebrated

To mitigate this void, a dedicated collaboration of adults, aka "Success Team" must be formed involving parents/caregivers, educator mentors and (work) site mentors to assure parity with those fellow students from homes where youth have access to adults who model successful career paths and to job -related networks.

The input of this activity is to provide support parity to all youth irrespective of their current economic situation.

Past outcomes that have validated the "I Can" Internship approach is through the "Success Team" to provide calculated opportunities of experiences and exposures.

This was true of a student who expressed interested in becoming an attorney during her Sophomore Year in High School. *Please note she was referred to the 100 Black Men by a MMSD High School Advisor of a Black Student Union.

The initial action item was to provide exposure that would provide a positive experience in a business climate more beneficial to her dream of becoming a lawyer. So that summer, the 100 Black Men provided her with an opportunity to intern in the MG&E Summer Internship Program. She performed admirably.

The next year, her junior year, during the onset of COVID 19, we continue to connect with her virtually involving other activities where she could continue to acquire experiences and exposures to the professional world such as the Democracy Project.

The Democracy Project is non partisan activity which focuses on voter registration and voter turnout. During that experience, she was a member of a student panel which staged a "Virtual Candidate Forum" for the Office of Wisconsin State Superintendent of Public Instruction. Note, the activity was picked up by "Wisconsin Eye" and streamed to sixty (60%) percent of the State of Wisconsin.

Upon Graduation, the student became a member of the "I Can" Internship Summer Placement and worked in the Madison City Attorney's Office with City Attorney Mike Hass. Attorney Hass provided an amazing, substantive experience where this young lady learned first hand what attorneys do, how they do it how they prepare for what they do, how much work is put in to accomplish their goals, etc.

Today, this young lady will be returning to Spellman College in Atlanta, Georgia for her Sophomore Year as a pre-law major. *Please note, Spellman is one the most prestigious Colleges in the Nation.

The moral (or take away) to this story is "no one knows what they don't know"

Unfortunately, too often the following assumptions are muttered "they're resilient" or "he/she will figure it out" when comments are made about struggling students of color and limited income.

The 100 Black Men of Madison have learned over and over again, "What They See Is (truly) What They Will Be" ... and if we don't make a way for them ... we let it happen.

b. Best Practices

To achieved positive out comes for student/familes served, the following must be established:

- education institutional relationships and partnerships
- workplace relationships and partnerships
- matching the right mentor with the right youth/mentee and their parents/caregivers

To achieved positive out comes for student/familes served, the following activities must be conducted:

- Background Checks for everyone who interfaces with students/mentors
- Youth recruitment & screening
- Youth and Parent/Caregiver orientation to program addressing their roles and expectations
- Training, supervision and ongoing professional development for program staff
- data collection, including but not limited to Program Evaluation, Program Implementation, Youth/Mentee outcomes and period strategic planning

2. Please describe current and past success in engaging community members and service recipients in developing and improving services.

On 21 May, the 100 Black Men of Madison staged a webinar entitled, "Our Community: A Different Perspective."

This activity was staged to address the issure of violence through the eyes of a Public Health Director, the Police Chief of Madison and a mother who lost her son as a result of gun violence.

The event was received favavorable by all who viewed the event. As a result, the next iteration of this effort (at their request) will be channelled to the youth (service recipients) of our Community via the Project Solutions who seek answers as much if not more than adults.

3. Please describe your plan to meaningfully involve service recipients, including past, present and potential recipients, in ongoing design, flexing and improvement of proposed youth, young adult, and/or adult employment services.

Currently, we are in the process of doing just that through the vehical of the "Emmerging 100" of the 100 Black Men of Madison. This organization is solely composed of former mentees/youth (22 - 30 year olds) previously involved with the 100 Black Men of Madison during their K-12 Madison Metropoliatn School District education

Thus far, activities have been volunteering at one of our public events. The next stage volunteering in programming in which that participated when they where in grade school.

Budget - Complete the Budget Worksheet, including all costs for which you request funding through this RFP. All costs included must be reasonable, allowable, necessary, and allocable among the stated cost categories.

YOUTH, YOUNG ADULT AND ADULT EMPLOYMENT BUDGET APPLICATION FORM
AGENCY AND PROGRAM REVENUES

Legal Name of Organization: 100 Black Men of Madison, Inc.

Total Amount Requested: \$52,840.00

Contact Name and Email for Budget Info: Floyd Rose president@100blackmenmadison.org.

****Instructions: Complete this workbook in tab order, so the numbers will autofill correctly. Only fill in the yellow cells.**
Only use whole numbers, if using formulas or amounts with cents, convert to whole number before submitting to CDD.

Please fill out all expected revenues for the programs you are requesting funding for in this application.
 All programs not requesting funding in this application, should be combined and entered under NON APP PGMS (last column)

REVENUE SOURCE	AGENCY 2023	PROGRAM A	PROGRAM B	PROGRAM C	PROGRAM D	PROGRAM E	NON APP PGMS
DANE CO HUMAN SVCS	0						
UNITED WAY DANE CO	0						
CITY CDD-This Application	52,840			52,840			
OTHER GOVT*	280,000					280,000	
FUNDRAISING DONATIONS**	152,100				152,100		
USER FEES	0						
TOTAL REVENUE	484,940	0	0	52,840	152,100	280,000	0

ERROR

*OTHER GOVERNMENT: Includes all Federal and State funds, as well as funds from other counties, other Dane County Departments, and all other Dane County cities, villages, and townships.

**FUNDRAISING: Includes funds received from foundations, corporations, churches, and individuals, as well as those raised from fundraising events.

YOUTH, YOUNG ADULT AND ADULT EMPLOYMENT BUDGET APPLICATION FORM
AGENCY AND PROGRAM REVENUES

Enter all expenses for the programs in this application under the PGM A-D columns. Enter the amount you would like the City to pay for with this funding under the CITY SHARE column next to the PGM column. Enter all other programs in your agency under NON APP PGMS (last column).

****Use whole numbers only, please.**

ACCOUNT CATEGORY	AGENCY 2023	TTL CITY REQUEST	PGM A	CITY SHARE	PGM B	CITY SHARE	PGM C	CITY SHARE	PGM D	CITY SHARE	PGM E	CITY SHARE	NON APP PGMS
A. PERSONNEL													
Salary	364,000	24,000	364,000	24,000									
Taxes/Benefits	0	0											
Subtotal A.	364,000	24,000	364,000	24,000	0	0	0	0	0	0	0	0	0
B. OTHER OPERATING													
Insurance	3,000	0	3,000										
Professional Fees/Audit	20,000	0	20,000										
Postage/Office & Program	18,000	0	18,000										
Supplies/Printing/Photocopy	0	0											
Equipment/Furnishings/Depr.	0	0											
Telephone	3,500	0	3,500										
Training/Conferences	12,000	0	12,000										
Food/Household Supplies	0	0											
Travel	16,000	0	16,000										
Vehicle Costs/Depreciation	0	0											
Other	0	0											
Subtotal B.	72,500	0	72,500	0	0	0	0	0	0	0	0	0	0
C. SPACE													
Rent/Utilities/Maintenance	24,000	0	24,000										
Mortgage Principal/Interest	0	0											
Depreciation/Taxes	0	0											
Subtotal C.	24,000	0	24,000	0	0	0	0	0	0	0	0	0	0
D. SPECIAL COSTS													
Assistance to Individuals	0	0											
Participiant Wages	0	0											
Participant Taxes/Benefits	0	0											
Other	0	28,840		28,840									
Subtotal D.	0	28,840	0	28,840	0	0	0	0	0	0	0	0	0
TOTAL (A.-D.)	460,500	52,840	460,500	52,840	0	0	0	0	0	0	0	0	0

YOUTH, YOUNG ADULT AND ADULT EMPLOYMENT BUDGET APPLICATION FORM
AGENCY AND PROGRAM REVENUES

100 Black Men of Madison, Inc.

****List all staff positions related to programs requestiong funding in this application, and the amount of time they will spend in each program.**

	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023	2023
Title of Staff Position*	Program A FTE**	Program B FTE**	Program C FTE**	Program D FTE**	Program E FTE**	Total FTE	Annualized Salary	Payroll Taxes and Fringe Benefits	Total Amount	Hourly Wage***	Amount Requested from the City of Madison
Internship Coordinator						0.00	24,000		24,000	0.00	24,000
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
						0.00			0	0.00	0
TOTAL:	0.00					0.00	24,000	0	24,000	0.00	24,000

*List each staff position separately. Indicate number of weeks to be employed if less than full year in parentheses after their title.

**Full Time Equivalent (1.00, .75, .60, .25, etc.) 2,080 hours = 1.00 FTE

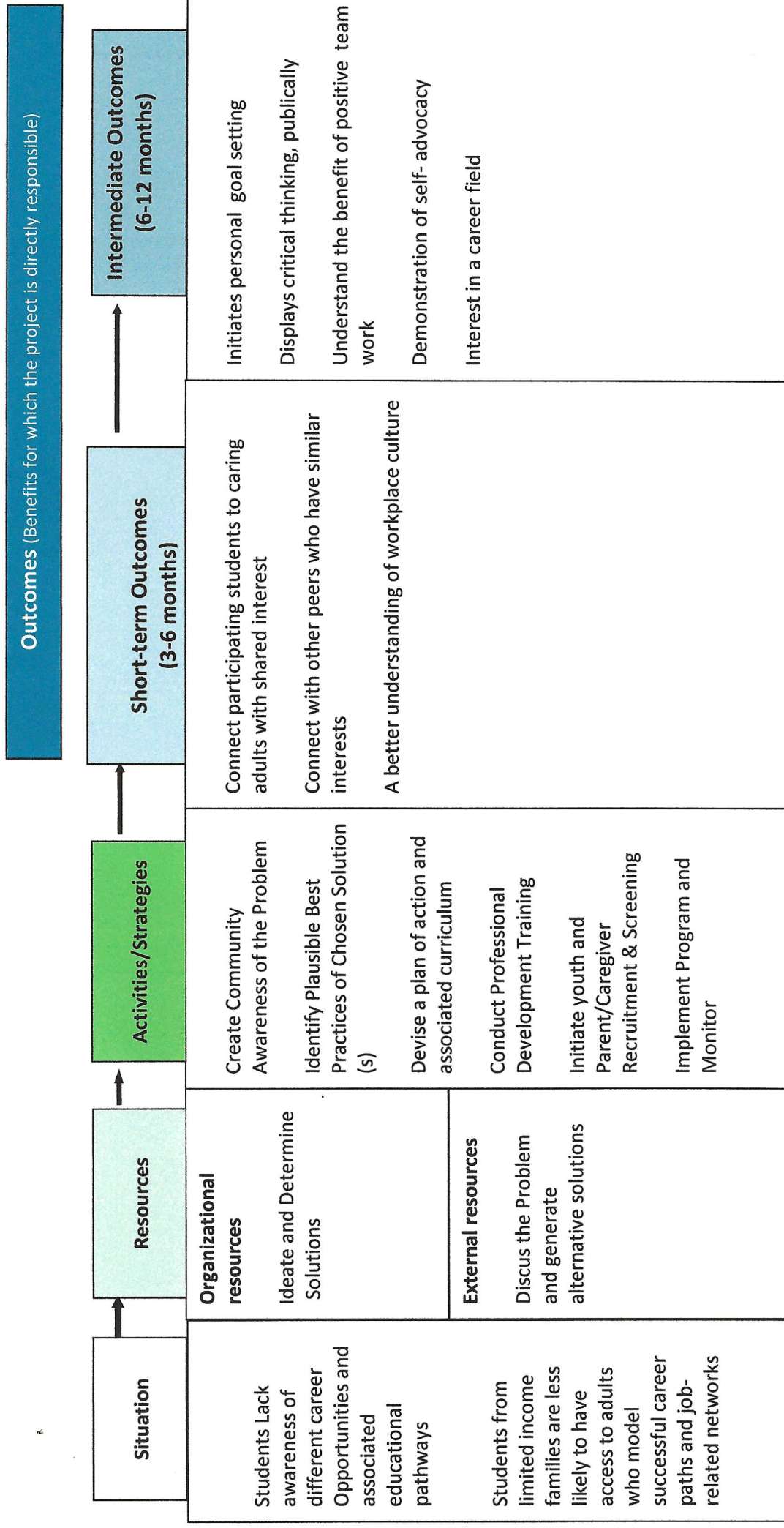
YOUTH, YOUNG ADULT AND ADULT EMPLOYMENT BUDGET APPLICATION FORM
AGENCY AND PROGRAM REVENUES

Please name each program you are requesting funding for next to each funding request.

**Only use whole numbers, if using formulas or amounts with cents, convert to whole number before submitting to CDD.

Pgm Letter	Program Name	Program Expenses	2023 City Request
A		PERSONNEL	24,000
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	28,840
		TOTAL	52,840
B		PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
C		PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
D		PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
E		PERSONNEL	0
		OTHER OPERATING	0
		SPACE	0
		SPECIAL COSTS	0
		TOTAL	0
TOTAL FOR ALL PROGRAMS			52,840

Appendix B: Logic Model





Office of the Mayor

Satya Rhodes-Conway, Mayor
City-County Building, Room 403
210 Martin Luther King, Jr. Blvd.
Madison, WI 53703
Phone: (608) 266-4611 | Fax: (608) 267-8671
mayor@cityofmadison.com
cityofmadison.com

To: Dr. Floyd Rose
100 Black Men of Madison, Inc.

From: Mayor Satya Rhodes-Conway
City of Madison

Date: August 18, 2022

Re: City Participation in Intern Program

As you know, the City of Madison has participated in the summer intern program sponsored by 100 Black Men of Madison, Inc. Over the last two summers several City agencies have hosted interns and the experience has been valuable for both the interns and the City agencies. The Mayor's Office, Police Department, City Clerk's Office, Finance Department and City Attorney's Office have hosted and supervised interns.

Our City agencies report that the experience with the interns has been uniformly excellent. The interns receive hands-on work experience and training as well as exposure to office environments, public service and the workings of their City government. They have made real and lasting contributions to their host agencies. City staff working with the interns have also learned from the perspectives and questions of the interns. We look forward to seeing what they accomplish in the future and hope they will consider the City as a potential employer.

Progress in our City requires the efforts and cooperation of the public sector, non-profit organizations and the private sector. We appreciate our collaboration and partnership with 100 Black Men of Madison and the effort your organization devotes to finding appropriate placements for interns and supporting their work. We look forward to continue hosting interns sponsored by your organization and hopefully expand our participation in the program in future years.

Sincerely,

A handwritten signature in blue ink, appearing to read "SRConway", is written over a light blue horizontal line.

Satya Rhodes-Conway
Mayor



100 BLACK MEN OF MADISON, INC.

P. O. Box 787, MADISON, WI 53701-0787
(608) 205-8572 || www.100blackmenmadison.org

"I Can" Internship Site/Partner Memorandum of Understanding

Between

100 Black Men of Madison and Wisconsin Department of Natural Resources

WHEREAS, 100 Black Men of Madison, Inc., is a Wisconsin nonstock corporation, which is recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code ("100 BMM") that is committed to creating a positive difference in the lives of area youth through mentoring, education, health and wellness, and economic development programs.

WHEREAS, 100 Black Men of Madison, Inc., created its "I Can" Internship Program ("Program") to provide Madison-area high school youth ("Interns") mentorship, training, and experience at a workplace. Through the Program, Interns develop deeper understandings of their strengths and weakness, experience a realistic exposure of a work environment, and make informed decisions concerning their career path.

WHEREAS, to further its mission through the Program, 100 BMM seeks to create a partnership with local workplaces that are willing to support 100 BMM's mission by providing internship opportunities for youth participating in the Program.

WHEREAS, the Wisconsin Department of Natural Resources, ("Mentoring Site Organization") desires to support 100 BMM's mission through participation in its Program and host Interns in the I Can Program.

Now, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows.

1. Term. The Term of this agreement begins upon signature of both Parties to this Agreement and shall be effective until terminated by either of the Parties or modified by both Parties in writing.
2. Youth Internship Participation. Mentoring Site Organization agrees to provide direct, on-the-job supervision of the Intern which includes the following.
 - a. Generally:
 - i. Orienting the Intern to the Mentoring Organization's structure and operations.
 - ii. Orienting the Intern to the Mentoring Organization's policies and procedures and workplace culture and expectations,
 - iii. Introducing the Intern to the appropriate professional and clerical staff.
 - iv. Providing the Intern experience in the Intern's area of interest (to be determined prior to Intern's assignment to Mentoring Organization) through training, job shadowing, and/or assignments.
 - v. Providing the Intern the with adequate resources necessary to accomplish assigned tasks and objectives.

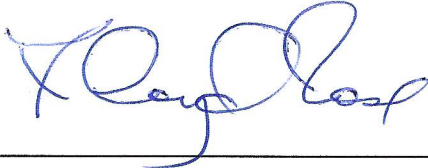
Amendment

This Agreement may be amended at any time by a written Agreement of the Parties.

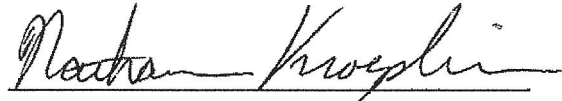
IN WITNESS WHEREOF, each of the undersigned has executed this Agreement as of the day and year first above written.

100 Black Men of Madison

Wisconsin Department of Natural Resources



By: FLOYD ROSE



By: Nathan Kroepelin

Date 17 August, 2022

Date 08/17/2022



100 BLACK MEN OF MADISON, INC.

P. O. Box 787, MADISON, WI 53701-0787

(608) 205-8572 || www.100blackmenmadison.org

"I Can" Internship Site/Partner Memorandum of Understanding

Between

100 Black Men of Madison and Building Unity

WHEREAS, 100 Black Men of Madison, Inc., is a Wisconsin nonstock corporation, which is recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code ("100 BMM") that is committed to creating a positive difference in the lives of area youth through mentoring, education, health and wellness, and economic development programs.

WHEREAS, 100 Black Men of Madison, Inc., created its "I Can" Internship Program ("Program") to provide Madison-area high school youth ("Interns") mentorship, training, and experience at a workplace. Through the Program, Interns develop deeper understandings of their strengths and weakness, experience a realistic exposure of a work environment, and make informed decisions concerning their career path.

WHEREAS, to further its mission through the Program, 100 BMM seeks to create a partnership with local workplaces that are willing to support 100 BMM's mission by providing internship opportunities for youth participating in the Program.

WHEREAS, Building Unity ("Mentoring Site Organization") desires to support 100 BMM's mission through participation in its Program and host Interns in the I Can Program.

Now, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows.

1. Term. The Term of this agreement begins upon signature of both Parties to this Agreement and shall be effective until terminated by either of the Parties or modified by both Parties in writing.
2. Youth Internship Participation. Mentoring Site Organization agrees to provide direct, on-the-job supervision of the Intern which includes the following.
 - a. Generally:
 - i. Orienting the Intern to the Mentoring Organization's structure and operations.
 - ii. Orienting the Intern to the Mentoring Organization's policies and procedures and workplace culture and expectations,
 - iii. Introducing the Intern to the appropriate professional and clerical staff.
 - iv. Providing the Intern experience in the Intern's area of interest (to be determined prior to Intern's assignment to Mentoring Organization) through training, job shadowing, and/or assignments.
 - v. Providing the Intern the with adequate resources necessary to accomplish assigned tasks and objectives.

b. Specifically:

- i. Providing a work schedule of sufficient length (between 15 and 20 hours/week) to develop competencies in the Intern's area of interest.
- ii. Submitting a job description for the Intern
- iii. Assigning and supervising the completion of tasks and responsibilities that are consistent with the Intern's role in the Mentoring Organization.
- iv. Consulting 100 BMM's Intern Coordinator in the event that the supervisor becomes aware of personal, communication or other problems that are disrupting the Intern's learning and performance.
- v. Providing regularly scheduled supervisory conferences with the Intern.
- vi. Participating in joint and individual conferences with the Intern and BMM's Intern Coordinator regarding the Intern's performance.
- vii. Evaluating Intern's skill competencies and sharing outcomes with Intern and 100 BMM's Intern Coordinator.

3. Policies Related to Children. Site Mentoring Organization has or will implement a policy for all employees working with Children prior to hosting an Intern who is under age 18 at its worksite. Such policy will include provisions ensuring that no one who has been convicted of a crime involving misconduct with children will be allowed to work with Interns that are Children.

Mentoring Organization will have no obligation to indemnify 100 BMM to the extent the liability is caused by gross negligence or willful misconduct on the part of 100 BMM.

4. Relationship of the Parties.

This Agreement does not create a partnership, joint venture, fiduciary, or similar relationship for any purpose between the Parties outside of the terms described in this Agreement during this Agreement's Term. Additionally, the Parties hereby acknowledge and agree that within the actions performed under this Agreement, Interns shall at all times be acting as volunteers of the Mentoring Organization and no other entity. At no times shall Interns be deemed employees of either Party for any purpose.

5. Charitable Purposes

The Parties agree to engage in the Internship activities under this Agreement in a manner so as:

- Not to interfere with 100 BMM's accomplishment of its §501(c)(3) tax-exempt purposes;
- Not to jeopardize 100 BMM's compliance with federal and state laws governing nonprofit, tax-exempt organizations, and
- Not to cause any inurement or any improper private benefit from such joint use of resources.

Termination and Renewal

This Agreement may be terminated by either Party at any time. This Agreement may be renewed beyond the Term on the same terms as stated herein, upon mutual written agreement of the Parties. [Alternatively, it can be evergreen as noted in §1 above] Waiver of Breach. The waiver by any party of a breach of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach by any party.

Severability

The invalidity or unenforceability of any provision of this Agreement shall not affect any other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

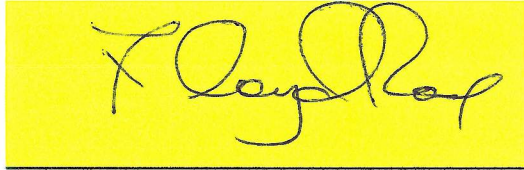
Amendment

This Agreement may be amended at any time by a written Agreement of the Parties.

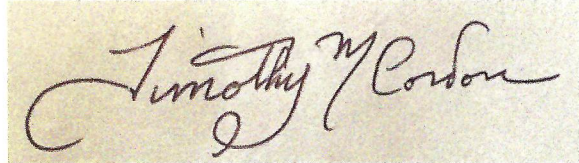
IN WITNESS WHEREOF, each of the undersigned has executed this Agreement as of the day and year first above written.

100 Black Men of Madison

Building Unity

A handwritten signature in black ink on a bright yellow rectangular background. The signature is stylized and appears to read 'Floyd Rose'.

By: FLOYD ROSE

A handwritten signature in black ink on a light beige rectangular background. The signature is cursive and appears to read 'Timothy M. Cordon'.

By: Timothy M. Cordon

Date 17 August, 2022

Date 8/16/22



100 BLACK MEN OF MADISON, INC.

P. O. Box 787, MADISON, WI 53701-0787
(608) 205-8572 || www.100blackmenmadison.org

"I Can" Internship Site/Partner Memorandum of Understanding

Between

100 Black Men of Madison and Hy-vee Supermarket

WHEREAS, 100 Black Men of Madison, Inc., is a Wisconsin nonstock corporation, which is recognized as tax-exempt under section 501(c)(3) of the Internal Revenue Code ("100 BMM") that is committed to creating a positive difference in the lives of area youth through mentoring, education, health and wellness, and economic development programs.

WHEREAS, 100 Black Men of Madison, Inc., created its "I Can" Internship Program ("Program") to provide Madison-area high school youth ("Interns") mentorship, training, and experience at a workplace. Through the Program, Interns develop deeper understandings of their strengths and weakness, experience a realistic exposure of a work environment, and make informed decisions concerning their career path.

WHEREAS, to further its mission through the Program, 100 BMM seeks to create a partnership with local workplaces that are willing to support 100 BMM's mission by providing internship opportunities for youth participating in the Program.

WHEREAS, Hy-vee Supermarket, ("Mentoring Site Organization") desires to support 100 BMM's mission through participation in its Program and host Interns in the I Can Program.

Now, THEREFORE, in consideration of the mutual covenants and agreements contained herein, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows.

1. Term. The Term of this agreement begins upon signature of both Parties to this Agreement and shall be effective until terminated by either of the Parties or modified by both Parties in writing.
2. Youth Internship Participation. Mentoring Site Organization agrees to provide direct, on-the-job supervision of the Intern which includes the following.
 - a. Generally:
 - i. Orienting the Intern to the Mentoring Organization's structure and operations.
 - ii. Orienting the Intern to the Mentoring Organization's policies and procedures and workplace culture and expectations,
 - iii. Introducing the Intern to the appropriate professional and clerical staff.
 - iv. Providing the Intern experience in the Intern's area of interest (to be determined prior to Intern's assignment to Mentoring Organization) through training, job shadowing, and/or assignments.
 - v. Providing the Intern the with adequate resources necessary to accomplish assigned tasks and objectives.

b. Specifically:

- i. Providing a work schedule of sufficient length (between 15 and 20 hours/week) to develop competencies in the Intern's area of interest.
- ii. Submitting a job description for the Intern
- iii. Assigning and supervising the completion of tasks and responsibilities that are consistent with the Intern's role in the Mentoring Organization.
- iv. Consulting 100 BMM's Intern Coordinator in the event that the supervisor becomes aware of personal, communication or other problems that are disrupting the Intern's learning and performance.
- v. Providing regularly scheduled supervisory conferences with the Intern.
- vi. Participating in joint and individual conferences with the Intern and BMM's Intern Coordinator regarding the Intern's performance.
- vii. Evaluating Intern's skill competencies and sharing outcomes with Intern and 100 BMM's Intern Coordinator.

3. Policies Related to Children. Site Mentoring Organization has or will implement a policy for all employees working with Children prior to hosting an Intern who is under age 18 at its worksite. Such policy will include provisions ensuring that no one who has been convicted of a crime involving misconduct with children will be allowed to work with Interns that are Children.

Mentoring Organization will have no obligation to indemnify 100 BMM to the extent the liability is caused by gross negligence or willful misconduct on the part of 100 BMM.

4. Relationship of the Parties.

This Agreement does not create a partnership, joint venture, fiduciary, or similar relationship for any purpose between the Parties outside of the terms described in this Agreement during this Agreement's Term. Additionally, the Parties hereby acknowledge and agree that within the actions performed under this Agreement, Interns shall at all times be acting as volunteers of the Mentoring Organization and no other entity. At no times shall Interns be deemed employees of either Party for any purpose.

5. Charitable Purposes

The Parties agree to engage in the Internship activities under this Agreement in a manner so as:

- Not to interfere with 100 BMM's accomplishment of its §501(c)(3) tax-exempt purposes;
- Not to jeopardize 100 BMM's compliance with federal and state laws governing nonprofit, tax-exempt organizations, and
- Not to cause any inurement or any improper private benefit from such joint use of resources.

Termination and Renewal

This Agreement may be terminated by either Party at any time. This Agreement may be renewed beyond the Term on the same terms as stated herein, upon mutual written agreement of the Parties. [Alternatively, it can be evergreen as noted in §1 above] Waiver of Breach. The waiver by any party of a breach of any provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent breach by any party.

Severability

The invalidity or unenforceability of any provision of this Agreement shall not affect any other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

Amendment

This Agreement may be amended at any time by a written Agreement of the Parties.

IN WITNESS WHEREOF, each of the undersigned has executed this Agreement as of the day and year first above written.

100 Black Men of Madison



By:

19 August 2022

Date

Hy-Vee Supermarket

[Mentoring Site Organization]

Ty Langley

By:

8/19/2022

Date