

Memorandum of Agreement

By this memorandum, the Rapid City Weed and Seed Program located in Rapid City, South Dakota, agrees to make payment to University of South Dakota for the consulting evaluation services rendered by Chris Kassin according to the following terms.

Chris Kassin will conduct an independent evaluation report for the Rapid City Weed and Seed grant year beginning October 1, 2003 and ending September 30, 2004. At a minimum, this report will provide a summary of progress toward achieving established goals and objectives of the strategy, findings of significant results, projects developed under the award and recommendations. Completion of the above tasks will include the following efforts by Chris Kassin:

- (1) perform on-site data gathering services to complete the annual Weed and Seed evaluation beginning June 1, 2004 and ending no later than August 15, 2004. Data will include crime statistics, Weed and Seed records, mailed surveys and/or telephone and personal interviews of residents and business owners.
- (2) Submit a preliminary draft report to the Weed and Seed Coordinator no later than October 15, 2004. The Steering Committee will review the draft report for data accuracy and completeness only.
- (3) Submit a final report to the Weed and Seed Coordinator no later than November 30, 2004, that will reflect changes to the draft report previously submitted.

Rapid City Weed and Seed will provide office space, materials, telephone, and mailing expenses for direct data gathering.

The Rapid City Police Department's Planning and Research Unit will be available to give some advisory assistance throughout the study.

The City of Rapid City will disburse the contracted amount of \$3,000 for the evaluation study in two payments made directly to University of South Dakota who will in turn, reimburse Chris Kassin. The first payment of \$1,000 will be disbursed by the City no later than May 15, 2004.

The second payment of \$2,000 will be made upon the submission and acceptance of the Evaluation final report to the Rapid City Weed and Seed Program.

Mayor: _____ Date: _____
Jim Shaw, Mayor
Rapid City

Finance Officer: _____ Date: _____
Jim Preston, Finance Officer
City Finance Department

: _____

Authorized University Representative: _____ Date: _____

Title: _____

University of South Dakota

APPROVED AS TO FORM
CITY ATTORNEY'S OFFICE
Paul Zander 4-6-04
Attorney Date