

## **INTERGOVERNMENTAL AGREEMENT NO.**

This Intergovernmental Agreement for a Student Transit Pass Program commonly referred to as YouthPASS (hereinafter "Agreement") is between the CITY OF PORTLAND, OREGON (hereinafter "CITY") and Parkrose School District (hereinafter "Parkrose SD") in an amount not to exceed \$72,075 to support a Student Transit Pass Program commonly referred to as YouthPASS (hereinafter "Agreement") to provide TriMet transit passes to certain Parkrose High School students.

### **RECITALS:**

1. Parkrose SD in partnership with the City of Portland wishes to implement a program that provides transit passes to high school students, who request them through the high school application process and who meet minimum criteria as set by the high school.
2. Parkrose SD will collect data and measure outcomes to determine how many students received bus passes through the district application process, how the bus passes were utilized throughout the year, how much money the bus passes saved families/students and why that is important to them and how much time this project has taken to implement correctly and efficiently.
3. In accordance with the FY 2017-18 Budget, the City now desires to make a special appropriation grant to Parkrose SD in an amount not to exceed \$72,075 to be spent on actual services (no administrative costs).

**THEREFORE**, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

### **ARTICLE I – SCOPE OF WORK/OUTCOME MEASURES**

Parkrose SD agrees to implement a Student Transit Pass project that would provide free transportation on regular TriMet service routes and Portland Streetcar to select 9<sup>th</sup> through 12<sup>th</sup> grade students at Parkrose SD as described in ATTACHMENT A: Scope of Work, ATTACHMENT B: Budget hereto, which by this reference are incorporated herein and made a part hereof.

### **ARTICLE II – AGREEMENT PERIOD**

This Agreement shall become effective on the date of last signature through June 30, 2018. Eligible expenses will be reimbursed retroactively to July 1, 2017.

### **ARTICLE III – SPECIFIC CONDITIONS OF THE GRANT**

- A. Publicity: During the term of this Agreement, Parkrose SD shall use its best efforts to mention the City's funding in publicity regarding the program(s) that will be supported by the City's funds.

- B. Records: Parkrose SD shall maintain all books, general organizational and administrative information, documents, papers, and records of Parkrose SD that are related to this Agreement or Parkrose SD's performance of work or services, for ten (10) years after CITY makes final grant payment, Parkrose SD has made final report, or the termination date of this Agreement, whichever is later. Parkrose SD shall provide CITY prompt access to these records upon request and permit copying as CITY may require.
- C. CITY Grant Manager: CITY hereby appoints Antoinette Toku to act as its Project Manager with regard to this Agreement. CITY may, from time to time, designate another person to act as the City Project Manager and will inform Parkrose SD in writing of any change in Project Manager.

Antoinette Toku  
City of Portland, OMF/Grants Management Division  
1120 SW 5<sup>th</sup> Ave., Suite 1250  
Portland, OR 97204  
phone: 503-823-6819  
email: [antoinette.toku@portlandoregon.gov](mailto:antoinette.toku@portlandoregon.gov)

- D. Parkrose SD Project Manager: Parkrose SD hereby appoints Drake Shelton to act as its Project Manager with regard to this Agreement. Parkrose SD may, from time to time, designate another person to act as the Parkrose SD Project Manager and will inform CITY in writing of any change in Project Manager.

Drake Shelton  
Assistant Principal  
Parkrose High School  
12003 NE Shaver Street  
Portland, OR 97220  
phone: 503-408-2697  
[sheltdra@parkrose.k12.or.us](mailto:sheltdra@parkrose.k12.or.us)

- E. Amendment: The CITY Grant Manager is authorized to amend the terms and conditions of the grant provided such changes do not increase the City's financial risk. If approved, such changes shall be incorporated into a formal grant amendment and signed by the Parkrose SD and the CITY Grant Manager before such changes are effective. Any change to the amount of the Grant must be approved by the City Council unless the City Council delegated authority to amend the amount of the grant to a specific Parkrose SD in the ordinance authorizing the grant.
- F. Billings/Invoices/Payment: The CITY Grant Manager is authorized to approve work, billings, and invoices submitted pursuant to this agreement and to carry out all other CITY actions referred to herein in accordance with this Agreement.
- G. Report: Parkrose SD will complete and submit to the CITY Grant Manager the signed **Final Special Appropriation Reporting Form**, included as Attachment C, no later than thirty (30) days after the completion of the project.

**ARTICLE IV -- PAYMENTS**

- A. Parkrose SD will receive its funding as follows: After the Agreement becomes effective, Parkrose SD will submit an invoice using CITY'S template included as Attachment D for \$72,075 the grant award to the CITY Grant Manager for approval. The City of Portland will pay Parkrose SD the amount of the invoice within thirty (30) days of the approval date. This will be a direct payment, not an advance, to the Parkrose SD.
- B. If for any reason, Parkrose SD receives a grant payment under this Agreement and does not use City funds, provide required services or take any actions required by the Agreement the CITY may, at its option terminate, reduce or suspend any grant funds that have not been paid and may, at its option, require Parkrose SD to immediately refund to the CITY the amount improperly expended or received by Parkrose SD.
- C. Payments under this Agreement may be used only to provide the services or take the actions listed previously in this Agreement and shall not be used for any other purpose.
- D. If, for any reason, Parkrose SD's anticipated services or actions are terminated, discontinued or interrupted, the CITY's payment of funds under this grant may be terminated, suspended or reduced.
- E. Parkrose SD will keep vendor receipts and evidence of payment for materials and services and time records and evidence of payment for program wages, salaries, and benefits, and Parkrose SD services. All such receipts and evidence of payments will promptly be made available to the Grant Manager or other designated persons, upon request. At a minimum, such records shall be made available and will be reviewed as part of the annual monitoring process. See Article III B. Records for retention period.

**ARTICLE V -- GENERAL GRANT PROVISIONS**

- A. Cause for Termination; Cure. It shall be a material breach and cause for termination of this Agreement if Parkrose SD uses grant funds outside of the scope of this Agreement, or if Parkrose SD fails to comply with any other term or condition or to perform any obligations under this Agreement within thirty (30) days after written notice from CITY. If the breach is of such nature that it cannot be completely remedied within the thirty (30) day cure period, Parkrose SD shall commence cure within the thirty (30) days, notify CITY of Parkrose SD's steps for cure and estimated time table for full correction and compliance, proceed with diligence and good faith to correct any failure or noncompliance, and obtain written consent from CITY for a reasonable extension of the cure period.
- B. No Payment or Further Services Authorized During Cure Period. During the cure period, CITY is under no obligation to continue providing additional grant funds notwithstanding any payment schedule indicated in this Agreement. PARKROSE SD shall not perform services or take actions that would require CITY to pay

additional grant funds to PARKROSE SD. PARKROSE SD shall not spend unused grant funds and such unused funds shall be deemed held in trust for CITY. PARKROSE SD shall be solely responsible for any expenses associated with cure of its noncompliance or failure to perform.

- C. Termination for Cause. Termination for cause based on PARKROSE SD's misuse of grant funds shall be effective upon notice of termination. Termination for cause based on failure to comply or perform other obligations shall be effective at the end of the 30-day period unless a written extension of cure period is granted by CITY. PARKROSE SD shall return all grant funds that had not been expended as of the date of the termination notice. All finished or unfinished documents, data, studies, and reports prepared by PARKROSE SD under this Agreement shall, at the option of CITY, become the property of CITY; and PARKROSE SD may be entitled to receive just and equitable compensation for any satisfactory work completed on such documents up until the time of notice of termination, in a sum not to exceed the grant funds already expended.
- D. Penalty for Termination for Cause. If this Agreement is terminated for cause, CITY, at its sole discretion, may seek repayment of any or all grant funds tendered under this Agreement, and decline to approve or award future grant funding requests to PARKROSE SD.
- E. Termination by Agreement or for Convenience of City. CITY and PARKROSE SD may terminate this Agreement at any time by mutual written agreement. Alternatively, CITY may, upon thirty (30) days written notice, terminate this agreement for any reason deemed appropriate in its sole discretion. If the Agreement is terminated as provided in this paragraph, PARKROSE SD shall return any grant funds that would have been used to provide services after the effective date of termination. Unless the Parties agree otherwise, PARKROSE SD shall finish any work and services covered by any grant funds already paid and shall not commence any new work or services which would require payment from any unused grant funds.
- F. Changes in Anticipated Services. If, for any reason, PARKROSE SD's anticipated services or actions are terminated, discontinued or interrupted, CITY's payment of grant funds may be terminated, suspended or reduced. PARKROSE SD shall immediately refund to CITY any unexpended grant funds received by PARKROSE SD.
- G. Amendment. The Grant Manager is authorized to execute amendments to the scope of the services or the terms and conditions of this Agreement, provided the changes do not increase CITY's financial risk. Increases to the grant amount must be approved by the City Council unless the City Council delegated authority to amend the grant amount in the ordinance authorizing this Agreement. Amendments to this Agreement, including any increase or decrease in the grant amount, must be in writing and executed by the authorized representatives of the Parties and approved to form by the City Attorney.
- H. Non-discrimination: Civil Rights. In carrying out activities under this Agreement, PARKROSE SD shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, handicap, familial status, sexual orientation or national origin. PARKROSE SD shall take actions to ensure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age,

handicap, familial status, sexual orientation or national origin. Actions shall include but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

PARKROSE SD shall post in conspicuous places, available to employees and applicants for employment, notices, which state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin. PARKROSE SD shall incorporate the foregoing requirements of this section in all of other agreements for work funded under this Agreement, except agreements governed by Section 104 of Executive Order 11246.

- I. Audit. CITY, either directly or through a designated representative, may conduct financial or performance audit of the billings and services under this Agreement or PARKROSE SD records at any time in the course of this Agreement and during the ten (10) year period established above in Article III.B. As applicable, audits will be conducted in accordance with generally accepted auditing standards as promulgated in *Government Auditing Standards* by the Comptroller General of the United States General Accounting Office. If an audit discloses that payments to PARKROSE SD exceeded the amount to which PARKROSE SD was entitled, then PARKROSE SD shall repay the amount of the excess to CITY.
- J. Indemnification. Subject to the limits of The Oregon Tort Claims Act, PARKROSE SD shall hold harmless, defend, and indemnify CITY, and its officers, agents and employees against all claims, demands, actions, and suits (including all costs) brought against any of them arising from actions or omissions of PARKROSE SD and/or its contractors in the performance of this Agreement.
- K. Insurance. PARKROSE SD shall obtain and maintain in full force at its expense, throughout the duration of the Agreement and any extension periods, the required insurance identified below. CITY reserves the right to require additional insurance coverage as required by statutory or legal changes to the maximum liability that may be imposed on Oregon cities during the term of this Agreement.
  1. Workers' Compensation Insurance. PARKROSE SD, its contractors and all employers working under this Agreement shall comply with ORS Chapter 656 and as it may be amended from time to time. Unless exempt under ORS Chapter 656, PARKROSE SD, its contractors and any employers working under this Agreement shall maintain coverage for all subject workers for the duration of this Agreement.
 

In the event worker's compensation insurance coverage is due to expire during the term of this Agreement for any employers working under this agreement, PARKROSE SD agrees to require timely renewal of that insurance, either as a carrier-insured employer or a self-insured employer as provided by Chapter 656 of the Oregon Revised Statutes, before its expiration, and PARKROSE SD agrees to provide the CITY such further certification of worker's compensation insurance as renewals of said insurance occur.
  2. Commercial General Liability Insurance:  
PARKROSE SD shall maintain commercial general liability and property damage insurance that protects PARKROSE SD and the CITY and its

officers, agents, and employees from any and all claims, demands, actions, and suits for damage to property or personal injury, including death, arising from PARKROSE SD's work under this Grant Agreement. The insurance shall provide coverage for not less than \$1,000,000 per occurrence.

3. Automobile Liability Insurance: PARKROSE SD shall have automobile liability insurance with coverage of not less than \$1,000,000 each accident. The insurance shall include coverage for any auto or all owned, scheduled, hired and non-owned auto. This coverage may be combined with the commercial general liability insurance policy.
4. Additional Insured: The liability insurance coverages, except Professional Liability, Errors and Omissions, or Workers' Compensation where applicable, shall be without prejudice to coverage otherwise existing, and shall name the City of Portland and its bureaus/divisions, officers, agents and employees as Additional Insureds, with respect to the PARKROSE SD's or its contractor's activities to be performed or services to be provided. PARKROSE SD shall provide proof of additional insured coverage in the form of an additional insured endorsement form or a policy coverage document acceptable to City. Coverage shall be primary and non-contributory with any other insurance and self-insurance. Notwithstanding the naming of additional insureds, the insurance shall protect each additional insured in the same manner as though a separate policy had been issued to each, but nothing herein shall operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured.
5. Continuous Coverage; Notice of Cancellation: PARKROSE SD shall maintain continuous, uninterrupted coverage for the duration of the Agreement. There shall be no termination, cancelation, material change, potential exhaustion of aggregate limits, or non-renewal of coverage without thirty (30) days written notice from PARKROSE SD to CITY. If the insurance is canceled or terminated prior to termination of the Agreement, PARKROSE SD shall immediately notify CITY and provide a new policy with the same terms. Any failure to comply with this clause shall constitute a material breach of the Agreement and shall be grounds for immediate termination of this Agreement.
6. Certificate(s) of Insurance: PARKROSE SD shall provide proof of insurance through acceptable certificates of insurance and a CG 2026 additional insured endorsement form (or an equivalent blanket additional insured form) to CITY on or before execution of the Agreement and prior to any commencement of work or delivery of goods or services under the Agreement or initial payment of grant funds. The certificate(s) will specify all of the parties who are endorsed on the policy as Additional Insureds (or Loss Payees). Insurance coverages required under this Agreement shall be obtained from insurance companies acceptable to CITY. PARKROSE SD shall pay for all deductibles and premium from its non-grant funds. CITY reserves the right to require, at any time, complete and certified copies of the required insurance policies evidencing the coverage required. In lieu of filing the certificate of



insurance required herein, if PARKROSE SD is a public body, PARKROSE SD may furnish a declaration that PARKROSE SD is self-insured for public liability and property damage for a minimum of the amounts set forth in the Oregon Tort Claims Act (ORS 30.260 to 30.300).

- L. PARKROSE SD's Contractor; Non-Assignment. If PARKROSE SD utilizes contractors to complete its work under this Agreement, in whole or in part, PARKROSE SD shall require any of its contractors to agree, as to the portion contracted, to fulfill all obligations of the Agreement as specified in this Agreement. However, PARKROSE SD shall remain obligated for full performance hereunder, and CITY shall incur no obligation other than its obligations to PARKROSE SD hereunder. This Agreement shall not be assigned or transferred in whole or in part or any right or obligation hereunder, without prior written approval of CITY.
- M. Independent Contractor Status. PARKROSE SD, and its contractors and employees are not employees of CITY and are not eligible for any benefits through CITY, including without limitation, federal social security, health benefits, workers' compensation, unemployment compensation, and retirement benefits. PARKROSE SD will be responsible for any federal, state, or local taxes and fees applicable to payments hereunder.
- N. Conflict of Interest. No CITY officer or employee, during his or her tenure or for two (2) years thereafter, shall have any interest, direct or indirect, in Grant Agreement or the proceeds thereof. CITY officer or employee who selected PARKROSE SD, participated in the award of this Agreement or managed this Agreement shall not seek the promise of employment from PARKROSE SD or be employed by PARKROSE SD during the term of the Agreement, unless waiver is obtained from CITY in writing.
- O. Oregon Laws and Forum. This Agreement shall be construed according to the laws of the State of Oregon without regard to its provisions regarding conflicts of law. Any litigation between CITY and PARKROSE SD arising under this Agreement or out of work performed under this Agreement shall occur in Multnomah County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.
- P. Compliance with Law. PARKROSE SD and all persons performing work under this Agreement shall comply with all applicable federal, state, and local laws and regulations, including reporting to and payment of all applicable federal, state and local taxes and filing of business license. If PARKROSE SD is a 501(c)(3) organization, PARKROSE SD shall maintain its nonprofit and tax exempt status during this Agreement. PARKROSE SD shall be EEO certified by CITY in order to be eligible to receive grant funds.
- Q. Independent Financial Audits/Reviews. Any PARKROSE SD receiving \$300,000 or more in City funding, in any program year, is required to obtain an independent audit of the City-funded program(s). Any PARKROSE SD receiving between \$25,000 and \$300,000 in City funds, in any program year, is required to obtain an independent financial review. One copy of all required financial audits or reviews shall be submitted to the Grant Manager within thirty days of audit completion or upon request by the Grant Manager.

- R. Severability. CITY and PARKROSE SD agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.
- S. Merger. This Agreement contains the entire agreement between CITY and PARKROSE SD and supersedes all prior written or oral discussions or agreements. There are no oral or written understandings that vary or supplement the conditions of this Agreement that are not contained herein.
- T. Program and Fiscal Monitoring. CITY shall monitor on an as-needed basis to assure Agreement compliance. Monitoring may include, but are not limited to, on site visits, telephone interviews and review of required reports and will cover both programmatic and fiscal aspects of the Agreement. The frequency and level of monitoring will be determined by the Grant Manager. Notwithstanding such monitoring or lack thereof, PARKROSE SD remains fully responsible for performing the work, services or obligations required by this Agreement in accordance with its terms and conditions.
- U. Third Party Beneficiaries. There are no third party beneficiaries to this Agreement and may only be enforced by the Parties.
- V. Electronic Transaction; Counterparts. The Parties agree that they may conduct this transaction, including any amendments, by electronic means, including the use of electronic signatures. This Agreement, and any amendment, may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute a single instrument.
- W. NOTICE: All notices under this Grant Agreement shall be sent to PARKROSE SD at the following address:

Sharie Lewis, CPA  
Director of Business Services & Operations  
Parkrose School District  
10636 NE Prescott Street  
Portland, OR 97220  
ofc (503) 408-2103  
fax (503) 408-2140



**ARTICLE VI – TERM OF GRANT**

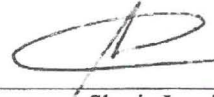
The terms of this Grant Agreement shall be effective when an ordinance is passed by CITY Council and the Grant Agreement is executed by all the parties, as shown by their signatures below, and shall remain in effect through June 30, 2018, unless subsequent time extension, supplement, addition, continuation, or renewal is mutually agreed upon in writing between the parties, or terminated earlier in accordance with the provisions hereof.

**CITY OF PORTLAND**


Name: Amanda Fritz  
 Title: Commissioner *AF*

City of Portland, Oregon

Date: 9/18/17

**PARKROSE SD**


Name: Sharie Lewis, CPA  
 Title: Director of Business Services  
 and Operations  
 Parkrose School District

Date: 8/31/17

**APPROVED AS TO FORM:**  
**APPROVED AS TO FORM**



CITY ATTORNEY  
 City Attorney, City of Portland

**CITY OF PORTLAND  
SPECIAL APPROPRIATIONS  
SCOPE OF WORK-PARKROSE SD**

1. ACTIVITIES: Students at Parkrose HS will be eligible for Tri Met Bus Passes. These bus passes will be provided to students who request them through the high school application process and who meet minimum criteria as set by the high school. The City will provide \$72,075 to the Parkrose School District (sent directly to our Business Department Director, Sharie Lewis) for bus passes.

2. DATA COLLECTED TO DEMONSTRATE PROGRESS: Drake Shelton, Assistant Principal at Parkrose HS, will be the PSD point person for this process. Once the Business Department receives the funding from the City, they will send bus passes to Parkrose HS to Drake Shelton to catalog. The high school Administrative Team, including building principal Molly Ouche, will set the criteria for distribution and also be required to track the name and demographics of each student, the date of distribution and the stated use for each bus pass. This data collection will culminate in a final report to the City of Portland and the Parkrose School Board and Superintendent in June of 2018.

3. OUTCOME MEASURES: The outcome measures are as follows: to determine how many students received bus passes through the district application process, how the bus passes were utilized throughout the year, how much money the bus passes saved families/students and why that is important to them and how much time this project has taken to implement correctly and efficiently. A year-end student survey will be developed by the district to collect individual student data. In some cases, an interview will be completed in order to collect more detailed data and information.

4. EVALUATIONS AND MEASUREMENT: See #3. In addition, the criteria for obtaining a bus pass will be determined by student/family need. The student's age, demographic information and stated need will be catalogued and placed into an Excel spreadsheet for data analysis so we can know who is using the bus passes and why. We will also analyze the impact of the bus passes on our community. We

will collect data on how many students were provided a bus pass and the extent to which each bus pass was used.

5. MAJOR MILESTONES FOR PROJECT: A Major milestone will be that, at the mid point data collection period in mid February, at least 75% of the bus passes will have been distributed and that students report to the high school how they have been using them and how often. A second Milestone will be collected by June 15<sup>th</sup> 2018, collecting the same information and that the bus passes have been utilized to at least 80% of total capacity. If the city needs the second milestone data collection to be earlier to meet budget-planning requirements, please let us know.

6. ANTICIPATED TIMELINES: We will collect data at three points of time: 1) Start of the school year when the high school rolls out the program application process to the student body and we begin our distribution process; 2) mid year (mid February) when we collect data on how often and to what purpose the passes are being used and by whom; and 3) the end of the year (June 15<sup>th</sup>). Once again, timelines can be modified to meet the needs of the City.

**PROJECT BUDGET**

**EXPENSES:** please identify all expenses related to the project.

Transit passes for Parkrose high school students	\$	72,075
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>72,075</b>

**BUDGET NARRATIVE:** Please describe the anticipated costs and their role in carrying out the project.

Students at Parkrose HS will be eligible for Tri Met Bus Passes. These bus passes will be provided to students who request them through the high school application process and who meet minimum criteria as set by the high school.

**Special Appropriations Grant****Progress Report**

\*Reporting Period:

[Check here if this is your FINAL Progress Report]

☐ FINAL

<b>GRANTEE Organization Name</b>	
<b>Project Title</b>	
<b>City Program Area**</b>	

**Overall Project Status »**

<b>Project Summary</b>	<i>[Describe grant project]</i>
<b>Successes</b>	<i>[What are some of the key successes in your project so far? Is there a story you would like to share with Council and the public? Photos, graphics, and videos are encouraged! Any pictures submitted may be used on the website; please include your written permission for this use.]</i>
<b>Challenges</b>	<i>[Describe any challenges encountered in your project so far, and how your organization has, or plans, to overcome those challenges.]</i>
<b>Project Narrative</b>	<i>[Describe project progress during this reporting period. Please include: • latest news, • overall project status, • milestones accomplished, • data collected showing progress, • any additional comments about the project, additional photos, or supplementary documents you would like to share.]</i>

\* See your agreement document for project start and end dates

\*\* Refer to your application for the City Program Area

\*\*\* Use the approved budget line items from your application and agreement

## City of Portland Special Appropriations Grant Progress Report

<b>Project Finances</b>	<b>Awarded:</b>	<i>[Insert total funds awarded by City]</i>	<b>Grant Expenditures to Date:</b>	<i>[Insert grant expenses incurred to date and submit with the expenditure report***]</i>
<b>Next Steps</b>	<i>[What are the next steps for this project and your organization?]</i>			

**Certification:** By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge.  
*Typed or printed name and title:*

<b>Signature:</b>		<b>Date:</b>
<i>Telephone</i>		
<i>Email Address</i>		
<i>Date report submitted (month, day, year)</i>		



Attachment D  
Agreement #**Special Appropriations Grant**

Invoice/Request for Payment

**FY2017-18 Special Appropriations Grant**

City Use Only	
Vendor No.	
Grant Agreement	

Invoice No. Date Terms 

Project	TriMet Youth Pass - Parkrose 2017-18
Grantee	Parkrose School District
Address	10636 NE Prescott
City	Portland
State, Zip	Oregon 97220
Contact Name	Drake Shelton - High School Assistant Principal
Contact Info.	503-408-2697
Expense Period	7/1/2017 through 6/30/2018

Description	Amount
Parkrose School District - Youth Pass Grant for 2017-18	\$ 72,075.00
INVOICE TOTAL: \$72,075.00	

For City Use Only:

DPR	
DPO	
GR	
COST OBJECT	
ACH	
EEO	

Approved By/Date