

**GRANT ADMINISTRATIVE AGREEMENT BETWEEN THE COUNTY OF SANTA  
BARBARA  
AND THE SANTA BARBARA BOWL FOUNDATION**

**THIS AGREEMENT** is made and entered into by and between the

**SANTA BARBARA BOWL  
FOUNDATION**, a 501(c)(3) nonprofit  
organization, herein-after referred to as  
"BOWL";

and

**COUNTY OF SANTA BARBARA**  
a political subdivision of the State of  
California, hereinafter referred to as  
"COUNTY."

WITNESSETH:

Whereas, COUNTY through its Office of Arts and Culture, hereinafter referred to as "COUNTY", coordinates, administers funds, and provides other assistance to arts programs throughout the County of Santa Barbara for the benefit of residents and visitors, and

Whereas, BOWL administers funds, providing essential support and resources to performing arts organizations and performing arts programs for K-12 youth in-school, out-of-school, during school and after school, and

Whereas, BOWL wishes to obtain the support services of COUNTY in administering a performing arts grant program, and COUNTY is willing and able to provide such services.

In consideration of the mutual promises set forth herein, and other consideration, the sufficiency and receipt of which are hereby acknowledged, it is hereby agreed as follows:

**1. TERM**

This Agreement commences on the date executed by all parties to be effective on February 15, 2022, and shall terminate on June 30, 2022, unless sooner terminated as provided herein.

**2. DUTIES**

COUNTY shall administer the Santa Barbara Bowl's Spring grant cycle for granting funds to local performing arts organizations for arts education programs in the County of Santa Barbara, as described more fully in Exhibit A: Memo of Understanding, attached

hereto and incorporated herein by reference.

**3. PAYMENT**

Subject to the terms and conditions contained herein, BOWL agrees to provide to COUNTY ten thousand dollars (\$10,000) for the services under this Agreement.

**4. INDEMNIFICATION & HOLD HARMLESS**

COUNTY shall defend, indemnify, and hold harmless the BOWL from all claims, demands, damages, costs, expenses, judgments, or liability resulting solely from any negligent act or omission of the COUNTY, its officers, employees, or agents arising out of this Agreement. BOWL shall defend, indemnify, and hold harmless the COUNTY from all claims, demands, damages, costs, expenses, judgments, or liability resulting solely from any negligent act or omission of the BOWL, its officers, elected and appointed officials, employees, or agents arising out of this Agreement.

**5. INDEPENDENT CONTRACTOR**

The parties hereto, in the performance of this Agreement, will be acting in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The parties intend that an independent contractor relationship will be created by this Agreement. 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.

**6. SEVERABILITY**

If any one or more of the provisions contained herein shall for any reason be held to be invalid, illegal or unenforceable in any respect, then such provision or provisions shall be deemed severable from the remaining provisions hereof, and such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

**7. ENTIRE AGREEMENT AND AMENDMENT**

In conjunction with the matters considered herein, this Agreement contains the entire understanding and agreement of the parties and there have been no promises, representations, agreements, warranties or undertakings by any of the parties, either oral or written, of any character or nature hereafter binding except as set forth herein. This Agreement may be altered, amended or modified only by an instrument in writing, executed by the parties to this Agreement and by no other means. Each party waives their future right to claim, contest or assert that this Agreement was modified, canceled, superseded, or changed by any oral agreements, course of conduct, waiver or estoppel.

**8. CALIFORNIA LAW**

This Agreement shall be governed by the laws of the State of California. Any litigation regarding this Agreement or its contents shall be filed in the County of Santa Barbara, if in state court, or in the federal district court nearest to Santa Barbara County, if in federal court.

**9. EXECUTION OF COUNTERPARTS**

This Agreement may be executed in any number of counterparts and each of such counterparts shall for all purposes be deemed to be an original; and all such counterparts, or as any of them as the parties shall preserve undestroyed, shall together constitute this single Agreement.

**10. PRECEDENCE**

In the event of conflict between the provisions contained in the numbered sections of this Agreement and the provisions contained in the Exhibits, the provisions of the Exhibits shall prevail over those in the numbered sections.

**11. OWNERSHIP OF DOCUMENTS**

All reports and documents prepared by COUNTY under this Agreement are the property of the BOWL.

**12. NOTICES SHALL BE SENT TO THE PARTIES AS FOLLOWS:**

To COUNTY: Sarah Rubin, Executive Director  
Santa Barbara County Office of Arts and Culture  
P.O. Box 2369  
Santa Barbara, CA 93120

To BOWL: Rick Boller, Executive Director  
Santa Barbara Bowl Foundation  
1122 N. Milpas  
Santa Barbara, CA 93103

**13. ASSIGNMENT**

COUNTY shall not assign this Agreement or any part hereto without prior written consent of the BOWL.

**IN WITNESS THEREOF**, the parties hereto have caused this Agreement to be executed on the day and year written below.

**ATTEST:**  
MONA MIYASATO  
CLERK OF THE BOARD

By: Shirley Albuquerque  
Deputy Clerk

**COUNTY OF SANTA BARBARA:**

By: Joan Hartmann  
JOAN HARTMANN  
Chair, Board of Supervisors

**RECOMMENDED FOR APPROVAL**  
COMMUNITY SERVICES DEPARTMENT

DocuSigned by:  
By: George Chapian  
George Chapian  
Director, Community Services Dept.

**APPROVED AS TO FORM:**  
RACHEL VAN MULLEM  
COUNTY COUNSEL

BY: Rachel Van Mullem  
Deputy County Counsel

**APPROVED AS TO ACCOUNTING FORM:**  
BETSY SCHAFFER, CPA  
AUDITOR-CONTROLLER

BY: Juan Laguerda  
Deputy Auditor- Controller

**APPROVED AS TO FORM:**  
RAY AROMATORIO  
RISK MANAGEMENT

DocuSigned by:  
BY: Ray Aromatorio  
Risk Manager

**ATTEST:**  
SANTA BARBARA BOWL FOUNDATION

DocuSigned by:  
By: Rick Boller  
Rick Boller  
Executive Director, Santa Barbara Bowl Foundation

**EXHIBIT A**  
**Memorandum of Understanding**

**Santa Barbara County Office of Arts and Culture**  
**Grant Administration for the Santa Barbara Bowl Foundation**

The Santa Barbara Bowl Foundation enters into this Agreement with the Santa Barbara County Office of Arts and Culture to provide administrative support for the Spring 2022 Performing Arts Outreach Grant Program, which provides funding to youth performing arts organizations serving Santa Barbara County. In this process, the Office of Arts and Culture will work with Bowl staff, Bowl-designated Outreach Committee Members and Grant Reviewers, and Applicants to help facilitate a successful program. All award determinations will be made by the Bowl Foundation and its Outreach Committee; all payments to grantees will be disbursed by Bowl.

**Parties:** Santa Barbara County Office of Arts and Culture ("County") and Santa Barbara Bowl Foundation ("Bowl")

**Date of Services:** 02/15/22 to 06/30/22

**Cost of Services:** \$10,000 payable at conclusion of services

**Scope of Services:**

**Santa Barbara County Office of Arts and Culture shall:**

- Meet with Bowl staff for overview of Bowl grant process and Survey Monkey form.
- Review & finalize existing grant application in Survey Monkey.
- Send notification of grant application opening to past grantees via Survey Monkey.
- Publish grant application live in Survey Monkey no later than March 29, 2022.
- Provide consulting and training using Survey Monkey for Bowl Foundation program outreach coordinator.
- Provide consulting and advising with potential grantees during the grant process up until grant notifications are sent.
- Provide consulting and advising for Bowl Outreach Committee members on review process; facilitate Survey Monkey reviewer tutorial if necessary; interface with Bowl Outreach Committee as necessary.
- Share deadline to receive incoming grant applications.
- Ensure all applicants passed to the Bowl Outreach Committee are eligible as "youth performing arts organizations serving Santa Barbara County."
- Ensure all applicants submit W-9 and IRS proof of nonprofit status.
- Distribute grant applications received via Survey Monkey to Bowl Outreach Committee for review on a mutually agreed upon date.
- Communicate with Bowl Outreach Committee to support grant review completed in Survey Monkey no later than 5/9/22.
- Prepare spreadsheet of grant applications using Bowl template, or similar, for Bowl Outreach Committee's use in review.
- Facilitate Bowl-designated grant panel on 5/12/22.
- Send notification of grant awards to grant recipients on 5/20/22.
- Communicate to grant applicants that were declined for funding.
- Coordinate with Bowl staff for confirmation when all checks have been distributed.

**Santa Barbara Bowl shall:**

- Provide list of Bowl Outreach Committee members' contact information for communications regarding reviewing.
- Designate email address for COUNTY to use for the purposes of grant correspondence.
- Receive phone calls and forward related messages to COUNTY for grant-related response.
- Participating Bowl Outreach Committee reviewers shall complete scoring in Survey Monkey on a mutually agreed upon date.
- Disburse all payment to grantees.
- Complete all follow-up correspondence after grant funding notifications have been sent, including any necessary grant agreements, fund disbursements, and final reporting requirements.

**Miscellaneous:**

- Total amount of funding available through grant program to applicants is up to but no greater than \$150,000; however, Bowl retains discretion to award less than the total amount of funding.
- Grant deadlines and dates are to be agreed upon in a mutual written agreement as part of the grant process.