

**TOWN OF HARWICH, MASSACHUSETTS**

**COMMUNITY PRESERVATION ACT**

**GRANT AGREEMENT FOR**

**Cape Housing Institute**  
**Community Development Partnership**

This GRANT AGREEMENT made this \_\_\_\_ day of September, 2019, by and between the Town of Harwich, a municipal corporation duly organized under the laws of Massachusetts and having its usual place of business at Seven Thirty-two Main Street, Harwich, MA 02645, acting by and through its Board of Selectmen (hereinafter the “TOWN” or “Board of Selectmen”, as applicable), and Cape Housing Institute (hereinafter, “INSTITUTE”), having its usual place of business at: 3 Main Street Mercantile, Unit 7, Eastham, MA 02642:

**WITNESSETH:**

WHEREAS, the Harwich Community Preservation Committee (hereinafter, the “COMMITTEE”), invited the submission of proposals for grants of funds for purposes consistent with the Community Preservation Act (“CPA”), G.L. c.44B; and

WHEREAS, in response thereto, INSTITUTE submitted a proposal for funding for purposes of pursuing affordable housing educational opportunities in Harwich, hereinafter referred to as the “Project”, and the COMMITTEE reviewed and approved the Project and recommended that the May 6, 2019 Annual Town Meeting appropriate the funds herein described for the purposes of the Project; and

WHEREAS, Town Meeting on May 6, 2019 pursuant to Article 40(1) (the “Article”) voted to appropriate Seven Thousand Five Hundred Dollars (\$7,500) from the Community Preservation Fund Community Housing Reserves Account (the “Funds”); and

WHEREAS, the purpose of the within Grant Agreement is to ensure that the Funds are used for the acquisition, creation, preservation and support of community housing as defined by the Community Preservation Act, G.L. c.44B; and

WHEREAS, the Board of Selectmen has conferred with the COMMITTEE concerning the terms of this Agreement, and both have approved the terms of this Agreement, as evidenced by their signatures attached hereto;

NOW THEREFORE, the TOWN and the INSTITUTE agree as follows:

1. Contract Documents. The Contract Documents consist of this Grant Agreement, the CPA application approved by the COMMITTEE dated \_\_\_\_\_, 2019 (the “Application”), a certified copy of the Article and all documents attached thereto. The Contract Documents constitute the entire Agreement between the parties concerning the Application, and all are as fully a part of this Agreement as if attached hereto.
2. Term. The Work shall be completed within three years of the execution of this Grant Agreement (the “Completion Date”), unless the COMMITTEE grants an extension for good cause shown.
3. The Work. The Work consists of the Project, as described in the Application attached hereto as Attachment A and the following additional conditions:
  - a) Notwithstanding INSTITUTE’S bylaws, all funds expended pursuant to this Grant Agreement shall be limited to the allowable spending purposes as defined under M.G.L c.44B.
  - b) Every six months until the Completion Date, INSTITUTE shall provide the COMMITTEE with a written update on the progress toward completion of the Work. A final report, including digital photo documentation of the project where appropriate, is due within 30 days of the Completion Date.
4. Contact. INSTITUTE shall identify in writing a contact person responsible for the administration of the Project.
5. Funding. The TOWN shall pay the INSTITUTE the Funds within 30 days of the execution of this Grant Agreement. The INSTITUTE shall expend the funds in accordance with the sole purpose submitted in the APPLICATION.
6. Liability of the TOWN. The TOWN’s liability hereunder shall be to make payments specified in Paragraph 6 of this Grant Agreement and the TOWN shall be under no further obligation or liability. Nothing in this Grant Agreement shall be construed to render the TOWN or any elected or appointed official or employee of the TOWN, or their successors in office, personally liable for any obligation under this Grant Agreement.
7. Independent Status. INSTITUTE acknowledges and agrees that it is acting in a capacity independent of the TOWN.
8. Indemnification. INSTITUTE shall indemnify, defend, and hold the TOWN and its departments, committees, officers, employees, and agents harmless from and against any and all claims, demands, liabilities, actions, causes of actions, costs and expenses, including attorneys’ fees, arising out of or directly from INSTITUTE’s performance of the Work that is the subject of this Grant Agreement or the negligence or misconduct of INSTITUTE or its agents or employees.
9. Record Keeping. INSTITUTE shall keep such records with respect to the utilization of the Funds as are kept in the normal course of business and such additional records as may be

required by the TOWN. Should INSTITUTE have multiple funding sources, INSTITUTE shall track specific expenditures of the Funds separate from other funding sources. The TOWN shall have full and free access to such records and may examine and copy such records. INSTITUTE further agrees to meet from time to time with the COMMITTEE or its designee(s), upon reasonable request, to discuss expenditures of the Project Funds.

10. Successors and Assigns. This Grant Agreement is binding upon the parties hereto, their successors, assigns, and legal representatives. INSTITUTE shall not assign or otherwise transfer this Grant Agreement, in whole or in part without the prior written consent of the TOWN.

11. Termination. This Grant Agreement shall terminate upon INSTITUTE's final disbursement of all Project Funds. In the event that INSTITUTE fails to fulfill its obligations under the terms of this Grant Agreement as determined by the TOWN, the TOWN shall have the right, in its sole discretion, to terminate this Grant Agreement upon written notice to INSTITUTE. Upon receipt of such notice, INSTITUTE shall refund all undisbursed Project Funds to the TOWN, and such funds shall be returned to the CPA account from which the Funds were appropriated.

13. Compliance with Laws. INSTITUTE shall comply with all Federal, State and local laws, rules, regulations and orders applicable to the Work undertaken pursuant to this Grant Agreement. INSTITUTE or its designees shall be responsible for obtaining any necessary licenses, permits, and approvals required for the performance of such Work.

14. Notice. Any and all notices, or other communications required or permitted under this Grant Agreement, shall be in writing and delivered by hand or mailed postage prepaid, or by other reputable delivery service, to the parties at the addresses set forth on page 1 hereof or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivered by hand, or if so mailed, when deposited with the U.S. Postal Service or if sent by private overnight or other delivery service, when deposited with such delivery service.

15. Severability. If any term or condition of this Grant Agreement or any application thereof shall to any extent be held invalid, illegal or unenforceable by a court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Grant Agreement shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.

16. Governing Law. This Grant Agreement shall be governed by, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts and INSTITUTE submits to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Grant Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

TOWN OF HARWICH

TOWN OF HARWICH AFFORDABLE

BOARD OF SELECTMEN

HOUSING TRUST

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TOWN OF HARWICH

COMMUNITY PRESERVATION COMMITTEE

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