

FY Ending 2027
Budgeted

COMMUNITY MENTAL HEALTH FUND

	<u>0</u>
BEGINNING BALANCE: April 1, 2026	
<u>REVENUES</u>	1,500,000
Property Tax	0
Other Revenues	<u>15,000</u>
Interest Income	1,515,000
TOTAL REVENUES:	<u>1,515,000</u>
TOTAL FUNDS AVAILABLE:	
<u>EXPENDITURES</u>	
Salaries	69,850
Health Insurance	20,000
UC Tax	150
Consulting/Professional Services	96,000
Legal Services	12,000
Mental Health Grants	1,150,000
Communications/PR	24,000
Mental Health Events	12,000
Mental Health Operations	<u>77,000</u>
TOTAL EXPENDITURES:	<u>1,461,000</u>
Contingencies	<u>0</u>
TOTAL APPROPRIATIONS:	<u>1,461,000</u>
ENDING BALANCE: March 31, 2027	<u><u>54,000</u></u>

CONSULTING SERVICE AGREEMENT

This service agreement is between York Township Community Mental Health Board, a Government Entity (the “**Client**”) and SBE MEDIA CORP, a Limited Liability Client (the “**Consultant**”).

1. ENGAGEMENT; SERVICES, COMPENSATION

- (a) **Engagement.** The Client retains the Consultant to provide services as an Independent Contractor as needed by the Client upon request and agreement by the Consultant.
- (b) **Services and Compensation.** Services and compensation shall be based on the rate sheet found in **Exhibit A**. Any ordinary and necessary expenses incurred by the Consultant or its staff in the performance of this agreement will be the Consultant’s sole responsibility. The Consultant is solely responsible for the payment of all income, social security, employment-related, or other taxes incurred as a result of the performance of the Services by the Consultant under this agreement, and for all obligations, reports, and timely notifications relating to those taxes. The Client has no obligation to pay or withhold any sums for those taxes. The Consultant has no claim against the Client under this agreement or otherwise for vacation pay, sick leave, retirement benefits, social security, worker’s compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind.
- (c) **Performance.** Consultant agrees to abide by the following
 - (i) perform the Services set forth in **Exhibit A**. However, if a conflict exists between this agreement and any term in **Exhibit A**, the terms in this agreement will control;
 - (ii) devote as much productive time, energy, and ability to the performance of its duties under this agreement as may be necessary to provide the required Services in a timely and productive manner;
 - (iii) perform the Services in a safe, good, and workmanlike manner by fully trained, skilled, competent, and experienced personnel using at all times adequate equipment in good working order;
 - (iv) communicate with the Client about progress the Consultant has made in performing the Services;
 - (v) supply all tools, equipment, and supplies required to perform the Services, except if the Consultant’s work must be performed on or with the Client’s equipment;

- (vi) ensure that all materials and equipment furnished to its personnel is of good and merchantable quality, unless otherwise agreed by the Client;
 - (vii) provide services (including the Services) and end products that are satisfactory and acceptable to the Client and free of defects; and
 - (viii) remove, replace, or correct all or any portion of the work or end products found defective or unsuitable, without additional cost or risk to the Client.
- (d) Legal Compliance.** The Consultant shall perform the Services in accordance with standards prevailing in the Client's industry, and in accordance with applicable laws, rules, or regulations. The Consultant shall obtain all permits or permissions required to comply with those standards, laws, rules, or regulations.
- (e) Client's Obligations.** The Client shall make timely payments of amounts earned by the Consultant under this agreement and notify the Consultant of any changes to its procedures affecting the Consultant's obligations under this agreement at least 30 days before implementing those changes.

2. TERM AND TERMINATION.

- (a) Term.** This agreement will become effective May 1, 2026, for a period of no less than 6 months. Unless it is terminated earlier in accordance with subsection 2(b), this agreement will continue until the Services have been satisfactorily completed and the Consultant has been paid in full for such Services (the "**Term**"). Services may be paused during the year, notably after grant cycles have completed, and commence once they begin the following year. However, this agreement may not remain effective for more than three years.
- (b) Termination.** This agreement may be terminated:
- (i) by either party on provision of 30 days' written notice to the other party, with or without cause;
 - (ii) by either party for a material breach of any provision of this agreement by the other party, if the other party's material breach is not cured within 30 days of receipt of written notice of the breach;
 - (iii) by the Client at any time and without prior notice, if the Consultant is convicted of any crime or offense, fails or refuses to comply with the written policies or reasonable directives of the Client, or is guilty of serious misconduct in connection with performance under this agreement;
 - (iv) automatically, on the death of the Consultant.
- (c) Effect of Termination.** After the termination of this agreement for any reason, the Client shall promptly pay the Consultant for Services rendered before the

effective date of the termination. No other compensation, of any nature or type, will be payable after the termination of this agreement.

3. NATURE OF RELATIONSHIP; INVENTIONS, AND WORK PRODUCT.

(a) Independent Consultant Status.

- (i) The relationship of the parties under this agreement is one of independent Consultants, and no joint venture, partnership, agency, employer-employee, or similar relationship is created in or by this agreement. Neither party may assume or create obligations on the other party's behalf, and neither party may take any action that creates the appearance of such authority.
 - (ii) The Consultant has the sole right to control and direct the means, details, manner, and method by which the Services will be performed, and the right to perform the Services at any time, place, or location. The Consultant or the Consultant's staff shall perform the Services, and the Client is not required to hire, supervise, or pay any assistants to help the Consultant perform those Services.
- (b) Client Inventions.** The Consultant has no right or interest in any work or product resulting from the Services the Consultant performs for the Client, or any of the documents, reports, or other materials the Consultant creates in connection with those Services (collectively, the "**Client Inventions**"), and has no right to or interest in any copyright to the Client Inventions. The Client Inventions have been specially commissioned or ordered by the Client as "works made-for-hire," as that term is defined in the United States Copyright Act, and the Client is therefore the author and owner of all copyrights in the Client Inventions.
- (c) Disclosure of Client Inventions.** The Consultant shall promptly disclose in writing to the Client all Client Inventions that the Consultant has authored, made, conceived, or first actually reduced to practice, alone or jointly with others.
- (d) Assignment of Client Inventions.** If the Client Inventions or any parts of those are deemed not to have been works made-for-hire, the Consultant hereby assigns to the Client all interest the Consultant may have in the Client Inventions, including all copyrights, publishing rights, rights to use, reproduce, and otherwise exploit the Client Inventions in all formats or media and all channels, whether now known or created in the future.

4. USE OF TRADEMARKS.

The Consultant may use, reproduce, and distribute the Client's service marks, trademarks, and trade names (if any) (collectively, the "**Client Marks**") in connection with the performance of the Services. Any goodwill received from this use will accrue to the Client, which will remain the sole owner of the Client Marks. The Consultant may not engage in activities or commit acts, directly or indirectly, that may contest, dispute, or otherwise impair the Client's interest in the Client Marks. The Consultant may not cause diminishment of value of the Client Marks through any act or representation. The Consultant may not apply for, acquire, or claim any interest in any Client Marks, or others that may be confusingly similar to any of them, through advertising or otherwise. At the expiration or earlier termination of this agreement, the Consultant will have no further right to use the Client Marks, unless the Client provides written approval for each such use.

5. CONFIDENTIAL INFORMATION.

- (a) **Confidentiality.** During the Term, the Consultant may have access to or receive certain information of or about the Client that the Client designates as confidential or that, under the circumstances surrounding disclosure, ought to be treated as confidential by the Consultant ("**Confidential Information**"). Confidential Information includes information relating to the Client or its current or proposed business, financial statements, budgets and projections, customer identifying information, potential and intended customers, employers, products, computer programs, specifications, manuals, software, analyses, strategies, marketing plans, business plans, and other confidential information, provided orally, in writing, by drawings, or by any other media. The Consultant will treat the Confidential Information as confidential and will not disclose it to any third party or use it for any purpose but to fulfill its obligations in this agreement. In addition, the Consultant shall use due care and diligence to prevent the unauthorized use or disclosure of such information.

6. OTHER ACTIVITIES.

During the Term, the Consultant is free to engage in other independent contracting activities, except that the Consultant may not accept work, enter into contracts, or accept obligations inconsistent or incompatible with the Consultant's obligations or the scope of Services to be rendered for the Client under this agreement.

7. RETURN OF PROPERTY.

Within 10 days of the expiration or earlier termination of this agreement, the Consultant shall return to the Client, retaining no copies or notes, all Client products samples, models, property, and documents relating to the Client's business including reports, abstracts, lists, correspondence, information, computer files, computer disks, and other materials and copies of those materials obtained by the Consultant during and in connection with its work with the Client. All files, records, documents, blueprints,

specifications, information, letters, notes, media lists, original artwork or creative work, notebooks, and similar items relating to the Client's business, whether prepared by the Consultant or by others, remain the Client's exclusive property.

8. INDEMNIFICATION.

- (a) **Of Client by Consultant.** At all times after the effective date of this agreement, the Consultant shall indemnify the Client and its subConsultants, officers, employees, affiliates, successors, and assigns (collectively, the "**Client Indemnitees**") from all damages, liabilities, expenses, claims, or judgments (including interest, penalties, reasonable attorneys' fees, accounting fees, and expert witness fees) (collectively, the "**Claims**") that any Client Indemnitee may incur and that arise from:
- (i) the Consultant's gross negligence or willful misconduct arising from the Consultant's carrying out of its obligations under this agreement;
 - (ii) the Consultant's breach of any of its obligations or representations under this agreement; or
 - (iii) the Consultant's breach of its express representation that it is an independent Consultant and in compliance with all applicable laws related to work as an independent Consultant. If a regulatory body or court of competent jurisdiction finds that the Consultant is not an independent Consultant or is not in compliance with applicable laws related to work as an independent Consultant, based on the Consultant's own actions, the Consultant will assume full responsibility and liability for all taxes, assessments, and penalties imposed against the Consultant or the Client resulting from that contrary interpretation, including taxes, assessments, and penalties that would have been deducted from the Consultant's earnings if the Consultant had been on the Client's payroll and employed as a Client employee.
- (b) **Of Consultant by Client.** At all times after the effective date of this agreement, the Client shall indemnify the Consultant subConsultants, officers, employees, affiliates, successors, and assigns (collectively, the "**Consultant Indemnitees**") from all Claims that the Consultant Indemnitees may incur arising from:
- (i) the Client's operation of its business;
 - (ii) the Client's breach or alleged breach of, or its failure or alleged failure to perform under, any agreement to which it is a party; or
 - (iii) the Client's breach of any of its obligations or representations under this agreement. However, the Client is not obligated to indemnify the Consultant if any of these Claims result from the Consultant's own actions or inactions.

9. FORCE MAJEURE.

A party will be not be considered in breach of or in default because of, and will not be liable to the other party for, any delay or failure to perform its obligations under this agreement by reason of fire, earthquake, flood, explosion, strike, riot, war, terrorism, or similar event beyond that party's reasonable control (each a "**Force Majeure Event**"). However, if a Force Majeure Event occurs, the affected party shall, as soon as practicable:

- (a) notify the other party of the Force Majeure Event and its impact on performance under this agreement; and
- (b) use reasonable efforts to resolve any issues resulting from the Force Majeure Event and perform its obligations under this agreement.

10. GOVERNING LAW.

The laws of the state of Illinois govern this agreement (without giving effect to its conflicts of law principles). Both parties consent to the personal jurisdiction of the state and federal courts in DuPage County, Illinois. If either party employs attorneys to enforce any rights arising out of or relating to this agreement, the losing party shall reimburse the prevailing party for its reasonable attorneys' fees.

11. AMENDMENTS, ASSIGNMENT

No amendment to this agreement will be effective unless it is in writing and signed by a party or its authorized representative.

Neither party may assign any of its rights under this agreement, except with the prior written consent of the other party, which consent shall not be unreasonably withheld. All voluntary assignments of rights are limited by this subsection.

Neither party may delegate any performance under this agreement, except with the prior written consent of the other party, which consent shall not be unreasonably withheld.

12. SEVERABILITY.

If any one or more of the provisions contained in this agreement is, for any reason, held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality, or unenforceability will not affect any other provisions of this agreement, but this agreement will be construed as if those invalid, illegal, or unenforceable provisions had never been contained in it, unless the deletion of those provisions would result in such a material change so as to cause completion of the transactions contemplated by this agreement to be unreasonable.

13. NOTICES. Notice shall be served via email to the parties listed below.

14. WAIVER.

No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this agreement will be effective unless it is in writing and signed by the party waiving the breach, failure, right, or remedy. No waiver of any breach, failure, right, or remedy will be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, and no waiver will constitute a continuing waiver, unless the writing so specifies.

15. ENTIRE AGREEMENT.

This agreement constitutes the final agreement of the parties. It is the complete and exclusive expression of the parties' agreement about the subject matter of this agreement. All prior and contemporaneous communications, negotiations, and agreements between the parties relating to the subject matter of this agreement are expressly merged into and superseded by this agreement. The provisions of this agreement may not be explained, supplemented, or qualified by evidence of trade usage or a prior course of dealings. Neither party was induced to enter this agreement by, and neither party is relying on, any statement, representation, warranty, or agreement of the other party except those set forth expressly in this agreement. Except as set forth expressly in this agreement, there are no conditions precedent to this agreement's effectiveness.

16. EFFECTIVENESS.

This agreement will become effective when all parties have signed it. The date this agreement is signed by the last party to sign it (as indicated by the date associated with that party's signature) will be deemed the date of this agreement.

Client - York Township 708 Mental Health Board
By: Michael Ledonne, Board President
Date:

Consultant - SBE Media Corp
By: Michelle Padula
Date:

EXHIBIT A

Scope of Work:

The scope of this proposal is to develop strategic communications and overall programing development that create awareness of the YTMHB, educate audiences on how to self-identify respective community need(s), and develop easy call to action solutions for accessing needed services that are provided by the YTMHB.

PROPOSED SOLUTION PLAN STRUCTURE

The following solution plan provides a framework for defining, delivering, and measuring initiatives for each determined strategy.

Phase	Activities	Deliverables
Plan	<ul style="list-style-type: none"> ○ Collaborate with YTMHB and Stakeholders to identify key needs and or gaps. ○ Map out communication strategies. ○ Define KPI and collectors. 	<ul style="list-style-type: none"> ○ Written documentation of collaborators. ○ Written strategy report. ○ List of KPI and methods for measurement.
Develop	<ul style="list-style-type: none"> ○ Design content inline with the defined plan and strategy. ○ Initiate any needed collaborations. ○ Prepare KPI collectors. 	<ul style="list-style-type: none"> ○ All content created will be provided to the YTMHB for review and feedback prior to deployment. ○ Provide written status report of pieces and or steps completed.
Deploy	<ul style="list-style-type: none"> ○ Execute the plan according to the timeline and strategy. ○ Monitor and collect KPI data. 	<ul style="list-style-type: none"> ○ YTMHB will be able to see the plan execution. ○ SBE and or YTMHB to provide collected KPI for reporting.
Measure	<ul style="list-style-type: none"> ○ Ensure all KPI has been collected. 	<ul style="list-style-type: none"> ○ Provide performance reporting of each defined KPI.
Learn	<ul style="list-style-type: none"> ○ Evaluate KPI and discuss any notable findings. 	<ul style="list-style-type: none"> ○ SBE and YTMHB to collaborate on any strategy adjustments. If so, define new strategy.
Repeat	<ul style="list-style-type: none"> ○ Follow the same, Plan, Develop, Deploy, Measure, 	<ul style="list-style-type: none"> ○ SBE to provide deliverables in line with

	Learn steps with any adjusted strategies.	each phase above.
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PROPOSED PLAN

The following are communication and development strategies to activate each stakeholder type.

	GOAL	STAKEHOLDER	STRATEGY	MODE	KPI
Municipal Leader Engagement (In person)	Generate awareness of the YTMHB among municipal leaders within the township.	Mayors & Managers of within the Township	Presentation on what the YTMHB does, its impact, how muni residents can access services.	Municipal Organization Meeting(s)	# Municipal leader participant Pre & post survey data
Municipal Leader Engagement (Remote)	Generate awareness of the YTMHB among municipal leaders within the township.	Mayors & Managers of within the Township	Presentation on what the YTMHB does, its impact, how muni residents can access services.	Lunch & Learn And or written newsletter and graphical materials.	# of L&L # of communications
Municipal resident Engagement by Muni	Facilitate Municipality resident engagement	York Municipal residents	Provide written newsletter content and or graphical flyer content for municipalities to use to distribute to residents about accessing YTMHB services.	Municipal Media Platforms	#of Municipalities provided content. #of Munis that pushed out content
Provider Engagement	Collaborate with the YTMHB on connecting with the	YTMHB provider engagement.	In person meetings, written communications,	Varies based on strategy	# of provider meetings

	YTMHB		graphical communications.		
Community awareness/YTMHB Promotion	Educate the community on what the YTMHB does and generate engagement	York Township residents	Utilize strategic messaging to effectively engage the residents.	Collaborate with the YTMHB on the methods and platforms for engagement.	To define based on defined tactics.
Media Development	Creation of content (graphics, written copy, logos, press releases, tags etc) to be used for communications	York Township residents & YTCMHB	Utilize strategic messaging to effectively engage the residents.	Newsletters, social media, website, municipal sites, multi-media campaign, news outlets	Positive feedback from stakeholders

PROJECTED OUTCOMES

The following are projected outcomes of communication and program development initiatives:

1. Increase community awareness of the YTMHB and how it addresses the community’s needs.
2. Municipal leadership within York Township have greater awareness of YTMHB, how it addresses their community’s needs, how to promote the YTMHB in their community, and how their residents can access services provided through the YTMHB.
3. Build provider awareness of the YTMHB and establish relationship and connection to the YTMHB.

4. Increase service utilization.

SCHEDULE

Begin May 1, 2026

YOUR INVESTMENT

SBE Media to work with York Township Mental Health Board on the scope of services and not limited to in order to stand up the YTMHB programming.

- 1) Monthly Consulting Fee: \$5,000
 - a. Strategy Deployment and Oversight
 - b. Strategy Measurement and Reporting
 - c. Communication Development (e.g. newsletters, print, etc)
 - d. All Communication Strategy Development
 - e. Facilitate any Lunch & Learns, presentations, etc.
 - f. Media creation & development, including website postings, press releases, social media maintenance, annual reports, informational flyers.
 - g. Leverage access to relational networks for successful strategy deployment.
 - h. Website UI recommendations for increased utilization of service providers.
 - i. Attend and collaborate with the YTMHB with in-person meetings with various stakeholders.
 - j. Ad-hod marketing projects as agreed to by the YTCMHB President

**AN INTERGOVERNMENTAL AGREEMENT BETWEEN YORK TOWNSHIP AND THE
YORK TOWNSHIP COMMUNITY MENTAL HEALTH BOARD FOR NARCAN DISPENSER
CONTRIBUTION**

This Intergovernmental Agreement (hereinafter "Agreement") made and entered into the date below, by and between YORK TOWNSHIP, an Illinois local governmental entity (the "Township"), and YORK TOWNSHIP COMMUNITY MENTAL HEALTH BOARD, an Illinois local governmental entity (the "708 Board") (Hereinafter referred collectively as "Parties").

WITNESSETH

WHEREAS, the Township wishes to purchase a naloxone (Narcan) dispenser at the York Township Hall to address opioid overdose emergencies and promote public health and safety within the community; and

WHEREAS, the 708 Board wishes to contribute funding to the purchase, installation, and maintenance of a publicly accessible **naloxone (Narcan) dispenser** at the York Township Hall.

WHEREAS, the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1 et seq.), authorizes units of local government to cooperate and contract with one another to perform public functions.

WHEREAS, the Parties hereto desire to commit their arrangements and understandings in writing; and

WHEREAS, the Township finds it reasonable to accept the contribution from the 708 Board for the Narcan dispenser.

NOW, THEREFORE, in consideration of the foregoing, and other good and valuable consideration more particularly outlined hereinafter, the Parties to this Agreement do hereby agree as follows:

SECTION 1: The recitals set forth are hereby incorporated into and made a part of this Agreement.

SECTION 2: The 708 Board agrees to contribute Eight Thousand Dollars (\$8,000.00) to the Township for the purchase and installation of the Narcan dispenser. Payment shall be made within 10

business days of the 708 Board's receipt of available funding. The funds provided under this Agreement shall be used solely for costs associated with the purchase of the dispenser unit, the initial supply of naloxone doses, installation expenses, and any related signage or public safety materials. Any unused funds shall be returned to the 708 Board unless otherwise agreed in writing by the Parties.

SECTION 3: The Township agrees to purchase and install the Narcan dispenser to be located at 1502 S Meyers Road, Lombard, Illinois 60148 and to ensure that the dispenser is accessible to the public during appropriate hours or as otherwise determined by the Township. The Township further agrees to maintain the dispenser in good working order, to monitor inventory, and to restock naloxone as needed subject to available funding. In carrying out these responsibilities, the Township shall comply with all applicable federal, state, and local laws regarding the storage and distribution of naloxone.

SECTION 4: The Narcan dispenser and any associated equipment purchased under this Agreement shall be the property of the Township unless otherwise agreed in writing by the Parties.

SECTION 5: To the maximum extent permitted by law, each of the Parties agrees to hold the other Party, their respective officers, agents, Board of Trustees, individual Board members and employees harmless from and against all claims, and indemnify the other Party, their respective officers, Board members, agents and employees, in relation to , and claim or claims, meritorious or otherwise, for any loss, personal injury, death or damages that may arise in conjunction with, or result from, the act or failure to act of one or more employees, agents, or officials of the indemnifying Party insofar as such act or failure to act results in such loss, personal injury, death or damages for which either the indemnifying Party may or shall be liable.

SECTION 6: Nothing contained in any other provision of this Agreement is intended to constitute, nor shall it constitute, a waiver of the defenses available to any of the Parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1-101 et seq.) with respect to claims by third parties.

SECTION 7: If any section, paragraph, or provision of this Agreement shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision

shall not affect any of the remaining provisions of this Agreement.

SECTION 8: This Agreement shall become effective on its passage and publication as provided by law.

SECTION 9: This Agreement may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

SECTION 10: For purposes of this Agreement, all notices that are given shall be given to the Parties at the following addresses:

York Township
1502 S Meyers Road
Lombard, Illinois 60148
Email:

York Township Community Mental Health Board
1502 S Meyers Road
Lombard, Illinois 60148
Email: 708chairman@yorktwsp.com

All Notices shall be sent certified mail, return receipt requested, or by personal service.

IN WITNESS HEREOF, the Parties have set their hands and seals on the dates shown below.

YORK TOWNSHIP BOARD

YORK TOWNSHIP COMMUNITY MENTAL HEALTH BOARD

Date: _____, 2026

Date: _____, 2026

By: _____
President

By: _____
President

YORK TOWNSHIP COMMUNITY MENTAL HEALTH BOARD POLICY
Authorization for President to Enter into Contracts

Policy Number: 2026-05-12-001

Adopted: 05-12-2026

Purpose

To ensure efficient operation of the York Township 708 Mental Health Board (the “Board”) while maintaining appropriate oversight of expenditures and contractual obligations.

Policy Statement

The Board hereby authorizes the President to enter into contracts and approve expenditures on behalf of the Board in an amount not to exceed **\$10,000 per contract or transaction**, without prior Board approval.

Conditions

1. This authority is limited to contracts and expenditures that are consistent with the Board’s approved budget, strategic priorities, and applicable laws and regulations.
2. The President shall exercise prudent judgment and act in the best interest of the Board when entering into such agreements.

Reporting and Ratification

All contracts and expenditures authorized under this policy shall be presented to the Board at a subsequent meeting. The Board shall review and formally ratify such actions, which shall be recorded in the meeting minutes.

Review of Policy

This policy shall be reviewed periodically by the Board and may be amended or rescinded at any time.

Approval

Approved by the Board on 5/12/2026



Provider: Foundant Technologies Inc.
 Order Form Issuance date: March 24, 2026
 Expires in 90 days unless executed

Order Form

Client: **York Township**
 Client Name: Michael Ledonne
 Client Address: 1502 S. Meyers Road
 Lombard, IL 60148
 Client Email: 708chairman@yorktwsp.com
 Client Phone: 630-935-8678

Payment Terms: Net 30
 Execution Date:

Products & Services

Name	Line Description	QTY	SKU	Service Start	Service End	Unit Price	Total Price
Subscription							
Grant Lifecycle Manager (GLM) Standard One-year Licensed Subscription Includes 10 GLM Grant Processes, hosting, maintenance, and support with no limitations on the number of users or incoming requests.		1	GLM1GS5	5/1/2026	4/30/2027	\$9,900.00	\$9,900.00
							\$9,900.00
Professional Services							
GLM Training for up to 3 Administrators: Standard License GLM Training for up to 3 Administrators: Standard License		1	GLMSS2ADMIN3-22	//	//	\$3,500.00	\$3,500.00
ProBuild for GLM Foundant will build the first draft of forms for 1 Process, approximately 1 - 5 pages each (LOI, LOI Evaluation, Application, Application Evaluation, and Follow Ups). Forms are due to Foundant 30 days after kickoff call. Foundant has 14 days to complete ProBuild after receiving all forms. After ProBuild is completed, all changes and additions to forms become the responsibility of the client.		1	PROBUILD	//	//	\$500.00	\$500.00
							\$4,000.00



Provider: Foundant Technologies Inc.
Order Form Issuance date: March 24, 2026
Expires in 90 days unless executed

Total: USD \$13,900.00



General Terms:

1. This Order Form is governed by the following additional agreements (each of which are hereby incorporated and made an addendum hereto, and with this Order Form constitute, collectively the "Agreement"):
 - Terms of Service ("TOS") – <https://www.foundant.com/terms/>
 - Data Processing Addendum("DPA") – <https://www.foundant.com/terms/dpa/>
 - Service Level Agreement ("SLA") – <https://www.foundant.com/terms/sla/>
2. Professional Services are provided on the terms set forth in the SOW(s) attached as Exhibit A, which is hereby incorporated by reference and made part of this Order Form and the Agreement.
3. All quoted prices are in USD and have the Payment Terms set forth at the top of the Order Form. Subscription Service fees are billed in full upon execution of this Order Form. One-time Professional Services fees are billed upon execution of the Statement(s) of Work governed by this Agreement. Professional Services expenses (if applicable) are billed monthly as set forth in Exhibit A.
4. The Subscription Term is defined by product beginning on the Start Date and ending on the End Date identified for each Subscription Service, unless earlier terminated in accordance with the Agreement. The Order Form shall automatically renew for additional 1 year periods at Provider's then-current rates (collectively, the "Renewal Term"), unless Client or Provider provide notice of non-renewal at least sixty (60) days prior to the end of the then-current term. Fees shall increase by five percent (5%) annually during the Initial Term. Upon each renewal, fees shall automatically increase by five percent (5%) annually over the then-current rates, unless Service Provider provides Client with at least thirty (30) days' prior written notice of different pricing.
5. No waiver, alteration, or modification of the provisions herein will be valid unless made in writing, with explicit reference to this Order Form and is signed by an authorized representative of each party. No verbal or information communications shall modify any term of this Order Form or SOW.
6. Pursuant to Section 13.5 of the TOS, the parties agree that the Agreement, and all related disputes are governed by the laws of Montana, USA, and consent to the exclusive jurisdiction and venue of the courts located in Montana for all disputes arising out of or relating to this Order Form or the Agreement, and each party waives any objection to such jurisdiction and venue. Each party waives any right to a jury trial.

Special Conditions:



Accepted and agreed to as of the Order Form Effective Date by the authorized representative of each Party:

York Township		Foundant Technologies Inc.	
By:		By:	
Name:		Name:	
Title:		Title:	
Date:		Date:	

Billing Information (please complete):	
Billing Contact Name:	Billing Contact Phone:
Billing Contact Email (general correspondence):	Email to send Invoices to (required):
Is your organization exempt from sales tax/VAT? If yes, please provide a certificate of tax exemption or VAT number:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is a Purchase Order required for this Order? (Check One)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you have any special billing requirements, such as submitting invoices to a billing portal?	If yes, please provide details:

**This is not an invoice; do not pay based on this Order Form.
 Upon approval, an invoice will be emailed to the address above.**



EXHIBIT A

Statement of Work (SOW)

FIXED PRICE STATEMENT OF WORK: Implementation of Grant Lifecycle Manager ("GLM")

Foundant Technologies Inc.

The Statements of Work ("SOW") effective as of the later date signed by both Parties below is between York Township, 1502 S. Meyers Road, Lombard, IL 60148 (the "**Client**"), and Foundant Technologies Inc., "**Provider**") (singularly, a "**Party**" and collectively, the "**Parties**"), and describes the Professional Services to be rendered by Provider for Client pursuant to the Order Form.

Once executed by the Parties, this SOW shall be incorporated by reference into the Order Form. In the event of any inconsistency or conflict between the terms and conditions of this SOW, the Order Form, and the Terms of Service ("TOS"), the terms and conditions of this SOW shall govern with respect to the subject matter of this SOW only. Capitalized terms used in this SOW shall have the meaning defined under the Agreement. This SOW may not be amended except in writing signed by a duly authorized representative of each Party.

1. PROJECT DESCRIPTION

1.1 Scope and Purpose of Document.

Service Provider will render the following Professional Services to assist Client with the implementation of the implementation of GLM.

1.2 Deliverable(s) / Professional Services.

a. Grant Lifecycle Manager ("GLM") Setup:

1. Foundant Technologies will create one (1) GLM site instance in a sandbox environment and one (1) GLM site instance in a live environment for the Client.
2. Foundant Technologies will brand the live and sandbox environments based on the Client's website or brand standards within the product capabilities.
3. Foundant Technologies will import example process(es), data, and email templates into the Client's sandbox environment.
4. Foundant Technologies will prepare the site by performing the following actions:
 - a. Adjusting site settings in sandbox and live within product capabilities and as supportable within client requirements
 - b. Creating accounts in sandbox and live environments for necessary Client users.

b. GLM Training:

1. Foundant Technologies will train the quantity of site administrators as stated in the Client Order Form.
2. Training calls and Foundant Courses – Foundant Technologies will train administrators on one complete process using an established training syllabus and access to Foundant Courses.
 - a. Standard remote training calls and Foundant courses include:
 - Eligibility Quiz, Letter of Intent, and Application
 - Evaluations
 - Decisions and follow-ups
 - Testing the process
 - Workflows and site management;
 - Pre-go-live discussion; and,
 - Reports and data sets.

c. GLM transfer to Live Environment:

1. After completion of training and all processes are finalized in the sandbox environment, the system is configured and will be transferred to the live environment.



- d. GLM Post Go-Live Support:
 - 1. Foundant Technologies will provide a mutually agreed upon amount of check-in calls throughout the first forty-five (45) days after Client goes live. Any requirement by Client to extend beyond that number of calls and days must be mutually agreed to by both parties.
 - a. Client will own the agenda for check-in calls.
 - 2. A transition will then occur to the Client Success and Client Support teams.
- e. Project Management:
 - 1. Schedule Management: managing timeline of project to ensure desired go-live date.
 - 2. Scope Management: ensures all contracted deliverables are successfully delivered resulting in Client acceptance.
 - 3. Ensures Foundant Technologies implementation specialist coordinates and establishes all requisite data discovery and design and training calls.
 - 4. Reviewing assigned homework.
 - 5. Resource Management: ensures proper resourcing is established for a successful delivery.
 - 6. Managing expectations and project escalations as needed.

2. CLIENT RESPONSIBILITIES AND ASSUMPTIONS

In addition to Client complying with Sections 2.4 and 2.5 of the TOS, Client and Provider agree to cooperate in good faith to achieve completion of the Professional Services in a timely and professional manner. Client acknowledges that timely provision of and access to office accommodations, facilities, equipment (if applicable), assistance, cooperation, complete and accurate information, and data from Client's officers, agents, and employees (collectively, "Cooperation") are essential to the rendering of the Professional Services. Provider will not be responsible for any deficiency in performing the Professional Services if such deficiency results from Client's failure to provide full Cooperation. Client acknowledges that if Provider's cost of providing Professional Services is increased because of Client's failure to meet the obligations listed in this SOW, failure to provide full Cooperation, or because of any other circumstance outside of Provider's control, then Client agrees to pay Provider for such increased costs. Such increased costs may include time during which Provider resources are under-utilized because of delays.

Client acknowledges that Provider's ability to render the Professional Services depends upon Client's fulfillment of the following responsibilities and assumptions:

2.1 Client Responsibilities.

- 1. Maintain at least one unexpired Subscription Term(s) to the Software identified in a Client Order Form prior to the commencement of Professional Services for the Professional Services Period (as defined below).
- 2. Provide Service Provider with unhindered access to the relevant (i) documentation and (ii) functional, technical and business resources having adequate skills and knowledge to support the performance of Professional Services, as requested by Service Provider.
- 3. Provide a safe and healthy workspace to all Service Provider personnel performing Professional Services at any location directed by Client for Professional Services to be performed (a "**Client Site**").
- 4. Provide any notices, and obtain any consents, necessary for Service Provider to perform Professional Services.
- 5. If, while performing Professional Services, Service Provider requires access to other vendor's products that are part of Client's system, Client will be responsible for acquiring all identified products and the necessary access and licensing rights for Service Provider to access such products on Client's behalf.
- 6. Be responsible for having Client's designated attendee, as agreed between the Parties, attend project team administrator training.
- 7. Administrators will complete assigned tasks prior to the training call(s).
- 8. Administrators are expected to dedicate time (4-8 weeks in total) to the full implementation of their site; starting with discovery and ending with the site administrator being fully trained and self-sustaining in the Software.



9. Clients are responsible for establishing their internal business workflow processes based upon the product capabilities.
10. Administrators are responsible for building all eligibility, application, evaluation, and decision, and follow-up forms as applicable to Client's workflows.
11. Administrators are responsible for testing all workflows prior to go-live.

2.2 Project Assumptions.

1. All Professional Services shall be performed remotely; however, at Client's request and in Service Provider's discretion, Service Provider may agree to provide Professional Services at a Client Site during the Professional Services Period. Client agrees to be responsible for any reasonable travel and out-of-pocket expenses incurred by Service Provider related to providing Professional Services at a Client Site.
2. All project documentation, presentations and project communications shall be in English.
3. Service Provider resources are not dedicated to any single project and are engaged across many projects for various Service Provider customers.
4. Any actions not expressly listed in Section 1.2 above or below in this project assumption four are outside the scope of the Professional Services.
 - a. GLM Data migrations, follow up migrations, merge template builds, custom report builds, and custom print packets are separate Professional Services.
5. Project timeline estimates listed herein are based on availability of Client resources and key decision-makers. Lack of access to these resources and decision-makers or any change to project objectives will impact project timelines and costs.
6. Administrators will understand their grant process(es) and will be able to answer questions from the training team when they arise.
7. Transparent, honest, and open communications and raises questions/concerns in a timely manner to the Foundant team.

2.3 Professional Services Acceptance.

Provider will notify Client upon completion of the Professional Services or any Deliverable in this SOW. Deliverables will be deemed accepted upon the earlier of:

1. Client's written confirmation of acceptance, or
2. ten (10) business days after delivery, unless Client provides written notice within such period identifying material non-conformities with the acceptance criteria expressly set forth in this SOW.

If Client timely notifies Provider of a material non-conformity, Provider will use commercially reasonable efforts to remedy the issue. Deliverables will then be re-submitted for acceptance under this Section.

Partial or minor deviations that do not materially affect the functionality of the Deliverables shall not preclude acceptance.

Upon acceptance, Provider will have no further obligation with respect to the Deliverables, other than any warranty obligations expressly set forth in the Agreement.

No further obligations shall be required by either Party under this SOW upon mutual agreement by the Parties, in writing, that all Deliverables satisfy the acceptance criteria.

3. FEES & INVOICES

3.1 Professional Services Fees.

A. Fees

All Professional Services listed in this SOW are stated in the Order Form (the "Professional Services Fees"). Any discounts to the Professional Services Fees are reflected in the Client Order Form:



Professional Services Fees and any applicable taxes are invoiced and shall be paid by Client in advance of Professional Services being performed. Upon invoicing, payment for the Professional Services Fees becomes due, as per the payment terms in the Order Form. Other expenses (if any) related to the providing of the Professional Services are specified in the Order Form. Such expenses will be invoiced monthly as they are incurred.

Expenses are not included in the fixed fees and are an additional cost to Client.

Client acknowledges that the Professional Services Fees are based on the information provided to Provider and included in this SOW. Any requirement(s) not included herein are outside the scope of this SOW, will be handled through the Change Control Process defined below, and may result in additional cost.

3.2 Travel Expenses.

Client agrees to be responsible for any reasonable travel and out-of-pocket expenses incurred by Provider related to providing Professional Services at a Client Site.

None.

3.3 Payment of Invoices.

Unless otherwise noted in the Order Form, Professional Services Fees are due net 30 from invoice date.

3.4 Cancellation of Professional Services.

In the event that the Client requests and schedules Professional Services to be supplied, and seeks to cancel the Professional Services prior to delivery, the Provider will allow the Professional Services Fees as stated on the Order Form to be reallocated to other Professional Services offerings. A Change Order Form will be issued with the updated Professional Services offering identified and corresponding Statement of Work; Professional Services to be delivered within twelve (12) months from the Subscription Start Date indicated on the Order Form ("Professional Services Period"). Professional Services Fees are non-refundable.

4. PROJECT MANAGEMENT

4.1 Designated Project Managers.

Project Managers shall be assigned and identified by each respective Party by the time of the project kick-off meeting.

Client and Provider each shall direct all inquiries concerning the Professional Services to the other Party's project manager. Client's project manager shall have the authority to approve Professional Services on Client's behalf. Provider's project manager shall have the sole right to exercise direct control and supervision over the work assignments of Provider resources.

4.2 Changes to SOW.

Changes identified by either Party shall be governed by this Section and Section 12.3 of the TOS. All change requests will be responded to by the other Party in a timely manner by identifying any impact to the schedule, scope, and/or budget of this SOW. Specifically, changes will include, without limitation:

- a. Any scope items or work activities not listed in this SOW;
- b. Provision or development of service deliverable not included in this SOW;
- c. Any rework of completed or accepted Professional Services; or,
- d. Delays due to acceptance criteria modifications.

Changes accepted by both Parties will be documented, including cost and schedule changes. All accepted changes signed by both Parties shall constitute a Change Order. All Change Orders are subject to the terms of the Agreement. Provider shall not be obligated to perform any tasks related to any SOW changes including, but not limited to, changes in time, scope, cost, or contractual obligations



unless the Change Order: (i) is a written instrument duly executed by the authorized representatives of both Parties; and, (ii) references this SOW and identifies the specific Sections contained herein which are to be amended or modified.

4.3 Professional Services Schedule.

Unless otherwise agreed to in writing, the Professional Services must be completed within twelve (12) months from the Subscription Start Date indicated on the Order Form (“Professional Services Period”). In order for Provider to provide additional Professional Services to Client after the Professional Services Period, both Parties agree to enter into a separate Order Form and SOW for such additional Professional Services.

The implementation schedule will be mutually agreed upon within the first two weeks of the Subscription Start Date indicated on the Order Form. A change order is required if that schedule is extended or placed on hold.

5. SIGNATURES

This SOW shall constitute the entire understanding between the Parties and is intended as the final expression of the Parties’ agreement regarding the Professional Services to be provided by Provider.

IN WITNESS WHEREOF, the Parties hereto have caused this SOW to be duly executed by their authorized representatives and shall become effective as of the last date executed below.

York Township		Foundant Technologies Inc.	
By:		By:	
Name:		Name:	
Title:		Title:	
Date:		Date:	

York Township Community
Mental Health Board

Annual Report

Inaugural Year

March 2025—March 31, 2026



York Township
*"Neighbors Helping Neighbors –
Together We Serve, Together We Thrive"*

Board Purpose

The York Township Community Mental Health Board, also known as the “708” Board, was established in 2024 by a township referendum under the Community Mental Health Act and is governed by 7 York Township residents. The residents are appointed by the Township Supervisor with consent of the Township Trustees, and volunteer for 2 & 4 year terms.

The Board & its work will support all of York Township municipalities & residents by funding grants and other programs that support people with developmental disabilities, substance abuse issues, and mental health challenges. Through its work, the Board aims to fill the “gaps” of services for residents, providing resources for the help they need.

YTCMHB

Tel: (630)-620-2400
1502 S. Meyers Rd.
Lombard, IL 60148

Email: 708Chairman@yorktwsp.com

Website: <https://yorktwsp.com/708-mental-health-board/>

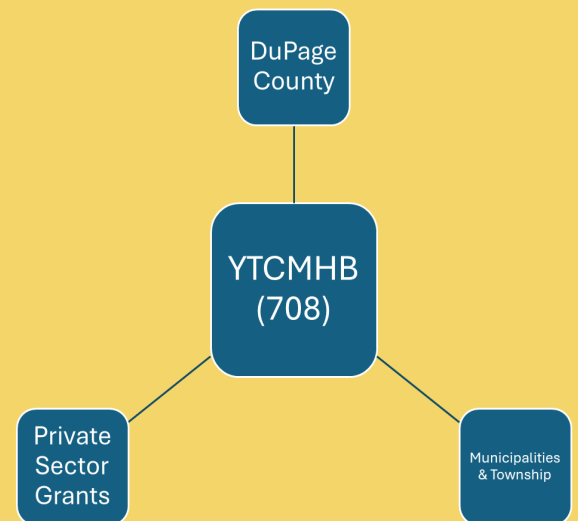


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Dear Community Members ,

It is with immense excitement and a profound sense of honor that I serve as President of our newly formed Community Mental Health Board. Over the past year, I have had the privilege of leading six exceptional board members who bring diverse expertise, unwavering commitment, and genuine compassion to our shared mission. Together, we have laid the foundation for an organization that will make a lasting difference in the lives of individuals and families across our community. This first year has been one of vision-building, collaboration, and careful stewardship, and I am grateful every day for the opportunity to guide this important work. We are committed to being responsible stewards of taxpayer dollars—ensuring every dollar is spent efficiently and effectively—while simultaneously championing programs that deliver real, measurable help to those struggling with mental health challenges. Balance is not just a goal; it is our guiding principle.

Federal funding plays a vital role in supporting local mental health efforts nationwide. In early 2026, the Substance Abuse and Mental Health Services Administration (SAMHSA) distributed approximately \$794 million in block grants, including \$319 million through the Community Mental Health Services Block Grant (MHBG) to help states and communities provide services for adults with serious mental illness and children with serious emotional disturbance. However, the broader federal landscape includes proposed budget adjustments, potential agency reorganizations, and periods of uncertainty around discretionary grants. These developments underscore the importance of our local vigilance: we must maximize every available resource, pursue additional partnerships, and prioritize high-impact programs that stretch limited dollars while protecting access to care.

Looking ahead, I am confident that our Board will continue to grow stronger and more impactful. We remain focused on expanding access to quality mental health services, removing barriers to care, and building partnerships that strengthen our entire community. The foundation we have built in this first year positions us well for the important work that lies before us.

Thank you for your continued trust and support. I look forward to reporting even greater progress in the year to come.

Sincerely,
Michael Ledonne
President



Board Members

Al Rago—York Township Trustee
Liasion
Jill Mueller—Head of Finance
Jim Danielson
Carol Scinto
Michael Ledonne—President
Chassy Datoli—Secretary
Carmen Olmetti—Vice President



ANNUAL FUNDING & SERVICES PERFORMED

In 2025, the YTCMHB did not receive any funding for its operations. Due to the timing of the referendum, no tax levies were imposed so no grants could be awarded during the fiscal year.

However, the board was able to operate. Part-time staff, legal expenses, meeting space, technology expenses, and office expenses were all provided to the board as in-kind services from York Township.

2025

HIGHLIGHTS

Although the YTCMHB did not award any grants in 2025, they were busy establishing the foundation for future operations.

These activities included:

- Established the board by-laws
- Approved the future Grant application
- Approved the 2026 Grant application calendar
- Approved the first tax levy for 2026
- Approved the 2026 budget
- Approved a mental health assessment in conjunction with York Township
- Participated in countywide Mental Health roundtable planning sessions
- Toured the new DuPage County Crisis Recovery Center (CRC)
- Meeting with municipal leaders within York Township



Board Members touring the new DuPage County CRC



LOOKING AHEAD—2026

Starting in April 2026, the Board has a full year of activities planned. With the levy now passed, the 2026 grant cycle will begin in July. The Board is in the process of reviewing software providers to process these grants, communication consultants to help spread the word to the community, and is coordinating with other Township Mental Health Boards for best practices. Below is the published budget for the upcoming fiscal year and planned revenues and expenditures. The path has now been established and the York Township Community Mental Health Board Members are ready to execute on behalf of its residents.

	FY Ending 2027 <u>Budgeted</u>
<u>COMMUNITY MENTAL HEALTH FUND</u>	
	0
BEGINNING BALANCE: April 1, 2026	<hr/>
<u>REVENUES</u>	1,500,000
Property Tax	0
Other Revenues	15,000
Interest Income	1,515,000
TOTAL REVENUES:	<hr/>
	1,515,000
TOTAL FUNDS AVAILABLE:	<hr/>
<u>EXPENDITURES</u>	
Salaries	69,850
Health Insurance	20,000
UC Tax	150
Consulting/Professional Services	96,000
Legal Services	12,000
Mental Health Grants	1,150,000
Communications/PR	24,000
Mental Health Events	12,000
Mental Health Operations	62,000
TOTAL EXPENDITURES:	<hr/>
	1,446,000
Contingencies	0
TOTAL APPROPRIATIONS:	<hr/>
	1,446,000
ENDING BALANCE: March 31, 2027	<hr/> <hr/>
	69,000