



CITY OF DETROIT
OFFICE OF THE CHIEF FINANCIAL OFFICER
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER
2 WOODWARD AVENUE, SUITE 1026
DETROIT, MICHIGAN 48226
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February 28, 2022

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to Accept and Appropriate the FY 2022 Leadership Fellows Program Grant

The Harvard Business School has awarded the City of Detroit Mayor’s Office with the FY 2022 Leadership Fellows Program Grant for a total of \$55,000.00. The grantor share is \$55,000.00 of the approved amount, and there is a required cash match \$55,000.00. The total project cost is \$110,000.00.

The objective of the grant is to attract and retain talent in the City of Detroit. The funding allotted to the department will be utilized to leverage the experience, energy and analytical skills of a Harvard Business School Master in Business Administration student to serve Detroit communities.

If approval is granted to accept and appropriate this funding, the appropriation number is 21109, with the match amount coming from appropriation number 29350.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

DocuSigned by:
Terri Daniels
4D2BEEE23C8D489...

Terri Daniels
Director of Grants, Office of Development and Grants
CC:
Sajjiah Parker, Assistant Director, Grants

DocuSigned by:
Steven Watson
42C91AA10FE84AD...
Office of Budget

DocuSigned by:
[Signature]
3925B7659A3D409...
Agreement to Form
By the Law Department



Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Mayor's Office is requesting authorization to accept a grant from the Harvard Business School, in the amount of \$55,000.00, to attract and retain talent in the City of Detroit; and

WHEREAS, the Law Department has approved the attached agreement as to form; and

WHEREAS, this request has been approved by the Office of Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 21109, in the amount of \$110,000, which includes a cash match coming from Appropriation 29350, for the FY 2022 Leadership Fellows Program Grant.

Harvard Business School Leadership Fellows Program

GRANT AGREEMENT

This Grant Agreement (“Agreement”) is made and entered into this _____ day of _____, 2022 (“Effective Date”), by and between President and Fellows of Harvard College (“Harvard”), acting through the Harvard Business School, a private educational institution (“HBS”) and the City of Detroit, a Michigan municipal corporation, acting by and through its Mayor's Office (“ORGANIZATION”).

1. GRANT AWARD

1A. HBS agrees to pay to ORGANIZATION a grant award in the amount of \$ 55,000 (“Grant Award”).

1B. ORGANIZATION shall spend the Grant Award only for the purposes specified below:

Subject to the Organization recruiting and selecting a fellow from HBS, Organization agrees to hire a fellow as a full-time employee of the Organization for a one (1) year term with an annualized salary of \$110,000. The salary expense shall be shared by the parties in equal amounts during each pay period over the term, with \$55,000 of said salary to come from the Grant Award and \$55,000 to be provided from the Organization.

Subject to the Organization recruiting and selecting a fellow from HBS, should the Organization agree to hire two (2) fellows as full-time employees of the Organization for a one (1) year term with an annualized salary of \$110,000 each, then the salary expense shall be shared by the parties on a pro-rated basis during each pay period over the term, with \$55,000 of said salary to come from the Grant Award and \$165,000 to be provided from the Organization.

Organization will provide the fellow with all employee benefits the Organization provides to full-time employees of the Organization, and will provide office space or resources to support virtual work, administrative support, and work-related travel expenses commensurate with the resources, benefits, support and expense coverage the Organization provides to other full-time employees of the Organization. In no event will Harvard be considered or deemed a co-employer or joint employer of the fellow.

2. TERM OF AGREEMENT

2A. The term of this Agreement shall commence on the Effective Date and shall expire on the first anniversary of the date on which the fellow commences employment with the Organization, unless sooner terminated in accordance with the terms of this Agreement.

2B. If the Organization fails to use the Grant Award as specified herein, the Organization shall refund the unused grant amount to HBS within 60 days of such nonuse. This obligation will apply whether or not failure to use the grant funds results from termination of this Agreement pursuant to Section 2A, the fellow ceasing to be an employee of Organization, an act or omission of Organization, or for any other reason.

3. ACCOUNTING/AUDIT

3A. Organization shall maintain proper accounting records in accordance with generally accepted accounting principles. All financial documents and transactions associated with this grant shall be available to HBS for inspection, copying, and audit purposes during regular business hours.

3B. Organization further agrees that such right of HBS to examine or audit shall continue for three (3) years after the expiration or termination of this Agreement, or for such longer period, if any, as is required by applicable law. Organization shall preserve and make available its records (1) until the expiration of three years from the date of expiration or sooner termination of this Agreement, or (2) for such longer period, if any, as is required by applicable law.

4. TERMS & CONDITIONS OF LEADERSHIP FELLOW'S ENGAGEMENT

4A. Duration - the fellowship will be one full year, from the agreed upon start date.

4B. The Organization will provide the fellow with clear information regarding the Organization's policies and standards during the onboarding process of the fellowship.

4C. Scope of work/Expectations - Organization shall have sole responsibility for supervising, directing, and controlling the work of the fellow. Assigned work and supervisors will be in direct alignment with the position description as defined in the HBS Leadership Fellows Proposal Form. If changes to the position, including a change in supervisor assignment, occur prior to or during the fellowship year, the Organization is expected to inform HBS of any changes immediately.

5. COMPLIANCE WITH ALL LAWS & NON-DISCRIMINATION

5A. Organization shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments in connection with or related to the performance of this Agreement and Organization's employment of the fellow. Without limiting the foregoing, Organization shall be responsible to comply with all applicable laws pertaining to employee/independent contractor classification, and shall be responsible for any damages, fines or other payments that may arise from or relate to any misclassification by Organization. In no event shall HBS be liable for any act or omission of Organization or the fellow.

5B. Organization shall not discriminate, in any way, against any person on the basis of race, sex, color, age, religion, sexual orientation, actual or perceived gender identity, disability, ethnicity, or national origin, in connection with or related to the performance of this Agreement.

6. USE OF HARVARD NAME

Grantee shall not use or register the name "Harvard" (alone or as part of another name) or any logos, seals, insignia or other words, names, symbols or devices that identify Harvard or any Harvard school, unit, division or affiliate ("Harvard Names") for any purpose, including in any press release, public announcement, website or other advertising or publicity materials, except with the prior written approval of, and in accordance with restrictions required by, Harvard. Without limiting the foregoing, Grantee shall cease all use of Harvard Names permitted under this Agreement on the termination or expiration of this Agreement.

7. NOTICES

Any communication or notice which either party is required to send to the other or which either party desires to send to the other, shall be in writing and shall be either personally delivered or mailed in the United States mail, postage prepaid, to the parties as addressed below.

City of Detroit Mayor's Office:

Hakim Berry

City of Detroit

2 Woodward Avenue

Detroit, MI 48226

HBS: Betsy Strickland Edwards

Wilder House

Harvard Business School

Boston, MA 02163

WITNESS THE EXECUTION HEREOF on the day and year first written above.

City of Detroit

By: _____

Name: Hakim Berry

Title: Chief Operating Officer

PRESIDENT AND FELLOWS OF
HARVARD COLLEGE, ACTING
THROUGH THE HARVARD BUSINESS
SCHOOL

By: _____

Name: Ronald Peracchio

Title: Senior Director, MBA Program

Payment Details: Award payments from Harvard are issued via EFT or check through the Buy-2-Pay system. You must be registered in the system in order to receive payment. Please indicate below the information of the individual from your organization who will manage the B2P payment process and be sent the B2P system invitation email:

Name of individual handling B2P Process : _____

Email Address to send invitation: _____

Contact Phone Number: _____

Check Mailing Address: _____

