

**Millennium Strategies LLC
25 Smith Street, Suite 401,
Nanuet, New York 10954**

This Agreement is made and entered into on this ____ day of ____, 2024 between **MILLENNIUM STRATEGIES LLC** (herein referred to as “Consultant”) located at 25 Smith Street, Suite 401, Nanuet, NY, 10954 and **TOWN OF CHESTER** (herein referred to as “Client”) located at 1786 Kings Highway, Chester, NY, 10918.

SCOPE OF SERVICES

Consultant will provide Grant Consulting Services on behalf of Client. Specific services to be provided are outlined and described below.

Create a Strategic Plan – Consultant will create a Strategic Plan for grant research and funding to be pursued in keeping with Client’s budget, capital plan and other identified objectives. This process will include coordination of necessary meetings with administrators, department heads, and key personnel to determine future funding goals and how best to achieve them.

Research Available Opportunities / Frequent Notification – Consultant will research all available governmental and non-governmental grant opportunities that support Client’s priorities on an ongoing basis for the duration of the contract period. Detailed grant summaries will be provided to key personnel as Client selects grants that are consistent with the Strategic Plan.

Complete Grant Writing – Consultant will complete all grant applications, both presented by Consultant and identified by Client, in accordance with funding guidelines established by funding agencies, on a continuing basis for the duration of the contract period. This includes all necessary follow up with governmental, non-governmental, and legislative agencies in support of applications submitted on behalf of Client.

Monthly Reporting – Consultant will submit a monthly report detailing all activities undertaken by Consultant on behalf of Client as well as a monthly invoice of services rendered. The monthly report will include all grants recommended, grants awarded, grants submitted and pending approval, grant applications-in-progress, as well as grants denied providing Client with an ongoing assessment of Consultant’s efforts.

TERM

This Agreement shall be for a period of twelve (12) months commencing on January 1, 2024 and ending on December 31, 2024. Either party may terminate this agreement with or without cause upon a 30-day written notice via certified mail.

COMPENSATION

Consultant shall render Scope of Services on behalf of Client for a flat monthly retainer fee of \$3,000.00 for an amount not to exceed \$36,000.00 per annum. Consultant’s fee is not contingent upon the successful award of grant funding. There are no hidden costs associated with this fee structure which includes all travel time and expenses.

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HOLD HARMLESS

Each party hereby agrees to defend, indemnify and hold the other party harmless from any expense, loss, liability, or claim incurred directly or indirectly by the responsible party with respect to any actions or omissions, authorized or unauthorized, of such party, its employees, agents, servants, subcontractors, or assignees with respect to this Agreement. Indemnification shall include, but not be limited to fees, claims, demands, and losses, court costs, settlement costs, and counsel fees whatsoever the nature, without limitation.

ASSIGNABILITY

This Agreement is not assignable without the prior written consent of both Client and Consultant.

BINDING

This Agreement shall be binding upon each party's successors or assignees.

LAW

The terms of this Agreement shall be governed by the laws of the State of New York.

DISPUTES

The parties hereto stipulate and agree that any dispute between them, whether equitable or legal relief is sought shall be venued in the Supreme Court of New York. Each of the parties to this Agreement further stipulate and agree to the personal and subject matter jurisdiction of the Supreme Court of New York, in such dispute or proceeding.

**ACKNOWLEDGED, AGREED TO,
AND ACCEPTED BY:**

DATE:

MILLENNIUM STRATEGIES, LLC

January 11, 2024

By: 

Name: Edward Farmer

Title: President and CEO

DATE:

TOWN OF CHESTER

By: _____

Name:

Title: