

**SHARED SERVICES AGREEMENT  
BY AND BETWEEN  
THE COUNTY OF CAMDEN  
AND  
TOWNSHIP OF VOORHEES, BOROUGH OF BERLIN AND  
BOROUGH OF GIBBSBORO**

This document constitutes a SHARED SERVICES AGREEMENT pursuant to N.J.S.A. 40:8A-1 et seq. Entered into between the County of Camden, a body politic and corporate of the State of New Jersey with the offices located at the 14th Floor, 520 Market Street, Camden, New Jersey 08102, hereinafter referred to as GRANTEE and the Township of Voorhees, a body politic and corporate of the State of New Jersey with offices located at 620 Berlin Road, Voorhees, NJ 08043, Borough of Berlin, a body politic and corporate of the State of New Jersey with offices located at 59 S. White Horse Pike, Berlin, NJ 08009, and the Borough of Gibbsboro, body politic and corporate of the State of New Jersey with offices located at 49 Kirkwood Road, Gibbsboro, NJ 08026 hereinafter referred to as SUB-GRANTEES :

THIS AGREEMENT made and entered into this *16<sup>th</sup>* day of *April*, 2013.

**WITNESSETH:**

WHEREAS, the GRANTEE and the SUB-GRANTEES are desirous of entering into an agreement to provide the SUB-GRANTEES funds provided by the Governor's Council on Alcoholism and Drug Abuse and authorized by resolution of the Board of Chosen Freeholders of the County of Camden on February 21, 2013; and

WHEREAS, pursuant to said program, the SUB-GRANTEES, with funds received from the GRANTEE, shall provide a comprehensive and coordinated effort to establish prevention and early intervention programs to fight alcoholism and drug abuse as detailed herein.

Now therefore,

In consideration of the mutual promises set forth herein the GRANTEE and the SUB-GRANTEES agrees as follows:

### **1. TERM**

This agreement shall commence January 1, 2013 and end December 31, 2013. It is specifically understood between the GRANTEE and the SUB-GRANTEES that the Governor's Council on Alcoholism and Drug Abuse as outlined in the fiscal requirements for said funds, "requires that all funds awarded through this letter agreement will be expended during the agreement period. Monies carried forwarded must have the written permission of the Executive Director of the Council. "

### **2. SCOPE OF SERVICES**

The TOWNSHIP shall perform all services set forth in the scope of services attached hereto as Exhibit A and hereby incorporated into this agreement by reference. The SUB-GRANTEES agrees to provide all services in compliance with all applicable federal, state and local statutes, rules and regulations.

### 3. FUNDING OF AGREEMENT

(a) The GRANTEE shall provide to the SUB-GRANTEES funds designated to the SUB-GRANTEES as follows:

**Consortium of:**

**Voorhees, Berlin Borough, Gibbsboro, \$38,090**

The SUB-GRANTEES may only use these funds for the purpose of conducting the activities or providing the materials as set forth in Exhibit "A", the Scope of Services of this agreement;

(b) The GRANTEE shall provide said funding to the BOROUGH in four installments representing four (4) quarterly payments, provided all required expenditure reports and County Vouchers are submitted in a timely manner.

(c) The GRANTEE and the SUB-GRANTEES specifically understand and agree that both the GRANTEE and the SUB-GRANTEES are bound by all rules and regulations promulgated by the Governor's Council on Alcoholism and Drug Abuse, specifically attachments A, which is hereby made a part of this agreement. Attachment A outlines programmatic requirements, fiscal requirements, "other compliance requirements" and "general conditions", for municipal alliance grants. The GRANTEE and the SUB-GRANTEES recognizes that N.J.A.C. 17:4-1 et seq requires the SUB-GRANTEES to produce a 100% match of grant funds. The State of New Jersey Governor's Council on Alcoholism and Drug Abuse requires the SUB-GRANTEES to provide the 100% match funds as follows: **A minimum 25% cash match, the remaining 75% in kind match for the period of this agreement.**

#### **4. TERMINATION OF AGREEMENT**

(a) This Agreement may be terminated in whole or in part by the GRANTEE for any reason upon thirty (30) days written notice to the SUB-GRANTEES;

(b) Upon receipt of the Notice of Termination, the SUB-GRANTEES shall promptly discontinue all services affected unless otherwise directed by the GRANTEE. The GRANTEE shall not be liable for funding any services continued by the SUB-GRANTEES after the effective date of the termination of this agreement.

#### **5. COMPLIANCE WITH THE LOCAL PUBLIC CONTRACT LAW**

The SUB-GRANTEES shall comply with the Local Public Contract Law with respect to the award of any Contract for the performance of services or the purchase of any goods to be provided under this agreement.

#### **6. REPORTING REQUIREMENTS / AUDIT**

The SUB-GRANTEES shall comply with and submit all reports and audits as outlined in Attachment A to this agreement which are hereby incorporated into this agreement,

Pursuant to the Single Audit Act of 1984 the Borough agrees to permit the GRANTEE and/or its agents to examine any and all records relevant to this agreement and shall make the same available upon demand at a reasonable time and place for the purposes of auditing the records, reports and documents to this agreement.

## **7. RIGHT TO INSPECT**

The Borough shall permit the GRANTEE or its authorized representative to make visits to the site or sites where specified services are being provided for the purposes of assuring the SUB-GRANTEES compliance with the terms of the Agreement.

## **8. INDEMNIFICATION**

The SUB-GRANTEES shall defend, indemnify and hold harmless the State of New Jersey, the Governor's Council on Alcoholism and Drug Abuse and the GRANTEE, their officers, agents and/or employees from any and all suits and actions of every nature and kind which may be brought for or on account of any injury, death or damage arising or growing out of the acts or omissions of the SUB-GRANTEES, its officers and/or its employees under this agreement.

## **9. INSURANCE**

The SUB-GRANTEES shall provide and maintain during the term of the agreement adequate insurance coverage for the services to be performed pursuant to this agreement. Said insurance coverage shall include, but not limited to, general liability and workers compensation insurance.

## **10. NOTICE**

All notice hereunder shall be in writing and mailed postage paid, certified mail, return receipt requested to the Office of County Counsel, 14th Floor, Courthouse, 520 Market Street, Camden, NJ 08102.

## **11. MISCELLANEOUS**

The following miscellaneous provisions shall apply to this agreement:

**A. CONSTRUCTION OF THIS AGREEMENT**

The parties acknowledge that this agreement was prepared under New Jersey Law and shall therefore be interpreted under the Laws of the State of New Jersey.

**B. AMENDMENTS**

This Agreement may not be amended, altered or modified in any manner except in writing signed by the parties hereto.

**C. HEADINGS**

This section and any other headings contained in this agreement are for reference only and shall not effect the meanings or interpretation of this contract

**D. INVALID CLAUSE**

The invalidity of any clause contained herein shall not render any other provision invalid and the balance of this agreement shall be binding upon all parties hereto.

**E. ENTIRE AGREEMENT**

This agreement together with all attachments shall consist of the entire agreement of the parties and it is acknowledged that there are no other outstanding agreements regarding to this undertaking.

**F. ASSIGNABILITY**

This agreement and all rights, duties and obligations herein may not be assigned by the SUB-GRANTEES.

**G. NON-DISCRIMINATION**

The parties to this Agreement agree that the provisions of N.J.S.A 10:2-1 through 10:2-4 and 10:5-40, dealing with discrimination in employment on public contracts, and the rules and regulations promulgated pursuant thereunto, are hereby made a part of this contract and binding upon them.

**H. FUNDING**

In accordance with the provision of N.J.S.A. 40 A:11-15 this contract is subject to the availability and appropriation of sufficient funds in the year in which it is in effect and the receipts of said funds from the State of New Jersey.

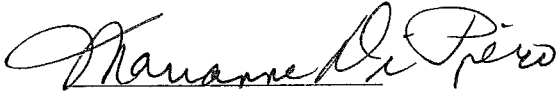
**I. INTERPRETATION OF DOCUMENTS CONSTITUTED IN THIS AGREEMENT**

If the language of this agreement is ambiguous with the language outlined in attachment A of this agreement the language contained in attachment A of this agreement shall prevail.

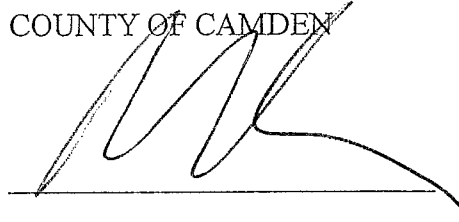
IN WITNESS WHEREOF the parties hereto have caused this agreement to be duly executed on this day and year mentioned on the first of this agreement.

ATTEST :

COUNTY OF CAMDEN

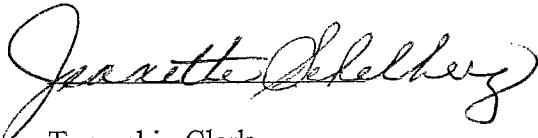


Clerk of the Board

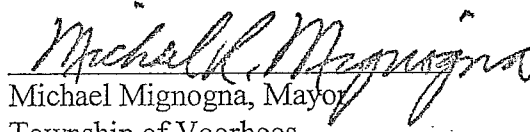


Ross G. Angilella,  
COUNTY ADMINISTRATOR

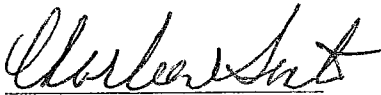
ATTEST :



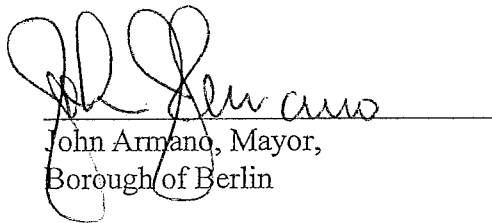
Township Clerk  
Township of Voorhees



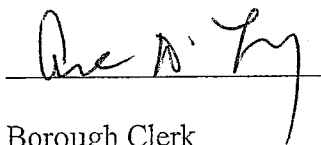
Michael Mignogna, Mayor  
Township of Voorhees



Borough Clerk  
Borough of Berlin



John Armano, Mayor,  
Borough of Berlin



Borough Clerk  
Borough of Gibbsboro



Edward G. Campell , III, Mayor  
Borough of Gibbsboro



**EXHIBIT A**

**Voorhees, Berlin Boro, Gibbsboro Consortium**

**2013 DEDR: \$ 38,090 Cash Match \$ 9,522 In-kind \$ 28,568**

**1. TAG - (Teens are Great) Gibbsboro** - The TAG group will meet weekly (6-7-8 grade pupils) to discuss and share topics related to alcohol abuse, stress, peer relationships, drug awareness, cigarette smoking and self esteem -

Domain: Peer/Individual Behaviors  
Risk Factor: Greater Influence/Reliance on Peers over Parents  
CSAP Strategy: Collaboration  
Is this an Evidence Based Program?  Yes  No  
**Funding: DEDR \$ 5,495 Cash Match \$ 0 In-kind \$ 4,122**

**2. Alternative Behavior Management/Peer Mediation** - The Peer Mediation Program teaches students conflict resolution. Peer Mediation is considered a prevention program which targets the entire school population as well as at risk students. Students will meet at least two times per month and as needed throughout the month when student issues arise. Approx. 20 peer mediators will be trained.

Domain: School  
Risk Factor: Availability of ATOD  
CSAP Strategy: Early Intervention  
Is this an Evidence Based Program?  Yes  No  
**Funding: DEDR \$ 1,695 Cash Match \$ 0 In-kind \$ 1,272**

**3. Peer Leadership** - Train students/staff to be able to address through rap group, forums, information sessions and other educational activities, social issues significant to today's students' lives. To provide positive activities designed to increase student involvement with peers -

Domain: Peer/Individual Behaviors  
Risk Factor: Favorable Attitude Toward Drug Use  
CSAP Strategy: Alternatives  
Is this an Evidence Based Program?  Yes  No  
**Funding: DEDR \$ 2,875 Cash Match \$ 0 In-kind \$ 2,157**

**4. Parental Involvement Program** - Video presentation via school TV channel-available to community with cable access. We will have small informational sessions-approximately 60-75 participants.

Domain: Family  
Risk Factor: Family Management  
CSAP Strategy: Education  
Is this an Evidence Based Program?  Yes  No  
**Funding: DEDR \$ 970 Cash Match \$ 0 In-kind \$ 728**

**5. Project Graduation** - Provide activities during the school year which are substance free, culminating in an all night drug and alcohol free celebration for senior's students to reduce the risk of drinking and driving on the night of graduation. Students, staff and parents meet monthly to plan this event. We also have fund raisers throughout the year.

Domain: Community  
 Risk Factor: Availability of ATOD  
 CSAP Strategy: Alternatives  
 Is this an Evidence Based Program? XX Yes No  
 Funding: DEDR \$ 3,525 Cash Match \$ 9,523 In-kind \$ 2,644

**6. Student Wellness (EHS)** – Once a month trained students address classmates in the classroom environment and disseminate information ATOD prevention. Create awareness of need for continued parent support and identification of positive peer influences.

Domain: community  
 Risk Factor: Greater Influence/Reliance on Peers over Parents  
 CSAP Strategy: Early Intervention  
 Is this an Evidence Based Program? Yes XX No  
 Funding: DEDR \$ 1,565 Cash Match \$ 0 In-kind \$ 1,174

**7. Berlin Family Management** - Train families to be able to address issues relating to ATOD through forums, information sessions and other educational activities, social issues significant to today's students' lives -

Domain: Family  
 Risk Factor: Family Management  
 CSAP Strategy: Education  
 Is this an Evidence Based Program? Yes XX No  
 Funding: DEDR \$ 2,690 Cash Match \$ 0 In-kind \$ 2,018

**8. Interactive Program (VMS)** – Voorhees Middle School is participating in the DSACS program at Rutgers University. The DSACS program is a prevention program that targets social, emotional and character development skills. Approx 1300 VMS students will participate in classroom lessons, school wide assemblies and school wide programs (Mix It Up Day, Red Ribbon Week etc.)

Domain: School  
 Risk Factor: Anti-social behavior late childhood/early adolesct  
 CSAP Strategy: Education  
 Is this an Evidence Based Program? Yes XX No  
 Funding: DEDR \$ 2,925 Cash Match \$ 0 In-kind \$ 2,193

**9. D.A.R.E.** - Berlin Borough -Seventeen week D.A.R.E. program to two community schools in Berlin Borough for fifth grade classes. Continue to teach DARE in lower grades for drug and alcohol prevention. This will be taught in three different schools in Berlin Borough

Domain: School  
 Risk Factor: Early First Use  
 CSAP Strategy: Education  
 Is this an Evidence Based Program? XX Yes No  
**Funding:** DEDR \$ 4,865 Cash Match \$ 0 In-kind \$ 3,649

**10. D.A.R.E.** Voorhees Township - Project D.A.R.E. is an ongoing project of the Los Angeles Police Department and the Los Angeles Unified School District to prevent drug abuse in children and youth. The emphasis of project D.A.R.E. is to help students recognize and resist the many pressures that influence them to experiment with alcohol and drugs. In addition, the project focuses on feelings related to self-esteem, interpersonal and communication skills, decision making, and positive alternatives to drug abuse behavior –

Domain: School  
 Risk Factor: Early First Use  
 CSAP Strategy: Education  
 Is this an Evidence Based Program? XX Yes No  
**Funding:** DEDR \$ 5,365 Cash Match \$ 0 In-kind \$ 4,024

**11. After School at Risk** (VMS)– Approximately 120 students in 6-8<sup>th</sup> grade will be identified through testing and teacher recommendation to an after school program of students in math and language arts. Students will attend weekly after school sessions for 12 weeks. Along with skill developments and improvement, study skills and test taking skills are taught.

Domain: School  
 Risk Factor: Academic Failure  
 CSAP Strategy: Education  
 Is this an Evidence Based Program? Yes XX No  
**Funding:** DEDR \$ 4,620 Cash Match \$ 0 In-kind \$ 3,465

**12. The Spot Teen Center**– The Spot Teen Center at the Voorhees Town Center will provide supervised activities for high school aged youth between the hours of 3 and 9, Monday to Friday. Saturday hours will be determined according to the event. Also a full day workshop will be offered to Teen Center staff, adult and student volunteers. This workshop will include substance abuse information, support, prevention and making appropriate referrals.

Domain:  
 Risk Factor: Low Neighborhood Attachment/Commun. Disorganization  
 CSAP Strategy: Alternatives  
 Is this an Evidence Based Program? Yes No  
**Funding:** DEDR \$ 1,500 Cash Match \$ 0 In-kind \$ 1,125

**RESOLUTION NO. 85-13**

**WHEREAS**, the Township Committee of the Township of Voorhees recognizes that the abuse of alcohol and drugs is a serious problem in our society among persons of all ages; and

**WHEREAS**, the Township of Voorhees further recognizes that it is incumbent upon not only public officials, but upon the entire community, to take action to prevent such abuses in our community; and

**WHEREAS**, the Township of Voorhees has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Camden;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Township Committee hereby recognize the following:

1. The Township of Voorhees hereby authorizes submission of an application for the BGV Municipal Alliance Grant for calendar year 2013 in the amount of \$38,090.00
2. The Township of Voorhees acknowledges the terms and conditions for administering the Municipal Alliance Grant including the administrative compliance and audit requirements.