



LETTER OF AGREEMENT

This agreement between Valparaiso YMCA and Porter County Health Department so as to memorialize and document certain agreements and understandings which have been reached between the parties regarding the expansion of programs offered to the residents of the community. The agreement is as follows:

1. Valparaiso YMCA is a non-profit organization that improves the quality of life in our communities through programs and services that strengthen the spirit, mind and body for all.
2. Porter County Health Department is a government agency providing public health care services to all residents of Porter County, Indiana with an emphasis on addressing the unmet needs of underserved populations.
3. Porter County Health Department agrees to provide support and funding to ensure the successful implementation of group fitness classes in Kouts and Hebron in partnership with the Porter County Public Library. Valparaiso YMCA shall hold a class at each location weekly. Details on how the funds will be used include:
 - \$1,900.00 - Equipment for classes including resistance loops and bands, cardio drumsticks and a portable rolling bag
 - \$3,000.00 – Instructor Time & Mileage
 - \$1,400.00 – Marketing – purchase mailing list, 500 postcards & mail service
 - \$750.00 - Contingency of 10.5% - Potential use: rent expense should the library be unable to accommodate class size
 - Total Request - \$7,050.00
4. Valparaiso YMCA will submit a monthly invoice to Porter County Health Department within ten (10) days of the end of each month during the term, along with metrics required for monitoring and evaluation of this program. This will include class attendance and any demographic information collected for attendees, as well as any success stories that come from the program. Porter County Health Department shall remit payment within thirty (30) days of invoice receipt.
5. Valparaiso YMCA will provide class advertising materials to Porter County Health Department for promotion and agrees to promote FIND HELP-Porter County on the marketing materials.
6. That the initial term of this agreement shall continue through the end of 2025.
7. This agreement may be terminated upon notification by one party to the other party with thirty (30) days' written notice, which shall specify the effective date of termination.
8. This Agreement may be changed or modified only in writing and must be signed by both parties.

Valparaiso YMCA

Signature: Sharon Johnson

Title: President and CEO

Date: 4/14/25

Porter County Health Department

Signature: Carrie Baldwin

Title: Administrator

Date: 4/14/2025