

FISCAL AGENT AGREEMENT

Between

Martin Interagency Network for Disasters, Inc. (MIND) and United Way of Martin County

This Fiscal Agent Agreement (“Agreement”) is made and entered into as of January 2005 by and between Martin Interagency Network for Disasters, Inc. (“Organization”) and United Way of Martin County, Inc. (“Fiscal Agent”).

As Fiscal Agent, United Way of Martin County agrees to:

- Provide fiscal services agreed upon by Organization and Fiscal Agent without fee.
- Abide by all of the requirements and in accordance with the Standards of Accounting and Fiscal Reporting of the American Institute of Certified Public Accountants (AICPA).
- Establish a separate checking account for designated funds which shall be titled Martin Interagency Network for Disasters (MIND).
- Maintain and retain appropriate financial records.
- Upon request by the Organization, and within a reasonable time period, allow the Organization to inspect, review and audit all records received or generated.

As Organization, Martin Interagency Network for Disasters agrees to:

- Provide clear guidance and direction to Fiscal Agent.
- Supervise the custody of the funds of the Organization; to make reports of receipts and disbursements in such form as the Board of Directors may direct at each of its regular meetings; to insure that the fiscal policies and practices of the Organization are properly observed and carried out.
- Submit all requests in writing to Fiscal Agent.
- Prepare and file timely reports with the IRS, government agencies and other funding organizations.

This agreement may be terminated by either party upon no less than thirty (30) calendar days notice in writing, without cause, unless both parties mutually agree upon a lesser time. This agreement may also be terminated for non-compliance and/or breach of contract by the Organization or the Fiscal Agent upon no less than forty-eight (48) hours written notice. At the time of termination all unspent funds will be promptly returned to the Organization.

James M. Dudziak
Martin Interagency Network for Disasters President

Date

James P. Vojcsik
United Way of Martin County Executive Director

Date