

Elizabeth Nabie
Grant Consultant

CONSULTING AGREEMENT:

AGREEMENT made on this ____ day of _____, 2012, by and between Non Profit and Elizabeth Nabie, hereafter referred to as the "Consultant."

WHEREAS, the Non Profit Agency identified above desires to engage the services of the Consultant to perform the agency consultant services regarding the grant writing of proposals and applications but does not include follow up procedures including monthly tallies, quarterly/annual reports or any items required after the funding of a grant.

THEREFORE, it is agreed as follows:

1. Term. The respective duties and obligations of the consultant may be terminated by either party with verbal notice at any time. The length of the contract is for one year and may be renewed by the issuance of a new contract.
2. Consultations. Consultant shall be available to consult with the Board of Directors and/or other designated parties at no additional costs, at reasonable times, concerning matters pertaining to the organization, the fiscal policies of the organization, and, in general, the important problems or concern of the business affairs of the organization that are relevant to the grant process.
3. Compensation. The Consultant shall receive at least monthly from the agency for the performance of the services rendered to the organization pursuant to the terms of the agreement \$50 per hour for work performed by the Consultant; however, in no event shall compensation paid to the Consultant be more than \$600 per month unless an increase in the compensation amount is authorized in writing by the non profit agency identified above.
4. Confidentiality Statement. The Consultant shall keep all information, documents, discussions, or any other Organization's sources confidential and not share the information in any form with anyone other than Organization's representatives having direct contact with the Consultant.

IN WITNESS WHEREOF, the parties have hereunto executed the Agreement on the ____ day of _____, 2012

Authorized Agency Representative

Consultant