BOARD AGENDA ITEM

Information/Discussion ______
Future Action ______
Action __x__

Item: Partner Contribution Agreement with Michigan Rehabilitation Services (MRS)

Submitted by: Kirsten Myers KM **Date:** June 8, 2026

Recommended by: Heather Sneider Heather Sneider **Board Meeting Date:** June 15, 2026

RECOMMENDATION:

The renewal of Kent ISD Achieving Competitive Employment (ACE) Partnership Agreement for FY26

The cost breakdown is as follows:

	FY 2026 Kent ISD ACE Partnership Agreement 6/1/26-9/1/26	$58,000

BACKGROUND:

The Achieving Competitive Employment (ACE) program, offered through Michigan Rehabilitation Services (MRS), provides valuable summer pre-employment opportunities for students with disabilities throughout Kent County. Designed for students during the summer following their junior year of high school, the program offers an eight-week paid work experience in community-based employment settings. Participants receive individualized job coaching, workplace support, and career development guidance, helping them develop essential workplace skills, increase independence, and gain meaningful real-world employment experience. The ACE program supports students in preparing for competitive integrated employment and successful post-secondary transitions. By contributing a $58,000 local match MRS is able to access $156,815 in Federal funds to make this a $214,815 program on behalf of our student population.

Account Number: 22-1-441-8510-000-9920-00000-2314-

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
MICHIGAN REHABILITATION SERVICES

GRETCHEN WHITMER
GOVERNOR

SUSAN CORBIN
DIRECTOR

Partner Contribution

TO: Accounts Payable
Attn: Dennis Baine
Kent Intermediate School District
2930 Knapp St. NE
Grand Rapids, MI 49525

DATE: May 15, 2026

Contribution Description	AMOUNT DUE
FY 2026 Kent ISD ACE Partnership Agreement **Contribution Due Date: June 1, 2026**	**$58,000.00**

Agreement Total: $58,000.00
Year to Date Contribution: $0.00
Balance: $58,000.00

Make check payable to: State of Michigan

*Please notate on the check memo line "**MRS match**"*

Mail to: Michigan Rehabilitation Services
750 Front Street NW Suite 211
Grand Rapids, MI 49504

Please contact me at (616) 242-9563 or via email staceyl@michigan.gov if you have any questions.

Thank You,

Laurie Stacey
Rehab Assistant

Agreement #: 2121

MRS District & Site: Grand Rapids

INTERAGENCY CASH TRANSFER AGREEMENT

This Agreement is entered into between the designated State unit and the state or local public agency named below:
DESIGNATED STATE UNIT NAME: **Michigan Rehabilitation Services (MRS)**
STATE OR LOCAL PUBLIC AGENCY NAME: Kent Intermediate School District
AGREEMENT TYPE: New: ☐ Continuation: ☒
AGREEMENT BEGIN AND END DATE: June 1, 2026 – September 30, 2026
FISCAL YEAR APPROPRIATE TO THIS DOCUMENT: **2026**
GRAND TOTAL OF THIS AGREEMENT: $214,815
AGREEMENT TITLE: Kent ISD ACE

This Interagency Cash Transfer Agreement (Agreement) is created and agreed to by MRS and the state or local public agency designated above (Parties) to enhance and improve the provision of vocational rehabilitation services to individuals who meet the following MRS eligibility criteria, as set forth in 34 CFR 361.42(a)(1):

(i) A determination by qualified personnel (employed by the designated State unit) that the applicant has a physical or mental impairment.

(ii) A determination by qualified personnel (employed by the designated State unit) that the applicant's physical or mental impairment constitutes or results in a substantial impediment to employment for the applicant.

(iii) A determination by a qualified vocational rehabilitation counselor employed by the designated State unit that the applicant requires vocational rehabilitation services to prepare for, secure, retain, advance in, or regain employment that is consistent with the individual's unique strengths, resources, priorities, concerns, abilities, capabilities, interest, and informed choice.

(iv) A presumption, in accordance with paragraph (a)(2) of this section, that the applicant can benefit in terms of an employment outcome from the provision of vocational rehabilitation services.

The provision of vocational rehabilitation services through this Agreement must be consistent with the MRS 2024-2028 State Plan, including but not limited to implementation of an Order of Selection for Services (OSS) [34 CFR 361.36(d)(1)]. The requirements specified in the MRS State Plan on file with the United States Department of Education, Rehabilitation Services Administration will apply to all funds associated with this Agreement.

Purpose of this Agreement

The purpose of this Agreement is to set forth the terms and conditions under which the above referenced state or local public agency will provide non-Federal share as an allowable source of match as referenced in Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards at 2 CFR 200.

I. Description of the Program

A. Purpose of the Program

1. Purpose Statement

   This agreement creates employment experiences for students along with soft skills and job preparation skills that will lead to successful, independently employed adults.

   In our experience of working with students who have a disability we have found that many students do not have the necessary prerequisite skills to plan for and gain employment. In many cases, they are also lacking the soft skills needed to be a good employee. This joint program addresses these needs with the outcome of helping young adults develop job search skills, soft skills and retention abilities along with acquiring practical knowledge associated with real world work experiences. This partnership agreement will provide a unique blend of services to those individuals who are seeking to obtain or maintain employment and self-sufficiency while transitioning as youth from the educational system to competitive employment in the adult world.

2. Target Population
   Services will not be extended to or include non-MRS customers.

   Kent County Intermediate School District students

3. Target Geographic Area

   Kent County

4. Outcome Goals

   The parties to the agreement have mutually agreed to the following outcome goal: Our projections are that we will serve approximately 60 to 65 students. It is also anticipated that the activities generated by this agreement will result in approximately 20 to 30 youth obtaining employment in the competitive labor market

B. Scope of Vocational Rehabilitation Services to be Provided Under the Program

1. Description of Services

   MRS may provide, arrange, or purchase vocational rehabilitation services necessary for determining eligibility, priority for service, and vocational rehabilitation needs.

   MRS may provide, arrange or purchase those vocational rehabilitation services related to an Individualized Plan for Employment necessary to assist the individual in preparing for, securing, retaining, or regaining an employment outcome in an integrated setting that is consistent with the individual's strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice.

   MRS may provide or arrange for the provision of Pre-employment Transition Services in collaboration with the local educational agencies for all students with disabilities or potentially Eligible students. Activities include: Job Exploration Counseling, Work-based Learning Experiences, Counseling on opportunities for post-secondary educational programs, Workplace Readiness Training, and Instruction in Self-advocacy.

   Additionally, the Parties have identified the following VR service(s) as integral to achieving the program outcome goals: N/A

C. Role of Each Participating Agency in the Provision of Services

1. Role of MRS

   Fred Lovejoy, District Manager or his designee, will serve as the primary administrative contact for MRS.

   To achieve the outcome goals for this program:

a. MRS staff will be responsible for the following:

Determination of eligibility for program services, provision of vocational counseling and guidance and coordination of service provision to assure appropriate use of agreement funds. MRS will work closely with partner and vendor agencies to assure appropriate services are delivered in a timely manner. MRS staff members will meet on a regular basis with service providers. MRS management will meet on a regular basis with the local agency partner staff assigned to this project

b. Applicable workflow processes include:

1. Conducting outreach efforts and information sharing
2. Coordination of customer referral process with public agency staff
3. Providing orientations to individuals with disabilities/guardians
4. Gathering completed application and appropriate signed releases
5. Determination of eligibility for MRS services and priority category
6. Following Order of Selection for Services requirements
7. Completion of vocational needs assessment
8. Development of Individualized Plan for Employment (IPE): Outlines the planned activities agreed upon between the customer and MRS in attaining a feasible vocational goal
9. Providing, arranging and/or purchasing individualized services in IPE
10. Assuring that job attained is competitive and consistent with policy

Assuring that case closure is performed within bureau policies and procedures

c. ☒ Training is not anticipated
☐ Training will be provided in the following area(s):

2. Role of state or local public agency

Heather Sneider, Director of Transition Services & Empower U or their designee, will serve as the primary administrative contact for the state or local public agency.

To achieve the outcome goals for this program:

a. State or local public agency staff will be responsible for the following:

The primary role of the local agency partner staff member will be to work closely with MRS to do joint planning and problem solving throughout the program year and may include meeting with service providers regarding program performance.

b. Applicable workflow processes include: N/A

c. ☒ Training is not anticipated
☐ Training will be provided in the following area(s):

D. Quality Assurance Activities

1. Data Sharing & Reporting Plan

   At a minimum, the Parties have agreed to exchange the following data set(s):

   Aggregate data will be compiled regarding number served, number placed into employment and number closed successful; and will be available on a semiannual basis or as needed. This data will be shared through the administrative contacts listed above.

   The primary administrative contacts or their designees will complete this activity
   ☐ Monthly ☐ Quarterly ☐ Biannually ☒ Other, please explain:

   Semiannually or as determined necessary by both parties

2. Progress Monitoring

   The primary administrative contacts or their designees agree to meet
   ☐ Monthly ☐ Quarterly ☐ Biannually ☒ Other, please explain:

   Semiannually or as determined necessary by both parties to review progress toward outcome goals, resolve issues, and ensure the continuity of all Agreement components.

   Progress measures are identified in sections I(A)(4) and/or I(D)(1).

3. Program Evaluation

   At a minimum, the Parties agree to an annual review of the programs overall impact and outcomes. The primary administrative contacts will complete this activity.

   Program evaluation success indicators and measures are identified in sections I(A)(4) and/or I(D)(1). The Parties have agreed to the following additional success indicators: N/A

E. Share of Cost to be Assumed by Each Agency

Agency	Share Type	Share %	Amount
State or Local Public Agency	Non-Federal	27	$ 58,000
MRS	Federal	73	$ 156,815
Agreement Grand Total	Combined	100	$ 214,815

II. Funding Qualifications

Non-Federal share provided under this Agreement will not originate from any other Federal grant or count towards satisfying a matching or cost sharing requirement of another Federal grant agreement, contract, or any other award of Federal funds. Program income generated or earned as a result of this Agreement cannot count toward satisfying a Federal match or cost sharing requirement.

Program expenditures under this Agreement will be under the control of MRS. All services provided under this Agreement are only available to MRS applicants and eligible individuals.

The entire non-Federal share will be obligated first during the fiscal year in which this Agreement pertains. Any funds remaining after the date identified below may be redirected to the statewide MRS general fund and spent at the discretion of MRS.

Date after which funds may be redirected: August 1, 2026

In the event Federal share is unavailable or unsecured, this Agreement would be deemed null and void.

III. Payment Terms and Conditions

A. Terms of Payment

The state or local public agency agrees to make payment of the non-Federal share based on the schedule below.

This Agreement increases or expands the scope of VR services available to individuals with disabilities. A waiver has been granted by the Rehabilitation Services Administration authorizing this Agreement. Failure to meet non-Federal share obligations by the state or local public agency may result in termination of this Agreement and all associated services.

B. Payment Schedule

Single Payment Schedule

Amount	Payment Due On or Before
$ 58,000	June 1, 2026

Total State or Local Public Agency Share:		$58,000

IV. Audits and Records

The state or local public agency agrees:

A. To retain all financial and accounting records related to this Agreement through the term of this Agreement and for four years after the latter of termination, expiration, or final payment under this Agreement or any extension ("Audit Period"). If an audit, litigation, or other action involving the records is initiated before the end of the Audit Period, Contractor must retain the records until all issues are resolved.

B. To assure state personnel, federal personnel, and personnel authorized by MRS shall have full access to the records during the time the state or local public agency is obligated to retain the records.

C. At the request of MRS, to provide access to and furnish whatever information is deemed necessary by MRS in order to fully, accurately and timely assess satisfactory performance of the terms and conditions of this Agreement.

D. At the request of MRS, to permit onsite visits by designated State of Michigan employees or agents to conduct audits or otherwise review books and records for any reason connected with the administration of this Agreement.

V. Dispute Resolution

In the event of a dispute between the Parties concerning the interpretation or implementation of this Agreement, or the provision of services funded under this Agreement, the Parties agree to attempt in good faith to informally resolve the disagreement. To initiate dispute resolution under this section, the state or local public agency shall provide MRS with a written summary of the complaint. The state or local public agency should include the following information in the letter of the complaint: name and address of the person MRS should contact regarding the complaint, identification of the specific provision of this Agreement or its attachment in dispute and all documentation in support of the position. The following summarizes the dispute resolution process:

A. Step One, Informal

The Parties will meet to discuss the nature of the dispute and to discuss appropriate solutions pertaining to this Agreement. This must occur within fifteen (15) business days, from the date of receipt of the complaint or such additional time as the Parties agree in writing.

B. Step Two, Formal

If the informal dispute resolution process is unsuccessful, the appropriate MRS District Manager, Division Director and the administrative head of the state or local public agency shall meet within fifteen (15) business days of the first meeting (or such additional time as the Parties agree in writing) to review the efforts at resolution and to continue working at resolving the dispute(s). The Parties shall use their best efforts to identify in writing all disputed issues, the respective party's proposed resolution and any agreed upon resolutions relative to the issues identified (Written Summary).

C. Step Three, Formal

If the dispute(s) cannot be resolved at Step Two, the Parties shall, within seven (7) days following the meeting in B (unless extended in writing by the Parties), above, provide the MRS Director with the Written Summary and meet with the MRS Director or his or her designee to discuss the complaint. The MRS Director or designee will provide the Parties with a final written resolution within thirty (30) days of this meeting. The action of the MRS Director or designee is final and binding on the Parties.

VI. Mutual Drafting

Both Parties contributed equally to the drafting and negotiation of this Agreement. As such, the Parties agree that, in the event of a dispute, the provisions of the Agreement shall not be strictly construed against any Party as the drafter of this Agreement. The Parties acknowledge that they have had the opportunity to have their respective attorneys review and approve this Agreement as to its form and effect.

VII. Renegotiation or Modification

To be effective, any modifications or amendments to this Agreement must be in writing and signed by the Parties.

VIII. Cancellation

MRS or the state or local public agency, with or without cause, may cancel this Agreement upon no less than thirty (30) days written notice. If this Agreement is terminated prior to the end of the fiscal year, the unobligated non-Federal share will be returned to the state or local public agency within 30 days of the effective termination date. To terminate, the written notification must be sent by certified mail with return receipt requested to all signatories prior to August 1st of the current fiscal year.

This Agreement will end on the later of the specified termination date or 30 days after receipt of request for termination.

MRS District Representative Signature

Fred Lovejoy
Printed Name of Signatory (all capital letters)

District Manager
Title

5/5/26
Date

State or Local Public Agency Representative Signature

Heather Sneider
Printed Name of Signatory (all capital letters)

Director of Transition Services & Empower U
Title

Date 5/5/26

Sigrid Adams Digitally signed by Sigrid Adams Date: 2026.05.15 14:40:40 -04'00'
MRS Director Signature

Sigrid Adams
Printed Name of Signatory (all capital letters)

Bureau Director
Title

5/15/26
Date