



December 12, 2025

Patricia Reda
City of Orlando
595 N Primrose Dr Orlando, FL 32803
Orlando, FL 32803

Dear Patricia Reda,

On behalf of the National Recreation and Park Association, Incorporated (“NRPA”), I am pleased to inform you of our desire to extend training through U.S. Soccer Foundation and a stipend in the amount of \$4,500.00, made possible, in part, through the support of Susan Crown Exchange, available to support training implementation as described below to ensure park and recreation staff and volunteers working with young people have the skills, knowledge and confidence to support positive youth development.

This agreement serves to confirm your organization’s participation in the Million Coaches Challenge program and outlines all responsibilities, including:

- In alignment with City of Orlando’s application, City of Orlando will strive to train 35 staff, coaches and volunteers working with youth through U.S. Soccer Foundation.
 - City of Orlando will receive in-person training through U.S. Soccer Foundation.
 - City of Orlando will receive one training.
 - U.S. Soccer Foundation will invoice City of Orlando for the cost of the training which is established as \$2,000.00. City of Orlando is encouraged to use the stipend provided to remit payment for the invoiced amount.
 - NRPA will collaborate with City of Orlando to encourage participation in training.
 - City of Orlando will provide regular updates on the number of staff, coaches and volunteers trained through the training.
- City of Orlando will partner with NRPA and U.S. Soccer Foundation to coordinate training sessions, the number of which will be agreed upon between City of Orlando and U.S. Soccer Foundation.
- City of Orlando will ensure all training sessions are completed by July 31, 2026.
- City of Orlando will collaborate with NRPA to track and evaluate the reach and impact of the program.
 - These efforts may include but are not limited to supporting the collection of complete and accurate information from training participants, assisting with the organization/completion of interviews/focus groups, responding to surveys gauging training impact on participants, and submitting requested reports.
- City of Orlando will submit a full and complete annual written report to NRPA by July 31, 2026, and such interim reports as NRPA or its representatives may require from time to time. Such reports will include:
 - a detailed accounting of the use or expenditure of the stipend;
 - a description of City of Orlando’s compliance with the terms of this Agreement;
 - the progress made in accomplishing the objectives of the program as set forth in City of Orlando’s application, if applicable;
 - an attestation that the stipend was used solely for expenditures permitted under this agreement;



NATIONAL RECREATION AND PARK ASSOCIATION

- and such other information as NRPA or its representatives may reasonably request.
- City of Orlando will keep program records, including financial records and copies of any reports submitted to NRPA, for at least four years following the completion of the program.

In addition to the responsibilities identified above, by participating in the program, City of Orlando agrees to the following terms:

- Within thirty (30) days of NRPA's receipt of this signed agreement and a completed IRS Form W-9 (attached), NRPA will send City of Orlando a check or wire transfer in the amount of \$\$4,500.00. It is expressly understood that NRPA has no obligation to provide additional support or funds to City of Orlando for this or any other purposes.
- NRPA reserves the right to discontinue, modify or withhold any disbursement of funds or to require a total or partial refund of any funds if, in NRPA's sole discretion, such action is necessary:
 - because City of Orlando has not fully complied with the terms and conditions of this agreement;
 - to protect the purpose and objectives of the program or any other charitable interest of NRPA;
 - to comply with the requirements of any law or regulation applicable to City of Orlando, NRPA, or the program.
- City of Orlando will comply with all applicable laws, regulations, and rules and will not infringe misappropriate, or violate the intellectual property, privacy, or publicity rights of any third party.
- City of Orlando agrees not to make any public statement regarding the Grant without the prior written approval of NRPA. City of Orlando will allow NRPA to review and approve the text of any proposed publicity concerning the program prior to its release. NRPA and Susan Crown Exchange may include information regarding the program, including the amount and purpose thereof, any photographs City of Orlando may have provided to NRPA, City of Orlando's logo or trademark, or other information or materials about City of Orlando, in NRPA's periodic public reports and press releases and on NRPA's website and public media channels.
- NRPA will provide City of Orlando with a marketing toolkit with pre-approved messaging, press release template, and logos. Any statement, message, announcement or use of 's logo related to this grant or Project used by City of Orlando that is not included in the marketing toolkit must be provided to NRPA and approved by NRPA in advance of its release to the public.
- City of Orlando will permit NRPA and its representatives, at NRPA's request, to have reasonable access during regular business hours to files, records, accounts, personnel and clients or other beneficiaries for the purpose of making such financial audits, verifications or program evaluations as NRPA and its representatives deem necessary or appropriate concerning the program.

Please sign and return this letter to confirm your organization's agreement to perform the above responsibilities in accordance with the identified terms in collaboration with NRPA. Your signature certifies that you are a duly elected and authorized officer of City of Orlando, are authorized to accept the stipend on behalf of City of Orlando, and are authorized to obligate City of Orlando to observe and to execute all of the above terms and conditions.

NRPA thanks you for your contributions to this effort and looks forward to working with you.



NATIONAL RECREATION AND PARK ASSOCIATION

National Recreation and Park Association

By: _____

Printed Name: _____

Title: _____

Date: _____

City of Orlando

By: _____

Printed Name: _____

Title: _____

Date: _____

U.S. Soccer Foundation

By: _____

Printed Name: _____

Title: _____

Date: _____