

Written Agreements Agenda



Day One

Getting Started

- What are written agreements?
- Why are they so important?
- Cross-department collaboration – locking together legal, contract management, and monitoring functions

HOME Program

- Required provisions
- Beyond the requirements – provisions that make a good agreement great

CDBG Program

- Required provisions
- Beyond the requirements – provisions that make a good agreement great

Day Two

Program Delivery

- Written agreements as contract management tools
- Roadmaps and relationship building with partners

Monitoring

- Using agreements in the monitoring process
- Key provisions for enforcement

Eeeeeek - What to do with old agreements?

- Common pitfalls
- How to mitigate bad agreements
- Amendments and moving forward