

PROGRAM PLAN

Number 26-

1. **Purpose of the Program.** The University of California, Berkeley, Goldman School of Public Policy (hereinafter referred to as “Goldman School”) conducts a client-based policy analysis training program for its public policy students pursuing Master’s degrees, in cooperation with various local agencies and non-profit organizations. The Contractor desires to have its students enrolled in this program to receive field experience and instruction from the Contra Costa County Department of Conservation and Development (County), and the County is willing to provide such experience and instruction under the terms and conditions hereinafter set forth. Therefore, the parties will undertake a program whereby such instruction and experience will be provided in accordance with this Agreement (Program), mutually agreed to by the parties.

2. **Goldman School’s Obligations.** Goldman School shall:
 - a. Advertise opportunities for student participation in the Program conducted pursuant to this Agreement (Participants).
 - b. Participants will apply to the County through the process and portal established by the Goldman School;
 - g. The Goldman School will retain ultimate responsibility for the education of its students.

3. **County’s Obligations.** County shall:
 - a. Develop projects for which student analysis is needed, and submit those project proposals through the process and portal established by the Goldman School;
 - b. Determine which student(s) will be selected from among those who apply;
 - c. Develop a written project scope, timeline, and objectives, through collaboration with the student(s) and Goldman School;
 - d. Meet with the student(s) on a regular basis, ideally weekly, to discuss project progress and identify information needed to meet the objectives of the project;
 - e. Have the right to terminate the participation of any student in the program for failure to follow the instructions of County, or for any other lawful reason. In the event of such termination, County shall give prompt written notice to the Goldman School.

4. **Joint Obligations.** County and Contractor shall jointly:
 - a. Communicate about opportunities to submit projects for which students can apply, according to the schedule developed by the Goldman School as part of its Advanced Policy Analysis, Capstone Analytic Project, and Introduction to Policy Analysis classes;
 - b. Plan for periodic review of this Agreement.

Initials: CCC _____
Contractor County Dept.

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5. **Participants' Obligations.** The Goldman School shall ensure that its students:
- a. Execute the County's Unpaid Student Training Participant Agreement (attached as Exhibit A hereto) upon acceptance by the County for a project;
 - b. Abide by County policies and regulations;
 - c. Conduct themselves in an appropriate professional manner consistent with responsibility.
6. **Contractor, County and Participant Agreement.** Students are not entitled to reimbursement by County for expenses associated with the use of personal vehicles while engaged in the Program covered by this Agreement. Participants are not entitled to any compensation from County during their participation in the Goldman School's Program, unless specifically agreed upon. Participants may receive course credit from Goldman School for their participation in the Program covered by this Agreement.

Initials: CCC _____
Contractor County Dept.

UNPAID STUDENT TRAINING PARTICIPANT AGREEMENT

The County of Contra Costa ("County") and the Participant named below agree as follows:

1. Participant will engage in training for a County department pursuant to a contract between the County and a contractor sponsoring the Participant, hereinafter the "Training Program."
2. Participant agrees that in connection with Training Program, Participant is a volunteer, and will obtain no employment rights or employment benefits from the County and waives any claim to any employment rights or employment benefits from the County based upon Participant's training services, whether or not authorized under such contract. Participant is not entitled to any monetary compensation or expense reimbursement from County for participation in Training Program; Participant acknowledges that his/her participation in the Training Program is for his/her personal benefit and solely for educational purposes, and that he/she may receive course credit from the educational institution at which he/she is enrolled.
3. Participant further agrees that he/she has read and understands the Unpaid Student Training Agreement (identified in paragraph 8, below) between the County and Participant's sponsoring contractor.
4. County or Participant may terminate this agreement upon three day's notice, or without prior notice by mutual consent or for cause. Otherwise this agreement terminates upon termination of the Contract between the County and Participant's sponsoring contractor.
5. The term of this agreement commences on the date that it is executed by both the County and Participant and terminates on the date that Participant completes his/her assigned placement in the Conservation and Development Department under the contract between the County and the Contractor identified in Paragraph 8 below.
6. Neither the County nor any agent, officer, servant, or employee of the County shall undertake or incur any liability or other responsibility respecting the quantity, quality, kind, or value of the training of Participant and no warranty, express or implied, shall exist in that regard.
7. Entire Contract. This Agreement contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

8. **Identification of Unpaid Student Training Agreement:** Number
Contractor University of California, Berkeley, Goldman School of Public Policy
County Department Conservation and Development

CONTRA COSTA COUNTY

PARTICIPANT

Cecille C. Cabacungan

 (Printed Name)

By _____
 (Designee)

Cecille C. Cabacungan

 (Signature)

Contra Costa County

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Contractor University of California, Berkeley, Goldman School of Public Policy
County Department Conservation and Development

CONTRA COSTA COUNTY

PARTICIPANT

Leo Steinmetz
(Printed Name)

By _____
(Designee)

 1/18/2021
(Signature)