

Great Jobs KC., Inc.
MEMORANDUM OF AGREEMENT

BACKGROUND AND GOAL

Great Jobs KC includes scholarships and student support for low- and modest-income adults who reside in the Kansas City metro area, providing resources for both quality short-term training/education and employment placement/advancement resources for in-demand careers in the Kansas City metro area. The term “Short-Term Pathways” is used by Great Jobs KC to describe a short-term certificate that is completed and earned in 12 months or less. Great Jobs KC supports Short-Term Pathways in high-demand workforce sectors or demonstrated areas of regional need that lead to good-paying jobs. By supporting Short-Term Pathways in high-demand work sectors, Great Jobs KC aims to achieve a specific impact:

- 80% of scholars to complete a training program
- 80% of completers to earn a job paying \$45,000+
- 80% of completers to remain in the workforce in KC for one year

Great Jobs KC aims to achieve the goals set for the Short-Term Pathways program and encourages but does not require training programs to collaboratively pursue the same goals.

Northwest Technical School desires to positively impact individuals and Kansas City’s regional economy/workforce by collaborating with the Great Jobs KC Program. Northwest Technical School offers the following training, as well as other types of resources and programs designed to promote career readiness for adults:

- CPR
- TABE Test
- Certified Nursing Assistant
- CNA Certification Exam
- Certified Medication Technician + Insulin Administration
- Emergency Medical Technician - B

ABOUT THE MEMORANDUM OF AGREEMENT

Great Jobs KC- Memorandum of Agreement (the “MOA”) is entered into this 10th day of September, 2026 (the “Effective Date”) by and between Great Jobs KC, Inc., a Missouri nonprofit corporation, with a principal place of business at 8080 Ward Parkway, Kansas City, Missouri 64114 (“Great Jobs KC”) and Northwest Technical School, an institution or training provider, with a principal place of business at 1515 S. Munn Ave, Maryville, MO 64468 (“Training Partner”). Great Jobs KC and Training Partner shall each hereinafter be referred to as a “Party” and together, the “Parties.”

STATEMENT OF NON-DISCRIMINATION

Great Jobs KC admits students of any race, color, national origin, ethnic origin, age, religion, creed, sexual orientation, veteran’s status, or disability to all rights, privileges, programs, and activities generally accorded or made available to participants of the program. Great Jobs KC does not discriminate on the basis of race, color, national origin, ethnic origin, age, creed, sexual orientation, veteran status, or disability in the administration of its program.

I. GREAT JOBS KC RESPONSIBILITIES

In support of the tuition-free job training program (hereafter “Program”) offered by the Education Training Partner, Great Jobs KC agrees to do the following:

Application, Award, and Notification Process

1. **Maintain a Network of Education Training Partners:** Great Jobs KC will maintain Memoranda of Understanding with a Network of training institutions at which Great Jobs KC scholarship recipients (hereafter “Scholars”) may receive tuition-free, short-term training. To be an eligible training institution with Great Jobs KC, these institutions must agree and comply with the terms set forth in the Memorandum of Agreement. The group of eligible training institutions that sign a memorandum of agreement with Great Jobs KC will be collectively referred to herein as the “Education Training Partners” and each, an “Education Training Partner.”
2. **Facilitate Program Promotion:** Great Jobs KC will promote the Program to target audiences to increase awareness of the Program.
3. **Manage Scholarship Application, Award, and Renewal Criteria:** Great Jobs KC will establish the eligibility requirements that applicants must meet to be considered for scholarship funding (the “Eligibility Criteria”). The Eligibility Criteria for Great Jobs KC short-term training funding include the following:
 - Great Jobs KC eligibility requirements for short-term training program funding includes, but may not be limited to:
 - High School Diploma or GED
 - Makes \$45K or less
 - Resides in one of the following counties in Kansas: Atchison, Johnson, Ford, or Wyandotte; OR counties in Missouri: Jackson, Clay, Cass, Platte, Andrew, Gentry, Holt, Nodaway, Worth
 - Age of 18-years or older
 - Authorized to work in the US
 - Agree to targeted coaching and workshops
 - Complete required meetings with Scholar Advocates
 - Complete relevant assessments
 - Great Jobs KC will honor the Program eligibility requirements set forth by the Education Training Partner. This includes but is not limited to
4. **Manage Program Application Process:** All applicants for the Great Jobs KC Program (hereafter “Applicants”) will apply for tuition-free job training using an online platform to be maintained and managed solely by Great Jobs KC. Great Jobs KC reserves the right to change the selection criteria as the program evolves.
5. **Determine Scholarship Amounts:** The scholarship allotted to each Scholar will be dependent on the agreed upon cost of the training program between the Education Training Partner and Great Jobs KC as shown in Exhibit A. The program costs could

include but are not limited to tuition, materials and supplies, books and LMS access, certifications, background checks, drug screenings, licenses and permits, and clinical or externship opportunities.

Scholarship Disbursement

6. **Disburse Scholarship Payments:** Great Jobs KC will disburse the last-dollar amount of the short-term training program costs directly to the Education Training Partner based on the program costs agreed upon in the Memorandum of Agreement and in accordance with Great Job KC's current practice.
7. **Invoicing:** Itemized invoices for each scholar shall be due within thirty (30) calendar days of the date services are rendered or enrollment occurs. All invoices for services within a given fiscal year must be submitted no later than June 30 of that fiscal year. Great Jobs KC agrees to remit payment for approved invoices within thirty (30) calendar days of receipt. Great Jobs KC shall not be responsible for late fees or penalties associated with delayed or untimely invoice submission. Failure to submit invoices within the required timeframes may result in delayed payment or denial of reimbursement.
8. **Delay and Termination Notification:** Great Jobs KC will notify the Education Training Partner of results of any appeals or other processing issues that may result in a delay of scholarship payments, placing on hold of scholarship payments, or a termination of scholarship support for any Scholar(s) attending the Program.

Scholar Career Navigation, Retention, and Completion Support

9. **Support Resources:** Great Jobs KC will seek to provide career navigation and persistence assistance designed to increase the likelihood of each Scholar's short-term training completion. A Scholar's services will vary according to their needs. Great Jobs KC may contract with external partners to provide these services. Great Jobs KC reserves the right to change the services provided to Scholars as it believes is necessary and appropriate to increase the likelihood of Scholars' short-term training completion. Great Jobs KC will work to ensure these services are provided in coordination with, and so as to complement, those persistence and completion support services provided by the Program, as agreed upon in writing by Great Jobs KC and Education Training Partner.

Information Sharing and Collaboration

10. **Obtain Permission to Share Information with Great Jobs KC:** Great Jobs KC will provide and require each Scholar to complete a Release of Information Form during the application process for Great Jobs KC. This permits Great Jobs KC to share information to the Education Training Partner that is necessary for Great Jobs KC's administration of each Scholar's scholarship and the Program. The form serves as the institutional Family Educational Rights and Privacy Act (FERPA) release form for the purpose of allowing the Education Training Partner to share information with Great Jobs KC. Guidelines and

expectations for data sharing and a timeline for sharing will be discussed, decided, and committed to in writing by all collaborating parties. Potentially shared data includes, but may not be limited to, application information, student progress, student completion, support provided to students who completed the Great Jobs KC Program, student job placement rates and entities, and other funding received by the student.

11. **Data Reporting:** The Education Training Partner will provide Great Jobs KC with a program report to track Scholar data which includes, but is not limited to, attendance and enrollment, withdrawals or drops, completion rate, time to completion, certification completion, job placement, wage information, externship or internship participation, etc. Great Jobs KC reserves the right to modify the report components based on experience.
12. **Identify and Resolve Issues:** Great Jobs KC will seek to build and maintain a collaborative relationship with the Education Training Partner that includes regular meetings to identify any challenges or issues with administration of the Program, coordination of services for each Scholar, and issue identification and resolution with respect to any individual Scholar (including both academic and social challenges).

Partnership Review

13. Great Jobs KC agrees to facilitate the ongoing collaboration with the Education Training Partner, evaluate the success and impact of the collaboration, and capture and apply lessons learned.
14. During any applicable MOA renewal period, Great Jobs KC will request the Education Training Partner to provide the data to review the success of the partnership. This data includes but is not limited to enrollment numbers, completion rates, certification rates, job placement, dropped or withdrawn rates, and scholar survey results.
15. In addition to the retention and completion data, the Program will be reviewed on qualitative feedback from scholars, scholar advocates, employers, and career service managers.

Website

16. **Maintain Great Jobs KC Website (<https://greatjobskc.org>):** Great Jobs KC will maintain a website that will:
 - a. will include resources for industry-specific training programs, and
 - b. post all Great Jobs KC eligibility criteria.

Quarterly Convening and Events

17. **Convene Education Training Partner Network:** Great Jobs KC will convene the Education Training Partner Network quarterly for the purposes of:
 - a. sharing Great Jobs KC program updates,
 - b. sharing and learning best practices for supporting persistence and completion, and
 - c. identifying and cultivating ideas about how the Program can be enhanced.

II. TRAINING PARTNER RESPONSIBILITIES

In support of Great Jobs KC and the Program, the Education Training Partner agrees to do the following:

Non-financial Support

Recruitment and Promotion of Great Jobs KC Program

1. **Promotion of Great Jobs KC:** The Education Training Partner will direct potential scholars in need of funding to the Great Jobs application for prior approval. Eligibility must meet or exceed the minimum requirements as stated in section I.3 to honor the philosophy and current Eligibility Criteria of Great Jobs KC.

Administration of Program

2. **Persistence and Scholar Support Services:** The Education Training Partner will make known to Great Jobs KC the built-in, wrap-around, persistence and completion, career supports, and general services support provided by the training program (augmented by Great Jobs KC as assessed as complementary and appropriate) and communicate with Great Jobs KC staff if a Scholar has unmet needs.
3. **Campus Point of Contact:** The Education Training Partner will appoint a single primary point of contact to oversee the execution of this MOA and to serve as a liaison to Great Jobs KC. The Education Training Partner will also identify the following points of contact when applicable:
 - Admissions & enrollment support
 - Administrators (provides reporting on enrollment, retention, completion, certification, and employment)
 - Career services contact
 - Academic coaches

The Education Training Partner will communicate any changes to contact information to Great Jobs KC within 48 hours of the change. The Education Training Partner will designate any of the above representatives to meet with Great Jobs KC quarterly to share Program updates, scholar retention and completion, and scholar employment information.

Program of Study Aligned with Great Jobs KC Requirements

4. **Training Program Enrollment:** The Education Training Partner will ensure that Great Jobs KC Scholars are enrolled in a program of study that allows for the completion of an industry-recognized credential, apprenticeship, or experiential learning that will lead to employment opportunities.

5. **Training Program Implementation:** In accordance with Education Training Partner's policies and procedures, the Education Training Partner will plan and facilitate delivery of training programs, along with other resources and programs designed to promote the shared goals of Great Jobs KC, for scholars who have committed to pursuing and earning a certificate or credential. The Education Training Partner will have full authority to set tuition and fees related to the courses and other types of resources and programs, as designated in and subject to Exhibit A. The courses will include sufficient content and cover appropriate competencies to support the objectives of this MOA.
6. **Job Placement and Employment Development:** The Education Training Partner will collaboratively work with Great Jobs KC to track completion to job placement, with participants placed in jobs in the region during or upon completion of their short-term training and, when relevant, certification.

Persistence and Completion Support

7. **Orientation:** The Education Training partner will ensure all Great Jobs KC Scholars enrolled in the Program participate in an orientation and/or meeting conducted in person or virtually with the Education Training Partner.
8. **Successful Onboarding:** The Education Training Partner will ensure that scholars complete all necessary onboarding requirements prior to beginning the Program. The fulfillment of these requirements will be reported in the Training Partner Portal.
9. **Primary Scholar Support Contact Communication:** The Education Training Partner will ensure the primary contact for the scholar is clearly identified during orientation and onboarding. The orientation and onboarding will highlight supports available to Scholars, including wrap-around support resources, case management resources, career support resources, and academic services such as tutoring and supplemental instruction (as applicable).
10. **Early Alert:** The Education Training Partner will maintain an early alert system and will communicate Scholar-specific concerns to the Great Jobs KC Scholar Advocate and Retention Manager as appropriate using the Scholar Concern Form and/or the weekly Progress Reporting.
11. **Career Planning and Job Attainment:** To support Great Jobs KC's goal that 80% of awarded Scholar graduates enter the regional workforce with a family sustaining career, the Education Training Partner will offer Scholars opportunities for learning about career planning activities and services.

Information Sharing and Collaboration

12. **Reporting:** The Education Training Partner will provide Great Jobs KC with progress reports that include the scholars' enrollment status, attendance, grade, certification status, and notes on each scholar's progress. The Education Training Partner will also provide Great Jobs KC with timely updates on employment data including, but not limited

to, certification status, employer name, job title, start date, salary, full-time status, and benefits.

13. **Release of Information Form:** The Education Training Partner shall maintain a Release of Information Form signed by each Scholar attending the Education Training Partner's Program, so the Education Training Partner can share the aforementioned scholar data with Great Jobs KC.
14. **Information Sharing:** The Education Training Partner understands and agrees that the release of information to Great Jobs KC increases the likelihood of Program completion and career attainment and maximizes the success of both the Scholar and the Great Jobs KC program. In this spirit, unless the Education Training Partner believes in good faith that it is prohibited by law from sharing a specific element of data, the Education Training Partner agrees to:
 - provide Great Jobs KC with information and data requested by Great Jobs KC to assist in the evaluation of the Program and each Scholar's progress toward Program completion,
 - notify Great Jobs KC of any early alerts that a Scholar is not progressing towards completion or is experiencing barriers for which Great Jobs KC may be able to assist,
 - notify Great Jobs KC immediately the Education Training Partner becomes aware that a Scholar withdraws or is dismissed from their Program, and
 - establish and maintain a strong relationship with Great Jobs KC, including with Scholar advocates working with Scholars at the Program, to create open lines of communication regarding student support.

Joint Marketing Resources and Events

15. **Website:** Education Training Partner agrees to link to the Great Jobs KC website from appropriate campus web pages/sites. Additionally, any mentions of Great Jobs KC on websites, social media, or general media must spell out the organization name as in this Section, and must not be abbreviated. All placement of the Great Jobs KC partnership and name must be approved by both the Education Training Partner and Great Jobs KC.
16. **Quarterly Convening and Events:** Education Training Partner agrees collaboration with Great Jobs KC is essential to the success and awareness of the Great Jobs KC program and, therefore, the Education Training Partner agrees to:
 - attend and participate in Education Training Partner quarterly convenings for the purposes of 1) learning Great Jobs KC program updates, 2) sharing and learning best practices for supporting persistence and completion, 3) connecting with internal and external partners that enhance the workforce ecosystem, and 4) reviewing Great Jobs KC's program goals and expectations; and
 - attend and participate in quarterly check-ins with the Great Jobs KC Education Training Partner Team for the purposes of 1) identifying successful programs that can potentially be scaled or replicated, 2) identifying and cultivating ideas about how the Program can be enhanced, 3) reviewing retention and completion

concerns, and 4) collaborating with the Great Jobs KC Career Services and Employer network to discuss employment outcomes.

Financial Support

17. Refunds to Great Jobs KC: The Education Training Partner will provide refunds to Great Jobs KC for students who formally withdraw and are eligible for a training cost refund per the guidance of the Education Training Partner's refund policy. Great Jobs KC must receive the qualified refund within 30 days of receiving the request from the Great Jobs KC team. Should a Scholar qualify for a full refund, the Education Training Partner may apply an enrollment credit towards a subsequent Great Jobs KC Scholar. This credit must be identified on the replacement Scholar's invoice. A withdrawn Scholar is not eligible for additional training unless Great Jobs KC receives a refund for the Scholar from the Education Training Partner.

- Education Training Partner's Refund Policy: A full refund or credit will be made if
 - i. Community Education cancels a class,
 - ii. A class is full at the time your registration is received, or
 - iii. a refund is requested 24 hours before the first class is held. NO refunds will be given after a class meets.

18. Qualified Education Expenses: The Education Training Partner agrees to verify, through internal processes, that the Great Jobs KC funds were applied to qualified education expenses. The Education Training Partner understands that as a 501(c)(3) public charity organization, Great Jobs KC may only provide grants to the Education Training Partner to cover Total Costs of Attendance and other qualified education expenses for Scholars.

19. No Refunds to Students: The Education Training Partner agrees to not refund Great Jobs KC funds to the student. However, this does not limit the student's ability to receive refunds from other applicable aid. As such, Great Jobs KC asks that Great Jobs KC funds be applied to the student account prior to refundable aid, including the Pell Grant, unless this results in a Title IV over-award situation.

20. Waive Admissions Application Fees: The Education Training Partner agrees that it will waive admissions, registration, and application fees for Scholars.

(only applicable to credit-based, short-term training programs)

21. Allocate Financial Aid in the Manner That Is Most Beneficial to the Scholar: The Education Training Partner agrees not to displace institutional aid earned by, and for which a Scholar is eligible, with scholarship funds from Great Jobs KC unless it creates a Title IV over-award situation. In that case, the student's aid package must be adjusted accordingly following Title IV refund regulations. All attempts should be made to allow the student to keep the maximum amount of the Great Jobs KC award and institutional aid possible. Great Jobs KC and the Education Training Partner will work together in good faith to ensure clarity regarding the process of allocating various financial aid in the manner that is least impactful to the Great Jobs KC award and most beneficial to the Scholar.

22. **Applying for Additional Financial Aid:** The Education Training Partner will work with Scholars annually, as applicable, to encourage them to and assist them in applying for and being considered for additional aid beyond the Great Jobs KC award. The Education Training Partner agrees to continue to assist eligible Scholars in applying for and qualifying for financial aid in support of the goal of helping Scholars complete a credit-bearing credential, provided that the student is meeting and maintaining Satisfactory Academic Progress (SAP). A related objective of helping Scholars qualify for financial aid is to help Scholars minimize the amount of loans received as financial aid, although Scholars may elect to borrow annual amounts up to their Total Cost of Attendance including all other aid awards.
23. **Verification:** The Education Training Partner agrees to notify Great Jobs KC within five (5) business days in the event that a Great Jobs KC scholar has been selected for verification of their FAFSA results, and as a result of verification, the Student Aid Index (SAI) changes to be greater than the eligibility criteria of 12,000 or less or cannot be determined based on student or family not submitting needed documentation. Great Jobs KC will decide if the recipient remains eligible for the Great Jobs KC short-term training scholarship.

III. CONDITIONS AND TERMS

1. **Term.** The term of this Memorandum of Agreement shall commence on the Effective Date and shall continue through June 30, 2027 (the “Term”). Each Party will use its best efforts to begin good faith negotiations with the other Party (for the continuation or termination of the relationship between the Parties) beginning sixty (60) days before the end of the Term or any mutually agreeable renewal thereof.
2. **Effect of Termination.** Either Party may terminate this MOA and any extension or renewal of this MOA for any reason upon thirty (30) days prior written notice to the other Party. Notwithstanding the termination of the MOA, all provisions, terms, covenants, and obligations, including but not limited to admissions, services, and scholarships, will survive and continue to apply with respect to Scholars enrolled at Education Training Partner at the time the MOA is terminated. During the MOA period, Great Jobs KC has the authority to pause enrollments and referrals to the Education Training Partner if there are concerns that could include but are not limited to, over-enrollment, oversaturation of the job market, unclear or non-existent communication between parties, academic concerns, inadequate staffing at the Education Training Partner, or significant program or processes changes that could impact the training experiences of scholars.
3. **Non-Discrimination:** To the extent any Party accepts, assigns and/or evaluates students in connection with the Program, such Party represents that it will not discriminate in the performance of this MOA, and further agrees to perform such functions in accordance with each Party’s respective nondiscrimination policies. Each Party represents that it is committed to serving the needs of students with qualified disabilities and agrees to provide courses and other types of resources, programs, and services that are usable by students with qualified disabilities.
4. **Non-Assignment:** The interests of Great Jobs KC and the Education Training Partner in this MOA are specific to each of the Parties. During the term of this Memorandum of

Agreement, the Parties agree that they shall not assign, transfer, or sell the rights provided for under it without prior written consent of the other Party.

5. **Severability:** If any provision herein is found to be in conflict with any applicable law or regulation, it is the intention of the Parties hereto that such provision shall have no force and effect, and the remainder of the Memorandum of Agreement shall be valid as though such conflicting provision had not been written or made a part hereof.
6. **Governing Law:** This Memorandum of Agreement shall be governed and interpreted in all respects according to the laws of the State of Missouri. The Circuit Courts for the State of Missouri shall have exclusive jurisdiction and venue of all disputes arising under this Agreement, except that in any case where the courts of the United States shall have exclusive jurisdiction over the subject matter of the dispute, the United States District Court for the Western District of Missouri, shall have exclusive jurisdiction and venue.
7. **Dispute Resolution:** In the event a dispute arises respecting this MOA, which cannot be resolved in the normal course of business, then upon written notice, each Party agrees to promptly respond and make a good-faith effort to resolve the dispute via informal means. Each Party will appoint a designated senior officer to meet, including via telephone and/or video conference, for the purpose of resolving such dispute. No legal proceedings for the resolution of such disputes may be commenced until a Party reasonably concludes, and notifies the other Party in writing, that an acceptable resolution through continued discussion does not appear likely.
8. **Force Majeure:** The failure or omission by any of the Parties to perform any obligation contained in this MOA shall not be deemed a breach of this MOA if the same shall arise from any causes beyond the reasonable control and without the fault or negligence of such Party, including, but not restricted to, acts of God; acts of Federal, State, or local governments or any agency thereof; requests of any governmental authority or any officer, department, agency or instrumentality thereof; fire, storm, flood, earthquake, explosion, accident; acts of the public enemy, war, terrorism, rebellion, insurrection, riot, sabotage; or, epidemic, quarantine restrictions.
9. **Modification:** This Memorandum of Agreement may be modified, amended, or changed only upon the execution of a written modification document signed by both Parties.
10. **Entire Agreement:** This Memorandum of Agreement contains the entire agreement between the Parties hereto, superseding all other representations, inducements, promises, or agreements between them, oral or otherwise, prior or contemporaneous, excluding any institution-sponsored addendum, gap funding agreements, and similar agreements.
11. **Indemnification:** Each Party agrees to indemnify, defend, and hold harmless from all third party claims, losses, expenses, fees (including reasonable legal fees and expenses), costs, and judgments ("claims") that may be asserted against any other Party which arise as a result of: (i) any violation of applicable laws or regulations by the indemnifying Party; (ii) breach of this MOA by the indemnifying Party; and/or (iii) any negligent act or omission or willful misconduct by the indemnifying Party arising out of the performance of this MOA or any obligations assumed in connection with this MOA. Each indemnified Party seeking indemnification under this MOA shall give prompt notice

and a request for indemnification to the indemnifying Party once the indemnified Party becomes aware of the claims for which it is seeking indemnification. The indemnifying Party shall control the settlement or defense of any claim; however, the indemnifying Party shall not, except with prior written consent of the indemnified Party (which consent shall not be unreasonably withheld), agree to the entry of any judgement or enter into any settlement which does not include as an unconditional term a release of indemnified Party from all liability with respect to the claim.

12. LIMITATION ON DAMAGES: UNDER NO CIRCUMSTANCES WILL ANY PARTY BE LIABLE TO THE OTHER PARTY FOR INDIRECT, INCIDENTAL, CONSEQUENTIAL, SPECIAL OR EXEMPLARY DAMAGES (EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), ARISING FROM ANY PROVISION OF THIS MOA, SUCH AS, BUT NOT LIMITED TO, LOSS OF REVENUE OR ANTICIPATED PROFITS OR LOST BUSINESS. This provision does not limit any Party's liability for: unauthorized use of intellectual property, death or bodily injury caused by their negligence; acts of fraud; willful repudiation of the MOA; nor any liability which may not be excluded or limited by applicable law.

13. No Exclusivity: This MOA is not exclusive for any Party and in no way limits any Party's ability to enter into similar MOAs with other parties.

14. Use of Marks:

- a. Solely for the purpose of promoting the Education Training Partner's participation in the Program and facilitating Program administration for Scholars considering or attending the Education Training Partner's Program, the Education Training Partner hereby grants Great Job KC a limited, royalty-free, non-transferable, non-exclusive right to utilize Education Training Partner's trademarks, trade names, service marks, and domain names, along with any visual representations thereof, including logos, designs, symbols, word marks, images, colors and color combinations, trade dress, and characters, as well as any other elements that indicate ownership or publicity rights associated with the Education Training Party (collectively referred to as the "Institution Marks"). Great Jobs KC agrees to employ the Institution Marks as described herein, exclusively using art provided by Education Training Partner. Education Training Partner's commits to supplying Great Jobs KC with digital representations of the Institution Marks conforming to Education Training Partner's corporate graphic standards. Great Jobs KC acknowledges and affirms that (A) Education Training Partner's holds full ownership of the Institution Marks, and Great Jobs KC shall not contest or dispute the legitimacy or Education Training Partner's right and title to the Institution Marks; and (B) Great Jobs KC has no rights or authorization to use the Institution Marks beyond the scope expressly outlined in this Memorandum of Agreement.
- b. For the sole purpose of promoting the Education Training Partner's participation in the Program and facilitating Program administration for Scholars considering or attending the Education Training Partner's Program, Great Jobs KC hereby grants the Education Training Partner a limited, royalty-free, non-transferable, non-exclusive right to utilize Great Jobs KC 's trademarks, trade names, service marks, and domain names, along with any visual representations thereof, including logos, designs, symbols, word marks, images, colors and color combinations, trade dress, and characters, as well as any other elements that indicate ownership or publicity rights associated with Great Jobs KC (collectively referred to as the "Great Jobs KC Marks"). The Education Training Partner agrees to employ the Great Jobs

KC Marks as described herein, exclusively using art provided by Great Jobs KC. Great Jobs KC commits to supplying Education Training Partner with digital representations of the Great Jobs KC Marks that conform to Great Jobs KC's graphic standards. The Education Training Partner acknowledges and affirms that (A) Great Jobs KC holds full ownership of the Great Jobs KC Marks, and Education Training Partner shall not contest or dispute the legitimacy of Great Jobs KC 's right and title to the Great Jobs KC Marks; and (B) The Education Training Partner has no rights or authorization to use the Great Jobs KC Marks beyond the scope expressly outlined in this Memorandum of Agreement.

IN WITNESS WHEREOF, Great Jobs KC and The Education Training Partner enter into this Memorandum of Agreement as of the Effective Date.

Earl Martin Phalen
President & CEO
Great Jobs KC, Inc.

Nate Jeter
Director
Northwest Technical School

Date: _____

Date: _____

Great Jobs KC	Northwest Technical School
8080 Ward Parkway Kansas City, MO 64114 Attn: Chief Operations Officer Email: james.swift@greatjobskc.org	1515 S Munn Ave, Maryville, MO 64468 Attn: Director E-mail: jetern@maryviller2.com

EXHIBIT A
Course and Program Criteria

Exhibit A reflects the courses that Northwest Technical School will offer in accordance with the MOA.

Institution/Organization Course Name	Start Date	Program Length	Training Cost
American Red Cross CPR/First Aid/AED	October 5 November 2 December 7	1 class session	Last dollar up to \$60 to include course materials.
TABE Testing	As needed		Last dollar up to \$20 to include TABE Test.
Certified Nursing Assistant	September 1	75 class hours 100 clinical hours	Last dollar up to \$800 to include - Training - Materials - Clinical placement Out-of-Pocket Costs - Scrubs - Immunizations - Family Care Registry - TB Shots
Certified Nursing Assistant Certification Exam	After completion of CNA course		Last dollar up to \$135 to include - Certification - Exam
Certified Medication Technician	TBA	60 class hours 8 clinical hours 2 final hours	Last dollar up to \$650 - Training - Materials Out-of-Pocket Costs - Insulin Certification - Textbook

Emergency Medical Technician	TBA		Last dollar up to \$1000 - Training Out-of-Pocket Costs - EMT License - EMT Certification Exam - Supplies
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EXHIBIT B

CYBERSECURITY AND DATA SHARING AGREEMENT

1. Purpose

This Cybersecurity and Data Sharing Agreement (“CDSA”) is significant as it establishes the precise terms under which Great Jobs KC will share data with Northwest Technical School (“Institution”) as a part of its ongoing relationship with the Institution and in furtherance of the services provided by Great Jobs KC, including, but not limited to, participation in the KC Scholars program. It is crucial to ensure that all cybersecurity measures are adhered to, and that sensitive information is protected, thereby fostering a secure and compliant data-sharing environment.

The CDSA establishes the terms and conditions for sharing specific data types, including Great Jobs KC Data (defined below). If Institution and Great Jobs KC have entered into other agreement(s), those agreement(s) shall remain in effect, and nothing in this CDSA shall modify the terms of those agreement(s) except as it pertains to the subject matter of this CDSA. For the avoidance of doubt, another agreement may control and supersede this CDSA, in whole or in part, where expressly stated by that agreement.

In conclusion, this CDSA outlines the precise terms and conditions under which data will be shared between Great Jobs KC and Institution under the MOA and highlights the importance of data confidentiality and cybersecurity. By adhering to these terms, all parties involved can ensure a secure and compliant data-sharing environment, which is crucial for the success of any project or research goal.

2. Definitions

“Data” means all data shared between the parties pursuant to this MOA, including, but not limited to Great Jobs KC Data and Institution Data.

“Data Protection Laws” means the Gramm-Leach-Bliley Act (“GLBA”), the Fair Credit Reporting Act (“FCRA”), the Family Educational Rights and Privacy Act (“FERPA”), and all other applicable data privacy and security laws relating to the processing of Personal Information and/or Great Jobs KC Data that may exist in any relevant jurisdiction, including, but not limited to U.S. State comprehensive privacy laws, or additional privacy laws enacted in the future.

“Great Jobs KC Data” means all data, information (including Personal Information), or material, in any form or format, including interim, processed, compiled, summarized, or derivative versions of such data, information, or material, and any insights that may be learned from such data, information, or material that may exist in any system, database, or record that is either provided by or on behalf of Great Jobs KC (including, but not

limited to Training Partner Portal and SharePoint), but excluding any data or information that is expressly defined as owned by Institution.

“Institution Data” means all data, information (including Personal Information), or material provided to Great Jobs KC as a part of data sharing necessary for the success of the KC Scholars Program. Institution Data may include specific information about individual Scholars.

“KC Scholars Program” means the program offered to students by Great Jobs KC, including, but not limited to scholarships, financial incentives, and other financial support services.

“Personal Information” means any data that is protected as “personal data,” “personally identifiable information (PII),” “personal information,” or a comparable term under Data Protection Laws and processed in connection with the MOA.

“Scholar” means an individual participating in a Great Jobs KC program, including, but not limited to, students attending Institution and participating in the KC Scholars program.

“Security Incident” means any breach of security leading to, or reasonably believed to have led to, the accidental or unlawful destruction, loss, or alteration of, or unauthorized disclosure or access to, Great Jobs KC Data.

Any capitalized or other terms not otherwise defined herein shall have the meanings given to them in Data Protection Laws and their cognate terms shall be construed accordingly.

3. Data Protection

Information Sharing: Institution understands and agrees that Great Jobs KC has provided a release signed by the Scholar (or Scholar’s legal representative) to the Institution (via the Release of Information Form or similar agreement) to increase the likelihood of college completion and career attainment and to maximize the success of both the Scholar and the KC Scholars Program. In this spirit, unless the Institution believes in good faith that it is prohibited by law from sharing a specific element of Institution Data, the Institution agrees to provide requested Institution Data to Great Jobs KC via Training Partner Portal, SharePoint, or other method defined by Great Jobs KC. The Data shared under this MOA is intended solely for the purpose of administering, improving, and ensuring the success of the KC Scholars Program and other services provided to Scholars by Great Jobs KC. A duty of confidentiality binds the parties involved and the parties agree that they shall not (a) use the Data for any purpose outside the scope or limitations of this MOA without the other party’s prior written consent or (b) disclose Data to any person or entity, except to the party’s employees, agents, contractors, and service providers who are bound by obligations at least as protective as those contained in this CDSA, without the other party’s prior

written consent. The shared Data will be accessed only by authorized personnel who require access to carry out their duties. In the event of any breach or threatened breach by either party of its obligations under this CDSA, the breaching party will be entitled to seek injunctive and other equitable relief to enforce the obligations of this CDSA.

Cybersecurity Measures: Both parties are deeply committed to implementing cybersecurity measures commensurate with the sensitivity of the Data in their possession, including encryption, access controls, and regular security audits, to ensure the protection of shared Data. Each party will maintain a written information security program that complies with all applicable Data Protection Laws and meets or exceeds industry standards for the safeguarding of Data, including, but not limited to, all commercially reasonable administrative, technical, and physical controls to prevent a Security Incident. Such information security program will be administered by an individual or team with the requisite knowledge to do so, and the program will be reviewed and updated on an annual basis.

Data Handling: All Data must be handled according to Data Protection Laws and the internal policies of both parties. Institution will advise (via training or other processes) all persons who process Great Jobs KC Data on Institution's behalf, including Institution's employees, officers, directors, partners, principals, agents, representatives, and contractors ("Authorized Personnel") of any privacy and security requirements, policies, or procedures instituted by Institution prior to providing those Authorized Personnel with access to Great Jobs KC Data. Institution shall ensure that all Authorized Personnel who are provided access to Great Jobs KC Data shall be subject to a written confidentiality or non-disclosure agreement (unless covered by a professional or statutory duty of confidentiality).

Incident Response: Each party will maintain an internal incident response process to manage and take corrective action designed to ensure the security of Great Jobs KC Data in the event of a Security Incident. If either party learns of a Security Incident, that party shall give notification within a reasonable time, but no later than 72 hours, to the other party and the parties shall cooperatively establish a data breach notification and remediation plan in compliance with relevant Data Protection Laws with the responsibility and cost for such notification and remediation plan being borne according to the parties' respective, proportionate responsibility for the Security Incident, subject to any limitation of liability provisions that exist between the parties.

4. Responsibilities

Great Jobs KC is committed to providing Great Jobs KC Data as agreed while ensuring the privacy and confidentiality of the individuals involved. To ensure this, all Great Jobs KC Data provided will be de-identified or anonymized where necessary. Any Personal

Information that could potentially identify an individual, such as their name, address, or social security number, will be removed or scrambled ("De-identified Data"). By taking these steps, we can provide valuable data while protecting the privacy and rights of those involved.

Institution will ensure that Great Jobs KC Data is used in compliance with this CDSA and all applicable laws and regulations. Institution shall take reasonable measures to ensure that the De-Identified Data cannot be associated with an individual and commits to maintaining and using the De-identified Data without attempting to reidentify the Personal Information. If an employee leaves the Institution, Institution shall immediately notify Great Jobs KC to remove their access to any Great Jobs KC Data, Training Partner Portal, and SharePoint folders.

Login credentials are unique to each individual user and must not be shared, transferred, or used by any other person. Great Jobs KC is responsible for activating and deactivating Training Partner Portal or SharePoint accounts in a timely manner once notified by the Training Partner of personnel changes.

5. Data License

Institution hereby grants to Great Jobs KC a nonexclusive, perpetual, irrevocable, world-wide, royalty-free license to use, host, store, reproduce, and create derivative works of Institution Data (i) in connection with the KC Scholars Program and other Great Jobs KC services provided to Scholars attending Institution, and (ii) for other purposes in an aggregated form which does not include Institution or Scholar-identifying information and does not meet the definition of Personal Information.

6. Prohibitions

In connection with the sharing of Great Jobs KC Data, the Institution is prohibited from (a) selling or sharing Great Jobs KC Data, as those terms are defined in applicable Data Protection Laws; (b) retaining, using, or disclosing the Great Jobs KC Data other than for the purpose specified in this MOA and CDSA or in another agreement, including retaining, using, or disclosing the Great Jobs KC Data for a commercial purpose; (c) combining the Great Jobs KC Data that Institution receives pursuant to the MOA with data that Institution receives from or on behalf of another person or persons, provided that the Institution may combine Great Jobs KC Data to perform a purpose as anticipated by this MOA or another agreement.

5. Term

The CDSA between the parties shall be considered adequate starting from the MOA's specified "Start Date." It will continue until the "End Date" indicated unless either party decides to terminate the agreement by providing the other party with notice period as agreed upon. The notice period to be given for termination shall be specified in the MOA document. At Great Jobs KC discretion, the Institution shall delete or return all Great Jobs KC Data upon request by Great Jobs KC, but in any case, within 60 days of the

termination or expiration of the MOA, unless retention of such Great Jobs KC Data is required by law or is permissible under a separate agreement with Great Jobs KC.

8. Signatures

This CDSA has been executed by the duly authorized representatives of Great Jobs KC and Institution. The CDSA signifies a formal agreement between the two entities and outlines the terms and conditions of their collaboration. The CDSA has been carefully drafted to ensure that both parties are fully aware of their rights and obligations. The CDSA is binding and enforceable, and both parties are expected to comply with its provisions. The execution of this CDSA is a testament to the commitment of both Great Jobs KC and the Institution towards fostering a mutually beneficial relationship that will facilitate the achievement of their respective goals.

Earl Martin Phalen
President & CEO
Great Jobs KC, Inc.

Date: _____

Nate Jeter
Director
Northwest Technical School

Date: _____