



# PROJECT AGREEMENT

**To:** Ayindé Rudolph, Ed.D., Superintendent, Mountain View Whisman School District

**From:** Alycia Diggs-Chavis, Owner, Diggs Chavis Associates, LLC

**Date:** May 30, 2024

**Project Overview:** Wellness Through Stress Relief

These services are designed to help leaders manage and reduce daily stress levels that negatively impact their wellbeing and therefore their effectiveness in role. Outcomes can include an increased ability to focus, higher levels of engagement, enhanced productivity and efficiency, more creative problem-solving, more effective teaming, and overall better leadership role-modeling and performance.

This Project Agreement covers fees for services and support provided to your leadership team. A detailed description and cost for these services is outlined below. Please review, sign, and return this agreement as a record of our shared understanding of this project's scope and deliverables.

Deliverable	Description	Fee
<b>Wellness Services for Leadership Team Members</b>	<ul style="list-style-type: none"> <li>Facilitation of one hundred sixty (160) one-on-one or group guided meditation sessions for District Leadership Team members. Sessions are customized to the participant's need and include education and strategies for daily stress relief.</li> </ul> <p>Fee includes travel and material expenses, and time for session preparation and follow up.</p>	<b>\$210,000</b>
	<i>Preferred partner adjustment</i>	<b>-\$21,000</b>
	<b>TOTAL USD</b>	<b>\$189,000</b>

*Fees will be invoiced as follows:*

*Diggs Chavis Associates will invoice in multiple installments. The first installment (50% of project cost shown above) will be invoiced upon project initiation. Upon completion of 50% of project deliverables Diggs Chavis Associates will invoice monthly for services rendered through completion of the Project Agreement.*

*Cancellation Policy: Sessions canceled less than 48 hours in advance will incur the same cost as detailed above.*

### Approval to Proceed

*The budget and plan for the work described above is acceptable to me, and I authorize Diggs Chavis Associates to carry out the work.*

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Title/Organization**

*Please forward signed Project Agreement to:*

Diggs Chavis Associates/Attn: Alycia Diggs-Chavis  
3133 Woodleigh Lane  
Cameron Park, CA 95682  
Email: bluevioletenergy@gmail.com