**TRAINING AND TECHNICAL ASSISTANCE RETENTION AGREEMENT**

THIS TRAINING AND TECHNICAL ASSISTANCE RETENTION AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2020, is by and between Choose an item. (hereinafter “Choose an item.”) and {CONTRACTOR NAME} (hereinafter “Contractor”), for training and technical assistance (hereinafter “T&TA”) towards the cost of the Enter Name of Conference/Training (hereinafter “Training Course”) under the Alabama Weatherization Assistance Program (hereinafter “Alabama WAP”).

WHEREAS, Section 3.0 of DOE’s Weatherization Program Notice 09‐1B requires that contractors receiving DOE T&TA funds sign a retention agreement that they will provide weatherization services for a specific amount of time that aligns with the funds provided;

WHEREAS, Contractor desires to receive T&TA funds assistance for the Training Course;

NOW THEREFORE, in consideration of the premises and agreements of “Choose an item. ” and Contractor as hereinafter provided, the parties hereby mutually agree as follows:

1. “Choose an item. ” will provide DOE T&TA funds to cover the cost of Contractor’s participation in the Training Course, limited to the following:

a. Reimbursement of the cost of training course registration, lodging and travel only;

2. Contractor shall satisfactorily complete the Training Course;

3. Contractor shall remain actively employed or actively participate in Alabama’s Weatherization Assistance Program for a period of no less than six months following completion of the Training Course.

4. If Contractor does not fulfill his or her obligations under this Agreement, Contractor will reimburse

“Choose an item. ” the total T&TA funds drawn within thirty (30) calendar days of notice from

“Choose an item.”. Said reimbursement amount shall become immediately due and payable as a debt and obligation of Contractor to “Choose an item.”. Repayment will be made in the full amount due as a lump sum. If payment is not received by “Choose an item. ” within thirty (30) days, “Choose an item. ” may assess reasonable costs of collection, including but not limited to interest, court costs, and attorney’s fees.

5. Contractor has read and understands the terms of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the date and year first indicated.

CONTRACTOR: AGENCY Representative:

DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DATE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ PRINTED NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_