

PRINCIPAL SUPPORT LETTER

1. The proposing organization listed above (“Contractor”) and the school principal(s) or designee(s) (“School”) agree to the following provisions in support of the Contractor’s proposal to the above‐named solicitation (“RFP”).
2. The Contractor and School have read and understood the details and requirements of the RFP. The parties further understand and agree to work collaboratively to perform the services necessary to meet the goals outlined in the RFP.
3. The School agrees to designate an individual to coordinate the School and Contractor collaboration. List the name, title, and contact information of the individual.

 Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. The School agrees to provide adequate dedicated space and access to the school library, computer room, gymnasium, and other resources essential for effective implementation of the program, including space to maintain program administration. **A complete listing of space is found on the Afterschool/Summer Site Profile.**
2. The School agrees to provide the following in‐kind contribution(s) in addition to the space the school will dedicate for use by the program. Itemize each in‐kind contribution and provide the information requested in the chart below.

|  |  |  |
| --- | --- | --- |
| In Kind Contribution | Description of In-Kind Contribution | Dollar Value |
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|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Total Dollar Value |  |
| % of Total Request from the Jacksonville Children’ s Commission |  |

1. The School agrees encourage its students to participate in the program if the Contractor is awarded a contract, including targeting and identifying students who are performing below their grade level and are at risk of not being promoted.
2. The School agrees to allow Contractor to participate as a representative on the School Leadership Team.
3. The Contractor and the School agree to collaborate to align program activities with the School’s goals.
4. The School and the Contractor agree to share information that is relevant to the program and to school services to the extent allowed under rules of confidentiality.
5. The Contractor and the School agree to convene regular meetings between program staff and school personnel, including teachers, guidance counselors, parent coordinators, the Principal and the Assistant Principal to reinforce implementation of the program in accordance with the common vision.
6. The Contractor and the School agree to resolve any conflicts or concerns relating to the program or its participants through prompt communication and problem‐solving at the level necessary to reach a resolution of the issue in a timely manner.
7. The Contractor agrees to conform to school rules and protocols regarding the use of school space and resources.
8. The Contractor agrees to accept the school’s codes of behavior as the minimum standard of behavior it will require.
9. The Contractor agrees to comply with all applicable federal, DCF, and Commission rules and regulations relating to matters such as health, safety, and emergency procedures and reporting of incidents or accidents.
10. The Contractor agrees to comply with all Department of Children and Families (DCF) requirements concerning screening for program staff and volunteers including background checks and fingerprinting.

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1. The School recognizes that the Contractor may be required to have a School-Aged Childcare license through the DCF, and the school understands the requirements of licensure and agrees to work collaboratively with the Contractor to assure that the contractor is able to meet licensure requirements.

**Are there any additional points that the Contractor and the school would like to add? \_\_\_Yes \_\_\_No**

 If “Yes,” describe each additional point in 1,600 characters (approximately 200 words) or less below.

**AGREED TO and ACCEPTED by:**

**Contractor School**

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**Signature Signature**

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**Print Name Print Name**

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**Title Title**

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**Date Date**