

This Agreement is entered into by and between the Connecticut Council for Philanthropy (CCP), 75 Charter Oak Avenue, #1-205, Hartford CT 06106 as the fiscal sponsor for the CT Early Childhood Funder Collaborative (ECFC) and Groton Public Schools as the fiscal sponsor for Children First Groton/School Readiness Council Collaborative, 1300 Flanders Road, Mystic, CT 06355.

**Contract period:** March 1, 2020 to June 30, 2020.

### **Scope of Services**

The purpose is to strengthen the organizational capacity of Children First Groton/School Readiness Council Collaborative to enable it to build a local early childhood birth to age 5 system in accordance with the proposal submitted February 7, 2020.

### **Budget/timeline:**

Funding in the amount of \$20,600 will be provided. The revised grant award did not include funding for books and rent and reduced funding for equipment, office supplies and staffing for attendance at trainings due to overall funding limitations and/or inadequate alignment with the purpose and priorities of the federal Preschool Development Grant. All funds must be expended no later than June 30, 2020. Proposed changes in line item expenditures of more than 20% must be reported in advance.

### **Payment schedule**

A single payment of \$20,600 will be processed upon submission of the signed contract and a revised budget based on the grant award, if applicable. The timing of the payment will be based on the transfer of funds from CT Office of Early Childhood to CT Council for Philanthropy.

### **Reporting Requirements**

1. Brief 1-2 page program narrative is required by **June 15, 2020** and organized as follows:
  - a. progress based on your work plan;
  - b. challenges encountered/addressed; and
  - c. status of your efforts to build organizational capacity including: 1) increasing racial, cultural, and linguistic diversity of leadership in the collaborative, 2) incorporating family voice in local decision making and 3) increasing cross-system coordination.
2. Financial report noting revenue and expenditures through June 30, 2020 using the attached format (Attachment A) is required by **June 15, 2020**.  
Failure to submit these reports by June 15, 2020 could jeopardize future funding.

### **Required Federal Grant Language**

All communications regarding this grant must include the following: ***"The project described is supported by the Preschool Development Grant Birth through Five Initiative (PDG B-5), Grant Number 90TP0041-01-00, from the Office of Child Care, Administration for Children and Families, U.S. Department of Health and Human Services. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Office of Child Care, the Administration for Children and Families, or the U.S. Department of Health and Human Services."***

### **Modifications**

Any proposed changes to the scope of work or expenditures of more than 20% of a line item must be submitted at least 10 days in advance to Carol O'Donnell ([codonnell@ctphilanthropy.org](mailto:codonnell@ctphilanthropy.org)).

\_\_\_\_\_  
Karla Fortunato, President  
CT Council for Philanthropy

Date: \_\_\_\_\_

\_\_\_\_\_  
Dr. Michael Graner,  
Superintendent  
Groton Public Schools

Date: \_\_\_\_\_

**Due: June 15, 2020**



**Use line items used in your original/revised budget**

<b>Local ECE capacity building</b>	<b>Grantee:</b>		<b>Explanation (if applicable)</b>			
	<b>Budget</b>	<b>Actual</b>				
<b>Personnel (name, title, # of hours, hourly rate)</b>						
<b>Fringe Benefits (total personnel costs x %)</b>						
<b>Travel (mileage x .585), parking, etc.</b>						
<b>Equipment</b>						
<b>Supplies</b>						
<b>Contractual: (name of contractor or subgrantee, # of hours, cost per hour)</b>						
<b>Total Expenditures</b>	0	0				

All funds must be expended by June 30, 2020.