

**CONNECTICUT STATE DEPARTMENT OF EDUCATION
BUREAU OF EARLY CHILDHOOD EDUCATION**

2008-2010 COMPETITIVE APPLICATION

FOR

MINOR CAPITAL IMPROVEMENTS AND WIRING FOR TECHNOLOGY

FOR SCHOOL READINESS PROGRAMS



Public Act No. 07-7 (Sec.32(h)(2)), June Special Session

AN ACT AUTHORIZING BONDS OF THE STATE FOR CAPITAL IMPROVEMENTS AND OTHER PURPOSES.

Purpose: To provide funding for School Readiness programs for minor capital improvements and wiring for technology as authorized by Public Act No. 07-7.

Applications Due: June 2, 2008

Published: March 12, 2008

RFP #168

CONNECTICUT STATE DEPARTMENT OF EDUCATION

Mark K. McQuillan

Commissioner of Education

“The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, national origin, sex, disability, age, religion or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding the Department of Education’s nondiscrimination policies should be directed to the Equal Employment Opportunity Manager, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, Connecticut 06457, (860) 807-2071.”

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

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PURPOSE OF GRANT

To provide funding for School Readiness programs for minor capital improvements and wiring for technology as authorized by Public Act No. 07-7, Section 32(h)(2), June Special Session.

GRANT PERIOD

Grants will be awarded for a two-year period during which time all projects shall be completed. All funds are subject to approval by the Connecticut State Bonding Commission.

ELIGIBLE APPLICANTS

All state school readiness programs, located within priority and competitive grant school district programs, may apply for funding. Scoring priority will be given to programs located outside of public school buildings.

FUNDING

Total funds available: \$1.5 million, with each project proposal not exceeding \$75,000.

The State Department of Education (SDE) reserves the right to make grant awards under this program without discussion with the applicants; therefore, proposals should represent the applicant’s best effort to ensure a quality proposal from both a technical and cost standpoint. All awards are subject to the availability of state funds. Grants are not final until the award letters are executed. The level of funding and effective dates of the project will be set forth in the notification of the grant award.

OVERALL USE OF FUNDS

Funds can be used for minor capital improvement and/or wiring for technology.

CRITERIA

School Readiness Programs that are applying for minor capital improvements must submit documentation indicating:

- The program is under a contract to provide school readiness services to preschool age children;
- The facility is owned by the agency or the agency has a multiple year lease for at least 5 years remaining with competitive and comparable rental costs;
- The site will be utilized as a school readiness program for a minimum of 5 years from the date of approval for the funding; and
- If the school readiness program is a new program, the program will start within six (6) months from the date of funding.

Examples of Eligible Projects:

1. Minor Capital Improvements

Priority will be given to correct Department of Public Health violations, create an energy efficient environment, improve safety, and meet accreditation standards associated with facilities.

These funds are targeted for the types of repair and replacement work and other general improvements not covered by the existing public school construction grants program as found under Connecticut General Statutes Chapter 173. Examples of the types of improvements that qualify include:

- Replacement of windows and doors;
- Replacement of boilers and other heating and ventilation components;
- Replacement of internal communication systems;

- Ceiling and floor covering upgrades/replacements;
- Upgrading restrooms, including new fixtures and water fountains;
- Upgrading or replacement of lighting fixtures;
- Replacing or installing security systems, including but not limited to video surveillance devices and fencing;
- Alterations to premises including playgrounds to ensure adherence to licensing requirements of the Department of Public Health; and
- Modest improvements for space enhancement that lead to program quality:
 1. Wall removal to increase room size or make bathrooms accessible;
 2. Child size sinks in classrooms/access to water in classrooms;
 3. Specialized storage areas and storage cabinets;
 4. Partition installation;
 5. Improve space for staff, staff storage areas and meeting rooms;
 6. Accessibility for children and staff with disabilities; and
 7. Installation of a loft structure.

2. Wiring for Technology

Examples of the projects that qualify include:

- Wiring of classrooms to support technology-aided instruction;
- Prepare school readiness building for high-speed technology wiring;
- Network building with ability to upload data quickly;
- Air conditioning to maintain the appropriate temperature for the technology system;
- Wiring to facilitate distance learning opportunities; and
- Wiring to establish compatibility with local public school's accountability systems.

Examples of Ineligible Uses of Funds:

- Computers, fax machines, printers, copy machines, etc;
- Routine building maintenance and maintenance supplies;
- Cleaning;
- Equipment repairs and other minor repairs; and
- Salaries of in-house maintenance staff and other school staff.

These funds cannot be used for construction projects submitted to the State for reimbursement pursuant to C.G.S. Chapter 173 or to supplant other state and/or federal funds.

DUE DATE

Proposals, REGARDLESS OF POSTMARK DATE, must be received no later than 4:00 P.M. on June 2, 2008. No extensions will be given. The original proposal must bear an original signature of the authorized representatives of the applicant and the School Readiness Fiscal Agent as fiduciary.

An original signature must also be included on the Standard Statement of Assurances, Suspension and Other Responsibility Matters, and the Affirmative Action Packet, which are components of all proposals.

GRANT CONTACT

Gerri S. Rowell, Associate Education Consultant (860) 713-6575 or by e-mail at gerri.rowell@ct.gov.

GENERAL PROPOSAL REQUIREMENTS

The proposal must specify the location of the project and a description of the project. The description must address the type of minor capital improvement and/or wiring for technology. Each School Readiness Program proposal must provide a letter of agreement by the respective school readiness fiscal agent as the fiduciary.

PROJECT REPORTING

Grantees may be required to submit a summative evaluation report of the project. All grantees will submit project reports in a format provided by the SDE. Additional information will follow. The final project report will be emailed to Gerri S. Rowell, Associate Education Consultant, at gerri.rowell@ct.gov.

GENERAL SUBMISSION REQUIREMENTS

Applicants will submit one (1) signed original and four (4) copies.

| Mailing Information |
|--|
| <p style="text-align: center;">Gerri S. Rowell Associate Education Consultant Connecticut State Department of Education P.O. Box 2219 Hartford, CT 06145</p> |

| Hand Delivery Information |
|---|
| <p style="text-align: center;">Gerri S. Rowell Associate Education Consultant Connecticut State Department of Education 165 Capitol Avenue, Room 302 Hartford, CT 06106</p> |

GRANT REQUIREMENTS

Applicants must complete and submit the following:

| | |
|---------------------------------|--|
| 1. Abstract | Provide a one page, double-spaced abstract of the project and clearly state which area(s) is being addressed and how the capital improvement and/or wiring for technology support the preschool program. |
| 2. Budget | ED114 and Budget Narrative (Budget narrative should reflect current market prices and the sources of those prices). |
| 3. Assurances | All signed assurances should be included with the application. |
| 4. Application Checklist | Please complete and include in the application. |

Subject to State Bond approval of allocation of funds, the Connecticut State Department of Education anticipates announcing the grant awards to successful applicants.

COVER PAGE

RFP #168
Rev. 03/08

CONNECTICUT STATE DEPARTMENT OF EDUCATION
Bureau of Early Childhood Education

**COMPETITIVE APPLICATION FOR MINOR CAPITAL IMPROVEMENTS AND
WIRING FOR TECHNOLOGY FOR SCHOOL READINESS PROGRAMS**

GRANT PERIOD
July 1, 2008 to June 30, 2010

GRANT COVER PAGE

To Be Completed and Submitted with the Grant Application

| | |
|--|---|
| Applicant Agency: <i>(Name, Address, Telephone, Fax)</i> | School Readiness Council Fiscal Agent: <i>(Agent Name, Address, Telephone, Fax)</i> |
| Applicant Agency Contact Person: <i>(Name, Address, Telephone, Fax, Email)</i> | Local Program: Program Funding Request: <i>(not to exceed \$75,000)</i> |

The undersigned authorized chief administrative officials, submit this proposal on behalf of the applicant agency, attest to the appropriateness and accuracy of the information contained therein, and certify that this proposal, if funded, will comply with all relevant requirements of the state and federal laws and regulations.

In addition, funds obtained through this source will be used solely to support the purpose, goals and objectives as stated herein.

| | |
|---|---|
| Chief Elected Official Name Signature Date | Superintendent of Schools Name Signature Date |
| School Readiness Council Chair Person Name Signature Date | School Readiness Fiscal Agent Name Signature Date |

ABSTRACT

(What do you propose to do? How does the alteration support the preschool program? What is the cost? Does the program have support from parents and your program's policy group to make the improvements? How will children/families be accommodated during minor capital improvements and wiring for technology?)

PLAN FOR EXPENDITURE OF FUNDS

(Planned time period for minor capital improvements and installations. Labor and equipment estimates. Evidence of most economical pricing.)

ED114 BUDGET

| GRANTEE NAME: | | VENDOR CODE: |
|---|---|---------------------------------|
| GRANT TITLE: Minor Capital Improvements and Wiring for Technology for School Readiness Programs | | |
| PROJECT TITLE: | | |
| CORE-CT CLASSIFICATION: FUND: 12052 SPID: 42861 | | PROGRAM: 82079 |
| BUDGET REFERENCE: 2009 CHARTFIELD1: | | CHARTFIELD2: |
| DEPARTMENT (REPLACES FUNCTION): SDE64150 | | |
| GRANT PERIOD: 7 / 01 / 2008 - 6 / 30 / 2010 | | AUTHORIZED AMOUNT:\$ |
| AUTHORIZED AMOUNT by SOURCE: CARRY-OVER DUE:\$ | | CURRENT DUE:\$ LOCAL BALANCE:\$ |
| CODES | DESCRIPTIONS | BUDGET AMOUNT |
| 300 | PURCHASED PROFESSIONAL/TECHNICAL SERVICES | |
| 450 | CONSTRUCTION SERVICES | |
| 500 | OTHER PURCHASED SERVICES | |
| 600 | OTHER SUPPLIES | |
| 730 | EQUIPMENT | |
| | TOTAL | |

____ ORIGINAL REQUEST DATE

____ REVISED REQUEST DATE

____ STATE DEPARTMENT OF EDUCATION
PROGRAM MANAGER AUTHORIZATION

____ DATE OF
APPROVAL

BUDGET NARRATIVE

Please describe the budget in detail below. *(Budget narrative should reflect current market prices and the sources of those prices.)*

Below is the detailed list of items budgeted for this project including a description of the project and the anticipated completion date for each project component.

BUDGET OBJECT CODES

300 Purchased Professional/Technical Services

Costs for architectural, engineering or other purchased professional services required for those projects may be included here.

450 Construction Services

Costs for general contractors and other purchased labor for construction, alterations or remodeling work should be included under this object.

500 Other Purchased Services

Other purchased services not reportable under objects 300 or 450 may be include here.

600 Other Supplies

Include the cost of any supplies or building materials to be purchased directly by the grantee under this object. (If a general contractor is being used, report the entire contract amount under object 450. Do not try to break out the contractors supplies and materials costs separately in this line).

730 Equipment

Equipment and furnishings under this grant are limited to new equipment needed to be installed or replaced as part of the facility improvement. Items such as electrical surveillance equipment, intercoms, boilers and other built-in equipment are permitted.

APPLICATION CHECKLIST

Applicant Agency:

Request for Proposal Name: State Funds for Minor Capital Improvements and Wiring
for Technology for School Readiness Programs

BASIC ELIGIBILITY

The Proposal contains all of the following completed appendices below.

- Application Checklist (Appendix G) _____
- Cover Page with signature (Appendix A) _____
- Abstract Page (Appendix B) _____
- Plan for Expenditure of Funds (Appendix C) _____
- ED114 Budget (Appendix D) _____
- Budget Narrative (Appendix E) _____
- Supplement not Supplant Assurance (Appendix H) _____
- Statement of Assurances (Appendix I) _____
- Affirmative Action Packet is on File (Appendix J) _____
- Fire and Building Code Assurance (Appendix K) _____

Date: _____

Reviewed by: _____

SUPPLEMENT NOT SUPPLANT ASSURANCE

I, the undersigned authorized official, hereby provide assurance that:

Program funds distributed to my district/program will be used only to supplement, and to the extent practical, increase the levels of funds that would, in the absence of these funds, be made available from federal, other state, or local sources for educational technology. In no case will the state funds allocated to my district/program be used to supplant funds from federal, other state or local sources, including but not limited to C.G.S. Chapter 173 – “Public School Building Projects”.

I understand that failure to comply with these provisions will result in the loss of funds to my district/program under the state program.

District/Agency name

Town code

Signature of Authorized Official

Date:

Printed name and title

**MINOR CAPITAL IMPROVEMENTS AND WIRING FOR TECHNOLOGY
FOR SCHOOL READINESS PROGRAMS**

Statement of Assurances

1. The Statement of Assurances Signature Page included in this grant must provide the authorized signatures of the applicant agency (e.g., mayor and superintendent of schools). Please note that the authorized signatures of the eligible applicant must also be provided on the cover page of the grant application submitted with the grant.

*Applicants need only submit
the Statement of Assurances Signature Page
in the submission of their grant application.*

**MINOR CAPITAL IMPROVEMENTS AND WIRING FOR TECHNOLOGY
FOR SCHOOL READINESS PROGRAMS**

Statement of Assurances

PROJECT TITLE **MINOR CAPITAL IMPROVEMENTS AND WIRING FOR
TECHNOLOGY FOR SCHOOL READINESS PROGRAMS**

THE APPLICANT: _____ HEREBY ASSURES THAT:
(Insert Agency Name)

- A. The applicant has the necessary legal authority to apply for and receive the proposed grant;
- B. The filing of this application has been authorized by the applicant's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application;
- C. The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of the applicant agency;
- D. The project will be operated in compliance with all applicable state and federal laws and in compliance with the regulations and other policies and administrative directives of the Connecticut State Board of Education and the State Department of Education;
- E. Grant funds shall not be used to supplant funds normally budgeted by the agency;
- F. Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;
- G. The applicant will submit a final project report (within 60 days of the project completion) and such other reports, as specified, to the State Department of Education, including information relating to the project records and access thereto as the State Department of Education may find necessary;
- H. The Connecticut State Department of Education reserves the exclusive right to use and grant the right to use and/or publish any part or parts of any summary, abstract, reports, publications, records, and materials resulting from this project and this grant;
- I. If the project achieves the specified objectives, every reasonable effort will be made to continue the project and/or implement the results after the termination of state and/or federal funding;

STATEMENT OF ASSURANCES (continued)

- J. The applicant will protect and save harmless the State Board of Education from financial loss and expense, including fees and legal fees and costs, if any, arising out of any breach of the duties, in whole or in part, described in the application for this grant;
- K. At the conclusion of each grant period, the applicant will provide for an independent audit report acceptable to the grantor in accordance with Sections 7-394a and 7-396a of the Connecticut General Statutes, and the applicant shall return to the State Department of Education any monies not expended in accordance with the approved program/operation budget as determined by audit;

L. **Required Contract Language**

(1). For the purposes of this section, "Commission" means the Commission on Human Rights and Opportunities.

For the purposes of this section, "minority business enterprise" means any small contractor or supplier of materials fifty-one percent or more of the capitol stock, if any, or assets of which is owned by a person or persons: (a) who are active in the daily affairs of the enterprise, (b) who have the power to direct the management and policies of the enterprise and (c) who are members of a minority, as such term is defined in subsection (a) of Connecticut General Statutes Section 32-9n; and "good faith" means that the degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations. "Good faith efforts" shall include, but shall not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements.

For the purposes of this section, "sexual orientation" means having a preference for heterosexuality, homosexuality or bisexuality, having a history of such preference or being identified with such preference, but excludes any behavior which constitutes a violation of part VI of chapter 952 of the general statutes.

(2). (a) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or the State of Connecticut. If the contract is for a public works project, the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such project. The contractor further agrees to take affirmative action to insure that applicants with job related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, or physical disability, including, but not limited to, blindness, unless it is shown by the

STATEMENT OF ASSURANCES *(continued)*

contractor that such disability prevents performance of the work involved; (b) the contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the commission; (c) the contractor agrees to provide each labor union or representative of workers with which such contractor has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission, advising the labor union or worker's representative of the contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (d) the contractor agrees to comply with each provision of this section and Connecticut General Statutes Sections 4a-62, 32-9e, 46a and 46a-68b to 46a-68k, inclusive and with each regulation or relevant order issued by said commission pursuant to said sections; (e) the contractor agrees to provide the commission on human rights and opportunities with such information requested by the commission, and permit access to pertinent books, records, and accounts, concerning the employment practices and procedures of the contractor as related to the provisions of this section and section 46a-56.

(3). Determination of the contractor's good faith efforts shall include but shall not be limited to the following factors: the contractor's employment and subcontracting policies, patterns and practices; affirmative advertising; recruitment and training; technical assistance activities and such other reasonable activities or efforts as the commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.

(4). The contractor shall develop and maintain adequate documentation, in a manner prescribed by the commission, of its good faith efforts.

(5). The contractor shall include the provisions of subsection (2) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding in a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of reinforcing such provisions including sanctions for noncompliance in accordance with this section and Connecticut General Statutes Sections 4a-62, 32-9e, 46a-56 and 46a-68b to 46a-68k, inclusive; provided if such contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

(6). The contractor agrees to comply with the regulations referred to in this section as the term of this contract and any amendments thereto as they exist on the date of the contract and as they may be adopted or amended from time to time during the term of this contract and any amendments thereto.

STATEMENT OF ASSURANCES (continued)

(7) (a) The contractor agrees and warrants that in the performance of the contract such contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated, when employed, without regard to their sexual orientation; (b) the contractor agrees to provide each labor union or representative of workers with which such contractors has a collective bargaining agreement or other contract or understanding and each vendor with which such contractor has a contract or understanding, a notice to be provided by the commission on human rights and opportunities advising the labor union or workers' representative of the contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (c) the contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said commission pursuant to section 46a-56 of the Connecticut General Statutes; (d) the contractor agrees to provide the commission on human rights and opportunities with such information requested by the commission and permit access to pertinent books, records and accounts, concerning employment practices and procedures of the contractor which related to the provisions of this section and section 46a-56 of the general statutes.

(8). The contractor shall include the provisions of subsection (7) of this section in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the state and such provisions shall be binding on a subcontractor, vendor, or manufacturer unless exempted by regulations and orders of the commission. The contractor shall take such action with respect to any such subcontract or purchase order as the commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with section 46a-56 of the general statutes; provided, if such contractor or vendor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the commission, the contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the state and the state may so enter.

OTHER ASSURANCES

- M. The grant award is subject to approval of the State Department of Education and the availability of state funds;
- N. The applicant agrees and warrants that Sections 4-190 to 4-197, inclusive, of the Connecticut General Statutes concerning the Personal Data Act and Sections 10-4-8 to 10-4-10, inclusive, of the Regulations of Connecticut State Agencies promulgated thereunder are hereby incorporated by reference;
- O. Grant funds should not be committed until an official grant award letter is received;
- P. The grantee agrees to other attestations and special assurances, particular to the requirements of Connecticut General Statutes Sections 10-16o through 10-16r and the amendments outlined in P.A. 99-230 and P.A. 00-187 for grantees or state agencies that require grantee or subgrantee participation or compliance;

STATEMENT OF ASSURANCES *(continued)*

- Q. The signature of the chief elected officials on the Statement of Assurances Signature Page indicates the intent to comply with the provisions referenced in each section. Assurances not agreed to by the chief elected official of the town must be identified on a separate sheet with a rationale for the disagreement; and

- R. The State Department of Education reserves the right to negotiate terms, including the withholding of funds, based on the grantee's inability to comply with these assurances.

**MINOR CAPITAL IMPROVEMENTS AND WIRING FOR TECHNOLOGY
FOR SCHOOL READINESS PROGRAMS**

Statement of Assurances Signature Page

We, the undersigned authorized officials, do hereby certify that these assurances shall be fully implemented.

Signature of Chief Elected Official: _____

Name: (please type) _____

Title: (please type) _____

Date: _____

Signature of Superintendent: _____

Name: (please type) _____

Title: (please type) _____

Date: _____

Signature of the Fiscal Agent: To Be Signed

If the Fiscal Agent is other then the Municipality or the School District:

Signature of Fiscal Agent: _____

Name: (please type) _____

Title: (please type) _____

Date: _____

MINOR CAPITAL IMPROVEMENTS AND WIRING FOR TECHNOLOGY
FOR SCHOOL READINESS PROGRAMS

Affirmative Action Certification Form

AFFIRMATIVE ACTION CERTIFICATION

AN AFFIRMATIVE ACTION PLAN IS ON FILE WITH THE STATE DEPARTMENT OF EDUCATION

I (We), the undersigned authorized official(s), hereby certify that the current Affirmative Action Plan of the applicant organization/agency is on file with the Connecticut State Department of Education. The Affirmative Action Plan is by reference, part of this application.

Signature of Authorized Official

Date

Name of Authorized Official (please type)

Title of Authorized Individual

Signature of Authorized Official

Date

Name of Authorized Official (please type)

Title of Authorized Individual

(SAMPLE: You may use this as an example or you may use it as your statement by placing it on your letterhead.)

**AFFIRMATIVE ACTION
POLICY STATEMENT**

It has always been the policy and will continue to be the strong commitment of _____ and all contractors and subcontractors who do business with _____ to provide equal opportunities in employment to all qualified persons solely on the basis of job-related skills, ability and merit.

_____ will continue to take affirmative action to ensure that no persons are discriminated against with regard to their race, color, sex, sexual orientation, national origin, ancestry, religion, age, physical disability, mental retardation, marital status, present or past history of mental disorder, learning disability or criminal record. Such action includes, but is not limited to, employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training including apprenticeship. _____ will continue to make good faith efforts to comply with all federal and state laws and policies which speak to Equal Employment Opportunity and Affirmative Action.

Equal Employment Opportunity is essential, but is not enough to guarantee the full and fair employment of minorities, women or other protected classes. Therefore, Affirmative Action is necessary. Affirmative Action is results-oriented programs used to address and overcome the present effects of past discrimination.

Sexual Harassment, another form of sex discrimination, will not be tolerated in the work place. Therefore, engaging in acts of sexual harassment or any other forms of unlawful discrimination will constitute grounds for disciplinary action.

This Policy Statement is based on both the spirit and the letter of state and federal anti- discrimination laws, regulations and executive orders. Accordingly, care is taken to ensure that no person shall be excluded from participation in, be denied the benefits of, or otherwise be unlawfully discriminated against. Further, _____ will not knowingly use the services of, patronize or otherwise deal with any business, contractor, subcontractor or agency that engages in acts of unlawful discrimination.

This Affirmative Action Policy Statement reaffirms my personal commitment to the principles of Equal Employment Opportunity and Affirmative Action.

SIGNATURE

DATE

FIRE AND BUILDING CODE ASSURANCE

I hereby provide assurance that my School Readiness program will secure all necessary approvals pertaining to state and local fire and building codes.

District/Agency Name

Town Code

Signature of Authorized Official

Date

Printed Name and Title

EVALUATION CRITERIA BASED ON GRANT REQUIREMENTS

| Section | Section Score | Comments |
|--|---------------|----------|
| Abstract (10 points) | | |
| Plan for Expenditure of Funds: <ul style="list-style-type: none"> ▪ Planned time period ▪ Labor and equipment estimates ▪ Evidence of economical pricing (15 points) | | |
| Project Priority: <ul style="list-style-type: none"> ▪ Correction of Public Health violations – 10 points ▪ Improve safety - 10 points ▪ Creating an energy efficient environment - 10 points ▪ Meet accreditation standards - 10 points ▪ Wiring for technology - 10 points (50 points) | | |
| Budget/Budget Narrative (10 points) | | |
| Applications from private community-based programs. (15 points) | | |
| Total Points 100 | | |