

<b>Contract</b>	
<b>DUE BACK BY:</b>	<b>Dec 20, 2019</b>
CM Contract #	<b>4364</b>
Date of Contract:	<b>Dec 12, 2019</b>

<b>Fax back to Community Matters 707-823-3373</b>
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**Contract  
between**

**Community Matters** - A California Not For Profit Corporation

**and** **Frances Ellen Watkins Harper Junior High**

P. O. Box 14816  
Santa Rosa, CA 95402  
PH: 707-823-6159 **FAX: 707-823-3373**  
Vendor ID #  
hereinafter referred to as "CM"

4000 East Covell Boulevard  
Davis CA 95618  
530 757-5330  
  
hereinafter referred to as "Client"

**This Contract details the responsibilities of the above parties relative to the services listed below.**

**CM Will Deliver** the services outlined below:

Service Code	Service Name and Description	Cost
SSAIE	<b>Initial Elem - Safe School Ambassadors Training &amp; Support</b>	\$6,500.00
	For: Frances Ellen Watkins Harper Junior High Davis CA	
	Times: 2 full school days (6.5 hrs ea) PLUS 1 additional hour each day for adults	
	Deliverables: 1) Provide 2 days of on-site training for 15-40 NEW Safe School Ambassadors and 3 - 7 adults (1 adult per 6 students), as described in SSA program literature. 2) Provide program materials for all training participants. Includes post training support for implementation of program. 3) Provide up to 2 hours of program implementation support by phone, web and email.	
	19 Swingle Foundation	-\$6500.00
	<b>Service Subtotal:</b>	<b>\$0.00</b>

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**Client Will** fulfill the following obligations:

- **Ensure a school or district employee will provide supervision at all times when the CONSULTANT has contact with pupils.**

- **Return this contract by 12/20/2019 to guarantee CM's availability for the Service(s) on the above date(s). Otherwise, all prior agreements may be voided.**

- Complete the tasks and comply with the conditions specified in the "Contract Terms" attached to and hereby specifically included in this Contract.

Implement the program with fidelity and report on progress to meet the grant responsibilities including:

- Have Ambassadors and SSA Program Leaders complete a Year End Survey in the spring semester of the school year.
- Have the Principal submit a Principal Letter of Support/Impact at the end of the school year.
- Provide discipline data such as suspension numbers to CM using our Discipline Data Survey, for the year prior to the start of the SSA program (as a "baseline") and all subsequent program years (comparison)

**Payment for Services:** Client agrees to pay CM, in US funds, the following fees for delivery of the services outlined above:

Total Price: \$6,500.00

Total Awards & Sponsorships: -\$6,500.00

**Rescheduling or Cancellation:**

Once this contract is signed, if Client cancels or reschedules the service, Client could be held responsible for up to 50% of the regular price of the service. If Client cancels or reschedules within 2 weeks of the date of the service, Client could be held responsible for up to 100% of the regular price of the service.

**Grand Total: \$0.00**

**Grant funded schools:** Client will be held responsible for the above fees. The funder will be informed of any reschedule or cancellation requests. This could affect grant funding in subsequent years.

Upon completion of services or as specified herein, CM will invoice client for the items described above. Client agrees to pay such invoice(s) in full no later than 30 days from invoice date.

**Signatures**

For Community Matters



LeeAnn Lichnovsky

Date: 12/12/2019

For Client

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

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

Organization: \_\_\_\_\_

**Attachments**

CM Contract Terms

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- Billing Information Sheet - please **complete** and **return** with this Contract
  - Training Room Requirements - please give this to the person handling training logistics.
  - Training Supplies, Equipment and Logistics - please give this to the person handling training logistics.
  - Service Terms                       SSA TOT Participation Agreement
  - Award Letter                          SSA Site License Agreement

