



THE PUBLIC SCHOOLS OF BROOKLINE
BROOKLINE, MASSACHUSETTS 02445

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MARY ELLEN N. DUNN
DEPUTY SUPERINTENDENT
FOR ADMINISTRATION AND FINANCE

Request for Grant Acceptance
September 4, 2018

The School Department requires specifically authorized accounts for new grants.

School Committee Action Requested: The School Department would like to request that the School Committee authorize the Town Accountant to set up a Grant Account for the following:

- Project Here Substance Use Prevention Curriculum Grant
 - **Account Number:** TBD
 - **Program Description:** The grant is an award from the Massachusetts Attorney General's Office. PSB's current substance use prevention curriculum, Project Alert, is more than eight years old and in need of an update. This grant will assist in implementing the Michigan Model Health Curriculum for middle school students, including administering pre and post surveys, developing a curriculum sub-committee, and providing training to 7th and 8th grade health education teachers. The Michigan Model for Health Curriculum addresses major youth health risk behaviors with age-appropriate instructional activities. This curriculum aligns with PSB's skills-based approach to teaching health education
 - **Fee Structure:** n/a
 - **Fund Restrictions:** Final report due September 30, 2020.

NAME OF GRANT	
<u>Budget</u>	<u>Amount</u>
Salaries	\$4,085
Outside Services	\$4,800
Supplies	\$5,830
Other Charges	-
Fringe Benefits	-
Capital	-
Total	\$14,715

Motion: Approve account creation for "Project Here Substance Use Prevention Curriculum Grant" per the attached documentation.



MAURA HEALEY
ATTORNEY GENERAL

ATTACHMENT A
SCOPE OF SERVICES
BETWEEN THE MASSACHUSETTS OFFICE OF THE ATTORNEY GENERAL
AND **PUBLIC SCHOOLS OF BROOKLINE**

1 INTRODUCTION

This Scope of Services (SOS) is between the Massachusetts Office of the Attorney General (AGO) and **Public Schools of Brookline** and is in regard to the **Project Here Substance Use Prevention Curriculum Grant**.

The entire agreement between the parties (the “Contract”) consists of the following documents in the following order of precedence:

1. The Commonwealth Standard Terms and Conditions;
2. The Commonwealth Standard Form Contract;
3. All requirements listed in the **Project Here Substance Use Prevention Curriculum Grant**;
4. All statements of activities to be conducted in **Public Schools of Brookline’s** response to the **Project Here Substance Use Prevention Curriculum Grant**; and
5. This SOS (Attachment A).

2 OVERVIEW, EFFECTIVE DATE, AND TERM

This Contract’s term (the “Term”) begins on the date on that it is executed by both parties (the “Effective Date”) and shall terminate on **August 31, 2020** (“Termination Date”).

3 AMOUNT OF AWARD AND CONDITIONS

The amount of this award is **\$14,715**. This award is subject to the provisions set forth in this Contract, including but not limited to the following conditions:

- Completion of Grant contract materials, including original signatures.
- Continued compliance with the AGO Non-Profit Organizations/Public Charities Division’s requirements for annual reports, if applicable.
- Submission of all required financial and program reports. **This includes a final report due by September 30, 2020.**
- Any funds unexpended by the termination date must be remitted back to the AGO.
- The AGO will monitor the grantee to ensure that the requirements and objectives of the grant are met.
- Any proposed changes to program budget or activities must be submitted in writing and approved in advance by the AGO.
- Grantees acknowledge that all documentation submitted to the AGO is subject to the Massachusetts Public Records Law, M.G.L. c. 66, § 10, and M.G.L. c. 4, § 7, cl. 26.

4 BUDGET AND USE OF AWARD

This award will be used for and to accomplish the purposes of Public Schools of Brookline’s Proposal. As the grant award has been increased from the original proposal, please complete the following:

Grantee Organization	Public Schools of Brookline
Award Amount	\$14,715
Number of students reached during 2-year grant period	
Number of teachers trained	
Number of curriculum kits	
Number of supplemental kits	
Number of extra workbooks	
Curriculum materials costs	
Trainings costs	
Substitute teacher/travel costs	
Community partner stipend	
Printing costs	
Grant administration (Up to 10% of award amount)	

Any proposed changes to allocation of budget above must be submitted and approved in writing. Submit your proposed change by email to Helen.Wang@State.MA.US.

5 ACCEPTANCE

By signing below, the parties agree to this Scope of Services.

The undersigned hereby represent that they are duly authorized to execute this Scope of Services on behalf of their respective organizations.

Massachusetts Office of the Attorney General

Signature: _____

Date: _____

Name: _____

Title: _____

Public Schools of Brookline

Signature: _____

Date: _____

Name: _____

Title: _____