

**State Education Resource Center/CT Parent Information and Resource Center (SERC/CT PIRC)
2018-2019 Parent Trust Fund Grant**

STATEMENT OF ASSURANCES

The undersigned proposer affirms and declares that:

1. General

- a. The filing of this proposal has been authorized by the proposer's governing body, and the undersigned official has been duly authorized to file this application for and on behalf of said proposer, and otherwise to act as the authorized representative of the proposer in connection with this application;
- b. The program services will be delivered within the timeframes as delineated in this RFP;
- c. Grant funds must be expended during the grant year unless otherwise agreed to in writing by SERC/CT PIRC;
- d. Unexpended funds must be returned to SERC/CT PIRC no later than 21 days following the grant year or 14 days following the conclusion of grant activities, whichever is sooner;
- e. The proposer has the necessary legal authority to apply for and receive the proposed grant;
- f. The activities and services for assistance sought under this grant will be administered by or under the supervision and control of the proposer;
- g. The project will be operated in compliance with all applicable state and federal laws and in compliance with regulations and other policies and administrative directives of the State Board of Education and the Connecticut State Department of Education;
- h. Grant funds shall not be used to supplant funds normally budgeted by the agency;
- i. Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;
- j. The proposer will complete program services funded through the Parent Trust Fund Grant no later than June 30, 2019;
- k. Within 30 days of program completion or by July 30, 2019, whichever is sooner, the proposer will submit a Final Program Report and such other reports, as specified, to SERC/CT PIRC, including information relating to the project records and access thereto as SERC/CT PIRC may find necessary;
- l. SERC/CT PIRC and its collaborating partners in this RFP reserve 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;
- m. If the project achieves the specified objectives, proposer will make every reasonable effort to continue the project and/or implement the results after the termination of Parent Trust Grant funding;
- n. The grant award is subject to the availability of state and/or private funds;

- o. The proposer will protect and hold harmless SERC/CT PIRC and its collaborating partners from financial loss and expense, including legal fees and costs, if any, arising out of any breach of the duties, in whole or part, described in the application for the grant;
- p. Grant funds should not be committed until an official grant award letter is received;
- q. SERC/CT PIRC, on behalf of its collaborating partners, reserves the right to negotiate terms, including the withholding of funds, based on the grantee's inability to comply with these assurances;
- r. The grantee agrees and warrants that in the performance of the grant, the grantee will not discriminate or permit discrimination against any person or group of persons on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability, or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws; and
- s. The grantee agrees to provide, upon request, copies of any/all organization nondiscrimination statements. If the organization does not have a nondiscrimination statement, the grantee agrees to seek the creation of such a statement from the organization's governing body.

2. Parent Leadership Training

- a. This proposer has read and understands the requirements of the parent leadership model it has selected. If a partnership agreement or memorandum of understanding is required, a copy of the partnership agreement or MOU signed by both organizations covering the grant period has been submitted with this proposal;
- b. This proposer will adhere to all reporting requirements, as outlined by SERC/CT PIRC; and
- c. This proposer will ensure that all approved child care sessions are adequately staffed. This proposer assumes all liability and will hold SERC/CT PIRC and its funders harmless.

Legal Name of Organization

Date

Signature of Authorized Signatory

Print Name of Authorized Signatory

Please attach the organization's IRS Letter of Determination of nonprofit status.

RFP SUBMISSION CHECKLIST

Please carefully review and check off the following boxes to ensure the RFP proposal submission package is complete.

- Proposal Application with original signatures
- Budget Proposal
 - Budget Worksheet
 - Budget Narrative
- Statement of Assurances with original signatures
- Fully executed (signed/dated) Memorandum of Understanding (required by PLTI, PSEE and PEP)
- IRS Letter of Determination of nonprofit status
- A copy of a fully executed W-9 (if the organization has a fiduciary, the fiduciary's W-9 is required)
- Proposal submission package includes one copy of everything listed above