# Appendix B – Partnership Agreement Template

District of Columbia

Office of the State Superintendent of Education



**Special Education Enhancement Fund (SEEF) Competitive Grant**

**PARTNERSHIP AGREEMENT**

**Between**

**[THIRD PARTY NONPROFIT ORGANIZATION OR INSTITUTION OF HIGHER EDUCATION NAME]**

**AND**

**[LOCAL EDUCATION AGENCY NAME(S)]**

**AND**

**[SCHOOL NAME(S)]**

This Partnership Agreement outlines the responsibilities of Third Party Nonprofit Organization or Institution of Higher Education (“IHE”) (“Third Party”), Local Educational Agency (“LEA”), and a School within the LEA as required by the Request for Applications for the Special Education Enhancement Fund (SEEF) Competitive Grant. Third Party, LEA, and School intend to enter into an arrangement to plan and implement programs and services to improve outcomes for students with disabilities at one or more schools with funding received under the DC Office of the State Superintendent SEEF Competitive Grants.

Under this arrangement, Third Party and LEA and School will plan and implement programs and services such that:

* + [Describe the details of the proposed programs/services, length of time, and schools to be served.]

The Third Party, [Nonprofit or IHE Name], agrees to:

* + [List the duties, roles, and responsibilities of the Third Party.]

AND

As a partner, [LEA Name], agrees to:

* + [List the duties, roles, and responsibilities of the partnering LEA.]

AND

As a school to be served, [School Name], agrees to:

* + [List the duties, roles, and responsibilities of the partnering School.]

The signatories below certify agreement to these terms.

LEA Representative Name

[LEA Leader is defined as having fiscal or operational management responsibilities at the LEA level.]

LEA Representative Title

LEA Name

LEA Address

Washington, DC Zip Code

Third Party Executive Name

Third Party Executive Title

Third Party Name

Third Party Address

City, State, Zip Code

(Signature) (Signature)

(Date) (Date)

School Leader Name

School Leader Title

School Name

School Address

Washington, DC Zip Code

School Leader Name

[School Leader is defined as a principal, assistant principal, or other school leader with day-to-day instructional or operational management responsibilities at the building level]

School Leader Title

School Name

School Address

Washington, DC Zip Code

(Signature) (Signature)

(Date) (Date)