



NEW HAVEN PUBLIC SCHOOLS  
**AGREEMENT COVER SHEET**

**Cover Sheet is an Internal Document for Business Office Use**

**Please Type**

Contractor full name: Junta for Progressive Action

Doing Business As, if applicable:

Business Address: 169 Grand Avenue, New Haven CT 06513

Business Phone: 203-787-0191

Business email: [bruni.pizarro@juntainc.org](mailto:bruni.pizarro@juntainc.org)

Funding Source & Acct # including location code: Bridge Funding McKinney Vento Program, Acct. #2503-6388-56697-0000

Principal or Supervisor: Gemma Joseph Lumpkin

Agreement Effective Dates: From October 13, 2021. To November 30, 2021.

Hourly rate or per session rate or per day rate.

Total amount: \$5,000.00

Description of Service: Please provide a one or two sentence description of the service. *Please do not write "see attached."*

Junta will Support New Haven Public Schools Families under McKinney Vento in getting access to State and/or Federal benefits and non-governmental programs on a case-by-case basis.

Case managers provide homeless families with the immediate resources and support they need, but they also equip participants with information on the conditions that enable poverty and social exclusion in the first place -- an important step towards economic and social empowerment.

Submitted by: Gemma Joseph Lumpkin

Phone: 475-220-1734



NEW HAVEN PUBLIC SCHOOLS

## Memorandum

**To:** New Haven Board of Education Finance and Operations Committee  
**From:** Gemma Joseph Lumpkin  
**Date:** August 31, 2021  
**Re:**

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Please ***answer all questions and attach any required documentation as indicated below***. Please have someone **ready to discuss** the details of each question during the Finance & Operations meeting or this proposal might not be advanced for consideration by the full Board of Education.

1. **Contractor Name:** Junta for Progressive Action

**Description of Service:** Support NHPS Homeless Families access to State and/or Federal benefits and non-governmental programs on a case-by-case basis.

Provide NHPS Families under McKinney Vento with case management, immediate resources and support their needs.

2. **Amount** of Agreement and hourly or session cost: \$5,000.00

3. **Funding Source** and account number: Bridge Funding McKinney Vento Program, 2503-6388-56697-0000

4. Approximate number of staff served through this program or service: n/a

5. Approximate number of students served through this program or service: approximately 425

6. **Continuation/renewal or new Agreement? New Agreement**

**Answer all questions:**

- a. If continuation/renewal, has the cost increased? If yes, by how much? No
- b. What would an alternative contractor cost: Same
- c. If this is a continuation, when was the last time alternative quotes were requested? 2018
- d. For new or continuation: is this a service existing staff could provide. If no, why not? No

7. **Type of Service:**

**Answer all questions:**

- a. Professional Development? No
  - i. If this is a professional development program, can existing staff provide the service? If no, why not?
- b. After School or Extended Hours Program? No

- c. School Readiness or Head Start Programs? No
- d. Other: (Please describe)

**8. Contractor Classification:**

**Answer all questions:**

- a. Is the Contractor a Minority or Women Owned Business? Yes
- b. Is the Contractor Local? Yes
- c. Is the Contractor a Not-for-Profit Organization? If yes, is it local or national? Yes, Local
- d. Is the Contractor a public corporation? Yes
- e. Is this a renewal/continuation Agreement or a new service? RENEWAL
- f. If it is a renewal/continuation, has cost increased? If yes, by how much? No
- g. Will the output of this Agreement contribute to building internal capabilities? If yes, please explain: YES, it will support Homeless Students in making sure they receive necessary Wraparound services to succeed in school.

**9. Contractor Selection: In this section, please describe the selection process, including other sources considered and the rationale for selecting the contractor. Please answer all questions:**

- a. What specific skill set does this contractor bring to the project? Please attach a copy of the contractor's resume if an individual or link to contractor website if a company Contractor has provided these services in the past in the Fair Haven Neighborhood. The contractors is fully bilingual.
- b. How was the Contractor selected? Quotes, RFP/RFQ, Sealed Bid or Sole Source designation from the City of New Haven Purchasing Department? Contractor completed an RFQ, provided an RFP.
- c. Is the contractor the lowest bidder? If no, why? Why was this contractor selected? Contractor is the only provider of services in the Fair Haven Neighborhood of New Haven.
- d. Who were the members of the selection committee that scored bid applications?
- e. Gemma Joseph Lumpkin and Daniel Diaz
- f. If the contractor is Sole Source, please attach a copy of the Sole Source designation letter from the City of New Haven Purchasing Department.

**10. Evidence of Effectiveness & Evaluation**

**Answer all questions**

- a. What **specific need** will this contractor address and how will the contractor's performance be measured and monitored to ensure that the need is met?  
McKinney Vento Liaison do intakes for families and provide families with name of organizations that support them with services. Contractor does an agency intake and notifies the McKinney Vento Liaison. Liaison is on constant communication with contractor making sure they provided the service. At the end of the contract, a repost is done. A survey will be send to families asking them on the level of customer service satisfaction.

- b. If this is a **renewal/continuation service** attach a copy of the evaluation or archival data that demonstrates effectiveness.

N/A

- c. How is this service aligned to the District Continuous Improvement Plan?  
Junta will be providing students and families with support and wraparound services essential in the success of students. Food Security, Socio Emotional Support, Counseling Shelter and services to make sure students have continuity in education.

11. Why do you believe this Agreement is fiscally sound? We have worked with Junta in the past and they are very successful in supporting our families.

12. What are the implications of not approving this Agreement?

Having a safe place for our families experiencing homelessness when they can feel comfortable getting the support they need is extremely important. If families do not have these services it can inversely affect student attendance in school, grades and disrupt the educational process of students experiencing homelessness.



NEW HAVEN PUBLIC SCHOOLS

**AGREEMENT**  
**By And Between**  
**The New Haven Board of Education**  
**AND**

**Junta for Progressive Action**

FOR DEPARTMENT/PROGRAM:

**Youth, Family and Community Engagement**

This Agreement entered into on the 12<sup>th</sup> day of October 2021, effective *(no sooner than the day after Board of Education Approval)*, the 13<sup>th</sup> day of October, 2021, by and between the New Haven Board of Education (herein referred to as the “Board” and, Junta for Progressive Action located at, 169 Grand Avenue, New Haven CT, 06513 (herein referred to as the “Contractor”).

**Compensation:** The Board shall pay the contractor for satisfactory performance of services required the amount of \$5,000.00 thousand dollars.

The maximum amount the contractor shall be paid under this agreement: Five Thousand Dollars (\$5,000.00). Compensation will be made upon submission of an itemized invoice which includes a detailed description of work performed and date of service.

**Fiscal support** for this Agreement shall be by Bridge Grant McKinney Vento **Program** of the New Haven Board of Education, **Account Number:** 2503-5638856697 **Location Code:** 0000.

This agreement shall remain in effect from October 13, 2021 to November 30, 2021.

**SCOPE OF SERVICE:** *Please provide brief summary of service to be provided.*

Support participant’s access to State and/or Federal benefits and non-governmental programs on a case-by-case basis. Our aim is to bypass the barriers to resource access that the Latinx community in New Haven experiences, and to do so with care and precision.

Case managers provide participants with the immediate resources and support they need, but they also equip participants with information on the conditions that enable poverty and social exclusion in the first place -- an important step towards economic and social empowerment.

**Exhibit A: Scope of Service:** Please attach contractor's detailed Scope of Service on contractor letterhead with all costs for services including travel and supplies, if applicable.

**Exhibit B: Student Data and Privacy Agreement:** Attached

**APPROVAL:** This Agreement must be approved by the New Haven Board of Education *prior to service start date*. Contractors may begin service no sooner than the day after Board of Education approval.

**HOLD HARMLESS:** The Contractor shall insure and/or indemnify the Board and its members, employees and agents against all claims, suits, and expenses, including reasonable attorney's fees, in connection with loss of life, bodily injury or property damage arising from any neglect act or omission of the Contractor or its employees or agents. Further, the Contractor covenants and agrees that it shall hold the Board and its members, employees and agents harmless against any and all claims, suits judgments of any description whatsoever caused by the Contractor' breach of this agreement or based upon the conduct of the Contractor, or its agents or its employees or arising out of in connection with their activities under this agreement.

**TERMINATION:** The Board may cancel this agreement for any reason upon thirty (30) days' written notice sent to the Contractor by certified U.S. mail, return receipt requested; provided however, that the Board shall be responsible to the Contractor for all services rendered by the Contractor through the last day of thirty (30) day notice period, as long as the Agreement was approved by the Board prior to the start date of service.



\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
President  
New Haven Board of Education

09/21/21  
Date

\_\_\_\_\_  
Date



**NEW HAVEN PUBLIC SCHOOLS**

**EXHIBIT B**

**STUDENT DATA PRIVACY AGREEMENT  
SPECIAL TERMS AND CONDITIONS**

For the purposes of this Exhibit B "directory information," "de-identified student information," "school purposes," "student information," "student records," "student-generated content," and "targeted advertising" shall be as defined by Conn. Gen. Stat. §10-234aa.

1. All student records, student information, and student-generated content (collectively, "student data") provided or accessed pursuant this Agreement or any other services agreement between the Parties are not the property of, or under the control of, the Contractor.
2. The Board shall have access to and the ability to delete student data in the possession of the Contractor except in instances where such data is (A) otherwise prohibited from deletion or required to be retained under state or federal law, or (B) stored as a copy as part of a disaster recovery storage system and that is (i) inaccessible to the public, and (ii) unable to be used in the normal course of business by the Contractor. The Board may request the deletion of any such student information, student records or student-generated content if such copy has been used by the operator to repopulate accessible data following a disaster recovery. The Board may request the deletion of student data by the contractor within two (2) business days of receiving such a request and provide to the Board confirmation via electronic mail that the student data has been deleted in accordance with the request, the date of its deletion, and the manner in which it has been deleted. The confirmation shall contain a written assurance from the Contractor that proper disposal of the data has occurred in order to prevent the unauthorized access or use of student data and that deletion has occurred in accordance with industry standards/practices/protocols.
3. The Contractor shall not use student data for any purposes other than those authorized pursuant to this Agreement.
4. A student, parent or legal guardian of a student may review personally identifiable information contained in student data and correct any erroneous information, if any, in such student data. If the Contractor receives a request to review student data in the Contractor's possession directly from a student, parent, or guardian, the Contractor agrees to refer that individual to the Board and to notify the Board within two (2) business days of receiving such a request. The Contractor agrees to work cooperatively with the Board to permit a student, parent, or guardian to review personally identifiable information in student data that has been shared with the Contractor, and correct any erroneous information therein.

5. The Contractor shall take actions designed to ensure the security and confidentiality of student data.
6. The Contractor will notify the Board, in accordance with Conn. Gen. Stat. § 10-234dd, when there has been an unauthorized release, disclosure or acquisition of student data. Such notification will include the following steps:

Upon discovery by the Contractor of a breach of student data, the Contractor shall conduct an investigation and restore the integrity of its data systems and, without unreasonable delay, but not more than thirty (30) days after such discovery, shall provide the Board with a more detailed notice of the breach, including but not limited to the date and time of the breach; name(s) of the student(s) whose student data was released, disclosed or acquired; nature of and extent of the breach; and measures taken to ensure that such a breach does not occur in the future.

7. Student data shall not be retained or available to the Contractor upon expiration of the contract between the Contractor and Board, except a student, parent or legal guardian of a student may choose independently to establish or maintain an electronic account with the Contractor after the expiration of such contract for the purpose of storing student-generated content.
8. The Contractor and Board shall each ensure their own compliance with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, as amended from time to time.
9. The Contractor acknowledges and agrees to comply with the above and all other applicable aspects of Connecticut's Student Data Privacy law according to Connecticut General Statutes §§ 10-234aa through 10-234dd.
10. The Parties agree that this Agreement controls over any inconsistent terms or conditions contained within any other agreement entered into by the Parties concerning student data.



## **Junta for Progressive Action**

### **Overview**

We offer no-cost social services, legal services, immigration services, adult education, and youth programs to over 2,000 low-income individuals annually.

### **Social Services**

Case management services have been at the center of Junta's work for decades. As a trusted organization where community members feel comfortable, heard and understood, we are uniquely positioned to provide social services that make a difference. We support participant's access to State and/or Federal benefits and non-governmental programs on a case-by-case basis (for a complete list of services, read below). Our aim is to bypass the barriers to resource access that the Latinx community in New Haven experiences, and to do so with care and precision. We are also the oldest organization with case management services for the Latinx population in Greater New Haven. We provide these services to 2,000 community members annually. Our case managers are Latinas from New Haven, making them qualified to provide personalized, bilingual, culturally-relevant services for the local Latinx community. Not only do case managers provide participants with the immediate resources and support they need, but they also equip participants with information on the conditions that enable poverty and social exclusion in the first place -- an important step towards economic and social empowerment.

Below is a full list of government and non-governmental programs our case managers provides assistance with:

- Government Services + Social Security Disability (SSD) + Social Security Supplemental Income (SSI) + Public Assistance (TANF/SAGA) + SNAP + HUSKY + Housing + Childcare Assistance + Non-governmental Services + Referrals to food pantries + Referrals for clothing + Assistance with acquiring a free cell phone + Monthly diaper bank delivery + Referrals for free or reduced furniture + Legal services/advocacy + Spanish translation and interpretation + ESL/GED classes

### **Additional COVID-19 Response Programs**

Junta's Pay Rent Fund / Fondo Pa' Pagar la Renta provides rental assistance to Latinx and undocumented individuals most at risk of eviction. Junta's Pay Utilities Fund / Fondo Pa' Pagar la Luz y Gas is intended to alleviate the financial stress of Latinx and undocumented families in this time of crisis as part of Junta's COVID-19 response.

**Budget**

Line Item	Amount
Director of Social Services Salary	\$2,500
Executive Director Salary (Oversight + Management)	\$2,500
Total	\$5,000

In addition to providing in-house resources, Junta will continue to develop, maintain, and deepen our relationships with other agencies for the purpose of providing a comprehensive inter-agency approach to diversion. This involves making referrals to other programs that are designed to provide support and programming to meet the short and longer term need(s) of individuals and families.