SBM GRANT 2014 – ANNEX 6

**SCHOOL GRANT AWARD AGREEMENT**

**KNOW ALL MEN BY THESE PRESENTS:**

This **AWARD AGREEMENT** (hereinafter referred to as “Agreement”) is entered into this \_\_\_\_\_\_day of \_\_\_\_\_\_, 2015d at \_\_\_\_\_\_, by and between:

 [**NAME OF SCHOOL**], located at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, represented by the School Head,

 [Name], (hereinafter called the “**School**”);

-and-

 DEPARTMENT OF EDUCATION – DIVISION OFFICE OF \_\_\_\_\_\_\_\_\_\_, with office address at

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, represented by the Schools Division Superintendent, [Name],

 (hereinafter called the “**Division Office**”).

**WITNESSETH:**

**WHEREAS,** the Department of Education through the Division Office has made available School-Based Management (SBM) Grants to School for the purpose of establishing and strengthening the implementation of SBM and/or support the implementation of specific activities/projects identified in their approved School Improvement Plans;

**WHEREAS,** the School has requested and was granted a School Grant for said purpose;

**WHEREAS,** the release, utilization, and reporting the use of SBM Grant shall conform with the provisions of the attached guidelines;

**NOW THEREFORE**, above premises considered, the Parties hereby commit themselves to perform their respective obligations under this Agreement:

1. That the Division shall release the amount of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, upon compliance to Section 7.0 of the SBM Grant Guidelines;
2. That the School shall be responsible for the implementation and completion of the project and utilization of the Grant for such purpose with due diligence and efficiency;
3. Both the Division and School shall observe and comply with their roles and responsibilities in implementing SBM as provided in the SBM Grant Guidelines;
4. That this Agreement shall become effective upon signing of both parties. It will be in force and in effect until [a date], or until earlier terminated by both or any one of the parties; and
5. That all parties to this agreement shall be provided each with a signed and notarized copy of this document.

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be signed in their names on the day and place above written.

 [**NAME OF SCHOOL**] [**NAME OF DIVISION OFFICE]**

 Name of the School Head Name of the Superintendent

**WITNESSES:**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 PTA/COMMUNITY Chief, School Governance

 REPRESENTATIVE Operations Division/SBM Coordinator