

# MT. HOOD CABLE REGULATORY COMMISSION

111 SW Columbia St., Suite 600 • Portland, OR 97201

Phone: (503) 823-5385 • Fax (503) 823-5370

www.mhrc.org

Serving Multnomah County and the Cities of Fairview, Gresham, Portland, Troutdale and Wood Village

## **COVER SHEET – AGENDA ITEM #C8**

For Commission Meeting: May 18, 2015

“Community Technology Grant Agreement: Friends of the Children”

### **Recommendation**

Staff recommends that the Commission approve the 2015 Community Technology Grant agreement with Friends of the Children for \$218,798.

### **Background**

At the January 26 meeting, the Commission selected 12 Pre-Applications to invite to apply for funding. Following the Commission’s decision, MHCRC staff engaged all 12 applicants in a process to complete full grant applications and contracts.

MHCRC staff has reached agreement on a final grant application and contract with Friends of the Children and recommends approval at the May meeting (draft contract attached). The Friends of the Children Pre-Application was clear and detailed and Commissioners didn’t raise any specific questions or concerns when selecting the Pre-Application to move forward in the funding process. There are no significant changes to the final application; however, the budget estimate, once fully developed increased.

Through a robust review of the total project budget with consultants, advisors and potential vendors, on the necessary equipment, personnel and training needed, the final budget reflects an increase in grant funds in relation to a significant increase in matching resources.

	Grant Request	Match	Total Project Budget
Pre-Application	\$199,996	\$201,238	\$401,234
Final Application	\$218,798	\$633,231	\$852,029

The overall MHCRC grant budget has room to absorb this increase.

The Commission approved two grant contracts at its March meeting. Seven contracts are presented at the May meeting for Commission consideration. Staff is working with the remaining three applicants to complete final applications in preparation for the June Commission meeting.

Attachment: Draft Community Technology Grant Agreement (1)

Prepared By: Rebecca Gibbons  
May 12, 2015

## AGREEMENT FOR COMMUNITY TECHNOLOGY GRANT

This Agreement is between the Mt. Hood Cable Regulatory Commission (Commission), through the Office for Community Technology (OCT), and Friends of the Children (Grantee) (together referred to as the "Parties").

### RECITALS:

This Agreement is entered into for the purpose of providing the Commission's 2015 grant funds for the Grantee's East County Educational Technology (ECET) project.

### AGREEMENT:

#### 1. Grant Amount, Use of Grant

Grantee is awarded a total amount of \$218,798 for specific capital costs related to the Grant project. Grantee shall use the Grant funds exclusively for the purposes outlined in its Grant Application (the "Grant"). The Grant Application is attached to this Agreement as Attachment 2. Grantee shall not use the Grant funds for any other purpose than that set forth in Attachment 2.

#### 2. Project Manager

The Commission's Project Manager shall be Rebecca Gibbons or such other person as shall be designated in writing by the OCT Director.

#### 3. Payments

Grantee shall submit periodic invoices for actual capital costs incurred by Grantee related to the approved Grant budget. The invoice shall be on Grantee's letterhead, signed and dated by an authorized representative of Grantee and addressed to "MHCRC c/o City of Portland." The invoice shall include an invoice number and a breakout of the invoice amount by line items which accord with the approved Grant project budget. Upon submission by the Grantee of an invoice, and upon certification by the Project Manager that the invoice is in accordance with this Agreement and any restrictions upon use of the Grant funds, the Commission shall pay to the Grantee the amount as specified in the invoice, not to exceed the total Grant amount of \$218,798 within thirty (30) days from date of the invoice. If the Project Manager finds that the invoice is not in accordance with this Agreement, the Project Manager shall notify the Grantee of the reasons for the disallowance and non-payment.

All invoices for Grant project capital costs must be received by the Commission at least thirty (30) days prior to the expiration date of this Agreement in order to be paid under the Agreement terms. No invoices shall be accepted after the expiration of this Agreement.

4. Financial Records

Along with the periodic invoices, Grantee shall submit copies of receipts or other evidence of payment for actual grant funded capital costs incurred by Grantee related to the Grant. The Project Manager, at her/his sole discretion, may require additional financial documentation of Grant project expenditures.

Grantee agrees to keep accurate and complete financial records that will enable the Commission to easily determine the use of Grant funds and the allocation method of Matching Funds committed by Grantee and Project Partners in the Grant for the project.

5. Reports

Grantee shall submit Interim Reports and a Final Report (collectively referred to as 'Report(s)' herein) to the Project Manager using the Commission's online grants management system. The Reports shall include both programmatic and financial information as established by the Commission. A sample of Report information is attached to this Agreement as Attachment 1. For a Report to be accepted by the Project Manager, the Grantee shall document and clearly describe the progress of the grant in accordance with the reporting schedule defined below.

Interim Reporting periods are June 1, 2015 through December 31, 2015; January 1, 2016 through June 30, 2016; July 1, 2016 through December 31, 2016; January 1, 2017 through June 30, 2017; July 1, 2017 through December 31, 2017. Interim Reports are due within thirty (30) days of the end of each reporting period. Grantee shall submit a Final report thirty (30) days after the project end date of May 31, 2018 summarizing the activities and accomplishments of the entire Grant.

Grantee shall immediately provide notice in writing by electronic mail to the Project Manager when Grantee anticipates or realizes any deviation in the Grant project which may result in Grantee's inability to fulfill the Grant project as originally submitted and approved by the Commission.

Grantee shall also provide other financial or program reports as the Commission deems reasonably necessary or appropriate. Grantee shall make its books, general organizational and administrative information, documents, papers and records that are related to this Agreement or Grantee's performance of services available for inspection by the Project Manager or other Commission representatives during reasonable business hours following five (5) business days advance written notification from the Project Manager.

6. Project and Fiscal Monitoring

The Commission and the Project Manager shall monitor the Grantee's performance on an as needed basis to assure compliance with this Agreement. Such monitoring may include, but are not limited to, on site visits at reasonable times, telephone interviews and review of required reports and will cover both programmatic and fiscal aspects of the Grant. The frequency and

level of monitoring will be determined by the Project Manager. Grantee shall remain fully responsible at all times for performing the requirements of this Agreement.

7. Audit

Because grant funds are derived from the cable franchises, the cable companies may conduct a financial review or audit of Grantee for the purpose of verifying whether use of capital grant funds is in accordance with the requirements of cable franchises related to use of capital grant funds. If the MHCRC receives notice from a cable company in accordance with the terms of the cable franchises of such audit or review, the Commission's Project Manager shall notify Grantee within 5 business days of receiving the notice, and shall identify to Grantee the relevant financial records of Grantee that the cable company seeks to review. The scope of such audit or review of Grantee shall be consistent with the terms of the applicable cable franchise. Grantee agrees to make such relevant financial records available to cable company's authorized representative for inspection and copying. Such records shall be reviewed during normal business hours at a time and place made available by Grantee. The Commission's Project Manager shall promptly provide Grantee with written notice of the audit or review's conclusions.

8. Publicity

Any publicity shall indicate that the project was made possible by a Grant from the Commission through funds provided by the cable companies. Grantee shall notify the Project Manager before releasing information about the Grant to the press or other news media. The Commission may include information regarding the Grant in periodic public reports.

9. No Other Obligations/Complete Agreement

Grantee acknowledges that, except for the Grant, the Commission has no obligation to provide, and the Commission has not led Grantee to believe in any way (whether expressly or by implication) that the Commission will provide any additional or future assistance, financial or otherwise, either to Grantee or for the Grant project.

This Agreement contains the complete agreement of the parties. This Agreement may not be assigned, nor may any of the Commission's rights be waived, except in writing signed by a duly authorized representative of the Commission. The Commission may specifically enforce, or enjoin a breach of, the provisions of this Agreement, and such rights may be freely assigned or transferred to any other governmental entity by the Commission.

10. Representations

Grantee represents that it has full power and authority, and has obtained all necessary approvals, to accept the Grant, to carry out the terms of the Grant and this Agreement, and to conduct the Grant project in compliance with all applicable laws.

11. Indemnification

Grantee shall hold harmless, defend, and indemnify the Commission and the Commission's officers, agents, and employees against all claims, demands, actions, and suits (including all attorney fees and costs) brought against any of them arising from Grantee's work or any of Grantee's contractors work under this Agreement.

12. Compliance with Laws

The Commission and Grantee agree to comply with all applicable local, state and federal laws and regulations that apply to the subject matter of this Agreement.

13. Amendment

The Project Manager is authorized to amend the terms and conditions of this Agreement, provided such changes do not increase the Grant amount or the Commission's financial risks or change the purpose of the Grant. If approved such amendments shall only be effective if in writing, and signed by duly authorized representatives of both Parties. Any change in the amount of the Grant funds or the financial risks under this Agreement must be approved by vote of the Commission.

14. Term of the Agreement

This Agreement becomes effective upon the date of the last signature by a party. The term of this Agreement is through, and including, July 31, 2018.

15. Early Termination of Agreement

This Agreement may be suspended or terminated prior to the expiration of its term by:

- (a) Written notice provided to Grantee from the Commission before any obligations are incurred;
- (b) Mutual written agreement of the Parties.

Upon termination, Grantee shall return to the Commission the full amount of Grant funds paid by the Commission to the Grantee for the Grant project.

16. Material Failure to Perform

The Project Manager may terminate this Agreement after determining that Grantee has failed to comply with any material term or condition of this Agreement. The Project Manager shall give Grantee written notice of the intent to terminate this Agreement, identifying the reasons for such action.

If Grantee fails to remove or otherwise cure the material failure within thirty (30) days of the written notice of termination, or if Grantee does not undertake and continue efforts satisfactory to the Commission to remedy the failure, then the Commission may, at its sole discretion, require Grantee to refund to the Commission any amounts improperly expended, any unexpended amounts or the full amount of Grant funds paid by the Commission to Grantee for the Grant project in compliance with the terms and conditions of this Agreement.

17. Suspension of Work

The Project Manager may at any time give notice in writing, by electronic mail, to Grantee to suspend work and expenditure of funds provided under this Agreement. The notice of suspension shall specify the date of suspension and the estimated duration of the suspension. Grantee shall promptly suspend work and expenditure of funds to the extent specified. During the period of the suspension Grantee shall properly care for and protect all projects in progress including materials, supplies, and equipment that are on hand for performance of the Grant. The Project Manager may, at any time, withdraw the suspension of work as to all or part of the suspension in written, by electronic mail, notice to Grantee specifying the effective date and scope of withdrawal. Grantee shall then resume diligent performance of the work. In no event shall Grantee be entitled to any incidental or consequential damages because of suspension.

The causes for suspension of work include, but are not be limited to, Project Manager's concerns about Grantee's ability to complete the Grant in accordance with this Agreement or any other non-compliance with the Agreement.

18. Non-Discrimination

In carrying out activities under this Agreement, Grantee shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, disability or source of income. Grantee shall take actions to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, or disability. Such action shall include but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Grantee shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, disability or source of income. In regard to carrying out activities under this Agreement, Grantee shall further not arbitrarily refuse to provide services to any person and shall not discriminate in offering services on the basis of race, color, religion, age, sex, marital or economic status, national origin, sexual orientation, disability or source of income.

19. Severability

If any provision of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the provision shall be considered stricken.

20. Choice of Law and Choice of Forum

This Agreement shall be construed according to the laws of the State of Oregon, without regard to its provisions regarding conflict of laws. Any litigation between the Commission and Grantee arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Multnomah County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.

21. Survival

As of the date of termination of this Agreement, any pre-existing unresolved claim or dispute by either Party, including but not limited to, money owed, performance due, or any other obligations of the Parties, that is the result of the other Party's performance or non-performance, will, by their terms, survive termination of this Agreement and will be resolved in accordance with the terms and conditions of this Agreement. All indemnity and unperformed obligations will survive termination of this Agreement. The obligation under Section 5 to submit a Final Report shall also survive termination of this Agreement.

22. Assignment

This Agreement or any interest therein may not be assigned or subcontracted without the prior written consent of the Project Manager. In the event of transfer without prior written consent, the Commission may refuse to carry out this Agreement with either the transferor or the transferee and yet retain and reserve all rights of action for any breach of contract committed by Grantee.

Notwithstanding Grantee's use of any subcontractor for performance of this Agreement, Grantee shall remain obligated for full performance hereunder, and the Commission shall incur no obligation other than its obligations to Grantee under this Agreement. Grantee agrees that if subcontractors are employed in the performance of this Agreement, the Grantee and its subcontractors are subject to the requirements and sanctions of ORS Chapter 656, Workers' Compensation.

23. Electronic Means

The parties agree the Commission and Grantee may conduct this transaction, including any contract amendments, by electronic means, including the use of electronic signatures.

24. Notice

Any notice provided for under this Agreement shall be sufficient if in writing and (1) delivered personally to the following addressee, (2) deposited in the United States mail, postage prepaid, certified mail, return receipt requested, (3) sent by overnight or commercial air courier (such as Federal Express), or (4) email addressed as follows, or to such other address as the receiving party hereafter shall specify in writing:

If to the Commission:

Attn: Rebecca Gibbons, Project Manager:  
Mt. Hood Cable Regulatory Commission  
c/o City of Portland/ OCT  
PO Box 745  
Portland, OR 97207-0745  
Email: [rgibbons@mhcrc.org](mailto:rgibbons@mhcrc.org)

If to Grantee:

Attn: Mark Young, COO  
Friends of the Children  
44 NE Morris St  
Portland, OR 97212  
Email: [myoung@friendsofthechildren.org](mailto:myoung@friendsofthechildren.org)

Any such notice, communication or delivery shall be deemed effective and delivered upon the earliest to occur of actual delivery, three (3) business days after depositing in the United States mail as aforesaid, one (1) business day after shipment by commercial air courier as aforesaid or the same day an email transmission is sent (or the first business day thereafter if sent on a Saturday, Sunday or legal holiday).

AGREEMENT FOR COMMUNITY TECHNOLOGY GRANT: East County Educational Technology (ECET) Project

**GRANTEE SIGNATURE:**

**GRANTEE: FRIENDS OF THE CHILDREN**

BY: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**MT. HOOD CABLE REGULATORY COMMISSION SIGNATURES:**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mt. Hood Cable Regulatory Commission Chair

Approved as to Form:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mt. Hood Cable Regulatory Commission Attorney

## Grant Agreement -- Attachment 1

### **SAMPLE INTERIM REPORT INFORMATION**

#### **OUTCOMES ACTIVITIES AND PROGRESS**

Describe project activities that focus on the intended outcomes and/or progress made toward the outcomes. Provide both quantitative and qualitative details as they relate to an activity.

#### **LEARNINGS AND EVALUATION**

Summarize the key evaluation steps completed or underway. What are the primary lessons learned thus far about the project? Have you had any course corrections or adjustments to your project based on learnings thus far? How might these learnings impact project implementation in the next Reporting Period?

#### **IMPLEMENTATION SUCCESSES AND CHALLENGES**

By using the project's original implementation plan/timeline (included in Attachment 2 to the Grant Agreement, The Implementation Plan), provide a mark-up of the plan indicating the status of your project in relation to the original plan/timeline by adding a "status" column to your activities list.

Describe any anticipated and unanticipated successes and challenges.

#### **EXPENDITURE DETAIL**

Provide a line item accounting, in context of the original grant budget, of the expenditures incurred during the Reporting Period; including both Grant fund and Matching fund expenditures.

Provide a clear narrative of the expenditures incurred for each line item identified above.

Provide a clear explanation of any expenditure that substantially differs from the original Grant budget.

#### **WORK SAMPLES**

Periodically, the MHCRC will use photos and videos (with permission) on our website to highlight the work of the organizations we support. Please send us photos or videos that illustrate the impact of the grant project in the community. (By sharing photos or videos, you acknowledge that any and all material you are providing has been obtained with appropriate signed media releases and may be shared with the MHCRC's stakeholders and broader audiences.)

## **SAMPLE FINAL REPORT INFORMATION**

### **RESULTS**

Describe the significant project activities that took place throughout the life of your project and how these activities contributed to the realization of the original project purpose and outcomes. (As applicable, please quantify your results as they related to your original project outcomes, i.e. numbers of people served, the demographics of those served, the number and type of content created, the number/type of classes/programs offered, etc.)

Outline your evaluation process, including evaluation tools and methods. Detail the results of your evaluation.

Do you have a testimonial story to tell that captures the essence of the project's impact? (Where anonymity is required, please use pseudonyms.)

### **REFLECTIONS**

What did you learn about the problem or issue you were trying to address?

What did you learn about the population served?

What factors contributed to your success?

What, if any, were the significant challenges encountered? How did you address both anticipated and unanticipated challenges in the course of the project?

### **EXPENDITURE DETAIL**

Provide a line item accounting, in context of the original grant budget, of the expenditures incurred during the Project term; including both Grant fund and Matching fund expenditures.

Provide a clear narrative of the expenditures incurred for each line item identified in Step 1.

Provide a clear explanation of any expenditure that substantially differs from the original Grant budget.

### **SUSTAINABILITY**

Will the project/program continue beyond the term of this Grant? If so, what are your next steps and plans for continuing or changing the project/program?

### **WORK SAMPLES**

Periodically, the MHCRC will use photos and videos (with permission) on our website to highlight the work of the organizations we support. Please send us photos or videos that illustrate the impact of the grant project in the community. (By sharing photos or videos, you acknowledge that any and all material you are providing has been obtained with appropriate signed media releases and may be shared with the MHCRC's stakeholders and broader audiences.)



Application

00069 - 2015 Community Technology Grants

00223 - East County Educational Technology (ECET) Project

Community Technology Grants

Status: Submitted  
Original Submitted Date: 05/08/2015 11:47 AM  
Last Submitted Date: 05/12/2015 6:24 PM

---

## Primary Contact

**Name:** Mr. Mark Young  
Salutation First Name Middle Name Last Name

**Email:** myoung@friendsofthechildren.org

**Phone:\*** 503-281-6633  
Phone Ext.

**Title:** COO

---

## Organization Information

**Name:** Friends of the Children

**Organization Type:** Non-Profit Entity

**Address:** 44 NE Morris St

**City\*** Portland Oregon 97212  
City State/Province Postal Code/Zip

**Phone:** 503-281-6633

---

## Executive Summary

### Executive Summary

*The Executive Summary is your opportunity to introduce your project (please limit to one page).*

Friends of the Children respectfully requests consideration of a three-year Community Technology Grant to support the installation of I-Net and educational technology enhancements in our new Rockwood facility. Advanced technology tools will be placed directly into the hands of our program youth and supplement the 1:1 intentional time they spend with a supportive, professional mentor. The new 8,500 sq. ft. facility will feature interactive remote tutoring capability, mobile learning, and a high-tech Arts & Science Room to promote technology-based skill development that can lead to educational success and job readiness.

We envision a world where the cycle of poverty and disadvantage are broken and children are able to create a better future for themselves, their families, and their communities. We identify children in kindergarten who face significant risks and provide them with the supportive relationship of a salaried, professional mentor who we call a Friend. Our youth stay in the program for 12-1/2 years, until they graduate high school.

For too many children in our community, their zip code determines their opportunity to succeed in life. A dramatic shift in demographics has resulted in East County neighborhoods with the lowest median household income, lowest level of education and the highest density of children in the area. Within a span of ten years, the Rockwood neighborhood, where our new facility will be located, has experienced a 61% increase in the number of people living in poverty. The level of support for Rockwood youth and families has not kept pace with these shifts. Of the 500 child development and family support entities in Multnomah County, only 15 are located in Rockwood.

We have followed our program children and families as they moved in increasing numbers to East County, and currently over 50% of our youth live east of I-205. The new Rockwood facility will provide our youth with a positive environment where they can learn, play, and interact in developmentally appropriate group activities.

The goal of our East County Educational Technology (ECET) Project is to increase our youth's access to and fluency with technology in order to improve their educational outcomes. Project funding will:

- Provide our facility with connection to the I-Net circuit to support technology enhancements.
- Remove educational and digital barriers by expanding access to information and media tools for our youth and staff.
- Increase the overall number of school success service hours that youth receive due to mobile devices and remote tutoring capabilities.
- Support our youth in reaching educational goals of increased school engagement, passing core classes, and demonstrated grade-level progress towards graduation.

Evaluation activities will include a project-specific pre/post survey to be completed by Friends, as well as our already established system of performance management and annual third-party program evaluation.

Our project partner, Reynolds School District, is committed to providing us with access to their I-Net circuit for educational purposes. At the core of this project is the Friend's direct time with youth engaged in 1:1 technology-enabled academic supports. Through these interventions we will see the following measurable successes:

- At least 300 youth engaged in the program will have increased access to technology (i.e. online learning, remote tutoring, and leveled eBooks) that supports their academic success.
- At least 85% of youth who use the available technology will demonstrate fluency and gained skills in using the technology to complete activities related to their academic success.
- Through real-time tracking of the youth's individual academic progress and incorporation of mobile learning tools, youth will receive a 20% increase in the number of service hours spent promoting school success.
- Decrease the gap between the number of youth who needed tutoring and the number of youth who received tutoring.

*(This field has a character limit of 4000)*



## Project Narrative

<b>Total Grant Funds:</b>	\$218,798.00
<b>Total Match Funds:</b>	\$633,231.00
<b>Total Funds:</b>	\$852,029.00
<b>Cable System Technology Use</b>	I-Net
<b>Proposed Technology</b>	Interactive data over I-Net
<b>Public Benefit Area</b>	Reducing Disparities for Underserved Communities
<b>Project Purpose</b>	

*Describe the overall project, including how technology will be used and the type of proposed technology to be deployed. How will use of the technology address your identified public benefit area and serve your identified community or targeted beneficiaries? What project outcomes do you hope to achieve for the identified community or targeted beneficiaries through the use of the proposed technology?*

## **PROBLEM/NEED & BENEFICIARIES OF INTENDED IMPACT**

Poverty in Portland has risen rapidly, and East County neighborhoods have been disproportionately impacted. Over a 10-year period, 2000—2010, the number of students enrolled in Portland-area schools grew by 6%, while the number of students who qualify for free or reduced lunch grew by 62%. The five school districts east of I-205 were the most affected, and are now the highest poverty districts in the Portland metropolitan area. Much of this demographic shift is due to low-income families moving east in search of affordable housing. The rise in rental assistance vouchers used in the area reflects this trend. Between 2001 and 2011, more than 2,000 new vouchers were added to the county's Section 8 program. Of these, 93% were used east of 82nd Avenue. Government and nonprofit services have not kept pace with the dramatic demographic shifts in this area of the county, which is home to 25% of Portland's total population, and 40% of its children.

Children who face multiple traumatic experiences early in life—such as poverty, parental substance abuse and violence in their homes—must be supported through intensive efforts that are consistent, holistic, and sustained. Traditional approaches to serving at-risk youth are not designed to adequately support children at the highest end of the risk spectrum, who are navigating multiple overlapping obstacles like food insecurity, homelessness, and placement in the foster care system.

These children typically find themselves shuttled between programs focused on short-term fixes for isolated problems. The programs are often uncoordinated, and service providers often lack critical pieces of information, resulting in a patchwork of efforts that are ineffective in meeting each child's specific combination of needs, strengths and challenges. In an environment dominated by short-term approaches to persistent social challenges, Friends of the Children stands out. We are proving that while there is no quick fix for children facing multiple obstacles, these children can and do succeed when we invest in them long-term.

Friends of the Children currently serves a total of 425 youth. Nearly all of our program youth live in poverty and are affected by trauma early in life. We specifically target youth who have high levels of adverse childhood experiences and few protective factors for enrollment into our program. According to our 2014 annual evaluation by NPC Research, the proportion of our youth who face challenging situations is demonstrated in the following demographics, which are just some of the various types of risk factors that our youth experience.

- 90% qualify for free/reduced lunch
- 54% do not have enough to eat at home
- 52% have a parent with substance abuse problems
- 83% are raised by a single parent
- 35% are or have been in foster care (13% currently in foster care)
- 35% have had a report of abuse or neglect filed on their behalf
- 44% have been impacted by domestic violence

These experiences do not exist in isolation. In fact, the vast majority of our youth are affected by multiple adverse experiences at the same time. Out of twelve indicators of risk, 86% of our youth experience three or more in their lifetime and over half experience a confluence of six or more.

Lastly, 79% of our youth are from communities of color and often experience disparities in opportunity and access to resources. These systemic inequalities are manifested in the disproportionate amount of school behavioral disciplines and suspensions for children of color, as well as over-representation in DHS cases and the juvenile-justice system. We are committed to helping our youth overcome these barriers and eliminate racial identity as a predictor of student achievement.

## **STRATEGY TO ADDRESS NEED THROUGH USE OF TECHNOLOGY**

This year marks an exciting time of growth for Friends of the Children. As our program children and families move towards East County, we have persisted in ensuring that they are able to access our services. With these strong roots in place, we are prepared to expand our impact in East County by establishing a physical presence. We have nearly completed our capital campaign to establish a site in the Rockwood area, in order to ensure access to services for our most at-risk youth. In early 2015, we broke ground and are on track to open by the end of this year. Our new site will provide space for group programming and for Friends (mentors) and youth to engage in tutoring and educational activities to supplement the work that they are doing in school. As we continue to monitor poverty and need in public schools, we anticipate selecting 70% of each year's new class of kindergarteners from East County schools. By 2018, nearly three-quarters of our total youth population will be living in this region.

The goal of our East County Educational Technology (ECET) Project is to place technology in the hands of our youth in order to improve their educational outcomes and to ensure that they are just as fluent in the use of technology as their more privileged peers. The ECET project will outfit our new facility with technology enhancements that will help us improve our services, remove educational barriers, and provide increased access to information and media tools for our youth and staff.

I-Net is a very important component to our project. Our proposed technology-based educational activities rely on access to high-capacity, clean data connectivity. Our Friends and youth will participate in interactive remote tutoring, web-based research, accessing leveled eBooks with reading comprehension quizzes, online literacy and math skill-building exercises, and arts and science-related school projects that incorporate technology. I-Net will also provide us with the capacity to grow the level of media equipment, networked electronic tools, and on-line instruction that we will be able to provide for our youth well into the future.

## **USE OF TECHNOLOGY TO REDUCE EDUCATIONAL DISPARITIES**

As we work to educationally support our youth in alignment with the All Hands Raised Cradle to Career Initiative and the Statewide 40-40-20

goals, we are focused on developing early literacy and numeracy, credit attainment in 9<sup>th</sup> grade, support towards graduation, and postsecondary preparation. Enhanced technology can help us reach these goals through eTutoring, eCoaching, access to leveled eBooks, interactive literacy and math tools, interactive instruction, building technology skills, and youth access to create technology-based projects. This project will enable our Friends and youth to participate in technology-based educational activities like interactive remote tutoring and GED training. Monitors or projectors will be installed in each of the rooms in our new building, including our Media Room, Art & Science Room, Community Room, and Board Room. The project will provide cabling and wireless connections for each of these monitors, as well as 60 electronic tablets, outfitted with educational software and applications. Fifty of the tablets will be utilized by our Friends, enabling them to tutor their youth in person or remotely, as well as increase their capacity to complete their own work while not onsite. Five wireless access points will also be placed throughout the building, which will enable us to stream educational applications and other educational media from any location in the building. Many of our youth don't have access to technology outside of school. Having a supportive environment with top-notch technology will provide a space to conduct online research, write papers, print out their projects, or to connect with instructors who are increasingly utilizing online technology to manage assignments and communicate with their students. Our Friends also spend much of their time in the field with their youth. This technology will greatly increase their capacity to support their youth through small technology-enabled learning moments incorporated into their day-to-day interactions with youth.

In addition to the goals of the ECET Project outlined above, we also want to increase the capacity for our youth who have trouble accessing educational support at home. The final ten tablets will be kept at our East County facility and will be available for the youth to check out in order to participate in remote tutoring or other schoolwork from home, as well as to engage their parents and siblings in educational activities and tutoring.

We have enlisted a cadre of reading specialists to support youth meeting 3rd grade reading benchmarks. In line with city and statewide initiatives, we also match 11<sup>th</sup> and 12<sup>th</sup> graders with "Next Steps Coaches" who complement the work of a youth's Friend to provide support towards graduation and planning for postsecondary education. Facilities that make video conferencing easy and providing tablets for our youth to check out will supplement in-person meetings with reading specialists and coaches.

#### **A DAY IN THE LIFE OF A FRIEND AND YOUTH: SCENARIOS OF TECHNOLOGY USE**

On a Tuesday afternoon, seven-year-old Aran\* meets his Friend, James\* after school. Aran's school is about 30 minutes from the Friends of the Children facility with traffic, so James sets him up in his car seat with a snack bag of carrots, a juice box, and his tablet. Aran chats with James about his day at school—Aran did well on his math quiz, but he struggled with his reading assignment, so James suggests that Aran open up the Razz Kids reading app on the tablet. Aran begins reading passages out loud, with James gently encouraging him from the front seat. Razz Kids also asks reading comprehension questions at the end of each passage and records Aran's reading so he can play it back later and hear how his voice sounds.

When they reach the program facility, Aran and James settle at a desktop computer and hop online to research the California Condor, the endangered species Aran has selected for his school report. Aran's family does not own a computer, so James keeps him on task to ensure that he finds enough facts from reliable sources to complete his short essay. They also print color photos of the condor for the accompanying poster. When they have finished compiling all of their materials, James and Aran relax with cheese sticks and talk about their weekend plans to see the Birds of Prey show at the Oregon Zoo. They look at the calendar on the computer and practice counting the days between now and Saturday, until it is finally time for James to take Aran home. As they load into the car, James agrees that Aran's hard work earned him a few rounds of Tetris on the tablet.

\* Names are fictional in order to protect the confidentiality of our youth.

#### **MEASURABLE PROJECT OUTCOMES**

The East County Educational Technology Project supports the following project specific outcomes:

- At least 300 youth engaged in the program will have increased access to technology (i.e. online learning, remote tutoring, and leveled eBooks) that supports their academic success.
- At least 85% of youth who use the available technology will demonstrate fluency and gained skills in using the technology to complete activities related to their academic success.
- Through real-time tracking of the youth's individual academic progress and incorporation of mobile learning tools, youth will receive a 20% increase in the number of service hours spent promoting school success.
- Decrease the gap between the number of youth who needed tutoring and the number of youth who received tutoring.

As a result of the additional supports provided by increased access to and use of technology tools, we hope to reach the following intermediate educational goals:

- 80% of our total youth will be engaged in school.
- 80% or more of our youth will pass language arts and math core classes.
- 80% or more of our youth in grades 1 – 7 will advance to the next grade, and grades 8 – 12 will demonstrate grade-level progress towards graduation.

Achievement of these intermediate educational goals indicates that youth are making progress towards meeting our three organizational long-term goals. Despite the considerable challenges they face, graduates of Friends of the Children overwhelmingly succeed in breaking destructive generational cycles, for example:

- 83% have earned a HS diploma or GED, though more than 60% have at least one parent who has not completed high school.
- 93% have avoided the juvenile justice system, though 50% have at least one parent with a history of incarceration.
- 98% avoid teen parenting, though 85% were born to a teen parent.

Our long-term outcomes lead to higher wages and lower social safety net and justice system burdens. Based on the achievements of our graduates, analysts from the Harvard Business School Association of Oregon calculated more than \$7.60 in social return for every \$1 invested in our program. When the ripple effect on siblings, classmates, and future families is factored in, the social return is shown to be nearly 27:1 as a result of higher wages earned and lower burdens on social safety nets and the justice system.

*(This field has a character limit of 30000 or approximately 4 single spaced pages)*

## Evaluation Plan

*How will you evaluate progress toward and achievement of the projects anticipated outcomes?*

For the ECET project, Friends will complete an annual pre/post survey that assesses a youth's individual changes in the level of access to and comfort/familiarity with technology. The surveys will also assess which apps or online learning tools were perceived as effective in increasing academic performance. The number of school success service hours received by each youth will be tracked in ETO and monthly reports will indicate the percentage of youth who made progress towards meeting their school success goals. Our gap in tutoring services will be evaluated through surveys and assessments that are part of our annual NPC Report.

The time and resources we invest are significant, and it is imperative for us to know that children are making progress in each of the 12 years we have with them. We are particularly interested in tracking indicators related to high school completion and post-secondary success. There are a number of indicators and early warning signs that help us identify if a youth is academically on track. In addition to the project-specific assessment, data is collected and analyzed at regular intervals for each child as follows:

**Weekly:** Friends input information related to 1:1 time with youth into our online performance management software, Efforts to Outcomes (ETO). Contact with parents and teachers are also logged. This data includes the number of hours spent serving each child, the activities and conversations that took place, and progress towards meeting the youth's individual developmental goals.

**Monthly:** Services are assessed monthly to determine if youth are receiving the targeted amount of interventions, what progress has been made towards meeting individual goals, and if the youth has any emerging concerns related to school attendance, classroom performance, behavioral referrals, or suspensions.

**Quarterly:** Friends collect quarterly report cards for all youth, which are integrated into our ETO database and serve as an early warning system to identify youth most at risk for dropping out of school. Report cards provide us with information related to course completion in core academic subjects, cumulative GPA, attendance rate, and progress towards meeting graduation requirements. Team Leaders review progress reports for each child and meet with Friends to update strategies and goals.

**Annually:** NPC Research conducts a third-party program evaluation each year that incorporates ETO reports and MESD academic data. Additionally, they collect information from the youth, their Friend, teachers, and caretakers to better understand fully the youth's experience. NPC Research highlights critical issues based on trends in outcomes and risk behaviors measured over time. This information is communicated organization-wide—with presentations to the Board, Program Committee, and all staff—and drives strategic conversations about program enhancements.

Friends of the Children is also the subject of a longitudinal randomized controlled trial, funded in part by the National Institutes of Health and the Office of Juvenile Justice and Delinquency Prevention. Data collected will not only determine the overall, long-term efficacy of the Friends model, but will also be used to inform program policies and procedures.

*(This field has a character limit of 4000)*

## Project Partners

*A "Project Partner" is defined as an organization that supplies cash or in kind resources and/or plays an active role in the planning and implementation of the project. You should present who your Project Partners are, their respective roles in the project, and specific contribution each partner will make to the project in the form of financial support, equipment, personnel, or other resources.*

**Reynolds:** This project has further strengthened our existing relationship with Reynolds School District. For the last four years, we have executed our intensive selection process in kindergarten classrooms at Alder Elementary, which has one of the largest representations of youth from underserved communities in the district: 86% of students are economically disadvantaged, 82% are from communities of color, and 64% are English language learners. Our new facility is located just blocks from Alder Elementary and falls within the Reynolds Middle School boundary. The Reynold's Superintendent is very supportive of our deepening partnership through the East County Technology Enhancement Project and the expanded use of their I-Net to increase children's access to technology.

**Convergence Networks:** Friends of the Children has contracted with Convergence Networks, one of the most experienced and successful Managed Service Providers in the Northwest, for over seven years. Convergence goes far beyond basic IT services by providing a dedicated team to address issues, manage infrastructure, and help Friends of the Children plan for the future. They have been critical partners as we have migrated servers and updated systems to ensure capacity to bring updated technology to not only our employees, but to our youth participants. Our Convergence team will install and test all new systems and software purchased with the support of a MHCRC Community Technology Grant. Convergence also provides monthly system maintenance, security updates, and trouble shooting, as an in-kind contribution to our organization. Ongoing maintenance on project-related equipment is included in the match portion of our project budget.

**NPC Research:** For over 10 years, NPC Research has contracted with Friends of the Children to provide an independent evaluation that measures the effectiveness of our program, specifically, to understand how the program works, the successes and challenges, and identify the most effective aspects for specific groups of youth and families. Evaluations are conducted annually and include both qualitative and quantitative data collection methods. Outcome measures for this grant will be assessed by NPC along with our other youth development measures.

*(This field has a character limit of 4000)*

**PROJECT FEASIBILITY SECTION includes: Technical Design, Implementation Plan, Organizational Capacity and Project Budget (see Final Application Budget form)**

**Technical Design**

*The Technical Design should specify in detail the proposed technology and equipment to be employed; the rationale in selecting the particular technology; how the technical design supports the projects use of the community access channels and/or the I-Net; and the plans for maintaining and upgrading the system or equipment in the future.*

Access to technology is a key strategy in supporting our youth to overcome educational disparities and the digital divide. The construction of our East County facility offers a unique opportunity to provide our youth and Friends with integrated technology capabilities. Staff have visited innovative classroom and non-profit learning environments and talked with organizations using technology to meet similar objectives, and our goal is to offer a continuation of those innovative technology-based educational strategies. Our partnership with Reynolds School District to utilize the I-Net capacity is the cornerstone of our project, allowing our facility to operate as a state-of-the-art resource for our program participants and other community and service-based organizations operating within East County.

The creation of multiple spaces throughout the building in which mobile media and technology can be utilized will allow for a seamless physical and technical environment for our youth to use in ways that are comprehensive, routine, and transparent. The technology will be readily available for any task at hand and will become a natural tool for youth to include in their learning process. The areas of the building most utilized by youth for purposes of learning and instruction will be the living room, arts & science room, media room, conference room, and the workstation area.

The materials and equipment identified for procurement with MHCRC funds directly supports the capability to offer a fully integrated, technically advanced learning environment for our youth. Specific materials and equipment has been selected based on input from our technical partners in this project: HeckTec Technical, Convergence, and Cochran Inc. Industry norms for curriculum technology and price points were also taken into consideration.

**I-Net/Cabling installation:** The new building and gym will be wired with CAT6 cabling for data/phone/wireless and AV. A total of 37 phone/data/electrical wall gang boxes and five floor gang boxes with electrical/data/AV connectivity are located throughout the building. CAT6 wiring was chosen to ensure that the building could handle new technology over the foreseeable future.

**Media Room:** The Media Room will have state of the art equipment and flexibility to be used as an instructional lab, video production and editing facility. This high-tech area of the building is designed to offer access to cutting-edge technology. It will be outfitted with an 70" wall mounted smart interactive LCD TV with a touch screen control system, an AV interface plate, and amplified and surface mounted speakers, floor box connection for voice/power/data/AV, and program audio. It will also feature a retractable manual pull down green screen for use in youth-created media projects. This room will include a network laser printer.

**Arts & Science Room:** This room is designed to provide youth with a space for arts and science-related projects. It will also feature AV capacity with a ceiling mounted projector and screen, floor box connection for voice/power/data/AV, and program audio. This room will include a network laser printer.

**Conference Room:** This space will allow for closed-door instruction (in-person and online) and teleconferencing. It will have a 70" wall mounted LCD monitor; web conferencing capabilities with camera, microphone, and speakers; and interface plate for laptop connectivity.

**Mobile Educational Devices:** The building will have five wireless access points, allowing for the youth and their Friends to move throughout the building with handheld devices. The living room is a large open space at the heart of the facility, where tutoring, homework help, literacy, board games, and 1:1 with Friends and children will occur. Most of these activities will be supported by the use of 50 tablets and 10 iPads equipped with all the current educational apps.

**Workstations:** This space offers a large table-top surface with Ethernet and power connection for youth and Friends to set-up laptops and use as a workstation. It will also have four desktop PC Computers for access to online educational software that is not supported by mobile devices and a network laser printer.

Convergence Networks provides IT support and solutions, maintenance, and software and security updates. They will provide ongoing support to maintenance and updates of our computer based technology if awarded through this grant. Cochran will also continue to provide technical support for the next three years for the AV systems.

*(This field has a character limit of 10000)*

### **Proposed Project Start and End Date:**

*Proposed projects may include timelines of up to 36 months to complete the projects.*

**Proposed Start Date (month/year)** June 2015

**Proposed End Date (month/year)** May 2018

### **Implementation Plan**

*The Implementation Plan should include major tasks and milestones in addition to detailed tasks needed to successfully implement the project.*

## **YEAR 1: 2015-2016 IMPLEMENTATION TIMELINE**

### **June – August 2015**

#### **1. Construction:**

- Apr 27 – Jun 5        Rough Framing
- Jun 5 – Jun 22        Roofing Installation
- Jun 5 – July 2        Electrical Rough - in
- Jul 2                    Inspection
- July 13 - Aug 7        Drywall/Paint
- Aug 10 – Sep 10      Electrical Finish

#### **1. Program:**

- Research and develop priority areas that will build youth engagement and ensure effective integration of technology into the Friend and youth's day-to-day activities.
- Work with an advisory team of leading academic and youth development professionals to recommend any possible changes or additions to academic performance measurements.
- Identify training opportunities with Friends to promote learning and instruction through technology-enabled projects.
- Incorporate an estimate of future activity costs into the FY16 budget.
- Purchase a smaller set of tablets (10–20) to begin exploring the use of instructional applications during summer programming.

### **September – November 2015**

#### **1. Construction:**

- Sep 01 – Nov 15      FF&E
- Sep 01 – Sep 10      Install phone/data/AV equipment
- Sep 14 – Oct 01      System programming/debug/testing
- Nov 20                Certificate of Occupancy

#### **2. Program:**

- Purchase remainder of mobile devices, applications, and educational software. Begin allowing Friends to check-out tablets to use on outings with youth.
- Train Friends and program staff on how to incorporate technology into activities with youth.
- Once the east county facility is open, work with Cochran to provide step-by-step instruction and procedures for using the AV equipment.
- Develop schedule for small group learning activities that integrate the active engagement of technology by youth.
- Update policies involving tutors and volunteers and the use of technology when working with youth through eTutoring and eCoaching.
- Receive NPC Research report on 2014-15 youth outcomes and program performance.

### **December 2015 – February 2016**

- Beginning in December, youth have full access to technology in the east county facility. Youth can begin using the space to do homework, conduct research, prepare for school projects and presentations, participate in online curriculum learning through StudyDog and IXL Math, and work with tutors.
- Train volunteer tutors and post-secondary preparation coaches on use of online tutoring and coaching, and begin supplementing in-person interactions with eTutoring and eCoaching.
- Plan for and develop workshops for middle and high school youth to build technology and career skills that will prepare them to be competitive in today's highly technological, knowledge-based economy.
- Friends collect first quarter report cards from schools and enter into ETO database.
- Mid-year ECET project feedback, assessment, and reporting.

### **March - May 2016**

- Continued use of technology:
- 1:1 use of education apps., leveled online books
- Student use of technology in the building for homework and education curriculum
- eTutoring and eCoaching
- Friends collect second quarter report cards from schools and enter into ETO database.
- Begin NPC Research evaluation process with online data collection of surveys and assessments by youth, Friends, teachers, and caregivers.

## **YEAR 2: 2016-17 IMPLEMENTATION TIMELINE**

### **June – August 2016**

- Offer summer programming.
- Implement workshops for middle and high school youth to build technology and career skills. During the summer, workshops will coincide with internships, service learning projects, and job training opportunities.
- Friends collect year-end report cards from schools and enter into ETO database.

- First year ECET project feedback, assessment, and reporting.
- Evaluate academic performance of youth. Integrate feedback and evaluation results to make improvements in usage, training, and programming.

**September – November 2016**

- Continued use of technology:
- 1:1 use of education apps., leveled online books.
- Student use of technology in the building for homework and education curriculum.
- eTutoring and eCoaching.
- Workshops to build technology and career skills.
- Provide ongoing training for Friends, tutors and coaches on use of technology and how to incorporate into learning activities.
- Develop schedule for small group learning activities that integrate the active engagement of technology by youth.
- Develop plan for youth to access online classes and GED preparation courses.
- Receive NPC Research report on 2015-16 youth outcomes and program performance.

**December 2016 – February 2017**

- Continued use of technology:
- 1:1 use of education apps., leveled online books.
- Student use of technology in the building for homework and education curriculum.
- eTutoring and eCoaching.
- Workshops to build technology and career skills.
- Begin offering access to online classes and GED preparation courses.
- Friends collect first quarter report cards from schools and enter into ETO database.
- Mid-year ECET project feedback, assessment, and reporting.

**March – May 2017**

- Continued use of technology:
- 1:1 use of education apps., leveled online books.
- Student use of technology in the building for homework and education curriculum.
- eTutoring and eCoaching.
- Workshops to build technology and career skills.
- Online classes and GED preparation courses.
- Friends collect second quarter report cards from schools and enter into ETO database.
- Begin NPC Research evaluation process with online data collection of surveys and assessments by youth, Friends, teachers, and caregivers.

**YEAR 3: 2017-18 IMPLEMENTATION TIMELINE**

**June – August 2017**

- Offer summer programming.
- Offer workshops for middle and high school youth to build technology and career skills. During the summer, workshops will coincide with internships, service learning projects, and job training opportunities.
- Friends collect year-end report cards from schools and enter into ETO database.
- Second year ECET project feedback, assessment, and reporting.
- Evaluate academic performance of youth. Integrate feedback and evaluation results to make improvements in usage, training, and programming.

**September – November 2017**

- Continued use of technology:
- 1:1 use of education apps., leveled online books.
- Student use of technology in the building for homework and education curriculum.
- eTutoring and eCoaching.
- Workshops to build technology and career skills.
- Online classes and GED preparation courses
- Provide ongoing training for Friends, tutors and coaches on use of technology and how to incorporate into learning activities.
- Develop schedule for small group learning activities that integrate the active engagement of technology by youth.
- Receive NPC Research report on 2016-17 youth outcomes and program performance.

**December 2017 – February 2018**

- Continued use of technology:
- 1:1 use of education apps., leveled online books.
- Student use of technology in the building for homework and education curriculum.
- eTutoring and eCoaching.
- Workshops to build technology and career skills.

- Online classes and GED preparation courses.
- Friends collect first quarter report cards from schools and enter into ETO database.
- Mid-year ECET project feedback, assessment, and reporting.

#### **March – May 2018**

- Continued use of technology:
- 1:1 use of education apps., leveled online books.
- Student use of technology in the building for homework and education curriculum.
- eTutoring and eCoaching.
- Workshops to build technology and career skills.
- Online classes and GED preparation courses.
- Friends collect second quarter report cards from schools and enter into ETO database.
- Begin NPC Research evaluation process with online data collection of surveys and assessments by youth, Friends, teachers, and caregivers.

#### **June 2018**

- Final year ECET project feedback, assessment, and reporting.

### **PROGRAM COMPONENTS**

**eTutoring:** In an effort to support youth meeting 3<sup>rd</sup>-grade reading benchmarks, we have enlisted a cadre of reading specialists to work individually with youth. A barrier has been transportation and location of our youth. Providing tablets with online access for youth to video conference on an interactive interface with a reading specialist would allow us to reach our youth more effectively. Having hardware and software at our site would allow for tutors and reading specialists to easily connect with hard-to-reach youth.

**eCoaching:** In alignment with city and statewide initiatives, we are also supporting youth in reaching high school graduation and post-secondary preparation. We currently match 11<sup>th</sup> and 12<sup>th</sup> graders with “Next Steps Coaches” who complement the work of a youth’s mentor to provide support towards graduation and planning for postsecondary education. Getting youth and Next Steps Coaches in the same place at the same time is often a challenge. With facilities that make video conferencing easy and providing internet access to youth who don’t typically have it at home, we can supplement the in-person meetings youth and coaches are able to have.

**Access to leveled books:** Youth working on the “just right” book is critical to helping them becoming successful readers. Providing access to tablets for youth, mentors, and tutors can put a library of leveled, high interest, interactive eBooks in their hands. The program that we use allows youth to hear the books read out loud, read the books themselves, and record their own voices to share or playback. It also generates short quizzes for comprehension and provides incentives to keep youth engaged.

**Interactive literacy and math tools:** As a complement to work done at schools, access to educational software that is adaptive, individualized, and engaging allows us to meet each youth where they are to provide self-paced instruction and practice to build fundamentals in reading and math. The key programs we use, StudyDog and IXL Math are also aligned with the Common Core Standards.

**Interactive instruction:** Our new space allows for enhanced opportunities to work with youth living in the outer Eastside of Portland. With technology that would let us present directly from a tablet to either a large monitor or through a short-throw projector, we will have the ability to provide interactive instruction, give presentations, or stream content on any number of topics.

**Building Technology Skills:** Create opportunities for access, training, and regular use that can be transferable into the school or work environment.

**Youth Access to Technology:** Many of our youth don’t have access to technology outside of school. Having a supportive environment with top-notch technology for use will allow youth to have a space to conduct online research, write papers, print out their projects, or to connect with instructors who are increasingly utilizing online technology to manage assignments and communicate with their students.

*(This field has a character limit of 21000)*

### **Organization Capacity**

*The applicant should demonstrate the Organization's capacity to successfully integrate the project into the organization.*

Today, Portland has 48 Friends guiding, supporting and mentoring more than 425 children. In total, our chapter employs 74 full-time staff and three part-time staff. Volunteers are also vital to our organization's success; each year, over 350 volunteers donate their time and talents. Volunteers work directly with the children during summer programs, such as Camp Friends and career skills workshops for adolescents. During the school year, volunteers provide tutoring and workshop instruction. We also have a very strong and active Board of Directors with 35 current members who provide strategic planning, fundraising, and event planning services. Additionally, our Ambassador Board of 24 members raises awareness of the mission and goals of Friends of the Children among the next generation of community supporters.

Friends of the Children's program structure and goals emphasizes that Friends provide year-round academic support and enrichment to program youth. Since FOTC's inception, our primary objective has been to enable youth to graduate high school with a realistic and positive plan for the future. Nearly all of our youth are already struggling in school when they enter our program in kindergarten, and they require sustained, targeted support in order to succeed. The specific nature of educational support Friends provide changes as children grow, shifting from a focus on academic skill building in elementary school, to an emphasis on social and emotional learning, and postsecondary planning as youth progress through high school.

In addition to 1:1 time with Friends, we offer our adolescents a series of resources and skill-building experiences, which encompasses year-round efforts to ensure youth graduate from high school with the tools to access post-secondary opportunities.

**Current services provided include:**

- Intensive literacy support for elementary youth.
- 25% of service time with K-5 youth is spent on activities directly promoting school success, including homework assistance and time spent working with youth in their classrooms.
- The 5th Grade Promotion cohort, comprised of weekly small group activities which help ease the transition into middle school through opportunities to practice group social skills, and to participate in gender-based small group discussions.
- Middle school youth build academic skills through school-year tutoring and summertime remedial instruction.
- Older adolescents have access to tutoring, complete financial education classes, and have numerous opportunities to visit colleges, interact with working professionals, and gain real-world skills through internship placements and community service projects.
- Friends individually monitor the academic progress of every youth, and provide appropriate interventions for those at risk of failing to graduate.
- Youth are encouraged to continue their education post-high school, and we support them with SAT prep classes, assistance with college and financial aid applications, and scholarship awards through our Fast Friends Board.
- "Next Steps Program" - a partnership formed with Portland Community College, provides PCC students to serve as post-secondary coaches for FOTC 11th and 12th graders.

We look to provide a variety of rich programming to engage each age group throughout their development. The East County Educational Technology project lends itself well to our established structure and staffing, and will support youth attainment of long-term program outcomes.

**Board Support**

In 2012, our Board of Directors and staff identified a need to strengthen programming to better prepare youth to compete in today's labor market. The Board approved a new goal for our strategic plan: to show an increasing trend so that greater than 50% enroll and complete a post-secondary program. Through an organization-wide effort, we have developed a comprehensive initiative to place more of our youth on the pathway to higher education and living wage employment. The proposed East County Educational Technology project will be embedded into this effort. The project represents a dramatic shift towards addressing the digital divide and providing our youth with streamlined and robust technology resources that will ensure their ability to compete in future competitive educational and workplace environments.

**Key Staff Bios**

**Louis Cohen, Education Program Leader**, has overseen implementation of education curriculum and enhancement programming for Friends of the Children since 2008. Louis also works with individual Friends to address educational challenges experienced by youth at highest risk of dropping out of school. His work is essential in our effort to close the achievement gap and prepare our adolescents for transition to post-secondary education and the workforce. Louis holds a M.A. in Education from the University of Colorado-Boulder.

**Our Friends** are paid, professional mentors who work intensively with program children to help them thrive and meet individual goals by supporting academic needs, teaching life skills, modeling healthy behavior and problem solving skills, instilling positive attitudes, nurturing interests and talents, and exposing them to new places and experiences. Many of our Friends have strong backgrounds in fields of education, social services, cultural studies, and child development with nearly all holding at least a bachelor's degree and some master's degrees in applicable fields such as education and social work.

*(This field has a character limit of 5500)*

---

## Budget Narrative

### Budget Narrative

**PERSONNEL – 100% applied to match; salary and benefit annual increases incorporated into average over three years.**

**Project Management & Oversight**

- Education Program Coordinator (10% over 36 months) – Will oversee all aspects of the grant project. Responsibilities include ensuring that budget and timeline targets are met, communication with East County Facilities Coordinator for updates on technology needs or program issues that arise. Based on average annual salary with fringe of \$68,118, the cost to the project will be \$20,435.
- East County Facilities Coordinator (10% over 36 months) – Responsible for food and supplies required for workshops, direct management of technology and use of building space for programming, ensuring resources are available and properly maintained for use by Friends and youth. Based on an average hourly wage with fringe of \$22.50, the cost to the project will be \$14,040.
- ETO Database Administrator (2% over 36 months) – Will oversee data entry into service tracking database, as well as weekly, quarterly, and annual evaluation of program youth participation and academic progress. Based on average annual salary with fringe of \$50,516, the cost to the project will be \$3,031.
- Grant/Project Reporting (2% over 36 months) – Responsible for collecting project progress updates and completing mid-year and end-of-year reports. Based on an average annual salary with fringe of \$50,516, the cost to the project will be \$3,031.

**Direct Service to Youth**

- Friends (40 FTE at 7.5% over 36 months) – Responsible for providing youth with academic support and advocacy, supplemental instruction, and youth transportation and attendance/supervision at all workshops and tutoring/coaching activities. Based on average annual salary with fringe of \$50,666, the cost to the project will be \$455,995.

**Grant Funds: \$0**

**Match: \$496,532**

**EDUCATION/TRAINING**

Software use training is rolled into personnel time and contract costs.

**Grant Funds: \$0**

**Match: \$0**

**TRAVEL– N/A**

**Grant Funds: \$0**

**Match: \$0**

**CONTRACTUAL**

**Matching Project Management and Ongoing Support:**

- AV Support and Maintenance: Cochran will provide technical support and preventative maintenance on all AV related equipment through the life of this grant at a cost of \$23,400
- Network and Computer Maintenance: Convergence provides ongoing system and security maintenance on all networked computer workstations and devices within our organization at a cost of \$70,000, which will be provided as an in-kind contribution.
- Evaluation: NPC Research provides annual data collection and analysis services to assess the performance of our program and the outcomes of our youth at a contracted rate of \$27,800/year. 2% of this cost over 3 years (\$1,668) will be provided as in-kind.

**Capital Labor Costs:**

- AV Equipment: Cochran will provide technical design, program devices, system integration, test-debug, coordination and training for the three AV systems: \$9,460
- Installation and Wiring: HeckTec will complete the technical design and labor for pulling all cable, terminations and testing for data/phone/wireless technology throughout the building: \$26,540
- Network Installation: Convergence will complete all the labor for setup of domain controller server, 24U rack enclosure, switch, firewall, wireless, desktop computers, and printers: \$6,720

**Grant Funds: \$42,720**

**Match: \$95,068**

**Total Contractual Costs: \$137,788**

**EQUIPMENT**

**Computers & Hardware:**

- One (1) Apple iMac 27" Desktop Computer @ \$2,500
- Four (4) Desktop PC Computers @ \$1,500 ea.
- Fifty (50) Microsoft Surface Pro 3 Tablets @ \$1,049 ea.
- Ten (10) Apple 64GB iPad Air (AppleCare?) @\$479 ea.
- Five (5) Belkin Wired Keyboard with Stand for iPad @ \$70 ea.

- Three (3) HP LaserJet P3015x Printer@ \$899.00

**Software:**

- Fifty (50) Sets of Educational Apps for each tablet: Read With Me Fluency, Explain Everything, Book Creator, Learn To Read!, Word Wizard, Operation Math, Math vs. Zombies @ \$30 ea. set
- Four (4) Raz-Kids Licenses with up to 36 student accounts for each license @ \$99.95/license/year for 3 years.
- One (1) license for 15-user hosted GroupBoard login @ \$100/year for 3 years.
- 126 (126) User accounts to online-based software StudyDog @ \$21.95/account/year for 3 years (Matching).
- One (1) license for IXL Math (160 user accounts) @ \$1,060/year for 3 years (Matching).

SUBTOTAL COMPUTERS/SOFTWARE: \$83,260

**Audio/Visual Equipment:**

- AV Equipment and materials from Cochran for a total of \$55,955:
- 80" wall mounted SHARP interactive LCD TV
- 70" wall mounted LCD Monitor
- AV console with receiver, speaker system, Blu-ray player and controller
- Touch screen control system
- AV interface plate
- Ceiling mounted projector and manual pull down screen
- Program speakers
- Web conferencing capabilities with camera, microphone, and speakers
- Interface plate for laptop connectivity
- Wiring connections to equipment
- Retractable manual pull down green screen to floor @ \$150 (Matching funds)
- OWI Inc. 25W amplifier and surface mounted speaker combination @ \$342

SUBTOTAL AUDIO/VISUAL EQUIPMENT: \$56,447

**Grant Funds: \$128,230**

**Match: \$11,477**

**Total Equipment Costs: \$139,707**

**INFRASTRUCTURE CONSTRUCTION**

HeckTec Data, Phone, and Wireless Installation – Material costs for Head end to TI room, Cat6 cabling, rack, patch panels, wiring for WiFi: \$13,360

Convergence Network Infrastructure Equipment and Materials –

- Server - Dell Power edge R220 Server, 2-post/4-post 1U Static Rails, Dell iDRAC7 Enterprise remote access card for power edge @ \$2,578
- Rack Enclosure - Dell Netshelter SX 24U Rack, Fixed Shell, Tripplite Power Distribution Unit w/13 outlets @ \$1,213
- Six (6) FortiAP Units–320C @ \$949 ea.
- Six (6) FortiAP–320C 8x5 FortiCare 1 year support @ \$88 ea.
- Firewall - FortiGate-60D Hardware plus 1 year 24x7 FortiCare and FortiGuard UTM Bundle @ \$889
- Two (2) Network Switches - PowerConnect 2848, 48 poert Web managed Switch. Includes limited lifetime warranty @ \$649 ea.
- APC Smart UPS 750 VA USB and serial RM 1U 120V @ \$599
- Five (5) Wireless Access Points @ \$950 ea.

**Grant Funds: \$30,909**

**Match: \$0**

**FACILITIES CONSTRUCTION – N/A**

**Grant Funds: \$0**

**Match: \$0**

**MISCELLANEOUS**

Miscellaneous items include accessories for use with mobile devices:

- Four (4) packages of headphones (3/pack) @ \$79.99 ea.
- Fifty (50) tablet covers @ \$110 ea.
- Ten (10) iPad cases @ \$70 ea.

**Grant Funds: \$6,520**

**Match: \$0**

**OVERHEAD COSTS**

Administrative Costs (5%): Includes cost of accounting resources and systems needed to track grant project expenses, oversee contractor

roles and expenses, and process equipment orders; Chief Operating Officer and Program Director resource for integration of project into organizational operations; and other organizational resources such as phones and computer workstations that support program staff directly involved in the project.

**Grant Funds: \$10,419**

**Match: \$30,154**

**Total Overhead Costs: \$40,573**

**Statement of Matching Resources**

*A project will not be considered eligible for funding unless the applicant document the capacity to supply matching resources of at least 50 percent of the total project cost.*

*The Statement of Matching Resources is essential to understand which project costs identified in the Budget Narrative and the line Item Budget will be supported by the applicant organization and which project cost will be supported by Project Partners.*

Resources contributed by Friends of the Children – Portland over 3 years:

- \$40,538 in salary and fringe for Project Oversight & Management
- \$455,995 in salary and fringe for Direct Service to youth
- \$95,068 contracted on-going equipment maintenance and technical support
- \$11,477 equipment and educational software
- \$1,668 NPC Research Evaluation fees
- \$30,154 for Overhead Costs

Total Contribution: \$633,231

**Line Item Budget**

<b>Cost Category</b>	<b>Grant Funds</b>	<b>Match Amount</b>	<b>Project Total</b>
Personnel	\$0.00	\$496,532.00	\$496,532.00
Education and Training	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Contractual	\$42,720.00	\$95,068.00	\$137,788.00
Equipment	\$128,230.00	\$11,477.00	\$139,707.00
Infrastructure Construction	\$30,909.00	\$0.00	\$30,909.00
Facilities Construction	\$0.00	\$0.00	\$0.00
Miscellaneous	\$6,520.00	\$0.00	\$6,520.00
Overhead	\$10,419.00	\$30,154.00	\$40,573.00
<b>Totals</b>	<b>\$218,798.00</b>	<b>\$633,231.00</b>	<b>\$852,029.00</b>

**Final Application Signature**

**Signature of Duly Authorized Representative**

Mark Young

**Date**

05/08/2015

**Title**

Chief Operating Officer

**Phone**

971-340-1435

**E-mail**

myoung@friendsofthechildren.org

## Supplemental Material Attachments

File Name	Description	File Size
Friends_Board of Directors Roster 2014-2015.pdf	Friends Board of Directors	35 KB
Friends_Cochran Quote.pdf	Quote - Cochran Audio/Visual	725 KB
Friends_Convergence Hardware Quote.pdf	Quote - Convergence Hardware	43 KB
Friends_Convergence Labor quote.pdf	Quote - Convergence Labor	38 KB
Friends_ECET Project Budget Worksheet.pdf	ECET Project Budget Worksheet	99 KB
Friends_Exterior rendering of East County project.pdf	East County Building - Exterior Rendering	211 KB
Friends_FLOOR PLAN of East County Building.pdf	East County Building - Floor Plan	2.8 MB
Friends_Hecktec LowVoltage Quote.pdf	Quote - HeckTec Cabling	492 KB

---

## Partner Commitment Letter(s)

File Name	Description	File Size
Friends_ConvergenceNetworksLetter.pdf	Convergence Support Letter	175 KB
Friends_GolecLetterofSupport.pdf	Mentor Support Letter	53 KB
Friends_ReynoldsSupportLetter.pdf	Reynolds SD Support Letter	64 KB

# FR1ENDS of the CH1LDREN

## Portland

### Board of Directors 2014-2015

*Friends of the Children – Portland  
44 NE Morris  
Portland, OR 97212*

**Diana M. Bianco, Chair**  
*Principal  
Artemis Consulting*

**Terri Sorensen**  
*President  
Friends of the Children*

**Mark Young**  
*Chief Operating Officer  
Friends of the Children-Portland*

**Maddie O’Neill Andrews**  
*Program Officer  
Cambria Health Foundation*

**Bertha Ferran**  
*Branch Manager/Mortgage Consultant  
Windermere Mortgage Services Series  
LLC/AT*

**Andy Miller**  
*Vice President  
McAdams Wright Ragen*

**Kimberlin Butler**  
*Program and Network Manager  
Grantmakers for Education*

**Chuck Floberg**  
*CEO and Chairman of the Board  
Brown & Brown Northwest*

**Jenna Mooney**  
*Partner  
Davis Wright Tremaine*

**Thomas Braden**  
*Community Leader*

**Edward Freysinger**  
*Chief Executive Officer  
Providence Hood River Memorial  
Hospital*

**John Nolting**  
*Oregon/Alaska Region Senior Vice  
President, Regional Retail Sales Leader  
KeyBank*

**Christopher S. Brisbee**  
*President  
USI Northwest*

**Eric Gabrielson**  
*Account Director  
Wieden + Kennedy*

**John Phillips**  
*President/CEO  
Grant & Benedicts*

**Andraé L. Brown**  
*Assistant Professor in Counseling  
Psychology  
Lewis & Clark College  
Graduate School of Education &  
Counseling*

**Bill Gardner**  
*Director - Sales & Relationship  
Management  
Morley Financial Services, Inc.*

**Chantay Reid**  
*Organizational Development and Human  
Resources Director  
CareOregon, Inc.*

**Elise Brown**  
*President  
Ebi Public Affairs*

**Allyson Harris**  
*Community Leader*

**Traci Billick Rose**  
*Chief Communications/Development  
Officer  
Boys & Girls Clubs of Portland  
Metropolitan Area*

**Ryan Buchanan**  
*CEO and Founder  
eROI*

**Jared Holum**  
*Shareholder  
Perkins & Co. P.C.*

**Bruce Schoen**  
*Community Leader*

**Carmen Calzacorta**  
*Partner  
Schwabe, Williamson & Wyatt*

**Marina Johnson**  
*Chief Financial Officer  
Vision Capital Management*

**Melissa Sircy**  
*Grant Administrator  
PGE Foundation*

**Cynthia Campbell – Founder**

**Peter Lizotte**  
*Principal  
ACME Business Consulting*

**Matt Swaim**  
*Vice President, Construction Services  
Nike- AS4*

**Duncan Campbell – Founder**  
*Chairman Emeritus  
The Campbell Group*

**Windi Martin**  
*Partner  
Ernst & Young*

**Carolyn Walker**  
*Partner  
Stoel Rives*

**Mark Chussil**  
*CEO  
Advanced Competitive Strategies, Inc.*

**Alex Miller**  
*Vice President Finance & Regulation  
Assistant Treasurer  
NW Natural*

**Elle Weatheroy, MSW**  
*Independent Consultant*

**Alyson Day**  
*Global Digital Manager  
Jordan Brand, Nike*



Big ideas, proven execution.

# PROPOSAL

ELECTRICAL  
COMMUNICATIONS  
SPECIAL PROJECTS/SERVICE  
MANAGED TECHNICAL SERVICES  
WIRELESS/DAS  
AUDIO/VISUAL  
SECURITY  
MARINE

Friends of the Children  
44 NE Morris Street  
Portland, OR 97212

DATE: May 11, 2015  
SERVICE TYPE: Audio/Visual  
PROPOSAL TYPE: Project Quote  
PREPARED BY: Alan Klockman

ATTENTION: Renee Rhiner  
RE: Friends of the Children

Renee

I made some additional clarifications to this proposal sent on 5/8.

=====

This revised proposal reflects updates noted at our March 30 meeting to review and confirm scope. We have noted AV cabling provided by Cochran to be installed by Hecktek and removal of Head End scope. Additionally there is a support agreement included with 3 years of coverage to our preferred service and support that included a 24 hour response.

I have removed the costs associated with the low voltage AV cabling that Hecktek will be providing. Our plan is to provide oversight and direction to see we are working together since this is typically fulfilled on our part and not broken out.

Please contact me if you have any questions or require any clarifications. We appreciate the opportunity work with you on this project.

Sincerely,

**Alan Klockman CTS**

Cochran – Audio Visual Group

P: (971) 205-4249 E: [AKlockman@cochraninc.com](mailto:AKlockman@cochraninc.com)

This is a confidential document of Cochran Inc. and is for the sole purpose of this proposal.

---

## AUDIO-VISUAL DESIGN BUILD SERVICES

The design- build services Cochran is proposing for Friends of the Children project offer assessment of functional requirements to incorporate into the final design solution. Decisions can be made to plan infrastructure and functional requirements to include with the final design when budgetary and functional direction are finalized.

The Integration and build phase of Cochran's efforts will be the installation of the various AV systems by Cochran factory-trained, industry-certified technicians. Work to include fabrication, installation, field testing and commissioning systems. Our project management will stay current with project schedules and labor requirements to move towards completion. Updates will be provided with submittals and construction process documentation. Following the installation, training and documentation will be provided on the proper operation of systems to assure comfort with the technologies installed.

The following describes a typical scope of work and project deliverables:

- Participate in on-site evaluation capturing functional capabilities
- Prepare an audiovisual document describing the functional requirements of the audiovisual system
- Meet to review this information and validate requirements as indicated in the narrative
- Review facilities drawings depicting locations of audiovisual devices in the space
- Confirm electrical drawings showing locations of audiovisual electrical requirements (conduits, power, and junction boxes) to support the audiovisual systems
- Prepare an equipment list, selecting each piece of equipment with make and model number for all required systems elements. This equipment list will be used to establish final costs of audiovisual systems
- Prepare an audiovisual system diagram, showing functional interconnection requirements for all equipment for AV integration purposes

### INTEGRATION LABOR

- Provide equipment and support for Hecktek installation
- Program AV control devices
- Test and debug system
- Site clean up and disposal

### PROJECT COORDINATION

- Coordinate any specialty contractors related to the audiovisual system integration
- Provide required construction project documents
- Coordinate audiovisual system interfaces as they relate to any lighting, electrical, or mechanical systems
- Advise if any site conditions will necessitate audiovisual system changes

### SYSTEM ADJUSTMENT

- Adjust and balance system settings
- Mark and record final system settings
- Assure that the finished system meets the design criteria and functions per the developed concept

---

## SCOPE OF WORK

The areas identified for AV system integration include the following locations throughout the facility. Each area has an overview of what the intended use of the space would include. Our approach is to fully develop the design from a functional use as well as the construction level detail for implementing the project.

### Conference Room 018

This conference room will have collaborative presentation capabilities using connectivity from the conference table using a laptop or other video source for display on the wall mounted flat panel monitor.

- Wall mounted 70" LCD monitor
- Web conferencing capabilities with camera, microphone and speaker system
- Interface plate for laptop connectivity

### Teaching Kitchen 022

This construction direction is to provide infrastructure for future provisions.

- AV wall plate location on island for future connectivity

**Media Room 010**

The media room will have flexibility to be used as an instructional lab, video production and editing facility with lighting and chroma key green screen capability. Wall mounted LCD monitor with annotation and system controller to switch presentation modes. Interface for mobile device connectivity. Integration with broadcast equipment rack with floor box and wall plate connectivity allowing auxiliary inputs for flexible production set up. Entertainment console will hold a BluRay player with AV receiver and control system.

- Retractable manual pull down green screen to floor
  - Wall behind painted for projection (by others)
- 80" wall mounted SHARP interactive LCD TV
- AV Console with Receiver, Speaker system, Bluray Player and controller
- Touch screen control system
- AV interface plate
- Floor box AV / production location
- Integration of community access capital grant equipment

**Arts and Science Room 023**

The focus of this room will be crafts based activities with flexible AV presentation using a ceiling mounted projector on a wall talker surface. The content being projected on the wall could be project related, inspirational or educational. There will be background music capabilities for ambience and overall energy.

- Ceiling mounted projector and screen
- AV Floor box connection where voice/data/power is located and provided by others

**Living Room 032**

This area will have a home theatre feel. A chill space to listen to music, watch video on the projector/screen or have quiet time.

- Ceiling mounted projector with tie lines to AV console
- Ceiling mounted motorized projection screen
- Entertainment console
- AV receiver
- AV control system
- Ceiling speaker system

**\*This scope is eliminated per Change Order #1**

**AV head end IT 016**

A centralized equipment rack will house key components that do not need to reside in the various rooms allowing a clean equipment plan for the overall space with a minimal foot print for AV components that can get in the way or be distracting to the furniture plan

- Equipment rack
- Comcast head end
- Background music system
- Digital signage player for reception location

---

**POST INSTALLATION SERVICE AND SUPPORT**
**Service Desk**

- Under our Standard Service Plan, Cochran will respond to your service calls (by telephone or on-site) within 24 hours Monday through Friday.

**Equipment Support**

- For equipment repair, Cochran will process warranty Return to Manufacturer Authorization (RMA) and shipping to and from the manufacturer authorized repair center. Cost, fees and shipping will be invoiced at cost plus 15%.
- As part of this customized Maintenance and Support Agreement, Cochran has included maintenance, repair & replacement coverage. Cochran will repair or replacement such component in order to correct the problem. Components shall be replaced by similar components. Cost will include repair or replacement fees and shipping invoiced at cost plus 15%. An example would be a projection lamp with shipping will be invoiced at cost plus 15%.

**Preventative Maintenance**

- On a scheduled basis, Cochran can provide system and equipment test and inspection services for the components listed in the Equipment List.

- Annually, Cochran will test and inspect 100% of the equipment. All preventive maintenance testing will be performed in accordance with manufacturer's recommendations. Some of the tasks required within testing will include:
  - Equipment mounting is proper and there is no loose wiring or components
  - Cleaning and adjustment of lenses
  - Testing of cable connectivity to presentation equipment

## BUDGETARY SUMMARY

### Conference Room 018

Materials \$14,500

Labor \$1,800

### Media Room 010

Materials \$35,545

Labor \$6,550

### Arts and Science 023

Materials \$4,890

Labor \$1,110

### Living Room 032

Materials \$10,500

Labor \$1,780

### AV Head End 016

Materials \$6,300

Labor \$1,200

**Sub Total \$84,175**

\* Deduct AV Head End Scope Per Change Order #1 -\$7,500

### AV System Cabling - Per Change Order #2 dated 5/11/2015

Materials \$1,558

### 3 Year Post installation Service and Support

Service \$23,400

**Total \$101,633**

**Alternate Addition – Upgrade Media Room 010 to 84" UHD (4K) Smart Board \$ 5,800**

## INCLUSIONS

- Pricing is based on the following project documents.
  - Drawings: A2.2 8/20/14
  - Addenda: Email updates from FotC team 12/2
- One-Year Warranty from substantial completion on workmanship, manufacturer's warranty applies to Cochran supplied material
- All work during normal business hours
- Permit and Inspection

## EXCLUSIONS

- All computers, computer software, or peripheral computer equipment is excluded and considered provided by others unless specifically called out in the specifications.
- Outlets boxes, sleeves and conduits to be installed by others. All conduits over 10' in length shall contain pull strings.
- Sales, Use & B&O Tax when applicable
- Overtime & Shift Work
- Dumpster & Disposal Fees

- Items not listed in Inclusions
- Existing Conditions
- Performance & Payment Bonds
- Utility Fees & Monthly Charges
- Division 17 Items

### ASSUMPTIONS

- All owner furnished equipment to be in good working order

### CLARIFICATIONS

- 1) Cochran, Inc. reserves the right to negotiate specific items of the subcontract if awarded this project.
- 2) Notwithstanding any provision herein to the contrary, in the event that, during the performance of this agreement, the price of raceway, fittings, wire and/or any other necessary commodities significantly increases, through no fault of Cochran, Inc., the price of any materials, components, or goods to be furnished under this agreement shall be equitably adjusted by an amount reasonably necessary to cover any significant price increases. As used herein, a significant price increase shall mean any increase in price exceeding five percent (5%) experienced by Cochran Inc. from the date of the execution of this agreement. Such price increases shall be documented through commercial quotes, invoices, receipts or other such documentation. Where the delivery of materials, components, or goods required under this agreement is delayed, through no fault of Cochran, Inc., as a result of the shortage or unavailability of commodities, raw materials, components and/or products, Cochran Inc. shall not be liable for any additional costs or damages associated with such delay(s).
- 3) Cochran Inc. shall not be held liable for errors or omissions in designs by others, nor inadequacies of materials and equipment specified or supplied by others.
- 4) Cochran Inc. shall not incur cost impacts due to delays associated with the plan review process or permit approval.
- 5) All information supplied by Cochran, Inc. is to be considered confidential and proprietary.
- 6) This proposal price is based on a maximum of 5% retention. No retention shall be held for time and material proposals, proposals with a billing cycle of less than 30 days or proposals of less than \$50,000.
- 7) The proposal is good for 30 days from the date of the proposal.

### PAYMENT TERMS

- 30% Deposit to begin the design for the above referenced project.
- 50% To be invoiced when hardware is received into warehouse or delivered to job site
- 10% Invoiced at substantial completion (SC) of project
- 10% Invoiced at job close out (Final Acceptance or FA)

### ACCEPTANCE

Subsequent planning details, procurement and coordinating efforts will be initiated upon authorization to proceed and purchase order has been provided.

Submitted By:	<b>Cochran Inc.</b>	Accepted For:	<b>Friends of the Children</b>
By:	Alan Klockman	Accepted By:	Renee Rhiner 
Date:	May 11, 2015	Date:	5-12-15



4252 SE International Way, Milwaukie, OR 97222  
 t. 503.906.1532 f. 503.905.6122

# Quotation

Quote #	Date
CNWQ13984	3/6/2015
Sales Rep	
JeffShort	

Sold To
<b>Friends of the Children</b> Denise Velaski 44 NE Morris Portland, OR 97212 United States  <b>Phone</b> (971) 340-1412 <b>Fax</b>

Ship To
<b>Friends of the Children</b> Denise Velaski 44 NE Morris Portland, OR 97212 United States  <b>Phone</b> (971) 340-1412 <b>Fax</b>

Qty	Description	Unit Price	Ext. Price
<b>East Site Hardware</b>			
<b>Server</b>			
1	Dell PowerEdge R220 Server - Intel® Xeon® E3-1240 v3 3.4GHz, 8M Cache, Turbo, 4C/8T, 80W, 16GB Memory, PERC H310 Adapter RAID Controller, 2 x 300GB 15K RPM SAS 6Gbps 3.5in Cabled Hard Drives in RAID 1 Array, DVD, On-Board Broadcom 5720 Dual Port 1Gb LOM and 3 Year ProSupport 4HR 7x24 Onsite: Mission Critical Warranty.	\$2,499.00	\$2,499.00
1	2-Post/4-Post 1U Static Rails	\$79.00	\$79.00
1	Dell iDRAC7 Enterprise Remote Access Card for PowerEdge (free promotion)	\$0.00	\$0.00
1	Shipping and handling from Dell	\$0.00	\$0.00
	SubTotal		\$2,578.00
<b>Rack Enclosure</b>			
1	Dell Netshelter SX 24U Rack - 600mm Wide x 1070mm Deep Rack Enclosure	\$1,029.00	\$1,029.00
1	Fixed Shelf - Up to 250lbs	\$99.00	\$99.00
1	TrippLite Power Distribution Unit w/13 Outlets, 1 U, 15ft Cord	\$85.00	\$85.00
1	Shipping and Handling	\$0.00	\$0.00
	SubTotal		\$1,213.00
<b>FortiAP Units</b>			
6	FortiAP 320C	\$949.00	\$5,694.00
6	FortiAP-320C 8x5 FortiCare - 1 Year Support	\$88.00	\$528.00
	SubTotal		\$6,222.00
<b>Firewall</b>			
1	FortiGate-60D Hardware plus 1 Year 24x7 FortiCare and FortiGuard UTM Bundle	\$889.00	\$889.00

\*Quote is good for 30 days from Quote date.

\*\* Any licenses which require Convergence Networks assistance to install must be accompanied by proof of proper licensing documentation. The licensing must meet all requirements, including proper number of licenses.

\*\*\*Quotes Totaling over \$5000: Before product is ordered a 60% down payment of the quote total is required, the remaining 40% payment is due Net 15 of project completion. Future work or changes to project scope will be billed NET terms.

\*\*\*\*All cancelled orders will be assessed a minimum 40% restocking / return shipment fee with original packaging.

Qty	Description	Unit Price	Ext. Price
1	Shipping and Handling	\$10.00	\$10.00
	SubTotal		\$899.00
	<b>Network Switches/UPS Unit</b>		
2	PowerConnect 2848, 48 Port Web Managed Switch. Includes Limited Lifetime Warranty	\$649.00	\$1,298.00
2	Shipping and Handling	\$15.00	\$30.00
1	APC Smart-UPS 750 VA USB and Serial RM 1U 120V	\$599.00	\$599.00
	SubTotal		\$1,927.00
		<b>SubTotal</b>	\$12,839.00
		<b>Tax</b>	\$0.00
		<b>Shipping</b>	\$0.00
		<b>Total</b>	<b>\$12,839.00</b>

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*AUTHORIZING SIGNATURE(S): I have read this quote and agree to the terms and conditions outlined therein. I agree to make full payment to terms specified within set amount of days upon project completion.

\*Quote is good for 30 days from Quote date.

\*\* Any licenses which require Convergence Networks assistance to install must be accompanied by proof of proper licensing documentation. The licensing must meet all requirements, including proper number of licenses.

\*\*\*Quotes Totaling over \$5000: Before product is ordered a 60% down payment of the quote total is required, the remaining 40% payment is due Net 15 of project completion. Future work or changes to project scope will be billed NET terms.

\*\*\*\*All cancelled orders will be assessed a minimum 40% restocking / return shipment fee with original packaging.



4252 SE International Way, Milwaukie, OR 97222  
 t. 503.906.1532 f. 503.905.6122

# Estimate

Estimate #	Date
CNWQ14177	4/13/2015
Sales Rep	
JeffShort	

Sold To
<b>Friends of the Children</b> Denise Velaski 44 NE Morris Portland, OR 97212 United States  <b>Phone</b> (971) 340-1412 <b>Fax</b>

Ship To
<b>Friends of the Children</b> Denise Velaski 44 NE Morris Portland, OR 97212 United States  <b>Phone</b> (971) 340-1412 <b>Fax</b>

Qty	Description	Unit Price	Ext. Price
40	<b>East Site Labor Estimate</b> Estimated Labor for turning up East Office, labor includes but is not limited to the following: - Setup Domain Controller Server for local AD/DC/Print Services - Setup 24U Rack Enclosure - Setup Switch - Setup Firewall - Setup Wireless Access Points - Setup Printers SubTotal	\$168.00	\$6,720.00
1	All labor estimates are provided for work performed within scope of this project. Any additional project related labor outside of the scope of work will be billed above and beyond at the normal hourly rate.	\$0.00	\$0.00
		<b>SubTotal</b>	\$6,720.00
		<b>Tax</b>	\$0.00
		<b>Shipping</b>	\$0.00
		<b>Total</b>	<b>\$6,720.00</b>

Authorized By: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\*AUTHORIZING SIGNATURE(S): I have read this estimate and agree to the terms and conditions outlined therein. I agree to make full payment to terms specified within set amount of days upon project

\*Estimate is good for 30 days from date specified. Final invoice will reflect time entered into ticket based on our standard service rates.

\*\*Any licenses which require Convergence Networks assistance to install must be accompanied by proof of proper licensing documentation. The licensing must meet all requirements, including proper number of licenses.

\*\*\*Estimates totaling over \$5000: Before product is ordered a 60% down payment of the estimated total is required, the remaining 40% payment is due Net 15 of project completion. Future work or changes to project scope will be billed NET terms.

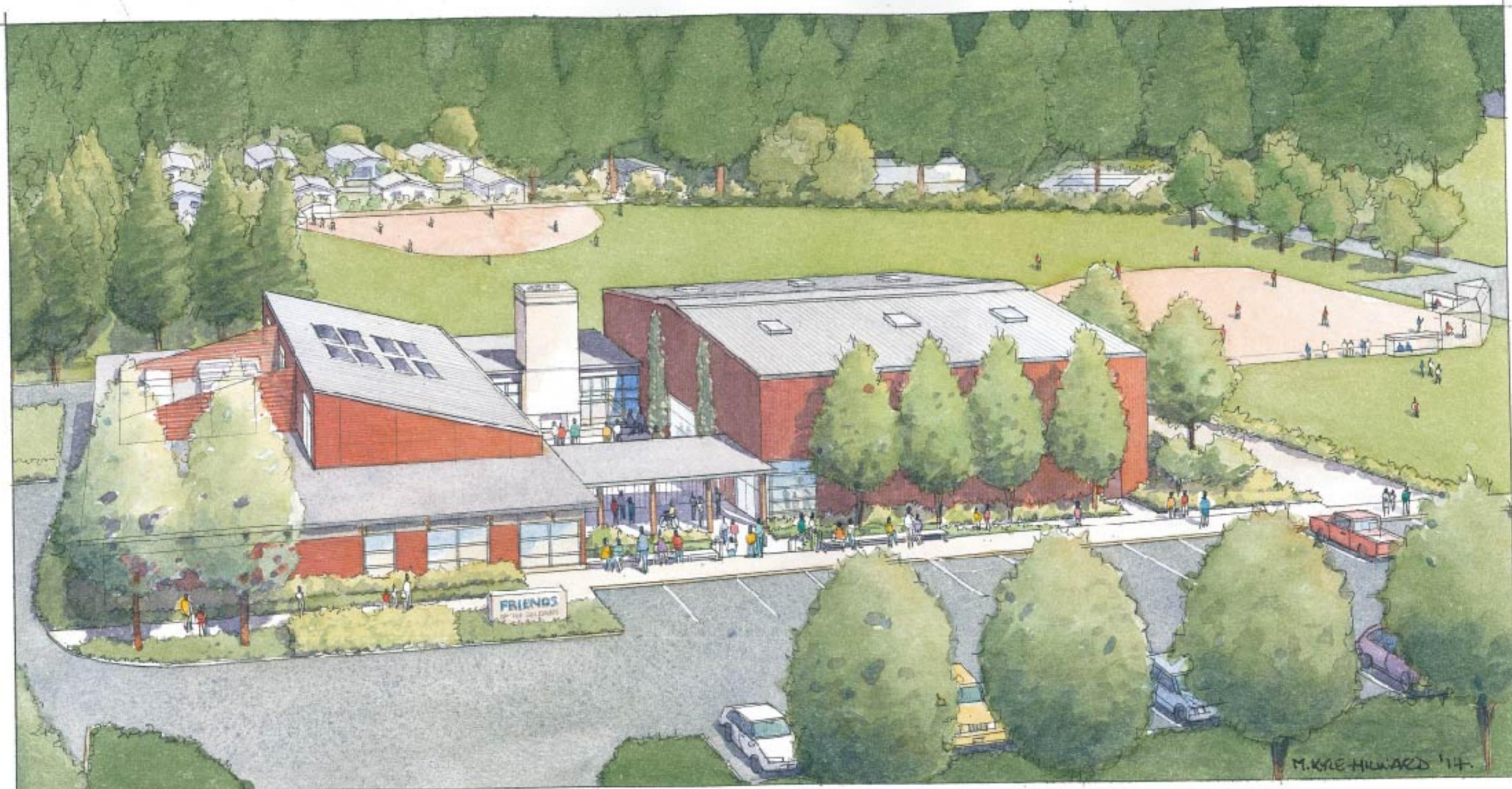
\*\*\*\*All cancelled orders will be assessed a minimum 40% restocking / return shipment fee with original packaging.

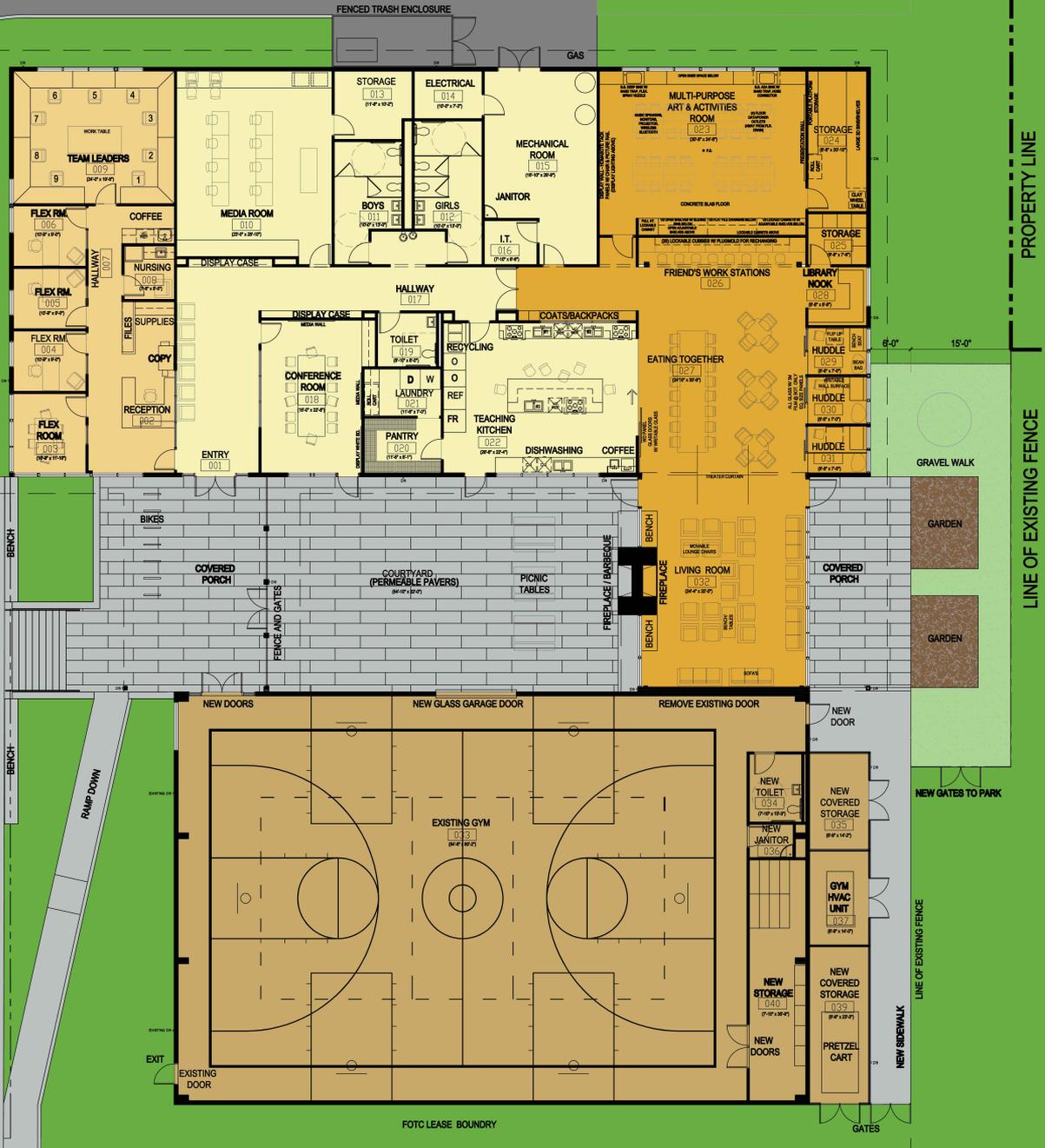
Friends of the the Children - ECET Project Budget

MHCRC Community Technology Grant - East County Technology Enhancement (ECET) Project	TOTAL				
	Unit	Cost per Unit	Grant Funded	Match	Total
<b>Personnel</b>					
<b>Education Program Coordinator (10%)</b>					
Salary	0.30	\$ 55,110		\$ 16,533	\$ 16,533
Benefits	0.30	\$ 13,008		\$ 3,902	\$ 3,902
<b>East County Facilities Coordinator (10%)</b>					
Salary	0.30	\$ 36,086		\$ 10,826	\$ 10,826
Benefits	0.30	\$ 10,715		\$ 3,215	\$ 3,215
<b>ETO Database Administrator (2%)</b>					
Salary	0.06	\$ 39,402		\$ 2,364	\$ 2,364
Benefits	0.06	\$ 11,115		\$ 667	\$ 667
<b>Grant/Project Reporting (2%)</b>					
Salary	0.06	\$ 39,402		\$ 2,364	\$ 2,364
Benefits	0.06	\$ 11,115		\$ 667	\$ 667
<b>Friends (40 FTE @ 7.5%)</b>					
Salary	9.00	\$ 39,535		\$ 355,816	\$ 355,816
Benefits	9.00	\$ 11,131		\$ 100,178	\$ 100,178
<b>Education/Training</b>					
Technology training is rolled into personnel time and contract costs.					
<b>Travel</b>					
N/A					
<b>Contractual</b>					
I-Net monthly connection fee to Reynolds (3 years)	36	\$ 800.00		\$ 28,800	\$ 28,800
<b>Matching Project Management and Ongoing Support Costs</b>					
Cochran AV Support/Maintenance (3 years)	1	\$ 23,400		\$ 23,400	\$ 23,400
Convergence Network Maintenance (3 years)	1	\$ 70,000.00		\$ 70,000	\$ 70,000
NPC Evaluation (3 years)	6%	\$ 27,800		\$ 1,668	\$ 1,668
<b>Cochran Contracted Labor Costs</b>					
Media Room - technical design, program devices, system integration, test-debug, coordination, training	1	\$ 6,550.00	\$ 6,550		\$ 6,550
Arts & Science Room - program devices, system integration, test-debug, coordination, training	1	\$ 1,110.00	\$ 1,110		\$ 1,110
Conference Room - technical design, program devices, system integration, test-debug, coordination, training	1	\$ 1,800.00	\$ 1,800		\$ 1,800
<b>Hecktec Contracted Labor Costs</b>					
Media Room labor (wire & equipment provided by Cochran)	30	\$ 100.00	\$ 3,000		\$ 3,000
Multipurpose Room labor (wire & equipment provided by Cochran)	20	\$ 100.00	\$ 2,000		\$ 2,000
Conference Room labor (wire & equipment provided by Cochran)	15	\$ 100.00	\$ 1,500		\$ 1,500
Data/Phone/Wireless Labor (technical design, pulling all cable, terminations & testing)	1	\$ 20,040.00	\$ 20,040		\$ 20,040
<b>Convergence Contracted Labor Costs</b>					
Labor - setup domain controller server, 24U rack enclosure, switch, firewall, wireless, printers	40	\$ 168.00	\$ 6,720		\$ 6,720
<b>Equipment</b>					
Apple iMac 27" Desktop Computer	1	\$ 2,500.00	\$ 2,500		\$ 2,500
HP LaserJet P3015x Printer	3	\$ 899.00	\$ 2,697		\$ 2,697
Desktop PC Computers	4	\$ 1,500.00	\$ 6,000		\$ 6,000
<b>Web-based Educational Program Subscriptions</b>					
4 bundles Raz-Kids (leveled books - 36 accounts) 3 years	4	\$ 99.95	\$ 1,199		\$ 1,199
1 license 50-user Hosted GroupBoard (whiteboard conferencing) 3 years	1	\$ 99.00	\$ 297		\$ 297
126 accounts StudyDog (reading lessons) 3 years	126	\$ 21.95		\$ 8,297	\$ 8,297
1 license IXL Math (math lessons - 160 licenses) 3 years		\$ 1,060.00		\$ 3,180	\$ 3,180
<b>Mobile Educational Devices</b>					
Microsoft Surface Pro 3 Tablets	50	\$ 1,049.00	\$ 52,450		\$ 52,450
Apple 64GB iPad Air (AppleCare?)	10	\$ 479.00	\$ 4,790		\$ 4,790
Belkin Wired Keyboard with Stand for iPad	5	\$ 69.95	\$ 350		\$ 350
Educational Apps: Read With Me Fluency, Explain Everything, Book Creator, Learn To Read!, Word Wizard, Operation Math, Math vs. Zombies	50	\$ 30.00	\$ 1,500		\$ 1,500
<b>Media Room AV Equipment</b>					
Cochran equipment/material	1	\$ 35,395.00	\$ 35,395		\$ 35,395
Retractable manual pull down green screen to floor	1	\$ 150.00	\$ 150		\$ 150
80" wall mounted SHARP interactive LCD TV					
AV console with receiver, speaker system, Blu-ray player and controller					
Touch Screen control system					
AV Interface plate					
wire connections to equipment - material only	1	\$ 390.00	\$ 390		\$ 390
OWI Inc. 25W Amplifier and Surface Mounted Speaker Combination (Black)	1	\$ 342.00	\$ 342		\$ 342

Friends of the the Children - ECET Project Budget

<b>Multipurpose Room AV Equipment</b>					
Cochran equipment/material	1	\$ 4,890.00	\$ 4,890		\$ 4,890
Ceiling mounted projector and manual pull down screen					
Program speakers					
wire connections to equipment - material only	1	\$ 390.00	\$ 390		\$ 390
<b>Conference Room AV Equipment</b>					
Cochran equipment/material	1	\$ 14,500.00	\$ 14,500		\$ 14,500
Wall mounted 70" LCD Monitor					
Web Conferencing capabilities with camera, microphone, and speakers					
Interface plate for laptop connectivity					
wire connections to equipment - material only	1	\$ 390.00	\$ 390		\$ 390
<b>Infrastructure Construction</b>					
<b>HeckTec data, phone &amp; wireless Installation</b>					
Material - Head end to TI room, Cat6 cabling, rack, patch panels, wiring for WiFi	1	\$ 13,360.00	\$ 13,360		\$ 13,360
<b>Convergence Network</b>					
Server - Dell Power edge R220 Server, 2-post/4-post 1U Static Rails, Dell iDRAC7 Enterprise remote access card for power edge	1	\$ 2,578.00	\$ 2,578		\$ 2,578
Rack Enclosure - Dell Netshelter SX 24U Rack, Fixed Shell, TrippLite Power Distribution Unit w/13 outlets	1	\$ 1,213.00	\$ 1,213		\$ 1,213
FortiAP Units - 320C	6	\$ 949.00	\$ 5,694		\$ 5,694
FortiAP-320C 8x5 FortiCare 1 year support	6	\$ 88.00	\$ 528		\$ 528
Firewall - FortiGate-60D Hardware plus 1 year 24x7 FortiCare and FortiGuard UTM Bundle	1	\$ 889.00	\$ 889		\$ 889
Network Switches - PowerConnect 2848, 48 poert Web managed Switch. Includes limited lifetime warranty	2	\$ 649.00	\$ 1,298		\$ 1,298
APC Smart UPS 750 VA USB and serial RM 1U 120V	1	\$ 599.00	\$ 599		\$ 599
Wireless Access Points	5	\$ 950.00	\$ 4,750		\$ 4,750
<b>Miscellaneous</b>					
Polisen HPC-A30 Closed-Back Studio Monitor Headphones (3 Pack)	4	\$ 79.99	\$ 320		\$ 320
Tablet Covers	50	\$ 110.00	\$ 5,500		\$ 5,500
iPad Cases	10	\$ 70.00	\$ 700		\$ 700
	<b>SUBTOTAL</b>		\$ 208,379	\$ 631,877	\$ 840,256
<b>Overhead</b>					
East County Operations Executive Oversight, General Financial and Administrative Support			\$ 10,419	\$ 31,594	\$ 42,013
	<b>TOTAL</b>		\$ 218,798	\$ 663,471	\$ 882,269





**FLOOR PLAN**  
 1/8" = 1'  
 0 3' 4' 8'

**FLOOR PLAN**  
**FRIENDS OF THE CHILDREN**  
 424 NE HITTIC AVENUE  
 PORTLAND, OREGON 97230

DAVID BISSETT ARCHITECT, PC  
 503.341.4445  
 davidh@dbsearch.com

Revision	Drawn By	Checked By
	MAF	DB
	Project Number	14-1022
	Issue Date	11-03-14
	Drawing File Name	a-7p1-01
	Sheet Number	

DESIGN DEVELOPMENT  
 NOT FOR CONSTRUCTION

A2.2

# ESTIMATE

Date: May 1, 2015  
Estimate # 702

HECKTEC TECHNICAL  
6669 N Columbia Wy  
Portland OR., 97203  
503-572-1827  
[hecktec@msn.com](mailto:hecktec@msn.com)

TO Precision Construction  
Attn. Mike Telling  
8025 NE Killingsworth  
Portland, Or

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
	Friends of the Children 402 NE 172 Portland Or 97233/ Data/phone/ audio/ access control and CCTV wiring	½ due upon start	
<b>PERMITS--</b>	<b>5 permits needed/ data/audio/access/security/cctv inc ludes 2 inspections each</b>		<b>\$ 1500</b>
QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
90	42 Locations to have Cat 5e/Cat 6 Dual Cables for phn and data includes Rack, Patch Panels, Terminations and testing/ Includes 6 locations of Data Only additionally	227.76	<b>\$20,500</b>
14	Access Control wiring and Installation to 14 locations as follows:  <b>1)</b> Gate FOB Electronic Holder \$2500/ <b>2)</b> Building Entry FOB \$2000/ <b>3)</b> Conf Rm-courtyard Mag Strike/motion RTE/ Timed Lock/ Unlock \$2500 / <b>4)</b> Kitchen Courtyard Timed Lock/unlock \$2000/ <b>5)</b> Living Rm-courtyard Timed Lock/unlock \$2000/ <b>7)</b> Gym Entry FOB/ Timed Lock/Unlock/ Alarmed/ \$2500 <b>8,9,10</b> Reception, Conference Rm, Media Rm FOB/ Mag Strike/Motion RTE/Timed Lock/Unlock \$2500 <b>11)</b> Hallway Entry FOB/ Electronic Holder \$2000/ <b>12)</b> Kitchen Mag Strike/ Motion RTE/ Timed Lock/ Unlock <b>17)</b> Mechanical Rm Ext Electronic Holders \$1500/ <b>21)</b> Friends Storage FOB/ Magnetic Strike/ Motion RTE \$2500/ <b>22)</b> Living Rm Exterior FOB \$2500	2500	<b>\$31,000</b>
1	Camera system—4 outdoor cam 2.1 mp, real 1080 resolution/ 8 channel DVR "highbred" 7 series 3u rack mount, 4TBHDD, poe switch, wiring labor, and training	1	<b>\$8,850</b>
1	Data Cabling for gym floor		<b>\$350</b>
10	10 locations gym, lunchroom, kitchen, hallways, multipurpose Rm, Leaders Rm, 1 Hallway by flex Rms, gym, eating area, living area wiring for Wi-fi (WIRING ONLY)	100	<b>\$1000</b>
100	Labor to support Cochrans scope, Wiring of all items on Cochrans scope to include terminations, helping with rack building, floor/ ceiling terminations, video and audio installation help misc	65hr	<b>\$6500</b>
1	Materials needed to support Cochran's Scope, to include but not limited to , attachment parts, connectors, misc		<b>\$500</b>
40	Administrative Costs, planning, and meetings,	65hr	<b>\$2400</b>
1	Mapping and design		<b>\$1500</b>
1	Wireless Security System includes Vista 20, wireless, receiver, alpha numeric Keypad Controller, 2 <sup>nd</sup> keypad, Programming Installation and 17 Glass Break Detectors/ Shock sensors		<b>\$5859</b>

	NOTE: Please see pricing breakouts below:		
	Conference Breakout for accounting purposes only. Labor: \$1323.00                      Material \$882.00		
	Media for accounting purposes only. Labor: \$2646.00                      Material \$1764.00		
	Science and Art for accounting purposes only. Labor: \$1764.00                      Material: \$1176.00		
	Head End Breakout for accounting purposes only. Labor: \$ 260.00                      Material: \$762.00		
	Total Cost for All Cabling related to our scope. For accounting purposes only: Labor: \$18,540.00                      Material \$12,360.00		
		<b>SUBTOTAL</b>	<b>\$79,959</b>
		<b>SALES TAX</b>	
		<b>TOTAL</b>	<b>\$79,959</b>

Make all checks payable to HECKTEC TECHNICAL LLC

Thank you for your business!

# FRIENDS of the CHILDREN

Generational Change,  
One Child at a Time

May 7, 2015

Carol Studenmund, Chair  
Mt. Hood Community Regulatory Commission  
111 SW Columbia St., Suite 600  
Portland, OR 97201

Dear Carol Studenmund and Commission Members,

On behalf of the young men I work with as a Professional Friend at Friends of the Children, thank you for considering my organization's request for support for educational technology at our new Rockwood program facility.

Technology is a key component to the learning that our youth are doing in their classrooms today. Youth are using computers and iPads to learn language arts and math skills. As a mentor, it is important to keep up with the tools that our youth are using. Utilizing iPads and tablets lets me have those same tools at my fingertips wherever we are. When the youth and I are in the car together, they can work on strengthening their basic math or language arts skills. They can do activities that help them learn how to tell time, count money, learn about the earth and more. By working on their education in the car, this would free up time in the community to build on the youth's interests, as well as prepare them for more extensive learning programs conducted at our new facility.

Additionally, technology is becoming more important in both education and employment. Schools often take for granted that their students will have access to computers and high-speed internet in order to complete their homework, but families in poverty often cannot afford this technology. Many of my youth are at risk of falling behind in classes, and it is too time-consuming to transport them to our NE Portland facility and media literacy center on a regular basis. Having quality computers and educational software at a safe facility in the community where they live will make it possible for our youth to more frequently access the technology they need to complete and supplement school work. This opportunity will give them a better chance at being successful in the classroom and in the workforce.

Warm regards,



Chris Golec  
Professional Friend



May 5, 2015

Carol Studenmund, Chair  
Mt. Hood Community Regulatory Commission  
111 SW Columbia St., Suite 600  
Portland, OR 97201

Dear Carol Studenmund and Commission Members,

On behalf of the Reynolds School District, I am pleased to provide this letter of commitment to Friends of the Children—Portland's East County Educational Technology Project. This project reflects our goal to reduce the technology gap for youth in poverty, thereby increasing educational outcomes.

Reynolds continues to experience changing demographics and increasing rates of families living in poverty. Over 50 languages are spoken by our students and their families, and nearly 75% are eligible for free or reduced lunch. We are dedicating to providing our youth with the necessary opportunities and resources to overcome educational, racial, and economic disparities and be leaders in the world of tomorrow. We see Friends of the Children as a strong community partner in the effort to improve the lives of youth in our community.

I am very excited about the blossoming partnership between the Reynolds School District and Friends of the Children, and I enthusiastically support the enhanced access to technology-based education that their new East County facility will bring to the youth they serve and our community. We are eager to provide Friends of the Children with access to our district's i-NET circuit for educational use in this new facility. The circuit will be available to Friends of the Children at standard school site capacity for a reimbursement-based monthly fee. Friends of the Children will pay any fees related to their connectivity to i-Net, including installation. Friends of the Children will be responsible for installing and maintaining all other aspects of their information technology infrastructure. Connection to the circuit will be provided on a contractual basis up to, but not limited to 3 years.

This expansion of the i-NET circuit will put more technology into the hands of those who need it the most. I hope you will support Friends of the Children as they seek to help youth in poverty overcome the digital divide and succeed in school and beyond.

Warm regards,

A handwritten signature in blue ink that reads "Linda Florence".

Dr. Linda Florence  
Superintendent