

Part 1 Face Sheet
MEMORANDUM OF AGREEMENT
STATE OF CONNECTICUT
Department of Social Services
CONTRACT ADMINISTRATION

MOA - Financial

MOU - Non-Financial

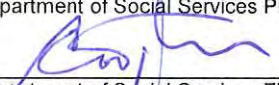


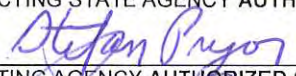

1. Indicate Memorandum Type. Non-financial agreements do not require fiscal review.
2. Prepare two original copies.
3. Originating agency internal approvals must be shown prior to contracting state agency acceptance.
4. The Department of Social Services and the Contractor as listed below hereby enter into an agreement subject to the terms and conditions stated herein and subject to the applicable provisions of the Connecticut General Statutes.
5. Acceptance of this contract implies conformance with terms and conditions as stated in this agreement.

	(1) ORIGINAL <input checked="" type="checkbox"/> (2) AMENDMENT <input type="checkbox"/>	(3) DSS Identification No. 14DSS4801HC 14-SDE-RAP-01	(4) Contracting Agency Identification		
CONTRACTING STATE AGENCY	(5) Contracting State Agency Name State of Connecticut Department of Education			(6) Contracting State Agency State Number	(7) Contracting State Agency FEIN
	(8) Contracting State Agency Address 165 Capitol Avenue, Hartford, CT 06106			(9) Contracting State Agency Liaison & Phone No. James Dargati (860) 713-6562	
ORIGINATING STATE AGENCY	(10) Originating State Agency Department of Social Services			(11) Originating State Agency Number DSS6000	(12) Originating State Agency FEIN 061274678
	(13) Originating State Agency Address 55 Farmington Avenue, Hartford, CT 06105			(14) Originating State Agency Liaison & Phone No. David J. Frascarelli, (860) 424-5387	
CONTRACT PERIOD	(15) Contract Period (From - To) 10/01/2014 – 09/30/2016			(16) Funding Period (From -To) 10/01/2014 – 09/30/2016	
CANCELLATION CLAUSE	This agreement shall remain in full force and effect for the entire term of the contract period stated above unless cancelled			(17) Required No. Of Days Written Notice. 30 Days	
COMPLETE DESCRIPTION OF SERVICE	(18) The contractor shall provide services in accordance with the terms of this Memorandum of Agreement. The MOA between the SDE and DSS outlines the requirements for the transfer of funds from DSS to SDE to support services provided under the federally funded Refugee School Impact Grant to contractors Integrated Refugee and Immigrant Services, Inc. and Catholic Charities, Inc. to provide services to refugee students.				
COST AND SCHEDULE OF TRANSFER CERTIFICATES	(19) The Contracting State Agency shall issue a transfer invoice upon execution. The maximum amount of funding for this MOA shall not exceed \$300,000.00 for the funding period 10/1/2014 – 9/30/2016. Upon the execution of this agreement SDE shall submit a transfer invoice for payment in accordance with the terms indicated.				

(20) Line No.	(21) Budget Reference	(22) Fund	(23) Department	(24)		(25) Account	(26) Project/Grant	(27) Chart 1	(28) Chart 2	(29) Amount
				Program	SID					
	2014	12060	DSS60909	52010	21957	55110	DSS000000035151	168048	No_Code	\$300,000.00

(30) ACCEPTANCE AND APPROVALS

(31) STATUTORY AUTHORITY - §4-8, 17b- 3

(32) Department of Social Services PROGRAM MANAGER 	Carlene Taylor, Program Administration Manager Office of Community Services	DATE 11/14/2014
(33) Department of Social Services FISCAL OFFICIAL 	Diane Benedetto, Director Financial Services	DATE 11/7/14
(34) Department of Social Services CONTRACT ADMINISTRATOR 	Tina McGill, Grants & Contracts Specialist Contract Administration	DATE 10/31/14
(35) CONTRACTING STATE AGENCY AUTHORIZED OFFICIAL 	Stefan Pryor, Commissioner Department of Education	DATE 10/7/14
(36) ORIGINATING AGENCY AUTHORIZED OFFICIAL 	Roderick L. Bremby, Commissioner Department of Social Services	DATE 11/12/14

MEMORANDUM OF AGREEMENT
Between the
CONNECTICUT DEPARTMENT OF EDUCATION
and the
CONNECTICUT DEPARTMENT OF SOCIAL SERVICES
Regarding
REFUGEE SCHOOL IMPACT GRANT
October 1, 2014 to September 30, 2016
Contract #14-SDE-RAP-01

I. PURPOSE

- A. This Memorandum of Agreement (MOA) is entered into by and between the Connecticut Department of Social Services (hereinafter referred to as DSS), and the Connecticut Department of Education (hereinafter referred to as SDE).
- B. The purpose of this MOA is to outline the requirements for the transfer of funds from DSS to SDE, to support the services to be provided under the Refugee School Impact Grant (hereinafter referred to as RSIG), as defined by 8 United States Code Section 412(c)(1)(A)(iii), as amended by the Immigration and Nationality Act, 8 United States Code Section 1522(c)(1)(A)(ii).
- C. The RSIG provides federal funding to support local school systems that are impacted by significant numbers of refugee children seeking enrollment. DSS is the agency responsible for operating the federal Refugee Assistance Program pursuant to 45 Code of Federal Regulations 400.5, and is the State applicant on the Request for Proposal for RSIG funding.
- D. DSS will transfer the grant funds received by DSS to SDE in accordance with the payment provisions set forth herein. The SDE will utilize the funds to contract with Integrated Refugee and Immigrant Services, Inc. (IRIS) and Catholic Charities/Catholic Family Services, Inc. to provide the actual case management, educational, and literacy services to one hundred thirty-five refugee students, to assist them with transitioning to local schools.

II. FUNDING AMOUNT

The available funds for the year ending September 30, 2015 shall not exceed One Hundred Fifty thousand dollars (\$150,000.00) and that the total amount of this MOA for the entire term of the MOA, October 1, 2014 through September 30, 2016, shall not exceed Three Hundred thousand dollars (\$300,000.00).

III. STATUTORY AUTHORITY

The authority for the agencies to enter into this MOA is as follows:

- A. 8 United States Code Section 412(c)(1)(A)(iii), as amended by the Immigration and Nationality Act, 8 United States Code Section 1522(c)(1)(A)(ii); and
- B. Connecticut General Statute Sections 4-8 and 17b-3, which define qualifications, powers, and duties of Department Heads.

IV. RESPONSIBILITIES OF DSS

Throughout the term of this MOA DSS shall:

- A. Identify and notify SDE of the agency liaison for issues relating to this MOA and DSS' administration of the Refugee Assistance Program;
- B. Provide technical assistance and periodic training to SDE staff regarding applicable DSS policies and procedures regarding the Refugee Assistance Program; and
- C. Subject to the approval of the RSIG, transfer funds to SDE. The transfer of funds may occur upon execution and subsequently, shall be based on DSS' receipt and acceptance of SDE's submission of the requisite invoices, financial reports and filing information for appropriate federal funds. Funds shall be transferred within thirty (30) days of DSS' receipt and acceptance of properly prepared invoices and financial reports.

V. RESPONSIBILITIES OF SDE

Throughout the term of this MOA, SDE shall:

- A. Support and work cooperatively with DSS personnel and contractors to implement Connecticut's Refugee School Impact Grant in accordance with the terms of the grant;
- B. Manage all transferred funds according to state financial procedures and any federal requirements and procedures;
- C. Assist DSS with the development and completion of the necessary RSIG reports, including, but not necessarily limited to client level data, and the State annual report on refugee assistance related activities;
- D. Provide DSS with quarterly payment disbursement reports within twenty-five (25) days following the end of each quarter;
- E. Provide DSS with quarterly notices detailing amounts of unexpended or lapsed funds.

VI. SHARED RESPONSIBILITIES

DSS and SDE shall:

- A. Establish and agree to a line-item budget, not to exceed the amount of the approved RSIG application, and set forth specificity around reporting;
- B. Collaborate on contract development, contractor and program monitoring and evaluation, including site visits, and Federal report preparation;
- C. Analyze collected data; and
- D. Provide technical assistance to service providers.

VII. PAYMENTS

- A. Payment provisions specified in Sections VII (B) and VII (C) are contingent upon DSS' receipt of approved RSIG grant funds.
- B. DSS shall make payments to SDE, subject to the availability of funds, and upon SDE's submission and DSS' receipt and approval of invoices and financial reports submitted in accordance with Sections V(D) and V(E).
- C. Total payments under this MOA shall not exceed the total amount of RSIG grant funds approved and allocated to DSS, which is anticipated to be \$300,000.00 for the period October 1, 2014 through September 30, 2016.
- D. Total payments under this MOA during each federal fiscal year of this MOA shall not exceed fifty percent (50%) of the total amount of RSIG grant funds approved and allocated to DSS, which is anticipated to be \$150,000.00 for each federal fiscal year covered under this MOA.
- E. SDE agrees to utilize funds in accordance with the line-item budget developed and agreed to by the parties following DSS' receipt of approval of the specified RSIG funds.
- F. If DSS' review of financial reports indicates under-expenditure or under-utilization of funds, DSS may alter the annual payments to SDE for the balance of the agreement period.