

**Part 1 Face Sheet**  
**MEMORANDUM OF AGREEMENT**  
**STATE OF CONNECTICUT**  
Office of Early Childhood  
**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 type="checkbox"/> (2) AMENDMENT <input checked="" type="checkbox"/> A1	(3) OEC Identification No. 16OECPPPM1UCN	(4) Contracting Agency Identification	
<b>CONTRACTING STATE AGENCY</b>	(5) Contracting State Agency Name <b>UNIVERSITY OF CONNECTICUT SCHOOL OF SOCIAL WORK</b>		(6) Contracting State Agency State Number	(7) Contracting State Agency FEIN
	(8) Contracting State Agency Address <b>438 Whitney Road Ext., Unit 1133 Storrs, CT 06269-1133</b>		(9) Contracting State Agency Liaison & Phone No. <b>Gianfranco Barbato (860) 486-4336</b>	
<b>ORIGINATING STATE AGENCY</b>	(10) Originating State Agency <b>Office of Early Childhood</b>		(11) Originating State Agency Number	(12) Originating State Agency FEIN
	(13) Originating State Agency Address <b>165 Capitol Avenue, Hartford, CT 06106</b>		(14) Originating State Agency Liaison & Phone No. <b>Linda Harris (860) 713-5009</b>	
<b>CONTRACT PERIOD</b>	(15) Contract Period (From - To) <b>1/1/16 - 12/31/17</b>		(16) Funding Period (From -To) <b>1/1/16-12/31/17</b>	
<b>CANCELLATION CLAUSE</b>	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. <b>Thirty (30)</b>	
<b>COMPLETE DESCRIPTION OF SERVICE</b>	(18) The Contractor shall perform contracted services as amended. All provisions of this contract, except those explicitly changed by this amendment, shall remain in full force and effect.			
<b>COST AND SCHEDULE OF TRANSFER CERTIFICATES</b>	(19) Amendment 1 reduces the contract value by \$15,000.00 from \$30,000.00 to \$15,000.00. See Section 4 of the original contract for Payment Terms and Conditions and page 4 of this amendment for the revised budget.			

(20) Line No.	(21) Budget Reference	(22) Fund	(23) Department	(24)		(25) Account	(26)			(29) Amount
				Program	SID		(26) Project/Grant	(27) Chart 1	(28) Chart 2	
	2016	12060	OEC64860	83003	30219	55120	OEC00000007			\$15,000

**(30) ACCEPTANCE AND APPROVALS**

**(31) STATUTORY AUTHORITY**

OEC: CGS §4-5,4-8, and 10-500

UCONN: CGS §4a-52-a, 10a-104, 10a-108 and 10a-151b

(35) CONTRACTING STATE AGENCY AUTHORIZED OFFICIAL 	Laura Kozma Director, Sponsored Program Services	DATE 2/7/17
(36) Office of Early Childhood AUTHORIZED OFFICIAL 	Pietro Rosato Director, Business Operations	DATE 2/8/17

**Amendment 1 to MOA with University of CT School of Social Work -  
16OECPPPM1UCN**

1. The total maximum amount payable under this contract is **decreased by \$15,000 from \$30,000 to \$15,000.**
2. The budget on page 3 of the original contract is deleted and replaced by the budget on page 4 of this amendment.
3. The Description of Services in Section X on pages 4 and 5 of the original contract is deleted and replaced by the following section:
  1. **Initial interviews.**
    - a. There will be an initial focused interview with senior personnel at OEC to learn in more detail about their goals for Phase Two, and about anticipated strategies to achieve those goals.
    - b. Subsequently, CHHD researchers will interview the senior leader for implementation at each site, as well as one or two other staff. These will be semi-structured interviews to learn their understanding and expectations for the Phase Two implementation.
    - c. Drawing on these initial sources of information, CHHD researchers will develop a framework for the remainder of the study, based on the goals highlighted by the various parties, and the processes they intend to use to reach those goals.
  2. **Site selection.** The list of sites to be studied and individuals to be contacted will be developed jointly by staff at CHHD and OEC. A tentative list for initial discussion includes the following:
    - a. *Hartford public schools.* Several staff at each of the four schools listed and/or Hartford public schools within the network below have received Triple-P training, potentially providing a critical mass for change. One or two of the schools will be selected for the study by OEC and Hartford Public Schools (HPS) largely on the basis of previous support from the school administration.
      - i. Sanchez Elementary School
      - ii. Martin Luther King Elementary School
      - iii. Moylan Elementary School
      - iv. Burr Elementary School
      - v. Hartford Public Schools - Triple P provider network
    - b. *Hartford Public Library.* OEC will provide intensive technical assistance and implementation support, including the training of youth librarians. The assistance will include seminars/groups, Triple P presence at resource fairs and family events, promotional materials, information sessions, and laminated tip sheets for display on the circulation desk. CHHD will study implementation at this site.
    - c. *One or two agencies.* OEC will pilot a highly structured approach, including training in Triple-P Level 4, in return for organizational commitment and supervision. One site will be selected for CHHD study from the following:

- i. Rambuh Family Center at the Village & one additional agency within the Triple P providers' network.

**3. Study Implementation.**

- a. First, the CHHD researchers will develop a brief, web-based questionnaire to be filled out by all agency staff, at baseline and again at the project's conclusion. It will ask about programmatic elements of the implementation (such as the flow of referrals), supports and barriers, and one's role and satisfactions with the process, as well as, ultimately, about successes and failures.
- b. Second, there will be periodic, relatively unstructured ("ethnographic") agency visits, to learn how the implementation is developing. Drawing on the information derived from the initial interviews, these visits might involve more open-ended conversations with staff and participants; observation at staff meetings and public events; and other ways to learn of the program's evolution.
- c. Finally, there will be an interview in the concluding months of the study with the senior leader at each agency and one or two other staff members, as well as with senior personnel at the OEC. A written narrative will be prepared by CHHD researchers describing the initial goals, the subsequent challenges and supports, adaptations over time, and ultimately the experiences of shortcoming and successes for Phase Two of the Triple-P program.

- 4. Reporting.** CHHD shall submit to OEC written progress reports documenting planned, current, and accomplished work related to funding. Such reports shall be submitted with invoices for payment upon execution by both parties of this Agreement, on or after July 1, 2016; January 1, 2017; and July 1, 2017. A final report of all work completed under this Agreement shall be submitted on or before January 31, 2018.

						Period 1	Period 2	Period 3	Total
						1/1/2016 - 6/30/2016 (6 months)	7/1/2016 - 6/30/2017 (12 months)	7/1/2017 - 12/31/2017 (6 months)	
<b>A. Senior Personnel</b>									
PI	Super, Charles - AY, Cost Shared	Salary	Appt	Months Effort	% Effort				
	Super, Charles - Summer	\$180,938	9	0.18	2.00%	-	-	-	-
		\$60,313	3	-	-	-	-	-	-
Co-I	Harkness, Sara - AY, Cost Shared	\$158,477	9	0.09	1.00%	-	-	-	-
Co-I	Mavridis, Caroline - CY: P1 4%, P2 5%, P3 2%	\$45,000	11	0.44	4.00%	900	2,363	496	3,759
<b>B. Other Personnel</b>									
0	Post Docs					-	-	-	-
0	Graduate Assistants - AY		9	-	-	-	-	-	-
0	Graduate Assistants - Summer		3	-	-	-	-	-	-
	Student Labor: \$22/hour: P1 50 hrs, P2 100 hrs, P3 25 hrs					1,100	2,200	550	3,850
	Student Labor: \$14/hour: P1 50 hrs, P2 100 hrs, P3 25 hrs					700	1,400	350	2,450
	Other					-	-	-	-
<b>Total Salaries</b>						2,700	5,963	1,396	10,059
<b>C. Fringe Benefits</b>									
<b>Current Fringe Rates</b>									
						<b>Period 1</b>	<b>Period 2</b>	<b>Period 3</b>	
Super, Charles - AY, Cost Shared						-	-	-	-
Super, Charles - Summer						-	-	-	-
Harkness, Sara - AY, Cost Shared						-	-	-	-
Mavridis, Caroline - CY: P1 4%, P2 5%, P3 2%						53.00%	55.80%	57.00%	2,079
Post Docs						-	-	-	-
Graduate Assistants - AY						-	-	-	-
Graduate Assistants - Summer						-	-	-	-
Student Labor: \$22/hour: P1 50 hrs, P2 100 hrs, P3 25 hrs						3.10%	3.80%	4.00%	140
Student Labor: \$14/hour: P1 50 hrs, P2 100 hrs, P3 25 hrs						3.10%	3.80%	4.00%	89
Other						-	-	-	-
<b>Total Fringes</b>						533	1,456	319	2,308
<b>Total Salaries &amp; Fringes</b>						3,233	7,419	1,715	12,367
<b>D. Equipment</b>									
<b>E. Travel</b>									
Domestic (In-State)						50	49	33	132
Foreign									
<b>F. Participant Support Costs</b>									
# of Participants: _____									
Stipends									
Travel									
Subsistence									
Other									
<b>Total Participant Costs</b>									
<b>G. Other Direct Costs</b>									
Materials & Supplies									
Publication Costs									
Consultant Services									
Computer Services									
Subaward: **									
SSF									
Tuition									
Tuition Calculator									
<b>Total Other Direct Costs</b>									
<b>H. Total Direct Costs</b>						3,283	7,468	1,748	12,499
<b>I. Indirect/F&amp;A Costs - CT State Agencies Rate</b>									
<b>Indirect Cost Rates</b>						20%	20%	20%	2,501
* no F & A applied, ** F & A on 1st \$25,000						657	1,484	350	
<b>J. Total Costs</b>						\$ 3,940	\$ 8,962	\$ 2,098	\$ 16,000
<b>Indirect Cost Base (MTDC)</b>						\$ 3,283	\$ 7,468	\$ 1,748	\$ 12,499

**K. COST SHARE**

						1/1/2016 - 6/22/2016	8/23/2016 - 6/22/2017	8/23/2017 - 12/31/2017	
<b>Senior Personnel</b>									
PI	Super, Charles - AY, Cost Shared	Salary	Appt	Months Effort	% Effort	1,874	3,800	1,812	7,486
	Super, Charles - University Programs FB	\$180,938	9	0.18	2.00%	901	1,923	953	3,777
<b>Total Cost Shared PI Effort</b>						\$ 2,775	\$ 5,723	\$ 2,765	\$ 11,263
Co-I	Harkness, Sara - AY, Cost Shared	\$158,477	9	0.09	1.00%	821	1,664	833	3,318
	Harkness, Sara - University Programs FB		9	0.09	1.00%	395	842	438	1,675
<b>Total Cost Shared Co-I Effort</b>						\$ 1,216	\$ 2,506	\$ 1,271	\$ 4,993
<b>Total Cost Share</b>						\$ 3,991	\$ 8,229	\$ 4,036	\$ 16,256