



**CONTRACT FOR THE 2025-2026 EVALUATION OF  
21st CENTURY COMMUNITY LEARNING CENTERS PROGRAM  
between  
LAURUS GRANT WRITING AND EVALUATION SERVICES  
and  
TOWNSHIP OF UNION PUBLIC SCHOOLS**

This agreement, effective the first day of September 2025 and ending the thirty-first day of August 2026 (the “Term”) is by and between Laurus Grant Writing and Evaluation Services (LAURUS) located at 37 Kings Road, Suite 103B, Madison, NJ 07940 and Township of Union Public Schools (UPS) located at 2369 Morris Avenue, Union, NJ 07083.

**A. General**

LAURUS agrees to provide comprehensive evaluation services of the UPS Nita M. Lowey 21<sup>st</sup> Century Community Learning Centers (21CCLC) program, which will examine the following areas: student demographics, attendance, and enrollment; student academic interests and performance; student relationships to school, family, peers and community; student exposure to new concepts; student leadership; program staffing; linkages to school; community partnerships; and parental involvement/engagement.

**B. Services**

In connection therewith, LAURUS will engage in the following activities:

- Twice annual observation visits to each site to assess program implementation and performance;
- Twice annual Project Director and Site Coordinator interviews per site;
- Twice yearly in-depth analysis of student attendance data, including an assessment of attendance and enrollment by activity;
- Analysis of student surveys for each site;
- Analysis of parent surveys for each site;
- Annual analysis of student grades and scores;
- Attendance at one or more Advisory Board meetings upon request;
- Attendance at NJ Department of Education evaluator mandated meetings.

Over the course of the Term, LAURUS shall deliver the following to UPS:

- Quarterly informal email or verbal reports describing recent activities and events, as well as changes to the program and notable trends;
- Twice annual formal evaluation reports addressing whether the program is being implemented as planned, whether it is moving towards goals and objectives, and recommendations for improvement;
- Completion of the evaluation sections of required continuation grants;
- Phone conferences and emails, as needed.



### **C. Rates and Costs**

Payment for services specified in this contract shall be paid to LAURUS, as its sole and exclusive consideration in exchange for satisfactory performance hereunder, a fee of fifteen thousand dollars (\$15,000) (the “Fee”). The Fee will be paid in installments as outlined below:

Payment 1	\$3,750	By November 30, 2025
Payment 2	\$3,750	By February 28, 2026
Payment 3	\$3,750	By May 31, 2026
Payment 4	\$3,750	By August 31, 2026

Quarterly invoices will be sent by LAURUS to Isabella Scocozza, Director Instruction and Funded Programs. Payment for services will be paid net ten days upon receipt of an invoice.

### **D. Type of Contract**

LAURUS hereby acknowledges and agrees that its relationship with UPS hereunder shall be solely and exclusively that of independent contractor, and, accordingly, that LAURUS alone is solely and exclusively liable for payment of all taxes and contributions.

### **E. Contract Limits**

Expansion of the scope or extent of this contract beyond efforts outlined may be made only through mutual agreement by both parties, UPS and LAURUS, as evidenced in writing.

### **F. Termination**

This contract can be terminated by either party upon thirty day written notice. UPS agrees to pay LAURUS for any reasonable costs of services performed on behalf of this contract prior to termination date.

### **G. Confidentiality**

LAURUS agrees not to disclose any information about this contract to anyone not associated with this contract without express permission from UPS. Confidentiality includes non-disclosure of information observed directly or viewed from data collection instruments. At no time will LAURUS reveal the identity of any person from or about whom data were collected for this project.

### **H. Hold Harmless**

LAURUS agrees to indemnify and hold UPS harmless from any damages, expenses and costs incurred from any property damages or bodily injury with respect to this contract.



As duly authorized representatives of UPS and LAURUS, the signatures below indicate agreement with the aforementioned provisions.

\_\_\_\_\_  
Isabella Scocozza, Director Instruction and Funded Programs  
Township of Union Public Schools

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

\_\_\_\_\_  
Christine Corriston, President & Managing Partner  
Laurus Grant Writing and Evaluation Services

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