

PERFORMANCE BASED CONTRACT GUIDELINES

1. WHAT IS THE PURPOSE OF THE SERVICE?

(Describe in detail any services to be provided or materials to be purchased)

In this after-school program, students in grades 3, 4, 5, and 6 will participate in a BILINGUAL ENVIRONMENTAL CITIZEN WORKSHOP. The goal of this hands-on workshop is to teach the participating students in English and Spanish art by transforming everyday rejected or trashed items into artistic items.

The projects will include: Transformation of newspapers, magazines, transformation of plastic bags, transformation of plastic bottles and transformation of metal hangers and more (paper rolls, different kind of boards).

2. AMOUNT OF SERVICE

(set forth all quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided as specified in Appendix A)

Services will be provided at Enrico Fermi School, 27 Poplar Street, Yonkers, New York 10701 with 3rd, 4th, 5th and 6th grades, 1 hour for each class per week.

2 hours per day x 25 days = 50 hours

3. WHO IS SERVED?

(Describe whether services are to be provided directly to students, to staff, etc.) (If individual providers are contemplated, set forth the names and qualifications of the service providers)

Students of 3, 4, 5, 6 grades will be served in the program. They will work directly with Teaching Artist Vickie Fremont, who will guide them in using their own hands as the major tool for the creation of their artworks and have them experience the program in both languages English and Spanish.

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers)

The service will be provided by teaching artist Vickie Fremont.

She will reach out to the teachers of the classes 3rd, 4th, 5th, and 6th grades to have their students collect the recycled materials that will be used in the Empire After School program. It is important for students to make a connection between their daily life at home and at school.

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

We plan to hold a big exhibition of the work executed at the end of the year. We also plan every 2 months to exhibit the work of our students, work that parents can see. In addition, we will send photos and comments to the District. Student creations will be returned to them but we will keep 2 to 3 projects per class to be used for the final big exhibition.

6. HOW WILL THE QUALITY BE JUDGED?

(Set forth the method which will be used to evaluate contractor's performance)

The quality of the students' work will be judged by school administration. Principal will be able to judge students' work from recycled materials. Five students per class will be selected to write comments every month on the work that will be done.

7. PERSONS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

(There must be a single Board administrative employee identified as the person responsible. This person will also be responsible for signing off on contract payments)

Elaine Shine, Executive Director

CONTRACTOR'S NAME, ADDRESS & CONTACT INFORMATION

Sue Leung Eichler, Treasurer and Director of My Hands My Tools
My Hands My Tools
230 West 147th Street, Suite 2H
New York, NY 10039

CONTRACTOR'S FEDERAL IDENTIFICATION NUMBER

81-3210362

CONTRACTOR'S STATUS

My Hands My Tools Non for profit organization

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? IF YES, WHAT IS THE GRANT AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?

Yes, the services are aligned to the EMPIRE grant. Students will be exposed to robust, cultural activities.