

Sample Partnership Agreement between a LEA and a library

Adhering to this Partnership Agreement, and in fulfillment of the mission and philosophy of Even Start Family Literacy, the coordination and support between Agency One [LEA] and Agency 2 [Library] reflects both institutions' commitment to provide high-quality educational programs for children and their families.

The intent of this agreement is to capitalize on provider strengths and expertise in building comprehensive and effective Even Start Family Literacy services for eligible participants.

Agency One will provide:

- full day-to-day responsibility for the operation of the program, including staff supervision and evaluation
- assistance in getting families involved in services offered by Agency Two
- staffing for bi-lingual story hours at Agency Two once per month between October and May
- professional development opportunities for Agency Two staff
- high quality instruction in all components
- facilitation of regular partnership meetings

Agency Two will provide:

- program space for bi-monthly family library activities
- librarian services during bi-monthly trips to library
- access to library cards for enrolled families
- travelling story times to Agency One
- space for advisory council, regional meetings, and training workshops
- full use of resource materials
- outreach to Spanish speaking community residents
- professional development opportunities
- technical support for Even Start Family Literacy program
- staff to participate at regional and state meetings

This agreement will ensure the delivery of high-quality services to participating families and is in effect for the period [date] through [date].

This agreement is contingent upon funding for this project.

CEO Agency One

CEO Agency Two