

April 23, 2019

Dear Ms. Arms,

Congratulations! District of Columbia Public Schools (DCPS) has reviewed your vetting application and approved your organization, Brendan Sailing, to serve as a DCPS School Program Provider.

Your approval allows you to begin working with schools to secure placement of your program in a DCPS school or to recruit DCPS students to participate in an off-site program. Though your approval makes you eligible to work with DCPS, it does not guarantee placement. This approval also has no implications for funding from DCPS.

We ask you save this letter for your records and have copies available to share with DCPS school leaders upon request. Additionally, if you selected in your application to make your organization searchable in the DCPS School Partnerships Database, schools will be able to find your vetted and approved status there as well. Please be sure to update any changes to your program, including contact information, using your Partner ID in your profile here: [bit.ly/SchoolProgramProvider](http://bit.ly/SchoolProgramProvider)

NOTE:

- *Memoranda of Agreement* -- Once your organization forms a partnership with a school to begin programming, you must enter into an MOA with DCPS to outline the terms and conditions of your partnership. To enter into an MOA with DCPS, email [dcps.partnerships@dc.gov](mailto:dcps.partnerships@dc.gov).
- *Out of School Time Programs*—If your program is an out of school time program, operating before school, afterschool, during the summer, or during school holidays, there are additional requirements you **must** fulfill before you can provide services to DCPS schools/students. Please visit <https://dcps.dc.gov/page/partner-resources> for a list of additional requirements and begin work on these requirements immediately.
- *Physical & Mental Health, Expectant/Parenting Programs*—This approval status as a School Program Provider does **not** approve your organization to provide health services or screenings to DCPS schools and/or students. This includes physical health, mental health, and programming for expectant or parenting students. Given the unique requirements for these services, organizations providing these services or screenings must complete a separate application process through the DCPS Student Wellness Division.

**Your approval as a DCPS School Program Provider lasts for three school years.** Your organization will not need to apply to be re-vetted until the **Spring of 2021**. DCPS reserves the right, however, to require providers to submit annual year-end reports and program attendance data, conduct site visits, and provide support to improve programming opportunities for DCPS students. DCPS may also revoke a partner's approval status at any time if it feels that doing so is in the best interest of DCPS or the District of Columbia.

We greatly appreciate your interest in DC Public Schools and look forward to working with your



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organization. If you have any questions or concerns, please feel free to contact the School Partnerships Division, within the Office of Family and Public Engagement, at (202) 442-5020 or [dcps.partnerships@dc.gov](mailto:dcps.partnerships@dc.gov). We look forward to partnering with your organization to provide our DCPS students with the highest quality programming opportunities.

Sincerely,

Thomasin Franken  
Manager, Partner Engagement



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Office of Family and Public Engagement