

Which Contract Form is the Right One?

Contractual Agreement With Consultants - A contract to be signed with individuals or companies to provide consulting services. (Typically this form is used for services where there is not a physical product such as evaluation services, technology consulting, presentation services, occupational therapy services, etc.)

Contractual Agreement With Contractors - A contract to be signed with individuals or companies to provide contracted services. (Typically this form is used by the Operations group for contracts involving services such as security services, small construction projects, repair projects, inspection services, etc.)

Renewal Contract Agreement - A shortened form of contract to be used when the Board has approved the renewal of either a Consultant Agreement or a Contractor Agreement. The original contract will be referenced in this agreement and the terms and conditions incorporated by reference.

Agency Partnership Agreement - A contract to be signed with an Agency Partner where no funds change hands between the partners. The Agency Partner will generally receive funds from an external source in exchange for providing the contracted services (such as the YMCA providing after-school care).

Memorandum of Understanding (MOU) (Non-Fund Raising) - A contract to be signed with a local organization partner to provide the contracted services. Under this type of contract, neither party will receive compensation from any source. There is a specific clause in this contract that forbids any type of fund raising in the name of SLPS.

Memorandum of Understanding (MOU) (Fund Raising) - A contract to be signed with a local organization partner to provide the contracted services. Under this type of contract, neither party will receive compensation from any source. The Board must pre-approve the proposed Fund Raising in this contract.

If you have questions regarding which contract form is the right one, please contact Kevin Coyne at 345-2397.