

Kipp Charter Schools - www.kippouston.org

Emeritus Directors - David Doll, Mark Jacobs, Barbara Hurwitz, Shawn Hurwitz,
David Magdol

Deedrah Harp, Director of S3 at dharp@kippouston.org or 832-328-1051.

Open Records Request for *It's Your Game*

From:



Items Requested and Response:

1. Any Memorandum of Understanding entered into between the district and The University of Texas Health Science Center of Houston:
 - Please see the attached MOU dated 5-10-10.
2. School Board and SHAC minutes discussing "It's Your Game":
 - Please see attached minutes from Board Meeting dated 2-9-11.
3. Any and all Research Subaward Agreement and all Amendments entered into between the district and The University of Texas Health Science Center of Houston
 - Please see attached Research Subaward Agreement dated 3-30-11.
 - Please see attached Research Subaward Agreement Amendment No. 1 dated 10-28-11.
 - Please see attached Research Subaward Agreement Amendment No. 2 dated 10-11-12.
4. Copy of Parent Consent Form and approximate dates they will be sent to parents:
 - Please see attached parent consent form. Approximate dates of dissemination for SY 2012-13 are from September-November, 2012.
5. Any notice to parents about parent meetings concerning "It's Your Game" implementation: N/A
6. A schedule of implementation dates for "It's Your Game-Keep it Real" sex ed for this academic year in the 7th and/or 8th grade:

<ul style="list-style-type: none">◦ KIPP Middle School<ul style="list-style-type: none">○ 7th: 1-14-13, 8th: 9-18-12◦ KIPP Sharpstown<ul style="list-style-type: none">○ 7th: 1-9-13, 8th: 2-25-13◦ KIPP Liberation<ul style="list-style-type: none">○ 7th: 1-11-13, 8th: 11-30-12◦ KIPP Spirit<ul style="list-style-type: none">○ 7th: 1-8-13, 8th: 1-8-13	<ul style="list-style-type: none">◦ KIPP Intrepid<ul style="list-style-type: none">○ 7th: 1-14-13, 8th: 10-1-12◦ KIPP 3D<ul style="list-style-type: none">○ 7th: 9-25-12, 8th: 1-15-13◦ KIPP Polaris<ul style="list-style-type: none">○ 7th: 1-15-13, 8th: 11-6-12◦ KIPP Voyage<ul style="list-style-type: none">○ 7th: 8-20-12, 8th: 10-15-12
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7. Any documents that discuss which campuses will implement "It's Your Game" if some are included and some are not.
 - N/A as all KIPP Houston Public Schools middle schools are implementing IYG.

For questions, please contact Deedrah Harp, Director of S³ at dharp@kipphouston.org or 832-328-1051.

KIPP, Inc. and KIPP Southeast Houston
MINUTES OF THE BOARD OF DIRECTORS MEETING

Date: February 9, 2011
Time: 6:30 p.m.
Place: United Way Community Resource Center, 50 Waugh Drive, Houston, TX 77007
Attendance: **Executive Board Members Present:** Bill Boyar, Mark Desjardins, George Donnelly, Michael Feinberg, Mark Jacobs, David Magdol, Danielle Malone, Brian McCabe, Karol Musher, Frank Rodriguez, Sid Weiss
Executive Board Members Absent: Ricardo Garcia-Moreno
Others: Sunita Arora, Aaron Brenner, Manny Cabrera, Dan Caesar, Ken Goeddeke, Sondee Hatcher, Rodrigo Herrera, Eric Kot, John Murphy and Kenny Kurtzman

David Magdol called the meeting to order at 6:36 PM.

School Reports

Eric Kot presented the updated Dashboard. He mentioned that there would be a Pulse update in the April version. He also said that the ADA variance is at Coastal Village. Sid Weiss stated that this was the best, most concise Dashboard presentation yet.

Development Committee Report

Sondee Hatcher presented the update on Annual Fundraising for 2010/2011 and the update of Capital Fundraising. She mentioned that we had already reached the \$3.5 million fundraising goal and we would be raising that to \$5 million for 2011-2012. She also stated that Carol Moffett, the Director of Individual Giving would be reaching out to more potential funders.

Sondee went on to ask the Board what they would like to see when she presents the Development Deep Dive at the April meeting. David Magdol said he would like to see how we're doing on pace and if the bar/goal should go up or down.

Kenny Kurtzman presented the Booz & Co presentation regarding organizing externally facing functions for growth.

Finance Committee Report

John Murphy went through the 5 year model. He mentioned that Finance Committee would be meeting on February 22nd at 5 PM to seek guidance. He then went through a 10% budget cut scenario. When asked about the PHILO and KIPP funds and if we could use them to ease the budget cuts, John mentioned that most cannot be touched. At the end of his presentation John said there would be several question marks in June when the Board approves the budget

Executive Committee Report

Rodrigo Herrera followed up on the People Strategy presentation from December and thanked everyone for guidance. From the feedback he has gathered, he feels KIPP is headed in the right direction.

Dan Caesar then presented the priorities for Academics. He said the priority would be alignment with the region by establishing the core and executing it.

John Murphy presented the Business Team priorities which are to "create a business support system that maximizes benefits to students" and to "execute with fidelity on a Long Term Financial Sustainability Plan."

Rodrigo Herrera presented the People Team priorities. Their priorities are to "track and improve retention of strong performers in all levels" and to "formalize processes and set specific goals for identifying and developing successors."

Nomination Report

David Magdol and Bill Boyar volunteered to speak with Benjamin Warren about the possibility of joining the Executive Board.

Executive Session

The Executive Board adjourned into closed Executive Session at 8:36 pm as permitted under Texas Government Code 551.071. The closed Executive Session recessed at 8:56 pm.

There being no further business, the meeting was adjourned at 8:58 pm.

KIPP, Inc. and KIPP Southeast Houston Items Removed from Consent Agenda

KIPP, Inc. Consent Agenda

MOTION: 1st: Bill Boyar and 2nd: George Donnelly

- A. Vote to approve December 1, 2010 minutes
- B. Vote to approve Susan Kaler as the Corporate Secretary of KIPP, Inc.
- C. Vote to approve revision to criminal background check policy
- D. Vote to approve resolution to expand the priority zone for Northeast campus
- E. Vote to approve resolution to implement It's Your Game...Keep It Real Pregnancy Prevention Program

KIPP Southeast Houston Consent Agenda

MOTION: 1st: George Donnelly and 2nd: Bill Boyar

- A. Vote to approve December 1, 2010 minutes
- B. Vote to approve revision to criminal background check policy
- C. Vote to approve resolution to expand the priority zone for Third Ward campus
- D. Vote to approve resolution to implement It's Your Game...Keep It Real Pregnancy Prevention Program

September 7, 2011

Dear Parents/Guardians:

HIV/AIDS, other sexually transmitted diseases (STD), and unintended teen pregnancy are very serious health problems today. As part of our advisory curriculum we will be covering topics that address these issues.

There are both classroom lessons and computer lessons. These lessons are designed to give students information on puberty, life skills and healthy decision making. During the class, students will learn and practice ways to resist pressure to drink alcohol, use drugs and have sex. Students will also learn about healthy relationships and personal limits. The lessons emphasize that choosing not to have sex is the safest choice. The unit also covers ways for teens to protect themselves and reduce their risk of getting pregnant or an STD.

Please contact _____ to arrange a preview time and answer any questions you may have about the program.

If you **do not** want your daughter/son to participate in the lessons, please sign the form below, and return it to your child's teacher as soon as possible so that we can arrange an alternative learning activity for your child. If we do not hear from you by: _____, we will assume that you approve of your child's participation in the unit.

Sincerely,

School Leader

Please excuse my daughter/son, _____, from the health unit mentioned above.

I understand that she/he will participate in another appropriate learning activity during the unit.

(Date)

(Signature of parent/guardian)

NOTE: YOU ONLY NEED TO RETURN THIS FORM IF YOU DO NOT WANT YOUR CHILD TO PARTICIPATE IN THE LESSONS.

Memorandum of Understanding

Date: May 10, 2010

Application Title: **Replication of Evidence-based Programs to Prevent Teen Pregnancy in Harris County, TX and Surrounding Ares**

Proposed project period: 9/30/2010 – 9/29/2015

Investigators: Susan Tortolero, PhD and Melissa Peskin, PhD

The parties named below agree to enter into this Memorandum of Understanding to implement It's Your Game...Keep It Real with middle school students and/or Reducing the Risk with high school students. Specifically, each party understands that their responsibility and commitment will involve:

- Collaborating with The University of Texas Health Science Center at Houston's Prevention Research Center (UTPRC) during planning phase to ensure school, parent and community support;
- Identifying appropriate school district level staff and school site educators to coordinate and deliver the program(s) in the middle and/or high schools;
- Allocating appropriate resources and time to ensure staff training and program implementation for school site educators;
- Agreeing to have appropriate school site educators from the middle and/or high schools receive formal training from UTPRC;
- Implementing the It's Your Game and/or Reducing the Risk program (s) in the middle and/or high schools with strict observance of the programs' principles;
- Receiving technical assistance from UTPRC;
- Allowing an independent evaluator to conduct an evaluation of the program activities to assess student knowledge, attitudes, and behaviors.

Should any differences occur between the parties, these differences will be reviewed by a multi-site advisory group, comprising representatives from all participating sites until a mutually agreeable resolution is reached.

Kipp Houston

School District

Deedrah Harp

Signature

Deedrah Harp

Typed Name

Director of S³

Title

832-633-1844

Phone Number

dharp@kipphouston.org

E-mail Address

May 10, 2010

Date

The University of Texas Health Science Center at Houston

Institution

T. Kevin Dillon

Signature

T, Kevin Dillon

EVP, Chief Operating and Financial Officer

713-500-3535

Phone Number

E-mail Address

Date

Research Subaward Agreement Amendment No. 2

Prime Recipient	Subrecipient
Institution/Organization ("Prime Recipient") Name: The University of Texas Health Science Center at Houston Address: Office of Sponsored Projects 7000 Fannin, UCT 1006 Houston, TX 77030 PI: Susan Tortolero, Ph. D	Institution/Organization ("Subrecipient") Name: KIPP Houston Address: 10711 KIPP Way, Houston, Texas 77099 PI: Deedrah Harp
Prime Award No.: 5TP1AH000072-03-00	Subaward No.: 0008092E
Effective Date of Amendment: September 1, 2012	Amendment No.: 2

Amendment(s) to Original Terms and Conditions

The purpose of this Amendment is to provide for an additional funding period, add additional funding, and to add a new addendum to Attachment 2 of the Subaward Agreement.

The Subaward Agreement is amended as follows:

Subaward Period of Performance:

Performance of this Subaward is for the new budget period of 9/1/2012 through 8/31/2013; unless extended by written amendment to the Subaward.

Amount Funded this Action:

Funds in the amount of \$69,600.00 are provided for the performance of this work during the new funding period identified above.

Attachment 2: Adds new terms and conditions.

All other terms and conditions not mentioned herein remain in full force and effect. Carry forward from previous funding period is not authorized.

By an Authorized Official of Prime Recipient:

Kathryn Bradley *10/12/12*
 Name: Kathryn Bradley Date
 Title: Assistant Director, Contracts
 Office of Sponsored Projects

By an Authorized Official of Subrecipient:

Deedrah Harp *10/12/12*
 Name: Deedrah Harp Date
 Title: Director of S3

Attachment 2

Attachment 2 (Addendum)
Research Subaward Agreement
Prime Award Terms and Conditions
PHS Funded Projects

PHS Regulations on Financial Conflict of Interest (42 CFR Part 50 Subpart F)

- a) 42 CFR Part 50, 604 requires that institutions conducting PHS-funded research "*Maintain an up-to-date, written, enforced policy on financial conflicts of interest.*" Further, "*If the Institution carries out the PHS-funded research through a subrecipient (e.g., subcontractors or consortium members), the Institution (awardee Institution) must take reasonable steps to ensure that any subrecipient Investigator complies with this subpart by incorporating as part of a written agreement with the subrecipient terms that establish whether the financial conflicts of interest policy of the awardee Institution or that of the subrecipient will apply to the subrecipient's Investigators.*"
- b) Subrecipient must designate herein whether the financial conflicts of interest policy of Prime Recipient Institution, or XX Subrecipient Institution (check one) will apply, and, by execution of this Subaward Agreement, Subrecipient Institution certifies that its financial conflict of interest policy complies with 42 CFR Part 50.
- c) Subrecipient shall report any financial conflict of interest to Prime Recipient's Administrative Representative, as designated on Attachment 3A. Any financial conflicts of interest identified shall subsequently be reported to PHS. Such report shall be made before expenditure of funds authorized in this Subrecipient Agreement and within 45 days of any subsequently identified financial conflict of interest.

Appendix A
Budget for the funding period of
September 1, 2012 through August 31, 2013

Expense Category	Amount Authorized
Personnel Costs	\$58,400.00
Consultant	\$4,000.00
Equipment	\$1,655.00
Travel	\$0.00
Supplies	\$3,945.00
Other Direct Costs	\$1,600.00
Total Direct Cost	\$69,600.00
F&A Costs	\$0.00
TOTAL COST	\$69,600.00

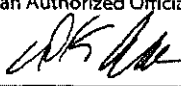
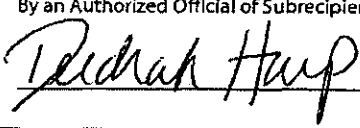
October 2010 FDP

Research Subaward Agreement

Institution/Organization ("Prime Recipient") Name: <u>The University of Texas Health Science Center at Houston</u> Prime Award No.: <u>6TP1AH000072-01-01</u> Awarding Agency: <u>Department of Health & Human Services</u>	Institution/Organization ("Subrecipient") Name: <u>KIPP Houston</u> Subaward No.: <u>0008092E</u> CFDA #: <u>93.235</u> Amount Funded This Action: <u>\$69,600.00</u> Est. Total (if incrementally funded): _____
PI: <u>Dr. Susan Tortolero</u>	PI: <u>Deedrah Harp</u>
Subaward Period of Performance: Budget Period: From: <u>Sep 1, 2010</u> To: <u>Aug 31, 2011</u>	Estimated Project Period (if incrementally funded): From: _____ To: _____
Project Title: <u>Teenage Pregnancy Prevention: Replication of Evidence Based Programs</u>	
Reporting Requirements (Check here if applicable: <input checked="" type="checkbox"/> See Attachment 4) <input checked="" type="checkbox"/> FFATA (Attachment 3B) <input type="checkbox"/> ARRA Funds (Attachment 4A)	

Terms & Conditions

- 1) Prime Recipient hereby awards a cost reimbursable subaward, as described above, to Subrecipient. The statement of work and budget for this subaward are (check one): As specified in Subrecipient's proposal dated _____; or as shown in Attachment 5. In its performance of the subaward work, Subrecipient shall be an independent entity and not an employee or agent of Prime Recipient.
- 2) Prime Recipient shall reimburse Subrecipient not more often than monthly for allowable costs. All invoices shall be submitted using Subrecipient's standard invoice, but at a minimum shall include current and cumulative costs (including cost sharing), subaward number, and certification as to truth and accuracy of invoice. *Invoices that do not reference Prime Recipient's Subaward Number shall be returned to Subrecipient.* Invoices and questions concerning invoice receipt or payments should be directed to the appropriate party's Financial Contact as shown in Attachments 3A & 3B.
- 3) A final statement of cumulative costs incurred, including cost sharing, marked "FINAL" must be submitted to Prime Recipient's Financial Contact, as shown in Attachments 3A and 3B, NOT LATER THAN sixty (60) days after subaward end date. The final statement of costs shall constitute Subrecipient's final financial report.
- 4) All payments shall be considered provisional and subject to adjustment within the total estimated cost in the event such adjustment is necessary as a result of an adverse audit finding against the Subrecipient.
- 5) Matters concerning the technical performance of this subaward should be directed to the appropriate party's Principal Investigator, as shown in Attachments 3A and 3B. Technical reports are required as shown above, "Reporting Requirements".
- 6) Matters concerning the request or negotiation of any changes in the terms, conditions, or amounts cited in this subaward agreement, and any changes requiring prior approval, should be directed to the appropriate party's Administrative Contact, as shown in Attachments 3A & 3B. Any such changes made to this subaward agreement require the written approval of each party's Authorized Official as shown in Attachments 3A & 3B.
- 7) Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or director's, to the extent allowed by law.
- 8) Either party may terminate this subaward with thirty days written notice to the appropriate party's Authorized Official Contact as shown in Attachments 3A & 3B. Prime Recipient shall pay Subrecipient for termination costs as allowable under OMB Circular A-21 or A-122 or 45 CFR Part 74 Appendix E, "Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals" as applicable.
- 9) No-cost extensions require the approval of the Prime Recipient. Any requests for a no-cost extension should be addressed to and received by the Authorized Official Contact, as shown in Attachments 3A & 3B, not less than thirty (30) days prior to the desired effective date of the requested change.
- 10) The Subaward is subject to the terms and conditions of the Prime Award and other special terms and conditions, as identified in Attachment 2.
- 11) By signing below Subrecipient makes the certifications and assurances shown in Attachments 1 and 2. Subrecipient also assures that it will comply with applicable statutory and regulatory requirements specified in the Research Terms & Conditions Appendix C found at <http://www.nsf.gov/bfa/dias/policy/rtc/appc.pdf>.

By an Authorized Official of Prime Recipient  <u>Debra K. Campbell, MPA, CRA</u> Date: <u>3/31/11</u>	By an Authorized Official of Subrecipient  <u>Deedrah Harp</u> Date: <u>3-30-11</u>
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Contracts Director
Office of Sponsored Projects

Attachment 1
Research Subaward Agreement
Certifications and Assurances

By signing the Subaward Agreement, the authorized official of Subrecipient certifies, to the best of his/her knowledge and belief that:

Certification Regarding Lobbying

1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or intending to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Subrecipient shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying", to the Prime Recipient.

3) The Subrecipient shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Debarment, Suspension, and Other Responsibility Matters

Subrecipient certifies by signing this Subaward Agreement that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

OMB Circular A-133 Assurance

Subrecipient assures Prime Recipient that it complies with A-133 and that it will notify Prime Recipient of completion of required audits and of any adverse findings which impact this subaward.

Attachment 2
Research Subaward Agreement
Prime Award Terms and Conditions
NIH

Agency-Specific Certifications/Assurances

1. By signing this Research Subaward Agreement Subrecipient makes the certifications and assurances specified in the Research Terms and Conditions Appendix C found at <http://www.nsf.gov/bfa/dias/policy/rtc/appc.pdf>

General terms and conditions as of the effective date of this Research Subaward Agreement:

1. The restrictions on the expenditure of federal funds in appropriations acts are applicable to this subaward to the extent those restrictions are pertinent.
2. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
3. The NIH Grants Policy Statement, including addenda in effect as of the beginning date of the period of performance.
4. Subrecipient assures, by signing this Subaward Agreement, that all Subrecipient's personnel who are responsible for the design and conduct of projects involving human research participants have successfully completed their institutional training in accordance with the NIH Guide, Notice OD-00-039.
5. Research Terms and Conditions found at < <http://www.nsf.gov/bfa/dias/policy/rtc/terms.pdf> > and Agency Specific Requirements found at http://www.nsf.gov/pubs/policydocs/rtc/nih_708.pdf, except for the following:
 - a. The right to initiate an automatic one-time extension of the end date provided by Article 25(c)(2) of the Research Terms and Conditions is replaced by the need to obtain prior written approval from the Prime Recipient;
 - b. The payment mechanism described in Article 22 and the financial reporting requirements in Article 52 of the Research Terms and Conditions and Article 8 of the Agency-Specific Requirements are replaced with Terms and Conditions (1) through (4) of this Subaward Agreement; and
 - c. Any prior approvals are to be sought from the Prime Recipient and not the Federal Awarding Agency.
6. Title to equipment costing \$5,000 or more that is purchased or fabricated with research funds or Subrecipient cost sharing funds, as direct costs of the project or program, shall unconditionally vest in the Subrecipient upon acquisition without further obligation to the Federal Awarding Agency subject to the conditions specified in Article 34(a) of the Research Terms and Conditions.
7. Treatment of Program Income: Additive

Special terms and conditions:

1. Copyrights - The Subrecipient grants ___ shall grant (check one) to Prime Recipient an irrevocable, royalty-free, non-transferable, non-exclusive right and license to use, reproduce, make derivative works, display, publish, and perform any copyrights or copyrighted material (including any computer software and its documentation and/or databases) first developed and delivered under this Subaward Agreement solely for the purpose of and only to the extent required to meet Prime Recipient's obligations to the Federal Government under its Prime Award.
2. Data Rights - Subrecipient grants to Prime Recipient the right to use data created in the performance of this Subaward Agreement solely for the purpose of and only to the extent required to meet Prime Recipient's obligations to the Federal Government under its Prime Award.
3. This Subaward Agreement is on a cost reimbursement basis only, which means that cash must have been expended prior to being claimed for reimbursement. No advance payments will be permitted.
4. Automatic Carry Forward YES NO
If no, then carry forward requests must be sent to UNIVERSITY's Principal Investigator, as shown in Attachment 3, not less than thirty (30) days prior to the desired effective date of the requested change.

UNIVERSITY reserves the right to revoke automatic carry forward authorization by changing this special term and condition by amendment at any time.

5. If applicable, Subrecipient shall, at all times while performing services under this Subaward, comply with the restrictions applicable to the confidentiality and security of medical records as required by the Health Insurance Portability and Accountability Act of 1996, codified at 42 USC § 132d through d-8 (HIPAA) or Protected Health Information (PHI) as promulgated in 45 CFR § 164 (HIPAA Privacy Regulations).
Termination of this Subaward will not affect the responsibility of Subrecipient to continue to comply with the above mentioned requirements during the period Subrecipient maintains any portion of such records.
6. Subrecipient understands that materials and information resulting from the performance of this Subaward may be subject to export control laws and is solely responsible for its own compliance with such laws.
7. If a financial conflict of interest is identified, Subrecipient shall notify Prime Recipient's Research Conflict of Interest Review Board (7000 Fannin Street, UCT 1012, Houston, Texas 77030) within 60 days, that a management plan is in place or that the conflict or potential conflict cannot be managed or resolved, and the conflicted party has been removed from the project.
8. This Subaward includes a requirement to comply with the NIH Public Access Policy that implements PL 110-161. The policy, which can be found at <http://publicaccess.nih.gov/policy.htm>, states: "The Director of the National Institutes of Health shall require that all investigators funded by the NIH submit, or have submitted for them, to the National Library of Medicine's PubMed Central an electronic version of their final, peer-reviewed manuscripts upon acceptance for publication, to be made publicly available no later than 12 months after the official date of publication: Provided, That the NIH shall implement the public access policy in a manner consistent with copyright law." The policy was effective April 7, 2008 and each investigator is required to submit final, peer-reviewed manuscripts that resulted from 2008 NIH research support to PubMed <http://www.ncbi.nlm.nih.gov/pubmed/>. The publications will be made publicly available through PubMed Central within 12 months of the publication date. Beginning May 25, 2008 authors must include PubMed Central ID numbers in NIH applications and reports when citing their articles covered by the policy.

Attachment 3A
Research Subaward Agreement

Subaward Number:

0008092E

Prime Recipient Contacts

Institution/Organization ("Prime Recipient")

Name: The University of Texas Health Science Center at Houston

Address: Office of Sponsored Projects

7000 Fannin, UCT 1006

City: Houston

State: Texas

ZipCode: 77030

Administrative Contact

Name: Debra K. Campbell, MPA, CRA, Contracts Director, Office of Sponsored Projects

Address: The University of Texas Health Science Center at Houston

Office of Sponsored Projects

7000 Fannin, UCT 1006

City: Houston

State: Texas

ZipCode: 77030

Telephone: 713-500-3999

Fax: 713-500-0355

Email: osp@uth.tmc.edu

Principal Investigator

Name: Dr. Susan Tortolero

Address: The University of Texas Health Science Center at Houston

The University of Texas School of Public Health

7000 Fannin, UCT 2080

City: Houston

State: Texas

ZipCode: 77030

Telephone: 713-500-9634

Fax: 713-500-0355

Email: Susan.Tortolero@uth.tmc.edu

Financial Contact

Name: PAF Team

Address: The University of Texas Health Science Center at Houston

P.O. Box 20036

City: Houston

State: Texas

ZipCode: 77225-0036

Telephone: 713-500-4940

Fax: 713-500-4939

Email: paf@uth.tmc.edu

Authorized Official

Name: Debra K. Campbell, MPA, CRA, Contracts Director, Office of Sponsored Projects

Address: The University of Texas Health Science Center at Houston

Office of Sponsored Projects

7000 Fannin, UCT 1006

City: Houston

State: Texas

ZipCode: 77030

Telephone: 713-500-3999

Fax: 713-500-0355

Email: osp@uth.tmc.edu

Attachment 3B - Research Subaward Agreement
Subrecipient Contacts

Subaward Number:

0008092E

Institution/Organization ("Subrecipient")

Name: KIPP Houston Charter Schools

Address: 10711 KIPP Way

City: Houston

State: TX

ZipCode + 4: 77099-2675

EIN No.:

Institution Type: Independent School District

Did the subrecipient's gross income, from all sources, in the previous tax year exceed \$300,000? Yes No

If no, FFATA reporting of this subaward is not required.

Is the Performance Site the Same Address as Above? Yes No

Currently registered in CCR? Yes No

If no, is the Performance Site the same as PI address below? Yes No

DUNS No.:

Parent DUNS No.:

If no to both questions, please complete 3B page 2 (if ARRA funding use Attachment 4A).

947950879

Is Subrecipient exempt from reporting compensation? Yes No

Congressional District:

Congressional District:

If no, please complete 3B page 2 (if ARRA funding use Attachment 4A).

9th

Administrative Contact

Name: Sharon Saunders

Address: KIPP Houston High School

10711 KIPP Way

City: Houston

State: TX

ZipCode: 77099

Telephone: 832-633-1820

Fax:

Email: ssaunders@kipphouston.org

Principal Investigator

Name: Deedrah Harp, Director of Student Support Services

Address: 10711 KIPP Way

City: Houston

State: TX

ZipCode: 77099

Telephone: 832-633-1844

Fax:

Email: dharp@kipphouston.org

Financial Contact

Name: Yvette Maldonado

Address: 10711 KIPP Way

City: Houston

State: TX

ZipCode: 77099

Telephone: 832-328-1051

Fax:

Email: ymaldonado@kipphouston.org

Authorized Official

Name: Deedrah Harp, Director of Student Support Services

Address: 10711 KIPP Way

City: Houston

State: TX

ZipCode: 77099

Telephone: 832-633-1844

Fax:

Email: dharp@kipphouston.org

FDP version 20101012

Attachment 3B - Research Subaward Agreement
Page 2 - Place of Performance & Highest Compensated Officers

Subaward Number:

0008092E

Institution/Organization ("Subrecipient")

Name: KIPP Houston Charter Schools

Place of Performance

Name: KIPP Houston Charter Schools

Address: 10711 KIPP Way

City: Houston

State: TX

Zip Code: 77099

Telephone: 832-328-1051

Fax:

Email: dharp@kipphouston.org

Congressional District: 9th

Exempt from reporting compensation? Yes No If no, proceed with filling out the top 5 paid officers below.

Executive compensation information for the Subrecipient must be reported if: More than 80% of annual gross revenues are from the Federal government, and those revenues are greater than \$25M annually; compensation information is not already available through reporting to the SEC.

Officer 1 Name

Officer 1 Compensation

Officer 2 Name

Officer 2 Compensation

Officer 3 Name

Officer 3 Compensation

Officer 4 Name

Officer 4 Compensation

Officer 5 Name

Officer 5 Compensation

Attachment 4
Reporting Requirements

Reporting Requirements

1. Technical progress reports are required as requested by Prime Recipient's Principal Investigator.
2. In accordance with 37 CFR 401.14, Subrecipient shall notify Prime Recipient's Administrative Contact, as stated in Attachment 2, within two months after Subrecipient's inventor discloses invention(s) in writing to Subrecipient personnel responsible for patent matters. Subrecipient shall use form HHS568 to report invention(s). A negative report is not required.

**Attachment 5
BUDGET AND STATEMENT OF WORK**

**Budget for the separable funding period of
September 1, 2010 through August 31, 2011**

Expense Category	Amount Authorized
Personnel Costs	\$63,600.00
Consultant	\$6,000.00
Equipment	\$0.00
Travel	\$0.00
Supplies	\$0.00
Other Direct Costs	\$0.00
Total Direct Cost	\$69,600.00
Indirect Costs (0% MTDC)	\$0.00
TOTAL COST	\$69,600.00

STATEMENT OF WORK

KIPP Houston will work with staff at The University of Texas Health Science Center at Houston to implement the "It's Your Game-Keep it Real" student training program.

KIPP Houston will perform the following activities:

1. Identify classes for curriculum activity.
2. Identify school personnel who will complete the curriculum training program and who will administer/teach the program to students.
3. Perform fidelity and process monitoring.
4. Participate in curriculum evaluation activities.
5. Provide executive level leadership and oversight over the "It's Your Game-Keep it Real" program.

**Attachment 6
Sample Invoice**

COLLABORATOR: _____ Date: _____

PAYMENT ADDRESS:

INVOICE NO. _____
PRIME AWARD NO. _____
SUBAWARD NO. _____
AWARD AMOUNT \$ _____

Billing Period:
_____ to _____

Submit invoice to:
Post Award Finance
The University of Texas Health
Science Center at Houston
7000 Fannin, UCT 902
Houston, Texas 77030-1500

Description/Cost Items	Amt Billed for Current Period From: To:	Cumulative Amt from Inception From: To:
Personnel		
Consultant costs		
Equipment		
Materials and Supplies		
Travel		
Other Direct costs		
IDC Exclusions		
Indirect cost		
Total costs		

I certify that this request represents a reimbursement of actual costs incurred during the invoice period and that these costs are appropriate and in accordance with this Subaward. The COLLABORATOR further certifies that payment made by UTHSCH under this Subaward shall not duplicate reimbursement of costs and services that are received from other sources.

Signed: _____
Project Director/designated signatory

Approved for payment: _____
COLLABORATOR/authorized financial official

Research Subaward Agreement Amendment No. 1

Prime Recipient	Subrecipient
Institution/Organization ("Prime Recipient") Name: The University of Texas Health Science Center at Houston Address: Office of Sponsored Projects 7000 Fannin, UCT 1006 Houston, TX 77030 PI: Susan Tortolero, Ph. D	Institution/Organization ("Subrecipient") Name: KIPP Houston Address: 10711 KIPP Way, Houston, Texas 77099 PI: Deedrah Harp
Prime Award No. 5TP1AH000072-02	Subaward No. 0008092E
Effective Date of Amendment September 1, 2011	Amendment No. 1

Amendment(s) to Original Terms and Conditions

The purpose of this Amendment is to provide for an additional funding period and add additional funding.

The Subaward Agreement is amended as follows:

Subaward Period of Performance:

Performance of this Subaward is for the new budget period of 9/1/2011 through 8/31/2012, unless extended by written amendment to the Subaward:

Amount Funded this Action:

Funds in the amount of \$69,600.00 are provided for the performance of this work during the new funding period identified above.

All other terms and conditions not mentioned herein remain in full force and effect. Carry forward from previous funding period is not authorized.

DUNS # : 947950879

By an Authorized Official of Prime Recipient:

 Name: Karen Niemeier
 Title: Assistant Director, Contracts
 Office of Sponsored Projects

Date

By an Authorized Official of Subrecipient:

Deedrah Harp 10/28/11
 Name: *Deedrah Harp* Date
 Title: *Director of S3*

Appendix A
Budget for the funding period of
September 1, 2011 through August 31, 2012

Expense Category	Amount Authorized
Personnel Costs	\$59,551.00
Consultant	\$6,000.00
Equipment	\$4,049.00
Travel	\$0.00
Supplies	\$0.00
Other Direct Costs	\$0.00
Total Direct Cost	\$69,600.00
F&A Costs	\$0.00
TOTAL COST	\$69,600.00