WHAT TO REMEMBER WHEN STARTING A PARTNERSHIP



WHAT IS A SCHOOL PROGRAM PROVIDER (SPP)?

An SPP is an organization that:

- Provides its own programming to DCPS students
- Works with students 3 or more times in a school year, AND
- Is NOT a mental health or healthcare provider

ARE THEY REGISTERED?

All SPPs must be registered in the DCPS Partnerships Database. This is the first step to obtaining an agreement with the district.

You can check their registration on the database at **bit.ly/DCPSPartnershipsDatabase.**





DO THEY HAVE AN AGREEMENT?

All SPPs partnering with DCPS must have a formal agreement (MOA, PO/Contract) in place before programming begins.

Reach out to **DCPS.Partnerships@k12.dc.gov** to confirm there is an agreement.

REMEMBER! All agreements must be signed by the Chancellor and NOT the Principal

DO THEIR STAFF HAVE CLEARANCES?

All partner staff and volunteers working with students more than once a year must complete the DCPS Clearance Process. Two people at each school should have access to the clearance database to confirm clearances.

For questions on clearances: **DCPS.Clearance@k12.dc.gov**





DO THEY HAVE A FACILITIES USE AGREEMENT?

All organizations providing in person services at a school outside of regular instructional hours must have a Building Use Agreement in place with DGS before programming begins.

Scan the QR code below for more information.

Please visit the DCPS Partnerships website for more information and resources:
dcpspartnerships.com

Questions? Email DCPS.Partnerships@k12.dc.gov

SCAN ME