

CONTRACT FOR SERVICES

THIS CONTRACT FOR SERVICES is made and entered into on this 1 day of October 2020, by and between (“Organization”) and (“Business Development Consultant”). Within the terms of this agreement, Global Outreach Charter Academy, will be referred to as (“Organization”) and Milena Smolinskaya, located at 1228 Woodchurch Ln., Saint Augustine, FL 32092, will be referred to as (“Business Development Consultant”).

CONTRACT TERM

The duration of this contract shall be for a period of 12 months, commencing on 10/01/2020 and terminating on 09/30/2021.

STATEMENT OF WORK

The Business Development Consultant is responsible for conducting the following services:

Writing Services

- Grant writing
- Proposal Writing
- Correspondence with local businesses and partners
- Web content writing
- Marketing materials writing
- Business plan writing
- White Paper writing

Business Development Services

- Researching for ongoing partnership opportunities to raise awareness for the school and its activities
- Partnership development and contract negotiations with school’s potential partners
- Communicating with potential and existing partners via e-mails, phone calls, and personal meetings to enhance collaboration and donor opportunities
- Collaborating in the development of a marketing strategy, defining objectives, targets, time frames, managing workflow of activities
- Collaborating in the development of school’s marketing materials, presentations, proposals to potential and existing partners to promote services performed by GOCA, school events, news, and developments

Research/Procurement Services

- Researching available opportunities on the Organization’s behalf, prepare funding proposals and applications, attend potential funding meetings, and research (i.e. library services, internet, identifying funders, establishing contact with funders, obtaining proposal guidelines and applications, etc.).
- Market monitoring and analysis of existing and emerging trends in education
- Web content analysis and SEO improvement recommendations
- Partnership research/analysis
- Creating a compelling content for the Foundation’s white paper
- Working with various team members to refine and deliver superior quality selling white paper for the foundation

Program Development/21st Century Community Learning Center/Arts for All Grant Services/CSP Grant

- Collaborating with the school 21st CCLC team on developing the program, improving all program elements, suggesting corrections, editing/revising state and district requirements, requests, forms, etc.
- Collaborating with the school Arts for All Program Director on developing the program, improving all program elements, suggesting corrections, editing/revising state and district requirements, requests, forms, etc.
- Collaborating with the school’s team on developing all other programs (including exchange program, language program, global leadership program) if/when they become available, improving all program elements, suggesting corrections, editing/revising state and district requirements, requests, forms, etc.
- Collaborating with all school team members on development of all other types of grants for the schools: Title I, Title II, Title IV, Safety/Facility Grant, School Hardening Grant, GEER/ESSER grant, CARES Act, and any other type of funding opportunities for the schools (both Global Outreach K-8 and Global Outreach HS)

The Business Development Consultant will complete the following scope of work during the contract period:

- Submit Grant Applications (including all types of grants: local, federal, and private) within the indicated timeframe
- Send Letters of Inquiry (LOI) to local businesses to seek donation/sponsorship
- Submit Letters of Inquiry (LOI)/RFP/CSP/Other Proposals to Local Education Authority (LEA) and Federal Government (FDOE) on behalf of the school in a timely fashion
- Communicate with businesses and partners on a daily basis to cultivate ongoing long-term relationships

- Communicate with all necessary contacts from the Organization to obtain relevant information, statistics, and program details which support the successful completion and submission of all grant applications, proposals, and partnership efforts.

OWNERSHIP OF DOCUMENTS AND RECORDS

All original and final plans, proposals, and any other documents prepared or developed by the Business Development Consultant shall, upon the Organization tendering of all amounts payable hereunder, become the exclusive property of the Organization.

REMUNERATION

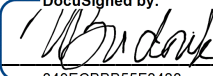
The Organization hereby agrees to pay a Business Development Consultant annual fee of \$60,000 (Sixty Thousand), equally divided by twelve months and paid out on the 15th day of each month.

TERMINATION

This Agreement is entered into by both parties voluntarily and may be terminated at any time upon 30 days' written notice without cause or penalty by either party.

ORGANIZATION

BY: Global Outreach Charter Academy

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TITLE: Governing Board President

DATE: 10/1/2020

Business Development Consultant

BY: Milena Smolinskaya

Milena Smolinskaya

TITLE: Business Development Consultant

DATE: 10/1/2020