

**THE HARRIS PROJECT, INC.**  
**PERFORMANCE BASED CONTRACT GUIDELINES**

1. WHAT IS THE PURPOSE AND SCOPE OF THE SERVICE? (Describe in detail any services to be provided or materials to be purchased)

This contract, in service of Yonkers students in grades six through eight (middle school), focuses on increasing awareness of the dangers of using substances, especially those that may contain Fentanyl, other opioids, and/or other adulterants and contaminants, through a combination of information sharing, knowledge building, skills development and norms clarification. In addition, in furtherance of our District-wide efforts to increase Co-Occurring Disorders Awareness (CODA) and expertise, among our students and staff, a collaboration with Student Assistance Services, Inc. will be established, to realize the objectives below.

Objective 1.

To provide information, education, and skill building to Yonkers middle school students using age appropriate in-person interactive classroom activities, and small group presentations from adult professionals, with corresponding printed and video materials, this includes CODA messaging, social emotional learning tools, and activities.

Objective 2.

To use high school students as role models, to teach and practice refusal skills that reinforce messages to middle school students, through classroom role plays, presentations and after school programming, while ensuring that messaging reflects pathways to substance misuse/addiction, including mental health challenges and trauma.

Objective 3.

To thereby identify high school students, particularly young men of color who demonstrate potential to be future educators, and refer them to other sources of District support, in furtherance of additional training/counseling in the field of education, they will also have specific presentations on the value and import of innovations in the field of mental health, like CODA.

Objective 4.

To provide relevant and interventional information to Yonkers parents of middle school students through in-person interactive presentations and demonstrations, with corresponding bilingual printed and video materials, including CODA. This collaboration will result in community and/or school-based prevention education presentations for families, community members, school administrators and staff, to increase engagement in mental health, trauma-informed, co-occurring capable services, including messaging on all substance misuse/addictions (vaping, marijuana, alcohol, mushrooms, cocaine, prescription medication, heroin and adulterants to the supply.

Objective 5.

To create in-person and recorded presentations, on opioid abuse-related topics, for parents and students together and develop corresponding bilingual printed and video materials as described in Objective 4, above.

Objective 6.

To develop frequent bilingual messaging for parents via social media, emails, postings on school websites, including age-appropriate CODA topics and themes with clearly identified school and community resources.

Objective 7.

To create bilingual "Tip Sheets" for parents with suggestions for communicating with middle school youth, to promote healthy decision-making and to avoid behaviors like experimenting with the use of dangerous substances including CODA topics and themes designed to increase help-seeking behaviors.

Objective 8.

To promote and reinforce the healthy norm of only taking pills, or using products, provided by parents/family members and/or health care providers by creating attractive posters to be displayed in highly visible locations in school buildings, reinforcing the messages, balanced with a recognition that youth who face mental health challenges and/or have experienced trauma often know these messages, but still turn to substances to self-medicate.

2. AMOUNT OF SERVICE?

(Set forth the monetary value of the proposed agreement and quantities and/or amounts of time required to be devoted to the contract and describe where services are to be provided as specified in Schedule "B")

In terms of contractual services, funds will be used to pay adult education facilitators, teachers attending after hour programming and/or training and to provide stipends for high school student role models.

Non-contractual costs can include printing of materials, translation services, IT support for recordings of programs and messaging for different formats and platforms (e.g. phone versus Chrome Book, etc. A rate not to exceed 10% shall be allowed for program supervision/agency administration of this contract.

Contract Amount: \$50,000.00

049.0699.22Z147.0000.C0496 – Opioid Settlement Special Projects: \$50,000.00

3. WHO IN THE SCHOOL DISTRICT IS SERVED?

(Describe whether services are to be provided directly to students, to staff, etc.)

Students in all YPS District Middle Schools, and their parents will be served through different modalities; and staff will receive skills development workshops, as appropriate.

4. WHO WILL PROVIDE SERVICES?

(If individual providers are contemplated, set forth the names and qualifications of the service providers)

Services will be primarily provided by The Harris Project, and supplemented by trained high school role models who will receive a stipend, as appropriate.

4a. WILL THE CONTRACTOR BE UTILIZING ANY SUBCONTRACTORS OR VOLUNTEERS IN FURTHERANCE OF THIS AGREEMENT? **IF YES, PLEASE LIST ALL OF THEIR NAMES AND CONTACT INFORMATION.**

The Harris Project will both train and deploy some YPS high school students to serve as role models, under this initiative.

5. WHAT WILL BE COMMUNICATED TO DISTRICT PERSONNEL, PARENTS, OTHERS ABOUT PROGRESS AND RESULTS OF THE SERVICES?

(How specifically will the contractor report to the School District (or parents, if applicable) about their progress towards achieving the goals of the contract?)

The Harris Project will provide the Principal of participating schools a monthly statistical report on the number of referred students, services provided, contacts with parents, school staff and outside agency and private practitioners.

6. HOW WILL THE SCHOOL DISTRICT JUDGE THE QUALITY OF SERVICES? (Set forth the method which will be used to evaluate contractor's performance)

The quality of services will be assessed by various measures, including: the number of students served, feedback from students, parents and school staff. The program results will be measured by using questionnaires to document change in students' activities, perceptions and behaviors. The questionnaires will be completed by The Harris Project upon first meeting student(s), and at the end of the school year.

7. INDIVIDUALS RESPONSIBLE FOR ADMINISTERING THE CONTRACT.

Vendor Name: The Harris Project

Vendor Address: 19 Faith Lane, Ardsley, NY 10502

Vendor Phone No.: 914-980-6112

Vendor Business Status: (corporation, non-profit individual, unincorporated) - Corporation

Vendor Contact Name: Stephanie Marquesano, Founder & President

Vendor Contact Email: [stephanie@theharrisproject.org](mailto:stephanie@theharrisproject.org)

Tax ID No.:

School District Administrator Name: Dr. Luis Rodriguez

School District Administrator Title: Assistant Superintendent SpEd. & PSS

School District Administrator Phone No.: 914-376-8489

School District Administrator Email: [lrodriguez2@yonkerspublicschools.org](mailto:lrodriguez2@yonkerspublicschools.org)

8. ARE THE SERVICES PURSUANT TO A GRANT AGREEMENT? **IF YES, WHAT IS THE GRANT, AND WHAT ARE THE GRANT REQUIREMENTS RELATED TO THIS AGREEMENT?**

This contract will be funded through the Opioid Settlement, and focus on middle school students and parents.

9. WILL THE CONTRACTOR BE RECEIVING ANY STUDENT DATA OR OTHER DATA FROM YONKERS PUBLIC SCHOOLS? **IF YES, PLEASE DESCRIBE. IF STUDENT DATA IS BEING SHARED, PLEASE PROCEED TO QUESTION 10 BELOW.**

Yes, but largely limited to directory data, incident to referral for services.

10. WILL THE STUDENT DATA BE USED FOR THE PURPOSE OF DEVELOPING, VALIDATING, ADMINISTERING STUDENT AID PROGRAMS, OR IMPROVING INSTRUCTION? **IF YES, PLEASE SPECIFICALLY DESCRIBE.**

The data will be used to empower middle school students and their parents, by increasing their awareness of the dangers associated with substance use experimentation, based on a clearer understanding of the potential impact of such use, on underlying mental illness.

Performance Based Guidelines

Reviewed and approved by:



(Signature of School District administrator/employee)

Dr. Luis Rodriguez

Assistant Superintendent  
Special Education and  
Pupil Support Services