



Seattle Public Schools Community Alignment Initiative
2009-2010 Alignment Partnership Planning Packet

Cover Page

Critical Contact Information

School Name: E-mail:
Principal Name: Phone:
Provider Name: Phone:
Program Director Name:
Program Director Email:
Provider CEO / Owner Name:
Provider E-mail:
Provider Business Mailing Address:

Planning Instructions

What: Four signed copies of the following:

- Completed and signed Alignment Partnership Agreement **AND** Cover Page
- Alignment Report
- Completed and signed Shared Resources Plan
- Commitment Page

And: Two signed copies of the following:

- Completed and signed Space Use Application, SPS Property Management to include attachments:
 - Business License
 - Certificate of Insurance
 - Childcare License
 - Leasehold tax exemption certificate/notice
 - Occupancy permit, if any
 - Parks use schedule for Parks sites

When: Thursday, April 30, 2009 by 12 noon

Where: *Attn: Lisa M. Taylor*

Seattle Schools, Office for Community Learning, Mail Stop 33-160
P.O. Box 34165
Seattle, WA 98124-1165

For your convenience completed packets may be submitted in-person to the Main Lobby, Reception Desk of the Stanford Center, 2445 - 3rd Ave South @ Lander Street in Seattle.

Please place packets in the box labeled:

2009-2010 COMMUNITY ALIGNMENT, PARTNERSHIP PLANS

Be sure to retain copies for your files.