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February 23, 2015

Dr. Noreen Lishak, Ed.D
Assistant Superintendent
Township of Union Public Schools
2369 Morris Avenue
Union, NJ 07083

Dear Dr. Lishak

It was a pleasure speaking with you regarding Millennium Strategies' Grants Consultant Services. The Union Public Schools believes that every child is entitled to an education, designed to meet his or her individual needs, in an environment that is conducive to learning. It would be a privilege to serve Union Public Schools in finding alternative sources of funding to achieve its mission. Millennium Strategies has been successful in securing the grants resources that you seek. Some recent examples are:

Fairview Board of Education

- \$5,000 Lowe's Toolbox for Education grant award for the completion of landscaping and environmental education programming at Number Three School.
- \$213,958.00 New Jersey Department of Education School Facilities Projects for window and stucco replacement at Lincoln School.

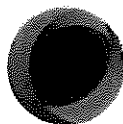
Roselle Board of Education

- \$28,618.00 from the NJ Department of Education Carl Perkins Grant Program for funding for CTE programs.
- 48,674.00 from the NJ Department of Education Race to the Top 3 for Professional Development for Common Core State Standards, STEM Education and New Teacher Evaluation System.
- \$26,700.00 from the NJ Department of Agriculture Fresh Fruit and Vegetables Program to fund programs at five district schools.

Linden Board of Education

- \$49,645 grant from the Merck Foundation in order to support professional development and the acquisition of E-Books for STEM curriculum.

Since our inception in 2005, Millennium Strategies has been a regional leader in providing municipalities with quality grant writing and management services including the application, processing, reporting, auditing and exercising of federal, state and local grant matters. In fact, we have procured and administrated over \$120 million in both public and private grant funding over the last ten years. We have a strong knowledge of existing grant programs and aggressively



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seek new ones that allow our clients to reach their goals. We have an accomplished team that includes a full time research associate, 9 grant writers as well as the support staff necessary to meet the demands of timely, professional, and competitive submissions.

We pride ourselves on the close working relationship we build with our clients from the outset. By doing so we ensure a clear communication of requirements and responsibilities. We provide detailed monthly reports, frequent updates on the results of our research and grant submissions, and attend all necessary meetings. It is the approach we take with all of our clients which include New Jersey boards of education, counties, municipalities and non-profit organizations.

Personnel:

Should Millennium Strategies be retained for 2015, Dave Jenkins would act as your Grants Manager. Dave's grant research and writing skills, his extensive knowledge of the Union Township, and the close working relationships he has established with its officials will serve you in good stead. Dave's writing and rhetorical skills, as well as his common sense approach to problem solving, enables him to provide outstanding service to many of Millennium's clients.

In addition, the entire Millennium Team will be available to assist the Union Board of Education. Dave would also be joined by Ed Farmer and Sue Scavone. Ed, President and CEO of Millennium Strategies, previously served for seven years as Congressman Bill Pascrell's Chief of Staff and specialized in shepherding complex federal and state projects to completion. Susan Scavone, Millennium's Principal, has over 25 years of experience in government and grant writing. Our Company Profile, attached hereto, provides more information about our qualifications.

Scope of Services:

Millennium Strategies proposes to provide complete Grants Consultant Services. Our services as per this proposal would include but not be limited to the following:

- Initial evaluation and complete review of the existing grant procurement methods undertaken by Union Public Schools to establish a clear picture of pending grant applications, current and outstanding awards, and existing and potential partnerships to expand funding opportunities. This will include meetings and communication with all designated representatives, staff, and administration to identify current goals and objectives.
- Implementation of a Strategic Plan based in part on the foregoing review and identification of goals and objectives. This will include existing grant opportunities that can be pursued and areas for research and recommendations thereby building in the flexibility to respond to changing circumstances.
- Frequent notification on all available public and private sector grants for which the district may be eligible. This will include detailed memoranda of potential funding



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opportunities that we recommend with clearly stated requirements and responsibilities to complete the grant application, produce the best possible product for submission, and coordinate the administration of grants upon award to ensure compliance.

- Upon approval to proceed, all necessary research, preparation, and submission of grant opportunities we are authorized to pursue on behalf of the Union Public Schools. We will provide all appropriate follow up including necessary legislative and stakeholder support for governmental and non-governmental funding applications sought. This will include serving as Union Public Schools' liaison with all appropriate agencies and officials, both public and private, pertaining to grant funding services that Millennium undertakes on its behalf.
- Monthly detailed reports on all activities undertaken by Millennium Strategies on behalf of Union Public Schools. This will include all Grants Recommended, Grants Awarded, Grants Pending, Grants in Progress as well as Grants Submissions that were not authorized or approved. It will allow us to make an ongoing assessment of the Strategic Plan and necessary adjustments on a regular basis.
- The maintenance of an accurate system to track grant programs and assist the Union Public Schools with all record-keeping and reporting requirements, as directed.
- Attendance at all designated meetings with 48 hours' notice. This will include various meetings necessary for the review of grant procurement methods at the outset as well as any additional meetings the Board deems necessary to attain, discuss, or revise goals and objectives or modify the Strategic Plan.

Cost Analysis:

Millennium Strategies proposes to provide all of the services listed above to the Union Board of Education through a tiered pricing structure being offered for your review and consideration. The first tier of pricing would be a \$1,000.00 per month retainer which would include all notification of grants opportunities available, research memorandums as well as attendance at all meetings with the Board of Education to discuss grant and alternative funding opportunities in addition to developing a strategic plan of granting goals and objectives.

The second tier of funding would commence when Union Public Schools decides to apply for a grant. Upon notification, we would assess an hourly fee of \$95.00 to collect information and formally write the grant. We would supply the Administration with a complete assessment of the grant requirements and an estimation of how long it would take to write and submit the application. Millennium Strategies will cap our retainer and hourly fees to not exceed \$42,000.00 for a twelve (12) month period. Our fees include all travel time and expenses as well as attendance at all designated meetings. There are no hidden costs associated with our fee structure and our contract provides for a mutual 14-day opt out.



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Lastly, there have been no judgments, claims or suits filed against our company within the last three years. In addition, Millennium Strategies is not now, nor has it ever been involved in any bankruptcy or reorganization proceedings in the past 10 years. Lastly, no principal or employee of Millennium Strategies are related to any employee or elected official of the Union Board of Education. Millennium Strategies will enter into a contractual relationship with the Union Public Schools as an independent contractor and would remain an independent contractor for the duration of our contract. If you should have any questions or require further information please do not hesitate to contact us.

We appreciate the opportunity to submit this proposal, and if you should have any questions or require further information please do not hesitate to contact me us at 973-226-3329.

Very truly yours,

Dave Jenkins
Grants Manager
Millennium Strategies, LLC