



Early Childhood Initiative 2026-2028 Subcontract Agreement

Between Northland Foundation and Rock Ridge Public
Schools

Purpose, Scope, and Background

This Subcontract Agreement sets forth the terms and understanding between the Northland Foundation and Rock Ridge Public Schools ("Early Childhood Initiative Community Partner") to implement Early Childhood Initiative activities from September 1, 2026, through May 28, 2028. The goal of the Early Childhood Initiative is to strengthen local early childhood systems and improve outcomes for young children and families by supporting community leadership, increasing access to developmental screening and early intervention services, expanding outreach to priority populations, and building the capacity of child care providers through mentoring, family engagement, and collaborative community partnerships.

Northland Foundation Responsibilities Under this Agreement

- Provide leadership and oversight for the Early Childhood Initiative.
- Provide training, technical assistance, and support to participating communities.
- Convene Early Childhood Initiative Coordinator meetings and regional learning opportunities.
- Provide reporting templates, resources, and guidance.
- Administer contracts, payments, and program monitoring.

Early Childhood Initiative Community Partner Responsibilities Under this Agreement

Early Childhood Initiative Community Coordinator Responsibilities

- Complete quarterly reports on Initiative progress.
- Participate in Early Childhood Initiative Coordinator meetings.
- Serve as an Early Learning Scholarship Outreach Partner, providing outreach and navigation support as applicable.
- Support Prenatal to Grade 3 initiatives if funding is allocated to those efforts.
- Serve as a local convener advancing early childhood priorities and partnerships.

Early Childhood Screening Responsibilities

- Implement outreach and engagement efforts that increase access to health and developmental screening.
- Support follow-up, referral, and intervention connections for families.
- Address barriers to screening participation and document outcomes.

Reporting Requirements

Early Childhood Initiative Community Partner shall submit quarterly reports documenting activities, outcomes, partnerships, and expenditures related to funded Early Childhood Initiative activities. Reports are due according to the schedule below.

Service Period	Report Due Date
September 1, 2026 - December 31, 2026	January 15, 2027
January 1, 2027 - March 31, 2027	April 15, 2027
April 1, 2027 - June 30, 2027	July 15, 2027
July 1, 2027 - September 30, 2027	October 15, 2027
October 1, 2027 - December 31, 2027	January 15, 2028
January 1, 2028 - March 31, 2028	April 15, 2028
April 1, 2028 - May 28, 2028	June 15, 2028

Legal Requirements

Data Practices Act – Early Childhood Initiative Community Partner must comply with the provisions of the Data Practices Act as though it were a governmental entity as defined by the Data Practices Act. Early Childhood Initiative Community Partner will be performing functions of a government entity under Minn. Stat. 13.05, subd. 11, and thus any data created, collected, received, stored, used, maintained, or disseminated by Early Childhood Initiative Community Partner in performing its duties under this project is subject to the protections of the Data Practices Act.

Nondiscrimination - Early Childhood Initiative Community Partner will not discriminate against any person on the basis of the person's race, color, creed, religion, national origin, sex, marital status, gender identity, disability, public assistance status, sexual orientation, age, familial status, membership or activity in a local commission, or status as a member of the uniformed services.

Publicity – Publicity, reports, websites, newsletters, social media, and other materials shall acknowledge Northland Foundation funding support.

Financial Records and Monitoring – Early Childhood Initiative Community Partner shall maintain complete program and financial records and participate in monitoring, evaluation, and site visits upon request.

No Religious Based Counseling - No religious based counseling shall take place under the auspices of this project.

Funding Support – The Northland Foundation will provide **\$6,000** to **Early Childhood Initiative Community Partner** for the period of which this Subcontract Agreement becomes effective up until it expires. Funding will be distributed once all required signatures on this subcontract are obtained.

Effective Date

September 1, 2026, or the date all required signatures are obtained, whichever is later.

Expiration Date

May 28, 2028, or until all the terms of this agreement have been satisfactorily fulfilled, whichever occurs first.

Key Contact Information

Shanon Kush-Jeffery, Early Childhood Coordinator
Early Childhood Coordinator Name, Title, and Organization Rock Ridge Public Schools
218-742-3805 Shanon.kush@rrps.org
Telephone Email

Fiscal Agent (if applicable) _____

Signatures

Please have this Subcontract Agreement signed by the appropriate person in your organization. By signing below, the parties agree to the terms and conditions contained in this agreement.

Early Childhood Initiative Community Partner Signature, Title Date

Zane Bail, Senior Vice President – Programming and Development Date
Northland Foundation

