

**CONSULTING SERVICES AND LICENSE AGREEMENT
PROJECT SEARCH®**

THIS CONSULTING SERVICES AND LICENSE AGREEMENT (“Agreement”), effective as of the 11th day of January, 2019 (“Effective Date”), by and between Children’s Hospital Medical Center (“Licensor”), an Ohio nonprofit corporation, located at 3333 Burnet Ave., Cincinnati, Ohio 45229-3039 and Hardin County Schools (“Licensee”), located at 65 W. A. Jenkins Rd, Elizabethtown, Kentucky 42701.

WHEREAS, Licensor has developed a program referred to as Project SEARCH® which creates innovative solutions for workforce and career development for people with disabilities;

WHEREAS, in conjunction with its Project SEARCH® program, Licensor has created Project SEARCH® program implementation materials (“Materials”) which will be provided to Licensee upon signature by both parties to this Agreement;

WHEREAS, Licensor provides consulting services to Licensees to assist such Licensees in their implementation of the Project SEARCH® program using some or all of the Materials;

WHEREAS, Licensor is able to apply and obtain certain grants to expand its Project SEARCH® program based on this Agreement and other similar agreements; and

WHEREAS, Licensee is desirous of using some or all of the Materials and engaging Licensor to provide certain Services in connection with its business;

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises hereinafter set forth, the parties agree as follows:

**Article I
License**

A. Project Implementation License. Licensor hereby grants to Licensee a non-exclusive, nontransferable license to reproduce, disseminate and display the Materials for its own internal use in connection with the implementation of the Project SEARCH® program at the sites listed in Exhibit A (“Sites”). Such license permits Licensee to sublicense the Materials to third parties engaged by Licensee to implement the Project SEARCH® program at the Sites, provided Licensee provides Licensor at least five (5) business days written notice of such third parties prior to providing such parties the Materials and Licensor does not object to such parties during such five (5) business day period. Licensee is obligated to ensure such third parties comply with all the terms and conditions of this Agreement and is responsible for such third parties activities with respect to implementation of the Project SEARCH® program. Licensee (and its contractors, agents and/or representatives) are prohibited from implementing the Project SEARCH® program at any location other than a Site without written consent from Licensor. The Materials, and any copies thereof, may not be transferred or taken or otherwise provided by Licensee to another institution or company without the prior written consent of Licensor. For the avoidance of doubt, Licensee may not share any Materials with any other site or potential site and its representatives without prior written consent from Licensor. Licensee agrees to implement the Project SEARCH® program in strict compliance with the Material.

Licensor further grants to Licensee a non-exclusive, nontransferable license to use Licensor’s name and Project SEARCH® trademark only in connection with the Materials and only for the purpose of implementing the Project SEARCH® program at the Sites and only in the form and manner and with appropriate legends as prescribed from time to time by Licensor. From time-to-time, Licensor may approve Licensee’s use of Licensor’s name and/or Project SEARCH® trademark on Licensee’s website, and/or in an article, publication, or video created by Licensee and in such event Licensee must acknowledge Licensor and

its Project SEARCH[®] Program as the founder and refer interested parties back to Licensor for information about the Project SEARCH[®] Program. Licensee agrees not to use any other trademark or service mark, alone or in combination with Licensor's marks, on the licensed Materials without Licensor's prior written approval, and Licensee will at no time use or apply to register any trademark, trade name, service mark or other designation that is confusingly similar to the trademark. Upon Licensor's request, Licensee will, from time to time, provide Licensor samples of its use of the trademark hereunder. The foregoing trademark license shall cease immediately with respect to a trademark if and when such trademark has been superseded or replaced by a new trademark. Licensee shall acquire no right, title or interest in or to the trademark, and all goodwill derived from the use of the trademark shall inure solely to the benefit of Licensor.

B. Negation of Rights Not Licensed. Licensee shall not modify or amend any Materials or create any derivative works or improvements thereto (all such modifications, amendments, improvements of derivative works collectively referred to as "Modifications") without the prior written consent of Licensor. Modifications, whether authorized or unauthorized, will be solely owned by Licensor and shall be subject to the limited licenses and restrictions set forth in this Agreement with respect to Materials. Licensee agrees to execute (and cause its employees and contractors to execute) any additional documents and do all things necessary or appropriate (at Licensor's expense) to vest and confirm all rights in the Project SEARCH[®] program and all Materials and Modifications (including, without limitation, all patents, copyrights, trade secrets and other intellectual property rights therein, whether now existing or hereafter coming into existence) in Licensor and to facilitate the obtaining by Licensor of any desired legal protection for the same in any countries. Any rights not expressly granted by this Agreement shall not be implied; the license granted pursuant to this Agreement authorizes only the use of the Materials licensed herein.

C. Duration of License. This Agreement will commence on the date first written above and will continue for a term of one (1) year ("Initial Term") unless after this Agreement has been in effect for ninety (90) days it is terminated by either party upon thirty (30) days prior written notice. In addition, Licensor may terminate this Agreement upon written notice, effective immediately, due to Licensee's breach of any provision hereof or in the event Licensee becomes insolvent or ceases to do business. Upon termination of this Agreement, Licensee shall discontinue immediately all use of the Materials, Modifications and Licensor's Confidential Information and destroy or otherwise cease display of all printed materials bearing any of the Licensor's copyrights, trademarks or service marks. All rights in the Materials and Modifications shall remain the property of Licensor.

In the event Licensee elects to continue using the Materials at the Sites after the Initial Term or any Additional Term (as defined below), Licensee may do so by providing Licensor thirty (30) days prior written notice indicating its desire to renew these terms for an additional one (1) year term ("Additional Term") and pay Licensor its then-current license fee for such Additional Term(s). In the event Licensee pays the then-applicable fee for the Additional Term and Licensor accepts such payment, the parties understand that such action will renew this agreement for an Additional Term. For the first Additional Term, the license fee is \$300.00; for Additional Terms, the license fee will be Licensor's then-current fee which will not exceed 20% increase from the prior term's fee. Upon the renewal of license after Additional Term and further program expansion, Licensee is required to use database and all information in database shall remain the property of Licensor.

D. Copyright Notice. All copies of the Materials reproduced, displayed or disseminated pursuant to this Agreement shall contain a copyright notice in the name of Licensor in a form approved by Licensor and a statement that the Materials have been reprinted under a license granted by Licensor.

E. Replication Rules. Licensee may offer tours of the Project SEARCH[®] program implemented at the Sites to third parties provided Licensor has completed an audit of such Site confirming fidelity Project SEARCH[®] program to the Materials and such confirmation has been received by Licensee from Licensor in writing within three (3) months of such tour. Model fidelity audit must be at the end of the first year of program and new program must include a first term review. Neither Licensee nor any Site can participate in research and/or generate a publication with respect to its implementation of the Project SEARCH[®] program without

successful completion of a model fidelity audit, as evidenced in a writing signed by Licensor, completed in writing no more than three (3) months prior to such activities being commenced.

Article II Consulting Services

A. Description of Services. Licensee hereby engages Licensor as an independent contractor to provide the services set forth in Exhibit A attached hereto and incorporated herein by reference (“Services”). Licensor shall deliver the Services on the dates and for the fees specified in Exhibit A. After the first year of this Agreement, the fees stated in Exhibit A may be changed from time-to-time upon thirty (30) days prior notice. Licensor shall submit an invoice to Licensee on a monthly basis setting forth the date Services were provided, a description of Services rendered, hours spent and fees due. Licensee shall pay such invoice within thirty (30) days of receipt of an undisputed invoice. Licensee agrees that any materials resulting from the Services will be solely owned by Licensor and Licensor hereby grants Licensee a non-exclusive, non-transferable license to use such materials for the term of this Agreement. Licensee agrees to implement the Project SEARCH® Program consistent with such Services and the Materials.

B. Travel Expenses. Travel, lodging and living expenses incurred in conjunction with providing Services are included in the fees identified in Exhibit A.

Article III Miscellaneous

A. Audit. During the term of this Agreement, Licensee shall permit Licensor, upon reasonable advance notice and during regular business hours, access to Licensee’s site and books and records directly related to this Agreement to confirm that the Licensee is performing in compliance with this Agreement.

B. Confidential Information. Each party agrees not to disclose to third parties or employees without a need to know, information received from the other party which has been identified as proprietary or confidential, or which by the nature of the circumstances surrounding disclosure, should in good faith be treated as proprietary or confidential (collectively “Information”). Both parties agree that it shall treat and safeguard the other party’s Information with the same standard of care employed for its own Information and shall in no event employ less than a reasonable standard of care. The foregoing confidentiality obligations shall not apply when, after and to the extent the Information disclosed: (i) is now, or hereafter becomes, generally available to the public through no fault of the receiving party or its employees, agents, or contractors; (ii) was already in possession of the receiving party without restriction as to confidentiality at the time of disclosure as evidenced by competent written records; (iii) is subsequently received by the receiving party from a third party without restriction and without breaching any confidential obligation between the third party and the disclosing party hereunder; and (iv) is required to be disclosed by applicable law, rule, or court order, in which case receiving party shall promptly notify disclosing party of such required disclosure, take all reasonable steps to limit the scope of such disclosure, and provide disclosing party with an opportunity to comment on such proposed disclosure. All Information shall remain the property of the disclosing party and disclosure shall not be construed as a grant of any license of the Information to the receiving party. In the event that either party should breach any of its responsibilities under this Section, or in the event that such a breach appears to be an imminent possibility, the non-breaching party shall be entitled to all legal and equitable remedies, including, without limitation, issuance of injunctive orders restraining the breaching party, its employees, agents or independent contractors, from committing such breach. The foregoing obligations of confidentiality and use shall continue for five (5) years after the termination of this Agreement.

C. No Partnership, etc. This Agreement shall not be construed as establishing a partnership, agency or joint venture between the parties. Neither party shall have any right to obligate or bind the other party in any manner whatsoever, and nothing herein contained shall give, or is intended to give, any rights of any kind to any third parties.

D. Limitation of Liability; Indemnification. LICENSOR MAKES NO WARRANTY, IMPLIED OR EXPRESS, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT OR FITNESS FOR ANY PARTICULAR PURPOSE, WITH RESPECT TO THE PROJECT SEARCH® PROGRAM OR THE MATERIALS. Without limiting the generality of the foregoing, Licensor does not warrant the accuracy or suitability of information in the Materials and shall have no liability for use of the licensed Materials by Licensee or any third party. Licensor does not undertake any obligation to update or otherwise modify the Materials. Unless prohibited by state law, Licensee agrees to indemnify, hold harmless, and defend Licensor, its officers, trustees, directors, employees, and agents from and against all loss, liability, claims, costs (including reasonable attorneys' fees), judgments and other expenses arising out of or on account of any use of the licensed Materials, including but not limited to any claim by or in respect of any individual for death or bodily injury.

E. Assignment. The rights granted to Licensee hereunder shall not be assigned, sublicensed or otherwise transferred by Licensee without the prior written consent of Licensor, and any such attempted transfer without such written consent shall be void and of no effect. This Agreement shall be binding upon the parties hereto and their permitted successors and assigns.

F. Entire Agreement; Modifications. This writing sets forth the entire agreement with respect to the subject matter hereof and supersedes any prior agreements or understandings relating to the subject matter hereof. Any waiver, modification, or cancellation of any terms or conditions of this Agreement must be in writing, and no waiver by Licensor, whether express or implied, of any breach or default by Licensee shall constitute a continuing waiver of any term or provision of this Agreement.

G. Severability. In the event that any term or provision of this Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other term or provision hereof, and such invalid, illegal or unenforceable term or provision shall be reformed so as to most nearly effect the intent of the parties without invalidity or illegality.

H. Governing Law. Unless prohibited by state law imposed on Licensee, this Agreement and all matters arising out of or relating to this Agreement shall be governed by the laws of the State of Ohio (excluding its conflict of law provisions) and the provisions of applicable copyright law. The courts located in Hamilton County, Ohio shall have exclusive jurisdiction and venue over any suit or action against Licensor arising out of or relating to this Agreement. Licensee hereby consents to the personal jurisdiction of such courts and waives any objections to such venue.

I. Compliance with Law. Licensee agrees that it is its sole responsibility to implement the Project SEARCH® model in accordance with applicable federal, state and local laws.

J. Executed in Multiple Counterparts. This Agreement and any amendments to it may be executed in one or more counterparts, each of which shall be deemed to be an original copy, and all of which, when taken together, shall be deemed to constitute one and the same document. Signatures to this Agreement and any amendments to it may be transmitted by fax, by electronic mail in "portable document format" (".pdf"), or by any other electronic means intended to preserve the original graphic and pictorial appearance of the Agreement, shall have the same effect as physical delivery of the paper document bearing the original signature.

IN WITNESS WHEREOF, the parties have caused the Agreement to be executed as of the day and year first above written.

CHILDREN'S HOSPITAL MEDICAL CENTER

HARDIN COUNTY SCHOOLS

Signature: _____

Signature: _____

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A

DESCRIPTION OF SERVICES

Description of Services:

Licensors will provide Licensee technical assistance necessary for implementation of a Project SEARCH® Adult Employment or High School Transition Program at the Sites listed below. Such services are more fully described in Schedule 1, attached hereto and incorporated herein.

Fees:

The Technical Assistance fee of \$16,000 (funding for the technical assistance fee paid for by Mitsubishi Electric of America Foundation - MEAF).

Sites:

The Dow Chemical Company
760 Hodgenville Rd.
Elizabethtown, KY 42701

SCHEDULE 1
Project SEARCH® Implementation Plan for Licensed Sites

Required Technical Assistance Activities	Detail	Timeline
2-Day Overview and Creation of Timeline for Implementation	<p style="text-align: center;">Two-Day Overview Sample Agenda</p> <p>8:30 Welcome and Introductions –</p> <ul style="list-style-type: none"> • <i>What do you bring to Project SEARCH?</i> <p>9:00 Video and Overview of Project SEARCH A two-hour overview of Project SEARCH for all local stakeholders – including special educators, special education directors, educational institution representatives (for adult programs), vocational rehabilitation counselors and managers, parents, young people with disabilities, Developmental Disability agency staff, community rehabilitation providers, groups such as The Down Syndrome Association, and any other interested stakeholders. Goal of the morning is to create a broad base of support and knowledge in the community.</p> <ul style="list-style-type: none"> • History of Project SEARCH • Discussion of Project SEARCH model • Role of the host business in Project SEARCH • Collaboration between many partners • Annual calendar and daily schedule • Internships • Student recruitment • Questions <p>After the overview, the large group is dismissed. Those who remain will become the site Steering Committee and should include:</p> <ul style="list-style-type: none"> • Special education director or adult education representative (for adult programs) • Local VR counselor or counselor tasked with transition • Local VR administrator • Local IDD counselor • Local IDD administrator • Community rehabilitation provider administrators • Business liaison, if already identified • Family member of someone with a developmental disability 	6 – 9 months before program start date.

SCHEDULE 1

11:30 Lunch

12:30 Model Fidelity

- 10 Core Components

1:00 Roles and Responsibilities

- Braided and sustainable funding for all partners
 - Optimum class size
- Steering committee partners
- On-site team
- Family Involvement program
- Business Advisory Committee

3:00 Break

3:15 Resource Guide: Overview

3:30 Shared Learning with Team: Questions and Answers

4:15 Homework Assignment and Adjournment

Day Two:

8:30 Share Homework Results: What is Project SEARCH?

9:00 Group Discussion on Major Goals to Create Task Lists/Timeline

9:30 Create Timeline/Task List Based On Group Goals and Months (Break as needed)

- List specific tasks, due dates, and persons responsible from now until the program begins; or goals and annual activities for first program year
- Choose lead partner for each goal; overall coordination & assign responsibility to ensure tasks are accomplished
- Create plan for ongoing communication with team members and additional stakeholders
- Plan for how Steering Committee (planning team) will continue managing continuous improvement once program begins.

SCHEDULE 1

	<ul style="list-style-type: none"> Determine what Planning Team needs from Project SEARCH National Office and the Program Specialist <p>12:00 Lunch</p> <p>12:45 Continue developing Timeline/Task List (Break as needed)</p> <p>2:30 Measures of Success</p> <p>3:00 Next Steps/Steering Committee Agenda/Plus Delta / Adjournment</p>	
Submission of minutes and timeline updates by Steering Committee	Steering Committee minutes and updated Implementation Timeline must be submitted by email to the Program Specialist after each meeting. It is recommended that Steering Committees meet at least once a month during the planning and implementation phase.	Each month during planning and implementation.
Program Self-Audits	After the start of the first program year, the Steering Committee will be required to complete two self-audits and submit results to the Program Specialist.	Recommended in November and April.
Technical Assistance Options The Program Specialist and Steering Committee will create a customized TA package by selecting two from the following options:	Detail Each team will receive two additional Technical Assistance (TA) visits (not to exceed five days) specific to the needs of the team. The Program Specialist will work with each team to determine which TA steps meet areas of greatest impact and need. For example, Team A may have strong job coaches but may need help finding a business partner, while Team B may have a business partner identified but their job coaches may be inexperienced.	Recommended Timeline
Business Recruitment	1-day visit to assist in finding the host business. May include: <ol style="list-style-type: none"> Assistance in preparing a business plan. Presentations to administrators at selected businesses. Assistance in determining best option from among potential host businesses. May be combined with another step.	December - February
Skills-assessment and Selection Day	1-day visit to assist with student selection. May include: <ol style="list-style-type: none"> Assistance in planning skills-assessment and selection day including the development of hands-on skills-assessment stations. Attendance at skills-assessment and selection day. Training on use of the Selection Rubric and other student recruitment tools. Development of the application timeline, process, and forms May be combined with another option.	March - April

SCHEDULE 1

Internship Development at Business Site	<p>1-day visit from Program Specialist that may include:</p> <ol style="list-style-type: none"> 1. Presentation to department heads to explain Project SEARCH and examples of meaningful internships. 2. Business walk-through to determine potential internship sites. 3. Selection of final internships and beginning task analysis. 4. Discussion of how to stagger internship starts. <p>May be combined with another option.</p>	2-3 months before program start
Family Involvement Program	<p>1-day visit to train on the Family Involvement Program:</p> <ol style="list-style-type: none"> 1. Review of all materials including the three family presentations. 2. First presentation of Family Involvement Program to incoming family members (to train or recruit Family Involvement Liaison). <p>May be combined with another option.</p>	
Structuring the Project SEARCH Year	<p>1-day visit from Program Specialist that may include:</p> <ol style="list-style-type: none"> 1. Working with the instructor on curriculum and lesson plans. 2. Structuring the day, weeks and year. 3. Staggering internship at the start of the program. 4. Overview of evaluation tools and documentation. 5. Detailed planning for the year: Orientation, Employment Planning Meetings, student recruitment, internship and job development, curriculum, marketing, etc. <p>May be combined with another option.</p>	June, July, or August
Teaching and Coaching for Success	<p>A 2-day training for instructors, skills trainers, VR counselors, and other staff/ partner representatives. The training presents information and tools necessary to work together to create meaningful, rigorous internships, teach employability skills, communicate among all team members and achieve competitive employment. <i>Teams can include staff from all partner agencies if appropriate for up to 30 training participants.</i></p>	Summer prior to the beginning of the program, after instructor and job coaches have been identified.
Project SEARCH International Conference attendance	<p>Steering Committee may opt to send two people to the Project SEARCH International Conference as a substitute for one TA trip. This option would include:</p> <ol style="list-style-type: none"> 1. Conference and Pre-Conference registration for two people. 2. Two hotel rooms for duration of the conference. 	Summer
First-Term Review	<p>In conjunction with a self-audit, Program Specialist will visit the new site during the first internship to provide advice and assistance with items such as:</p> <ol style="list-style-type: none"> 1. Employment Planning Meetings. 2. Problem solving. 3. Family Involvement Program. 4. Development of the Business Advisory Committee. 5. Roles and responsibilities of team members. 	Near the end of first internship

SCHEDULE 1

	6. Additional employer education.	
Recruitment and Marketing	Meeting with all partners, providers and stakeholders to increase enrollment, referrals and overall knowledge of Project SEARCH. A recruitment/marketing plan could be developed.	Before active student recruitment begins.
Statewide or Regional Meetings	Periodic topical meetings will be developed based on local issues, new learning, challenges and staff training needs. Program Specialists can assist with agenda development. They could be scheduled by region or statewide and multiple entities could share cost.	
Special Events	Program Specialists can be available to attend and take part in events such as open houses, information nights, graduations, BAC luncheons, etc.	As needed.
Total Cost:	All expenses including: day rate, flights, hotels, ground transportation, etc.* *There may be a surcharge for travel that is more expensive based on area or distance.	\$16,000

Additional TA Options that can be Purchased Separately	Details	Timeline
	Items above can also be purchased separately.	
Formal Fidelity Audit	Project SEARCH Cincinnati will send a representative to audit your program, which takes approximately 2 days and includes interviews and program observation. The second day incorporates a steering committee meeting to discuss suggestions and recommendations followed by a written report. Resulting recommendations must be addressed in writing. Suggestions for quality improvement or program enrichment are also provided.	Any time after the first year of operation.
Teaching and Coaching for Success	A 2-day workshop that provides instructors, skills trainers, VR counselors, and other staff/partner representatives with the tools necessary to work together to create meaningful, rigorous internships and achieve competitive employment for participants.	Summer prior to program start, after instructor and job coaches have been hired.
Lean in a Project SEARCH Environment	A 2-day workshop that provides instructors, skills trainers, VR counselors, and other staff/partner representatives with instruction on Lean tools and their use in the Project SEARCH context. Lean is an outgrowth of the continuous quality improvement movement and works to create a problem-solving philosophy within organizations.	Most suitable for programs that have been in operation for at least one year.
Reaching the Goal of 100% Employment	This 2-day training is a synthesis of lessons learned from high-performing Project SEARCH program sites. With funding from the Mitsubishi Electric America Foundation (MEAF), we researched their best practices and discovered common elements in these areas: Teamwork and Communication, Intern Selection and Internship Development, Staffing and Staff Development, Curriculum, and Job Development.	Appropriate at any time during program implementation or operation.

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The Job Development Process	This training will identify tools for how to market the interns to potential employers as well as promote the business benefits of hiring individuals with disabilities. Successful strategies and tools for job development will be shared that include utilizing a Business Advisory Committee, networking in the community, conducting job analyses, and negotiating with employers. This session will demonstrate how every activity throughout the year is critical so that interns can obtain a meaningful and competitive employment.	Most suitable for fall or early winter before active job development begins.
Services Provided to All Licensed Sites at No Additional Cost	Details	Timeline
Resource Guide	Each licensed site will be given access to a Resource Guide of over 500 Project SEARCH documents and templates. Meant to be customized by each individual site, the templates decrease the time and effort of the onsite team spent in creating materials, while also allowing for individualization. The resource guide contains materials as complex as the curriculum, lesson plans, applications, and selection rubric, and as simple as templates for signup sheets and name badges.	Time-limited access is given to each Steering Committee member during the 2-Day Overview. Instructor and skills trainers (and other designated personnel) will have ongoing access once site is established.
Database	Project SEARCH maintains a database for all licensed sites to track outcomes. All sites input data for each program year and will have access to their own data, as well as comparison data with other areas in their state, their region, and the United States. Custom data reports are available on request.	Access given to instructor and skills trainers (or other designated personnel) once site is established.
Website (Access to videos and marketing materials)	Project SEARCH maintains a website that provides a wealth of information and linkages. From the website, teams can download a wide variety of videos and marketing materials to use for activities such as Selection Day, student recruitment, internship development, etc. Licensed sites are invited to link their websites to the national site. www.projectsearch.us	
Social Media	Project SEARCH maintains Facebook and Twitter accounts. Send articles that promote your program site and we will post them on our website, Facebook page, or Twitter account.	
Family Involvement Program Materials and Instructional Webinar	Because parents and other caregivers play such a critical role in a student's success, Project SEARCH developed a Family Involvement Program to accompany the High School Transition Program. This series of presentations and activities involves several sessions to be delivered throughout the school year. They are facilitated by a designated family member or team of designated family members (and often the Project SEARCH teacher).	

SCHEDULE 1

	These family partners could be alumni parents who have intern alumni who have completed the Project SEARCH program and are now working competitively. These sessions should be attended by all family members and caregivers of interns currently enrolled in Project SEARCH.	
Business Advisory Council (BAC) Guidelines and Materials	A Project SEARCH BAC is a group of industry representatives that provides the expertise necessary for Project SEARCH program sites to stay connected to local employers and to understand workforce development needs in their business sector. An active, sector-based BAC can create competitive employment opportunities for Project SEARCH graduates. A Project SEARCH BAC can also be an effective advocate for diversity policies that include people with disabilities as well as hiring practices that target candidates with disabilities. The BAC can also be a resource for creating networking opportunities for businesses to share best practices in disability employment.	
Project SEARCH Curriculum Management System	Project SEARCH developed a suggested curriculum to guide the PS staff for program orientation and daily classroom instruction. The curriculum includes 12 units and specific essential and non-essential skills in each unit. The curriculum also identifies a suggested timeline and hours of instruction per unit. In 2012, Butler Technology, a career tech school in Ohio, agreed to assist Project SEARCH in maintaining the curriculum with an interactive teacher lesson plan data base. The management system provides the following benefits: <ol style="list-style-type: none"> 1. Allows Project SEARCH to store lesson plans in one place for use by any registered PS instructor. 2. Organizes the lesson plans per the unit and unit indicators. 3. Provides a way for PS instructors to share lesson activities. 4. Hosts a blog for instructor questions and answers. (Available on request through Program Specialist.)	
Vocational Fit Assessment	This on-line assessment tool (developed by two Occupational Therapists from The Ohio State University) can be used to evaluate each internship and intern. The result is a report and visual graphic to assist your team in making good matches regarding internships and job development. (Available through Project SEARCH website)	
Communication through phone calls, Skype, e-mail, conference calls, etc.	Program Specialist will be available through a variety of mediums to provide assistance as needed. Conference calls can be arranged using the Project SEARCH Conference Line.	As needed
Webinar / Digital Education Offerings	<i>Project SEARCH is actively involved in the creation of digital education options. The instructor and skills trainers who will be managing the program on a daily basis may not have been identified in time to receive the initial content on the Project SEARCH model, model fidelity, internship development, etc. In addition, there is a normal amount of turnover among the instructors and skills trainers, which results in staff who have limited familiarity with the Project SEARCH model. By creating and offering training on core Project</i>	<i>In Development – available in 2016</i>

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	<p><i>SEARCH concepts through digital education we can provide professional development, re-teaching and ensure model fidelity. Courses to be offered include:</i></p> <ol style="list-style-type: none"> <i>1. Teaching and Coaching for Success</i> <i>2. Project SEARCH 101</i> <i>3. Creating and managing a Business Advisory Council</i> <i>4. Creating and managing the Family Involvement Program</i> <i>5. Implementing successful Employment Planning Meetings</i> <i>6. Elements of the "Reaching the Goal of 100% Employment" training</i> 	
Self-Audit Tool	Available to any site interested in continuous quality Improvement.	Recommended annually