



Community Outreach Research and Learning Center

To: Dr. Karen Barber, Director of Federal Programs, *Santa Rosa County Schools*  
From: Dr. Carla Thompson, Director, University of West Florida Community Outreach  
Research and Learning (CORAL) Center)  
RE: Letter of Agreement for Evaluation Services  
Date: September 10, 2013

The University of West Florida  
Community Outreach Research and Learning (CORAL) Center  
Agreement Form and Privacy Consideration Form

The University of West Florida Community Outreach and Learning Center agrees to enter into a cooperative agreement with Santa Rosa County School District for the purpose of conducting research and evaluation activities as determined by both parties. Research and data analysis will be performed based on data supplied to UWF via Santa Rosa School District as determined by the partnership. By assuming this data exchange responsibility the University of West Florida agrees to abide by the Privacy Act whereby no names or identifiers will be attached to the results of the analysis procedures and all data will be secured in a private locked location within the UWF CORAL Center with access only by UWF CORAL Center approved personnel for research purposes. Additionally, no results from the research conducted by UWF graduate students or faculty will be distributed or reported without the consent of Santa Rosa School District. This agreement allows researchers approved by federal guidelines and federal access requirements to interview and perform an intake conversation of selected students, teachers, and stakeholders as determined by the district relative to the evaluation of the homeless students program within the district. This evaluation study will be performed in cooperation with school officials and under the jurisdiction of an IRB approval and signed confidentiality forms. This study will involve 3-4 researchers from the UWF CORAL Center who have been approved for access to the schools in Santa Rosa County. The study will not require any costs for the district and is prepared and implemented at the expense of the UWF CORAL Center in exchange for the right to present and publish the results of the study as per the guidelines of the Privacy Act whereby only group data will be presented and/or cumulative theme data for qualitative reporting. The representatives from each of the two-parties agree to uphold this agreement as demonstrated by their respective signatures:

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Mr. Tim Wyrosdick, Superintendent  
Santa Rosa School District

Carla J. Thompson Date: 9/24/13  
Dr. Carla Thompson, Associate Professor  
Director, Community Outreach Research & Learning  
(CORAL) Center, University of West Florida

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Diane Coleman, Chairperson, School Board, Santa Rosa County School District

Date: \_\_\_\_\_