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54554-04

**DOMESTIC VIOLENCE/SEXUAL ASSAULT CONTRACT**

**BETWEEN THE**

**NEBRASKA DEPARTMENT OF HEALTH AND HUMAN SERVICES  
DIVISION OF CHILDREN AND FAMILY SERVICES  
AND**

**NEBRASKA DOMESTIC VIOLENCE/SEXUAL ASSAULT COATION**

**AMENDMENT ONE, JULY 2013**

This contract is entered into by and between the Nebraska Department of Health and Human Services, **DIVISION OF CHILDREN AND FAMILY SERVICES** (hereinafter "DHHS"), and **NEBRASKA DOMESTIC VIOLENCE/SEXUAL ASSAULT COATION** (hereinafter "Contractor").

The Contract between the parties dated 12-12-12 is hereby amended as follows:

Article I, Paragraph A is amended to read:

- A. Term: This contract is in effect from October 1, 2012 until February 28, 2014.

Article II. Consideration is amended to read:

- A. TOTAL PAYMENT. DHHS shall pay the Contractor a total amount not to exceed \$114,000 (One hundred and fourteen thousand dollars and no cents) for the services specified herein.

- 1. For the period October 1, 2012 through June 30, 2013, the Contractor will be reimbursed in the following manner:

**October 1, 2012 – June 30, 2013**

Project	Per item rate/description of item	Total cost
Submit report of updates to the financial reporting system		\$500
Technical Assistance	\$17.00 per hour	\$14,250
Results Based Accountability	Technical Assistance	\$4,000
Inclusion of Tribes	Outreach	\$2,000
Trauma informed care	Training	\$250
Serving children	Training	\$250
Underserved Populations	Outreach Plan	\$2,000
Program Standards	Create a plan to update, update Confidentiality and Core Values.	\$5,000

FVPSA Grant Management; Define roles of the Coalition, DHHS and programs	Application and outline of responsibilities of each entity.	\$6,500
FVPSA	Final report	\$1,500
Quarterly Program Performance Status Report (3)	\$1,500 per quarter	\$4,500
Quarterly Program Financial Status Report (3)	\$250/quarter	\$750
Peer Review and report (up to 3)	\$5,000 per review	\$15,000
Total		\$56,500

2. For the period of July 1, 2013 to February 28, 2014, the contractor will be reimbursed for the following listed services:

Project	Per item rate/ description	Total cost
Submit the updated Sustainability Plan		\$2,000
Program Standards	Eligibility Criteria, program standards addendum for member expectations.	\$2,000
Program Standards	Update according to the plan	\$5,000
Define roles of the Coalition, DHHS and programs	Monthly meetings	\$1,500
General Technical Assistance to programs and community	\$18.50 per hour/838 hours	\$15,500
Inclusion of Tribes	Outreach	\$ 2,500
Trauma informed care	Training	\$ 500
Underserved Populations	LGBTQ	\$2,500
FVPSA	Final report (Dec. 2013)	\$1,500
FVPSA Application	If announcement released	\$5,000
Quarterly Program Performance Status Report (2)	\$1,500 per quarter	\$3,000
Peer Review and report (up to 2)	\$5,000 per review	\$10,000
Results Based Accountability	Attend training and make updates to the previously submitted plans as necessary	\$1,000
Coalition Quarterly Reports (2)	\$500/quarter	\$1,000
Initial New Leadership Program Training for sustainability (1)	\$500/training	\$ 500
Secondary New Leadership Program Training for sustainability (4)	\$500/training	\$2,000

Board Training for sustainability (4)	\$500/training	\$2,000
Total		\$57,500

Article III. A. Scope of Services is amended to add:

10. The Contractor shall do the following in the period of July 1, 2013 to February 28, 2014:
  - a. Family Violence Prevention and Services Act Grant Management
    - 1) Complete the required reports for the State of Nebraska's Family Violence Prevention and Services formula grant from the U.S. Department of Health and Human Services.
      - a) Collect quarterly performance and outcome reports from the domestic violence providers. The method of collection may be determined by the Contractor. The information collected must be forwarded to DHHS to be used for activities such as monitoring sub recipient compliance and for submission of reports to the funders.
      - b) Prepare and submit quarterly performance and outcome status reports of the information submitted by the community based domestic violence/sexual assault programs. The status report will include information to confirm receipt of the performance and outcome reports and will identify any data discrepancies or problems.
    - 2) Participate in planning and monitoring of the distribution of grants and grant funds.
    - 3) The contractor will meet with DHHS to define the roles of the DHHS, the Coalition and the network of programs in respect to carrying out the combined work of the entities for our state.
    - 4) If announced during the amendment timeframe, prepare the annual state plan/application for the State of Nebraska's Family Violence Prevention and Services formula grant from the U.S. Department of Health and Human Services. The plan will be developed and will include input from providers, knowledgeable individuals and interested organizations.
    - 5) Facilitate completion of the proposed goals in the Family Violence Prevention and Services Nebraska state plan/application by providing technical assistance to the local domestic violence sexual assault providers in the following areas:
      - a) Trauma-informed Care  
The Contractor will provide:

- i. A 4 hour training on Trauma and Intimate Partner Sexual Violence that will be held in July 2013 for the network of programs.
- ii. A 1.5 hour training regarding Trauma Informed Services that will be incorporated into the Fundamentals of Advocacy Training to be offered in October 2013 for new program advocates.
- iii. A 1 hour training regarding Vicarious Trauma that will be incorporated into the Fundamentals of Advocacy Training to be offered in October 2013 for new program advocates.
- iv. A 1 hour training on Trauma Informed Services that will be incorporated into a larger day-long training covering the topic of Adult Survivors of Childhood Abuse to be offered for the network of programs during July 2013.

b) Underserved populations

Lesbian Gay Bi-sexual Transgender and Questioning (LGBTQ)

In cooperation with DHHS, the Contractor will:

- i. Establish and publicize program standards that prohibit harassment based on race, sexual orientation, gender, gender identity (or expression), religion and national origin that include monitoring claims, addressing them seriously, and documenting their corrective action(s) so all participants are assured that programs are safe, inclusive, and non-stigmatizing by design and in operation, including sample policy statements for programs to create and implement by December 31, 2013.
- ii. Train staff of the local programs during the award period on how to prevent and respond to harassment or bullying in all forms.
- iii. Conduct a survey assessment during the 1<sup>st</sup> quarter (July-September 2013) of the project period to appraise strengths, identify areas for growth and ascertain readiness for change regarding the competency and accessibility of services for LGBTQ survivors in Nebraska.
- iv. Provide a one-hour training at a Program Director's meeting during the 2<sup>nd</sup> quarter (October-December 2013) of the project period regarding the results of the assessment.
- v. Provide two-hour training at a Program Director's meeting during the 2<sup>nd</sup> quarter (October-December 2013) of the project period regarding improving access

- for LGBTQ survivors and fostering a welcoming environment.
- vi. Provide a 1.5 hour webinar in July 2013 for the network of programs on outreach to LGBTQ survivors in collaboration with Outline staff.

#### **11. Peer Review**

The Contractor will conduct up to two Peer Reviews during the amendment period.

#### **12. Program Standards**

- a. The Contractor will update the eligibility criteria to reflect services for victims of dating violence, family violence, domestic violence in later life for review to DHHS by September 30, 2013.
- b. The Coalition will prepare an addendum to or a new section for the Program Standards and submit for review to DHHS by September 30, 2013 that will address the following:
  - 1) The responsibility of member programs to abide by the Program Standards and ramifications for not meeting the Standards
  - 2) Requirements and expectations for membership in the Coalition.
  - 3) Consideration of programs for membership in the Coalition.
- c. The Contractor will follow the previously developed plan for updating the Program Standards, submitting progress reports to DHHS through the quarterly reporting process
- d. The DHHS will review the submitted Program Standards and bring any areas of concern to the Contractor for discussion and recommended changes.

#### **13. Technical Assistance**

The Contractor will provide up to 838 hours of training and technical assistance to the network of programs, tribal entities and allied organizations on topics as identified through the Annual Training Survey as well as by means of on-going requests made throughout the award period.

#### **14. Sustainability Plan and financial reporting system.**

The Contractor agrees to cooperate with DHHS to update the Sustainability Plan in order to ensure a safety net of services is available across the state.

- a. The Program Sustainability Committee, consisting of Board, Staff and Program representation will make recommendations during this contract period regarding updates for the Program Sustainability Plan. Recommendations will be shared at Director's Day and Board meeting as appropriate, as well as with DHHS. The updated Sustainability plan will be completed by December 31, 2013.

- b. Contractor will provide training for up to four (4) local program's Board of Directors to strengthen program sustainability.
- c. Contractor will provide one (1) initial in person training for any local programs that have new staff in a leadership position such as Executive Director, Program Director or CEO who have not yet received this training.
- d. Contractor will provide up to four (4) additional training opportunities for the programs whose new leaders have already attended the initial training to provide supplemental information toward program sustainability.
- e. Contractor will work with the local programs to transition the submission of the financial reports to DHHS. Reports will be based on recommendations as analyzed by the Contractor, DHHS and the sub-grant recipients.

**15. Inclusion of Tribes**

The Contractor will provide outreach to the tribes (Omaha, Santee Sioux, Ponca, Winnebago) in effort to make the Coalition's services and support known and available to them.

- a. The Contractor will survey the staff of the tribal programs by December 31, 2013 to determine specific training needs and areas for potential technical assistance. Information will also be sought regarding the preferred method of training/technical assistance as well as ideal time frames. Training will be incorporated into the Coalition's 2014 Training Calendar.
- b. The Contractor will continue to encourage the tribes to participate in Director's Day meetings, coordinating topics with tribal staff to be covered at the meetings.
- c. The Coalition will implement the membership structure for the tribes including dues and expectations, and will meet with the tribal staff to explain the information and respond to questions.
- d. Coalition staff will attend up to three Native American Tribal Coalition meetings as an effort to further ascertain on-going needs, build working relationships and continue to offer information and respond to requests.

**16. RESULTS BASED ACCOUNTABILITY:** The Contractor agrees to cooperate with DHHS in the development of any desired outcomes, performance measures, and reporting requirements necessary for implementation of the Division of Children and Families' Results Based Accountability initiative.

**17. Deliverables**

Item	Due Date
Program Sustainability Plan	September 30, 2013
Program Eligibility Requirements	September 30, 2013
Addendum to or a new section for the Program Standards for Coalition membership participation	September 30, 2013
LGBTQ policy	
NDVSAC performance report	October 30, 2013
Quarterly summary of the review of program performance, outcome data and financial reports	October 30, 2013
Quarterly summary of the review of program and state performance and outcome data and financial reports; including data for FVPSA report (10-1-2012 to 9-30-2013)	Nov. 30, 2013
NDVSAC performance report	January 30, 2014
Quarterly summary of the review of program performance, outcome data and financial reports	March 30, 2014

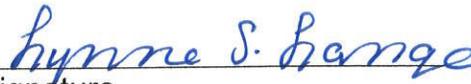
All other terms and conditions remain in full force and effect.

**IN WITNESS THEREOF**, the parties have duly executed this Contract hereto, and each party acknowledges the receipt of a duly executed copy of this Contract with original signatures.

FOR DHHS:

FOR CONTRACTOR:

  
 \_\_\_\_\_  
 Signature

  
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 Signature

Thomas D. Pristow, MSW, ACSW  
 Director  
 Department of Health and Human Services  
 Division of Children and Family Services

Lynne Lange  
 Executive Director  
 Nebraska Domestic  
 Violence/Sexual Assault Coalition

DATE: 6/19/13

DATE: 6-10-2013