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2033036

CHILD ABUSE PREVENTION SUBGRANT

BETWEEN

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

FREMONT AREA UNITED WAY

This subgrant is entered into by and between the Nebraska Department of Health and Human Services, **DIVISION OF CHILDREN AND FAMILY SERVICES** (hereinafter "DHHS"), and **FREMONT AREA UNITED WAY** (hereinafter "Subrecipient").

PURPOSE. The purpose of this subgrant is to provide administration and continued implementation of the work to enhance early childhood social-emotional development in the Dodge County Area as approved by the Nebraska Child Abuse Prevention Fund Board (NCAPF Board) Neb. Rev. Stat. §§ 43-1901 to 43-1906.

I. PERIOD OF PERFORMANCE AND TERMINATION

- A. TERM. This award is in effect from July 1, 2014 the effective date through June 30, 2015, the completion date.
- B. TERMINATION. This subgrant may be terminated at any time upon mutual written consent or by either party for any reason upon submission of written notice to the other party at least Thirty (30) days prior to the effective date of termination. DHHS may also terminate this subgrant in accord with the provisions designated "FUNDING AVAILABILITY" and "BREACH OF SUBGRANT." In the event either party terminates this subgrant, the Subrecipient shall provide to DHHS all work in progress, work completed, and materials provided by DHHS in connection with this subgrant immediately.

II. AMOUNT OF SUBGRANT

- A. TOTAL SUBGRANT. DHHS shall pay the Subrecipient a total amount, not to exceed \$22,500.00 (twenty-two thousand five hundred dollars) for the activities specified herein and in accordance with the attached budget (Attachment A).
- B. PAYMENT STRUCTURE. Payment shall be structured as follows:
 - 1. Quarterly payments will be made upon the submittal of a budget expenditure report and a reimbursement request for actual, allowable, and reasonable expenditures by the subrecipient. **The final quarterly budget expenditure report must be received by June 15, 2015.**
- C. BUDGET CHANGES. The Subrecipient is permitted to reassign funds from one line item to another line item within the approved budget. If funds are reassigned between line items, prior approval from DHHS is required for cumulative budget transfer requests for allowable costs, allocable to the subgrant exceeding five percent (5%) of the current total approved budget. Budget revision requests shall be submitted in writing to DHHS. DHHS will provide written notification of approval or disapproval of the request within thirty (30) days of its receipt.

III. STATEMENT OF WORK

A. The Subrecipient shall:

Continue the implementation of the early childhood social-emotional development work as outlined in the Scope of Work approved by the Nebraska Child Abuse Prevention Fund Board (Attachment B).

1. Continued implementation of the Parent Interacting with Infants (PIWI) model.
2. Continued implementation of the Parent Child Interaction (PCIT) model.

B. Administrative Standards:

The Subrecipient agrees to be held accountable for the services provided within this Subgrant and with provide data on the following measures and others as described in Attachment B:

1. # of staff and organizations participating in training of PIWI and PCIT.
2. # of staff and organizations participating in implementation of PIWI and PCIT.
3. # of families and children served by PIWI.
4. # of families and children served by PCIT.

C. Reporting Requirement:

1. The Subrecipient shall submit a budget expenditure report and a reimbursement request for actual, allowable, and reasonable expenditures in accordance with the agreement and approved budget on the following schedule:

<u>Report Name</u>	<u>Due On or Before</u>	<u>Covering the Period of</u>
1 st Quarter Budget Expenditure	Jan. 15, 2015	Jul. 1, 2014 -Sept. 30, 2014
2 nd Quarter Budget Expenditure	Jan. 15, 2015	Oct. 1, 2014 – Dec. 31, 2014
3 rd Quarter Budget Expenditure	Apr. 15, 2015	Jan. 1, 2015 - Mar. 31, 2015
4 th Quarter Budget Expenditure	Jun. 15, 2015	Apr. 1, 2014 – Jun. 30, 2015

2. The Subrecipient shall report on progress, activity, and results in accordance with the agreement on the following schedule:

<u>Report Name</u>		
Six Month Progress Report	Jan. 15, 2015	Jul. 1, 2014 – Dec. 31, 2014
Twelve Month Progress Report	Jul. 15, 2015	Jul. 1, 2014 – Jun. 30, 2015

3. All reporting materials are to be submitted to the Nebraska Children and Families Foundation office at 215 Centennial Mall South, Suite 200; Lincoln, NE 68508 to the attention of Kathy Stokes on or before deadline.

D. DHHS shall do the following:

1. Review all reports received from Subrecipient.

E. Results Based Accountability:

The Subrecipient agrees to cooperate with DHHS in the development of any desired outcomes, performance measures, and reporting requirement necessary for implementation of the Division of Children and Families' Results Based Accountability initiative.

IV. GENERAL TERMS AND ASSURANCES

A. ACCESS TO RECORDS AND AUDIT RESPONSIBILITIES.

1. All Subrecipient books, records, and documents regardless of physical form, including data maintained in computer files or on magnetic, optical or other media, relating to work performed or monies received under this subgrant shall be subject to audit at any reasonable time upon the provision of reasonable notice by DHHS. Subrecipient shall maintain all records for three (3) years from the date of final payment, except records that fall under the provisions of the Health Insurance Portability and Accountability Act (HIPAA) shall be maintained for six (6) full years from the date of final payment. In addition to the foregoing retention periods, all records shall be maintained until all issues related to an audit, litigation or other action are resolved to the satisfaction of DHHS. The Subrecipient shall maintain its accounting records in accordance with generally accepted accounting principles. DHHS reserves and hereby exercises the right to require the Subrecipient to submit required financial reports on the accrual basis of accounting. If the Subrecipient's records are not normally kept on the accrual basis, the Subrecipient is not required to convert its accounting system but shall develop and submit in a timely manner such accrual information through an analysis of the documentation on hand (such as accounts payable).
2. The Subrecipient shall provide DHHS any and all written communications received by the Subrecipient from an auditor related to Subrecipient's internal control over financial reporting requirements and communication with those charged with governance including those in compliance with or related to Statement of Auditing Standards (SAS) 112 *Communicating Internal Control related Matters Identified in an Audit* and SAS 114 *The Auditor's Communication with Those Charged With Governance*. The Subrecipient agrees to provide DHHS with a copy of all such written communications immediately upon receipt or instruct any auditor it employs to deliver copies of such written communications to DHHS at the same time copies are delivered to the Subrecipient, in which case the Subrecipient agrees to verify that DHHS has received a copy.
3. The subrecipient shall immediately commence follow-up action on findings arising from audits or other forms of review. Follow-up action includes responding to those conducting such examinations with clear, complete views concerning the accuracy and appropriateness of the findings. If the finding is accepted, corrective action, such as repaying disallowed costs, making financial adjustments, or taking other actions should proceed and be completed as rapidly as possible. If the subrecipient disagrees, it should provide an explanation and specific reasons that demonstrate that the finding is not valid.
4. In addition to, and in no way in limitation of any obligation in this subgrant, the Subrecipient shall be liable for audit exceptions, and shall return to DHHS all payments made under this subgrant for which an exception has been taken or which has been disallowed because of such an exception, upon demand from DHHS.

B. AMENDMENT. This subgrant may be modified only by written amendment executed by both parties. No alteration or variation of the terms and conditions of this subgrant shall be valid unless made in writing and signed by the parties.

C. ANTI-DISCRIMINATION. The Subrecipient shall comply with all applicable local, state and federal statutes and regulations regarding civil rights and equal opportunity employment, including Title VI of the Civil Rights Act of 1964; the Rehabilitation Act of 1973, Public Law 93-112; the Americans with Disabilities Act of 1990, Public Law 101-336; and the Nebraska Fair Employment Practice Act, NEB. REV. STAT. §§ 48-1101 to 48-1125. Violation of said statutes

and regulations will constitute a material breach of this subgrant. The Subrecipient shall insert this provision into all subgrants and subcontracts.

- D. ASSIGNMENT. The Subrecipient shall not assign or transfer any interest, rights, or duties under this subgrant to any person, firm, or corporation without prior written consent of DHHS. In the absence of such written consent, any assignment or attempt to assign shall constitute a breach of this subgrant.
- E. ASSURANCE. If DHHS, in good faith, has reason to believe that the Subrecipient does not intend to, is unable to, has refused to, or discontinues performing material obligations under this subgrant, DHHS may demand in writing that the Subrecipient give a written assurance of intent to perform. Failure by the Subrecipient to provide written assurance within the number of days specified in the demand may, at DHHS's option, be the basis for terminating this subgrant.
- F. BREACH OF SUBGRANT. DHHS may immediately terminate this subgrant and agreement, in whole or in part, if the Subrecipient fails to perform its obligations under the subgrant in a timely and proper manner. DHHS may withhold payments and provide a written notice of default to the Subrecipient, allow the Subrecipient to correct a failure or breach of subgrant within a period of thirty (30) days or longer at DHHS's discretion considering the gravity and nature of the default. Said notice shall be delivered by Certified Mail, Return Receipt Requested or in person with proof of delivery. Allowing the Subrecipient time to correct a failure or breach of this subgrant does not waive DHHS's right to immediately terminate the subgrant for the same or different subgrant breach which may occur at a different time. DHHS may, at its discretion, obtain any services required to complete this subgrant and hold the Subrecipient liable for any excess cost caused by Subrecipient's default. This provision shall not preclude the pursuit of other remedies for breach of subgrant as allowed by law.
- G. CONFIDENTIALITY. Any and all confidential or proprietary information gathered in the performance of this subgrant, either independently or through DHHS, shall be held in the strictest confidence and shall be released to no one other than DHHS without the prior written authorization of DHHS, provided that contrary subgrant provisions set forth herein shall be deemed to be authorized exceptions to this general confidentiality provision. As required by United States Department of Health and Human Services (hereinafter "HHS") appropriations acts, all HHS recipients and DHHS Subrecipients must acknowledge Federal and DHHS funding when issuing statements, press releases, requests for proposals, bid invitations, and other documents describing projects or programs funded in whole or in part with Federal and DHHS funds. Recipients are required to state: (1) the percentage and dollar amounts of the total program or project costs financed with Federal and DHHS funds; and (2) the percentage and dollar amount of the total costs financed by nongovernmental sources. This provision shall survive termination of this subgrant.
- H. CONFLICTS OF INTEREST. In the performance of this subgrant, the Subrecipient shall avoid all conflicts of interest and all appearances of conflicts of interest. The Subrecipient shall immediately notify DHHS of any such instances encountered, so that other arrangements can be made to complete the work.
- I. DATA OWNERSHIP AND COPYRIGHT. Except as otherwise provided in the Federal Notice of Award, DHHS shall own the rights in data resulting from this project or program. The Subrecipient may copyright any of the copyrightable material and may patent any of the patentable products produced in conjunction with the performance required under this subgrant without written consent from DHHS. DHHS and any federal granting authority hereby reserve a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or

otherwise use, and to authorize others to use the copyrightable material for federal or state government purposes. This provision shall survive termination of this subgrant.

- J. DEBARMENT, SUSPENSION OR DECLARED INELIGIBLE. The Subrecipient certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- K. DOCUMENTS INCORPORATED BY REFERENCE. All references in this subgrant to laws, rules, regulations, guidelines, directives, and attachments which set forth standards and procedures to be followed by the Subrecipient in discharging its obligations under this subgrant shall be deemed incorporated by reference and made a part of this subgrant with the same force and effect as if set forth in full text, herein.
- L. DRUG-FREE WORKPLACE. Subrecipient agrees, in accordance with 41 USC §701 et al., to maintain a drug-free workplace by: (1) publishing a drug-free workplace statement; (2) establishing a drug-free awareness program; (3) taking actions concerning employees who are convicted of violating drug statutes in the workplace; and (4) in accordance with 2 CFR §180.230, identify all workplaces under its federal awards.
- M. FEDERAL FINANCIAL ASSISTANCE. The Subrecipient shall comply with all applicable provisions of 45 C.F.R. §§ 87.1-87.2. The Subrecipient certifies that it shall not use direct federal financial assistance to engage in inherently religious activities, such as worship, religious instruction, and/or proselytization.
- N. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT REPORTING. The Subrecipient shall complete the Subrecipient Reporting Worksheet, Attachment 2, sections B and C. The Subrecipient certifies the information is complete, true and accurate.
- O. FORCE MAJEURE. Neither party shall be liable for any costs or damages resulting from its inability to perform any of its obligations under this subgrant due to a natural disaster, or other similar event outside the control and not the fault of the affected party ("Force Majeure Event"). A Force Majeure Event shall not constitute a breach of this subgrant. The party so affected shall immediately give notice to the other party of the Force Majeure Event. Upon such notice, all obligations of the affected party under this subgrant which are reasonably related to the Force Majeure Event shall be suspended, and the affected party shall do everything reasonably necessary to resume performance as soon as possible. Labor disputes with the impacted party's own employees will not be considered a Force Majeure Event and will not suspend performance requirements under this subgrant.
- P. FUNDING AVAILABILITY. DHHS may terminate the subgrant, in whole or in part, in the event funding is no longer available. Should funds not be appropriated, DHHS may terminate the award with respect to those payments for the fiscal years for which such funds are not appropriated. DHHS shall give the Subrecipient written notice thirty (30) days prior to the effective date of any termination. The Subrecipient shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. In no event, shall the Subrecipient be paid for a loss of anticipated profit.
- Q. GRANT CLOSE-OUT. Upon completion or notice of termination of this grant, the following procedures shall apply for close-out of the subgrant:

1. The Subrecipient will not incur new obligations after the termination or completion of the subgrant, and shall cancel as many outstanding obligations as possible. DHHS shall give full credit to Subrecipient for the federal share of non-cancelable obligations properly incurred by Subrecipient prior to termination, and costs incurred on, or prior to, the termination or completion date.
 2. Subrecipient shall immediately return to DHHS any unobligated balance of cash advanced or shall manage such balance in accordance with DHHS instructions.
 3. Within a maximum of 90 days following the date of expiration or completion, Subrecipient shall submit all financial, performance, and related reports required by the Subrecipient Reporting Requirements. DHHS reserves the right to extend the due date for any report and may waive, in writing, any report it considers to be unnecessary.
 4. DHHS shall make any necessary adjustments upward or downward in the federal share of costs.
 5. The Subrecipient shall assist and cooperate in the orderly transition and transfer of subgrant activities and operations with the objective of preventing disruption of services.
 6. Close-out of this subgrant shall not affect the retention period for, or state or federal rights of access to, Subrecipient records, or Subrecipient's responsibilities regarding property or with respect to any program income for which Subrecipient is still accountable under this subgrant. If no final audit is conducted prior to close-out, DHHS reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted at a later time.
- R. GOVERNING LAW. The award shall be governed in all respects by the laws and statutes of the State of Nebraska. Any legal proceedings against DHHS or the State of Nebraska regarding this award shall be brought in Nebraska administrative or judicial forums as defined by Nebraska State law. The Subrecipient shall comply with all Nebraska statutory and regulatory law.
- S. HOLD HARMLESS.
1. The Subrecipient shall defend, indemnify, hold, and save harmless the State of Nebraska and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against the State of Nebraska, arising out of, resulting from, or attributable to the willful misconduct, negligence, error, or omission of the Subrecipient, its employees, consultants, representatives, and agents, except to the extent such Subrecipient's liability is attenuated by any action of the State of Nebraska which directly and proximately contributed to the claims.
 2. DHHS's liability is limited to the extent provided by the Nebraska Tort Claims Act, the Nebraska Contract Claims Act, the Nebraska Miscellaneous Claims Act, and any other applicable provisions of law. DHHS does not assume liability for the action of its Subrecipients.
- T. INDEPENDENT ENTITY. The Subrecipient is an Independent Entity and neither it nor any of its employees shall, for any purpose, be deemed employees of DHHS. The Subrecipient shall employ and direct such personnel, as it requires, to perform its obligations under this subgrant,

exercise full authority over its personnel, and comply with all workers' compensation, employer's liability and other federal, state, county, and municipal laws, ordinances, rules and regulations required of an employer providing services as contemplated by this subgrant.

U. REIMBURSEMENT REQUEST. Requests for payments submitted by the Subrecipient shall contain sufficient detail to support payment. Any terms and conditions included in the Subrecipient's request shall be deemed to be solely for the convenience of the parties.

V. INTEGRATION. This written subgrant represents the entire agreement between the parties, and any prior or contemporaneous representations, promises, or statements by the parties, that are not incorporated herein, shall not serve to vary or contradict the terms set forth in this subgrant.

W. LOBBYING.

1. Subrecipient certifies that no Federal appropriated funds shall be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this award for: (a) the awarding of any Federal agreement; (b) the making of any Federal grant; (c) the entering into of any cooperative agreement; and (d) the extension, continuation, renewal, amendment, or modification of any Federal agreement, grant, loan, or cooperative agreement.

2. If any funds, other than Federal appropriated funds, have been paid or will be paid to any person for influencing or attempting to influence: an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this subgrant, the Subrecipient shall complete and submit Federal Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

X. NEBRASKA NONRESIDENT INCOME TAX WITHHOLDING. Subrecipient acknowledges that Nebraska law requires DHHS to withhold Nebraska income tax if payments for personal services are made in excess of six hundred dollars (\$600) to any Subrecipient who is not domiciled in Nebraska or has not maintained a permanent place of business or residence in Nebraska for a period of at least six months. This provision applies to: individuals; to a corporation, if 80% or more of the voting stock of the corporation is held by the shareholders who are performing personal services, and to a partnership or limited liability company, if 80% or more of the capital interest or profits interest of the partnership or limited liability company is held by the partners or members who are performing personal services.

The parties agree, when applicable, to properly complete the Nebraska Department of Revenue Nebraska Withholding Certificate for Nonresident Individuals Form W-4NA or its successor. The form is available at:

http://www.revenue.ne.gov/tax/current/f_w-4na.pdf or

http://www.revenue.ne.gov/tax/current/fill-in/f_w-4na.pdf

Y. NEBRASKA TECHNOLOGY ACCESS STANDARDS. The Subrecipient shall review the Nebraska Technology Access Standards, found at <http://www.nitc.nebraska.gov/standards/> and ensure that products and/or services provided under the subgrant comply with the applicable standards. In the event such standards change during the Subrecipient's performance, the State may create an amendment to the subgrant to request that Subrecipient comply with the changed standard at a cost mutually acceptable to the parties.

- Z. NEW EMPLOYEE WORK ELIGIBILITY STATUS. The Subrecipient shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee.

If the Subrecipient is an individual or sole proprietorship, the following applies:

1. The Subrecipient must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at www.das.state.ne.us.
 2. If the Subrecipient indicates on such attestation form that he or she is a qualified alien, the Subrecipient agrees to provide the U.S. Citizenship and Immigration Services documentation required to verify the Subrecipient's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
 3. The Subrecipient understands and agrees that lawful presence in the United States is required and the Subrecipient may be disqualified or the subgrant terminated if such lawful presence cannot be verified as required by NEB. REV. STAT. § 4-108.
- AA. PUBLICATIONS. Subrecipient agrees that all publications that result from work under this subgrant will acknowledge that the project was supported by "Grant No. XXXX" under a subgrant from "Federal Agency" and DHHS.
- BB. PROGRAMMATIC CHANGES. The Subrecipient shall request in writing to DHHS for approval of programmatic changes. DHHS shall approve or disapprove in whole or in part in writing within thirty (30) days of receipt of such request.
- CC. PROMPT PAYMENT. Payment shall be made in conjunction with the State of Nebraska Prompt Payment Act, NEB. REV. STAT. §§ 81-2401 through 81-2408. Unless otherwise provided herein, payment shall be made by electronic means.

Automated Clearing House (ACH) Enrollment Form Requirements for Payment.

The Subrecipient shall complete and sign the State of Nebraska ACH Enrollment Form and obtain the necessary information and signatures from their financial institution. The completed form must be submitted before payments to the Subrecipient can be made. Download ACH Form:

http://www.das.state.ne.us/accounting/nis/address_book_info.htm

- DD. PUBLIC COUNSEL. In the event Subrecipient provides health and human services to individuals on behalf of DHHS under the terms of this award, Subrecipient shall submit to the jurisdiction of the Public Counsel under NEB. REV. STAT. §§ 81-8,240 through 81-8,254 with respect to the provision of services under this subgrant. This clause shall not apply to subgrants between DHHS and long-term care facilities subject to the jurisdiction of the state long-term care ombudsman pursuant to the Long-Term Care Ombudsman Act.
- EE. RESEARCH. The Subrecipient shall not engage in research utilizing the information obtained through the performance of this subgrant without the express written consent of DHHS. The term "research" shall mean the investigation, analysis, or review of information, other than aggregate statistical information, which is used for purposes unconnected with this subgrant.

FF. SEVERABILITY. If any term or condition of this subgrant is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this subgrant did not contain the particular provision held to be invalid.

GG. SMOKE FREE. Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such federal funds. The law does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable Federal funds in Medicare or Medicaid; or facilities where WIC coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. By signing, the Subrecipient certifies that the Subrecipient will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

HH. SUBRECIPIENTS OR SUBCONTRACTORS. The Subrecipient shall not subgrant or subcontract any portion of this award without prior written consent of DHHS. The Subrecipient shall ensure that all subcontractors and subrecipients comply with all requirements of this subgrant and applicable federal, state, county and municipal laws, ordinances, rules and regulations.

II. TIME IS OF THE ESSENCE. Time is of the essence in this subgrant. The acceptance of late performance with or without objection or reservation by DHHS shall not waive any rights of DHHS nor constitute a waiver of the requirement of timely performance of any obligations on the part of the Subrecipient remaining.

NOTICES. Notices shall be in writing and shall be effective upon receipt. Written notices, including all reports and other written communications required by this subgrant shall be sent to the following addresses:

FOR DHHS:
Emily Kluver
NE Department of Health & Human Services
PO Box 95026
Lincoln, NE 68509-5026
402-471-8424

FOR SUBRECIPIENT:
Shawn Shanahan
Executive Director
Fremont Area United Way
605 North Broad Street
Fremont, NE 68052

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

FOR DHHS:

Vicki Maca

Vicki Maca
Deputy Director
Division of Children & Family Services
Department of Health and Human Services

DATE: 12/8/14

FOR SUBRECIPIENT:

Shawn Shanahan

Shawn Shanahan
Executive Director
Fremont Area United Way

DATE: 11-18-14

FOR THE BOARD:

BV

Brandon Verzal
Chair
Nebraska Child Abuse Prevention Fund Board

DATE: 12/17/14

Nebraska Child Abuse Prevention Fund Board
GRANT BUDGET FORM

Organization:	Fremont Family Coalition			
Project Title:	Social and Emotional Well-Being			
Total Project Budget:	\$ 22,500.00	Budget Period:	7/1/2014	through 6/30/2015
			<i>Date</i>	<i>Date</i>

BUDGET ITEM	TOTAL PROGRAM BUDGET	NCAPF GRANT REQUEST	OTHER FUNDS	SOURCES
Personnel:				
	\$ 3,000.00	\$ 3,000.00		
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
TOTAL Personnel	\$ 3,000.00	\$ 3,000.00	\$ -	
Fringe Benefits:				
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
TOTAL Fringe Benefits	\$ -	\$ -	\$ -	
Office Operations Expenses:				
--PCIT required forms	\$ 400.00	\$ 400.00	\$ -	
--Copies	\$ 200.00	\$ 200.00	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
TOTAL Operations Expense	\$ 600.00	\$ 600.00	\$ -	
Travel:				
	\$ 300.00	\$ 300.00	\$ -	
	\$ -	\$ -	\$ -	
	\$ -	\$ -	\$ -	
TOTAL Travel	\$ 300.00	\$ 300.00	\$ -	
Equipment:				
	\$ 600.00	\$ 600.00	\$ -	
	\$ -	\$ -	\$ -	
TOTAL Equipment	\$ 600.00	\$ 600.00	\$ -	
Outreach:				
--Family Incentives	\$ 1,500.00	\$ 1,500.00		
--Brochures	\$ 600.00	\$ 600.00		
--Pilot for AR-PIWI Group	\$ 6,800.00	\$ 3,400.00	\$ 3,400.00	
--Provide PIWI at Summer Lunch Program	\$ 106,744.00	\$ 1,000.00	\$ 105,744.00	
TOTAL Outreach	\$ 115,644.00	\$ 6,500.00	\$ 109,144.00	
Contract / Consulting:				
--Additional Training	\$ 2,000.00	\$ 2,000.00	\$ -	
--Consulting	\$ 1,000.00	\$ 1,000.00	\$ -	
	\$ -	\$ -	\$ -	
TOTAL Contract / Consulting	\$ 3,000.00	\$ 3,000.00	\$ -	
Other Expenses:				
--PIWI(facilitaiton,child care,supplies,meals)	\$ 7,800.00	\$ 6,800.00	\$ 1,000.00	
--PCIT Sliding Scale Fees	\$ 5,005.00	\$ 1,700.00	\$ 3,305.00	
TOTAL Other Expenses	\$ 12,805.00	\$ 8,500.00	\$ 4,305.00	
TOTAL BUDGET	\$ 135,949.00	\$ 22,500.00	\$ 116,449.00	

Fremont - NCAPF Budget Narrative Year 4

Personnel: \$3,000

We have allocated \$3,000 to this line item. This will include employees time spent on strategies/outcomes, agency management and grant reports. This will also include time spent on supervision oversight, administrative support staff, data entry and fiscal agent responsibilities. Our Other funds are the administrative pieces from our other community grants and salary.

Office Operations: \$600

We have allocated \$600 to this category. This will include \$200 for copies and \$400 for the required forms for PCIT therapists.

Travel: \$300

We have allocated \$300 to this category. It will be used for all travel related expenses for personnel and other partners involved with PIWI and PCIT while they are working with a grant funded family, group or for a training. We will provide a mileage reimbursement for out of town travel at \$0.56 per mile.

Equipment: \$600

We have allocated \$600 to this category. This can be used to replace any PIWI or PCIT related equipment.

Outreach: \$6,500

We have allocated \$6,500 to this line item. We have further broken this down to \$1,500 for family incentives and \$600 for PIWI/PCIT brochures. Since Dodge County is one of the five pilot states for Alternative Response, we have allocated \$3,400 of this line item to provide up to five Alternative Response families with a PIWI group after the pilot begins in October 2014. Our Other funds in this item, we hope that this will support a PIWI group after the pilot for additional families. We have also allocated \$1,000 of this line item to provide PIWI in our community's Summer Lunch program. This program helps to reduce the summer learning gap that occurs with families in poverty over the summer months. It is for any child 0-18. The children will experience a free meal, faith based curriculum, academics, activities, and field trips during the summer months.

Contract/Counseling: \$3,000

Our total budget for this line item is \$3,000. We plan to break it down by \$2,000 for additional PIWI and PCIT trainings and \$1,000 for consulting needs.

Other: \$8,500

Our total budget for this line item is \$8,500. We plan to further allocate it with \$6,800 to PIWI groups and \$1,700 to PCIT. The PIWI Group category includes facilitation, child care, meals and supplies. The PCIT portion will cover those families who are uninsured or underinsured. The Other funds for PIWI Groups will be in-kind donation of a space for the groups. The Other funds for PCIT will include Medicaid reimbursement for seven families.

NCAPF-Early Childhood Social and Emotional Development Subgrant
Scope of Work and Outcomes
Year 4-Fremont Family Coalition

The Fremont Family Coalition FFC (formally known as the Early Childhood Coalition) has a mission. It is to create community partnerships that empower individuals and families to improve their quality of life. We believe in prevention. We believe that:

- Families need supportive communities to help them be strong
- Empowerment is the key to growth and sustainability
- There is no substitute for strong families to ensure that children and youth grow up to be capable adults
- Children can be best kept safe and acquire skills when families, friends, residents, and organizations work together as partners
- Maximizing existing resources through increased collaboration decreases duplication of services
- Every family deserves access to resources that will enable them to build a better future
- Investment in prevention far outweighs the cost of intervention
- Children and families who experience socio-economic challenges are more likely to experience difficulties due to limited language skills, health concerns, social and emotional problems that impede development and success

We are excited to continue providing services to our community families through these grant funds that truly fit with our mission and beliefs. We look forward to building a sustainable plan to continue like services.

1. The FFC plans to enhance early childhood social and emotional development through this grant by continuing to provide PIWI and PCIT services to families in our community. Currently, we have eight different agencies and ten community staff that are trained to facilitate PIWI. We not only provide PIWI through groups settings, but many of those providers also use PIWI strategies and concepts within their own programs. There will be administrative oversight by the Fremont Area United Way. The work plan of our coalition focuses on preventative services. We have several committees under the larger group. These include basic needs, community response, school readiness, school success, and transition to adulthood, physical and mental health. Both PIWI and PCIT fit into the Mental Health Committee work and indirectly with others.
2. Our community partners will continue to implement PIWI by facilitating at least one Fidelity group per grant year. We will also continue to use practices and strategies within our own community programs so that all families can benefit in in part by what PIWI has to offer. For example, the community Sixpense grant coordinator is also trained in PIWI. She uses these principles on a regular basis while working with families in her program that has children 0-4 year old. We also plan to train additional PIWI facilitators, especially focusing on bi-lingual providers. We also plan to utilize those providers already trained in PIWI to train the trainer using the materials suggested.
3. Organizations that have trained PIWI facilitators will have the opportunity to sign a Memorandum of Commitment with coalition for PIWI services. In this commitment, it states, in part, that agencies will agree to:

- a. Work with other participating agencies to improve the comprehensive and coordinated approach of the PIWI and/or PCIT programs.
- b. Actively participate in the sharing of information to improve our social and emotional work which is not prohibited by state or federal statutes or other agency policy for the purpose of building community prevention programs to meet the needs of our community; to include, but not limited to sharing of de-identified data relating to any programs within your own agency that are funded for any source.
- c. Be actively involved in the establishment of goals, objectives and specific outcomes / results of PIWI and/or PCIT programs.

There are measures we use in our PIWI groups that track a family's progress. In collaboration with our state evaluator Dr. Barb Jackson from the Munroe Meyer Institute, needed data is being collected to meet the outcomes for program. These include a PIWI checklist and totes for the different week curriculums, a PIWI observation (for Fidelity groups), Attendance roster, and Protective Factors Surveys.

4. The Fremont Family Coalition will continue providing PCIT services to community families.
 - a. We currently have five providers offering PCIT. They are Mary Haskins with Parkview Professionals Group, Dru McMillan with Lutheran Family Services, Alicia Searl with Fremont Psychiatric Services, Karen Cope with The Bridge and Nicole Hogle with Care Corps Homeless Services.
 - b. We have a few new therapists interested in participating in PCIT for our community families. Also, both Mary Haskins and Alicia Searl will be attending a PCIT tune up training funded by the grant this spring. We will continue to offer supplementary training as new training becomes available.
 - c. The target population for PCIT is children who are ages 2- 7 years old and suffer from the following difficulties: Aggression, defiance, difficulties in school/daycare, etc.
 - d. We have four PCIT rooms, two of which are considered community rooms for any PCIT therapist to use. These are located at Lutheran Family Services and Care Corps. Funding from the grant was provided to those agencies to build rooms accessible to all PCIT therapists in our community.
 - e. As part of a Memorandum of Commitment with the coalition, PCIT partners will agree to:
 - i. Be actively involved in the establishment of goals, objectives and specific outcomes / results of PIWI and/or PCIT programs
 - ii. Complete the necessary PCIT forms/assessments such as the attendance roster, Protective Factors Survey, Eyeberg Child Behavior Inventory and provide a program satisfaction survey to participating families
 - iii. The Attendance roster, Protective Factors Surveys and Eyeberg score will be sent to Dr. Barb Jackson

5. The coalition has supported both PIWI and PCIT in a number of ways
 - a. Our community has also been blessed with opportunity to utilize other grants through our coalition such as Sixpense, 21st Century, and Community Response (from PSSF Funds). Since the target populations are very similar across the different programs, reciprocal referrals are used regularly through each one of these grants.
 - b. Community awareness regarding PIWI and PCIT is key to successful family involvement. We have brochures and other handouts for families describing what the programs are and how they can be a part of it. Recently, our PCIT providers presented PCIT information at a DHHS staff meeting, letting them know how they can be a referral. We

have also decided to integrate PIWI into our Summer Lunch Program (SLP). The SLP is a program that helps to close the summer academic slide that occurs over the summer months, by providing a faith based curriculum, activities and free lunch to any child 0-18 years old. In addition to the general curriculum, we plan to accomplish this by adding a PIWI facilitator to work with families that have a child 0-3 years old.

- c. We plan to maintain our current partnerships, by attending regularly outside of the larger coalition meeting. We also have community partners invested in seeking out additional funding to meet community needs.
6. The Fremont Family Coalition community partners are building sustainability for programs such as PIWI and PCIT in our community. It was exciting news to hear last year that PCIT was considered a Medicaid approved service. While this helps with sustainability, it doesn't fully address all community families. Our group is now discussing how we can sustain the programs with no grant funding. As stated earlier, our PIWI providers regularly use practices and principles from their training. This is easily integrated into existing programs that work children in the same age group. There has also been discussion on how to incorporate PIWI groups into existing program curriculum. Another way to promote sustainability in our community is to offer a pilot PIWI group to a select number of Alternative Response (AR) families. The data provided from the State a recent AR meeting showed that there was a significant number of families (that would have qualified for AR) that would have also qualified for PIWI.

Outcomes

For year four, we plan to address and measure the following outcomes:

1. Number of Staff participating:
 - a. We will have at least five agencies participating in PIWI and five agencies participating in PCIT. We hope to include at least one new PCIT therapist and train additional PIWI staff. We hope to include a PIWI facilitator that is bi-lingual.
2. Number of families and children served:
 - a. We plan to serve:
 - i. 10 families in PIWI groups
 - ii. 10 new children in PCIT

*These numbers include those served directly through a PIWI group, PIWI strategies/concepts and PCIT through outreach efforts and integration into already existing programs.
 - b. This data will be collected from the attendance sheets from both programs
3. Measures of family progress
 - a. We plan to administer the appropriate assessments for each program. Data from the assessments will be collected and analyzed with the help of our evaluators
4. Improved community systems by use of a shared referral system, marketing, or maintenance of existing resources
 - a. We plan to suggest a referral be made to PIWI or PCIT with in other community programs. We will develop a plan to discuss how to best accomplish this outcome and how this will be a win-win for all of our community families.