

July 21, 2016

Board of Commissioners
Clackamas County

Members of the Board:

Approval of an Amendment to the Subrecipient Agreement with Northwest Family Services for Youth Drug and Alcohol prevention - Oregon City, Gladstone, and Milwaukie

Purpose/Outcomes	Drug and alcohol prevention services will be provided to 260 youth with risk factors such as poor school performance, truancy, alcohol and drug use, and negative peer association. By June 30, 2017 80% of students will report Increase in pro-social behavior, school connection and connecting with a caring adult.
Dollar Amount and Fiscal Impact	Amendment to add \$72,000 for a new total of \$110,820. No fiscal impact to the county.
Funding Source	US Department of Health and Human Services No County General Funds are involved
Duration	Effective July 1, 2016 through June 30, 2017
Previous Board Action	Board Order #021116-A4
Strategic Plan Alignment	Improved community safety and health Ensure safe, healthy and secure communities
Contact Person	Rodney A. Cook 503-650-5677
Contract No.	#7558

BACKGROUND: BACKGROUND:

The Children, Youth & Families Division of the Health, Housing and Human Services Department requests the approval of an Amendment to the Subrecipient Agreement with Northwest Family Services for Drug and Alcohol prevention services for youth, connecting CORE youth and their families to appropriate community resources and providing mentoring for elementary students in Milwaukie.

No County General funds are involved in this amendment. It becomes effective July 1, 2016 and terminates June 30, 2017. This contract has been reviewed and approved by County Counsel. Adds \$72,000 for a maximum value of \$110,820.

RECOMMENDATION:

Staff recommends the Board approval of this amendment and authorizes Richard Swift, H3S Director to sign on behalf of Clackamas County.

Respectfully submitted,

Richard Swift, Director
Health, Housing & Human Services

Healthy Families. Strong Communities.

Contract Amendment (FY 16-17)
Health, Housing and Human Services

HHHS Contract Number: 7558

Board Order Number: 021116-A4

Division: CYF/HHHS

16-026 Amendment No. 1

Contractor: Northwest Family Services

Amendment Requested By: CYF

Changes: Scope of Service
 Contract Time

Contract Budget
 Other:

Justification for Amendment: Amendment aligns the provider contract with the biennial funding cycle that the county receives while continuing to fund drug and alcohol prevention services offered at PreventNet sites in Milwaukie, Gladstone, and Oregon City through June 30, 2017 (subrecipient agreement number 16-026).

Amend:

AGREEMENT

1. Term and Effective Date. Pursuant to the terms of the grant award, this Agreement shall be effective as of January 1, 2016 and shall expire on June 30, 2016, unless sooner terminated or extended pursuant to the terms hereof.

To Read:

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Amend:

AGREEMENT

4. Grant Funds. The COUNTY's funding for this Agreement is the Substance Abuse Prevention and Treatment Block Grant (Catalogue of Federal Domestic Assistance [CFDA] #: 93.959) issued to the COUNTY by the U.S. Department of Health and Human Services. The maximum, not to exceed, amount the County will pay is \$38,820. This total is comprised of Federal funding (CFDA 93.959) in the amount of \$36,000 and an additional \$2,820 from non-Federal contributions to CYF for Prevention Programs. This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request and Exhibit E: Subrecipient Performance Reporting. Failure to comply with the terms of this Agreement may result in withholding of payment.

To Read:

AGREEMENT

4. Grant Funds. The COUNTY's funding for this Agreement is the Substance Abuse Prevention and Treatment Block Grant (Catalogue of Federal Domestic Assistance [CFDA] #: 93.959) issued to the COUNTY by the U.S. Department of Health and Human Services. The maximum, not to exceed, amount the County will pay is \$110,820. This total is comprised of Federal funding (CFDA 93.959) in the amount of \$36,000 and an additional \$2,820 from non-Federal contributions to CYF for Prevention Programs (15-16 contract year) and \$72,000 of Federal funding (CFDA 93.959 for 16-17 contract year). This is a cost reimbursement grant and disbursements will be made in accordance with the schedule and requirements contained in Exhibit D: Required Financial Reporting and Reimbursement Request and Exhibit E: Subrecipient Performance Reporting. Failure to comply with the terms of this Agreement may result in withholding of payment.

Add:

AGREEMENT

9.
 - u) **Special Conditions.** SUBRECIPIENT will provide updated financial policies and procedures addressing issues raised in COUNTY letter dated 7/12/16, and will provide an itemized general ledger for the period 9/1/16-9/30/16, including backup (receipts, timesheets) to accompany their request for reimbursement for the same period by October 15, 2016.

Amend:

EXHIBIT A – Subrecipient statement of Program Objectives

SUBRECIPIENT will provide services for this contract at six schools – Gardiner MS in Oregon City, Kraxberger MS in Gladstone, Rowe and Alder Creek MS in Milwaukie, Rex Putnam and Milwaukie HS in Milwaukie. The array of services for youth and their families at the sites are tailored to fit the needs of the population(s) at risk, and the school in general. These services include combinations of mentoring, care coordination and referral, alcohol and drug prevention/early intervention and referral, mental health assessment, support and referral, homework assistance aligned with class work, peer mentoring, intervention groups for at-risk, family engagement activities, universal prevention curricula, and structured, asset-building extracurricular activities. Drug and alcohol prevention activities will be provided to 130 youth and the intervention groups for at risk youth will serve 20 youth.

To Read:

EXHIBIT A – Subrecipient statement of Program Objectives

SUBRECIPIENT will provide services for this contract at six schools – Gardiner MS in Oregon City, Kraxberger MS in Gladstone, Rowe and Alder Creek MS in Milwaukie, Rex Putnam and Milwaukie HS in Milwaukie. The array of services for youth and their families at the sites are tailored to fit the needs of the population(s) at risk, and the school in general. These services include combinations of mentoring, care coordination and referral, alcohol and drug prevention/early intervention and referral, mental health assessment, support and referral, homework assistance aligned with class work, peer mentoring, intervention groups for at-risk, family engagement activities, universal prevention curricula, and structured, asset-building extracurricular activities. Drug and alcohol prevention activities will be provided to 130 youth (15-16 program year) and 130 youth (16-17 program year) and the intervention groups for at risk youth will serve 20 youth (15-16 program year) and 20 youth (16-17 program year).

Add:

Exhibit B.1 – 16-17 Program Budget

Exhibit B.1 (16-17 Program Budget)

Note: All expenditures must have adequate supporting documentation.

Subrecipient Northwest Family Services	Grant Number: 16-026 A1
Address: 6200 SE King Rd. Portland, OR 97222	Report Period: 7/1/16-6/30/17
Contact Person: Rose Fuller	Contract #: 147783
Phone Number: (503) 546-6377	Federal Award #: 135001-15
E-mail: rfuller@nwfs.org	CFDA(s): 93.959

Budget Category	Budget
Personnel	
Prevention Specialist (1.0 FTE)	\$ 34,000.00
Prevention Specialist (.40 FTE@ \$36,000)	\$ 14,400.00
Supervision (.08@\$55,000)	\$ 4,400.00
Fringe (.23)	\$ 12,144.00
Administration	
Bookkeeping/payroll/fringe	\$ 2,242.00
Program	
Supplies (\$75 x 12 mos)	\$ 900.00
Phone	\$ 600.00
Insurance(s)	\$ 200.00
Equitable Share of Single Audit	\$ 300.00
Conferences & Training	\$ 1,000.00
Mileage (200 mi x .54 x 12 mos x 1.4 FTE)	\$ 1,814.00
	\$ -
Total Grant Funds Requested	\$ 72,000.00

Clackamas County and the Federal government retain the right to inspect all financial records and other books, documents, papers, plans, records of shipments and payments and writings of Recipient that are pertinent to this Agreement.

In Witness Hereof, the parties hereto have caused this Amendment to be executed by their duly authorized officers.

Agency/SUBRECIPIENT

Northwest Family Services
Organization Name

6200 SE King Rd.
Address

Portland, OR 97222
City, State, Postal Code

Rose Fuller
Signature

Executive Director
Title

7/7/16
Date

CLACKAMAS COUNTY

Commissioner John Ludlow, Chair
Commissioner Jim Bernard
Commissioner Paul Savas
Commissioner Martha Schrader
Commissioner Tootie Smith

Signing on Behalf of the Board:

Richard Swift, Director
Health, Housing and Human Services Dept.

Date

Approved to Form

[Signature]
County Counsel

7/6/16
Date

Rodney A. Cook, Director
Children, Youth & Families Division

[Signature] For RC
Date

Recording Secretary

Date