

COOPERATIVE AGREEMENT

AN AGREEMENT by and between Jackson County, Missouri, a Constitutional Charter County, hereinafter referred to as the "County" and the Mid-America Regional Council, 600 Broadway, Suite 200, Kansas City, MO 64105, a regional planning commission operating pursuant to Section 251.150 et seq., RSMo, hereinafter referred to as "MARC."

WHEREAS, the County deems it to be in the best interest of its citizenry to support teenage pregnancy programs and services as provided by MARC and other agencies, under subcontracts with MARC; and,

WHEREAS, this Agreement is entered into pursuant to the provisions of Chapter 70, RSMo, dealing with cooperative agreements; therefore,

The County and MARC agree, in consideration of the following mutual promises and valuable consideration, as follows:

1. **Services.** MARC shall provide a teenage pregnancy program and services, as is more fully set forth in the proposal attached hereto as Exhibit A. MARC is expressly authorized to enter into a subcontract with the Guadalupe Center, Inc. for these programs and services upon such terms and conditions as MARC shall deem appropriate, provided that such subcontract shall provide that the County's funds shall be used by the to support the teenage pregnancy programming services and activities for those in western Jackson County through the Guadalupe Centers, Inc.

2. **Terms of Payment.** Upon the execution of this Agreement, the County shall pay to MARC the lump sum of \$34,390.00 to be used to provide these services and

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programs.

3. **Annual Report.** MARC shall submit an annual report, including a statement of budgeted and actual expenditures, and other documentation as requested by the Director of Finance and Purchasing to show that the funds paid to MARC by the County were used for the purposes set forth in this Agreement. Said annual report shall be submitted no later than December 31, 2011. Failure to submit this annual report shall disqualify MARC from future funding by the County.

4. **Submission of Documents.** No payment shall be made under this contract unless Guadalupe Center shall have provided to MARC and MARC shall have confirmed to County and the Director of Finance and Purchasing its receipt of: (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) the agency's IRS Form 990, from the previous fiscal or calendar year; (3) a statement of the agency's total budget for its most recent fiscal year; and, (4) a detailed explanation of actual expenditures of County funds (pertains to final payments and payments on contracts for future years.) If an agency has previously received County funding, to be eligible for future payments, an agency must submit either an audited financial statement for the agency's most recent fiscal or calendar year, by March 31 of the following year, or a certified public accountant's program audit of County funds, by January 31 of the following year. Any document described herein which was submitted to the Director of Finance and Purchasing as a part of an application for funding need not be resubmitted to qualify for payment. No payment shall be made if the contract agency is out of compliance on any other County contract.

5. **Audit.** The County further reserves the right to examine and audit, during reasonable office hours, the books, and records of MARC pertaining to the finances and operations of MARC.

6. **Default.** If MARC shall default in the performance or observation of any term or condition of this Agreement, the County shall give MARC written notice setting forth the default and correction required. Thereafter, if said default by MARC shall continue and not be corrected within ten days of the notice of default, the County may, at its election, terminate the Agreement and take such action in law or equity to recover all funds given to MARC under this Agreement, but not used for the purposes set forth in the Agreement, as the County deems appropriate.

7. **Conflict of Interest.** MARC warrants that no officer or employee of the County, whether elected or appointed, shall in any manner whatsoever be interested in or receive any benefit from the profits or emoluments of this Agreement. MARC shall insure that its subcontractor has made this same warranty.

8. **Term.** This Agreement shall be effective January 1, 2011, and shall terminate on December 31, 2011. This Agreement may be terminated prior to that date by either party upon written notice delivered thirty days prior to the effective date of termination. If this Agreement is terminated by either party, the County shall pay only for those services actually performed as verified by the County's audit as provided in paragraph 5 above.

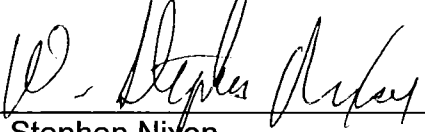
9. **Equal Opportunity.** In carrying out this Agreement, MARC shall insure that none of the benefits or services of the program are denied to any eligible recipient on the basis of race, color, religion, sex, age, handicap, or national origin. MARC shall

take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, age, handicap, or national origin. Such action shall include but not be limited to, the following: employment or termination, rates of pay or other forms of compensation and selection for training including apprenticeship. MARC shall in all solicitations or advertisements for employees placed by or on behalf of MARC, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, handicap, or national origin.

10. **Incorporation.** This Agreement incorporates the entire understanding and agreement of the parties.


IN WITNESS WHEREOF, the County and MARC have executed this Agreement this 14 day of March, 2011.

APPROVED AS TO FORM:



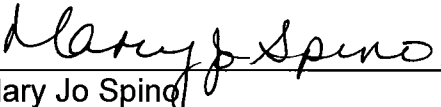
W. Stephen Nixon
County Counselor

JACKSON COUNTY, MISSOURI



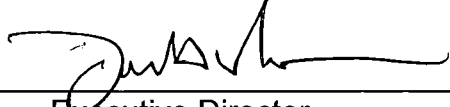
Michael D. Sanders,
County Executive

ATTEST:



Mary Jo Spino
Clerk of the County Legislature

MID-AMERICA REGIONAL COUNCIL

By 


Executive Director
43-0976432

Federal I.D. or S.S. #

REVENUE CERTIFICATE

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this agreement is chargeable, and a cash balance otherwise unencumbered in the treasury from which payment is to be made, each sufficient to meet the obligation of \$34,390.00 which is hereby authorized.

March 9, 2011
Date


Director of Finance and Purchasing
Account No. 002-7902-56789

79022011006

Guadalupe Center
Teen Pregnancy Program

EXHIBIT

tabbles

A



OUTSIDE AGENCY FUNDING REQUEST FORM 2011 BUDGET

415 E 12th Street, 2nd Floor
Kansas City, MO 64106

Email: auditor@jacksongov.org

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Section A: Organization or Agency Information

Name: Guadalupe Centers, Inc

Address: 1015 Avenida Cesar Chavez, Kansas City, Mo 64108

Phone No: 816.421.1015

Fax: 816.421.1001

Website Address: www.guadalupecenters.org

Federal Tax ID No: 44-0610781

Fiscal Year Cycle: 1/1/11 - 12/31/11

Executive Director:

Cris Medina

Name and Title of Principal Contact Person:

Diane Rojas

Phone No: 816.561.6885 ext. 25

Email Address: drojas@guadalupecenters.org

Submittal of this request has been authorized by: Cris Medina

Date:

13-Sep-10

Section B: Agency's 2010 and 2011 Revenue Information

Agency's 2011 Projected Revenue Information

Funding Entity	Agency's 2011 Total Projected Revenue Source You Will Request 2011 Funding From	Projected Amount	% of Total Revenue
Federal	DESE, HeadStart, MARC & DOL	\$ 1,063,390	12
State	DESE, DFS - FAMIS & CSIPS, CSIPS, SFSP	\$ 4,553,698	52
Jackson County	Combat	\$ 195,919	2
Other Counties	None	\$ -	0
City	Kansas City - CDBG, ESG-Hud, Health Dept	\$ 422,142	5
Charity/Donations	Unity Way, Foundations, Corporate	\$ 1,050,519	12
Fundraisers	Agency Special Event Fundraisers	\$ 217,285	3
Other	Year Funds	\$ 1,239,967	14
2011 Total Projected Revenue		\$ 8,742,920	100

Agency's 2010 Revenue Information

Funding Entity	Agency's 2010 Total Revenue Source You Received Funding From	Amount	% of Total Revenue
Federal	DESE, HeadStart, MARC, & DOL	\$ 1,010,748	13
State	DESE Swope Corridor Salary In-Kind	\$ 3,944,060	50
Jackson County	Combat	\$ 191,292	2
Other Counties	None	\$ -	0
City	Kansas City - CDBG, ESG-Hud, Health Dept	\$ 419,337	5
Charity/Donations	United Way, Foundations, Corporate	\$ 1,030,870	13
Fundraisers	Agency Special Event Fundraisers	\$ 214,285	3
Other (please list)	Year Funds	\$ 1,086,988	14
2010 Total Revenue		\$ 7,897,580	100

If your agency received funding from Jackson County in 2010, please identify the funding source, amount and program name below.

Jackson County Funding Source	Yes	No	Amount	Program Name
COMBAT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 140,896	
Mental Health Levy	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Board of Services for Developmentally Disabled	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Domestic Violence Board	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Housing Resources Commission	<input type="checkbox"/>	<input type="checkbox"/>	\$ -	
Outside Agency Program	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$ 50,396	Teen Preg & Gym Rental
2010 Total Jackson County Funding			\$ 191,292	

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Did your agency receive funding or resources in 2010 from either of the following?

Mid America Regional Council	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -
Harvesters	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ -

Section C: 2011 Program Budget

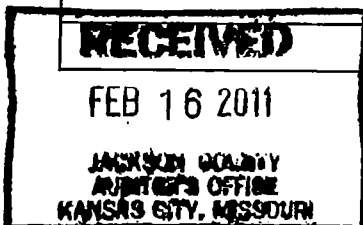
Complete a separate program budget for each program your agency is applying for funding.

Agency Name: Guadalupe Centers, Inc

Program Name: Teenage Pregnancy Program

Personal Services			
For each salary request below please attach a job description or duties.			
Position / Title	Total Salary	% of Salary to be funded by Jackson Co.	Amount of Salary to be funded by Jackson County
Case Manager	20 hrs.	50%	\$ 17,000
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries			\$ 17,000
Total Benefits (17,000 X 12%)			\$ 2,040
Total Personal Services			\$ 19,040
Contractual Services			
Transportation - Mileage reimbursement for Case Mgr. @ .50/mile			\$ 1,200
Occupancy - Support of expenses associated with program			\$ 5,071
Specific Assistance - Emergency grant assistance			\$ 2,000
Administration - 10%			\$ 3,429
			\$ -
			\$ -
Total Contractual Services			\$ 11,700
Supplies			
Educational Materials			\$ 500
Office Supplies			\$ 2,000
Group Support			\$ 600
Program Incentives			\$ 400
Pregnancy Tests			\$ 150
			\$ -
Total Supplies			\$ 3,650

Total Program Request \$ 34,390



**GUADALUPE CENTER, INC.
Job Description
Exempt/Non-exempt**

Job Title: Teenage Pregnancy Case Manager/Educator
Department: Health, Education and Social Services
Location: 2641 Belleview

Reports to: Director of Health, Education and Social Services
Status:

JOB SUMMARY:

Implements a comprehensive social service program, including case management, outreach and education, to pregnant teenagers, their families and significant others.

KEY ACCOUNTABILITIES:

1. Provides case management and support services for clients during pregnancy and for two years after delivery: assesses client needs, develops client goals and treatment plan; provides information and referral and/or direct client services; provides follow-up.
2. Provides outreach, education and support to adolescents and their families.
3. Establishes and maintains effective working relationships with agency staff and community and government agencies.
4. Assists administrative staff in fundraising.
5. Maintains confidential client files.
6. Provides prenatal/parenting education to groups and individuals.
7. Provides transportation for clients, as needed.
8. Functions as language interpreter on as-needed basis.
9. Prepares monthly case load reports.
10. Is available to be on call on a regular basis.

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INTERNAL CONTACTS--PURPOSE

Assists administrative staff in fundraising.

EXTERNAL CONTACTS--PURPOSE

Provides direct services and/or makes referrals to clients and their families. Maintains referral relationships with other service providers.

SUPERVISION--Titles of Immediate Subordinates No. in Position

Teen Pregnancy Case Manager

Total Number of Employees Supervised (directly and indirectly):1

MINIMUM REQUIREMENTS:

1. Bachelor's degree in social sciences or psychology
2. Ability to communicate with youth and their parents
3. Ability to work independently
4. Valid driver's licens
5. Bilingual English-Spanish

PREFERRED QUALIFICATIONS:

1. Two years of experience in social service field

Executive Director _____	Supervisor _____	Employee _____
Date _____	Date _____	Date _____

The above information is intended to describe the most important aspects of the job. It is not intended to be construed as an exhaustive list of all responsibilities, duties and skills required to perform the work.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Guadalupe Centers, Inc.

Program Name: Teenage Pregnancy Program

Proposed Program

Detail functions to be performed by each program:

GCI's teenage pregnancy program proposes to provide comprehensive and culturally appropriate prevention education, pregnancy care and socially supportive services to pregnant and parenting teens. Case management is provided throughout pregnancy and for one year after the birth of the baby. Case management services are essential to this young and at-risk population. Additional services include prenatal education, housing assistance, emergency assistance with food/delinquent utilities/infant needs, vocational training, job placement, healthy lifestyles education, and advocacy in general. The overall objective of the program is to provide services to pregnant teens that will reduce the many adverse physical and social consequences of teenage pregnancy.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Guadalupe Centers, Inc.

Program Name: Teenage Pregnancy Program

Participants

Identify the number of participants by County that each program serves.

Jackson, MO	200
Clay, Platte, Cass, MO	
Wyandotte, Johnson, KS	
Other Missouri	

Target Population

Describe target population and demographics to be served by each program.

Services proposed by GCI's teenage pregnancy program primarily, but not exclusively, target Hispanic teens throughout Jackson County who are pregnant and between the ages of 13 and 21. The targeted population is one that is low income, in school or out of school and particularly high-risk for abusing their children. The majority of girls are referred by GCI's Alta Vista Charter High School, and Truman Medical Center. Many factors contribute to teenage pregnancy among Hispanics - the lack of knowledge regarding pregnancy prevention, low self esteem and various family issues. Because of the young age, many are unaware of the importance of seeking prenatal care right away and will often times wait until they are in their second or third trimester. Delaying prenatal care can negatively impact the health of the baby and the mother. Fear of family reaction is another reason prenatal care is not sought early on. Teenage pregnancy continues to increase among the Hispanic population and presents serious health and social issues for young mothers and their babies.

Would you provide these services to anyone at your door? (Jackson County only) **Answer No**

Is anyone denied services? (We refer to appropriate county.) **Answer Yes**

What level of indigents (below poverty level) do you serve?

Please classify your program from the following types by percentage of your agency's overall service

Senior Program	%
Indigent Program (Below Poverty Level)	100 %
Senior Indigent Program	%

What criteria do you have for the clients you serve?

Clients must be Jackson County residents, pregnant and /or parenting and between the ages of 13 and 21.

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Program Name: Teenage Pregnancy Program

Identify your specific geographic service delivery area for each program.

Local and national statistics indicate that the rate of adolescent pregnancy has continued to increase for Hispanic girls even though it has declined for non-Hispanic girls. Our geographic service delivery area includes primarily three (3) neighborhoods with significant Hispanic populations: Westside, Northeast and Eastside—all of which are in Jackson County.

Fund Separation

Indicate what measures your agency will take to ensure that funds received from Jackson County will be utilized for the benefit of Jackson County residents.

GCI's teenage pregnancy program only serves Jackson County residents. Residency of Jackson County is a requirement for program eligibility and is assessed in the initial interview/screening. GCI's accounting department performs monthly programmatic income and expenditure reports which are shared with GCI's Board of Directors, Executive Director, Associate Director, and Program Coordinator. Clients are required to produce proof of residency in Jackson County upon entry/acceptance into the program.

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Agency Name: Guadalupe Centers, Inc.

Program Name: Teenage Pregnancy Program

Approach & Method

List the top three (3) objectives for each program.

1. Provision of socially and medically supportive pregnancy care services during pregnancy and 1 year after delivery. These services are designed to insure access to needed medical and social services which will assure the delivery of a healthy baby and the well being of the adolescent mother.

2. Provision of prenatal and parenting education services. Provision of education, support and opportunities that will enable eventual/future economic self-sufficiency and reduce the likelihood of future unplanned pregnancies.

3. Provision of pregnancy prevention information. Information will be provided that will inform and empower teens with knowledge needed to make good healthy decisions and prevent future unplanned and unwanted pregnancies.

Detail specific methods you will use to achieve these objectives.

GCI's teenage pregnancy program intends to reach its program objectives through four (4) major interrelated components including; provision of education and social services emphasizing case management, assistance with navigating and accessing needed prenatal health care/and well baby care medical services, prenatal and parenting education via individual and group counseling, and the provision follow-up services for one year after the birth of the child. An array of supportive services will be provided which will include but not be limited to: Case Management, Bilingual Escort, transportation to medical appointments and other ancillary type appointments, assistance with securing needed entitlements such as TANF, medicaid, WIC and other supportive programs. On-going prenatal education and parenting education will be provided on an individual basis and also offered within a group setting.

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Section D: 2011 Program Information

Complete a separate program information sheet for each program your agency is applying for funding.

Agency Name: Guadalupe Centers, Inc.

Program Name: Teenage Pregnancy Program

Evaluation

How can the success of each program be evaluated?

Indicate performance measures or statistics you will use to demonstrate the success of each program.

GCI's teenage pregnancy program will evaluate both the client's progress and impact of the program services on the community. Specifically, evaluation includes the collection of demographic data, the completion of an individual assessment via treatment plans, goal attainment and process evaluation. Each participant's needs will be assessed; goal statements developed, individual objectives outlined and action steps will be identified with a completion date projected of each goal. The program has developed a client status form, which collects vital information on each client monthly. Client satisfaction data regarding services received is also collected to assist in determining needed adaptation to the program's objectives. Client demographic information and units of service provided by program will be entered into MaacLink, the database system coordinated through the Mid America Assistance Coalition so as to avoid duplication of services and actually enhance service delivery.

Notification

How will your organization make clients, the public and the media aware of the generous taxpayer funding received from Jackson County? (Please attach any examples)

Materials (Programs brochures/flyers) developed or marketing purposes will note that funding was made possible by Jackson County. Staff will also advise media during any interview conducted that the program is made possible through support from Jackson County.

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