

COOPERATIVE AGREEMENT  
COMBAT Drug Prevention  
(January 1, 2012, through December 31, 2012)

**AN AGREEMENT** by and between **Jackson County, Missouri**, a Constitutional Home Rule Charter County, hereinafter referred to as "the County," and **Emmanuel Family and Child Development Center, 2416 Swope Parkway, Kansas City, MO 64130**, (a Missouri not-for-profit corporation), hereinafter referred to as "Organization."

**WHEREAS**, the voters in Jackson County approved and renewed a quarter cent sales tax for the purpose of providing revenue to combat illicit drug use in our community; and,

**WHEREAS**, the voters and the Jackson County Legislature authorized the County Executive to contract with qualified not-for-profit community organizations, whether public or private, for the purpose of preventing drug use and drug related offenses or violence, if such organization has been in existence for a period of not less than two (2) years; and,

**WHEREAS**, **Organization** has been in existence for more than two (2) years and proposes to provide services to prevent illegal drug use, drug-related offenses and/or violence; and,

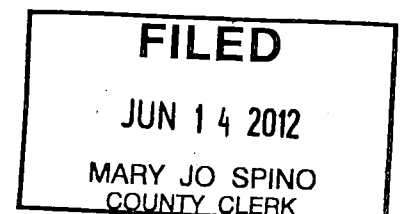
**WHEREAS**, COMBAT Administration has carefully reviewed the **Organization's** proposal for 2012 funding; and,

**WHEREAS**, the Jackson County Legislature has recommended the expenditure of **\$8,000.00** of COMBAT Anti-Drug Sales Tax funds (hereinafter referred to as "COMBAT funds") for **Organization** to assist in the prevention of drug use, drug related offenses or violence;

**NOW THEREFORE**, in consideration of the foregoing and the terms and provisions herein contained, the County and **Organization** respectively promise, covenant, and agree with each other as follows:

**I. SERVICES**

**Organization** shall use COMBAT funds solely for the purpose of providing prevention activities to prevent illegal drug use, drug related offenses, or violence for Jackson County; and,



**Organization** has agreed to use COMBAT funds only as set forth in Exhibit A, attached hereto; and,

**Organization** shall administer the program as outlined on the application's Program Logic Model. Any changes to the **Organization's** program as funded by COMBAT, must receive written approval from the County before implementing any changes from their submitted proposal.

## II. PAYMENT

The County agrees to pay to the **Organization** a total amount not to exceed \$8,000.00. Upon execution of this contract, an advance payment equal to one-quarter of the contract amount, totaling \$2,000.00 will be submitted to **Organization**. This award is contingent upon collection of sales taxes as budgeted at the time of the contract award. If COMBAT funds are reduced, contractor will be informed of necessary contract revisions, as provided for in this Agreement.

**Organization** understands that the failure to execute this Agreement by June 30, 2012, shall disqualify **Organization** from funding under this Agreement. Additionally, **Organization** understands that no payment shall be made under this Agreement until **Organization's** 2011 COMBAT contract has been fully reconciled.

**Organization** agrees to submit a monthly expense report on forms provided by COMBAT Administration by the 20<sup>th</sup> of the following month. All payments will be processed within 30 days of receipt of invoice, if the invoice is complete and accurate. Any reports that are incorrect will delay payment. The remaining contract amount will be paid in a monthly amount equal to:

- (1) 1/12<sup>th</sup> of the 2012 contract amount or
- (2) Expenses year to date, whichever is the lesser of the two.

**Organization** agrees to submit quarterly program reports and an Annual Report on forms provided by COMBAT Administration by the 20<sup>th</sup> of the month following the quarter's end. All April, August, and October payments will be detained until quarterly program reports are received and accurate.

The County reserves the right to audit all invoices and to reject any invoice for good cause. The County retains the right to deduct from an invoice of **Organization** any overpayment made by the County on a prior invoices. The County retains the right to make invoice corrections/changes. The County will not reimburse sales tax expense.

The final payment will not be processed until the agency's annual program report has been completely reconciled.

## III. PROGRAM REQUIREMENTS

All COMBAT Prevention funded programs must adhere to the following:

1. **Organization** must maintain a complete program expense file that reconciles to the invoices submitted to the COMBAT Administration.
2. **Organization** must operate an evidence-based or research-based drug, under-aged alcohol-consumption, and/or violence prevention program which focuses on risk and protective factors recognized and supported by prevention research and scientific theory.
3. **Organization** must be chartered in the State of Missouri and have received an exemption from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code, and must provide such documentation to COMBAT Administration.
4. **Organization** must have been in existence for two years prior to proposal submission (Statement of Contractor's Qualifications).
5. **Organization** must notify COMBAT Administration in writing on **Organization** letterhead, within five working days of the following changes:
  - a. **Organization** name, address, telephone number, administration, or board of directors
  - b. **Organization** funding that will affect the program under this contract
  - c. Liability insurance coverage
  - d. Management or staff responsible for providing services pursuant to this contract
  - e. Any proposed or actual merger or acquisition either taken by the **Organization** or towards the **Organization**
  - f. Changes to program and/or services, and the program's Logic Model and Outcome Measurement Framework chart.
6. **Organization** must submit monthly invoices and narratives on program activities

If this outline is not met during Year One, COMBAT Administration will not recommend continued funding for the following year.

#### IV. ANNUAL REPORT/OTHER DOCUMENTATION

**Organization** shall submit annual program reports and other documentation directly related to this Agreement as requested by the County's Director of Finance and Purchasing, or by such other manager as designated in writing by the County Executive, to show that funds paid to **Organization** by the County were used for the purpose set forth in this Agreement.

The **Organization** program annual report for 2011 shall be submitted no later than January 20, 2012.

#### V. EVALUATION REQUIREMENTS

**Organization** agrees that evaluative outcomes shall be given priority status. COMBAT Administration or its designee will monitor the **Organization** to assure that not only are the terms of this Agreement being fulfilled, but also to monitor the prevention program's impact on the community. The **Organization** agrees to participate in an effectiveness evaluation of the **Organization's** program objectives and an overall evaluation of specific core items, as required by COMBAT Administration. **Organization** further agrees to utilize an agency specific evaluation document. **Organization** agrees to participate in and respond to periodic COMBAT Administration evaluations, assessments, and data inquiries.

The COMBAT Administration will evaluate **Organization's** performance periodically based on the **Organization's** quarterly performance reports and compliance with contractual provisions. The County reserves the right to terminate this Agreement pursuant to paragraph 18 if the **Organization** does not meet stated performance measures and contractual requirements.

#### VI. AUDIT

The County reserves the right to examine and audit the books and records of **Organization** pertaining to the finances and operations of **Organization** related to this Agreement. **Organization** agrees to establish and adopt accounting standards and forms for this program as may be recommended by the County's Financial Advisor prior to receipt of the County's first distribution of funds under the terms of this Agreement. The forms used to document the expenditure of these funds may be changed from time to time upon mutual agreement.

#### VII. DEFAULT

If **Organization** shall default in the performance or observation of any term or condition herein, the County shall give **Organization** ten (10) days' written notice setting forth the default. If said default shall continue for ten (10) days after **Organization** receives written notice thereof, the County may at its election terminate the Agreement and withhold any payments not yet made to **Organization**. Said election shall not in any way limit the County's right to sue for breach of contract.

#### VIII. SUBMISSION OF DOCUMENTS.

No payment shall be made under this contract unless the **Organization** has submitted to COMBAT (1) a written proposal setting out in detail the intended use of the County's funding, including the target population to be served; (2) a statement of the **Organization's** total budget for this program for its most recent fiscal year; and, (3) a detailed explanation of actual expenditures of COUNTY funds (pertains to final payments and payments on contracts for future years.) Any document described herein which was submitted to COMBAT, 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.

**IX. INDEMNIFICATION**

**Organization** shall indemnify, defend, and hold the County harmless from any and all claims, liabilities, damages, and costs (including reasonable attorney's fees directly related thereto) to the extent caused by the negligence or willful misconduct of **Organization** or its employees, agents or representatives.

**X. INSURANCE**

**Organization** shall maintain the following insurance coverage during the term of this Agreement.

A. **Organization** shall maintain Commercial General Bodily Injury and Property Damage Liability insurance, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability. **Organization** agrees to name the County as Additional Insured on such policies, but only to the extent of **Organization's** negligence under this Agreement and only to the extent of the insurance limits specified herein.

B. **Organization** shall maintain, if any motor vehicles are used in the performance of the Services, Commercial General Bodily Injury and Property Damage Liability insurance, and Automobile Liability insurance including owned, non-owned, or hired vehicles, each in a combined single limit of One Million Dollars (\$1,000,000) each occurrence for bodily injury and property damage liability. **Organization** agrees to name the County as Additional Insured on such policies, but only to the extent of **Organization's** negligence under this Agreement and only to the extent of the insurance limits specified herein.

C. **Organization** agrees to provide the County with certificates of insurance evidencing the above described coverage prior to the start of Services, and annually thereafter, if required by the County. Such certificates shall provide that the applicable insurance policies have been endorsed to provide a minimum of thirty days advance notice to the County in the event of cancellation, non-renewal, or reduction in limits by endorsement.

**XI. STANDARD OF CARE**

**Organization** shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by professionals operating under similar circumstances.

**XII. TERM**

The term of this Agreement shall commence as of January 1, 2012, and will continue until December 31, 2012, unless sooner terminated pursuant to paragraph 7, 18, or 26 hereof.

**XIII. NO REPLACEMENT REVENUE**

It being recognized by the parties that the purpose of the COMBAT funds is to improve the quality and effectiveness of drug prevention services in Jackson County, it is therefore declared as the express intent of the parties that the services to be rendered hereunder shall be in addition to those deemed necessary and required to maintain the efficient and effective operation of **Organization** in its normal duties.

**XIV. CONFLICT OF INTEREST**

**Organization** 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.

**XV. FINANCIAL CONTACT**

**Organization** shall designate a fiscal representative to act as a liaison between the parties to resolve any problems, complaints, or special circumstances encountered in the billing of the services agreed upon here.

COMBAT Administration  
Fiscal Representative  
Troy Thomas  
415 E. 12<sup>th</sup> Street, Suite 100  
Kansas City, MO 64106

Emmanuel Family and Child Development Center  
Agency's Fiscal Representative  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Title  
Name  
Telephone #

**XVI. INFORMATIONAL REPORTING**

A designated representative of **Organization** shall attend meetings of the County Legislature and COMBAT Administration activities when so requested by either entity.

**XVII. PUBLICITY**

If **Organization** receives or obtains any media attention because of this project, **Organization** is required to acknowledge that funding for the project is from COMBAT funds. Printed material involving this program shall contain the COMBAT logo and a COMBAT sign shall be posted at the program site(s) for the duration of the contract.

**XVIII. TERMINATION**

This Agreement may be terminated for any reason or no reason by either of the parties upon thirty (30) days written notice to the party's designated fiscal representative. All services and payments shall continue through the effective date of termination. Termination of this Agreement shall not constitute a waiver of the rights or obligations which the County or **Organization** may be entitled to receive as provided in this Agreement, or be obligated to perform under this Agreement for services prior to the date of termination. Should this Agreement terminate, all County written materials of any kind must be delivered and returned by **Organization** to the County within ten (10) days of the termination of this Agreement.

**XIX. UNSPENT ALLOCATION**

Any appropriated funds under this Agreement not invoiced by **Organization** within 45 days from the expiration of this Agreement shall not be paid but shall remain in the COMBAT funds. These funds shall be subject to reappropriation. Such funds refer only to those funds that have not been committed for costs or purchases by purchase order, contract or other formal documentation.

**XX. MINORITY HIRING**

**Organization** shall have a twenty percent (20%) goal for minority hiring and employment regarding all positions funded out of the proceeds of COMBAT funds.

**XXI. APPROPRIATION OF FUNDS**

**Organization** and the County recognize that the County intends to satisfy its financial obligation to **Organization** hereunder out of funds annually appropriated for that purpose by the County. County promises and covenants to make its best efforts to appropriate funds in accordance with this Agreement. In the event no funds or insufficient funds are appropriated and budgeted, or are otherwise unavailable by any means whatsoever for payments due hereunder, County shall immediately notify **Organization** of this occurrence and this Agreement shall terminate on the last day for which appropriations were received, without penalty or expense to the County of any kind whatsoever, except as to the portions of the payment amounts herein agreed upon for which funds shall have been appropriated and budgeted or are otherwise available, or at any time after the last date that County has paid for the Services, if earlier.

County further agrees:

- A. That any funds authorized or appropriated for services rendered under this Agreement shall be applied to the payments hereunder until all such funds are exhausted.
- B. That County will use its best efforts to obtain authorization and appropriation of such funds including, without limitation, the inclusion in its annual budget, a request for adequate funds to meet its obligation under this Agreement in full.

**XXII. EQUAL OPPORTUNITY EMPLOYMENT**

**Organization shall maintain policies of employment as follows:**

**A. Organization and Organization's subcontractor(s) shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability or national origin. Organization shall take affirmative action as set forth to ensure that applicants are employed and employees are treated without regard to their race, religion, color, sex, age, disability, or national origin. Such action shall include, but not be limited, to the following; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Organization agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.**

**B. Organization and Organization's subcontractor(s) shall, in all solicitations or advertisements for employees placed by them or on their behalf, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, age, disability, or national origin.**

**XXIII. EMPLOYMENT OF UNAUTHORIZED ALIENS PROHIBITED**

**Pursuant to §285.530.1, RSMo, Organization assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Organization shall sign an affidavit, attached hereto and incorporated herein as Exhibit C, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.**

**XXIV. INSPECTIONS OR AUDITS BY THE COUNTY**

**The performance of this Agreement shall be subject to review by the County. The County Compliance Review Officer shall review this contract according to their responsibilities as set out in Chapter 6 of the Jackson County Code. Organization shall file quarterly program specific compliance reports as required by the County Compliance Review Office. The County may provide to Organization a list identifying specific areas funded by COMBAT funds which are to be inspected or audited by the County, and the definition and scope of a review audit of each specific area identified.**

**Organization shall conduct internal audits of each specific area identified relative to the program and shall provide its findings to the County and/or COMBAT Administration. If the County and/or COMBAT Administration desire additional**



study, after the in-house audit provided above, the County and/or COMBAT Administration and **Organization** shall engage a mutually agreed upon outside auditing firm to conduct further audit of each specific area identified, and shall share the costs of the outside auditor equally. The County warrants that all books, records, accounts, and any other documents in the possession of the County relative to COMBAT funds are public records open for inspection in accordance with Chapter 610, RSMo.

**XXV. REMEDIES FOR BREACH**

**Organization** promises, covenants and agrees to faithfully observe and perform all of the terms, provisions and requirements of this Agreement, and **Organization's** failure to so observe and perform in accordance with said Agreement represents and constitutes a breach of this Agreement. In such event, **Organization** consents and agrees as follows:

A. The County may without prior notice to **Organization** immediately terminate this Agreement; and,

B. In addition to the foregoing, the County shall be entitled to collect from **Organization** all payments made by the County for which **Organization** has not yet rendered services in accordance with this Agreement, and may also be entitled to reasonable attorney's fees, court costs and other expenses if it is necessary to bring legal action to recover such amount.

**XXVI. SEVERABILITY**

If any term of this Agreement is invalid, or incapable of being enforced by reasons of any rule of law or public policy, all other conditions and provisions of this Agreement shall nevertheless remain in full force and effect and no covenant or provision shall be deemed dependent upon any other covenant or provision unless so expressed herein.

**XXVII. ASSIGNMENT AND TRANSFER**

**Organization** shall not assign or transfer any portion or the whole of this Agreement without the prior written consent of the County.

**XXVIII. COMBAT CONTACT**

For the purpose of this Agreement, COMBAT Administration or the person designated by COMBAT Administration, shall act as the COMBAT Contact. The COMBAT Contact shall be responsible for overseeing the performance of the services to be rendered under this Agreement. The COMBAT Contact shall be authorized to accept minor changes in services rendered as long as they are not material nor do they substantially alter the services to be performed. Any

substantial or material changes in the service provided under this Agreement must be approved by COMBAT Administration and the County.

**XXIX. ORGANIZATION IDENTITY**

If **Organization** is merged or purchased by another entity, the County reserves the right to terminate this Agreement. **Organization** shall immediately notify the County in the event it is merged or purchased by any other entity.

**XXX. INCORPORATION**

This Agreement contains the entire understanding and agreement of the parties, and modifications hereof shall be enforceable only if in writing, signed by the parties hereto.

IN WITNESS WHEREOF, this Agreement has been executed this 14<sup>th</sup> day of June, 2012.

APPROVED AS TO FORM:

By: W. Stephen Nixon  
W. Stephen Nixon  
County Counselor

JACKSON COUNTY, MISSOURI

By: Michael D. Sanders  
Michael D. Sanders  
County Executive

Emmanuel Family and Child Development Center

ATTEST:

By: Mary Jo Spino  
Mary Jo Spino  
Clerk of the County Legislature

By: Ex Director  
Title: Ex Director

FIN: 74-2925720

Exhibit C

**WORK AUTHORIZATION AFFIDAVIT**

As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that Emmanuel Family and Child Development Center, (Organization name) is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, Emmanuel Family and Child Development Center, (Organization name) does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo)

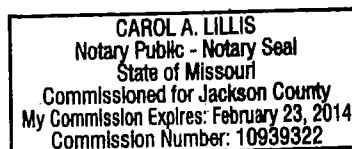
Deborah Mann  
Authorized Representative's Signature  
Ex Director  
Title

Deborah Mann  
Printed Name  
6/8/12  
Date

Subscribed and sworn before me this 8th day of June, 2012. I am commissioned as a notary public within the County of JACKSON, State of MISSOURI, and my commission expires on 2/23/14.

Carol Lillis  
Signature of Notary

6/8/12  
Date



**REVENUE CERTIFICATE**

I hereby certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this contract is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet the obligation of **\$8,000.00**, which is hereby authorized.

June 14, 2012  
Date

  
Director of Finance and Purchasing  
Account No.: 008-4402-56005

44022012015

**Exhibit A**  
**Emmanuel Family and Child Dev Center/Program Budget Information**

Jan. 01, - Dec. 31, 2012

<b>Budget Categories</b>	<b>Proposed COMBAT Budget</b>	<b>Other Funding Amount</b>	<b>Name of other Funding Sources</b>	<b>Total Program Cost</b>
Personnel-Salaries	\$ 6,120.00	\$ 20,000.00	21 <sup>st</sup> CCLC/DHSS	\$ 26,120.00
Payroll Taxes	\$ 612.00	\$ -	COMBAT	\$ 612.00
Fringe Benefits (Describe; max 10% of Salarie)	\$ 612.00	\$ -	COMBAT	\$ 612.00
Audit	\$ 300.00	\$ 800.00	COMBAT	\$ 1,100.00
Postage	\$ -	\$ -	COMBAT	\$ -
Printing	\$ -	\$ 300.00	DHSS	\$ 300.00
Meeting Expense	\$ -	\$ 300.00	DHSS	\$ 300.00
Mileage (local Travel)	\$ -	\$ -		\$ -
Travel (Out of Town)	\$ -	\$ -		\$ -
Training	\$ -	\$ -		\$ -
Membership	\$ -	\$ 2,500.00	21 <sup>st</sup> CCLC	\$ 2,500.00
Rent	\$ -	\$ -		\$ -
Utilities	\$ -	\$ 18,000.00	DHSS	\$ 18,000.00
Insurance	\$ -	\$ 36,000.00	DHSS	\$ 36,000.00
Other	\$ -	\$ 18,000.00	DHSS	\$ 18,000.00
Prevention Curriculum	\$ 200.00	\$ -		\$ 200.00
Indirect Cost	\$ -	\$ 2,000.00	21 <sup>st</sup> CCLC	\$ 2,000.00
Adm exps, for Qtr Re	\$ 156.00	\$ 3,000.00	DHSS	\$ 3,156.00
	\$ -	\$ -		\$ -
	\$ -	\$ -		\$ -
<b>Total Proposed Budget</b>	<b>\$ 8,000.00</b>	<b>\$100,900.00</b>		<b>\$ 108,900.00</b>

## Exhibit B: AGENCY CONTACT INFORMATION

(Jan 1, 2012 – Dec 31, 2012)

### Emmanuel Family and Child Development Center

<b>Agency/Corp Location</b>	Emmanuel Family and Child Development Center
Address	2416 Swope Parkway
City, State, Zip Code	Kansas City, MO 64130
Main Phone	816-921-3164
Main Fax	816-861-1270
Agency Web Address	Emmanuelchildcare.org

<b>Executive Director</b>	Deborah Mann
Address	2416 Swope Parkway
City, State, Zip Code	Kansas City, MO 64130
Phone	816-921-3164
Fax	816-861-1270
Email	deedeelove@sbcglobal.net

<b>COMBAT Program Director</b>	Antonette Collins
Program Address	3510 Prospect
City, State, Zip Code	Kansas City, MO 64128
Phone	816-861-2250
Fax	816-861-1347
Email	antonettec3@gmail.com

<b>Financial Contact</b>	Deborah Mann
Address	2416 Swope Parkway
City, State, Zip Code	Kansas City, MO 64130
Phone	816-921-3164
Fax	816-861-1270
Email	deedeelove@sbcglobal.net

<b>Board Chair/President</b>	Rodney Harris
Address	15324 S. Navaho Dr.
City, State, Zip Code	Olathe, KS
Phone	913-206-3423
Fax	816-861-1347
Email	rharris@pstr.com

**EXHIBIT C-Community**

**LOGIC MODEL**

Need (Problem) Statement			What will you do?			Outcomes		Outcomes
Objective	Need/Problem	But Why Here? Fill in Risk Factors	Protective Factors Addressed in Program Objectives	Resources Who/Agency & Personnel	Activities	Short-Term or Interim	Long-term Impact	Actual Achieved
Increase the development of community coalition to prevent the use of drug abuse and underage alcohol and tobacco use in our neighborhoods.	Children and families in target service area live in fear of dangerous environment due to crime, substance abuse, sales, and activities.	<i>Community -Availability of alcohol &amp; tobacco to underage youth -Availability of illegal drugs in target service area -Availability of weapon to youth in target area</i> <b>Risk Factor:</b> Drug sales and distribution among youth in targeted neighborhoods; increase homicides; increase gang-related activities.	<i>Community -Community networks &amp; support system</i> <b>Protective factor:</b> Camp Empowerment will engage neighborhood, association, community partners and neighborhoods in improvements. <b>Prog. Objective:</b> Organize monthly meetings with involved neighborhood association; two community partners; 20 neighborhood youth and families.	Emmanuel Family and Child Development Center (EFCDC)/Camp Empowerment; Neighborhood Associations, neighborhood youth & families; KC Police Dept.; Swope Health Services Reshida Rone (Prevention Specialist); All Stars Carrie Ellis (Lead Prevention Specialist); Emmanuel's Community Center.	Organized community meetings to stimulate community networking and support to deal with risk factors; develop action plans for target areas; work with KC police dept. to report crime.	Organized block clubs among neighborhood youth and families; meet monthly at Emmanuel's Community Center over one year period; collaborate with neighborhood association; improve the quality of neighborhoods.	100% of block clubs become self sufficient over five years; increase number of youth involved in block club; leadership role passed onto youth and families of block club as EFCDC/Camp Empowerment take a supportive role; neighborhood crime watch clubs sustained by youth.	100% participation of block clubs among neighborhood. 56% of participants: attended monthly meetings at Emmanuel's Community Center; enhanced collaborations with neighborhood associations (KC Police Dept., Swope Health Services, UMKC, Rockhurst University, Circuit Court of Jackson County-Family Division, City of Kansas City-3 <sup>rd</sup> District Councilman Jermaine Reed, Green Acres, Girls Scout, United Services, United Way, KCMSD) improved lifestyle incongruence among community; reduced drug sale; lowered criminal involvement and gang participation; and youth and families helped keep neighborhoods safe drug and crime free.

	<p>Children and families in target service area live in fear and a dangerous environment due to crime, substance abuse, sales, and activities.</p>	<p><b>Community</b> -Low neighborhood attachment and community disorganization <u>Risk Factors:</u> Gang activity in the residential area</p>	<p><b>Community</b> -Social networks &amp; support systems -Cultural norms set high expectations for youth -Cultural norms that promote community pride and citizen involvement <u>Protective Factor:</u> Organized effort to establish communication and awareness with area youth. <u>Prog. Objective:</u> Meet with youth at activity facilities at least one time per week.</p>	<p>Emmanuel Family and Child Development Center (EFCDC)/Camp Empowerment Prevention Staff; Neighborhood Associations, neighborhood youth &amp; families; KC Police Dept.; Swope Health Services Reshida Rone (Prevention Specialist); All Stars Carrie Ellis (Lead Prevention Specialist); Emmanuel's Community Center.</p>	<p>Education and advocacy at area youth facilities, including Emmanuel's Community Center, with its sports &amp; recreation, Swope Health Services and Higher Connections, swimming at the Gregg Klice Community Center, Girl Scouts where they are learning how to live drug-free, build healthy relationships, and how to deal with peer pressure, to counter need for gang activity, to introduce high expectations for youth, community pride and citizen involvement.</p>	<p>100 youth will be contacted through outreach to the youth activity facilities in one year as seen in contact notes by community organizer.</p>	<p>100% of youth activity centers will develop a self-sustaining anti-drug, anti-violence culture within five years.</p>	
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\*Use a separate sheet for each problem/need being addressed.





**EXHIBIT D**

**Outcome Measurement Framework Chart**

Program Objective	What data will be collected?	How data will be collected?	When will data be collected?	Data analysis	Projected Outcome	Actual Outcome Achieved
<p><i>Community:</i> Increase the development of community coalitions to prevent the use of drug abuse and underage alcohol and tobacco use in our neighborhoods</p>	Attendance sheets; sign-in sheets; community watch; crime reports; agenda minutes	Sign-in sheets; meeting minute agenda	Monthly	Analyze police data on crime reports; association meeting reports; community meeting reports	Five Community Block Club to watch out and report criminal acts; build stronger community; decrease sale of drugs in neighborhood; reduce crime; youth and families take ownership of their improved neighborhood	Four community meetings occurred in 2011. Attendees were Emmanuel Staff, United Services, Green Acre Staff, KC Community Garden Staff, Iwanhoe Neighborhood, Community Businesses, Parents, Students, and Central High School Staff. The meeting was held to build a stronger community coalition to support out of school/after school programs to reduce the number of youth who are left alone on the streets and engaging in inappropriate activities. A "Keep the Lights On" community event was also held in recognition of what Emmanuel does to support youth and families. A proclamation was presented by Jermaine Reid, 3 <sup>rd</sup> District City councilman to support Emmanuel and supporting the agency's effort to support youth and families.
<p>Increase access to quality after-school services</p>	Attendance sign-in sheets; activity logs; bus logs; Do Not Admit List (Central HS); parent survey; teacher survey; student survey	Written report observation; sign-in sheet; contact form (School Liaison)	Daily	Behavior of students' social skills	100% of youth participation; improve social skills; improve academic; improve family relationship; reduced substance abuse; reduce criminal involvement	100% of participants have engaged in three or more enrichment activities on a daily basis and drug prevention workshops and activities daily. 56% of participants have shown an improvement in behavior and attitudes toward decreasing the underage drug usage improving school performances and reducing out of school suspension.
<p><i>School:</i> To increase high school completion rates</p>	Attendance sheet; grade cards; homework; test; Do Not Admit List (Central HS)	School behavior reports; classroom observation; parent-teacher conference; test and assessment	Monthly/quarterly	Analyze teacher reports; report cards; parent surveys; Camp Empowerment staff observation	30% of student improved school performance; reduced dropout rate; increase school attendance rate; reduction in ATOD usage; rate of tobacco; smoking decline among youth at school; youth with school and teacher bonding	56% of youth have stated a positive attitude in the importance of finishing school; higher commitment to school; reduction in use of alcohol, cigarettes, and inhalants; enhanced youth communication between school and teacher relationship
<p><i>Family:</i> Increase parent access to educational resources to improve knowledge, behavior and attitude of substance abuse usage</p>	Attendance sheets; sign-in sheets; curriculum subject; class notes; surveys	Pre/Post test; observations; interviews; program records	Monthly	Parent and youth; surveys and questionnaires; pre/post test	Improved communication skills; parent involved in youth activities; parent supervision; change in attitude and belief about ATOD usage among youth; stronger family; safe neighborhood and community	56% of participants: improved parenting skills; decreased problem behavior in conduct disorder in youth; improved youth social competencies; improved family attachment; decreased alcohol, tobacco, and substance abuse usage; lowered criminal involvement and gang participation; and kept neighborhoods

<p><i>Individual:</i> Increase in the number of students who increase their knowledge of the negative effects of substance abuse</p>	<p>Sign in sheets; activity logs survey</p>	<p>Pre/post test; survey</p>	<p>Daily</p>	<p>Pre-program enrollment; consent forms, surveys, follow-up tests, pre/post test</p>	<p>100% of participants decrease negative behaviors; improve communication skills; decrease drug uses; positive attitudes beliefs towards drug and substance usage</p>	<p>56% of youth stated a positive attitude in under age use of illicit drugs; enhanced communication and problem solving skills; increased peer resistance and anger control; positive change in normative beliefs; improved lifestyle incongruence; and decreased alcohol, tobacco, and substance abuse usage</p>
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**EXHIBIT C-Family**

**LOGIC MODEL**

Need (Problem) Statement			What will you do?				Outcomes		Outcomes
Objective	Need/Problem	But Why Here? Fill in Risk Factors	Protective Factors Addressed in Program Objectives	Resources Who/Agency & Personnel	Activities	Short-Term or Interim	Long-term Impact	Actual Achieved	
Increase parent access to educational resources to improve knowledge, behavior and attitude of substance abuse usage.	Limited resources available to support positive parent/child relationship.	<b>Family -Poor communication skills</b> -Parents lack appropriate parenting skills to guide youth -Norms favorable toward alcohol and substance abuse usage between parent and child -Lack of parent involvement in youth life <b>Risk Factor:</b> Dysfunctional families; ineffective parenting; increased child abuse; lack parent-child attachment + nurturing; increased school dropout; favorable parental attachment & involvement in substance abuse; early substance abuse usage among youth; teen pregnancy; STD's	<b>Family -Available evidence-based supportive services for families and youth</b> <b>Protective Factor:</b> Strong & positive family bond; clear rules of conduct that are consistently enforced within the family; parent involvement in child's life; success in school performance; adoption of conventional norms about drug use; parent/child attachment; abstinence; positive choices. <b>Prog. Objective:</b> EPCDC/Camp Empowerment will provide 4 parent workshops related to underage substance abuse usage; Swope Health Services will provide 20 youth with Higher Connections classes to support positive choice making; All Stars is a character-	EFCCDC/Camp Empowerment; trained staff; Swope Health Services Reshida Rone (Prevention Specialist); community volunteers; Carrie Ellis (Lead Prevention Specialist).	Youth meet one hour weekly for 10 weeks to engage in a group community-based enrichment drug prevention class (see attached letter); adult family members engage in 4 strengthening family evidence-based program sessions for one hour where sessions are held quarterly.	Youth show increased self-esteem, self-confidence, and positive social skills; youth improve youth attitude toward substance abuse.	100% of youth and families will complete evidence prevention programs; 80% of families and youth relationship improve; 80% of youth and families change attitude toward substance abuse; rate of substance abuse usage decline; change in the norm; 100 participants gain knowledge of safer sex choices; decrease in risky behavior; decrease in STD's.	100% of participants completed prevention programs; 67% of students attended Camp Empowerment after school programs. 56% of participants: improved parenting skills; decreased problem behavior in conduct disorder in youth; improved youth social competencies; enhanced communication and problem solving skills; improved family attachment; decreased alcohol, tobacco, and substance abuse usage; helped keep neighborhoods safe drug and crime free; had positive change in normative beliefs; and increased knowledge on risky behavior.	

			based approach to prevent those behaviors such as substance use, violence, and premature sexual activity in teens ages 12 to 17; Carrie Ellis will facilitate these classes daily.						
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**\*Use a separate sheet for each problem/need being addressed.**