

## **EXHIBIT A**

### **DEFINITION OF SERVICES FY 2016-2017**

CASA of Mendocino County hereafter referred to as CONTRACTOR shall provide the following services:

- Receive funds and act as the fiscal agent on behalf of the Children's Action Committee (CAC), a standing committee of the Mendocino County Policy Council on Children & Youth, and Child Abuse Prevention Commission (PCCY/CAPC);
- Ensure that CAC carries out the following projects and tasks:
- The Children's Action Committee (CAC), a standing committee of the Mendocino County Policy Council on Children & Youth, and Child Abuse Prevention Commission (PCCY/CAPC), in support of the goals of:
  - Interagency cooperation and coordination in the prevention, detection, treatment, and legal processing of child abuse cases;
  - Promotion of public awareness of the abuse and neglect of children and the resources available for prevention, intervention and treatment;
  - Encouragement and facilitation of training of professionals in the detection, treatment, and prevention of child abuse and neglect to include trauma informed trainings;
  - Improvements of services to Mendocino County at risk families and children; and,
  - Community engagement and outreach messaging child abuse prevention.
- Proposes the following projects and tasks for fiscal year 2016-2017 in support of these goals:
  - Convening of at least 10 meetings annually;
  - Participation quarterly on the Child Death Review committee resulting in opportunities to build awareness in Mendocino County about child safety;
  - Participation in the development of and support thereafter of the goals of the County SIP process;

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- Establish and maintain effective working relationships with organizations, government agencies, and the general public within the county;
- Identify key prevention partners in the community and invite them to participate in events/monthly meetings and maintain communications with those identified to encourage their continued participation on the committee. Key players should include: Parent partners; CDRT members; HHSA; Juvenile Court stakeholders; County CAPC members; Family Resource Centers; Medical Community; Tribal Community; Hispanic Community; Educators, etc.;
- Coordinate list serve for email communication to include all county stakeholders; PCCY members; FRC Network; Educators; parent leaders; etc.;
- Produce monthly CAC e-newsletter e-mailed to all participants in established list serve;
- Update and maintain the CAC website Mendocinokids.org;
- Update and support prevention messages through CAC social media outlets;
- Collaboration and resource sharing with County Family Resource Centers (FRC) with the goal of supporting sustainability and the establishment of new FRCs in geographic areas that are not currently served;
- Establish, develop, and coordinate an Adverse Childhood Experiences (ACES)/Trauma Informed campaign countywide to include education and awareness about ACES and its impact on child abuse.
- Coordinate and support a community effort to prevent ACEs, heal trauma through trauma informed education, and build resilience in our community.
- Support and collaborate with domestic violence public awareness magnet campaign coordinated with Public Health;
- Biannually hang community awareness banners
- Provide a lunch presentation to the Mendocino County Board of Supervisors in honor of Child Abuse Prevention Month during the month of April 2017 with a presentation updating the board on CAC activities and the state of at-risk children in Mendocino County;

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- Child Abuse Prevention Month- Outreach activities April 2017 to include community awareness walks in Ukiah and Willits; coordination with FRC network as to awareness events; pinwheel garden campaign through local school districts and FRC networks;
- Produce and distribute updated child abuse prevention materials during fiscal year 2016-2017 through local participation at street fairs and organized events; via the schools to parents and students; via Family Resource Centers (FRC's);
- Provide support for Policy Council on Children and Youth (PCCY).

## **EXHIBIT B**

### **PAYMENT TERMS**

1. COUNTY will pay CONTRACTOR up to \$10,200.00 as follows:

#### **PROPOSED BUDGET**

<b>N. State St. Light Pole Banner Display and large banner display twice annually</b>	<b>\$400.00</b>
<b>BOS Luncheon Presentation</b>	<b>\$400.00</b>
<b>Public Relations/Marketing/Newsletter/Website Maintenance</b>	<b>\$800.00</b>
<b>Outreach Activities to include April Awareness Walks; Pinwheel Garden Campaign; ACES and Trauma Informed Outreach Activities and trainings; Community Health Fairs, etc</b>	<b>\$1800.00</b>
<b>Misc – Educational Support Materials, e.g. Resource Guide</b>	<b>\$500.00</b>
<b>Office Supplies/Equipment/Copying</b>	<b>\$1000.00</b>
<b>ACES Training Registrations/Travel 2 people registration of \$275 ea + hotel and mileage</b>	<b>\$1000.00</b>
<b>Administrative support to execute contract to include coordination of 10 meetings/year; coordination &amp; execution of April Events; Coordination of community awareness opportunities.</b>	<b>\$4300.00</b>
<b>TOTAL Requested</b>	<b>\$10,200.00</b>

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