

MILWAUKEE COUNTY DEPARTMENT OF CHILD SUPPORT ENFORCEMENT
PATHWAYS TO RESPONSIBLE FATHERHOOD PROJECT SERVICES CONTRACT 2012-2015

I. PREAMBLE

This Contract constitutes a binding agreement between Milwaukee County, a Wisconsin municipal body corporation (hereinafter County), represented by Jim Sullivan, Director, Milwaukee County Department of Child Support Enforcement (hereinafter CSE) and the following organizations (hereinafter Contractor or Contractors):

- A) Paula Penebaker, President and CEO
YWCA of Greater Milwaukee, 1915 North Dr. Martin Luther King Drive, Milwaukee, WI 53212
- B) Tina Koehn, Vice President of Administration
United Migrant Opportunity Services (UMOS), 2701 South Chase Avenue, Milwaukee, WI 53207
- C) Joseph Volk, Executive Director
Community Advocates, Inc. (CA), 728 North James Lovell Street, Milwaukee, WI 53233
- D) Albert Holmes, Director
My Father's House, Inc. (MFH)
4900 West Fond du Lac Avenue, Milwaukee, WI 53216
- E) Angela M. Turner, President and CEO
Center for Self-Sufficiency (CFSS), 4465 North Oakland Avenue, Suite 200, Milwaukee, WI 53211
- F) Angela Robbins, Executive Director
Compel Milwaukee, 7161 North Port Washington Road, Suite 1A, Milwaukee, WI 53217
- G) Carol Keintz, Executive Director
Next Door Foundation (NDF), 2545 North 29th Street, Milwaukee, WI 53210
- H) Earl Buford, Executive Director
Wisconsin Regional Training Partnership, 3841 West Wisconsin Avenue, Milwaukee, WI 53208
- I) McAuthur Weddle, Executive Director
Northcott Neighborhood House, 2460 North 6th Street, Milwaukee, WI 53212
- J) Hollis Patzer, Executive Director Wisconsin Community Services, Inc. (WCS)
3732 West Wisconsin Avenue, Suite 200, Milwaukee, WI 53208
- K) Domingo Cruz, Board President
Centro Legal, 614 West National Avenue, Floor 2, Milwaukee, WI 53204

This Contract is for the period of September 30, 2011 to September 29, 2014, a 36-month project with three 12-month budget periods (hereinafter "grant year") contingent on the annual renewal of a discretionary grant by the U.S. Department of Health and Human Services federal office of the Administration of Children and Families (ACF) Financial Assistance Award No. 90FK0049-01-00, to CSE as the recipient organization.

II. INTRODUCTION

The Milwaukee County Department of Child Support Enforcement (CSE) has received a grant from the federal office of the Administration of Children and Families (ACF) to fund the MPRF project for three calendar years, 2011- 2014. The goal of the project is to develop and implement a comprehensive approach to promoting responsible fatherhood to foster economic stability, responsible parenting, and healthy marriage.

CSE is taking the lead on behalf of an established network of experienced organizations to promote responsible fatherhood in the City and County of Milwaukee. This multifaceted strategy includes services designed to increase employment and economic stability, foster responsible parenting, and improve marriage and relationship skills. This Contract contains the involvement, responsibilities and agreement amongst CSE and each individual organization as Contractors separate from each other and CSE, yet working in harmony with CSE and the individual Contractors to provide services and achieve the objectives intended by this project. Hence, all sections of this Contract apply to each individual Contractor unless specified within individual subsections.

III. SCOPE OF SERVICES

The County agrees to purchase, and each of the Contractors agree to perform all of the functions and services and achieve objectives as set forth in subsections A-K of this section. County and Contractors agree the services to be delivered, the quantity of services and the timeliness of performance are the essence of this Contract.

Each Contractor shall comply with all Federal, State and local laws and regulations and each shall maintain in good standing all licenses, permits and certifications relating to services referred to herein.

The County retains the right to rescind all rights to equipment purchased through this Contract if the Contract is terminated prior to September 29, 2014 or, if the equipment is not utilized for the exclusive purpose of providing services described in subsections A-K below.

Any requested changes or modification to the scope of services, objectives or budget line items must be submitted in writing to CSE as an amendment for approval to this Contract prior to the change or modification being made to this Contract.

Contractors agree to:

- a. adhere to all project operational policies and procedures established by CSE.
- b. allow site visits by CSE staff on an as needed basis to monitor compliance with project policies and procedures and terms of this contract.

Each Contractor shall complete 50% of the services and objectives agreed to by each Contractor as described below, and deliver 50% of the services outlined below to half of the participants

agreed to by May 15th of the 2012 grant year, with the remaining services and objectives to be completed by April of subsequent grant years. CSE will review the status of all activities and objectives detailed in this contract in June for the 2012 grant year and April of subsequent grant years 2013 and 2014; failure to comply with any of the activities, services, and objectives outlined in this Contract may result in a contract reduction unless deemed unnecessary by CSE.

A. YWCA: The following subsection applies to YWCA of Greater Milwaukee (hereinafter YWCA)

1. YWCA shall be the central access point for project services in Northeast Milwaukee.
 - a. YWCA shall provide initial screening of barriers and basic needs, addressing the areas critical to the individual's ability to attain responsible fatherhood goals: basic and immediate needs; relationship skills, parenting skills, domestic violence and child maltreatment, economic stability; and other support services such as substance abuse treatment and child care, as well as case management to 250 low-income fathers (hereinafter participants) per grant year who are receiving, or who meet the eligibility requirements to receive, W2 [Temporary Assistance to Needy Families (TANF)].
 - b. Case management shall include the following:
 - i. Development of a Single Coordinated Case Management Plan (hereinafter SCCMP) for each participant; and
 - ii. Referral to and coordination of support services for each participant;
 - c. YWCA shall also provide career readiness services, pre-vocational services, and GED services for participants as indicated by the SCCMP.
2. YWCA shall place 85 participants in jobs per grant year, at least half (43) shall retain employment for 90 days.

B. United Migrant Opportunity Services: The following subsection applies to United Migrant Opportunity Services (hereinafter UMOS)

1. UMOS shall be the central access point for project services on Milwaukee's near South side.
 - a. UMOS shall provide shall provide initial screening of barriers and basic needs, addressing the areas critical to the individual's ability to attain responsible fatherhood goals: basic and immediate needs; relationship skills, parenting skills, domestic violence and child maltreatment, economic stability; and other support services such as substance abuse treatment and child care, as well as case management to 250 low-income fathers (participants) per grant year with a priority for those whose children are receiving W2 (TANF).
 - b. Case management shall include the following:
 - i. Development of a Single Coordinated Case Management Plan (SCMPP) for each participant; and
 - ii. Referral to and coordination of support services for each participant;
2. UMOS shall place 85 participants in jobs per grant year, at least half (43) shall retain employment for 90 days.

C. Community Advocates, Inc.: The following subsection applies to Community Advocates, Inc. (hereinafter CA).

1. CA shall serve as the central access point for project services in midtown Milwaukee.
 - a. CA shall provide initial screening of barriers and basic needs, addressing the areas critical to the individual's ability to attain responsible fatherhood goals: basic and immediate needs; relationship skills, parenting skills, domestic violence and child maltreatment, economic stability; and other support services such as substance abuse treatment and child care, as well as case management to 200 low-income fathers per grant year who access its batterer's treatment programs or its other human services programs.
 - b. Case management shall include the following:
 - i. Development of a Single Coordinated Case Management Plan (SCCMP) for each participant; and
 - ii. Referral to and coordination of support services for each participant;
2. CA shall provide the *24/7 Dad* AM curriculum to 150 low-income fathers per grant year enrolled in its batterers treatment and other human services programs.
3. CA's Milwaukee Women's Center Division (hereinafter MCW) shall serve as a consultant to the project on domestic violence.
 - a. MCW shall design project-wide protocol and training to partner agencies staff regarding response to domestic violence.
 - b. MCW shall provide ongoing consultation regarding response to domestic violence situations that are discovered or disclosed.
4. CA shall serve as the Community Resource Coordinator for the project. As Fatherhood Project Community Resource Coordinator, CA shall, in collaboration with the CFSS Community Resource Coordinator:
 - a. Become thoroughly familiar with the specific resources available from each Contractor and have a general knowledge of other community resources relevant to project participants;
 - b. Provide training to staff of CSE and Contractors re: community resources available to the project and participants;
 - c. Respond to Contractor staff inquiries about available resources
 - d. Inform, through monthly meetings with project partners and other methods as appropriate, information about availability of new resources and any changes relating to existing resources.

D. My Father's House, Inc.: the following subsection applies to My Father's House, Inc., (hereinafter MFH):

1. MFH shall serve as the central access point for project services in Northwest Milwaukee.
 - a. MFH shall provide initial screening of barriers and basic needs, addressing the areas critical to the individual's ability to attain responsible fatherhood goals: basic and immediate needs; relationship skills, parenting skills, domestic violence and

child maltreatment, economic stability; and other support services such as substance abuse treatment and child care, as well as case management to 550 low-income fathers per grant year as follows:

- i. 200 through outreach/father advocacy at DCF/Child Welfare;
 - ii. 200 through outreach/advocacy at Child Support Services; and
 - iii. 150 through other community referral sources including the Wisconsin Department of Corrections.
- b. Case management shall include the following:
- i. Development of Single Coordinated Case Management Plan (SCCMP) for each participant; and
 - ii. Referral to and coordination of support services for each participant.
- c. MFH shall deliver responsible parenting curricula to 220 individuals per grant year as follows:
- i) *Fatherhood Development Curriculum* to 80 individuals recruited through outreach to CSE;
 - ii) *Inside Out Dads* curriculum to 70 individuals referred by the Department of Corrections (DOC);
 - iii) *24/7 Dad AM* curriculum to 50 other low-income individuals including those recruited through child welfare; and
 - iv) *P.A.P.A.* curriculum to 20 teen fathers.

E. Center for Self-Sufficiency: the following subsection applies to the Center for Self-Sufficiency, (hereinafter CFSS)

1. CFSS shall specify and implement a performance measurement and program fidelity system. The system will include an online data collection and monitoring system, Online Participant Tracking System (OPTS), to collect, analyze and report on participant-level demographic data and performance measures identified by the federal Office of Family Assistance (OFA). The OPTS system will allow CSE/CFSS to:
 - a. measure, analyze, monitor and report on all outputs, objectives and outcomes identified in the Logic Model in the grant application,
 - b. serve as the mechanism by which all case management activities are monitored and modified; and
 - c. document program activities starting at intake, progressing through education, training, case management, employment, retention & support services.
2. CFSS shall facilitate/schedule all curriculum training through local and national expert fatherhood consultants, CFSS shall provide group and individual technical assistance.
3. CFSS shall work with CSE to develop operational policies and procedures, and tracking systems that mirror and capture the service delivery flow. CFSS will facilitate training for partner agencies on these policies and procedures, as well as on the use of OPTS.
4. CFSS, via OPTS, shall monitor fidelity to the project and curricula design by confirming each partner's implementation plan and inform the CSE project director

regarding fidelity performance, and provide adherence information and advice to partner service delivery providers.

5. CFSS shall provide or facilitate the provision of the *Within My Reach Healthy Marriage* curriculum for 300 participants per grant year.
6. CFSS shall specify the specific performance measurement plan & tools to support OFA-required measures & Logic Model Outcomes
7. CFSS shall complete performance measurement analysis by December of each year & summarize important results & recommendations per OFA requirements
8. CFSS shall serve as an Evaluation Liaison to the federal level evaluator if CSE is chosen to participate in the national evaluation of the Fatherhood Project.

F. Compel Milwaukee, the following subsection applies to Compel Milwaukee (hereinafter CM)

1. CM shall deliver curricula to 260 low-income individuals per grant year as follows:
 - a. *Inside Out Dads* to 80 individuals referred by DOC; and
 - b. *P.A.P.A.* to 60 teens and 50 adults per grant year.
2. CM will conduct the following workshops each grant year:
 - a. *Boot Camp for New Dads* for 30 new fathers per grant year; and
 - b. *Mom as Gateway* curriculum to 40 custodial mothers per grant year.

G. Next Door Foundation, the following subsection applies to the Next Door Foundation (hereinafter NDF):

1. NDF will deliver *Responsible Parenting* curricula to 275 low-income individuals and couples as follows:
 - a. *Fatherhood Development Curriculum* to 230 individuals per grant year;
 - b. *24/7 Dad AM* to 25 individuals per grant year; and
 - c. *Family Wellness Survival Skills Program* to 20 co-parenting couples per grant year, all from its Early Head Start, Head Start, Educare, Charter School, Adult Education and other programs.

H. Wisconsin Regional Training Partnership, the following subsection applies to the Wisconsin Regional Training Partnership (hereinafter WRTP):

1. WRTP will provide pre-apprenticeship education, training and placement of 50 individuals per grant year in manufacturing and trade jobs with a pay range of \$15-\$25 per hour.

I. Northcott Neighborhood House, the following subsection applies to the Northcott Neighborhood House (hereinafter NNH):

1. NNH will provide *YouthBuild* services for 25 participants per grant year.
 - a. *YouthBuild* includes green job program training in the area of construction and home rehabilitation.
2. NNH will assist in placing all 25 participants into full-time employment each grant year, preferably in the construction industry, at least half (13) will be retained in their jobs for at least 90 days.

J. Wisconsin Community Services, the following subsection applies to the Wisconsin Community Services (hereinafter WCS):

1. WCS will assess the license status of 150 project participants per grant year;
2. WCS will provide driver's license recovery services to 25 of these individuals each grant year in order to enhance their value to employers.

K. Centro Legal, the following subsection applies to Centro Legal (hereinafter CL)

1. CL will serve 300 program participants per grant year with legal services directly related to child support.
 - a. Up to 50 of these individuals will be served with complete direct representation each grant year;
 - b. Up to 250 will be served with limited scope services such as consultation, document preparation, and education each grant year; and
 - c. Up to 25-50 program participants will be served by CL's family law program, providing direct representation, consultation and education in all areas of family law each grant year.

IV. COMPENSATION

Each of the Contractors agree to provide the services detailed in their respective subsections of Section III, subsections A-K above, and will be compensated for work performed as follows in subsections A-K of this Section as listed below, provided that each Contractor complies with all performance and reporting requirements. The total compensation to each of the Contractors for services performed/rendered under this Contract shall not exceed the amounts listed in each subsection A-K below.

A. YWCA: YWCA shall deliver services to the planned number of participants as described in Section III, subsection A, with compensation up to \$130,000 per year in grant funds.

B. UMOS: UMOS shall deliver services to the planned number of participants as described in Section III, subsection B, with compensation up to \$130,000 per year in grant funds.

C. Community Advocates: CA shall deliver services to the planned number of participants described in Section III, subsection C, with compensation up to \$150,000 per year in grant funds.

D. My Father's House, Inc.: MFH shall deliver services to the planned number of participants described in Section III, subsection D, with compensation up to \$350,000 per year in grant funds.

E. Center for Self-Sufficiency: CFSS shall deliver services to the planned number of participants described in Section III, subsection E, with compensation up to \$232,100 per year in grant funds.

F. Compel Milwaukee: CM shall deliver services to the planned number of participants described in Section III, subsection F, with compensation up to \$100,000 per year in grant funds.

G. Next Door Foundation: NDF shall deliver services to the planned number of participants described in Section III, subsection G, with compensation up to \$112,000 per year in grant funds.

H. Wisconsin Regional Training Partnership: WRTP shall deliver services to the planned number of participants described in Section III, subsection H, with compensation up to \$50,000 per year in grant funds.

I. Northcott Neighborhood House: NNH shall deliver services to the planned number of participants described in Section III, subsection I, with compensation up to \$40,000 per year in grant funds.

J. Wisconsin Community Services: WCS shall deliver services to the planned number of participants described in Section III, subsection J, with compensation up to \$25,000 per year in grant funds.

K. Centro Legal: CL shall deliver services to the planned number of participants described in Section III, subsection K, with compensation up to \$75,000 per year in grant funds.

Expenditures must coincide with the line item dollar amounts indicated in the estimated 12-month budgets for each of the Contractors as outlined in the *Milwaukee County Pathways to Responsible Fatherhood Project – Budget Detail and Narrative* referenced as Exhibit B attached and incorporated herein. Actual expenses may not vary by more than 5% of the budgeted line item.

V. BILLING

Each Contractor shall have electronic mail access and the ability to submit electronic, Internet-based on-line invoices to Milwaukee County. Each Contractor must submit to the County in the form and format approved by the County, an invoice for the purchased services furnished to eligible recipients during the preceding month and all required documentation no later than the 10th calendar day following the end of the reported month, it being understood that such invoice may be subject to audit by County before and/or after payment is made. As a matter of practice, the County attempts to pay invoices in 30 calendar days of invoice approval.

Invoices are to be submitted to Agnes Marcinowski, Manager of the Operations Division and MPRF Fiscal Director, Milwaukee County Department of Child Support Enforcement, 901 North 9th Street, Room 101, Milwaukee, Wisconsin 53233.

Completion of program objectives must be commensurate with amount invoiced; subsections A-K of Section III of this Contract identify the planned services and number of participants to be served each grant year to meet program objectives for each of the individual Contractors. The amount paid each month to Contractors shall not exceed 1/12 of the total Contract amount per Contractor unless approved in advance by the County after reviewing written rationale for exceeding 1/12 of the total Contract amount for each Contractor. State Prompt Pay Law, section 66.0135 of the Wisconsin statutes shall not apply to payment for services provided hereunder.

Payment by County of a Contractors' invoice does not absolve any of the Contractors from a final accounting and settlement upon submission and review of Contractors' annual audit, or from audit recoveries arising from an on-site audit of Contractors' case records or other documentation in support of services billed. Invoice/reimbursement requests received twenty (20) days after the termination of this Contract will not be considered for payment by County.

VI. WITHOLDING OF PAYMENTS

Failure on the part of any Contractor to comply with Contract requirements may result in withholding of any payments otherwise due to the Contractor from the County by virtue of any County obligation to vendor until such time as the Contract requirements are met. The County reserves the right to use any legal means necessary to recover for any damage resulting from any of the Contractors' failure to meet the terms and conditions of this Contract. Individual Contractors shall be liable for any costs necessary to ensure Contract compliance, including attorney fees. Further, the County reserves the right to modify the Contract amount due to an individual Contractor at any point in the year that the individual Contractor falls behind in the services, activities, objectives, and/or service of the planned number of participants listed above. The County will provide the Contractor a written notice of any changes to Contract amounts.

VII. CONTRACT RENEGOTIATION

This Contract may be renegotiated with an individual Contractor and/or any of the Contractors in the event of changes required by law, regulations, court action, or the inability of either the County or an individual Contractor to perform as individually committed in this Contract. Revision of this Contract must be agreed to by the County and the individual Contractor or Contractors as determined necessary, as evidenced by an addendum signed by their authorized representatives.

VIII. CONTRACT TERMINATION

This Contract may be terminated thirty (30) days following written notice by the County for any reason, with or without cause. Failure by an individual Contractor to maintain required licenses in good standing may, at the option of the County, result in immediate termination of this Contract. Failure to comply with any part of this Contract may be considered cause for early termination by the County.

Individual Contractors shall notify the County in writing whenever unable to provide the required quality or quantity of services, or key personnel are no longer available to provide services. Upon such notification, the County and the Contractor(s) unable to provide the service quality or quantity shall determine whether such inability will require a revision or early termination of this Contract as to the Contractor(s) involved

In the event of termination, the County will only be liable for federally reimbursable service rendered through the date of termination and not for the uncompleted portion, or any of the materials or services purchased or paid for by the terminated Contractors for use of completing this Contract. Should the County's reimbursement from the U.S. Administration for Children and Families not be obtained or continued at a level sufficient to allow for payment for the quantity of services in this Contract, the obligations of each party shall be terminated and such reduction in reimbursement or payment to the County shall be sufficient basis for the County to reduce the amounts to be paid to the individual Contractors, notwithstanding that the Contractors may have provided the service.

In the event that any of the individual Contractors fail to perform the services and/or serve the planned number of participants described in Section III for each Contractor, or for whom this Contract is terminated for noncompliance or any other reason, all remaining provisions of this Contract shall remain in full force and effect for all other individual Contractors. In the event that any part or provision of this agreement is declared fully or partially invalid, unlawful or unenforceable by a court of competent jurisdiction, the remainder of the part or provision and the agreement will remain in full force and effect, if the essential terms and conditions of this agreement for the County and each of the remaining individual contractors remain valid, binding and enforceable.

County reserves the right to withdraw any qualified recipient from the program, service, institution or facility of a Contractor at any time, when in the judgment of County, it is in the best interest of County or the qualified recipient so to do.

IX. CONTRACT CONTENT AND SUBCONTRACTS

The entire Contract of the parties, including the individual sections for each individual Contractor is contained herein. This Contract supersedes all oral agreements and negotiations and all writing not herein referred to and incorporated.

Assignment of any portion of the work by subcontract is prohibited except upon prior written approval of the County. All budgeted expenses in the subcontract must be consistent with the approved MPRF grant.

X. INDEPENDANT CONTRACTORS

Nothing contained in this Contract shall constitute or be construed to create a partnership, joint venture, or employee-employer relationship between County or its successors or assigns and the individual Contractors or their successors or assigns. In entering into this Contract, and in acting in compliance herewith, each of the Contractors are at all times acting and performing as independent Contractors, duly authorized to perform the acts required of it in this Contract.

XI. ASSIGNMENT LIMITATION

Contract shall be binding upon and inure to the benefit of the parties and their successors and assigns; provided that neither the County nor any Contractor shall assign its obligations hereunder without the prior written consent of the other. Contractors shall not assign or transfer any interest or obligation in this Contract without the prior written consent of the County, unless otherwise provided herein.

XII. REPORTS, AUDIT, AND INSPECTION OF RECORDS

Pursuant to §56.30(6)(e) of the Milwaukee County Code of Ordinances, each of the Contractors shall allow Milwaukee County, the Milwaukee County Department of Audit, or any other party that Milwaukee County may name, when and as they demand, to audit, examine and make copies of records in any form and format, meaning any medium on which written, drawn, printed, spoken, visual or electromagnetic information is recorded or preserved, regardless of physical form or characteristics, which has been created or is being kept by a Contractor, including not limited to, handwritten, typed or printed pages, maps, charts, photographs, films, recordings, tapes (including computer tapes), computer files, computer printouts and optical disks, and excerpts or transcripts from any such records or other information directly relating to matters under this Agreement, all at no cost to Milwaukee County. Any subcontracting by any Contractor in performing the duties described under this contract shall subject the subcontractor and/or associates to the same audit terms and conditions as the individual Contractors. Contractors (or any subcontractor) shall maintain and make available to Milwaukee County the aforementioned audit information for no less than three years after the conclusion of each contract term.

Each of the Contractors agree to allow authorized representatives of the County and County funding sources to have access to all records necessary to confirm individual Contractors' compliance with law and the specifications of this Contract.

Each Contractor must submit monthly program and financial reports and update all attendance for the prior month by the 10th of each month according to the format assigned by the County. Payment for services will be delayed and Contract deductions will be applied for failure to submit timely program or fiscal reports, or failure to update attendance data.

Each of the Contractors and County mutually agree that federal auditors as well as other federal and state officials, reserve the right to review certified audit reports or financial statements and perform additional audit work as deemed necessary and appropriate, it being understood that additional overpayment refund claims or adjustments to prior claims may result from such reviews. Contractors agree to reimburse any funds found not in compliance with this agreement, in accordance with the County's audit resolution procedures.

A. Audit Requirements for Funding Source

Each of the Contractors shall submit to CSE Manager of Operations Agnes Marcinowski on or before April of each grant year or such later date that is mutually acceptable to the Contractors and CSE, two (2) original copies of a certified audit report in accordance with the Office Management and Budget (OMB), Circular A-133 for each grant year prepared by an independent Certified Public Accountant (CPA) licensed to practice by the State of Wisconsin. The CPA audit and report shall contain the following Financial Statements and Auditors' Reports:

1. Financial Statement for the entire organization:
 - a. Comparative Balance Sheet for Total Agency
 - b. Statement of Operation for Total Agency
 - c. Statement of Cash Flows
 - d. Supplementary schedule of revenues and expenses identified by funding source for each program, activity or function as outlined in any Contractor application
 - e. Notes to financial statements including units of services, if applicable, and disclosure of related party transactions, if any
2. Auditors Reports:
 - a. Report on the financial position, results of operations and changes in the financial position of the entire agency
 - b. Report on compliance including compliance with applicable laws and regulations, and any subsequent revisions, and compliance with material financial terms and conditions of the contract
 - c. Report on Evaluation of Internal Accounting Controls. A copy of any management letter issued in conjunction with the audit shall be provided to CFSS.
 - d. Findings of non-compliance
 - e. Schedule of questioned costs and potential amount of repayment prior to offsetting any unrelated items
 - f. Schedule of Federal and State awards
3. General:
 - a. If an individual Contractor administers multiple programs or activities, including one or more publicly funded programs, the audit shall follow the provisions of the Office of Management and Budget Circular A-133, to the extent possible. These requirements are established to ensure audits are made on an organization-wide basis, rather than on a grant-by-grant basis. Revenues and expenses identified by funding source for each program, activity or function are required in addition to OMB Circular A-133 requirements

XIII. OWNERSHIP OF DATA

Upon completion of the work or upon termination of this Contract, it is understood that all completed or partially completed data, drawings, records, computations, survey information, and all other material that any of the Contractors have collected or prepared in carrying out this Contract shall be provided to and become the exclusive property of the County. Therefore, any reports, information and data, given to or prepared or assembled by any Contractor under this Contract shall not be made available to any individual or organization by Contractors without the prior written approval of County. No reports or documents produced in whole or in part under this Contract shall be the subject of an application for copyright by or on behalf of the Contractors.

XIV. CONFIDENTIALITY

Each of the Contractors agree to maintain the confidentiality of all County records related to the work and participants of this project. Any information obtained by any employee of Contractors pursuant to the services provided in this Contract is confidential, and each Contractor agrees to maintain the confidentiality of all information related to the services provided. The use or disclosure of any information for any purpose not directly connected to the services provided is prohibited, except with the informed written consent of the Child Support director, and will be considered grounds for sanction of the Contractor, and possible termination of this Contract as to the Contractor in violation. Additionally, any person violating this section may be fined pursuant to Wis. Stat. § 49.83. The obligations of this section survive any expiration or termination of this Contract. All reports and records must be maintained for seven (7) years.

XV. STAFFING

Each Contractor shall provide all personnel required in performing the services under this Contract. Such personnel shall not be any officer or employee of the County, or have any other conflict of interest or Contractual relationship with the County. No employee of the Milwaukee County Department of Child Support Enforcement shall be an officer, member of the board of directors, or have a proprietary interest in any of the Contractors unless approved in writing by the CSE Director.

XVI. CODE OF ETHICS

Each of the Contractors hereby attests that each is familiar with Milwaukee County's Code of Ethics and agree to observe its standards of conduct as described in section 9.05 of the Milwaukee County General Ordinances.

XVII. NONDISCRIMINATION, EQUAL EMPLOYMENT OPPORTUNITY, AFFIRMATIVE ACTION AND CIVIL RIGHTS COMPLIANCE

In the performance of work or execution of this Contract, the individual Contractors shall not discriminate against any employee or applicant for employment because of race, color national origin, age, sex or handicap, which shall include but not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeships. Each of the Contractors will post in conspicuous places, notices to be provided by the county setting forth the provisions of the nondiscriminatory clause. A violation of this provision shall be sufficient cause for the county to terminate the Contract without liability for the uncompleted portion or for any materials or services purchased or paid for by the terminated Contractor for use in completing its Contract, pursuant to section 56.17(1a) of the Administrative Code for Milwaukee County referenced and incorporated herein.

Furthermore, all of the Contractors agree that each will strive to implement the principles of equal employment opportunities through an effective affirmative action program, and will so certify prior to the award of their Contracts, which program shall have as its objective to increase the utilization of women, minorities and handicapped persons, and other protected groups, at all levels of employment in all divisions of the Contractors' workforces, where these groups may have been previously under-utilized and under-represented. The Contractors agree that in the event of any dispute as to compliance with the requirements of this section, it shall be the Contractors' responsibilities to show that they have met all such requirements, per section 56.17(1d) of the Administrative Code for Milwaukee County.

Consistent with the requirements of the U.S. Department of Health and Human Services (HHS) and the Administration of Children and Families (ACF) financial assistance award, each of the Contractors commit to adhere to the program assurances described in the Memorandum of Understanding: Pathways to Responsible Fatherhood Grant Milwaukee County Department of Child Support Enforcement Subcontractors and Other Key Partners attached as Exhibit A and incorporated herein. Each of the Contractors further agree and assure to comply with each of the following federal provisions described in sections A-E below.

A. 45 CFR part 91, Age Discrimination Act of 1975, 42 U.S.C. 6101 *et seq.*, prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.

B. 45 CFR part 80, Civil Rights Act of 1964, 42 U.S.C. 2000d *et seq.*, provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. In addition, recipients of Federal financial assistance must take reasonable steps to ensure that people with limited English proficiency have meaningful access to health and social services and that there is effective communication between the service provider and individuals with limited English proficiency. To clarify existing

legal requirements, HHS published "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons," at <http://www.hhs.gov/ocr/lep/revisedlep.html>, provides a description of the factors that recipients should consider in determining and fulfilling their responsibilities to individuals with limited English proficiency.

D. 45 CFR part 86, Title IX of the Education Amendments of 1972, 20 U.S.C. 1681, 1682, 1683, 1685, and 1686, provides that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance.

E. 45 CFR parts 84 and 85, Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, as amended, provides that no otherwise qualified handicapped individual in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. These requirements pertain to the provision of benefits or services as well as to employment.

XVIII. STATEMENT ON DISADVANTAGED BUSINESS ENTERPRISE

Milwaukee County's Community Business Development Office approves the Disadvantaged Business Enterprise (DBE) utilization for its contractors and will also make a determination whether good faith efforts are being used to meet the DBE goals. The efforts employed by the contractor should be those that one could reasonably expect a contractor to take if the contractor were actively and aggressively trying to obtain DBE participation sufficient to meet the DBE contract goal. Mere pro forma efforts are not good faith efforts to meet the DBE contract goals, 49 CFR section 26.53 and Appendix A to 49 CFR part 26 provide guidance regarding good faith efforts.

XIX. RESOLUTION OF DISPUTES

Any Contractor may file a formal grievance or otherwise appeal decisions of County in accordance with County Policies and Procedures, and Milwaukee County General Ordinances.

XX. INDEMNITY

Each of the individual Contractors agrees to the fullest extent permitted by law, to indemnify, defend and hold harmless, the County, and its agents, officers and employees, from and against all loss or expense including costs and attorney's fees by reason of statutory benefits under Workers Compensation Laws and/or liability for damages including suits at law or in equity, caused by any wrongful, intentional, or negligent act or omission of the Contractors, or their agents, which may arise out of or are connected with the activities covered by this agreement.

Contractors shall indemnify and save County harmless from any award of damages and costs against the County for any action based on U.S. patent or copyright infringement regarding computer programs involved in the performance of tasks and services covered by this agreement.

XXI. INSURANCE

Each of the individual Contractors understand and agree that financial responsibility for claims or damages to any person, or to Contractors' employees and agents, shall rest with the individual Contractors. Contractors shall effect and maintain any insurance coverage, including, but not limited to, Worker's Compensation, Employers Liability and General, Contractual, Professional and Automobile Liability, to support such financial obligations. The indemnification obligation, however, shall not be reduced in any way by existence or non-existence, limitation, amount or type of damages, compensation or benefits payable under Worker's Compensation laws or other insurance provisions.

Evidence of Worker's Compensation and General and Automobile Liability insurance shall be given the County, upon request, by a certificate naming the County as an additional insured on general and automobile coverages and affording a thirty (30) day written notice of cancellation, non-renewal, or known material change for the duration of this Contract.

Each of the Contractors shall purchase and maintain policies of insurance and proof of financial responsibility to cover costs as may arise from claims of tort, statutes, and benefits under Workers' Compensation laws, as respects damage to persons or property and third parties in such coverages and amounts as required and approved by the County Director of Risk Management and Insurance. Acceptable proof of such coverages shall be furnished to the Director of Risk Management and Insurance prior to services commenced under this agreement.

Each of the individual Contractors shall provide evidence of the following coverages and minimum amounts:

Type of Coverage	Minimum Limits
Wisconsin Workers' Compensation	Statutory
Employer's Liability	\$100,000/\$500,000/\$100,000
Commercial Or Comprehensive General Liability	
General Aggregate	\$1,000,000 Per Occurrence
Personal Injury	\$1,000,000 Per Person
Bodily Injury & Property Damage	\$1,000,000 Aggregate
Contractual Liability	\$1,000,000 Per Occurrence
Fire Legal Liability	\$50,000 Per Occurrence

Type of Coverage	Minimum Limits
Automobile Liability	
Bodily Injury & Property Damage – all autos owned, non-owned and/or hired	\$1,000,000 Per Accident
Uninsured Motorists	Per Wisconsin requirements

Professional Liability	\$1,000,000 Minimum
Specific to the services to be provided	Per Occurrence

MILWAUKEE COUNTY, AS ITS INTERESTS MAY APPEAR, SHALL BE NAMED AS AN ADDITIONAL INSURED FOR GENERAL, AUTOMOBILE, GARAGE KEEPERS LEGAL AND ENVIRONMENTAL IMPAIRMENT LIABILITY, AS RESPECTS SERVICES PROVIDED IN THIS AGREEMENT. DISCLOSURE MUST BE MADE OF ANY NON-STANDARD OR RESTRICTIVE ADDITIONAL INSURED ENDORSEMENT, AND ANY USE OF NON-STANDARD OR RESTRICTIVE ADDITIONAL INSURED ENDORSEMENT WILL NOT BE ACCEPTABLE. A THIRTY (30) DAY WRITTEN NOTICE OF CANCELLATION, NON-RENEWAL OR MATERIAL CHANGE SHALL BE AFFORDED THE COUNTY.

A WAIVER OF SUBROGATION FOR WORKER’S COMPENSATION BY ENDORSEMENT IN FAVOR OF MILWAUKEE COUNTY SHALL BE PROVIDED.

The insurance specified above shall be placed with an AA+ rated carrier per Best’s Rating Guide and approved to do business in the State of Wisconsin. Any deviations or waiver of required coverages or minimums shall be submitted in writing and approved by the County Director of Risk Management and Insurance as a condition of this agreement. Waivers may be granted when surplus lines and specialty carriers are used.

A *Certificate of Insurance* shall be submitted for review to the County for each successive period of coverage for the duration of this agreement.

The Contractors shall evidence satisfactory compliance for Unemployment Compensation and Social Security reporting as required by Federal and State laws.

XXII. NOTICES

Notices to County provided for in this Contract shall be sufficient if sent by certified or registered mail, postage prepaid, addressed to Jim Sullivan, Director, Milwaukee County Child Support, Room 101, Milwaukee County Courthouse, 901 N. 9th St., Milwaukee, WI 53233 , and notices to the individual Contractors shall be sufficient if sent by certified or registered mail, postage prepaid, to the respective addresses stated in Section I of this Contract or to such other respective addresses as the County and/or individual Contractors may designate to each other in writing from time to time.

XXIII. ADDITIONAL APPLICABLE PROVISIONS

subject to amendment unless agreed upon in writing by both parties hereto. Each of the individual Contractors acknowledge and agree that each will perform its obligations hereunder in compliance with all applicable state, local or federal laws, rules, regulations and orders.

It is expressly understood, agreed and assured that the parties' obligations hereunder are subject to federal concurrence, policies, regulations and restrictions with this Contract including all but not limited to the additional following provisions.

Acknowledgment of Federal Funding

As required by HHS appropriations acts, all HHS recipients must acknowledge federal 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 funds. Recipients are required to state (1) the percentage and dollar amounts of the total program or project costs financed with federal funds and (2) the percentage and dollar amount of the total costs financed by nongovernmental sources.

The Cost Principles

Cost principles establish general standards for the allowability of costs, provide detailed guidance on the cost accounting treatment of costs as direct or indirect costs, and set forth allowability principles for selected items of cost. Applicability of a particular set of cost principles depends on the type of organization making the expenditure.

The cost principles are set forth in the following documents and are incorporated by reference in 45 CFR 74.27 and 92.22: OMB Circular A-21—Cost Principles for Educational Institutions (2 CFR part 220); OMB Circular A-87—Cost Principles for State, Local, and Indian Tribal Governments¹⁵ (2 CFR part 225); OMB Circular A-122—Cost Principles for Non-Profit Institutions¹⁶ (2 CFR part 230); 45 CFR part 74, Appendix E—Principles for Determining Costs Applicable to Research and Development under Grants and Contracts with Hospitals 48 CFR subpart 31.2 (Federal Acquisition Regulation)—Contract Cost Principles and Procedures—Contracts with Commercial Organizations .

XXIV. APPROVAL

County enters into this Contract as authorized by the Milwaukee County Board of Supervisors

Resolution File No. _____, adopted on _____,

Ratified by the Milwaukee County Executive on _____.

Approved as to form by Corporation Counsel for Milwaukee County:

James Schepck Date 12/12/11

Approved by CDBP/DBE: See Attached

Approved by Risk Management (DAS (DOA): [Signature]
Date 12/19/11

In witness, whereof, the County and each of the individual Contractors, by their authorized representatives, hereto have executed this Contract.

COUNTY:

Jim Sullivan, Director
Department of Child Support Enforcement

CONTRACTORS:

Paula Penebaker, President and CEO
YWCA of Greater Milwaukee

Tina Koehn, VP of Administration
United Migrant Opportunity Services

Joseph Volk, Executive Director
Community Advocates, Inc.

Albert Holmes, Director
My Father's House, Inc.

Angela M. Turner, President and CEO
Center for Self-Sufficiency

Angela Robbins, Executive Director
Compel Milwaukee

Carol Keintz, Executive Director
Next Door Foundation

Earl Buford, Executive Director
Wisconsin Regional Training Partnership

McArtur Weddle, Executive Director
Northcott Neighborhood House

Hollis Patzer, Executive Director
Wisconsin Community Services, Inc.

Domingo Cruz, Board President
Centro Legal



MILWAUKEE COUNTY

COMMUNITY BUSINESS DEVELOPMENT PARTNERS

DBE Participation Recommendation Form - Professional Services

County Contract/Project Manager: JeTaunne Richardson Date: 11/14/2011
 Building: Courthouse Room No.: 101 Phone: 414-278-3912
 Fund: Agency: Child Support Enforcement Org No. 2432 Project No.:
 Project Name: Pathways to Responsible Fatherhood Grant

Work/Project Description (Scope): Child Support will promote responsible fatherhood in Milwaukee by working with 11 non-profit agencies to provide comprehensive and community-centered services to 1,850 noncustodial parents to address barriers to responsible fatherhood. Services include intake, needs assessment, case management, training (career readiness, responsible parenthood and healthy marriage curricula, job training), job placement and other miscellaneous support services.

Government Funding (State, Federal)? Yes Federal - Administration for Children and Families

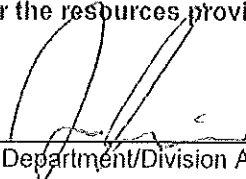
Is Project/Contract: New Existing ___ Amendment ___ Continuing ___ Extension ___ Non-Profit Y/N Y
 If Non-profit, please provide confirmation of Non-Profit Agency List Reported on Waiver Form

<u>Estimated Amount</u>	<u>Recommended DBE Participation (*)</u>
\$1.39 million per year for 3 years	0%

Contracting Opportunities (List SIC/NAICS codes - see DBD-012PS A form) None
 RFP will be used (Yes/No) No Advertising Date: _____ Proposal Due Date: _____
 County Board Approval: Pending County Board Committee: Judiciary

(*) A Zero (0%) percent total requires a WAIVER. If a Waiver is requested, please provide a detailed explanation and the completed Waiver Request Form, and have the Department/Division Head sign below.

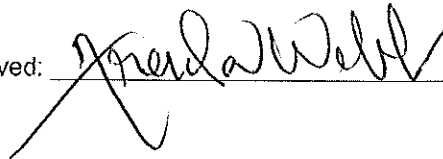
To qualify for this grant Child Support was required to obtain commitments for specific community-wide support services for the target population. For-profit businesses do not provide the breadth and depth of services required under the grant, for the resources provided by the grant.



 Department/Division Administrator

=====
 (CBDP USE ONLY) Indicate Determination and Return Copy to Writer

Concur with Recommendation: _____, or provide the following goal: _____ %
 The contract is exempt from the DBE goal: Yes _____ No _____

Approved:  Date: 11.17.2011

MEMORANDUM OF UNDERSTANDING: PATHWAYS TO RESPONSIBLE FATHERHOOD GRANT
MILWAUKEE COUNTY DEPARTMENT OF CHILD SUPPORT ENFORCEMENT
SUBCONTRACTORS AND OTHER KEY PARTNERS

PREAMBLE

The Milwaukee County Department of Child Support Enforcement (CSE) and participating stakeholders (all located within the community of the target population and service) represent a wide range of community sectors that have demonstrated capacity in providing Responsible Fatherhood and related support services. CSE is taking the lead on behalf of an established system of experienced organizations to promote responsible fatherhood in the City and County of Milwaukee. The multi-faceted strategy includes services designed to increase employment and economic stability, foster responsible parenting, and improve marriage and relationship skills. This MOU contains the level of involvement, responsibilities, and resource commitment of each partner.

AGREEMENT

This 3rd party agreement and statement of assurances is entered into by the following entities:

Milwaukee County Department of Child Support Enforcement (CSE) will serve as the applicant, administrative agency and fiscal agent for the project (funding Range A. CSE will oversee the project-wide objective of serving 1,850 low-income (primarily) fathers as well as co-parenting couples. CSE will oversee implementation of all activities, outputs, objectives and outcomes described in this application. In addition to providing project oversight, CSE will provide preliminary assessment and initial Single Coordinated Case Management Plan (SCCMP) to 600 low-income fathers followed by referral to case management partners; as well as deliver a range of child support services (including establishing paternity, obtaining support orders and conducting modification reviews) at the Courthouse and through outreach at sites such as the other project intake centers and correctional facilities. CSE will oversee a total project budget of \$1,806,892 and will provide project administration and child support services with \$412,792 per year in grant funds and an estimated \$206,560 in leveraged resources.

KEY PROJECT PARTNERS

Department of Children and Families (DCF), through the Bureau of Milwaukee Child Welfare (BMCW), will serve as an outreach and recruitment hub for the project. They will make available physical space and staff support to co-locate two Fatherhood Case Managers/Advocates at BMCW. The goal of the collaboration will be to engage, as close to the point of intake as possible, with noncustodial fathers of mother-headed families reported to BMCW for alleged child/abuse/neglect, including cases in which the father or his whereabouts are unknown. The CM will use engagement skills and available information to identify the father, locate the father and enroll the father into program services. As the state funder of TANF, Transitional Jobs, and Child Welfare Services, DCF will support the project in seamless integration of these services with their local network of providers. Specifically as it pertains to child welfare, DCF will provide training on a child maltreatment protocol, to include screening techniques and mandatory reporting requirements. DCF will provide these services at no charge to the grant. The estimated leverage resources are \$85,000 per year.

Wisconsin Department of Corrections (DOC) will refer offenders, likely to benefit from project services, in Milwaukee work-release centers and under the supervision of the Division of Community Corrections. DOC staff will work with project case managers on a transitional reentry plan to facilitate prompt service provision upon release. DOC staff will provide access to institutions to project case managers for this purpose. They will also provide access to CSE and MFH outreach workers, so that

they may assist offenders in developing feasible plans to address their child support obligations. DOC resources for the collaboration will be provided at no charge to the grant.

Milwaukee Public Schools (MPS) will allow project facilitators access to school facilities such as Community Learning Centers and Parent Support Centers to provide responsible parenting curricula, workshops and other activities for parents and high school students. MPS will also work with project staff to schedule, as well as publicize these activities through such methods as mailings and automated phone calls. MPS resources for the collaboration will be provided at no charge to the grant.

YWCA of Greater Milwaukee, a local WIB One-Stop, agrees to serve as the central access point for project services in Northeast Milwaukee, as well as to provide comprehensive needs assessment and case management to 250 low-income fathers who are receiving or meet the eligibility criteria for W-2 (TANF); development of a Single Coordinated Case Management Plan (SCCMP) for each participant; referral to and coordination of support services for each participant. The YWCA will place 85 participants in jobs, at least half (43) of who will be retained in employment for 90 days. Additionally, the YWCA will provide, as indicated by the SCCMP: career readiness services, prevocational services and GED. These services will be provided with \$130,000 per year in grant funds and an estimated \$131,750 in leveraged resources.

United Migrant Opportunity Services (UMOS) a One-Stop Job Center Operator, agrees to serve as the central access point for project services on Milwaukee's near South side; as well as to provide comprehensive assessment and case management to 250 low-income fathers with a priority for those whose children are receiving TANF; development of a SCCMP for each participant; referral to and coordination of support services for each participant. Additionally, UMOS will provide, as indicated by the SCCMP where appropriate and per eligibility criteria: Transitional Jobs Program (U-STEP), Children First, Department of Corrections Job Development and Placement, FSET, WIA, W2 (TANF) and our Employer Services Unit and Education Services Unit; and Education services. UMOS will place 85 participants in jobs, at least half (43) of who will be retained in employment for 90 days. These services will be provided for \$130,000 per year in grant funds and \$87,600 in leveraged resources.

Community Advocates, Inc (CA), agrees to serve as the central access point for project services in midtown Milwaukee; as well as to provide comprehensive needs assessment, case management, SCCMP and referral to and coordination of support services for each participant to 200 low-income fathers who access its batterers treatment and numerous other human service programs for individuals/families. In addition, CA will provide the 24/7 Dad AM curriculum to 150 low-income fathers enrolled in its batterers treatment and other programs. CA's Milwaukee Women's Center Division (MWC), will serve as consultant to the project on domestic violence, designing project-wide protocol and training of partner staff re: response to domestic violence, and ongoing consultation re: response to domestic violence situations that are discovered or disclosed. CA will also serve as the Community Resource Coordinator for the project, maintaining an up-to-date online partner resource bank on its website listing services/resources and contact information for each partner; as well as coordinating resource fairs for staff and participants. In addition, eligible participants will have access to an extensive array of CA support services, on condition of availability and assessed need, including 10 units of permanent supportive housing, protective payee services, rental assistance, energy assistance program, telephone and utilities services assistance programs; DV services and shelter; batterers program; behavioral health services; and pre-trial services. These services will be provided with \$150,000 per year in grant funds and an estimated \$865,000 in leveraged resources.

My Father's House, Inc. (MFH) (formerly Milwaukee Fatherhood Collaborative) agrees to serve as the central access point for project services in Northwest Milwaukee, provide comprehensive

assessment, case management, SCCMP and referral to and coordination of support services for each participant to 550 low-income fathers (200 through outreach/father advocacy at DCF/Child Welfare, 200 through outreach/father advocacy at CSE and 150 from other community referral sources including DOC). MFH will deliver responsible parenting curricula to 220 individuals as follows: 1) *Fatherhood Development Curriculum* to 80 individuals recruited through outreach to CSE; 2) the *Inside Out Dads* curriculum to 70 individuals referred by DOC; 3) the 24/7 Dad AM curriculum to 50 other low-income individuals including ones recruited through child welfare; and 4) the *P.A.P.A.* curriculum to 20 teen fathers. These services will be provided with \$350,000 per year in grant funds.

Center for Self-Sufficiency (CFSS) will specify and implement a performance measurement & program fidelity system that includes a data collection & monitoring system to track, document, analyze & report on performance measures identified by OFA. This system will allow CSE to measure, analyze, monitor & report on all outputs, objectives & outcomes identified in the Logic Model. They will also facilitate/schedule all curriculum training. The online system will be the mechanism by which all Single Coordinated Case Management Plans (SCCMPs) are organized, developed, coordinated, monitored and modified. Through local and national expert fatherhood consultants, will provide group and individual technical assistance. CFSS will also provide and/or facilitate through its network of experienced educator partners the provision of the *Within My Reach Healthy Marriage* curriculum for 300 participants. These services will be provided with \$232,100 per year in grant funds and an estimated \$75,000 in leveraged resources.

Compel Milwaukee will deliver curricula to 260 low-income individuals as follows: 1) *Inside Out Dads* to 80 individuals referred by DOC; and 2) *P.A.P.A.* to 60 teens and 50 adults. In addition, they will conduct 1) *Boot Camp for New Dads* workshops for 30 new fathers and 2) *Mom as Gateway* workshops to help 40 custodial mothers reduce their "gatekeeping" and increase engagement with their children's fathers. These services will be provided with \$100,000 per year in grant funds and an estimated \$81,130 in leveraged resources.

Next Door Foundation (NDF) will deliver Responsible Parenting curricula to 275 low-income individuals and couples as follows: 1) *Fatherhood Development Curriculum* to 230 individuals, 2) *24/7 Dad AM* to 25 individuals and 3) the *Family Wellness Survival Skills Program* to 20 co-parenting couples, all from its Early Head Start, Head Start, Educare, Charter School, Adult Education and other programs. These services will be provided with \$112,000 per year in grant funds and an estimated \$43,143 in leveraged resources.

Wisconsin Regional Training Partnership (W RTP) will provide pre-apprenticeship education and training and placement of 50 individuals in manufacturing and trade jobs with a pay range of \$15-\$25 per hour. These services will be provided with \$50,000 per year in grant funds and an estimated \$75,000 in leveraged resources

Northcott Neighborhood House will provide YouthBuild services, including green job program training in the area of construction and home rehabilitation for 25 participants and will assist in placing all 25 participants into full-time employment, preferably in the construction industry, half (13) of who will be retained in their jobs for at least 90 days. These services will be provided with \$40,000 per year in grant funds and an estimated \$100,000 in leveraged resources

Additional Support Services Partners

Milwaukee County Behavioral Health Division (BHD) agrees to provide the following services to all BHD-eligible participants within the limits of available funding: (1). Substance Abuse Treatment Services through the County's Wiser Choice program. Services include: Central Intake using standardized assessment and 20 different recovery support service; Referral and authorization of

payment vouchers for services with a network of 75 clinical treatment providers. Services provided to participants include seven clinical treatment levels of care and 20 recovery support services (e.g., child care, daily living skills, after school program, anger management, respite, bridge housing). (2.) Mental Health Services include Psychiatric Crisis Services, Inpatient Services and Community Mental Health Services. BHD will provide approximately \$342,600 in leveraged resources in the form of substance abuse services for an estimated 80 participants, and mental health services for an estimated 40 participants.

Center for Veterans Issues will offer t support services to veteran fathers; CSE-funded Children First employment services for noncustodial parents seeking to fulfill child support obligations; housing and rental assistance (HUD SHP; DOL HVRP; ARRA HPRP); peer support; transportation; DOL IVTP Veterans reentry services; preparation, presentation, and prosecution of VA benefit claims. Leveraged resources total approximately \$35,000.

Penfield Children's Center will provide screening and diagnostic assessments for children ages Birth to Three; as well as therapies for eligible children who are identified as needing these services. These leveraged resources for an estimated 24 children will total approximately \$92,820.

4-C for Children will offer Child Care Resource and Referral services including customized searches for regulated child care programs via a database consisting of over 3,600 regulated child care programs to include. 4C tracks extensive data to provide customized searches based on the individual needs of each family. These leveraged resources total approximately \$4,800 per year.

Milwaukee Visitation and Family Support Services will provide Family Reunification services to include: (1) Supervised Visitation: Supervised visitation and safe exchange services to children victimized in child maltreatment, children of victims of domestic violence, non-custodial parent(s) and divorced parent(s); and (2) Therapeutic Visitation: Protected visitation and therapeutic intervention between children and non-custodial parent(s). These leveraged resources for an estimated 24 families total approximately \$69,120 per year.

Milwaukee County Housing Division (MCHSD) will provide access, depending on availability of units, to an estimated 10 eligible project participants for HUD SHP Shelter Plus Care and Transitional Housing. In addition, based on availability, will provide an estimated 10 eligible participants with funding of first-month rental security deposits. These leveraged resources total approximately \$75,000 per year.

The Department of Workforce Development's (DWD) Local Veterans' Employment Representative (LVER) will work closely with veteran participants to help them access necessary benefits and services for which they are eligible. Located in the UMOS One-Stop Job Center, the LVER can assess eligibility for veterans' benefits, assist in discharge status upgrades to enhance eligibility for benefits, and help them to access education, health care and employment benefits/services.

Wisconsin Community Services (WCS), sole source provider of drivers license recovery services in Milwaukee, will assess the license status of 150 project participants and provide drivers license recovery services to 25 of these individuals in order to enhance their value to employers. These services will be provided with \$25,000 per year in grant funds and an estimated \$5,000 in leveraged resources.

Centro Legal will provide legal services related to child support and other family law issues to 300 project participants. In addition, Centro Legal will provide services through its Direct Representation and Consultation Programs and its Family Law Classes to an additional 25-50 individuals as needed. These services will be provided with \$75,000 per year in grant funds and an estimated \$25,000 in leveraged resources.

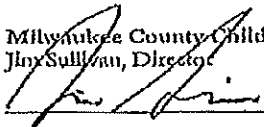
STATEMENT OF ASSURANCES

CSE and all subcontractors and key partners commit to adhere to the program assurances described in this document. In addition, activities of each partner will enhance OFA efforts to achieve its stated purpose of promoting responsible fatherhood, including activities designed to promote economic stability, responsible parenting, and healthy marriage. The proposed project and related curricula and all program activities will be consistent with requirements prescribed in the FOA (HHS-2011-ACF-OFA-FK-0194). The project partners provide the following assurances:

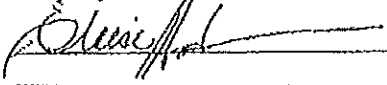
- (A) We will grant program access to eligible persons and will not discriminate on the basis of the potential participant's race, gender, age, disability, or religion. We will not, on the basis of race, gender, age, disability, or religion, discriminate in determining eligibility, benefits, or services provided, or applicable rules. The projects and activities assisted under these awards will be available to mothers and expectant mothers who are able to benefit from the activities on the same basis as fathers and expectant fathers.
- (B) We ensure participation in the program is voluntary and have provided a plan on how we will inform potential participants that their involvement is voluntary.
- (C) We agree that as a condition of acceptance of an award under this FOA, to participate fully in ACF-sponsored evaluations (including an impact evaluation, if selected), document and report performance using uniform measures to be provided by OFA, and adhere to all evaluation protocols established by ACF to be carried out by its designee contractors.
- (D) We agree to attend the entrance conference and an annual peer meeting in Washington, DC and send the required staff and contractors as prescribed by OFA.
- (E) We commit to refrain from the use of use funds for any purpose other than the activities specified in the authorizing legislation and the FOA; and to consider each cost to ensure that it is reasonable, allocable, and program-related;
- (F) We agree to not use funds for any unallowable activity, for unauthorized activities including but not limited to an Abstinence Education program; for non-program related capacity-building, or for train-the-trainer programs; to not include fee-for-service for activities under this FOA.
- (G) We will ensure that any award of Federal funds under this FOA will not supplant other Federal, State, or local funds, which otherwise have been made available.
- (H) We will ensure confidentiality of all participant data, and ensure that data shared with external program evaluators will not include identifying information.
- (I) We will comply with 45 CFR § 74.21(b) (2) - (3) and (b) (6) - (7).
- (J) Protection of Sensitive and Confidential Information: all partners will take all reasonable precautions to assure the protection of confidential and sensitive information for its employees, project participants and other beneficiaries of its services, including the following. Partner agencies will conduct annual background checks on all staff as required by Wisconsin law, and results will be kept confidential. Participant data in hard copy format will be securely stored on site at each partner agency facility and kept in a locked, fireproof cabinet, to be retained for seven years. Confidential electronic records will be secured using protocol that adheres to industry and legally required security standards.
- (K) Duplication of services: By signing this MOU, all partners provide assurance that if funded, this OFA project complements community efforts to improve family outcomes and we will not duplicate services provided by other OFA grantees. If project partner Center for Self-Sufficiency is funded to provide Healthy Marriage and Relationship Education services, a common assessment and data system will be used with both grants and will ensure services are not duplicated.

We, the undersigned agree, on July 22, 2011, to these stated commitments and assurances:

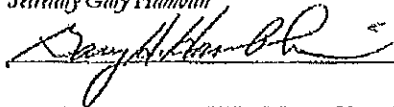
Milwaukee County Child Support Enforcment
Jim Sullivan, Director




WI Department of Children & Families
Secretary Eloise Anderson



WI Department of Corrections
Secretary Gay Hamblin



WI Department of Workforce Development
Greg Williams, Local Veterans Employment Rep. (LVER)

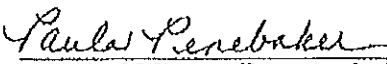


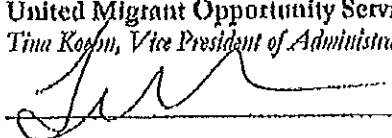
(Authorized Signature/Date)

Milwaukee Public Schools
Gregory E. Thornton, Ed.D., Superintendent

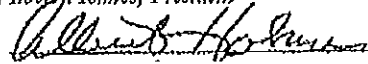


YWCA of Greater Milwaukee
Paula Penabaker, President & CEO



United Migrant Opportunity Services
Tina Kopin, Vice President of Administration


My Father's Home, Inc.
Albert Holmes, President



Community Advocates
Joseph L. York, Chief Executive Officer



Center for Self-Sufficiency, Inc.
Angela M. Turner, President and CEO

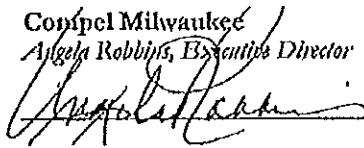


Milwaukee Visitation & Family Support Services
Beverly Moore, CEO

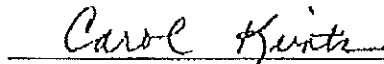


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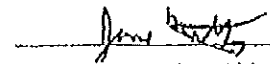
Compel Milwaukee
Angela Robbins, Executive Director



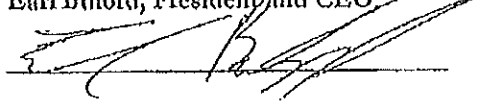
Next Door Foundation
Carol Keintz, Executive Director



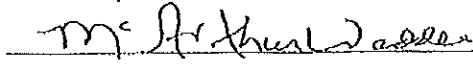
Milwaukee County Housing Division
Janus Mathy, Special Needs Housing Manager



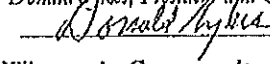
Wisconsin Regional Training Partnership
Earl Buford, President and CEO



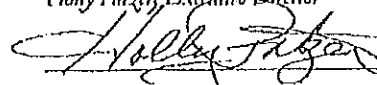
Northcott Neighborhood House
Mac Weddle, President and CEO



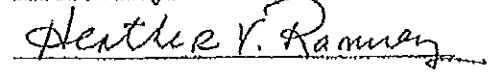
Milw. Area Workforce Investment Board
Donald Sykes, President and CEO



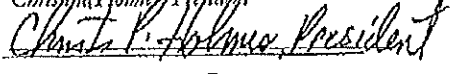
Wisconsin Community Services,
Holly Patzer, Executive Director



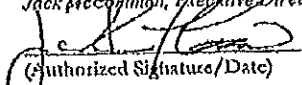
Centro Legal
Heather Ramirez, Executive Director



Penfield Children's Center
Christina Holmes, President

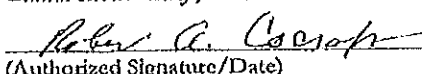


4-C for Children
Jack McEgamon, Executive Director

 07/18/2011

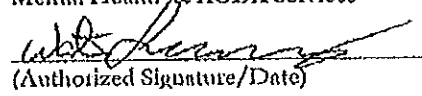
(Authorized Signature/Date)

Center for Veterans Issues
General Robert Coenys, CEO



(Authorized Signature/Date)

Milw. County Behavioral Health Division
Walter Laux, Director, Adult Community
Mental Health & AODA Services



(Authorized Signature/Date)

Milwaukee County Pathways to Responsible Fatherhood Project - Budget Detail and Narrative

Line Item **Key: HM = Healthy Marriage, RP = Responsible Parenting, ES = Economic Stability**

12-Month Budget

Line Item	Detail Description	12-Month Budget
Personnel		
Jim Sullivan (AOR/CSE Director)	.12 FTE - Auth. Org. Rep. (AOR) provides executive leadership, direction, oversight of proj.	\$ 13,800
Project Director -- Jettaune Richardson	.52 FTE (year 1) & .50 FTE (year 2 & 3) - Point of Contact (POC) Responsible for day-to-day management including contract development & compliance.	\$ 28,697
Proj. Fiscal Dir. -A. Marciniowski	.2 FTE: Fiscal oversight of project. Compliance with grant fiscal requirements/reporting	\$ 15,638
Community Outreach Coordinator - John O'Shea	.23 FTE: Work with community partners/local judiciary to promote and increase project effectiveness and recruitment.	\$ 23,085
Paralegals/Case Mgrs's (A. Currie, M. McGaston, & J. Gordon)	3 FTE's: Staff/Outreach intake/assessment centers to provide Child Support services (ES)	\$ 154,916
Admin. Coord (L. Kaufman)	34 FTE: Assist Project Director with day-to-day activities and partner activities/payments	\$ 12,271
Total Personnel		\$ 248,407
Fringe Benefits		
Fringe benefits for Project Staff	49.19% fringe benefit rate: payroll taxes (7.65%), health/dental insurance/pension (41.45%)	\$ 121,968
Travel		
Attend Conferences (AOR, Proj Dir, Dir Research Planning)	Attend Entrance Conference (3 staff) and Peer Meeting (2 staff) (3 days projected). Cost per staff, \$350 air, \$800 hotel \$100 per diem, \$100 ground transportation, \$1,350 per person.	\$ 6,750
Supplies		
Computers	3 Laptops (One per Paralegal/Case Manager to support CSE services outreach at partner sites)	\$ 3,309
Staff Supplies	Average annual cost (\$300 per FTE) for 5 FTE.	\$ 1,500
Printing	Program related forms and print materials	\$ 3,348
Other		
Phone	Includes land line phone costs (\$80 per month) and cell phone (\$60 per month) x 4 staff	\$ 6,720
Postage	\$.44 per unit for standard mailing of program materials and \$1.20-\$7.00 for large mailings	\$ 4,280
Curriculum Training	<i>Each Dev. Curriculum</i> : On-site: 7 staff @ \$880 (\$6,160 plus travel for trainer \$875); <i>24/7 Dad: Inside/Out Dad</i> : On-site: \$3,900 (up to 25 staff trainer travel included) for each curriculum; <i>Family Wellness Survival Skills Program</i> : 1 staff @ \$650 plus travel trainer \$450 air, \$400 hotel, and \$175 meals & transportation (RP)	\$ 16,510
CSE Direct Charges Totals	Other Total	\$ 27,510
		\$ 412,792

Line Item	Key: HM = Healthy Marriage, RP = Responsible Parenting, ES = Economic Stability Detail Description	12-Month Budget
Compel Milwaukee	Delivers curricula to 260 low-income individuals. <i>InsideOut Dads</i> to 80 individuals referred by DOC; <i>P.A.P.A.</i> to 60 teens & 50 adults. Conduct <i>Boot Camp for New Dads</i> workshops for 30 new fathers; <i>Mom at Gateway</i> workshops for 40 custodial mothers (RP)	
Personnel (plus Benefits @15.3%)	33 FTE Educator Training & Comm. Outreach Coord.; 33 FTE Exec. Dir. (\$15,000 each)	\$38,415
Contractual	Lead Educator/Compel POC; 2 Educators (833 hrs @ \$30/hr.)	\$25,000
Travel/Training	Fathers and Families Conference and another state or regional conference related to a Fatherhood-related topic, e.g., corrections programming, child support, TANF and men.	
Program Supplies	Office Supplies (\$1000); Expenses (curricula, facilitator contracts, wkblks, supp. materials, facility rental, transp. for teens) for <i>InsideOut Dads</i> (\$8,070), <i>Mom at Gateway</i> (\$2,050), <i>P.A.P.A.</i> (\$19,925) and <i>Boot Camp for New Dads</i> (\$1,440)	\$2,000
Other	Program advertising: for gen. project (Brochures, Festivals, Bumper Stickers) & specific class advertising (Posters, Reminders)(\$1,000), background checks (\$100); liability ins. (\$1,000)	\$32,485
		2,100
My Father's House Inc. (MFH)	Central access point for project services, provide assessment, case mgmt, SCCMP for 550 fathers (HM,RP, ES) Delivers RP curricula to 220 individuals: <i>Fatherhood Development Curriculum</i> (80); <i>InsideOut Dads</i> (70); <i>24/7 Dad AM</i> (50); <i>P.A.P.A.</i> (20) (RP).	\$100,000
Personnel (plus Fr. Benefits @35%)	70 FTE Ex. Dir/Educator (\$53,000), 20 Case Mgr (\$19,000), 1.0 Recruit/Spclst (\$33,000)	\$222,750
Travel	2 staff to attend Fatherhood Grantee Conference and one relevant conference, \$350 regis, \$300 air, \$450 hotel, \$120 per diem, \$100 transport/parking - each conference; mileage reimbursement for 2.7 FTE: 10,000 miles @ .51/mile	
Supplies	Four curricula x 200 wkblks (\$3,200), program supplies (\$2,600), participant incentives (e.g., bus tickets, gas cards to go back and forth to work, tools/equip, work uniforms); (\$50 x 100 participants=\$5,000), food/bus tickets (\$5,000), 3 laptop computers (\$3,600), 3 office desks/chairs (\$3,600), copier lease (\$3,600), mktg materials (folders, newsletters, brochures, display materials, etc. = \$9,000), printing/copying (\$2,500), office supplies (\$3,020)	\$10,380
Other	Two 1-day events to reinforce RP, child safety, ad healthy family relationships. 1. (That's My Dad, near Father's Day), and 2. (bonding activities at Betty Biran Children's Museum) Includes refreshments, activities/materials, and facilities. \$6,500 per event	\$41,120
Administrative	Land-line and cell phone use for 2.7 FTE (\$5,400), postage (\$2,000), occupancy (1,200 sq ft office space @ \$15 per sq ft including utilities = \$18,000); liability insurance (\$2,000), audit (\$2,000); accounting services (Mark Adashun, CPA: 213 hrs @ \$75/hr for acctg; HR-payroll & 15 hours @ \$90 to meet with auditors/prepare 990=\$17,350), IT (\$16,000)	\$13,000
		\$62,750
	My Father's House Total	\$350,000

Line Item

Key: HM = Healthy Marriage, RP = Responsible Parenting, ES = Economic Stability
Detail Description

12-Month Budget

Next Door Foundation	Next Door will deliver Responsible Parenting curricula to 275 low-income individuals & couples as follows: 1) <i>Fatherhood Dad Curriculum</i> (230 individuals), 2) <i>24/7 Dad AM</i> (25 individuals), 3) the <i>Family Wellbeing Survival Skills Program</i> (20 co-parenting couples) (HM, RP)	
Personnel (plus Benefits @ 25%)	.60 FTE RF Coord. (\$19,968), 1.0 FTE RF splclsr (\$32,000), .75 FTE Ad. Assist. (\$18,750)	\$ 88,398
Local Travel	986 miles x .50 cents per mile	\$ 482
Supplies	off. supplies (\$750), prog. materials (\$750), print/copy (\$500), 2 computers (\$2,200), partic. incentives (e.g., bus tickets, gas cards to travel to work, tools/equip.) (\$2,000); food (\$1,600)	\$ 7,800
Facilities/Building Occupancy	1100 sq ft office and meeting space @ \$8.24 per sq feet (\$9,000); telephone/Internet (\$720)	\$ 9,720
Administrative Fees	5.3% of direct costs	\$ 5,600
United Migrant Opportunity Services (UMOS)	Central access point for MPRF, provide assessment, case mgmt, SCCMP for 250 fathers. (HM, RP, ES). UMOS will place 85 participants in jobs, at least half (43) will be retained in employment for 90 days. (ES)	Next Door Foundation Total \$ 142,000
Personnel (incl Fringe @ 38%)	1 FTE Case Management Coordinator, .6 Employment Consultant, and .19 Supervisor	\$ 88,817
Supplies - Equipment & Program	2 PCs @ \$2,000 each - software incl.; program supp. @\$12/person (partial chg to grant)	\$ 7,013
Local Mileage	.55/mile x 2,523 miles	\$ 1,388
Facilities/Building Occupancy; IT	based on FTE	\$ 20,856
Indirect Costs	Reduced rate of 9.94%	\$ 11,926
Community Advocates, Inc. (CA)	Central access point for MPRF, provide assessment, case mgmt, SCCMP for 200 fathers. (HM, RP, ES). Provides 24/7 Dad to 150 fathers. (RP) CA's Milwaukee Women's Ctr serves as consultant on DV/CM, designing project- wide protocol & training of partner staff re: response to DV/CM. CA will also serve as Community Resource Coordinator for the project	UMOS, Inc. Total \$ 130,001
Personnel (incl. Fringe Benefits @ 25% of salaries)	1 FTE case manager (\$35,000); .5 FTE DV-MPRF DV/CM Coordinator (\$18,500), .5 FTE Community Resource Coordinator (\$21,000), who will perform this role project-wide	\$ 92,580
Travel	Local travel @ .555/mile x 7,000 miles for project staff	\$ 3,885
Supplies	Laptop/notepad computer, projector, outreach materials, textbooks, printing, postage	\$ 14,275
Other	Client incentives (e.g., bus tickets, gas cards to go back and forth to work, tools/equipment, work uniforms), client transportation (bus passes), meeting expenses, etc.	\$ 12,411
Indirect Costs	Per 22% approved federal (HUD) indirect cost rate	\$ 27,049
	Community Advocates Total \$ 150,000	

Line Item	Key: HM = Healthy Marriage, RP = Responsible Parenting, ES = Economic Stability Detail Description	12-Month Budget
YWCA of Greater Milwaukee	Central access point for MPRP, provide assessment, case mgmt, SCCMP for 250 low-income fathers (HM, RP, ES). YWCA will place 85 participants in jobs, at least half (43) will be retained in employment for 90 days. (ES)	
Personnel (incl Fringe @ 31%)	2 FTE case managers (\$72,000)	\$ 94,320
Supplies,	Office supplies/postage (\$1,000), IT (computer, network and help desk support (\$3,600)	\$ 4,600
Travel	Employee travel (local) 960 miles @ .50/mile	\$ 480
Other	Occupancy (off space, \$16,800), partic. supp.svcs (transp./other direct employ. svcs assist) @ 10% of direct costs	\$ 18,800
Indirect Costs		\$ 11,800
Center for Self-Sufficiency (CFSS)	Performance Measurement / Program Fidelity Contractor will provide a comprehensive system as described in Project Narrative and MOU	YWCA Total \$ 130,000
David Pate - Principal Investigator	Specifies perform measurement & program fidelity systems, oversees implementation	\$35,000
Maurice Moore, Fatherhood Consultant, Joe Jones, Center for Urban Fam	Implement fidelity training and technical assistance. Participate in initial training conference and provide follow-up/one-on-one technical assistance and focus groups.	\$25,000
Perf. Meas. System/Work Plan	CFSS work with CSE to implement the perf. meas. syst. & CSE-specific Work Plan	\$25,000
Two Island Solutions - OPTS	Development and maintenance of Online Participant Tracking System (OPTS).	\$16,750
Travel for consultants	Travel to Milw. 7 trips to proj./yr. (2 days). \$400 air, \$400 hotel \$150 per diem, \$100 car	\$7,350
CFSS Res. & Planning Analyst II	Perform weekly data audits, produce educ., manager/funder output & outcome reports. Create scannable surveys, process surveys; analyze data & prepare reports.	\$36,000
Coordination of Milwaukee Region II Reentry Groups	.50 FTE to staff the employment strategies work with DOC, DWD and proposal partners to ensure offenders are provided appropriate mix of project services	\$27,000
Centro Legal	CFSS Performance Measurement and Program Fidelity Systems Total	\$ 172,100
Northcott Neighborhood House	1 FTE legal services for estimated 350 fathers re: child support/other family law issues (ES)	\$ 75,000
Wisconsin Community Services	Pre-apprenticeship program or employment placement of 25 individuals @ \$1,600 each	\$40,000
Contracted Educators	Driver license recovery services for 150 fathers at \$167 per case. (ES)	\$ 25,000
Wisconsin Regional Training Partnership (WRTP)	CFSS certified educators Bishop LeFavre Buck, Barbara White and Selena Ebo to provide HM <i>Within My Reach</i> curriculum to 300 fathers. (1,000 hours at \$60/hour) (HM)	\$ 60,000
	Provide pre-apprenticeship education/training and placement of 50 individuals in manu -facturing & trade jobs with a pay range of \$15-\$25 per hour at \$1,000 per placement (ES)	\$50,000
	Total Contractual	\$1,394,101
	TOTAL PROJECT COST	\$ 1,806,892