

**DIVISION OF CHILD AND FAMILY SERVICES
NOTICE OF SUBAWARD**

SUBAWARD #: _____
PROGRAM: _____

SECTION B

Description of Services, Scope of Work and Deliverables

*In some instances, it may be helpful / useful to provide a brief summary of the project or its intent. This is at the discretion of the author of the subaward. This section should be written in complete sentences.

Clark County Department of Family Services, hereinafter referred to as Subrecipient, agrees to provide the following services and reports according to the identified timeframes:

Scope of Work for Clark County Department of Family Services

Goal 1: CCDFS seeks to ensure eligible infants and families are identified and serviced through continued development and implementation of a coordinated community response.

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How will this Goal be measured (quantitative)</u>
1. CCDFS will ensure community partnership and improve coordinated efforts at the state and county level.	1. CCDFS will participate in statewide meetings including but not limited to Reproductive Health Network and relevant workgroups. CCDFS will engage community partners for participation to meet the needs of infants and families document a Current Action Plan, and obtain written commitment from relevant local partners.	1. Date of Award – Ongoing – Action Plan and Commitments to be completed within 1 year from date of executed award.	1. Meeting Agendas, Meeting Summaries/Minutes, Meeting Attendance, Documentation of Members and Letters of Commitment/MOUs	1. Goal attainment as identified in Workgroup Goal; Completion of Action Plan. Documentation of Local Commitments.

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Goal 1 (continued): CCDFS seeks to ensure eligible infants and families are identified and serviced through continued development and implementation of a coordinated community response.

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How will this Goal be measured (quantitative)</u>
	<p>2. CCDFS will participate with a multidisciplinary team whose role is to ensure effective implementation of prevention and service delivery through:</p> <ul style="list-style-type: none"> - Identification of community partners/stakeholders needed to ensure the success for implementation of prevention and service delivery - Ensuring community wide requirement and method of timely referrals to the child welfare agency are met -Establishment of effective method of communication/information sharing between all stakeholders/partners -Establish and document a method for determination of need for and implementation of cross training/staff development to ensure consistency of services <p>Members of this Team shall provide written Documentation of Commitment and shall ensure ongoing communication/participation with statewide Reproductive Health Network.</p>	<p>2. One year from date of executed award.</p>	<p>2. - Team Meeting Agendas, Attendance Sheets, Meeting Summaries/Minutes,</p> <p>- Team Members, Letters of Commitment/ MOUs</p> <p>-Documentation of methodology to determine training needs.</p> <p>-If applicable, Training Agendas/Materials, Attendance/Certifications, Training Satisfaction Surveys</p>	<p>2. -Goal attainment as identified in Agendas/Minutes.</p> <p>-Documentation of Team Commitments,</p> <p>-Documentation of Methodology for Training,</p> <p>-Completion of Identified Trainings and Satisfaction Surveys indicating adequate knowledge</p>

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Goal 2: CCDFS seeks to respond to the emotional, physical and well-being needs of children identified as affected by perinatal substance use to prevent children from entering/reentering the Child Welfare System or to reduce the amount of time infants spend in the Child Welfare System.

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How will this Goal be measured (quantitative)</u>
<p>1. CCDFS will offer/provide prevention services for up to an estimated 400 infants annually identified as being affected by perinatal substance use and their affected siblings, parents/caregivers.</p> <p>2. Up to an estimated 100 infants annually identified as being affected by perinatal substance use will be offered and/or will receive ongoing services.</p>	<p>1. CCDFS shall contract with one or more local agencies to provide prevention outreach and services as identified. CCDFS will identify and refer for prevention services, affected infants brought to the attention of CCDFS who do not meet the requirements of a traditional CPS assessment but who demonstrate the need for supportive services to appropriate providers. CCDFS will provide ongoing support/technical assistance as requested by community providers. CCDFS will meet routinely with community providers to discuss cases with barriers to receiving supportive services or need additional support. CCDFS will meet to review reports that do not meet the requirements of a traditional CPS assessment for appropriate screening decision and or service provision.</p> <p>2. CCDFS will refer both infants and caregivers to identified services; monitor service provision. CCDFS may contract with new local agencies under this grant, or use existing Providers as indicated.</p>	<p>9/30/22 – 6/30/23</p> <p>9/30/22 – 6/30/23</p>	<p>1. Substance Affected Infant Cognos Report; tracking spreadsheet. Community provider agendas and/or tracking sheets.</p> <p>2. Substance Affected Infant Cognos Report; tracking spreadsheet.</p>	<p>1. Number of infants who meet the eligibility for services; number of infants referred to Providers and type of services provided., Number of infants with a subsequent report of maltreatment.</p> <p>2. Re-entry into foster care; length of time an infant is in care.</p>
<p><i>*Note to preparer: Add lines to the table as applicable to accomplish all that goals of the subaward. Line up activities, due dates and documentation as best as possible for easier analysis.</i></p>				

Note: This document should not contain any red text when completed.