

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

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: Increase and Document Caseworker Visits to family homes and children in Out of Home Placement

<u>Objective</u>	<u>Activities</u>	<u>Due Date</u>	<u>Documentation Needed</u>	<u>How this goal will be measured (qualitatively)</u>
1. 1. Maintain or exceed goal of 95% required standard of primary Caseworker Visits to youth in out of home placement and complete 50 Social Summaries in order to move youth forward in Permanency.	1. DFS Caseworkers will work overtime hours in excess of their regular shifts to visit with children and to complete paperwork for visits and/or Social Summary information made during or outside of their normal shifts. 2. DFS will hire two (2) PTH Family Services specialists to gather information and process Social Summaries and/or to assist Permanency Workers in attaining Objective.	10/1/22-9/30/23 12/1/22-9/30/23	1. Unity Reports documenting in home contact. 2. Payroll records 1. Social Summary spreadsheets	1. Percentage of required monthly Caseworker Visits 1. Number of completed Social Summaries.

Note to Preparer: Add lines to the table as applicable to accomplish all the goals of this subaward. Line up activities, due dates, documentation, and measurements as best as possible for easier analysis.

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