



COUNTY
PROGRAM AGREEMENT
Let's Draw the Line

DSHS Agreement Number
1363-70094

This Program Agreement is by and between the State of Washington Department of Social and Health Services (DSHS) and the County identified below, and is issued in conjunction with a County and DSHS Agreement On General Terms and Conditions, which is incorporated by reference.

Administration or Division Agreement Number
County Agreement Number

DSHS ADMINISTRATION Aging and Disability Services Administration	DSHS DIVISION Division of Behavioral Health and Recovery	DSHS INDEX NUMBER 1231	DSHS CONTRACT CODE 1000CC-63
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DSHS CONTACT NAME AND TITLE Ray Horodowicz Project Manager	DSHS CONTACT ADDRESS PO Box 45330 Olympia, WA 985045330
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DSHS CONTACT TELEPHONE (360)725-1528	DSHS CONTACT FAX (360)725-2280	DSHS CONTACT E-MAIL horodr@dshs.wa.gov
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COUNTY NAME Pacific County	COUNTY ADDRESS 1216 West Robert Bush Drive Post Office Box 26 South Bend, WA 98586-
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COUNTY FEDERAL EMPLOYER IDENTIFICATION NUMBER	COUNTY CONTACT NAME Katie Oien-Lindstrom
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COUNTY CONTACT TELEPHONE (360) 875-9343	COUNTY CONTACT FAX (360) 875-9323	COUNTY CONTACT E-MAIL koien@co.pacific.wa.us
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IS THE COUNTY A SUBRECIPIENT FOR PURPOSES OF THIS PROGRAM AGREEMENT? No	CFDA NUMBERS 16.727
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PROGRAM AGREEMENT START DATE 03/13/2013	PROGRAM AGREEMENT END DATE 05/31/2013	MAXIMUM PROGRAM AGREEMENT AMOUNT \$2,000.00
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EXHIBITS. When the box below is marked with an X, the following Exhibits are attached and are incorporated into this County Program Agreement by reference:
 Data Security; Exhibits (specify):
 No Exhibits.

The terms and conditions of this Contract are an integration and representation of the final, entire and exclusive understanding between the parties superseding and merging all previous agreements, writings, and communications, oral or otherwise, regarding the subject matter of this Contract. The parties signing below represent that they have read and understand this Contract, and have the authority to execute this Contract. This Contract shall be binding on DSHS only upon signature by DSHS.

COUNTY SIGNATURE(S)	PRINTED NAME(S) AND TITLE(S)	DATE(S) SIGNED
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DSHS SIGNATURE	PRINTED NAME AND TITLE Eric Crawford, Senior Contracts Manager	DATE SIGNED
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- Purpose.** The purpose of this Contract is to support community norms, policies and enforcement efforts that help prevent underage drinking by completing the Let's Draw the Line (LDTL) Project activities indicated in the Statement of Work.
- Statement of Work.** The Contractor shall provide the services and staff, and otherwise do all things necessary for or incidental to the performance of work, as set forth below:

Project Contact person: Kassi Reisbeck

Phone number: 360-269-9016

Email address: kreisbeck@southbendschools.org

Name of group that will carry out the project: Teen Advisory Coalition (TAC)

Mailing address (including city and zip code): P.O. Box 26, South Bend WA 98586

County in which the activity will occur: Pacific

Projects include four activities. Two are required and two have been provided by the Project Contact person from the 11 options listed below.

Required Activities & Reporting Requirements:

	Description of Activity:	Reporting Requirement:
<input checked="" type="checkbox"/>	Our Town Presentation. Create a presentation showing the impact of alcohol and liquor privatization on underage drinking in your community. Presentations must summarize information from local CANS (Community Assessment of Neighborhood Stores) and must include information from your local law enforcement and retailers. Show presentation to at least 2 different groups or organizations in your community.	<ul style="list-style-type: none"> o A digital copy of the presentation. o Hard copy or readable, scanned copies of your completed CANS. Scans must be submitted as a PDF. o Names of groups presented to, date of presentations, number in attendance.
<input checked="" type="checkbox"/>	Social Norms Mini-Campaign. Implement a social norms marketing campaign at one high school in your community. The campaign must use posters to communicate a core message at least two times over a two month period. You must select from messages provided by LDTL organizers and then localize with Healthy Youth Survey data. Guidelines for appropriate images and messaging must be followed. Other items besides posters, such as buttons or clings, can also be used to promote the message of your campaign.	<ul style="list-style-type: none"> o Photos of the social norms marketing campaign. o Information about number of youth and adults at your school that were exposed to the campaign.

Activities to Choose From & Reporting Requirements:

Mark which two activities your group will carry out.

	Description of Activity:	Reporting Requirement:
<input type="checkbox"/>	Meet your lawmakers. Meet with at least three lawmakers. Can be local, county, or state. Tell them about your group's underage drinking prevention work. Share the results of your CANS. Youth should be the primary speakers. If appropriate, ask each lawmaker you meet to reach out to your group for information prior to making a decision on issues related to underage drinking.	<ul style="list-style-type: none"> o Photos of your group meeting with the lawmakers.
<input type="checkbox"/>	Advertising Awareness Training. Participate in the 2013 edition of this training. Present the training to at least 1 group of 5 (or	<ul style="list-style-type: none"> o Photos of your presentations of this training to other groups.

	more) youth in your community.	<ul style="list-style-type: none"> ○ Number of adults and youth who attending the training.
<input checked="" type="checkbox"/>	Environmental Scan. Take photos of the things in your community that promote either alcohol use or healthy living. Compile photos into a Powerpoint and present to at least 2 different organizations in your community. May be incorporated into the required Our Town presentation.	<ul style="list-style-type: none"> ○ A digital copy of the presentation. ○ Names of groups presented to, date of presentations, number in attendance.
<input type="checkbox"/>	Flash Mob. Hold a spontaneous rally in support of underage drinking prevention. This activity is separate from the Event/Rally activity listed below.	<ul style="list-style-type: none"> ○ Video of the event. Video from phones are acceptable. ○ Number of participants.
<input checked="" type="checkbox"/>	Social Media. Use social/digital media (Facebook, Twitter, texts, web-sites) to promote messages about the positive benefits of youth staying drug and alcohol free. Activity may include having youth post photos from all your LDTL activities on the LDTL Facebook page.	<ul style="list-style-type: none"> ○ Screen shots of content.
<input type="checkbox"/>	Police Tip Line, LDTL style. Work with your local law enforcement to establish a 'tip line' where information about underage drinking activities can be given. If a general tip line already exists for your community, promote its use for enforcing underage drinking laws.	<ul style="list-style-type: none"> ○ Proof that tip line was established. (ie: copy of print ad that runs in newspaper)
<input type="checkbox"/>	ID Check Signage. Work with a store owner/manager to have the store's ID Check policy put on professional quality signage. Ensure sign is posted by the register.	<ul style="list-style-type: none"> ○ Photos of the activity, including photo of the ID Check policy posted by the store's register.
<input type="checkbox"/>	Store Policy. Have at least one owner/manager establish and implement a store policy for one of the following: what alcohol products they carry; how alcohol products are advertised; security measures used to reduce theft; or, where alcohol displays are set. Provide recognition to stores that implement one of these changes.	<ul style="list-style-type: none"> ○ Narrative of challenges and successes related to this activity.
<input type="checkbox"/>	Event/Rally. Work with law enforcement and other sectors to hold an event or rally promoting your group's underage drinking prevention work. Invite law enforcement to speak about what they are doing to enforce underage drinking laws. This activity is separate from any Flash Mob activity.	<ul style="list-style-type: none"> ○ Photos of the event. ○ Information about number of participants.
<input type="checkbox"/>	HERO Cards. Collect at least 100 HERO cards from your community. Create a distribution list from the e-mails on the cards. Send information about underage drinking prevention to that list at least once before the end of the project period.	<ul style="list-style-type: none"> ○ Forward a copy of the e-mail with the underage drinking prevention message.
<input checked="" type="checkbox"/>	Traditional News Media. Have a letter to the editor, or a news article published, or a Radio Public Service Announcement aired, or a TV or radio station run a news story related to underage drinking prevention. Ensure that your group and the phrase, "Let's Draw the Line" are mentioned.	<ul style="list-style-type: none"> ○ Copy of the item(s) that are run.

Additional guidance materials for LDTL activities can be found here: www.starttalkingnow.org/our-efforts/free-materialsresources/lets-draw-line-between-youth-and-alcohol

3. Performance Work Statement:

- a. All activities must be completed by May 31, 2013, unless other arrangements are made with the DSHS Contact named on page 1 prior to this deadline.

- b. All reporting for the 4 LDTL activities must be submitted together, in a final report, on or before June 14, 2013, unless other arrangements are made with DBHR prior to this deadline. The final report shall be submitted to: LDTL2013@dshs.wa.gov
- c. Payment Penalties: For each business day the final report is late, or incomplete, there will be a \$100 deduction, up to a maximum of \$500.

4. **Modifications.** In the event the Contractor encounters circumstances that may hinder their ability to complete the agreed upon activities, the Contractor may request modifications. Requests shall be made to the DSHS Contact as soon as possible. Determinations shall be made on a case-by-case basis and the final decision shall rest solely with the DSHS Contact.

5. **Consideration.** Total consideration payable to Contractor for satisfactory performance of the work under this Contract is up to a maximum of \$2,000 including any and all expenses, and shall be based on the Performance Work Statement. The source of funds is the Office of Juvenile Justice & Delinquency Prevention's Enforcing Underage Drinking Laws Grant #2010-AH-FX-0106, CFDA #16.727

6. **Billing and Payment.**

- a. Invoice System. The Contractor shall submit an invoice using State Form A-19 Invoice Voucher, or such other form as designated by DSHS. Consideration for services rendered shall be payable upon receipt of a properly completed invoice which shall be submitted to the DSHS Contact. The invoices shall describe and document to DSHS' satisfaction a description of the work performed and the activities accomplished. The rates shall be in accordance with those set forth in Section 3, Performance Work Statement and Section 5, Consideration, of this Contract.
- b. Payment. Payment shall be considered timely if made by DSHS within thirty (30) days after receipt and approval by the DSHS Contact of the properly completed invoice. Payment shall be sent to the address designated by the Contractor on page one (1) of this Contract. DSHS may, at its sole discretion, withhold payment claimed by the Contractor for services rendered if Contractor fails to satisfactorily comply with any term or condition of this Contract.