



COUNTY
PROGRAM AGREEMENT
Let's Draw the Line 2015

DSHS Agreement Number
1563-35602

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
Behavioral Health and Service Integration

DSHS DIVISION
Division of Behavioral Health and Recovery

DSHS INDEX NUMBER
1231

DSHS CONTRACT CODE
1000CC-63

DSHS CONTACT NAME AND TITLE
Beatriz Mendez
Prevention Services Lead

DSHS CONTACT ADDRESS
PO Box 45525
Olympia, WA 98504

DSHS CONTACT TELEPHONE
(360)725-9984

DSHS CONTACT FAX

DSHS CONTACT E-MAIL
Beatriz.mendez@dshs.wa.gov

COUNTY NAME
Pacific County

COUNTY ADDRESS
1216 West Robert Bush Drive
Post Office Box 26
South Bend, WA 98586

COUNTY FEDERAL EMPLOYER IDENTIFICATION NUMBER

COUNTY CONTACT NAME
Katie Oien-Lindstrom

COUNTY CONTACT TELEPHONE
(360) 875-9343

COUNTY CONTACT FAX
(360) 875-9323

COUNTY CONTACT E-MAIL
koien@co.pacific.wa.us

IS THE COUNTY A SUBRECIPIENT FOR PURPOSES OF THIS PROGRAM AGREEMENT?
No

CFDA NUMBERS

PROGRAM AGREEMENT START DATE
03/17/2015

PROGRAM AGREEMENT END DATE
06/30/2015

MAXIMUM PROGRAM AGREEMENT AMOUNT
\$1,000.00

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:

- Exhibits (specify): No Data Security Exhibit Exhibit A: Agency Registration and Application Form
 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

DSHS SIGNATURE

PRINTED NAME AND TITLE

DATE SIGNED

Special Terms and Conditions

1. **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.
2. **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 described in Exhibit A: Agency Registration and Application Form.
3. **Performance Work Statement.**
 - a. All reporting for the three (3) LDTL activities must be submitted together, in a final report, on or before June 15, 2015, unless other arrangements are made with DBHR prior to this deadline. The final report shall be submitted to: LDTL@dshs.wa.gov
 - b. 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 for Year 1 is up to a maximum of \$1,000 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 #2011-AH-FX-0059, CFDA #16.727.
6. **Billing and Payment.**
 - a. Invoice System. The Contractor shall submit to the DSHS Contact an invoice using State Form A-19 Invoice Voucher, or such other form as designated by DSHS no later than sixty (60) days after the submission of the final report. The invoices shall describe and document to DSHS' satisfaction a description of the work performed and the activities accomplished.
 - 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.

Special Terms and Conditions

Attachment A: Agency Registration and Application Form

Project contact person: Lindsey Hylton	Phone number: 360-642-9300 ext. 2639 Email address: admin@wellspringpacific.com
Name of group that will carry out LDTL activities: WellSpring Community Network County in which LDTL activities will occur: Pacific	Mailing address (including city and zip code): 7013 Sandridge Road, Long Beach WA 98631
Did you group participate in LDTL in 2014 X <input type="checkbox"/> Yes <input type="checkbox"/> No	

A contract must be in place between Washington's Department of Social and Health Services (DSHS) and each group carrying out Let's Draw the Line (LDTL) activities. The contract must be in place before LDTL activities begin. If your group does not have a Taxpayer Identification Number (also known as an Employer Identification Number) or if your group can't contract with DSHS, you will need to identify a fiscal agent that DSHS can contract with.

Name of fiscal agent/contractor organization: Pacific County Dept. of Health and Human Services
Name of fiscal agent/contractor contact person: Katie Lindstrom
Mailing address of fiscal agent (including city and 9- digit zip code): 1216 Robert Bush Drive West, South Bend WA 98586
Name of the person who will be implement this project: Lindsey Hylton
Contact information: admin@wellspringpacific.com, 1-360-642-9349 ext. 2639
Fiscal agent's EIN (9-digit Employer Identification Number): 383934000
Fiscal agent's DUNS: 9425150650000

Commitment:	<ul style="list-style-type: none"> Each group needs to do 3 activities total – the two required activities and one activity from a list of options. Required reporting for each activity is listed next to each activity.
Funding:	<ul style="list-style-type: none"> Groups will receive \$1,000 for completing all of their LDTL activities and for submitting completed project reports in a timely manner. There will be a new contract or amendment to existing contracts, depending on local needs.
Project Period & Important Dates:	<ul style="list-style-type: none"> Complete Application for Contract Forms are due by February 14, 2015. If the application is accepted, you will be sent information needed to complete a contract. Applications are on a first come, first served basis. Work on projects can begin as soon as a contract is in place. All activities must be completed by May 31, 2015. Short extensions may be possible on a case by case basis if arrangements are made with DBHR prior to this deadline. All reporting and A-19 billing must be submitted by June 14, 2015, unless other arrangements are made with DBHR prior to this deadline. Billings received after June 30, 2015 will not be paid. We need to have all documentation submitted before we can process a billing for payment.

Required Activities:

Community Assessment of Neighborhood Stores (CANS) surveys.

1. Give advance notice to retailers of your plan to conduct CANS.

Special Terms and Conditions

2. Reach out to and build a rapport with retailers prior to conducting CANS.
 - You must conduct 10 full CANS surveys in stores and submit to DBHR.
 - For groups that don't have 10 stores, you need to go to nearby towns and communities to complete 10 full CANS in stores and submit to DBHR.
 - If you simply don't have 10 stores available, you must conduct full CANS survey in the stores you do have and an exterior assessment in other establishments that sell alcohol that will add up to 10 and submit to DBHR.
3. If you don't qualify with options 1, 2, or 3, please call Beatriz Mendez at 360-725-9984 to look at other options. For returning groups, please re-survey stores from last year.
4. Summarize the results of your local CANS.
 - Issue a press release announcing the results of your CANS. (Template to be provided.) Target for the release is the week of May 18-24 (SAMHSA's National Prevention Week).
 - Create a presentation summarizing the results of the local CANS. Present to at least one other organization in your community.

Above the Influence Project - Use the following "Above the Influence" campaign link <http://www.atipartnerships.com/> to download the ATI Activities and choose one of the projects listed below. You will need to create an account to be able to download the ATI activities.

1. **"TAG IT"** - Asks teens to tag the influences in their lives and share them with the world. This activity increases teen's awareness of influences in their environment and how influences may encourage them to make either positive or negative decisions.
2. **"BE IT"** - Asks teens to create their own personal slogan. This activity helps teens gain understanding of brand value and how maintaining a brand's reputation affects the influence of the brand.
3. **"EXPRESS IT"** - Asks teens to create a short skit, song or dance that educates and inspires them and their peers to live "Above the Influence." This will help teens gain an awareness of their influences and issues impacting youth in their community.
4. **"PICTURE IT"** - Engages teens in a discussion and photo-sharing exercise that highlights the potential pressures and risks they may face during their prom and graduation season.
5. **"BRING IT"** - Asks teens to "role play" a variety of scenarios that portray real and challenging situations they might face in their daily lives.
6. **D.DRIVER** - Puts teens in the driver's seat by using video games and real-life scenarios to help them gain a better understanding of the potential consequences of driving after using alcohol and other drugs or while distracted.
7. **INFLUENCE DISCUSSION** - Engage teens in your school or community in a discussion about "influence." The activity challenges youth to think critically about the adverse effects of drugs use and the possible negative influences surrounding them in their social and media environment.
8. **TEEN EXPRESSIONS ART PROJECT** - Asks teens in your community to create their own visual expressions of the Above the Influence symbol.

Reporting - For Community Prevention and Wellness Initiative Communities (only): each of the required LDTL activities will be entered into the Performance Base Prevention System (PBPS) under a single service report.

Optional Activities – Choose one activity that best matches the needs of your community.

Description of optional Activities: (check at least one)

Reporting Requirement:

- Media Awareness Training:** Provide the 2014 edition of this training to at least 10 youth. Have those youth present the training to at least 1

- Photo of your presentations of this training to other groups.

Special Terms and Conditions

group of 5 (or more) youth in your community. The 2014 presentation is available here: www.starttalkingnow.org/communities/lets-draw-line-2015

- Number of adults and youth who attending the training.

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.

- Proof that tip line was established or promoted. (i.e.: copy of print ad that runs in newspaper)

X **Report on Local Justice System:** What happens to individuals for underage drinking offenses?

- Interview law enforcement, prosecutors. Juvenile justice and court system personal to develop a report about the process.
- Present the report to a school class.

LDTL Window Clings. Work with store owners/managers to have LDTL window clings put in over 1/2 of the stores where you conduct CANS surveys. Leave a copy of theft/sales best practices document. Order from: www.starttalkingnow.org/communities/lets-draw-line-2015

- Photos of window clings being displayed.
- Number of stores in your community with LDTL window clings.

Another Activity from the ATI Campaign. Select another Above the Influence Activity Toolkit.

- Photos of the activity being implemented.

Other Activity. Other activity that has been approved by DBHR. This activity cannot involve "emotional appeal" strategies such as mock car crashes or "Every 15 Minutes."

- As determined and agreed to by DBHR.