

Washington State Department of Commerce
Community Services and Housing Division
 Public Safety Unit
 Community Mobilization Program

1. Contractor Pacific County Health Department		2. Contractor Doing Business As (optional)	
3. Contractor Representative (only if updated)		4. COMMERCE Representative (only if updated)	
5. Original Contract Amount (and any previous amendments) <div style="text-align: center;"><u>\$12,245</u></div>	6. Amendment Amount <div style="text-align: center;"><u>\$10,259</u></div>	7. New Contract Amount <div style="text-align: center;"><u>\$22,504</u></div>	
8. Amendment Funding Source Federal: State: X Other: N/A:		9. Amendment Start Date July 1, 2012	10. Amendment End Date June 30, 2013
11. Federal Funds (as applicable):	Federal Agency:	CFDA Number:	
12. Amendment Purpose: To increase the funds provided to the Contractor by providing \$10,259 for reimbursement of program costs in the second year of the Contract, raising the Contract amount to \$22,504.			
COMMERCE, defined as the Department of Commerce, and the Contractor acknowledge and accept the terms of this Contract As Amended and attachments and have executed this Contract Amendment on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract As Amended are governed by this Contract Amendment and the following other documents incorporated by reference: Contract Terms and Conditions including Attachment "A" - Statement of Work and Attachment "B" - Budget. A copy of this Contract Amendment shall be attached to and made a part of the original Contract between COMMERCE and the Contractor. Any reference in the original Contract to the "Contract" shall mean the "Contract As Amended".			
FOR CONTRACTOR _____ Name _____ Title _____ Date		FOR COMMERCE _____ Dan McConnon, Deputy Director _____ Date APPROVED AS TO FORM ONLY <u>Richard McCarten</u> Assistant Attorney General <u>6/4/04</u> Date	

This Contract is amended as follows:

- 1) Compensation and Billing Procedures are hereby revised to:

COMPENSATION

COMMERCE shall pay an amount not to exceed (\$22,504) for the performance of all things necessary for or incidental to the performance of work as set forth in the Statement of Work.

BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Grantee upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE on a monthly basis.

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Grant Number S12-34002-125A.

- 2) The Statement of Work is hereby revised - See Attachment A.
- 3) The Budget is hereby revised - See Attachment B.

ALL OTHER TERMS AND CONDITIONS OF THIS CONTRACT REMAIN IN FULL FORCE AND EFFECT.

ATTACHMENT A

Statement of Work

The outcome of the Community Mobilization Against Substance Abuse and Violence (CM) Program is to mobilize and enhance local assets that strengthen community ability to meet the economic and social needs of Washington's families, workers and employers, particularly by the reduction of substance abuse and violence.

The Contractor will implement the CM Program as specified in the Contractor's SFY 2013 application for CM Program funding, and in compliance with the assurances and certifications made in conjunction with that application. The CM Program application consists of the Contractor's:

- A. 2007-2013 Request for Qualifications response.
- B. 2007-2013 Contractual/Fiscal Agent Application.
- C. 2007-2013 Six-Year Strategic Plan for Prevention, Intervention, Treatment, and Aftercare and any subsequent Plan Updates.
- D. 2012-2013 Online workplan.
- E. 2012-2013 Budget.
- F. 2012-2013 Contract Information response.

In this effort Commerce provides funding, and the Contractor provides staff, match, and other items necessary to carry out the contract. Contractor shall deliver the following:

Deliverable 1: The local Community Mobilization (CM) Program continuously meets/exceeds the program model as measured by the following performance measures:

- Documentation of an active CM Policy Board with a minimum of one representative from education, law enforcement, treatment, local government, and parents.
- Submission of a current Memorandum of Understanding between the CM Policy Board and the Contractor.
- Implementation of the Communities that Care® prevention system, including:
 - CM Policy Board prioritization of needs, risk and protective factors and services/activities to be performed, all based on local data.
 - Community organizing activities undertaken.
 - Engagement of key community leaders and community members.
 - Evaluation of program services and activities.

Deliverable 2: Semi-annual program activity reports, or at other intervals as determined by Commerce, as measured by the following performance measures:

- Completion of one or more program activity report for each planned activity included in the Contractor's approved online workplan.
- Timely submission in the online data system as activities are completed, but no later than July 31, 2012 and January 31, 2013.

Deliverable 3: Evaluation tools and reports as measured by the following performance measures:

- Submission using proper evaluation tools or in proper format as described in the CM Evaluation Protocols and any revisions thereto
- Delivery of pre-tests to participants in accordance with dates included in the approved online workplan.
- Delivery of post-tests to participants in accordance with dates included in the approved online workplan.
- Timely submission of evaluation tools and reports at the completion of each program, but no later than June 15, 2013.

Deliverable 4: Annual report on objectives and program highlights as measured by the following performance measures:

- Submission in the online data system.
- Completion of each section in the online data system.
- Timely submission by August 31, 2013.

Deliverable 5: Additional program data and information as requested by Commerce as measured by timely receipt of data and/or information.

Deliverable 6: Attendance at five regional contractor meetings/trainings as measured by Commerce attendance records.

Deliverable 7: Attendance at other meetings/trainings as required by Commerce as measured by Commerce attendance records.

Deliverable 8: Monitoring results, as measured by:

- Absence of consecutive findings or discrepancies.
- Absence of findings or discrepancies indicative of failure to maintain sound financial management.
- Absence of findings of non-compliance with grant requirements.

Deliverable 9: Other requirements as measured by the following performance measures:

- Expenditure of 25% cash or in-kind match.
- Expenditure of funds approximating the projected amounts per the planned activities in Contractor's online workplan.
- Timely submission of A-19 Reimbursement Requests by the 15th of the month following expenditures.
- Timely submission of a final fiscal A-19 Reimbursement Request in July 2013 as directed by Commerce.
- Compliance with all policies and procedures included in the most current version of the Community Mobilization Policies and Procedures.
- Compliance with all sections of RCW 43.270.

ATTACHMENT B

BUDGET

The budget for this contract is as follows:

Year 2: July 1, 2012 through June 30, 2013

<u>Category of Expense</u>	<u>State</u>	<u>Total Award</u>	<u>Match</u>
Salaries:	\$ 6,620	\$ 6,620	\$ 1,839
Benefits:	\$ 2,614	\$ 2,614	\$ 726
Contracted Services	\$ -	\$ -	\$ -
Goods and Services	\$ 1,025	\$ 1,025	\$ -
Travel	\$ -	\$ -	\$ -
Training	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
	\$ 10,259	\$ 10,259	\$ 2,565

Contract: July 1, 2011 through June 30, 2013

<u>Category of Expense</u>	<u>State</u>	<u>Total Award</u>	<u>Match</u>
Salaries:	\$ 15,198	\$ 15,198	\$ 5,021
Benefits:	\$ 5,916	\$ 5,916	\$ 726
Contracted Services	\$ -	\$ -	\$ -
Goods and Services	\$ 1,390	\$ 1,390	\$ -
Travel	\$ -	\$ -	\$ -
Training	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
	\$ 22,504	\$ 22,504	\$ 5,747

ESTIMATED MONTHLY GRANT FUND EXPENDITURES:					
Year 2: July 1, 2012 through June 30, 2013					
Month	Expected Expended	Month	Expected Expended	Month	Expected Expended
Jul	0	Nov	1,025	Mar	1,025
Aug	0	Dec	1,025	Apr	1,025
Sep	1,025	Jan	1,025	May	1,025
Oct	1,025	Feb	1,025	Jun	1,034

The CONTRACTOR may shift up to 10% of the total funds governed by this AGREEMENT AS AMENDED between categories of expense, provided that the shift does not constitute a significant change of scope to the work performed.



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000

September 10, 2012

Katie Lindstrom, Deputy Director
Pacific County Health Department
P. O. Box 26
South Bend, Washington 98586

Dear Ms. Lindstrom:

Enclosed for your signature is your Community Mobilization Interagency Agreement Amendment, No. S12-34002-125A, adding funding for the second year of the agreement and covering the amendment period from June 1, 2012 through June 30, 2013. The documents include a face sheet, contract language, and Attachments A and B. Please review the documents carefully.

Please print two originals. The two originals should be signed and returned as soon as possible to:
Attn: Jordan Deja, CM Support Staff
Public Safety Unit, Department of Commerce
1011 Plum St. SE, P. O. Box 42525, Olympia, WA 98504-2525

Upon receipt of the two signed originals, an appropriate signature from our department will be secured. After the agreement is fully executed, an original will be returned to you for your files.

If you have any questions, please contact me at (360) 725-3033, or e-mail me at ramona.leber@commerce.wa.gov

Sincerely,

Ramona R. Leber
Program Manager

Enclosures

**AWARD AND REVENUES
2011-2013 Biennium**

COUNTY Pacific
PROGRAM AGREEMENT NUMBER 1163-27318

The above named County(ies), is hereby awarded the following amounts for the purposes listed.

REVENUE

<u>SOURCE CODE:</u>	<u>TYPE OF SERVICE</u>	<u>AWARD AMOUNTS</u>			
		<u>SFY 12</u>	<u>SFY 13</u>	<u>Biennial Funds</u>	<u>Total 11-13 Biennium</u>
333.99.59	SAPT Grant-in-Aid	\$69,120	\$69,641		\$138,761
	<i>SAPT Base</i>	<i>\$36,792</i>	<i>\$27,313</i>		<i>\$64,105</i>
	<i>Prevention</i>	<i>\$29,828</i>	<i>\$39,828</i>		<i>\$69,656</i>
	<i>Community Prevention Training</i>	<i>\$2,500</i>	<i>\$2,500</i>		<i>\$5,000</i>
334.04.6X	State Grant-in-Aid	\$206,933	\$145,083		\$352,016
	<i>State GIA Administration</i>	<i>\$24,817</i>	<i>\$17,731</i>		<i>\$42,548</i>
334.04.6X	State Grant-in-Aid/CJTA Funds (Biennial)			\$11,256	\$11,256
	<i>State GIA/CJTA Funds Admin (Biennial)</i>			<i>\$978</i>	<i>\$978</i>
334.04.6X	Criminal Justice Treatment Account (Biennial)			\$148,340	\$148,340
334.04.6X	Drug Court - State Funds	\$0	\$0		\$0
	<u>STATE - SPECIAL PROJECTS</u>	\$0	\$0		\$0
334.04.6X	<i>TANF Treatment Services</i>	<i>\$0</i>	<i>\$0</i>		<i>\$0</i>
334.04.6X	<i>CA Parents in Reunification</i>	<i>\$0</i>	<i>\$0</i>		<i>\$0</i>
	<u>FEDERAL GRANTS</u>	\$39,167	\$29,010	\$115,000	\$183,177
333.97.78	<i>TXIX -Fed Waiver for DL and ADATSA clients ONLY</i>	<i>\$39,167</i>	<i>\$29,010</i>		<i>\$68,177</i>
333.16.7X	<i>Enforcing Underage Drinking Laws (EUDL)</i>			<i>\$115,000</i>	<i>\$115,000</i>
Total Federal Funds		\$108,287	\$98,651	\$115,000	\$321,938
Total State Funds		\$206,933	\$145,083	\$159,596	\$511,612
TOTAL ALL AWARDS		\$315,220	\$243,734	\$274,596	\$833,550

Federal CFDA:

SAPT Grant-in-Aid -CFDA 93.959 Substance Abuse and Mental Health Services Administration (SAMHSA)

Title XIX - CFDA 93.778

EUDL Discretionary Grant- CFDA 16.727

Criminal Justice Treatment Account

Criminal Justice Treatment Account (CJTA) funds are awarded to counties on a biennial basis.

No more than 10% of the CJTA and Drug Court award may be spent on BARS 566.11 for County Only Administration.

No more than 10% of the CJTA and Drug Court award may be spent on BARS 566.11 for Drug Court Administration.



**WASHINGTON STATE
DEPARTMENT OF COMMERCE**

AGENCY USE ONLY

CONTRACT NUMBER

FORM CTED19-1A

VOUCHER DISTRIBUTION

1030

S12-34002-125A

AGENCY NAME

DEPARTMENT OF COMMERCE
ATTN: CSHD/PSU/CM
PO BOX 42525
OLYMPIA, WA 98504-2525

INSTRUCTION TO VENDOR OR CLAIMANT:

Submit this form to claim payment for materials, merchandise or services.
Show complete detail for each item.

Vendor's Certificate: I hereby certify under perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the State of Washington, and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion or Vietnam era or disabled veterans status.

VENDOR OR CLAIMANT (Warrant is to be payable to:)

Pacific County Health & Human Services
P. O. Box 26
South Bend, WA 98586

Project: Pacific County Community Mobilization

Contact: Katie Oien Lindstrom
Deputy Director

Telephone: (360) 642-9300 x 2648

Signed By: _____
(ORIG. SIGNATURE REQ.; ANY COLOR EXCEPT BLACK)

(Title) (Date)

Invoice Period: _____
(MONTH)

1. EXPENDED THIS REPORTING MONTH:

	State Admin	State Operations	Total	Match
Salaries:	\$ -	\$ -	\$ -	\$ -
Benefits:	\$ -	\$ -	\$ -	\$ -
Contracted Services:	\$ -	\$ -	\$ -	\$ -
Goods and Services:	\$ -	\$ -	\$ -	\$ -
Travel:	\$ -	\$ -	\$ -	\$ -
Training:	\$ -	\$ -	\$ -	\$ -
Equipment:	\$ -	\$ -	\$ -	\$ -
2. TOTALS:		\$ -	\$ -	

CONTRACT EXPENDITURE AND REVENUE RECONCILIATION

3. Contract Amount: \$ 10,259.00
4. Reimbursements Requested Prior To This Report: _____
5. Reimbursements Received To-Date: _____
6. Balance of Grant Funds Remaining (Line 3 - Line 4 - Line 7): \$ 10,259.00
7. Reimbursements Requested This Report Month: \$ -

FED TAX ID #				PROGRAM APPROVAL						DATE		
DOC INPUT DATE			CURRENT DOC. NO.		REFERENCE DOC. NO.		VENDOR NUMBER			SUFFIX		
ACCOUNT NO.				ASD NUMBER		VENDOR MESSAGE						
TRANS CODE	FUND SOURCE	MASTER INDEX	FUND (ACCT)	APPN INDEX	PROGRAM INDEX	SUB OBJ	SUB SUB OBJ	PROJ	SUB PROJ	GL ACCT	SUBSID ACCOUNT	Amount
237	State SFY 13	34130510	001	012	34002	NZ		3413-05	05			
ACCT APPROVAL									DATE			
ACCT APPROVAL FOR PAYMENT									DATE		\$ -	