

BOARD OF COUNTY COMMISSIONERS
CLERMONT COUNTY, OHIO

ROBERT L. PROUD EDWIN H. HUMPHREY DAVID H. UIBLE

June 6, 2012

Office of Contracts & Acquisitions
Ohio Department of Job & Family Services
30 East Broad Street, 31st Floor
Columbus, OH 43215-3414

To Whom It May Concern:

The Clermont County Department of Job & Family Services, Child Support Enforcement Division, hereby submits the enclosed Application relative to the Access/Visitation Grant (RFGA # JFS-R-1213-09-8032).

The individual within the Clermont County Department of Job and Family Services, Child Support Enforcement Division, with the appropriate authority to answer any questions concerning the RFGA is Brenda Gilreath, Deputy Director, Child Support Enforcement Division. Brenda Gilreath can be reached at the below-listed address and/or telephone number:

Clermont County Department of Job & Family Services
Child Support Enforcement Division
2400 Clermont Center Drive, Suite 107
Batavia, Ohio 45103
(513) 732-7887

The individual within the Clermont County Department of Job & Family Services with the appropriate authority to answer any questions relative to contractual issues is Sue Ruhoff, Contract Manager. Sue Ruhoff can be reached at the above referenced address, or at (513) 732-7350.

The agency within Clermont County with the authority to execute a contract on behalf of the Clermont County Department of Job & Family Services, Child Support Enforcement Division, is the Board of County Commissioners, Clermont County, Ohio, as follows:

Board of County Commissioners, Clermont County, Ohio
101 E. Main Street
Batavia, OH 45103-2960
(513) 732-7300

Robert L. Proud, President
Edwin H. Humphrey, Vice President
David H. Uible, Member

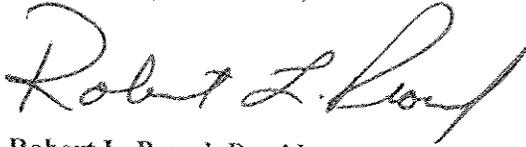
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If you have any additional questions, please do not hesitate to contact Brenda Gilreath, Sue Ruhoff or the Board of County Commissioners, Clermont County, Ohio.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Robert L. Proud". The signature is written in a cursive style with a large, prominent initial "R".

Robert L. Proud, President
Board of County Commissioners, Clermont County, Ohio

Encl.

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RFGA #JFS-R-1213-09-8032
ACCESS AND VISITATION SERVICES

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TAB 1- Applicant Qualifications

Sub Tab 1.a. Mandatory Qualifications (2.1 of the RFGA)

Sub Tab 1.b. Applicant Qualifications (2.2 of the RFGA)

Sub Tab 1.c. Organizational Experience and Capabilities (2.2.A of the RFGA)

Sub Tab 1.d. Key Staff Experience and Capabilities (2.2.B of the RFGA)



SECTION II --VENDOR EXPERIENCE AND QUALIFICATIONS

2.1 MANDATORY QUALIFICATIONS

1. This application responds to two of the four program components—Court-ordered or voluntary mediation and parenting classes.

2. Safety of program participants- See Section 3.1.C.

3. This application is being submitted by Clermont County Department of Job & Family Services and Clermont County Child Support Enforcement (CSE), who will serve as the lead agency.

4. A formal collaboration has existed between the partner organizations and Beech Acres Parenting Center, the service provider since 2008 on the implementation and administration of Access and Visitation Services. CSE is presently a grant recipient for this program. The staff identified in section 2. 2. B. and the partners listed below have the experience administering and managing this grant and affiliated services.

- **Clermont County Department of Job & Family Services**, 2400 Clermont Center Drive, Batavia, Ohio 45103. The Clermont County Department of Job and Family Services (CCDJFS) is a quadruple combined agency that provides a broad range of services to the Clermont community including Child Support, Children's Protective Services, Medicaid, Food Stamps, Ohio Works First, Workforce Investment Act and other programs. The CCDJFS is a county, state, and federally supported agency responsible for basic financial, medical and social services to ensure that the basic needs of Clermont County citizens are met.
- **Clermont County Child Support Enforcement (CSE)**, Formal Grantee. Primary project oversight and coordination lies with CSE. CSE shall enter into a contract with Beech Acres Parenting Center to provide the primary mediation of services and parenting classes. CSE will ensure that required reports are made and will participate in necessary meetings as appropriate concerning the project. CSE will also provide information to, and make voluntary referrals to prospective clients for these services. CSE is a division of CCDJFS and is a state supervised, county administered program under the authority of the Board of County Commissioners. Clermont County's population is estimated to be around 197,363. During calendar year 2011, CSE served 44,151 individuals (29,512 adults and 14,639 children) associated with a caseload of 14,756 which is considered to be a medium caseload size in the State of Ohio. CSE's Child Support Program has received national and state recognition for innovation and effectiveness. The National Child Support Enforcement Association (NCSEA) has honored the program with Most Improved Program, Outstanding Program, and Program Awareness Excellence Awards. In addition, the Program has been recognized by OCS and various associations with performance awards for best practices, innovation and program awareness.
- **Clermont County Court of Common Pleas Juvenile Division**, Cooperating Entity. Juvenile Court will partner with CSE by providing referrals to both mediation and parenting classes. As appropriate, the Juvenile Court may order parties to participate in a screening process and at least one mediation session and/or parenting class. This participation by

the court will be established by a cooperative agreement and will not involve any payment for services. The Juvenile Court is a statutory division of the Common Pleas Court. The Court's primary interaction with CSE involves the Court's jurisdiction to establish paternity and implement child support orders involving children born out of wedlock. Its statutory purposes generally include the following: To provide for the care, protection, and mental and physical development of children subject to Chapter 2151 of the Revised Code, whenever possible, in a family environment, separating the child from the child's parents only when necessary for the child's welfare or in the interests of public safety. To protect judicial procedures through which Chapters 2151 and 2152 of the Revised Code are executed and enforced, and in which the parties are assured of a fair hearing, and their constitutional and other legal rights are recognized and enforced.

- **Clermont County Court of Common Pleas, Domestic Relations Division**—Cooperating Entity. Domestic Relations Court will partner with CSE by providing referrals to both mediation and parenting classes. As appropriate, the Domestic Relations Court may order parties to participate in a screening process and at least one mediation session and/or parenting class. This participation by the court will be established by a cooperative agreement and will not involve any payment for services. Domestic Relations is a specialized Court of Common Pleas that hears all cases specified in Title 31 of the Ohio Revised Code. Generally domestic relations courts preside over divorces, dissolutions, legal separations, annulments, domestic violence petitions filed pursuant to O.R.C. 3113.31, enforcement of foreign support orders, establishments of certain foreign support cases and registration of certain non-Ohio divorce decrees. Additionally, the court retains jurisdiction to enforce its own orders and to modify issues relating to the visitation of children and child support.
- **Clermont County Board of Commissioners**, (Bob Proud, Edwin H. Humphrey, David H. Uible) The Board of County Commissioners prepares and administers the overall county budget, is the county's contracting authority, and develops and adopts policies for the administration of county services. Commissioners implement laws and rules put forth by state agencies and the legislature. The Commissioners are committed to maintaining an open and transparent government. The Board has approved the operation of these services which will be established by a cooperative agreement.

5. The application will be delivered by the required deadline.

6. Affirmative Statements and Certifications
NA

7. Certifications stating that organization is not excluded from entering into a contract with ODJFS due to restrictions related to federal debarment list, unfair labor findings
NA

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2.2 APPLICANT QUALIFICATIONS

2.2 A. Organizational Experience and Capabilities of the Direct Service Provider

1. Describe the organization background of the Direct Service Provider including: size of the agency, its history, geographic service area, length of time providing access/visitation, related services and its administrative structure.

Beech Acres Parenting Center (Beech Acres) will serve as a partner and the Direct Service Provider for this proposed Access and Visitation Program. Beech Acres brings a wealth of experience, knowledge, and success working with this challenging population. Since 2008, they have been the sole provider of our current Access and Visitation Grant, providing high-quality, productive, effective services in two of the four required program components: mediation (court-ordered and voluntary) and parenting classes. Our AVG program in partnership with Beech Acres was recognized by the State of Ohio with a Best Practices Award in 2010.

Beech Acres has been responding to the changing needs of children, parents, and families in Greater Cincinnati for 162 years. Founded as a home for orphans in 1849, the organization has maintained a single focus in its evolving work: helping children to grow into capable, contributing, caring adults. In the 1980s, Beech Acres vigorously shifted from "restorative" to "preventive" services. They closed their residential facility and focused on providing traditional child welfare, mental health, and other social services to children and expanded programs to serve their families as well.. Beech Acres extensive experience has enabled them to develop creative new programs and services tailored to meet the complex challenges faced by today's families.

With a staff of 79 full-time, 23 part-time, and 59 independent contract employees, Beech Acres offers 34 programs to diverse populations in four Counties in Southwestern Ohio (Butler, Clermont, Hamilton and Warren). Last year nearly 17,000 children, parents, and families received critical support and assistance through their many programs and services including the following:

- *Every Child Succeeds* provides home visitation, education, and support to first-time mothers and their children, 0-3 years.
- *Parent-Child Interactive Therapy* improves the caregiver-child relationship and increases children's positive behaviors through the use of evidenced based engagement and discipline strategies.
- *School and Community Based Services* helps at-risk children and their families with a continuum of prevention and intervention services designed to address the child's needs.
- *Foster Care* provides temporary or emergency substitute family care for emotionally, sexually or physically abused children.
- *Outpatient Mental Health Services* is an array of mental health services for youth with emotional and behavioral needs including counseling, case management (and psychiatric/medication management).
- *Power in Parenting®* provides at-risk parents with one-on-one assistance in identifying and responding to their specific needs.
- *Parent Coaching* helps parents or caregivers determine the best approaches for dealing with family issues such as divorce, discipline, step-parenting, and child development.

- *Family Peer Support* provides parents with an experienced parent mentor who assists them in addressing their child's difficulties and connects them to appropriate resources and services.
- *Building Strong Marriages and Relationships* strengthens relationships through a variety of programs and services for singles, engaged couples, married couples and couples in crisis. Classes on healthy relationships are also offered in area high schools.
- *Education Classes and Workshops*- customized programs on a variety of topics for children and parents.
- *Mediation* brings divorcing couples, married couples under stress, or parents with children together to improve communication and resolve conflicts.
- *Therapeutic Mentoring* teaches, coaches, and aids children and families to develop specific skills, or helps an individual child with behavioral, emotional, or developmental needs.

Beech Acres has a solid administrative structure in place with a volunteer Board of Directors (21 members) who oversee all aspects of the operation and a strong leadership team that includes:

- President and CEO: Jim Mason has served in this capacity since 1989 and has been with the organization for 33 years.
- Chief Financial Officer: Ruthann Zins has served in this capacity since 2000.
- Vice President, Quality Improvement: Rick Sorg has served in this capacity since 2004 and has been with the organization for 37 years.
- Vice President of Development: Patrick Nugent has served in this capacity since 2010 and has over 20 years of experience in the field.

Beech Acres has the systems and staff in place to effectively support and manage all aspects of the proposed program coordination and service delivery. Beech Acres staff will work closely with CSEA to provide the expertise in the overall management of the grant, as well as the development of all required systems, i.e., evaluation, reporting, client data base/tracking, etc. in order to ensure that the program meets all of the objectives and requirements of the grant. Beech Acres is accredited by the Council on Accreditation and is certified by the Ohio Department of Mental Health and the Ohio Department of Job and Family Services.

2. Provide a narrative description of the Provider's history and credentials in providing access/visitation services or other human services involving intervention, dispute resolution, parenting instruction or similar project goals.

Beech Acres has over 30 years of experience providing parenting and relationship classes, workshops and seminars on a wide range of topics and has offered mediation services for the past 25 years. Beech Acres has provided mediation services in Clermont County since 1989. In 2005, the organization expanded its partnership with the Clermont County Court of Domestic Relations by creating and offering the Alternative Sentencing Program (now called Back on Track). This program was specifically designed by Beech Acres at the request of the court to address two critical issues— the issue of child support and barriers preventing fathers from having relationships with their children.

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Beech Acres successful partnerships with Clermont County Department of Job & Family Services and Clermont County Court of Common Pleas Divisions (Adult Probation, Domestic Relations and Juvenile) resulted in a State Access and Visitation grant in 2008. Since then, a total of 437 Clermont County parents have participated in our Alternative Sentencing/Back on Track Program, Families in Conflict Class, or received mediation service through this grant. Our Access and Visitation Program was recognized in 2010 with a Best Practices Award from the State.

Beech Acres currently has 15 staff/independent contractors trained in parenting curricula and 6 staff/independent contractors that are qualified and currently serving as mediators. All program staff meets the educational criteria and have the required experience and training to successfully provide these services (including Basic Mediation Training, Divorce/Family Mediation Training, Domestic Abuse Training, and Co-Mediation Mentoring of up to 60 hours).

Due to their strong reputation and successful track record in meeting the needs of at-risk parents, children and families throughout Greater Cincinnati, Beech Acres was awarded a five year Healthy Marriages Demonstration grant from the U. S. Department of Health and Human Services, Office of Family Assistance Administration on Children and Families in 2006. The demonstration grant was designed to provide a wide range of relationship programs and services in at-risk communities with high divorce rates, low marriage rates and high concentrations of children born out of wedlock. The services offered include: classes, retreats, support groups, counseling, mediation, mentoring, etc. for married couples, engaged couples, couples in crisis, individuals, and high school students. The tremendous success of this program resulted in a second, much larger grant to continue providing this critical work in Greater Cincinnati. Clermont County is one of the target areas for this program.

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2.2.B. Key Staff Experience and Capabilities

The following responds to questions 1,3, and 4 of this section. Descriptions of the staff members' key to the project's success are as follows (resumes required in #2 are attached):

Brenda Gilreath, Deputy Director- Department of Job and Family Services, Division of Child Support Enforcement. Brenda will be grant manager of the project. She has over 26 years of child support program experience with the majority of her experience in program administration. Brenda served as Cincinnati District President of Ohio CSE Directors Association, Vice President of Ohio CSE Directors Association and Treasurer of Ohio CSE Directors Association over a seven year period. In addition, Brenda served as Chair of the Ohio CSE Directors Association Conference & Training Committee overseeing in excess of ten statewide conferences. Brenda recommended and implemented the first ever Child Support Partners Conference in 2005 targeting collaboration and training with the various child support partners throughout the State of Ohio.

Theresa Ellison, Lead Attorney- Clermont County Child Support Enforcement. Theresa graduated from the University of Toledo, College of Law in 1992, and began working in the child support field in 1994 when she took a staff attorney position with Clermont County CSEA. She was a Magistrate in Clermont County's Domestic Relations Court from January of 1996 until she returned to CSEA in July of 1997 as the agency's lead attorney. She has presented continuing legal education sessions for the Ohio Child Support Directors' Association and the Clermont County Bar Association on various occasions in the last 11 years. She has been a member of the OCDA legislative committee since 2001.

Sue Ruhoff, Contract Manager- Department of Job and Family Services, Administrative Division. Sue Ruhoff oversees all contract administration including procurement and monitoring. She manages approximately 125 contracts a year and has been with the department for 27 years.

Michael Pride, Director - Clermont County Department of Job & Family Services. Mike has served as the Director of the Department since 2010. Prior to becoming Director, Mike served as Chief Financial Officer for the Department and also worked as a metro county Chief Financial Officer from 1988 to 2002. Mike continues to oversee all fiscal related activity.

Jill Huynh, Intake and Project Manager, Beech Acres- Jill Huynh has been employed at Beech Acres for 13 years. She is responsible for overseeing Hamilton County Job and Family Services Parent Education Program, Mediation Services, Parent Coaching and all Groups and Classes. Jill has a Bachelor of Arts in Psychology and Bachelor of Arts in Sociology. She has been a LSW since 1994.

Sharon James, Program Coordinator, Beech Acres- Sharon James joined Beech Acres Parenting Center staff ten years ago and is a Divorce and Family Mediator. She has led the development of multiple programs and has created curricula, such as Helping Children Cope with Divorce, Alternative Sentencing (Back on Track), Families in Conflict and mediation services. Sharon has a master's degree in counseling from the University of San Francisco and currently teaches psychology at Cincinnati State. She will oversee the coordination of the Access and Visitation Program and will be one of the mediators.

Tayna Givens, Staff Accountant, Beech Acres- Tayna Givens has a B.B.A. in Finance from the University of Kentucky and has been at Beech Acres for four years. She has over nine years of accounting experience.

RESUME: BRENDA GILREATH

See 2.2.B. Key Staff Experience and Capabilities

RESUME: THERESA ELLISON

See 2.2.B. Key Staff Experience and Capabilities

RESUME: SUE RUHOFF

See 2.2.B. Key Staff Experience and Capabilities

RESUME: MICHAEL PRIDE

See 2.2.B. Key Staff Experience and Capabilities

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TAB 2- Narrative Description of Proposed Project
(Section 3.2 of the RFGA)

3.2 Narrative Description of Proposed Project—Proposed Work Plan

A. State the key objectives of the proposed project.

The key objective to the project is to provide parenting classes and mediation services to non-custodial parents to increase their access to and visitation with their children; provide them with critical skills to improve their relationships with both their children and the custodial parent; and to encourage the payment of child support.

B. Provide a technical approach and work plan to be implemented including a proposed timeline.

The technical approach and work plan process is as follows:

Initially, in both Juvenile and Domestic Relations Courts, a magistrate will determine whether or not mediation services, parenting classes, or both, are needed when parties have filed either initial complaints for paternity and support and/or motions regarding access and visitation with their children because of conflict or because there are no active visitation orders. These individuals will be given a court ordered referral for mediation, parenting classes, or both.

In the general division of common pleas court parties who have been indicted on criminal non-support charges and who are participating in the diversion program will be required to attend mediation as the case manager deems appropriate. Referrals to both components of this project will also be made by CSE Case Managers on a voluntary basis as deemed appropriate.

The courts will then fax referrals to the provider's (Beech Acres) Intake Department. At that time the Beech Acres Coordinator will review the referral and determine the needs of the parties involved. Beech Acres will communicate to the Courts before any action is taken if the needs accessed do not match the referral. All clients referred to Beech Acres will be contacted within 48 working hours.

With a mediation referral, the intake department will contact both parties for mediation and set an appointment time to meet with a designated mediator. These appointments will be mutually agreed upon and will occur within 30 days of the initial referral. The Intake Assistant will create a file and complete the necessary intake paperwork. Intake would then send a welcome letter to the parties with a description of services and the name of a contact person (coordinator) at Beech Acres

The mediator will see clients for at least three sessions and would provide the clients with a memorandum of agreement. Once the agreement is reached, no other services are provided unless at the recommendation of the coordinator.

If the Court and/or the Beech Acres coordinator recommend the parents continue with a parenting class, the clients would be placed in one of two offered classes. The coordinator contacts the clients with class time and will check in as a follow-up.

In situations where parenting classes only are stated in the referral, parties will also be contacted by a coordinator who will provide them with information regarding times and dates for the classes. The coordinator will determine which parenting classes are appropriate for families through the intake process.

Whenever services are set up for an individual, the Intake Assistant is notified in order to track said information on a spread sheet to be maintained by Beech Acres. All information regarding services being provided and outcomes will be forwarded by email or fax to the Courts and to the grant manager as required.

At the conclusion of services provided, parties will complete an evaluation survey developed by Beech Acres. In addition, intake will be updated regarding services rendered in order to maintain monitoring of service provision.

As previously stated, mediation services will begin no later than thirty days after notification of grant award. Referrals to parenting classes will begin no later than thirty days after notification of grant award and will be scheduled upon meeting the minimum requirement for numbers of participants. Classes will require at least ten participants with a maximum of twenty-five. Parenting classes will be held on an ongoing basis as the classes become filled. Mediation services will also be scheduled within thirty days of referral and will be held throughout the grant duration on an ongoing basis.

Within notification of the grant award both mediation and parental classes will commence. These services will continue throughout the duration of the grant period and/or subsequent grant renewals. A proposed timeline for programming is as follows:

Back on Track (6 week class, 1.5 hours per week)

Session 1: 10/10, 10/17, 10/24, 10/31, 11/7 and 11/14 (2012)

Session 2: 1/2, 1/9, 1/16, 1/23, 1/30 and 2/6 (2013)

Session 3: 3/6, 3/13, 3/20, 3/27, 4/3 and 4/10 (2013)

Session 4: 5/8, 5/15, 5/22, 5/29, 6/5, and 6/12 (2013)

Session 5: 6/26, 7/3, 7/10, 7/17, 7/24, and 7/31 (2013)

Session 6: 8/21, 8/28, 9/4, 9/11, 9/18, and 9/25 (2013)

Families in Conflict (5 week class, 1.5 hours per week)

Session 1: 10/8, 10/15, 10/22, 10/29, 11/5 and 11/13 (2012)

Session 2: 1/7, 1/14, 1/21, 1/29, 2/4 and 2/12 (2013)

Session 3: 3/4, 3/11, 2/18, 3/25, 4/1 and 4/8 (2013)

Session 4: 5/6, 5/15, 5/22, 6/3, 6/10, and 6/17 (2013)

Session 5: 6/24, 7/1, 7/8, 7/15, 7/22 and 7/29 ((2013)

Session 6: 8/19, 8/26, 9/2, 9/9, 9/16 and 9/23 (2013)

Mediation

This service will be provided as needed to clients. Appointments can be scheduled Monday - Thursday 8am-6pm, Fridays 8am- 4:30pm, and Saturdays 9am to 1pm

C. Provide a status reporting procedure for reporting work completed and resolution

Upon completion of the classes, class facilitators will provide a report of participant attendance, participant evaluation and related results to the Beech Acres Intake staff so they can track the progress, attendance and completion of all of the services received for each client.

Beech Acres will collect, maintain and report specific data on each component of the program and will report this data to the CSEA on a semi-annual basis or as requested.

D. Provide organizational charts

SEE Sub-Tab 5a.



**TAB 3 – Scope of Work & Specifications of Deliverables
(Section 3 of the RFGA)**

SECTION III. SCOPE OF WORK AND SPECIFICATIONS AND DELIVERABLES

3.1 Scope of Project Work

A. Project addresses one of more of the four areas of service:

This proposal addresses two of the four program components of the Access/Visitation Grant: #1 Court-ordered and/or Voluntary Mediation and #4 Parenting Classes.

B. Agencies provide neutral drop off and pickup and/or supervised visitation.

Not applicable

C. Additional security measures in high risk situations

Beech Acres Parenting Center will assure the safety of participants by offering all Access and Visitation classes at locations that are safe, well lit, and conveniently located. All classes will be held at Union Township Civic Center, located in Clermont County, or at Beech Acres Anderson Township campus. Participants are welcomed at the entrance to the facility and escorted to the classroom. Those attending the Families in Conflict Class are escorted to their car if requested, and/or it appears that assistance is needed. Local police departments patrol both Beech Acres and Union Township Civic Center routinely. We can also request additional patrol support if needed.

Mediation services will be offered at Beech Acres, or at Clermont County Job and Family Services Agency. Mediators have been trained according to the requirements in Domestic Violence Abuse set by the State of Ohio. Any participant that either states they have been or is suspected to have been exposed to intimate partner violence is caucused with separately. Seat-apart arrangements are made in advance for those that either request it or who the intake assistant feels would benefit from it. A safety plan and community resource form is given to the non-offending participant.

Beech Acres is committed to providing an environment in which domestic violence is not tolerated or excused. Their formal policy is intended to increase awareness of domestic violence and ensure the safety of clients and their workforce. Beech Acres procedures for handling of clients with Domestic Violence in Mediation Services is as follows:

Each party requesting mediation services will be screened for domestic violence issues. This screening will occur at the time of referral and the questions asked will be pre-determined and approved by the Program Leader in compliance with the Ohio Supreme Court and Uniformed Mediation Act standards.

If any party reports a history of domestic violence and/or current domestic violence issues, the Program Leader will be notified and will determine how to proceed to ensure safety for both parties and Beech Acres staff members. If there is a current protection order in place, the parties will provide a document from the court that states the protection order will be lifted and/or inactive during mediation meetings. This document from the court is titled "Mediation Agreement". When a Mediation appointment is scheduled with parties where there are domestic violence issues, the following protocols will be followed:

- Appointments will be scheduled during regular daytime business hours

- Administrative staff will be notified of the appointment to support as needed
- Separate waiting room space will be provided as needed
- Mediation sessions will be scheduled during regular business hours or in the evening when other staff members are available scheduled to work and provide additional support.

If any Mediation sessions become volatile at any time, the Mediator will terminate the session immediately and police will be notified as needed. The Program Leader will either develop a plan for these clients to return to Mediation if safety can be assured or will notify the court and both parties that Mediation sessions will be not be rescheduled at Beech Acres due to safety risk.

The Program Leader will be notified of any referrals for Mediation services where either party has a history of or current domestic violence issues. Safety steps will be taken to determine the handling of clients with domestic violence issues as to ensure safety.

Each party will be asked to leave separately and when it is clear that the first party has left Beech Acres premises, the second party can then leave.

Intake will flag the client file and will notify the mediator. It will be listed as a "seat-apart".

The client intake process is as follows:

1. Clermont Courts will fax referrals to Beech Acres Parenting Center's Intake Department. In addition to the referral form, a copy of the court order is also included. All clients will be contacted within 48 working hours of receiving the referral. Each referral from the court will indicate which service they are referring the client to—Mediation, Back on Track, or Families in Conflict. In some cases, the Beech Acres Program Coordinator may determine the need for both a class and mediation and in those cases; Beech Acres will communicate this to the court prior to taking action.
2. For those cases referred for mediation, Beech Acres Intake Department will contact both parties and set up the appointments with one of their mediators. Mediation services will also be scheduled within 2 weeks of referral and will be available based on the number of referrals made throughout the grant duration. At the time of referral, the Intake staff will create a file and complete the necessary intake paperwork (intake form with demographics, session report forms indicating dates/times of appointments and services rendered, agreements for services, etc.).
3. The Intake staff will send a welcome letter describing the services and an introduction to the Coordinator who is their contact person while receiving services through Beech Acres and the Access and Visitation project.
4. The Mediator will see the clients for up to three sessions and at the end of the third session (or termination of mediation) will provide both clients with a Memorandum of Agreement.
5. Once a family completes the mediation program, Beech Acres will report back to the referring court using the court report form already established. In the event of a scheduling problem, Beech Acres will notify the referring court.

6. At the conclusion of mediation, participants will be asked to complete a client survey/evaluation. These results will be shared with the referring court in the summary report generated semi-annually.

7. For clients referred for classes, the coordinator (with input from the referring Courts) determines which of the two curricula best meets the needs of the individual or family. Based on their discussion, the client will be placed in one of the classes (Back on Track, Families in Conflict). The Coordinator will contact the clients to tell them the schedule of the class to which they are assigned.

8. Upon completion of the classes, class facilitators will provide a report of participant attendance, participant evaluation, and related results to the Beech Acres Intake staff. They will track completion of all of the services received for each client.

D. Describe the key goals and objectives of the application, as well as provide a comprehensive and detailed description of each outcome to be achieved within each component of the program indicating the type of change targeted.

Key Objective of the Application:

The key objective of this project is to provide parents involved in all divisions of Clermont County Court of Common Pleas (Domestic Relations Division, Juvenile Division and the General Division) with access to critical court ordered or voluntary mediation services and/or parenting classes in order to help ensure that they receive the skills, tools and support to become financially, emotionally and physically involved in raising their children.

Parenting Classes: The overall goal is to provide participants with the knowledge, skills, and tools that will increase their confidence in parenting and build capabilities that will lead to increased parent engagement, access to children, and better parent-child relationships. Primary topics include conflict resolution, effective communication, and identifying barriers that prevent participants from providing emotional, physical and financial support to their children.

Program Objectives and Outcomes for each of the proposed program components are as follows:

1. Families In Conflict Situations Goal: Parents recognize the impact of conflict on their children and family and develop strategies to decrease conflict in the family resulting in decreased need for court intervention and an increase in a more positive parent-child relationship.

Objective: Parents communication improves decreasing conflict and increasing access for the non-custodial parent.

Outcomes:

- 75% of parents report understanding the importance of access for the non-custodial parent
- 60% of parents report they feel they will communicate in more positive ways in the future
- 70% of parents report they learned a new tool to communicate more positively
- Follow up survey one month after the program indicates that 50% of parents report a reduction in conflict

- Follow up surveys one month after the program indicate that 45% of parents report an increase in access for the non-custodial parent

2. Back On Track Goal: Participants engage more fully in parenting their children resulting in the child's physical, emotional and financial needs being met.

Back On Track Objective: Non-custodial parents identify barriers that prevent them from providing financial, emotional and physical support to their children.

Outcomes:

- 80% of participants report understanding the importance of continued access and visitation with their child
- 75% of participants report learning a new technique and including it on their action plan for being more involved in their child's life
- 80% of participants report they have identified barriers that may be preventing them from access to their child
- Follow up surveys one month after the program indicate that 40% of participants have been able to follow thru on their action plan

3. Mediation Goal: Participants develop options; consider alternatives and reach agreements that will help participants improve communication and accommodate the non-custodial parent's increase in access and visitation with his/her children.

Objective: Parents make agreements that will help them to improve communication, resolve conflicts and find solutions to improve parenting time and access to the children for the non-custodial parent.

Outcomes:

- 75% of parents report understanding the importance of making agreements and resolving issues
- 60% of parents report learning one or more communication tools that will help them to reduce conflict and communicate more positively.
- 60% of parents report making agreements on ways that the non-custodial parent gains access to their child.
- Follow up surveys one month after the program indicate that 40% of participants have been able to be more involved in their child's life and have been able to adhere to one or more agreements made

A sampling of outcomes achieved through our existing Access and Visitation Program include:

- 84.6% of respondents for the Back on Track component understand the relationship between co-parenting communication and access to their child
- 100% of respondents for the Families in Conflict (FICS) component felt they know what their child experiences by being put in the middle of conflict
- 77.8% of mediation participants agree that communication has improved
- 88.9% of mediation participants feel a decreased need for court intervention

E. Provide a comprehensive description of each program components

Beech Acres will offer two different curricula through this grant. These curricula were selected as they are directly in line with the goals and objectives of the Access and Visitation RFGA and have successfully met the needs of parents involved in the Clermont County Court systems through our current Access and Visitation program.

1. **Back on Track Program**- Beech Acres will offer the Back on Track class for non-custodial parents six times per year. This program is a comprehensive and diverse six-week curriculum focusing on issues that non-custodial parents face in establishing/maintaining healthy relationships with their children. The overall goal is to increase parent's financial and emotional support of their children, and help them identify ways in which they can be physically more engaged in their child's life. The curriculum examines the:
 - Barriers to providing emotional and financial support.
 - Impact and way in which they were parented affects their parenting style and engagement in their child's life,
 - Importance of being in their child's life and how increasing parental involvement will impact their child's overall well-being.

2. **Families In Conflict Situations (FICS)** - Beech Acres will offer their Families in Conflict Situations Class six times per year. This program is a five-session, psycho-educational class designed to help parents process feelings associated with high levels of parental conflict. FICS is designed to:

- help divorcing, divorced, and never-married parents identify the issues that are contributing to their conflict,
- teach communication skill to reduce conflict,
- help parent understand the importance of both parent's participation in their children's lives.

By practicing communication techniques, parents leave this program with conflict resolution tools that will help reduce the tension that affects their relationships and that will improve relationships with their children.

3. **Mediation Services**- Beech Acres Mediation Services bring divorcing or never married parents together to improve communication, resolve conflicts, and establish formal agreements. These agreements are designed to increase parenting time of the non-custodial parent. Mediation provides an environment in which everyone is heard and participants develop a formalized plan outlining agreements they have made in the best interests of their children and family. This service can be utilized independently of the classes or as a follow-up to Families in Conflict or Back on Track.

The following outlines the specific steps involved in Beech Acres Mediation process:

1. **Gathering of Data** – The mediator gathers information about the nature of the dispute. Full disclosure is required to minimize threats which impede the process. This information::
 - Empowers the less knowledgeable participant.
 - Assures that all participants use the same data to define the problem.
 - Improves the ability of each participant to choose options most beneficial to them.

2. **Defining the Problem** – The mediator helps the participants negotiate a mutually agreed definition of the problem that does not benefit one parent over the other. Typically, participants attempt to define the problem in a way that a) minimizes their responsibility and b) moves the onus for change to the other participant. Each tends to have a different version of what happened and defines the problem in such a way that the problem can be solved only by a change in the behavior of the other. The mediator creates doubt by normalizing, mutualizing the focus on the future and summarizing the outcomes. The mediator is clear that he/she is not a judge.

3. **Developing Options**- Brainstorming.
 - Any idea can be shared, no matter how unusual.
 - No idea can be dismissed by the other party.
 - No one can criticize an idea or say why it won't work.Ideas may be categorized into highly possible, unlikely, etc. When all agree on which ideas to be considered, costs, benefits, consequences can then be discussed.

4. **Redefining Positions** – Participants enter mediation with a position. The mediator helps people bargain from their self-interests.

5. **Bargaining** – The mediator helps participants negotiate. Options are traded and the give-and-take of bargaining occurs. (What can you offer to make your request more attractive to him/her?)

6. **Drafting the Agreement** – A Memorandum of Understanding is drafted and each participant is given a copy.

F. Describe the target population

The grant will serve the population of Clermont County which is estimated at 197,363 according to the 2010 US Census. Of the 72,927 households in the county, 25.6% have children under the age of 18 living with them. In addition, 35.2% of those households are married with children, and 9.2% have a female householder with no husband present. The per capita income for the county is \$27,900.

Approximately 9.3% of the families in Clermont County live below the poverty line, of which 11.9% are below the age of 18. The parties served by the grant will have child support orders established in the majority of cases.

The target population for the grant includes parents who have recently filed for a divorce or dissolution, those who have post decree visitation matters pending, parents who have been indicted on criminal non-support charges and who are currently participating in a diversion program, or who are on probation, and those parents who are parties to a new complaint for paternity or support.

It is anticipated that the majority of individuals targeted in Juvenile Court and the general division of the Court of Common Pleas will be in the lower levels of education and income. The median income for families in Clermont County is \$58,472.00 annually, and 87.2% of the county's population has a high school diploma.

If fully funded, it is anticipated that we will serve approximately 60 to 75 families through mediation services annually. This number is based upon services already provided under our current AV grant. Those parties who have filed actions with respect to the access/visitation with their children will be targeted through Domestic Relations Court. In Juvenile Court we would like to continue to offer mediation services to those parties who do not have a visitation order from the Court because the children are young and paternity or support has been recently established. In the general division of Common Pleas Court, we would continue to offer services to those parents who have been indicted on felony criminal non-support charges, who have agreed to accept a diversion agreement or who are on probation, and who have little to no ongoing contact with their children. Other than the services we previously offered under the grant, there are no such services offered in either Juvenile Court or the general division of Common Pleas Court.

In addition, it is anticipated that if fully funded, we would continue to serve approximately 250 individuals annually through specific parenting classes. This number is based upon services already provided under our current AV grant. In Domestic Relations Court, the parenting classes will be offered to those in high conflict matters where the parenting time is the primary issue in ongoing litigation. In Juvenile Court, parenting classes will be offered to those individuals who are new parents and/or parents to young children who have conflict with the custodial parent that effects their parenting time. There continues to be a strong need for these classes in both Courts. In the general division of Common Pleas Court, parenting classes would be offered as deemed appropriate by the court and the CSE.

G. Provide timeline for each component that includes when activities will be performed and their expected duration.

While the goal is to provide a total of 12 classes over the course of each year, the number of offerings will depend on the number of referrals. The maximum number of participants for the Back on Track is 20 per class and the maximum for the Families in Conflict (FICS) Situation Class is 20 families. We project that approximately 250 parents will enroll in our classes and an additional 60-75 families will receive mediation services annually. The proposed timeline for programming is as follows:

Back on Track (6 week class, 1.5 hours per week)

Session 1: 10/10, 10/17, 10/24, 10/31, 11/7 and 11/14 (2012)

Session 2: 1/2, 1/9, 1/16, 1/23, 1/30 and 2/6 (2013)

Session 3: 3/6, 3/13, 3/20, 3/27, 4/3 and 4/10 (2013)

Session 4: 5/8, 5/15, 5/22, 5/29, 6/5, and 6/12 (2013)

Session 5: 6/26, 7/3, 7/10, 7/17, 7/24, and 7/31 (2013)
Session 6: 8/21, 8/28, 9/4, 9/11, 9/18, and 9/25 (2013)

Families in Conflict (5 week class. 1.5 hours per week)

Session 1: 10/8, 10/15, 10/22, 10/29, 11/5 and 11/13 (2012)
Session 2: 1/7, 1/14, 1/21, 1/29, 2/4 and 2/12 (2013)
Session 3: 3/4, 3/11, 2/18, 3/25, 4/1 and 4/8 (2013)
Session 4: 5/6, 5/15, 5/22, 6/3, 6/10, and 6/17 (2013)
Session 5: 6/24, 7/1, 7/8, 7/15, 7/22 and 7/29 ((2013)
Session 6: 8/19, 8/26, 9/2, 9/9, 9/16 and 9/23 (2013)

Mediation

This service will be provided as needed to clients. Appointments can be scheduled Monday - Thursday from at 8am- 6pm., Fridays 8am- 4:30pm, and Saturdays from 9am to 1pm.

H. Provide a description of the roles and duties of any partners.

Brenda Gilreath, Deputy Director- Department of Job and Family Services, Division of Child Support Enforcement. Brenda will be grant manager of the project and will be responsible for all reports and billings to the State of Ohio.

Direct Service Provider- Beech Acres Parenting Center will perform mediation services, provide parenting classes, and will submit billing and reports as required by Clermont County CSEA. Beech Acres will submit monthly billing.

Clermont County CSEA shall pay for services upon receipt of billings.

Sharon James, Program Coordinator for Mediation and Group Services- Beech Acres shall be responsible for maintaining services at the provider's office. She shall be responsible for submitting billings and reports as required by Brenda Gilreath. Beech Acres' role with Clermont County CSE shall be established by contract. Clermont County CSE shall pay Beech Acres monthly upon receipt of the billings.

The Courts of Common Pleas shall provide information and referrals to mediation and parenting classes as deemed appropriate.

The relationship of all partners (CSEA, Beech Acres and the courts) has been established via cooperative agreements.

I. Establish a reporting procedure for work completed and resolutions for unanticipated problems.

Beech Acres Parenting Center will collect and maintain specific data on each component of the program and will submit reports to the CSE quarterly or as otherwise requested.

CSE will submit quarterly reports in a standardized format as described in appendix B of the RFGA to ODJFS. In addition, CSE and Beech Acres agree to participate in any data collection or evaluation process required by the Federal Office of Child Support and/or ODJFS.

Beech Acres will log and maintain all information described in appendix B of the RFGA into a database. The database will be provided to the CSE quarterly or as requested in a spreadsheet format. CSE will enter all collections data. Beech Acres and CSE agree to collaborate on the design and implementation of all reporting mechanisms that will support the grant opportunity. The implementation of the data collection described herein will begin immediately upon notification of the grant award and upon referrals to the program components (mediation and/or parenting classes).

All program partners will meet quarterly to review services delivered, progress of the program towards our common goals, and to resolve any issues or to discuss unanticipated problems. In the event that a class needs to be cancelled, due to inclement weather for example, the referring agencies/courts will be notified by phone and email. A cancellation notice will be broadcast on major television stations and all participants will be notified by phone. If it is not known at that time when the class will resume, a follow-up phone call and letter will be sent to each participant with the revised schedule for the class.

If a mediation session is cancelled for any reason, the clients will be notified by email if provided and by phone. The mediator will follow-up with both clients to reschedule.

Beech Acres Intake Assistant will keep track of all such cancellations and changes.

J. Provide a detailed description on how specific data will be collected, maintained and reported quarterly to ODJFS.

As the direct service provider, Beech Acres will prepare separate reports for classes and mediations which will be submitted to the CSE. For mediation services, the reports will include: number of referrals received, which court made the referral, the number of mediations successfully concluded, and a summary of the evaluations received. For classes, the reports will include: the number of referrals made, number of classes conducted, the number of individuals participating in each class, and a summary of the evaluations received. The provider will also report on meetings attended and any other information relating to the objectives of the project.

Clermont County CSE will be responsible for collecting the child support payment history 6 months prior to participation and track payments throughout the mediation process and/or parenting classes up to and including 6 months after the completion of services.

At least four meetings will be scheduled annually. The meeting will review the progress of the project as reflected in the quarterly reports, consider what, if any, changes should be made to the program or services and provide feedback on the operation of the service. These meetings will also be a forum for resolving any unanticipated problems. Additional meetings can be scheduled if problems arise.

K. Identify and describe the technical approach and work plan of the program deliverables and activities that are to be implemented.

The goal is to provide 12 classes over the course of each year, the number of offerings will depend on the number of referrals. The maximum number of participants for the Back on Track is 20 per class and the maximum for the Families in Conflict (FICS) Situation Class is 20 families. We project

that approximately 250 parents will enroll in our classes and additional 60-75 families will receive mediation services annually.

Program Activities are as follows:

1. Back On Track:

What Is Important To Me: To help parents identify what is important to them and ways to make those parts of the relationship they have to their children.

Understanding Ages and Stages: Helps parents to understand what to expect at certain stages of their child's life so they can engage in their child's life more fully.

Communication: Helps parents learn how to clearly state their needs, model to their children how to express their emotions and opens lines of communication to improve parent-child relationship and increase positive access to their children.

Conflict: Helps parents understand how to manage conflict so that they can have more positive relationships with their child's co-parent and which supports non-custodial parent access to their children.

Barriers: Helps parents to identify issues that create barriers in having access to their children

Action Plan: Parents will complete a personalized action plan that will help them keep on track with their goals about ways to be more involved in their child's life

2. Families in Conflict:

Role play: Parents work on ways to effectively communicate by not placing children in the middle of their conflict.

Communication techniques: Parents practices techniques that will help them to communication more positively.

These two activities are also used to help parents understand the impact of using the children as a way to keep one parent from being involved in their child's life.

3. Mediation:

Memorandums of Agreements are written for each party that includes ways for the non-custodial parent to increase access/ parenting time with the couple's children.

L. Provide a narrative clearly describing when an access and visitation services is terminated. Describe the procedures that will be taken to terminate a participant from the program.

Both the Families in Conflict and Back on Track classes have a set number of sessions and are scheduled to start and end at specific times. Beech Acres provides a certificate of completion to those participants that attend all sessions of the particular class. Services are terminated for those that successfully complete the classes, receive their certificate, and the courts or referring agency receives verification of their attendance. In the event that a parent does not attend all of the required sessions, they do not receive a certificate and their lack of participation is to the court or referring agency.

For Back on Track classes, the Access and Visitation Grant coordinator at Beech Acres can decide to terminate services of a participant before the end of the program if they have missed two or more classes. In this situation, the participant is notified by mail and by phone and the referring agency is provided written documentation of that decision. These parents are not prevented for re-registering for a class that is scheduled to start at a later date, however.

For both Families in Conflict and Back on Track, participants can be terminated from the program if there are issues that threaten either the safety of others in the class or that deem them to be inappropriate for the class. In this situation, the facilitator contacts the Access and Visitation Grant coordinator at Beech Acres who then notifies the participant of the decision

Mediation services can be anywhere from 1-3 sessions. Services can be terminated by one or both participants or by the mediator if the service is not appropriate. In any situation, a court report form is sent back to the referring court by the mediator indicating termination however; due to impartiality we are not able to state the reason why.

M. Explain and demonstrate how you plan to measure parenting times as it related to implementing access and visitation including tools used to measure if the non-custodial parenting time has increased.

Participants make agreements and learn parenting skills both of which are meant to aid the participants in increasing their access to their children. A follow-up call to these participants one month after the completion of service helps determine if the agreements and skills have benefited them.

N. Provide a narrative that details how the applicant will obtain additional financial resources or has obtained additional funding from the local community.

Beech Acres Parenting Center has contributed an in-kind match for this project. See Appendix C.

O. Provide a narrative detailing how child support collections will be tracked and recorded for all non-custodial parents.

Upon receiving the participant list from Beech Acres; all cases are identified by court case number and/or SETS number. Three months from the date the parties have left the program, cases are reviewed to see what the obligor's support order was 3 months prior to entering the program along with total collections during that same period. Cases are then reviewed to get this same information 3 months after the obligors have left the program. This review is completed only after the parties have been out of the program for 3 months. Since some cases are still open at the end of a quarter, previous quarters are always reviewed to insure cases where the obligors have not yet completed the program are reviewed and updated.

Cases not found on SETS are identified in the comments column as such and are also reviewed quarterly and updated if needed.

P. Provide a budget summary.

SEE ATTACHMENT D



TAB 4: BUDGET
See Attachment D



TAB 5 – EXAMPLES, OTHER

Sub tab 5a. Organizational Chart

Sub tab 5b. Agency Brochure

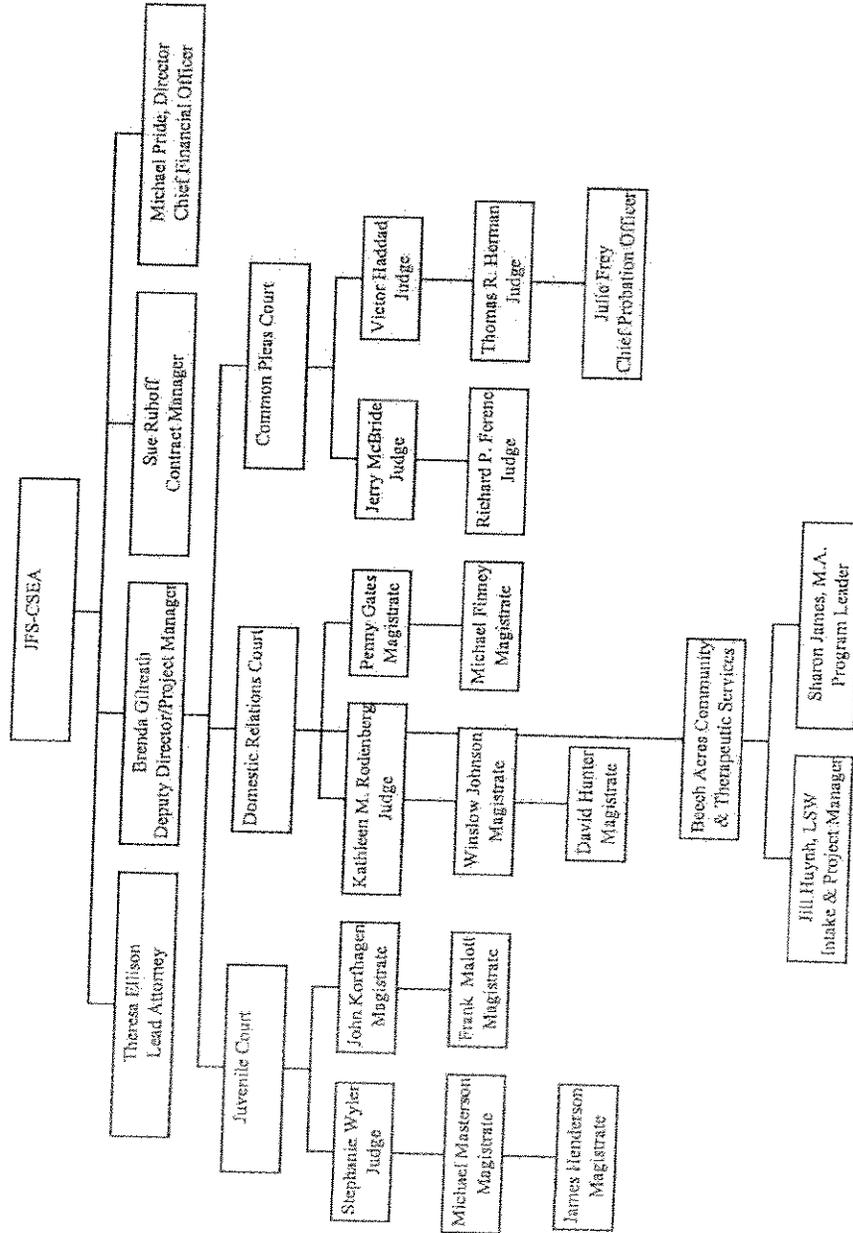
Sub tab 5c. Program Flyers

Sub tab 5d. Letters of Support

Sub tab 5e. Best Practices Award



Access/Visitation Grant
Project Table of Organization

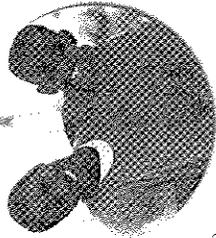


C



C

Make a Difference!



Give the gift of a positive childhood and a hopeful future.

At Beech Acres Parenting Center, we focus on helping children and families by providing support, education and resources for *all* parents, whether they need a quick tip on potty training, help in a crisis, or any other service in between.

With your help, we can continue our vital mission of *Strengthening Families for Children*.

Your gift can...

- Provide children and families resources to help them reach developmental, emotional and behavioral milestones
- Help children and families prepare for kindergarten
- Fund counseling services to children and teens in need
- Build stronger marriages and healthy relationships
- Bring individuals and families together to resolve conflicts
- Provide safe and loving homes for at-risk children who need foster care
- And much more!

Investing in Beech Acres is investing in our future. You can help families and our community grow stronger together.

Contact Us

For more information about giving to Beech Acres, please contact our Office of Development at 513.231.4728 or PNUGent@BeechAcres.org

Beech Acres Parenting Center

Strengthening Families for Children

History and Mission

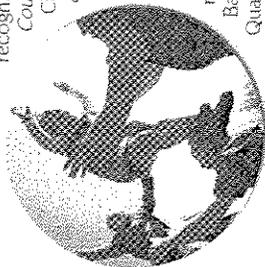
Founded in 1849 following a cholera epidemic that left many without parents, Beech Acres Parenting Center continues to evolve to meet the changing needs of children in our increasingly complex world. From its roots as the German General Protestant Orphan Asylum, Beech Acres Parenting Center has grown into a nationally recognized resource that helps thousands of parents and children every year through our wide range of personalized services.

This high level of customer service is one of the reasons Beech Acres Parenting Center has been recognized by the *Business Courier* and The Greater Cincinnati Foundation as overall Winner of the inaugural Organizations of Noteworthy

Excellence (ONE) Award. The award, inspired by the renowned Malcolm Baldrige National Quality Award for business excellence,

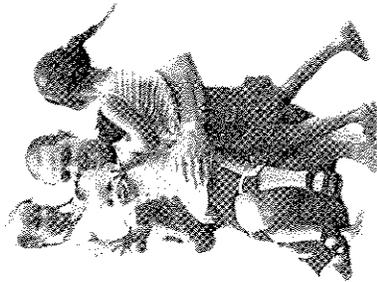
recognizes best business practices among Greater Cincinnati's nonprofits. Beech Acres Parenting Center was singled out from among the region's 6,366 nonprofits with 501(c)(3) tax-exempt status.

The challenging, yet intensely rewarding, responsibility of rearing the next generation belongs to every parent and dedicated adult. Beech Acres Parenting Center them leadership, guidance, and support with its ultimate purpose of *Strengthening Families for Children*.



Beech Acres Parenting Center

Strengthening Families for Children



6881 Beechmont Avenue
Cincinnati, Ohio 45230

513.231.6630
BeechAcres.org



A United Way Agency Partner

Accredited:
Council on Accreditation

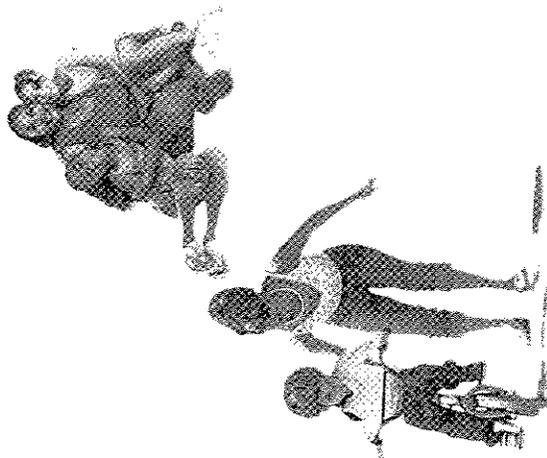
Member:
Alliance for Children and Families
And
Ohio Association of Child-Caring Agencies

Admission Criteria

For our traditional mental health services, admission criteria vary according to the needs of the recipient. Services are provided directly by the individual, family or group. Some services are provided by traditional and managed-care insurance plans. Additionally, most mental health services are covered by Medicaid or a sliding-fee schedule for families who qualify.

Beech Acres Parenting Center

Strengthening Families for Children







Clermont County Families in Conflict Situations

Help your children and family deal with conflict!

- In this class, everyone will learn specific communication skills so that interactions among family members are healthier, less hostile and less stressful.
- Children learn to express and share their emotions about family conflict and address feelings of isolation, helplessness, anger and fear.
- Parents learn skills to communicate with each other differently and enhance their ability to interact with their children.
- A focus will be for children to benefit from increased positive parenting time with their non-custodial parent.

"I learned a lot about how my kids feel to be in the middle. It is horrible to think that they hurt that much but they never said anything to me before now. To think that our bitter disagreements became more of our focus than them saddens me"

Mom, age 34

"I realize that between work and the arguments with my ex, I have literally missed hours and hours of my kids' lives. And with them feeling like they hav to be on one of our sides, they missed fun in their childhood. Two little changes are making a very big difference"

Dad, age 41

For Children

- Reduce isolation and normalize their fears
- Correct misconceptions about conflict
- Understand opportunities for support
- Learn how to understand and process feelings
- Develop coping skills
- Learn practical ways to improve parent - child communication skills

For Parents

- Increase your awareness and understanding on how children are impacted by family conflict
- Learn how to gain self-awareness and understand your circle of influence
- Gain access and referrals to community resources
- Learn about problem solving and conflict avoidance
- Learn practical ways to improve your communication skills

Classes are held at Beech Acres Parenting Center in the **Administration Building** from 6:00 -7:30 pm

Each session is a series of FIVE classes and should be attended according to the following structure:

- Class #1 – Fathers attend with their children
- Class #2 – Fathers attend alone
- Class #3 – Mothers attend with their children
- Class #4 – Mothers attend alone
- Class #5 – Children attend with BOTH parents

Children's groups are Grades 1-3, 4-6 and 7-9 **only**. We do not provide babysitting and children cannot be left unattended. If your child is not in the grades listed, please make other arrangements for their care. The classes are tailored to the needs of the children and parents attending each session.

Wednesday, June 6	Dads' first class
Thursday, June 7	Moms' first class
Wednesday, June 13	Dads' second class
Thursday, June 14	Moms' second class
Monday, June 18	Joint class

Registration: Please contact our intake department at 233-4712 to register

In Clermont County, Families in Conflict Situations is sponsored by the Clermont County Access/Visitation Grant. Contact Beech Acres Parenting Center about other counties.

Beech Acres Parenting Center
 6881 Beechmont Avenue Cincinnati, Ohio 45230 513.231.6630 phone 513.624.0134 fax
www.BeechAcres.org www.MyParentingSource.com



Back on Track Clermont County

Overcoming Barriers to Fatherhood

Are there barriers preventing you from having the kind of relationship you would like to have with your children? Learn how to develop an action plan that will meet the needs of you and your family.

"I came to this class resenting that I had to come. But I met a guy that told me about a job and learned about how my kids think and feel so that I can think about ways to be with them and have fun. I did not know what to do with them before but it's never too late. I realize how much they need me and that makes me a proud dad. They got me for life and that means supporting them too."

John, age 36

"I really did learn a lot from this class. The guys that teach it are great. I found the part on managing my feelings the best and I think it will help me to be around my kids more."

Daniel, age 27

Fathers, this program can help you get *Back on Track* with your children. The comprehensive and diverse six week program focuses on:

- Providing for your children financially, emotionally, and physically
- Overcoming barriers to increase access to and visitation with your children
- Learning ways to improve your relationship with your children
- Establishing and maintaining healthy relationships with your children
- Communication and conflict management
- Developing an action plan that can help increase access and visitation with your children

Class Information

Sessions 1 through 5 are six-week classes from 6:00-7:30 pm.

Session 6 is a five-week class from 6:00 to 8:00 pm.

All classes are held at Beech Acres Parenting Center in the Administration Building.

Each session is a series of classes and should be attended according to the following structure:

SESSION ONE:	Jan 11, 18, 25 and Feb 1, 8, 15	(Wednesday evenings)
SESSION TWO:	March 7, 14, 21, 28, April 4, 11	(Wednesday evenings)
SESSION THREE:	May 2, 9, 16, 23, 30, June 6	(Wednesday evenings)
SESSION FOUR:	July 11, 18, 25, August 1, 8, 15	(Wednesday evenings)
SESSION FIVE:	September 5, 12, 19, 26, October 3, 10	(Wednesday evenings)
SESSION SIX:	November 5, 12, 19, 26, December 3	(Monday evenings)

Registration

Please call Beech Acres Parenting Center at 233.4712 to register.

Fee

This class is offered at no charge.

Class Location

Beech Acres Parenting Center
 6881 Beechmont Avenue
 Cincinnati, Ohio 45230

Questions?

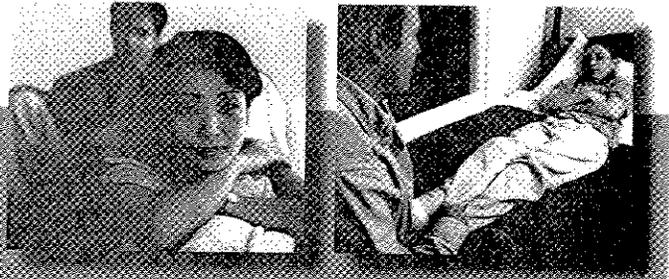
Please call Beech Acres Parenting Center intake at 233.4712 for more information.

Dates & locations, map and welcome letter will be sent to each participant prior to the start of the class.

Please call Beech Acres Parenting Center to confirm registration at 233.4712.

Beech Acres Parenting Center

Strengthening Families for Children



Access/Visitation Grant Mediation Services Helping People in Conflict

What people are saying:

I raised my daughter alone until she was 9. Suddenly her dad wanted back in the picture. With the help of a mediator, I was able to understand the importance of my child's connection to her dad and we worked out a plan that we can all live with. It worked out much better than I thought it would and my kid is happy.

Donelle, age 31

I was the one raising my son since his mom left our marriage 3 years ago. After we split, we fought all of the time and I could see that it was really affecting my son. Our mediator helped us come up with a communication plan and it is working. My ex is more consistent in his life, and as a result we fight less. Should have mediated a long time ago.

Jeffery, age 36

Even in the best circumstances, changes in the family, such as a transition from two-parent to single-parent household, can place undue pressure on families. These challenges can oftentimes result in communication issues and increased conflict.

As result, children can experience heightened levels of stress, fear or anger as they become involved in, or absorb the tension of, their parent's conflict.

Beech Acres Parenting Center offers mediation to divorcing and never-married parents to help them resolve their differences and improve communication. With the help of a mediator, agreements are reached that will allow both parents to successfully manage their role as co-parent and find ways to be fully involved in their child's life.

Registration

Please call Beech Acres Parenting Center at 513.233.4712 to register.

Fee

This class is offered at no charge.

Appointments

Scheduled to accommodate parents' schedule. Each session is 1.5 hours and you attend 1-3 sessions. Participants will receive written agreements.

Questions?

Please call Beech Acres Parenting Center intake at 513.233.4712 for more information.

Beech Acres Parenting Center

6881 Beechmont Avenue Cincinnati, Ohio 45230 513.231.6630 phone 513.624.0134 fax
www.BeechAcres.org www.MyParentingSource.com

Mediation Services is sponsored by the Access/Visitation Grant.

6



COURT OF COMMON PLEAS
DIVISION OF DOMESTIC RELATIONS
2340 Clermont Center Drive
Suite 200
Batavia, OH 45103
(513) 732-7327
FAX(513) 732-7333

JUDGE Kathleen M. Rodenberg

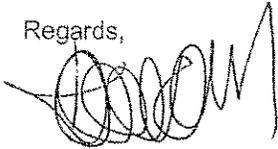
May 1, 2012

Office of Contracts & Acquisitions
Attn: Director Michael B. Colbert
Ohio Department of Job and Family Services
30 East Broad Street, 31st Floor
Columbus, OH 43215-3414

Dear Mr. Colbert,

Clermont County Court of Common Pleas, Domestic Relations Division, looks forward to partnering with Department of Job and Family Services, Child Support Division, and Beech Acres on the proposed Access/Visitation Grant. Our court supports this effort to provide needed services to the members of our community. The grant is advantageous to the children and parents of our county. The classes and services offered through the grant will serve to bolster parenting skills and facilitate the families' move towards resolution. Positive outcomes for the families ensure a more stable, secure future for the children.

Regards,



Judge Kathleen M. Rodenberg

Common Pleas Court



Clermont County

ADULT PROBATION
270 MAIN STREET
BATAVIA, OHIO 45103
732-7265
FAX 732-7347

04/30/12

Michael B. Colbert, Director
Office of Contracts and Acquisitions
Ohio Department of Job and Family Services
30 East Broad Street, 31st Floor
Columbus, OH 43215-3414

Dear Director Colbert:

The Clermont County Court of Common Pleas Adult Probation Department is proud to partner with the Child Support Enforcement Division of the Clermont County Department of Job and Family Services and with Beech Acres Parenting Center for Access and Visitation Services. We have been involved with both agencies for several years and are pleased with the Access and Visitation Services provided in previous years. We believe this grant would continue to be beneficial to the families and children of our community as its focus is on improving the relationships between parents and their children in circumstances of separation of the parental partners. The services provided through the grant would enable individuals charged with criminal nonsupport of their dependants to reestablish relationships with their children and develop stronger ties to them, thereby leading to a stronger desire to provide child support to them.

We are pleased with the services provided through our collaboration in previous years, and we are excited to continue this collaboration, and therefore, we proudly express our support.

A handwritten signature in cursive script, appearing to read "Julie Frey".

Julie Frey, Director
Adult Probation Department
Clermont County Common Pleas Court

CLERMONT COUNTY JUVENILE COURT
Judge Stephanie Wyler
2340 Clermont Center Drive
Batavia, OH 45103

Telephone (513) 732-7696

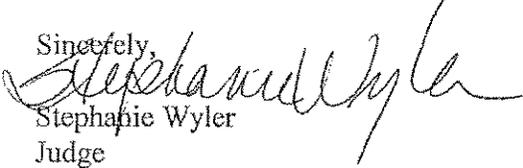
Fax (513) 732-7695

May 2, 2012

Michael B. Colbert, Director
Office of Contracts and Acquisitions
Ohio Department of Job and Family Services
30 East Broad Street, 31st Floor
Columbus, Ohio 43215-3414

Dear Director Colbert,

Clermont County Court of Common Pleas, Juvenile Division, wishes to express our desire to continue to partner with the Department of Job and Family Services, Child Support Division (CSE), and with Beech Acres Parenting Center on the Access and Visitation Grant. The services available through the grant are beneficial to the families of Clermont County, and most especially the children of our area. The parenting classes and mediation services provide us with the ability to improve parenting skills, visitation and conflict resolution for those parents and children we serve. Juvenile Court is an existing partner in the Access & Visitation Program in Clermont County and we welcome the opportunity to continue the collaboration that presently exists.

Sincerely,

Stephanie Wyler
Judge

Beech Acres
Parenting Center
Strengthening Families for Children

May 21, 2012

Ms. Brenda Gilreath
Clermont County Department of
Job and Family Services
2400 Clermont Center Drive
Batavia, OH 45103

Dear Brenda:

I am delighted to submit this letter of support to Clermont County's Department of Job and Family Services for its application to ODJFS for an Access and Visitation Services Grant.

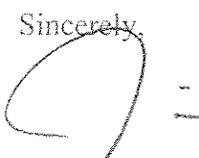
Beech Acres Parenting Center has been responding to the changing needs of children, parents, and families in Greater Cincinnati for 162 years. We have served Clermont County since 1984. Beech Acres began to provide mediation services in Clermont County in 1984 and continued to expand our services to respond to the growing needs in the County.

In 1999 we began offering our Helping Children Cope with Divorce Class, and in 2005 created and implemented the Alternative Sentencing/Back on Track Program. This program was specifically designed by Beech Acres at the request of the Clermont County Court of Domestic Relations to address two critical issues--- the problem of unpaid child support and the barriers preventing fathers from having relationships with their children.

Our successful track record and relationships with the Clermont County Department of Job & Family Services and Clermont County Court of Common Pleas Divisions (Adult Probation, Domestic Relations and Juvenile) resulted in an application and ultimately a grant for a State Access and Visitation grant in 2009. Since then, a total of 437 Clermont County parents have participated in our Alternative Sentencing/Back on Track Program, Families in Conflict Classes, or received mediation services through this grant. Our successful joint efforts on this Access and Visitation Program were recognized in 2010 with a Best Practices Award from the State.

We are extremely excited about your continued commitment to the Access and Visitation Program and our exemplary partnership. We greatly value our relationships with the various Clermont County departments and hope the State looks favorably upon this application. Together, we have been able to fulfill our respective missions by making a difference in the lives of hundreds of children and families in Clermont County.

Sincerely,

 = THANK YOU, BRENDA.

James R. Mason
President & CEO

Board Chair
Priscilla R. Ungers

Vice Chair, Treasurer
Timothy E. Stautberg

Secretary
David T. Wallace

Board Members
Peter A. Alpaugh
De Asa Nichols Brown
Alison Bushman
Thomas D. Cassidy
Norah J. Clark
Jim Formal
Kenneth A. Goode
Scott L. Jacobs
Allison H. Kropp
Clara E. Martin
Barry H. Morris, Ph.D.
VS Narayan
Ric Powell
Angeleke Sansalone
Kim Storer
Karl F. Weidner
Comfort Wendel

President & CEO
James R. Mason



Torch Award
Recipient



2006 Award
Recipient



Agency Partner

C



Clermont Child Support Agency Recognized for Innovative Family Program



Immediate Release

December 22, 2010

Batavia, Ohio. The Ohio Child Support Directors' Association (OCDA) has named the Clermont County Department of Job and Family Services' Child Support Enforcement division a *Best Practices Award Winner* for the agency's *Access and Visitation* program. The *Best Practices Awards* recognize outstanding counties with innovative and effective programs. Clermont County was presented with the *Best Practice Award* during an OCDA meeting in Lebanon on December 17, 2010.

"The Beech Acres Parenting Center partnered with Clermont County to create a model *Access and Visitation Program* in Ohio. The program is focused on strengthening families and is supported entirely with grant funds," said Clermont Department of Job and Family Services Director Mike Pride. He said the *Access and Visitation Program* is also designed to help non-custodial parents obtain visitation with their children; these services have been effective in reducing administrative and judicial enforcement activity.

"The *Access and Visitation Program* provides parents involved in all divisions of the Court of Common Pleas, access to mediation and parenting education at no cost," said Brenda Gilreath, deputy director of the Clermont Department of Job and Family Services' Child Support Enforcement division. "The services are designed to help families resolve conflicts through mediation and by providing educational programs which help to ensure that they receive the skills, tools, and support to become financially, emotionally, and physically involved in raising their children."

Established in 1990, the Ohio CSEA Directors' Association (OCDA) is a statewide organization representing county child support enforcement agencies; OCDA is a professional association dedicated to strengthening Ohio's child support program.

Pictured above (from top left to right then bottom left to right) Chris Hall- Marketing Director for Beech Acres Parenting Center (BAPC), Tayna Givens- Staff Accountant with BAPC, Theresa Ellison- Lead Attorney, Clermont Child Support Enforcement (CSE), Jill Huynh- Intake and Project Manager with BAPC, Sharon Richter James- Program Leader with BAPC, Pam McKie- Managing Business Director with BAPC, and Brenda

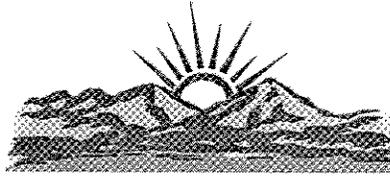
Gilreath- Deputy Director of Clermont CSE

#

For additional information about this or other county news, contact Clermont County Communications Director Kathy Lehr at (513) 732-7597 or by e-mail, klehr@co.clermont.oh.us.



TAB 6 - APPENDICES



BOARD OF COUNTY COMMISSIONERS
CLERMONT COUNTY, OHIO

ROBERT L. PROUD · EDWIN H. HUMPHREY · DAVID H. UIBLE

June 7, 2012

Office of Contracts & Acquisitions
Ohio Department of Job & Family Services
30 East Broad Street, 31st Floor
Columbus, OH 43215-3414

To Whom It May Concern:

This letter indicates that we have granted approval for the Clermont County Department of Job & Family Services, Child Support Enforcement Agency, to submit a proposal in order to apply for federal grant monies for access/visitation. We understand the monies are not available until the Ohio Department of Job and Family Services indicates they are available, pending the selection of our Child Support Enforcement Division as a recipient.

If you have any questions about our approval or need further information about our agency, please do not hesitate to contact us at the following e-mail address and/or direct telephone number:

Mike Pride, Director, Clermont County Department of Job & Family Services
PRIDEM@odjfs.state.oh.us
(513) 732-7212

Brenda Gilreath, Deputy Director, Child Support Enforcement Division
GILREB@odjfs.state.oh.us
(513) 732-7887

Sincerely,

Michael R. Pride, Director
Clermont County Department of Job & Family Services

Brenda Gilreath, Deputy Director
Child Support Enforcement Division

APPENDIX C

JFS-R-1213-09-8032

Certification of In-Kind Requirement

Date: May 14, 2012
Submitted by: Brenda Gilreath, Deputy Director
CSEA: Clermont County Dept of Job & Family Services
Child Support Enforcement Division

The Clermont County CSEA has reviewed the attached section of OMB circular A-110 (A87) that defines third party in-kind contribution. Since our agency is submitting an application in response to ODFJS' RFGA for access/visitation, we are certifying that the in-kind contribution meets the necessary criteria as A-110 (A87).

The in-kind contribution, which must be at least a 10% match is categorized as:

Cash

Real Property

Equipment Supplied

Expendable Property

Goods and Services

The total value of the in-kind contribution during EACH YEAR of the project is:

FFY13: \$5,560.70

FFY14: \$5,727.53

FFY15: \$5,899.36

A description of the in-kind contribution is:

Beech Acres Parenting Center will provide occupancy-related expenses for classes and mediation. They will also support the attendance of ancillary staff for required meetings and any additional support needed for the program, not covered by the budgeted areas.

APPENDIX D – SUB-GRANTEE CERTIFICATION FORM

Not Required for this RFGA



100

TAB 7 - ATTACHMENTS

ATTACHMENT D
JFS-R-1213-09-8032

Access/Visitation Project Budget Summary

Name of Grantee: Clermont County

Name of Sub-Grantee: Beech Acres Parenting Center

	FFY13	FFY14	FFY15	
	Oct 12 - Sept 13	Oct 13 - Sept 14	Oct 14 - Sept 15	Total
		3% Increase	3% Increase	
Personnel	\$ 19,844.40	\$ 20,439.73	\$ 21,052.92	\$ 61,337.05
Fringe Benefits	\$ 5,358.00	\$ 5,518.74	\$ 5,684.30	\$ 16,561.04
Travel	\$ 1,032.60	\$ 1,063.58	\$ 1,095.49	\$ 3,191.67
Equipment	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 783.65	\$ 807.16	\$ 831.37	\$ 2,422.18
Contractual	\$ 14,926.50	\$ 15,374.30	\$ 15,835.52	\$ 46,136.32
Other (Define)	\$ 1,573.44	\$ 1,620.64	\$ 1,669.26	\$ 4,863.34
15% Administrative Overhead	\$ 6,527.79	\$ 6,723.62	\$ 6,925.33	\$ 20,176.74
10% Cash or In-Kind Contribution	\$ 5,560.70	\$ 5,727.53	\$ 5,899.36	\$ 17,187.59
TOTAL	\$ 55,607.08	\$ 57,275.30	\$ 58,993.55	\$ 171,875.93
Grant Amount Requested	\$ 50,046.38	\$ 51,547.77	\$ 53,094.19	\$ 154,688.34

Internal Revenue Service
P.O. Box 2508
Cincinnati, OH 45201

Department of the Treasury

Date: **AUG 11 2006**

Person to Contact:
Mrs. Jones 31-03886
Toll Free Telephone Number:
877-829-5500
Employer Identification Number:
31-0536663

BEECH ACRES PARENTING CENTER
6881 BEECHMONT AVE
CINCINNATI OH 45230-2907

Dear Sir or Madam:

This is in response to your request of July 11, 2006, regarding your tax-exempt status. We corrected our records to reflect your new name.

Our records indicate that a determination letter was issued in March 1942 that recognized you as exempt from Federal income tax. Our records further indicate that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in sections 509(a)(1) and 170(b)(1)(A)(vi).

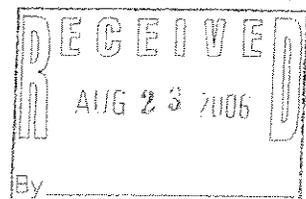
Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Cindy Westcott
Manager, Exempt Organizations
Determinations



Clermont County Access Visitation Grant Referral Form
Back on Track
Families in Conflict
Mediation

Date of Referral: _____

Case Number _____

Referring Court or Agency _____

Judge/Magistrate _____

FOR ALL SERVICES:

Non-Custodial Parent Identifying Information:

First: _____ MI: _____ Last: _____

Date of Birth: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

FOR FAMILIES IN CONFLICT OR MEDIATION

Custodial Parent Identifying Information

First: _____ MI: _____ Last: _____

Date of Birth: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

- Access/Visitation Grant Back on Track
- Access/Visitation Grant Families in Conflict Situations
- Mediation
- Not sure which service. Please assess.

**FEEDBACK FROM PROGRAM PARTICIPANTS AT BEECH
ACRES PARENTING CENTER**

BACK ON TRACK PROGRAM FEEDBACK:

"I came to this class resenting that I had to come. But I met a guy that told me about a job and learned about how my kids think and feel so that I can think about ways to be with them and have fun. I did not know what to do with them before but it's never too late. I realize how much they need me and that makes me a proud dad. They got me for life and that means supporting them too".
John, age 38

"I really did learn a lot from this class. The guys that teach it are great. I found the part on managing my feelings the best and I think it will help me to be around my kids more".
Daniel, age 27

FAMILIES IN CONFLICT PROGRAM FEEDBACK:

"I learned a lot about how my kids feel to be in the middle. It is horrible to think that they hurt that much but they never said anything to me before now. To think that out bitter disagreements became more of our focus than them saddens me".
Mom, age 34

"I realize that between work and the arguments with my ex, I have literally missed hours and hours of my kids' lives. And with them feeling like they have to be on one of our sides, they missed fun in their childhood. Two little changes are making a very big difference".
Dad, age 41

ATTACHMENT C
RFGA#: JFS-R-1213-09-8032
Grant Application Score Sheet

422

Applicant: Clermont County

PHASE I: Initial Qualifying Criteria

The application must meet all of the following Phase I application acceptance criteria in order to be considered for further evaluation. Any application receiving a "no" response to any of the following qualifying criteria **shall be disqualified from consideration.**

ITEM	APPLICATION ACCEPTANCE CRITERIA	RFGA Section Reference	YES	NO
1.	The applicant included at least one of the four program components: Court-ordered or voluntary mediation; Neutral drop-off and pick-up; Supervised visitation; Parenting class.	Sec., 2.1, 1	X	
2.	The applicant clearly defined how the agency will ensure the safety of program participants while services are being provided.	2.1, 2	X	
3.	The application was submitted to ODJFS by the local CSEA and is identified as the lead agency.	Sec., 2.1, 3	X	
4.	The applicant has included written policies and procedures for the required minimum security measures.	Sec., 3.1	X	
5.	Was the application received at the specified location by the deadline as specified in the RFP?	1.6 2.1, 4 5.1	X	
6.	The applications must explain any existing or pending county partnerships with private or other public agencies which will be involved in any facet of the proposed program. The roles and responsibilities of the various partners in the proposed activities must be clearly described.	2.1	X	

PHASE II: Criteria for Scoring of Technical Application

Qualifying technical applications will be collectively scored by an Application Review Team (ART) appointed by ODJFS, Office of Child Support. For each of the evaluation criteria given in the following score sheet, reviewers will collectively judge whether the technical application exceeds, meets, partially meets or does not meet the requirements expressed in the RFGA, and assign the appropriate point value, as follows:

0 6 8 10
 Does Not Meet Partially Meets Meets Exceeds
 Requirement Requirement Requirement Requirements

A technical application total PHASE II score will be the sum of the point value for all the evaluation criteria. The review team will collectively score each individual qualifying application. Technical applications which do not meet or exceed a total score of at least **432 points** (indicating an application that demonstrates adequate ability to perform contractual duties) out of a maximum of **513 points** will be disqualified from further consideration. Only those applicants whose technical applications meet or exceed the minimum required technical points will advance for consideration for the award of the grant.

ITEM #	EVALUATION CRITERIA	Weight	RFGA SEC. REF.	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
APPLICANT QUALIFICATIONS							
1	The applicant has described the partnerships' roles and functions (for the CSEA and each individual partner organization), which includes facts such as the project roles of each organization, which partner will provide services, whether the partner organizations have collaborated with the CSEA on this or similar projects in the past, how project implementation will be staffed, and how those staff members qualify to meet the RFGA objectives	3	Sec. 2.2			24	

ITEM #	EVALUATION CRITERIA	Weight	RFGA SEC. REF.	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
ORGANIZATIONAL EXPERIENCE AND CAPABILITIES							
2	The applicant has described the organizational background of the Direct Services Provider. Provide such information as the size of the agency, its history in that or other geographic areas, its charter, its length of time providing access/visitation or related services, its administrative structure, etc.	1	Sec. 2.2, A., 1.				10
3	The applicant has provided a narrative description of the Direct Services Provider's history and credential in providing access/visitation services or other human services involving supervised intervention, dispute resolution, parenting instruction, or other similar project goals.	1	Sec. 2.2, A., 2.			8	
4	The applicant has provided a organizational chart (including any sub-grantees) and specify the key management and administrative personnel who will be assigned to this project. NOTE: Applicant must have someone with an accounting degree or accounting experience with federal grants devoted to this project.	3	Sec., 3.2, D			24	
KEY STAFF EXPERIENCE AND CAPABILITIES							
5	The applicant has identified, by position and by name, those staff they consider key to the project's success (at minimum, key staff identified must include the direct service provider's project manager and/or a project lead/program manager at the CSEA).	3	Sec. 2.2, B., 1.			24	
6	The applicant has included resume(s)/CV of key staff expected to work on the project.	1	Sec. 2.2, B., 2.		6		
7	The applicant has assigned staff to teach parenting classes must be degreed in education or a related field, and must demonstrate experience in designing and/or presenting adult educational programs such as parenting classes. Mediators must possess a related certification, license or degree.	1	Sec. 2.2, B., 3.			8	
8	The staff accountant must have an accounting degree or accounting experience with federal grants.	1	Sec. 2.2, B., 4			8	
OBJECTIVES OF PROJECT WORK							
9	The applicant has provided a security plan with written policies and procedures which describe how security equipment will be used to monitor program participants.	3	Sec. 3.1, A, B and C		18		
10	The applicant has described the key goals and objectives of the project activity providing a comprehensive and detailed description of each outcome to be achieved within each component of the program indicating the type of change targeted.	3	Sec. 3.1, D			24	
11	The applicant provided a comprehensive and detailed description of each component of the activities that will be furnished to the target population(s) that is, for mediation services, a description of who will provide services, defines the partnerships, etc.: for neutral drop-off and pick-up services, a description of who will operate the site. Where the site will be located, what type of security will be provided, etc.: for supervised visitation services, a description of who will operate the program site, where it will be located, what type of security will be provided etc.: for parenting classes, a description of who will teach the class, where classes will be offered, range of topics, etc.	3	Sec., 3.1, E			24	
12	The applicant has described in detail the target populations that include: information about the type and number of individuals being served or potentially to be served. Are the participants married, separated, divorced, or never married?	2	Sec., 3.1 F			16	
13	The applicant describes the geographic location of the participants that are being served; urban or rural and does the participant have a child support order.	2	Sec., 3.1, F		12		

ITEM #	EVALUATION CRITERIA	Weight	RFGA SEC. REF.	Doesn't Meet 0	Partially Meets 6	Meets 8	Exceeds 10
14	The applicant provided a time line for each component of the program displayed by SFY focusing on which individual activities will be performed and/or services provided and their expected duration.	2	Sec., 3.1, G			16	
15	The applicant provided a comprehensive and detailed description of the roles and duties of any partners who will participate in the program, including; a description of the manner in which these partnerships will be established (by contract, cooperative agreement, etc.).	2	Sec., 3.1, H			16	
16	The applicant described in detail the manner of payment, if any, to the listed partners.	2	Sec., 3.1, H			16	
17	The applicant has established a status-reporting procedure for reporting work completed and resolution of unanticipated problems.	2	Sec., 3.1, I			16	
18	The applicant has provided a detailed description on how specific data on each component of the program(s) will be collected, maintained and reported quarterly to ODJFS.	2	Sec., 3.1, J			16	
19	The applicant has identified and described the technical approach and work plan of the proposed programs deliverables/activities that are to be implemented and discussed in detail how those deliverables will be accomplished.	3	Sec., 3.1, K			24	
20	The applicant has provided a narrative clearly describing when an access and visitation service is terminated and described the procedures that will be taken to terminate a participant from the program who no longer uses any of the access/visitation services.	1	Sec., 3.1, L			8	
21	The applicant has provided a narrative describing how they plan to measure parenting times as it relates to implementing access and visitation services that include methods and tools to be used to measure if the non-custodial parenting time has increased.	3	Sec., 3.1, M			24	
22	The applicant provided a narrative that describes in detail how the applicant will obtain additional financial resources, or already has obtained additional funding from the local community.	3	Sec., 3.1, N			24	
23	The applicant has provided a narrative detailing how child support collections will be tracked and recorded for all noncustodial parents who are ordered to pay child support, and participate in the access/visitation program.	2	Sec., 3.1, O			16	
24	The applicant has provided an explanation for the process that will be used to obtain the amount of child support obligation due and the amount collected three months prior to the noncustodial parent beginning the access/visitation program, and the child support obligation due and the amount collected three months after the noncustodial parent leaves the program.	2	Sec., 3.1, O			16	
25	The applicant has provided a budget summary for the access/visitation services proposed, which is for a minimum of \$45,000 per year and clearly indicates a minimum of 10% cash or in-kind match.	3	Sec., 3.1, P			24	
Column Subtotal of "Does Not Meet" points							
Column Subtotal of "Partially Meets" points							
Column Subtotal of "Meets" points							
Column Subtotal of "Exceeds" points							
GRAND TOTAL SCORE							

Based upon the Grand Total Technical Score earned, does the application proceed for consideration for award of the grant? (Applicant's Grand Total Technical Score must be at least 432 points.)

Yes _____ No _____ (If "No," the application will **not** be considered for award of the grant.)

If yes, has the applicant provided evidence of focusing on or including mediation or parenting education? If there is not this focus, the application advances for consideration but the final technical score remains unchanged. If there is a focus on mediation or parenting education, the applicant's technical score is increased by ten (10) points for consideration.

PHASE II B.—Additional Consideration for focusing on or including mediation or parenting education?	Sec. 3.1	NO – Phase II A technical score unchanged	YES - Phase II A technical score plus 10 pts.
Has the applicant provided evidence of focusing on or including mediation or parenting education?			10
GRAND TOTAL SCORE [Phase II A. + Phase II B. score]:			

Clearmont

Date 7-12-11

1. meets
2. exceeds - very well detailed
3. meets
4. meets
5. meets
6. partially meets - no CSEFA resumes included
7. meets
8. meets
9. partially meets - security equipment not described
10. meets
11. meets
12. meets
13. partially meets - no geographic location / no urban or rural
14. meets
15. meets
16. meets
17. meets
18. meets
19. meets
20. meets
21. meets
22. meets
23. meets
24. meets
25. meets