

Mercer County Child Support Enforcement Agency
P.O. Box 649
220 West Livingston Street
Celina, Ohio 45822
419-586-7961

Angela R.M. Nickell
Director

Janet L. Elking
Assistant Director

June 4, 2012

Jeffrey M. Aldridge, Deputy Director
Ohio Department of Job & Family Services
Office of Child Support
P.O. Box 182709
Columbus, Ohio 43218-2709

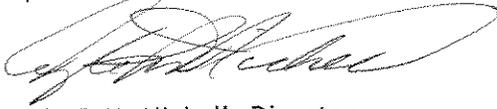
Re: Access & Visitation

Dear Mr. Aldridge:

This letter indicates that I have granted approval for the Mercer County Child Support Enforcement Agency to submit an application to apply for federal grant monies for the Access & Visitation program. I understand the monies are not available until ODJFS indicates they are available, pending the selection of our CSEA as a recipient.

If you have any questions about my approval or need further information about our agency, please do not hesitate to contact me at the following e-mail address nickea@odjfs.state.oh.us or call me at 419-586-7961, ext. 293.

Respectfully,



Angela R.M. Nickell, Director
Mercer County CSEA

Mercer County Child Support Enforcement Agency
P.O. Box 649
220 West Livingston Street
Celina, Ohio 45822
419-586-7961

Angela R.M. Nickell
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Janet L. Elking
Assistant Director

June 4, 2012

Jay Easterling, Deputy Director
Office of Contracts & Acquisitions
Ohio Department of Job & Family Services
30 E. Broad Street, 31st floor
Columbus, OH 43215-3414

RE: Application for Visitation/Access Grant

Dear Mr. Easterling:

This letter transmits the application of the Mercer County Child Support Enforcement Agency for Access/Visitation Grant monies, in JFSR No. JFS-R-1213-09-8032.

Applicant: Mercer County CSEA

Contact person with authority to answer questions concerning the JFSR:

Angela R.M. Nickell, Director
Mercer County CSEA
PO Box 649
Celina, OH 45822
(419) 586-7961, Ext 293

OR

Janet L. Elking, Assistant Director
Mercer County CSEA
PO Box 649
Celina, OH 45822
(419) 586-7961, Ext 287

OR

Karla Kessler, RAFT Coordinator
O.U.R. Home Family Resource Center
117 W. Fayette St.
Celina, OH 45822
(419) 586-4663, Ext 230

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Person with authority to address contractual issues and with authority to execute a contract on behalf of applicant:

Angela R.M. Nickell
Mercer County CSEA
PO Box 649
Celina, OH 45822
(419) 586-7961, Ext 293

Thank you for your consideration of our application.

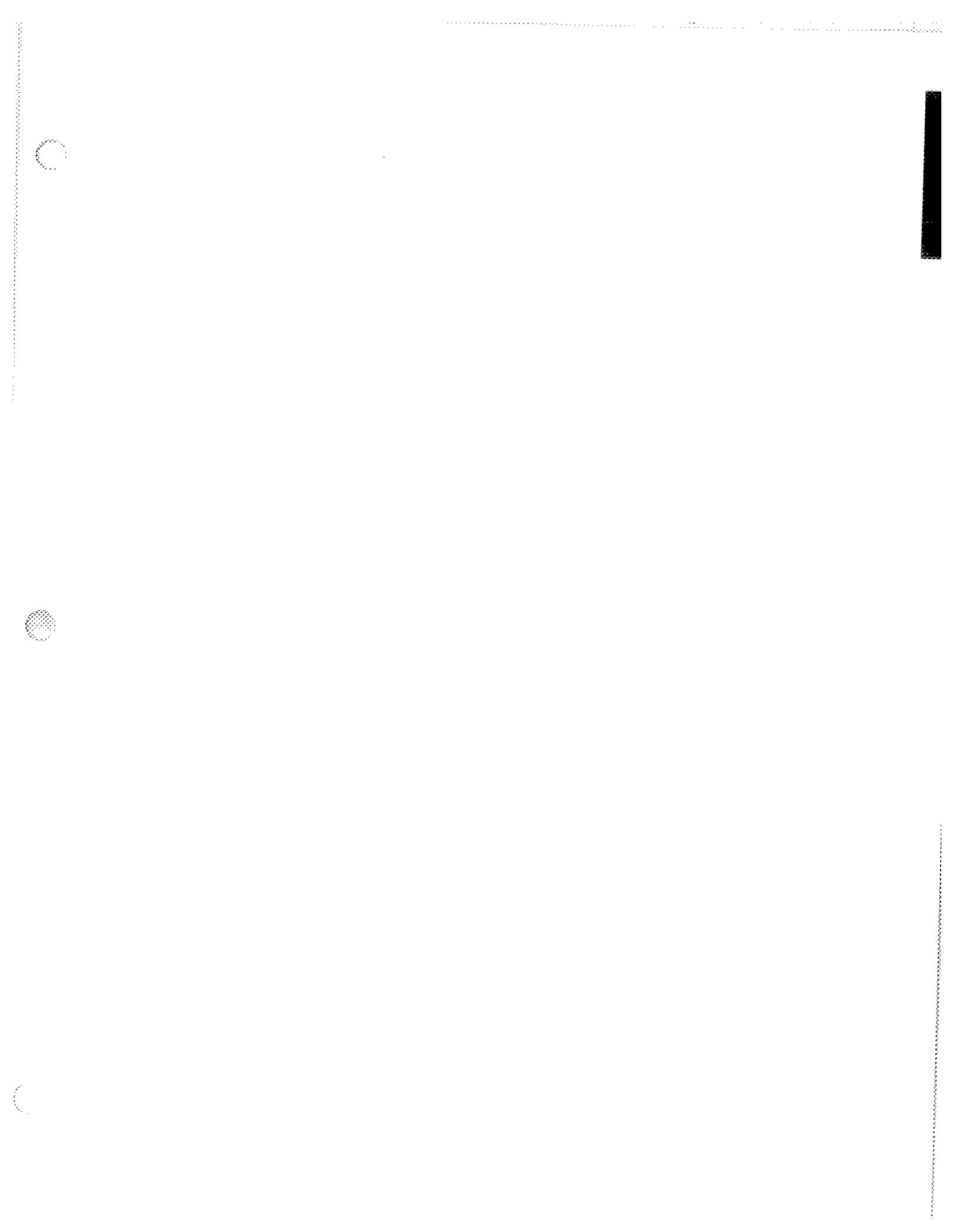
Sincerely,



Angela R.M. Nickell, Director
Mercer County CSEA



Applicant Qualifications



Mandatory Qualifications

As a sub-grantee of Mercer County CSEA, RAFT is currently offering services in the four program components-mediation, supervised visitation, supervised exchanges, & parenting classes. If we are awarded the grant, Mercer County CSEA will continue to partner with OUR Home/RAFT where we will continue to offer all four services to families.

RAFT Security Policy:

1. All visits, exchanges, and mediation at the RAFT Center will be filmed by security cameras. This includes the parking lot.
2. Door will be locked at all times.
3. Panic button will be with monitor at all times. Panic button response time is checked monthly.
4. If a situation has been assessed to be high-risk, an off-duty Celina Police Officer will be on site and will be paid by the party requiring this extra measure of security.
5. All files are confidential and kept in a locked file cabinet in the coordinators locked office.
6. Each year, the local fire department makes an inspection of the whole OUR Home building. OUR Home and RAFT follow all OSHA rules.
7. A written evacuation plan is on the wall in the RAFT center for staff and clients.
8. Clients arrive and leave at the RAFT center at staggered intervals.
9. Parents dropping off children for visits, leave an emergency contact number in case the visit ends prior to the scheduled time.

The safety of all who are in the RAFT center is taken seriously! We want this experience and the connecting with their children to be positive and safe for all.

Mercer County Child Support Enforcement Agency will be the **lead agency** in the Access & Visitation Project providing oversight partnering with program provider: OUR Home Family Resource Center.

Partnership Organizations:

- Mercer County CSEA will be the lead agency. RAFT has also cooperatively partnered with the following agencies/groups:
- Mercer County Common Pleas Court for court orders of all four components.
- Mercer County Bar Association in which attorneys request RAFT services for their clients.
- Mercer County Job & Family Services gives referrals and works with RAFT staff to ensure family is provided what is needed regarding services.
- Therapy Dogs International (a therapy dog visits 2-3 times weekly with families who request).

- Mercer County Fathers Initiative (MercerDads.com) gives referrals.
- Family Crisis Center (for domestic violence concerns) works with staff to properly assess for domestic violence.
- Ohio Chapter of the Supervised Visitation Network offers support and gives best practice updates.
- Celina Police Department—once the panic button (which is portable) is pressed, the CPD respond in less than two minutes. They also have a list of contacts to notify in case of any problems. If a case requires security, CPD will provide at the expense of the parent requiring the service.



Applicant Qualifications:

Mercer County Child Support Enforcement Agency will partner with RAFT/OUR Home Family Resource Center to provide the four components of the program covered in the Access and Visitation Grant. RAFT will provide the direct services. On a monthly basis, RAFT will work with the CSEA to report the program numbers/families/expenses and quarterly provide the Excel spreadsheet that is required for the grant. RAFT/OUR Home have been working closely with CSEA for over 17 years. RAFT will provide the staff.



Organizational Experience and Capabilities:

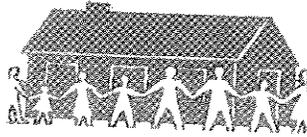
OUR Home Family Resource Center is a nonprofit organization that began in June 1995. Mercer County is a rural county. Thus it seemed necessary to provide one place for the whole county where people could come for assistance. OUR Home is this key place for information and referral and direct services. Under the OUR Home umbrella is housed: Help Me Grow, R.A.F.T.-A & V Program, Emergency Food Pantry, free clothing, help with electric shut-off notices, medications, doctor bills, homeless people, budget program, Family and Children First, and Family Crisis Center. OUR Home is truly dedicated to preserving and strengthening families. Our Board of Directors consists of 10 persons. OUR Home has 11 employees: 1-FT-Director, 2 FT-Help Me Grow Service Coordinators, 1-PT-Central Intake, 1-PT-Direct Services Family Support Specialist, 1-PT-Outreach Coordinator, 1-FT-RAFT Program Coordinator, 2-PT-Family Crisis, 1-PT-Family & Children First, and 1-PT-fiscal manager.

RAFT/OUR Home has been providing supervised visitation, supervised exchanges, mediation, and parenting classes for 14 years.



OUR Home
Organizations Unified for Resources

Family Crisis Network
 Help Me Grow
 Family & Children First
 R.A.F.T.



OUR Home Family Resource Center Board Members

January 2012

President: Zenia Adams, Celina City Schools (July 2010)
 Vice President: Dawn Schilling, Family Care Options, Celina (July 2005)
 Secretary: Marge Zwiebel, Mercer County Job and Family Services (May 2010)
 Treasurer: Teresa Smith, Gateway Outreach Center, Celina (August 2007)

Members:

Jennifer Bills, Mercer Health, Coldwater (September 2011)
 Mark Burgoon, Celina Police Department (October 2010)
 Lori Knapke, Mercer County Sheriff Department (May 2010)
 Angela Nickell, Mercer County Child Support Enforcement Agency (May 2010)
 Ken Obringer, Mercer County Community Hospital, Coldwater (August 2007)
 Michelle Salazar, Foundations Behavioral Health Services, Celina (May 2010)

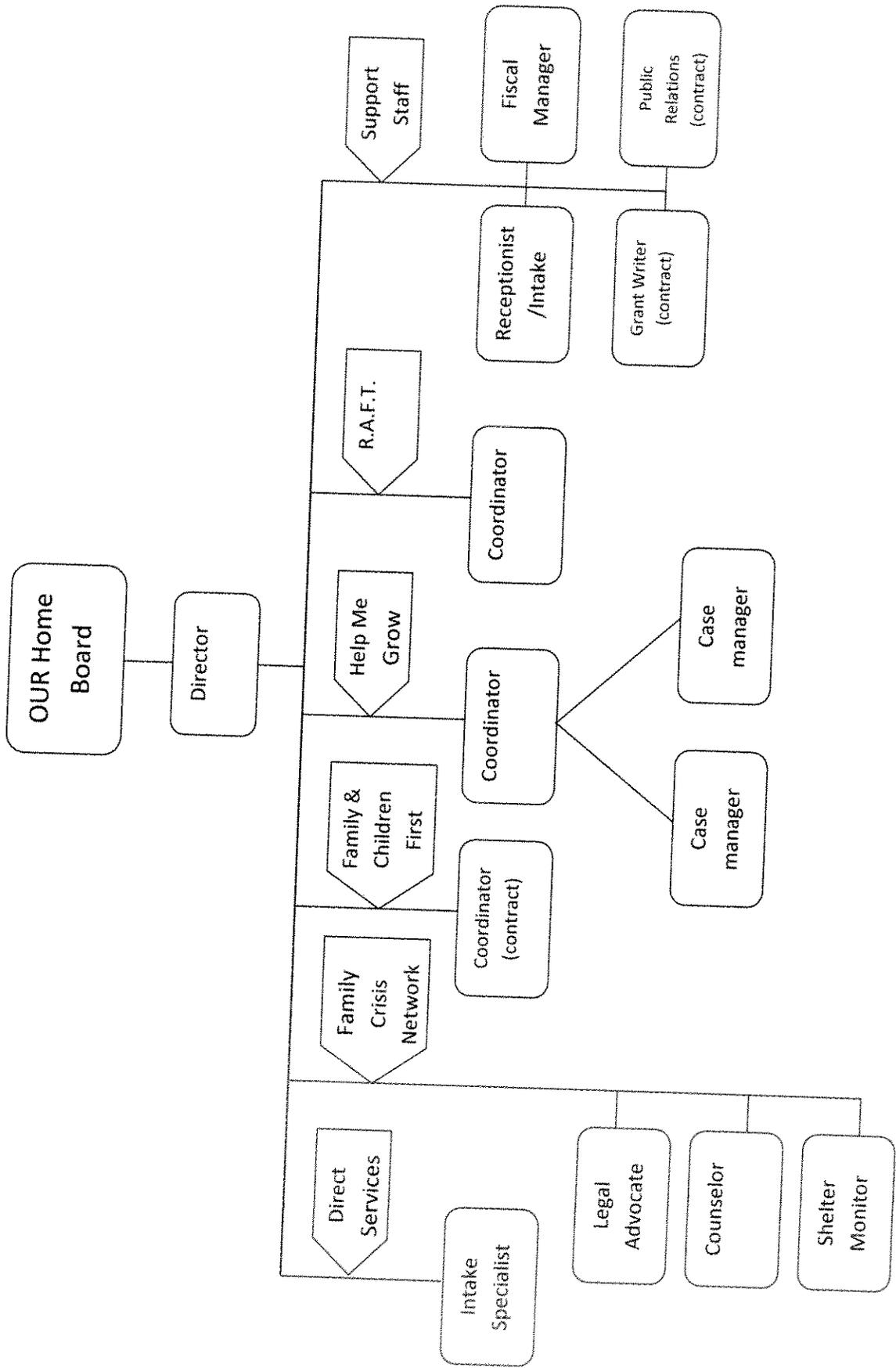
(Date indicates when the member joined the Board.)



117 W. Fayette St.
 Celina, Ohio 45822
ourhome@bright.net
 Web - ourhomefrc.com

OUR Home
 Family & Children First
 R.A.F.T.
 Ph: (419) 586-4663
 Fax: (419) 586-5210

Family Crisis
 Help Me Grow
 Ph: (419) 586-1133
 Ph: (419) 586-1721
 Fax: (419) 586-0456
 Fax: (419) 586-5210





Key Staff Experience & Capabilities:

- > Angela Nickell, Director of Mercer County CSEA
- > Kathy Mescher, Director of OUR Home Family Resource Center
- > Karla Kessler, LSW, R.A.F.T. Program Coordinator

Karla has been an employee of OUR Home for four years. She is a licensed social worker, a trained mediator through the Ohio Supreme Court training, has her Parents as Teacher certification, and is a certified Adoption Assessor Tier I & II. Since 2011, she has been vice-president of the Ohio Chapter of the Supervised Visitation Network.

- > Terri Stewart, Fiscal Manager

Associate of Technical Studies in Accounting

Terri has been with OUR Home for four months. She and Kathy have experience working with federal, state, and private grants.

- > Visitation & Exchange Monitors:

Chelsie Schlarman, LSW has been a contract monitor for 1+ year.

Jenny Johnides, has a bachelor in Early Childhood Education and has been a contract monitor for over six months.

Both women were trained with Karla for a minimum of 12 hours and have had background checks. Their job is to monitor visits and exchanges, keep accurate documentation notes, and keep all parties involved safe.

- > Mediators:

Jules Krizan, LPCC, is a private practitioner since 1980. He is a contract worker for RAFT and has been mediating in the surrounding counties for years.

Karla Kessler also provides mediation.

- > Parent Educators:

Jason Cupp, MS, has a MS in Organizational Management Counseling, a BA in psychology, Child Abuse and Neglect Training, Active Parenting Program for K-18 years, Love and Logic Parenting Program, and 1,2,3 Magic Parenting Program. He is a supervisor for Mercer County Job & Family Services.

Bobbi Stoner, LICDC, is a contract worker for RAFT. She has a varied range of experience from private therapist to substance abuse to group therapy to director and is currently in private practice.

Sandy Dorsten, LSW is a Project Director at Mercer County Help Me Grow. She has close to 30 years' experience working with families and children.





Narrative Description of Proposed Project

Before services to #'s 1, 2, and 3 are initiated, each party, separately, must have an orientation with the RAFT Program Coordinator. Orientation consists of: filling out the necessary paperwork, release forms, questions, rules, procedures, copy of the Handbook is given and gone over, any domestic violence concerns, any child abuse substantiated, permission for their child to interact with the therapy dog, and any other issue that is important to the success of the service requested. There is a fee for these services based on the federal poverty guidelines, but **no one** is turned away because of the inability to pay. Once a court order has been completed, the service to the families will end. Once a voluntary service has been completed, services at RAFT end. A post survey is sent both parties to monitor the effectiveness of the intervention and future improvements.

A. 1. Mediation: Will serve on average one family per month each year. Referrals can be court ordered, self, CSEA, Family Crisis Network, attorneys, etc. Mediation takes place on site and is completed in 1-3 sessions. A couple can revisit mediation again in a year or as issues with the child/ren come up that require this. An example would be a change in visit schedule for children starting school. Once orientation is completed, coordinator works with the mediator and parents to work out a time to begin mediation.

2. Supervised Exchanges: Will serve on average two families per month, two times a week, at eight times per month, per family each year. After orientation is completed, coordinator works with the families to set times that work for all involved. Arrival and departure times are set at staggered intervals so that parents do not have to meet. Security is the same as stated under #3 below.

3. Supervised Visitation: Will serve on average 15 to 20 families per month at least once a week on the average of one to four hours per visit. Referrals can be self or court or any other. Supervised visitation can go on as long as needed. If court ordered, the court may give a guideline to number of visits and length of visits. If voluntary, it is left up to families to work with the RAFT program coordinator as what they feel is necessary and in best interest of all parties. For security, the cameras in the rooms run during all visits as do the cameras in the parking lot. If a party has been identified as potentially dangerous to others (this can be identified by the court or domestic violence assessment or other), that person will have to pay for a Celina Police Department off-duty officer to be on site. Times of visits are set at staggered times so that parents do not have to meet. In addition, the entrance door to RAFT is **always** locked and one can only be admitted by personnel. No one unauthorized for visits, is allowed in or to pick up a child after a visit. Personnel always have ready access to the panic button. Once orientation is completed, coordinator works with all involved to set times that work for everyone.

4. Parent Education: Classes will be offered four times minimum per year. They will be two hours for four consecutive weeks with a \$20 fee. If a parent can't pay this, they can still attend the class. The goal is for 10 parents each four weeks session, making it 40+ parents per year. The four areas covered in the parenting classes are: 1. Roles of Parents & Communication; 2. Child Development in the stages from birth to adult; 3. Age-Appropriate Discipline; 4. Parenting on a Positive Note. These classes are held on site. For security, there are cameras and a panic button. If domestic violence has been deemed an issue between two parents, they will not attend the same sessions.

Time line for Services: Will begin immediately upon grant award.

Key Goals and Objectives:

The main goal of RAFT is for non-custodial parents to have parenting time with their children. We will use supervised visitation, mediation, exchanges, and parenting classes to accomplish this goal. We hope that as parents bond and interact with their children emotionally, they will also want to provide financially by paying their child support due.

Deliverables:

Target Population:

Mercer County is a rural community. For the State of Ohio, we are #1 in agricultural products. The county has a population of around 40,000 and by 2020; the projected rate of growth is 6.8%. The average household size is 2.67 people. Race is 98% Caucasian, .4% Asian, .3% Black, 1.5% Hispanic, and .2% Native American. Our father absence is 16.7%. Teen births are 28 per 1000. According to Mercer County CSEA, they have an ongoing/revolving number of 2,000 cases of child support at any given time. Just by looking back at the last two years of the RAFT program stats, our numbers for supervised visitations has steadily risen. Our target population will be any parent regardless of: race, gender, income, married, single, divorcing, never married, lives outside of Mercer County, & court ordered or voluntary. Almost all of the families we serve/will serve have or will have child support orders.

Mediation: Will serve on average one family per month each year.

Supervised Exchanges: Will serve on average two families per month, two times a week, at eight times per month, per family each year.

Supervised Visitation: Will serve on average 15 to 20 families per month at least once a week on the average of one to four hours per visit each year.

Parenting Classes: The goal is for 10 parents each four weeks session, making it 40+ parents per year.

Status Reporting Procedure: RAFT Program Coordinator meets with the Director of OUR Home on as needed basis, at least monthly. The Director in turn, meets with the Board of Directors monthly. Program monitors keep documentation of all visits. Families involved in RAFT services receive a Handbook which covers all rules and procedures, including how complaints are handled. RAFT also reports monthly to CSEA regarding financial status of the program grant. Any issues or questions that CSEA is unable to answer, direct contact is made by CSEA Director or Program Coordinator.

Reporting of Data:

RAFT Program Coordinator is responsible for data collection and reporting to CSEA and State office. A client database is maintained in an Excel spreadsheet from the State. The data tracked is: custodial and non-custodial parents, referral source, personal contact information, marital status, ethnicity, income, services provided, and outcomes of those services. The above information is gathered through an orientation process where each parent or guardian meets with the program coordinator and fills out the necessary forms, is given a Handbook, and has a question and answer session. If the parent requests, a child orientation is also available to orient the child to the center and monitor. Clients are tracked from when they enter the program to when they leave the program. The data is entered into the State spreadsheet APPENDIX B, in order to track that there is increased visiting time for non-custodial parents and an increase in

child support payments. Data is digitally backed-up each week and will be maintained for seven years. Once clients leave the program, adults are sent a survey which corresponds with the service they received and are encouraged to respond in the hopes that comments will make a positive change for the future program. All accumulated data is kept locked in the RAFT Program Coordinators office in a locked file cabinet.

State Fiscal Year

SFY 13: October 2012 to September 2013

SFY 14: October 2013 to September 2014

SFY 15: October 2014 to September 2015

Each fiscal year, the four components of the Access and Visitation Grant will be delivered to clients.

Funding for RAFT will be from the Access & Visitation Grant, if awarded, along with the partnership of OUR Home Family Resource Center. OUR Home provides additional funding to the RAFT program. This additional funding comes from private donations, churches, civic groups, school groups, and the local military service organizations.

ATTACHMENT D

JFS-R-1213-09-8032

Access/Visitation Project Budget Summary

Name of Grantee Mercer County CSEA

	FFY13	FFY14	FFY15	
	Oct '12 - Sept '13	Oct '13 - Sept '14	Oct '14 - Sept '15	Total
Personnel	38,800	40,000	41,200	120,000
Fringe Benefits	-	-	-	-
Travel	-	-	-	-
Equipment	750	750	750	2,250
Supplies	1,850	1,850	1,850	5,550
Contractual	3,425	3,525	3,625	10,575
Other (Admin Support)	8,713	8,963	9,213	26,888
Other (Facility Expense)	6,375	6,675	6,975	20,025
10% Cash or In- Kind Contribution	5,991	6,176	6,361	18,528
TOTAL	59,913	61,763	63,613	185,288
Grant Amount Requested	53,922	55,587	57,252	166,760

APPENDIX C
JFS-R-1213-09-8032
Certification of In-Kind Requirement

Date: June 7, 2012
Submitted By: OUR HOME FRC - AAST
CSEA: Mercer County

The Mercer 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 ODJFS' RFGA for access/ visitation, we are certifying that the in-kind contribution meets the necessary criteria as demonstrated in 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

FFY 2013: \$ 5991.00
FFY 2014: \$ 6176.00
FFY 2015: \$ 6361.00

The total value of the in-kind contribution during EACH YEAR of the project is \$. A description of the in-kind contribution is non-restricted donations, volunteer services, office equipment, & furniture.

E. Summary of State Funded Local AV Programs

- Complete Attached Data Sheet (in Excel Format):

State Agency – Page 3

**Child Access and Visitation Grant
Local Service Provider Survey**

Name of State: Ohio

Grant Amount from State: \$

**Services Provided
in
Federal Fiscal Year**

- | | |
|---|-------------------------------------|
| FFY 2006 (10/01/2005 – 09/30/2006) | <input type="checkbox"/> |
| FFY 2007 (10/01/2006 – 09/30/2007) | <input type="checkbox"/> |
| FFY 2008 (10/01/2007 – 09/30/2008) | <input checked="" type="checkbox"/> |

A. Service Provider

- Name of state program contact
- Name of designated state agency
- Street address
- City, state, & zip code
- Telephone number
- E-mail address
- Fax number

Mercer County CSFA
220 W. Livingston St.
Celina, OH 45822
419-586-7961
fax 419-586-2151

RAFT
117 W. Fayette St.
Celina, OH 45822
419-586-4663 ext. 1006
fax 419-586-5210
raft@bright.net

B. Project Activities

Identify the activities below undertaken by your service agency with funds from the child Access and Visitation Grant Program. Indicate which activities are mandatory, voluntary, or both.

Access and Visitation Program Activities

Participation

Mandatory

Voluntary

Both

Mediation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Counseling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Education <i>Parent</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Visitation Enforcement</u>			
Monitored Visitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Supervised Visitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Therapeutic Visitation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Neutral Drop-off/Pickup	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other (please explain below)			
Development of Parenting Guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Development of Parenting Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other			

Local Service Provider – Page 2

C. Access and Visitation Grant Funds and Awards from Other Sources

- In the boxes below indicate if your access and visitation activities are funded only with funds from the Child Access and Visitation Grant Program, or if your grant funds are combined with funds amounts from other sources.

Child Access and Visitation grant funds only \$ _____

Combined with funds from other sources [Please, Respond to Next Item]

- If you received funds from other sources, name the source and provide the dollar amount and percentage of the total program funds.

<u>Source</u>	<u>\$Amount of Funds</u>	<u>Percent of Total Funding</u>
OUR Home FRC	FFY 2013 \$ 5991. ⁰⁰	10 %
"	FFY 2014 \$ 6176. ⁰⁰	10 %
"	FFY 2015 \$ 6361. ⁰⁰	10 %

Complete Attached Data Sheet (in Excel Format):

D. Local Service Provider Work Sheet





These documents are signed by parents as they attend orientation.

The Handbook is reviewed in orientation and then given to each family for their future reference.



Visitation/Exchange Assessment

R.A.F.T. Program

Name: _____ County: _____

Are you the: custodial parent non-custodial parent

other (explain) _____

Address: _____

Home Phone: _____ Cell: _____

When is the best time to call? _____

Employer: _____

Work number: _____ Social Security # _____

May we leave a message at: home cell work

Race or Ethnic Group: Caucasian Hispanic Asian

African American other (please specify) _____

Marital Status: Single Married Divorced Separated

Widow(er)

Spouse's (or Significant Other) Name: _____

#1 Child's Name

DOB

_____ M / F

Race or Ethnic Group: Caucasian Hispanic Asian
 African American other (please specify)

#2 Child's Name

DOB

_____ M / F

Race or Ethnic Group: Caucasian Hispanic Asian
 African American other (please specify)

#3 Child's Name

DOB

_____ M / F

Race or Ethnic Group: Caucasian Hispanic Asian
 African American other (please specify)

In whose custody are the children? _____

Child Abuse Allegations

Have allegations of child abuse or neglect been made? yes no

Are these allegations being investigated by a child protection agency?

yes no if yes, is the case open? _____

In what county? _____

What was the result of the investigation? _____

Have allegations of sexual abuse been made? yes no

Describe _____

Have the allegations been investigated? yes no

By whom? _____ When? _____

Is there a custody dispute between you and the other party? yes no

Domestic Violence

Is there a history of domestic or family violence between the parties? yes

no Explain _____

Was anyone charged with this offense? yes no who _____

What was the charge _____

Is there a Protection Order? yes no on whom _____

Has the child (ren) witnessed or experienced this violence? yes no

Explain _____

Have any threats been made to kidnap or abduct the child? yes no

Has either party used or threatened to use a weapon to harm the other party or child? yes no

Drug and Alcohol Use

Do you have a history of drug and/or alcohol abuse? yes no

Explain _____

Are you in an alcohol or drug abuse rehab or counseling? yes no

Mental Health

Have **you or** any of the **children** been diagnosed with a mental health problem?

yes no Diagnosis _____

Treatment _____

Have you ever been hospitalized for mental health? yes no

When & Where _____

Are you currently seeing a mental health counselor? yes no

Who/Where/How Often _____

Jail and Prison

Are you on: probation parole for how long? _____

Have you served jail or prison time? yes no

Explain _____

Attorney _____

Address _____

Phone # _____

How do you think the child (ren) will react to visiting with the other party?

Any Comments or Concerns?

I hereby certify the information above is true and accurate.

Signature _____ Date _____

Karla Kessler, LSW

R.A.F.T. Program Coordinator

419-586-4663 ext. 1006

AUTHORIZATION FOR RELEASE OF INFORMATION

TO:

- _____ Mercer County Child Support Enforcement Agency
- _____ Mercer County Department of Human Services
- _____ Mercer County Common Pleas Court (specify division):
 Probate [] Juvenile [] Domestic Relations []
- _____ Attorney(s) (specify): _____
- _____ Mediator (specify): _____
- _____ Home Study Investigator: _____
- _____ Counseling/Testing Agency (specify): Oswald, Inc. [] Spectrum [] Foundations []
- _____ Other: _____

**YOU ARE HEREBY GRANTED MY PERMISSION TO
RELEASE INFORMATION TO AND OBTAIN INFORMATION FROM:**

O.U.R. HOME FAMILY RESOURCE CENTER
117 W. Fayette St. Celina, OH 45822
(419) 586-4663

MY FOLLOWING FAMILY MEMBERS, AS MAY BE NECESSARY, ARE ALSO INCLUDED IN THIS AUTHORIZATION FOR RELEASE OF INFORMATION: *(Please give first name, middle initial, and last name)*

THIS CONSENT TO DISCLOSE INFORMATION MAY BE REVOKED BY ME AT ANY TIME EXCEPT TO THE EXTENT THAT ACTION HAS BEEN TAKEN IN RELIANCE THEREOF. ANY REVOCATION OF THE AUTHORIZATION SHALL BE MADE ONLY IN WRITING AND WILL ONLY BE EFFECTIVE WHEN RECEIVED BY O.U.R. HOME AT 117 W. FAYETTE STREET, CELINA, OH 45822.

UNLESS OTHERWISE STIPULATED, THIS CONSENT EXPIRES ONE YEAR FROM DATE WRITTEN BELOW .

Date

Party/Parent

R.A.F.T. Program Orientation Outline

Check as Completed:

CP

NCP

- | | | |
|-------|-------|---|
| _____ | _____ | Review purpose of R.A.F.T. Program |
| _____ | _____ | Complete and sign Information Release Form |
| _____ | _____ | Photocopy Driver's License or State I.D. |
| _____ | _____ | Discuss Supervised Visitation Center Guidelines |
| _____ | _____ | Review and sign Drug and Alcohol Policy |
| _____ | _____ | Verify income |
| _____ | _____ | Establish fees |
| _____ | _____ | Schedule visits |
| _____ | _____ | Copy of R.A.F.T. Policy Manual |
| _____ | _____ | Sign Emergency Medical Treatment form |
| _____ | _____ | Sign approval to drop-off and pick-up |

All families are asked to respect the privacy and safety of others in the building. Confidentiality is expected and required.

In consideration of the services and facilities provides, I hereby release and hold harmless O.U.R. Home Family Resource Center and The R.A.F.T. Program, its agents, employees, officers, directors and subsidiaries, from all claim, damages, or causes of actions whatsoever arising from, or during use, of the O.U.R. Home Family resource Center facilities. This release is granted for myself, my executors, administrators and assign.

The above outline has been covered, questions have been answered and both parties agree to follow the procedures as outlined in the R.A.F.T. guidelines.

Signature Party A1.

Date

Signature Party A2.

Date

AUTHORIZATION FOR EMERGENCY MEDICAL TREATMENT

I, _____, grant permission to the staff of the R.A.F.T. Program to arrange and secure Emergency Medical Treatment and /or use acceptable procedures and techniques of First Aid on my child if I am absent and unable to make the arrangements myself. I fully understand that the cost of treatment will be my responsibility.

Child's Name: _____

Child's Physician: _____

Preferred Hospital: _____

Signature of Parent

Date

Signature of Staff

R.A.F.T.

As a mandated reporter, there are certain circumstances in which the R.A.F.T. personnel can **not** keep **confidential** and must report to the appropriate agency:

1. The receipt of a legitimate subpoena signed by a judge.
2. In the event of a medical emergency.
3. The suspicion of child abuse or neglect. The R.A.F.T. personnel will report this to the Children's Services Board in the county in which the enrollee and/ family reside.
4. Federal Laws and Regulations do not protect, as confidential, information regarding a crime committed by a participant while in the program or against any person who works for the program or regarding any threat to commit a crime.
5. If anyone makes a threat to significantly harm him/her or others, the personnel will notify the appropriate authorities.

I certify that the above policies have been explained to me.

Signature

Date

Witness

Date

R.A.F.T. Policy for Suspected Use of Drugs or Alcohol

O.U.R. Home's R.A.F.T. Program has a significant interest in insuring the health and safety of its clients and children. Our policy prohibits the use, sale, or possession of alcohol, illegal drugs, or controlled substances by our clients on O.U.R. Home's premises.

If we suspect the influence of drugs or alcohol, the below procedures will be taken:

1. Celina Police will be notified.
2. Discuss the situation with the suspected client.
3. Child/Children will remain here at R.A.F.T. Center until other arrangements for transportation are made.

Once suspected client provides O.U.R. Home with a negative test result, staff will try to accommodate the client by re-arranging the exchange/visit as soon as possible.

Signature below indicates acknowledgement and adherence to above policy.

Client

Date

Witness

Date

R.A.F.T. Policy for Dispute Resolution

- If you have a complaint or concern, please put it in writing with as much detail as you can and direct it to the R.A.F.T. Program Coordinator who will attempt to address the problem. Be sure to include your suggestions on how the problem can be resolved and possibly even avoided in the future.
- If a satisfactory resolution is not reached, you must present the complaint in writing to the Director of O.U.R. Home Family Resource Center, 117 W. Fayette St., Celina, OH.
- The complaint must be dated and signed and should include the date/time, description and names of individuals involved in the situation.
- The Director of O.U.R. Home Family Resource Center shall meet with the customer within five (5) working days of receipt of the written complaint. The Director shall attempt to achieve satisfactory resolution of the complaint within five (5) working days of the initial meeting with the customer. All resolutions will be presented to the customer in writing.

DROP OFF & PICK UP RELEASE

I hereby authorize _____

to drop off and pick up my child (ren) at the R.A.F.T. Center.

I hereby release RAFT/OUR Home FRC from any liability arising from such authorizations.

Date

Parent/Guardian

R.A.F.T.
Referrals involving Sexual Abuse
Alleged or Substantiated

All visits will be monitored at a Level 1.

A staff member or monitor will always escort the perpetrator anywhere in the center. There is to be no prolonged contact with any other families or individuals, such as in the hallway or waiting area.

No physical contact with the child is to be initiated by the visiting party (i.e. hugging, kissing, touching, sitting on lap, tickling, rough-housing, stroking, hand holding, hair combing, changing of diapers or clothes, any behavior that appears inappropriate or sexualized, etc.)

If child initiates physical contact, the visiting party is responsible to make the contact appropriate, brief and visible to the monitor at all times. **STAFF: Children who have been “groomed” as part of their sexual abuse experience may initiate physical contact. Staff should be aware of this dynamic and redirect if necessary.**

Child and visiting party must stay in full view of monitor at all times.

No discussion by the visiting party of the alleged or substantiated abuse with the child is permitted. The visiting party shall not scold, mock, or tease the child, question the child, or discuss the alleged abuse with anyone in the child's presence.

No whispering, passing notes, or use of hand or body signals by the visiting party is permitted.

No cameras or cell phones are permitted in the visit. No audio recording equipment is permitted in the visit.

No sharing or exchange of photographs is permitted.

The visiting party cannot bring toys, money, gifts or food to the visit. Absolutely no used items are to be brought to the visit.

The child shall go to the restroom alone or be assisted by staff. The visiting party is not allowed to be in view of the restroom. Diapers shall be changed by staff in a room other than the visit room and out of visiting party's sight. Children may not accompany their siblings or other children to the restroom.

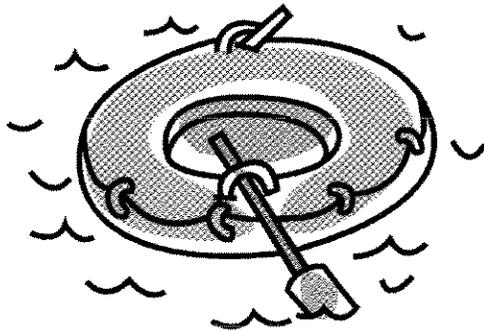
No discussion about previous events or future activities is permitted.

No conversations containing sexual content are permitted.

R.A.F.T

Reaching and Assisting Families in Transition

Visitation Center Manual



O.U.R Home Family Resource Center

117 W. Fayette St.

Celina, Ohio 45822

Phone: (419) 586-4663 ext. 1006

Fax: (419) 586-5210

raft@bright.net

OUR MISSION STATEMENT

We are dedicated to the preservation and strengthening of families. Through our programs we seek to foster self-sufficiency and empowerment by focusing on family strengths and emphasizing the importance of nurturing children. The R.A.F.T. Visitation Center's mission is to support those children and families who have been affected by divorce, separation, abuse, neglect or domestic violence. Through education and provision of a safe, comfortable environment, our focus is to promote family engagement and healthy, meaningful adult/child relationships.

WELCOME TO THE R.A.F.T. VISITATION CENTER

As a member of the R.A.F.T. Visitation Center you have certain rights afforded to you as well as certain responsibilities expected of you. This booklet will provide you with important information concerning your rights and responsibilities, as well as general information about the R.A.F.T. Visitation Center.

Please read this information carefully. Should you have any questions, feel free to address them with the R.A.F.T. Program Coordinator.

HOUSE RULES *

The following information is the Condition for Participation in the R.A.F.T. Visitation Center.

1. Families shall complete an orientation before the time of initial visit/exchange to familiarize themselves with the R.A.F.T. Visitation Center. All necessary forms and releases must be signed before any visit/exchange can take place.
2. Families must park and enter the building in the designated area as instructed. Families using the Visitation Center **may not** wait around in the parking lot before, during or after your visit/exchange.
3. Transporting adult must have the child/ren at the Visitation Center 10 minutes before scheduled visit/exchange and then arrive to pick up the child up 10 minutes after the end of the scheduled visit/exchange.
4. Visiting Adult must arrive at the Visitation Center no earlier than their scheduled visit/exchange and depart the Visitation Center and the parking area immediately upon scheduled visit/exchange end.
5. Visits/exchanges may be cancelled by Visitation Center staff if a family member is more than 15 minutes late without notification. The party responsible for not showing up may be assessed a \$25.00 cancellation fee.
6. Families shall sign-in upon arrival and sign-out upon departure.
7. If either party is canceling scheduled monitored visit/exchange, contact with the Visitation Center must be made at least eight (8) hours in advance. If an eight (8) hour notice is not given, you may be required to pay a \$25.00 cancellation fee. This fee is subject to the discretion of the R.A.F.T. Program Coordinator and will be evaluated on a case by case basis.

8. Cancellation of three (3) visits/exchanges without just cause may result in termination from the R.A.F.T. Visitation Center.
9. If you "No Show" for two (2) visits/exchanges this may result in termination from the R.A.F.T. Visitation Center.
10. Parenting time is for the parents and the child/ren designated at the time of the original intake. Additional persons wishing to visit or participate in exchanges for visitation must obtain prior approval from R.A.F.T. Program Coordinator.

It is our policy to follow all court documentation in regards to who attends visits. Additionally, we will seek approval from the residential party if visitors, other than those designated, are requested.

11. Upon your arrival, if the staff suspects that alcohol or other drugs influence your behavior, the visit/exchange will be cancelled. You will be given the opportunity to call someone to pick you up. If you refuse that opportunity and attempt to leave in your vehicle the local police will be contacted. Notification will also be sent to the Courts, and/or other appropriated agencies. A child/ren will not be permitted to leave with you if you are driving.
12. Residential and non-residential parents agree that they (and any approved visitors) will remain separate, physically and visually, so that contact between them does not occur, and unless there has been specific agreement between the parties and the Visitation Center that contact may occur.
13. Fighting, harassment of any kind, loitering or confrontation with any staff member, child or adult in the vicinity of the R.A.F.T. Visitation Center will result in immediate visitation/exchange termination. Notification of the Courts and/or other appropriate agencies will follow.
14. Family members may not make any threat of violence or threaten to break any Court Order during supervised visits or neutral exchanges, including transitions before and after the visits or during the exchanges.
15. Possession of a weapon of any type will result in immediate termination of your visit/exchange and will jeopardize your ability to use the R.A.F.T. Visitation Center in the future.
16. NO NEGATIVE COMMENTS OR REMARKS ABOUT EITHER PARENT/GUARDIAN WILL BE TOLERATED.
17. Questioning the child in regards to other parent/counseling/residence/court cases/ or lack of visitation/will result in immediate intervention by the Visitation Monitor, and if visiting parent does not cooperate, visit will be terminated.
18. There will be no whispering or low tone talking.

19. All parties must speak English to participate in the program, unless other arrangements have been made to accommodate party's lack of understanding of the English language.
20. There will be no promises made by the visiting parents about future living arrangements, plans or changes of custody.
21. Any material brought into the R.A.F.T. Visitation Center must be checked with the Visitation Monitor. No notes, cards, or money will be exchange between parents.
22. Movies, games and toys are provided by the center.
23. Cell phones must be turned off and are not to be used during supervised visits.
24. Visiting adult will not physically discipline (spank) or threaten to physically discipline child while in the R.A.F.T. Visitation Center.
25. The R.A.F.T. Visitation Center is a NO SMOKING ZONE. There is no smoking allowed during visitation.
26. If child has a contagious disease (including but not limited to fever, vomiting, diarrhea, pink eye, ringworm or lice) and it will be at the discretion of your Visitation Monitor to cancel the visit or exchange. Monitor must be alerted of child's illness before scheduled visit or exchange. In some cases a doctor's release may be needed to resume visitation.
27. During bad weather, if the R.A.F.T. Visitation Center closes, your Visitation Monitor will contact you as soon as possible to alert you of the Center's closure. .
28. The Staff of the R.A.F.T. Visitation Center will end the visit at any time if:
 - The rules of the center are not followed
 - A family member or child is violent, disruptive, or disrespectful of others in the center.

Written records of observation during supervised visits/exchanges will be maintained by the R.A.F.T. Visitation Center and reports will be submitted to the Courts and/or other designated parties, upon receipt of a written request by parties, attorneys, or G.A.L.

Individuals are expected to inform the Center of any changes in their address and phone number. It is also the individual's responsibility to inform the Center of any changes in their court order that effect visits and/or exchanges.

It is the individual's responsibility to contact their Visitation Monitor to arrange exchanges and/or visits for holidays or special occasions. The Visitation Monitor may suggest enhanced visitation services or discontinuance of such services, at their discretion.

- **NOTE:** *The House Rules are set up for use by our program to assure that services are delivered in an efficient and safe manner.*

CLIENTS' RIGHTS

- You have the right to be fully informed of your rights and responsibilities as a R.A.F.T. Visitation Center client.
- You have the right to be informed, in advance, of any changes in the R.A.F.T. Visitation Center Rules.
- You have the right to participate in the development of your plan of visitation, unless other restrictions apply.
- You have the right to privacy and to confidentiality of your records. The R.A.F.T. Visitation Center will only release information required by law or when authorized by you.
- You have the right to review your records; however, copies of records will not be released unless mandated by the Court system.
- You have the right to be treated with respect, courtesy and consideration. Please reciprocate that treatment.
- You have the right to voice complaints, suggest changes, and know about the outcome of said complaints and suggestions.
- You have the right to be listened to and taken seriously.
- You have the right to set boundaries for your child (ren) in accordance with the R.A.F.T. Visitation Center Rules.
- You have the right to be informed in advance of the reason(s) for discontinuance of service provision and to be involved in planning for the consequences of that event.
- You have the right not to be discriminated against in the provision of service on the basis of race, color, creed, sex, national origin, age, sexual orientation, physical or mental handicap, developmental disability, or inability to pay.

CLIENTS' RESPONSIBILITIES

- You have the responsibility to know and to follow the R.A.F.T. Visitation Center rules at all times during your visit. Additional copies of "House Rules" are available upon request.
- You have the responsibility to know and to abide by all Court Orders pertaining to your case.
- You have the responsibility to treat the Visitation Center staff with the same respect, courtesy and consideration that you expect to receive.

- You have the responsibility to help create a safe and comfortable environment for your child(ren)'s visit.
- It is your responsibility to notify the R.A.F.T. Program Coordinator of changes in your contact information (address, home/work phone numbers, pagers) in a reasonable amount of time.
- You have the responsibility to protect the privacy of others who are also clients of the R.A.F.T. Visitation Center in the same way that you would want your privacy protected.
- You have the responsibility to report all grievances in writing so they may be addressed by the R.A.F.T. Program Coordinator and the Director of O.U.R. Home Family Resource Center.

FREQUENTLY ASKED QUESTIONS

What is the R.A.F.T. Visitation Center?

The R.A.F.T. Visitation Center is a program within the non-profit agency of O.U.R. Home Family Resource Center. The R.A.F.T. Visitation Center offers families a comfortable, home-like atmosphere in which a safe, structured, neutral alternative to unsupervised visits can be provided.

How are families referred to the R.A.F.T. Visitation Center?

Families are referred to the R.A.F.T. Visitation Center in a variety of ways. Referrals may be made by anyone including but not limited to social workers, courts, CASAs/GALs, child welfare workers, attorneys, clergy, mental health professionals, or individuals.

What is supervised visitation?

Supervised visitation is the provision and maintenance of a safe, neutral setting in which the contact between a child(ren) and an adult (usually a parent) can be monitored by personnel able to protect the rights of the child(ren).

What are supervised exchanges?

Supervised exchanges are for parents who are not required to have supervision while visiting their children but need to be able to make the exchange without interacting with the other parent. The exchanges are monitored by the R.A.F.T. Program Coordinator or a R.A.F.T. monitor.

What are the grounds for termination from the R.A.F.T. Visitation Center?

Supervised visitations or exchanges may be terminated at the discretion of the R.A.F.T. Program Coordinator or staff if the client does not adhere to the policies set by the Visitation Center, or if the child's, another client's, or the staff members' safety is jeopardized.

WHY IS VISITATION TIME SO IMPORTANT?

- The child is able to maintain a relationship with the non-custodial parent.

- The child sees that the non-custodial parent still loves him/her and wants to visit with the child.
- The visits allow a connection to remain between the non-custodial parent and the child so that the child does not feel abandoned.
- The visits allow the child to see that the visiting parent is okay, so that the child does not worry about the non-custodial parent's well being.
- The visits allow the child to be with his/her visiting parent in a safe and comfortable atmosphere, which can be helpful to the child's well being.
- The visits allow the child to slowly come to terms with the separation or divorce of his/her parents, which can help in the healing process.

HELPFUL HINTS IN PREPARING YOUR CHILD FOR VISITATION

- It is important that your child understands that he/she has done nothing wrong and that it is not his/her fault that the supervised visitation must occur.
- Assist your child in becoming acquainted with the surroundings at the R.A.F.T. Visitation Center so that he/she is comfortable with the atmosphere before visitation begins. It is important that your child knows that the staff at the Visitation Center is always available for him/her during the visit.
- Try to maintain a positive outlook about the visitation yourself. Children are very impressionable and they can sense how their parents are feeling. If they feel that you are comfortable with visitation, they may be more apt to be positive about the visitation themselves.
- Depending on the age of your child, it may be useful to explain to him/her the purpose of the supervised visitation and the safety arrangements. This way, your child can feel informed and feel as though they have some control in the situation.

SECURITY POLICY AT THE R.A.F.T. VISITATION CENTER

- The safety of children, adults and supervisors, is a precondition of our providing services. The welfare of your child is of utmost importance.
- The R.A.F.T. Visitation Center cannot guarantee the safety of its inhabitants, but precautions have been taken in order to provide the highest security possible to all who are involved with the R.A.F.T. Visitation Center.
- Proper identification must be shown by all parties to gain admittance to the facility.
- "Drops-Ins" will not be admitted.
- Extra security will be provided during visitation and exchange hours as needed.
- The R.A.F.T. Visitation Center may decline a referral request if it is determined that the staff is not trained to provide a requested service or if there are security risks which the Visitation Center cannot appropriately manage. The Visitation Center will notify the referring agency as to the reason for declining the referral.
- The residential and non-residential parents' arrival and departure times are staggered so as to avoid any possible incidences.

COMPLAINT PROCEDURE

- If you have a complaint or concern, please put it in writing with as much detail as you can and direct it to the R.A.F.T. Program Coordinator who will attempt to address the problem. Be sure to include your suggestions on how the problem can be resolved and possibly even avoided in the future.
- If a satisfactory resolution is not reached, the client must present the complaint in writing to the Director of O.U.R. Home Family Resource Center, 117 W. Fayette St. Celina OH 45822.
- The complaint must be dated and signed and should include the date/time, description and names of individuals involved in the situation.
- The Director of O.U.R. Home Family Resource Center shall meet with the customer within five (5) working days of receipt of the written complaint. The Director shall attempt to achieve satisfactory resolution of the complaint with five (5) working days of the initial meeting with the customer. All resolutions will be presented to the customer in writing.

ADMINISTRATION

Karla Kessler-Program Coordinator, R.A.F.T. Visitation Center

Kathy Mescher-Director, O.U.R. Home Family Resource Center

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

Applicant: Merces 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.			8	
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.				30
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.		6		
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			24	
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			16	

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	Ø			
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	Ø			
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]:			

Merger County

Date 7-12-12

1. meets
2. meets
3. meets
4. meets
5. exceeds - very detailed on staffing
6. partially meets - NO CSEA resumes
7. partially meets - ~~no resumes~~ adult education not clear
8. meets
9. meets
10. meets
11. meets
12. meets
13. meets
14. ~~partially~~ meets - ~~not addressed~~
15. meets
16. does not meet - not addressed (payment to partners)
17. meets
18. meets
19. meets
20. meets
21. meets
22. meets
23. meets
24. does not meet - not addressed
25. meets