

**DIVISION OF PUBLIC HEALTH
DPH CONTRACT 30577
AMENDMENT #1**

The Department of Health Services, on behalf of the Division of Public Health and the Waushara County Health Department agree to amend their original agreement for the Personal Responsibility Education program (Profile 159354) as follows:

REVISION: SECTION 5. SERVICES

Additional projects to be completed as detailed in attached Exhibit(s).

REVISION: SECTION 34.A.2

Insert: "The due date of the final fiscal report for Profile 159354 shall be sixty (60) days after the Grant Agreement Period ending date. Expenses incurred during the Grant Agreement period on Profile 159354, but reported later than sixty (60) days after the period ending date, will not be recognized, allowed or reimbursed under the terms of this Grant Agreement."

Adjustment will be made to the Community Aids Reporting System (CARS) based on the information in the table below.

Agency #	Agency Type	Profile #	Current Contract Level	Contract Change Amount	New Contract Level	Funding Period
69	630	159354	\$0	\$40,000	\$40,000	1/1/2016-12/31/2016

All other terms and conditions of the original agreement remain unchanged.

GRANTEE's Authorized Representative
Name:
Title:

Date

GRANTOR's Authorized Representative
Chuck J. Warzecha
Administrator / Deputy Administrator, Division of Public Health
Department of Health Services

Date

Exhibit I
Project Positive Youth Development
Waushara County Health Department
January 1, 2016 through December 31, 2016
Work plan Agreement

Statement of Need

The leading causes of death and disability in the Wisconsin's over half million adolescents are largely preventable. Adolescence is one of the most dynamic stages of human development. It is a time of rapid change and development and it is a critical time to intervene to promote behaviors that will improve health in the long term.

The Maternal Child Health (MCH) program is aligning to the national strategy to prioritize adolescent health, and is committed to targeting adolescent populations in the communities with greatest need. Following a detailed adolescent health needs assessment, several local health departments were identified as having the greatest need for adolescent health.

The MCH program would like to offer eligible local health departments the opportunity to establish and grow a local adolescent health program. Programs should be based on the Positive Youth Development approach. Positive Youth Development (PYD) is an intentional, pro-social approach that engages youth within their communities, schools, organizations, peer groups, and families in a manner that is productive and constructive; recognizes, utilizes, and enhances youths' strengths; and promotes positive outcomes for young people by providing opportunities, fostering positive relationships and furnishing the support needed to build on their leadership strengths.

Who shall DHS contact regarding Project PYD. Please update this information when new staff are hired.

Name	Role	Title	Phone	E-mail
Ashley Rome	Program Lead	Public Health Educator	920-787-6540	Ashley.rome@co.waushara.wi.us
Patti Wohlfeil	Contract Administrator	Health Officer	920-787-6544	Patti.wohlfeil@co.waushara.wi.us
Jennifer Pulvermacher	Fiscal Contact	Financial Office Manager	920-787-6538	Jennifer.pulvermacher@co.waushara.wi.us

Project PYD Program Deliverables

The requirements of this contract are to develop and implement an adolescent health program in Waushara County. The required adolescent health program activities include the following:

1. Support the Department of Health Services, Maternal Child Health Program in reaching the statewide adolescent health goals by 2020.
2. Implement at least one evidence-based program; serving 100 youth
Example Settings: 8th grade class at George Washington Middle School, Boys and Girls club afterschool program, Detention Center youth group.

Setting	Evidence-based Program
CAP Services, Inc.	Strengthening Families/Safe Dates
Crossroads Academy	Safe Dates
Human Services	Safe Dates
Upward Bound	Safe Dates

3. Implement at least one parent education workshop; serving 10 parents
Example Settings: Parent Teacher Organization Fall Meeting, Detention Center Parent Group, Parent Support group for Child Service, Community Church.

Setting	Program
Parent Education Focus Group	TBD

4. Ensure all program facilitators are trained prior to program implementation. Local programs shall monitor local program facilitator performance and ensure programs are being implemented with fidelity in any and all program settings. All program facilitators agree to fidelity monitoring and observations by DHS, the Training and Technical Assistance Provider, and the program evaluator.
5. Send **at least** one adult and one teen (14-18 years old) to the annual quality improvement conference. Successful conference attendance includes engaging in workshops, quality improvement activities, and system-building initiatives as determined by the adolescent health program. Teen representative can be determined in spring/summer.

Name	Responsibility	Agency
Hired LTE Program Coordinator, Cindy Gray and/or Ashley Rome, Public Health Educator)	Adolescent Health Program Oversight	Waushara County Health Department
TBD	Teen Representative	TBD

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6. Ensure at least one staff from the program attends the Adolescent Health System Building Initiative (AHSBI) Quarterly Meetings.

Name	Responsibility	Agency	Contact Information
Hired LTE Program Coordinator, Cindy Gray and/or Ashley Rome, Public Health Educator)	Adolescent Health Program Oversight	Waushara County Health Department	920-787-6540 Ashley.rome@co.waushara.wi.us

Meeting schedule TBD in spring.

7. Ensure at least one staff from the program attends monthly program meetings.

Name	Responsibility	Agency	Contact Information
Hired LTE Program Coordinator, Cindy Gray and/or Ashley Rome, Public Health Educator)	Adolescent Health Program Oversight	Waushara County Health Department	920-787-6540 Ashley.rome@co.waushara.wi.us

Monthly Meeting:

8. Ensure at least one staff from the program attends 75% of the Quarterly Community of Practice calls. Individuals implementing evidence-based programs must be present on at least 1 call each year.

Name	Responsibility	Agency	Contact Information
Hired LTE Program Coordinator, Cindy Gray and/or	Adolescent Health Program Oversight	Waushara County Health Department	

Ashley Rome, Public Health Educator)			920-787-6540 Ashley.rome@co.waushara.wi.us

Community of Practice Call Schedule

- Friday February 19th from 10a-12 noon- Measuring youth development, engagement, and program impact on adolescents
 - Friday May 13th form 10a-12 noon- Using interactive learning to enhance engagement
 - Friday July 15th from 10a-12 noon- TBD
 - Friday October 14th 10a-12 noon- TBD
9. **All** program partners and program facilitators agree to collect program data including but not limited to youth surveys, tracking attendance and program completion, stakeholder engagement, referrals to health care services, youth leadership activities, and activities related to achieving the adolescent health program goals. Additional measures may be defined by AHSBI in 2016.
 10. Engage a local health care provider in your area to promote youth friendly health care and/or the adolescent champion model.
 11. Offer one youth leadership program/opportunity for youth of greatest need in the community. The Youth Leadership program must align to the youth-adult partnership model and demonstrate authentic youth engagement.
 12. Develop, implement and evaluate a required annual quality improvement plan. This plan template will be provided at the quality improvement conference. Activities shall demonstrate program and staff growth each successive year of the program. The plan should include youth and community voice and shall be available to all program stakeholders as identified by the health department.
 13. Ensure all youth programs are implemented in safe spaces, respect participant diversity and values, and align to the positive youth development framework.
 14. Ensure program activities and impacts are shared with the community at least once per year. Enact one strategy as identified by AHSBI in 2016.

15. Ensure program expenditures fall within DHS and Office of Management and Budget guidelines. This includes contacting Project PYD administrator with any changes to scope of work.
16. Submit quarterly and annual reports as requested.

Pilot Year FY 2016 universal work plan												
Project	Phase 1: Planning and Readiness		Phase 2: Training Program Staff in Evidence-based Programs (EBP) & Quality Improvement planning			Phase 3: Quality Improvement Kick off and Adolescent Champion Recruitment			Phase 4: Program Launch			Phase 5: Reflect and Plan for 2017
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec
<i>Project PYD</i>	Contract begins 1/1 Hire/Identify staff Purchase all EBP materials Attend monthly planning meetings	Attend EBP trainings Attend AHSBI meetings Check in meeting with DHS and TA provider Finalize stakeholder engagement Finalize youth leaders Identify a Parent Trainer Attend monthly planning meetings	Attend QI conference Attend Parent Engagement trainings Finalize implementation partners and sites for fall launch Pilot programs as able Complete QI plan Implement Youth Leadership activities Finalize program materials and tracking systems Promote adolescent Brain Development Campaign Attend monthly planning meetings	Pilot Programs Observe peer program if desired Implement Youth Surveys Provide feedback on QI tools, youth survey, and evaluation plans Attend AHSBI meeting Pilot Parent Education Work with Health Care partner to apply for Adolescent Champion model Implement Youth Leadership activities Promote adolescent Brain Development Campaign Attend monthly planning meetings	Gear up for fall 2017 Annual Reports due							

Required Modification Narrative:

Staffing Structure-

Wauhara County Health Department’s full-time Health Educator will immediately begin leading this initiative. She is having ongoing conversations, building community relations for this project, and solidifying key stakeholders. Throughout the project, the Health Educator will continue as the Program Leader. The Health Department plans to hire two LTEs (Limited Term Employees) to support and take ownership of this project. One individual has already been identified, Cindy Gray. She is a retired social worker from Human Services with a plethora of experience working with youth and families. After reviewing this position and the deliverables with her, she is incredibly interested. We are going to pursue her as the Program Coordinator.

Because this person’s time will be limited, the Health Department will hire an additional LTE to assist the Program Coordinator. Conversations have taken place with community partners and outside agencies to discuss this additional staff member. The Health Department

is looking into a few options after agencies have expressed interest. CAP Services, Inc. and other departments in Waushara County have staff qualified to support these efforts. It is the department's goal to have these LTEs committed by April 1, 2016. An AmeriCorps member will also have time dedicated to assist with this initiative. With a diverse and committed team, the Health Department believes the deliverables can be met and the 5-year program will be a success.

Implementation -

- **CAP Services, Inc.**
 - Family Resource Center
 - Offers a variety of programs; group parenting, anger management, safe exchange program for parents, etc.
 - Interest in implementing the program, Strengthening Families
 - Domestic Abuse Outreach
 - Domestic abuse intervention services and provides education to local schools and organizations
 - Interest in implementing Safe Dates program
- **Waushara County Human Services**
 - Work with at-risk youth in a variety of settings through the following;
 - Child Protective Services
 - Mental Health Services
 - Substance Abuse Services
 - Community Support Program
 - A strong partner interested in implementing the evidence-based programs in each of these settings.

Milestones –

1. Meet with 5 different student organizations
 - Reach out to the adult supervisors of these groups
 - Plan a time that works best to meet and gather students' input
2. Get at least one youth to attend a meeting with stakeholders
 - Invite youth to attend stakeholder meeting
 - Get input from students on what days and times are best to meet
 - Consider meeting times that reflect students' school schedules
3. Distribute survey to assess the needs of local youth
 - Ask youth what the adolescent health needs are in the county
 - Gain feedback on what barriers exist
 - Listen to potential ideas they have on addressing these health issues
4. Raise awareness of adolescent health needs in the community
 - Articles for school newsletters
 - Articles in local paper
 - Consider ideas for an outreach campaign in the schools
 - Presentations to community organizations

Program: Positive Project Youth Development
 Fiscal Agent: Waushara County Health Department
 Agent Representative: Patti Wohlfeil
 Phone: 920-787-6590
 Email: Patti.Wohlfeil@co.waushara.wi.us

	TOTAL PROJECT BUDGET	PYD FUNDING REQUEST	IN-KIND SUPPORT and MATCH FUNDING from all sources
PERSONNEL:			
Ashley Rome, Health Educator- 0.2 FTE (Salary and Fringe with Increase in wages)	\$11,000		\$11,000
Adolescent Program Coordinator (TBD)	\$17,000	\$17,000	
Adolescent Program Staff (TBD)	\$16,000	\$16,000	
Stefanie Eldredge, Public Health Nurse - 0.15 FTE (Salary and Fringe with Increase in wages)	\$11,475		\$11,475
AmeriCorps Member- 0.75 FTE	\$10,000	\$5,000	\$5,000
Youth Leaders Compensation	\$400	\$400	
TOTAL SALARIES:	\$65,875	\$38,400	\$27,475
STAFF DEVELOPMENT:			
Adolescent Health Conferences	\$200		\$200
TRAININGS:			
Annual Quality Improvement	\$0	\$0	
AHSBI	\$0	\$0	
Health Department Observation	\$0	\$0	
TRAVEL:			
Staff (1000 miles x .54)	\$540	\$540	
Youth and Community Partners (200 miles x .54)	\$108	\$108	
Hotel Rooms	\$300	\$300	
MATERIALS/SUPPLIES:			
Outreach Materials/Printing	\$1,000		\$1,000
OTHER:			
Youth Council Health Outreach	\$3,000	\$1,500	\$1,500
TOTAL:	\$69,523	\$40,848	\$30,175

*Budget above is completed for one year only.