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04-17-2014 CCHS Attachment 3

AGENDA ITEM: Grantee Renewal SFY2015 - Home Visitation

BACKGROUND: Within the grant cycle a grant can typically be renewed twice in a three year cycle. The home visitation grant is in its second year and the council has the option to renew for this year.

Renewal recommendation is considered through 1st and 2nd quarter narrative, data and financial reports. Also the grantee was presented with a renewal package and answered program implementation and financial questions.

RECOMMENDATION: The Regional Director recommends approval of the Grantee Renewal #GRA-RCOO2-13-0385-03-Y2, Home Visitation.



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March 31, 2014

Cochise Regional Partnership Council Members,

As the Regional Council moves forward with implementation of the strategies approved in the SFY15 Regional Funding Plan, there are many grantee agreements in place and eligible for renewal. Generally, a one year agreement with option to renew may be extended unless there is appropriate justification for the action to not renew. Each agreement should be reviewed individually to determine what steps should be taken regarding possible renewal.

Regional Councils should examine grant performance in considering whether or not to recommend renewal of a grant agreement. If a Regional Council determines that grant performance does not meet the Regional Council's needs based upon factual evidence under the provisions of the grant, the Regional Council may decide to not renew.

If grantee performance is satisfactory under the grant agreement, and if no other changes occur to the scope of work or financial value of the grant that would require rebid or renegotiation, the Regional Council should renew the grant. Regional Councils may also renew programs based on findings that there are reasonable causes for delays in implementation, or other issues that have been or will be overcome by the grantee in the coming year.

All recommendations from the Regional Council will be forwarded for consideration of approval at the First Things First Board meeting in June.

Please find attached a Renewal Report Summary document. This document is intended to provide information to the Regional Council for consideration of renewal as a complement to other sources of information, including the full quarterly data reports, narrative reports, and the grant renewal application.

For each grant agreement up for renewal, our Fiscal Specialist and I are conducting a more thorough review of financial, programmatic and data performance and can provide further information to the Regional Council as needed or as requested. We have provided points for your consideration and a recommendation for each grant agreement.

Once you have made your decisions, the report will serve as a summary of the Regional Partnership Council's recommendations on renewals of SFY14 agreements for SFY15.

You may find the following highlights helpful as you review the documents and information.

- Each grant award is individually listed by name and contract number. You will also notice the contract period and number of contract months. This information will be helpful in assessing individual grantee progress this year, as not all agreements started work at the same point.
- **Financial information** is provided and includes the dollar amount of the award, the amount expended to date*, and percentage expended. You will see that there is a "range of 30- 60%" expended to date, indicated by yes or no, and percentage for amounts outside of this range. The range alone does not



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indicate strong or poor performance, but may be considered in context of the whole of the grantee reporting. The final item in the finance section is the proposed award amount for SFY14 for your consideration.

- **A short program narrative** is provided to describe the work of each grant agreement for the SFY13.
- In each green section on the report you will see a short representation of the **grantee performance**. The SFY13 contracted service units are followed by the data for quarters one (7/1- 9/30) and two (10/1- 12/31)*.

The service units presented are the “basic service units” for the strategy. And as the name indicates, these basic units provide only an indicator of progress and performance. More information is provided in the Quarterly Data Reports and the quarterly narrative reporting.

You will also see a “year-to-date total” of the actual service number presented as a cumulative or duplicative total as appropriate. A targeted range of 30-60% of the contracted number of units is presented with indication on meeting or exceeding that range.

The SFY15 Proposed Contract Units are the closing point of consideration in the data section and this number reflects what the organization has proposed to serve.

- We have also provided a short narrative with renewal consideration information. You will see a yes/no indicating the staff’s recommendation to the Regional Council for renewal and a blank “yes/no” area for the Regional Council recommendation for renewal, once decided. This staff recommendation was made based upon a review of all the information - quarterly reports, financials, and renewal application.

Should you have any questions or need additional information please let me know. As with all business you are asked to consider that Open Meeting Law requires you to conduct any needed discussions during the public meeting and to consider any potential Conflict of Interest on these decisions.

Sincerely,

Melissa Avant, MPA
Cochise Regional Director

**Please make note that the expenses are current as of date printed on the report, whereas the service units reported are for quarters one (7/1- 9/30) and two (10/1- 12/31). These are not corresponding time periods so must be considered in that perspective.*



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Data Reports by Regional Partnership Council

Council: Cochise

Fiscal Year: 2014

Home Visitation

A data field is flagged in grey for a SFY quarter:

Home visitor caseload for the quarter – when the ratio of home visitors to families served is above 1:20.

Staff turnover for the quarter – when the staff turnover is above 20% (from one quarter to the next).

Client turnover for the quarter - when the client turnover is above 20% (from one quarter to the next).

Clients disenrolled due to moving - when the percent of clients disenrolled due to “moving” is above 20%.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC002-13-0385-03-Y2 / Easter Seals Blake Foundation	Quarterly Data Submission Status*		3	3			
	Number of families newly enrolled during the quarter		36	24			
	Number of families served	200	198	189			189
	Number of families at the end of the quarter (subtracting disenrolled)		165	160			
	Number of families continuing to receive services who have moved out of the region during the quarter		0	0			
	Number of families disenrolled during the quarter		33	29			
	Number of full time equivalent (FTE) home visitors at the end of the quarter		8.0	8.0			
	Homevisitor caseload for the quarter			20.6	20.0		
	Staff turnover for the quarter			0	0		
	Family turnover for the quarter			0	3.0%		
	Families disenrolled due to moving			33.3%	20.7%		
	Families disenrolled due to unable to locate			54.5%	37.9%		
	Number of children newly enrolled during the quarter			50	49		
	Number of children served			372	421		
Number of families who received community based referrals			25	31			



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Data Reports by Regional Partnership Council

Council: Cochise

Fiscal Year: 2014

Developmental and Sensory Screening

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC002-13-0385-03-Y2 / Easter Seals Blake Foundation	Quarterly Data Submission Status*		3	3			
	Number of hearing screenings conducted		39	28			
	Number of hearing results forwarded to medical home		0	1			
	Number of families referred and having received an additional evaluation		1	1			
	Number of children received hearing screening		39	28			
	Number of vision screenings conducted		30	30			
	Number of vision results forwarded to medical home (physician of record) for evaluation and services		0	0			
	Number of families that report being referred and having received an additional evaluation		0	0			
	Number of children received vision screening		30	30			
	Number of developmental screenings conducted		50	57			
	Number of developmental screening results forwarded to AZEIP, Part B or a medical home		7	4			
	Number of children referred for developmental delay follow-up		7	4			
	Number of children received developmental screening		43	57			
	Number of children receiving screening (children may have received 1-3 types of screenings)		52	61			



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Cochise Grantee Renewal

Home Visitation Strategy											Staff Recommendation to Council	Council Recommendation	Recommendation to Board
Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Renewal Considerations			
FTF-RC002-13-0385-03-Y2	Easter Seals Blake Foundation	07/01/2013-06/30/2014	12	\$600,000.00	\$322,524.20	53.8%	Yes	0.0%	\$600,000.00	Yes			
<p>Cochise Parents as Teachers program will continue to develop and carry out extensive community outreach plan to identify and serve families who exhibit higher risk factors. Easter Seals Blake Foundation will implement the evidence-based Parents as Teachers (PAT) program, providing a comprehensive array of support services for 200 families with children prenatal through age three. The PAT program will utilize the extensive experience and expertise of two well-known Cochise County Family support organizations to develop a coordinated system of high-quality home visitation services throughout the entire Cochise Region.</p>										<p>Pregnant women, young children, and families in the FTF Cochise Region experience a disproportionate level of risk factors including high levels of poverty, unemployment and at risk births. To address areas of need, Easter Seals Blake Foundation, in partnership with Cochise Health and Social Services will continue to implement the evidence-based Parents As Teachers program, providing a comprehensive array of support services for 200 families with children prenatal through age three.</p> <p>Staff caseloads reduced from 20-25 families as stipulated in the initial contract to 18-20 families to align with best practice standards. The contracted service units remain the same of 200 families.</p> <p>Reallocate one full-time Parent Educator positions from Cochise Health and Social Service to Easter Seals Blake Foundation - thus allowing the program to serve the high number of referrals received in Sierra Vista and the surrounding areas.</p> <p>There were 8 clarifications that went to the grantee for further clarification regarding the budget.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of families served				200	196	189			189	94.5%	No	34.5%	200