NEIGHBORHOOD RECOVERY INITIATIVE
SCHOOL-BASED COUNSELING COMPONENT (Other Communities)
AGREEMENT Between
_____ (Lead Agency)
And
_____(Coordinating Partner Agency)

The _____ (Lead Agency) and _____ (Coordinating Partner Agency) hereby enter into this agreement (Agreement) on _____date_____ to implement the FY 11 Neighborhood Recovery Initiative School-Based Counseling Component as follows:

I Services to be Provided by Lead Agency.

A. Pursuant to the Neighborhood Recovery Initiative, the Lead Agency will coordinate and manage the Neighborhood Recovery Initiative, and fulfill all programmatic and fiscal reporting requirements, as specified in the Grant Agreement between the Illinois Violence Prevention Authority (IVPA) and the Lead Agency.

B. The Lead Agency will enter into, manage, and monitor all subcontracts with specified provider partner agencies, including maintaining a system for Partner Agencies to report fiscal and program activities pursuant to the terms of the subcontract. Before entering into this Agreement, the Lead Agency will obtain IVPA approval of this Agreement or any modifications or amendments. The Lead Agency will then submit a copy of this Agreement to IVPA immediately upon execution of the Agreement or any modifications or amendments.

II. Services to be Provided by Coordinating Partner Agency

A. The Coordinating Partner Agency agrees to coordinate with the Lead Agency to implement the NRI model for the School-Based Counseling component as follows:

- Conduct overall management of the School-based Counseling component, including coordination of any Provider Partners through regular meetings and communication, reporting, and serving as outreach/liaison with schools.

- Enter into any agreements and meet any requirements prescribed by the school district or schools in which the counseling interventions will occur.

- Conduct background checks on all staff working in schools, assure that staff are TB-free, and carry liability insurance

- Provide public elementary and high school students with school-based counseling interventions as described below:
  Group: trauma focused (Cognitive Behavioral CBITS); anger management and emotional self-regulation (Anger Coping and Think First);

  Individual: case management; assessment; psycho-educational, skills-building, problem-solving interventions, crisis stabilization and referral, etc.

- Implement a staffing plan and budget that include the following:
  - Fifty percent (50%) time Project Coordinator (who may also function as Clinical Supervisor described below) responsible for project management and coordination, reporting, and serving as outreach/liaison with schools. The Coordinator should have a background in clinical services; experience working with schools preferable.
  - ____FTE provider clinicians. Clinicians must be Master's level social workers, psychologists or counselors. (The total number of clinicians for the component as a whole must be three (3) FTE, with at least two clinicians at 100% time; the third may be comprised of two 50% FTE).
  - All clinicians must receive clinical supervision for 1 hour per week (individual or groups) from a clinical supervisor who must be a licensed mental health professional (LCPC, LCSW, PhD Psychologist, PsyD)
  - Clinical supervisor must participate in 6-7 days of initial trainings on the Tier II Inventions listed above, and must participate in 8 hours per month of clinical supervision (as described above) and technical assistance sessions.
  - Travel for providers to schools and to monthly technical assistance meetings (required 90 minutes technical assistance meetings will be held every two weeks-alternating between in-person and teleconference meetings).
  - Maximum of 15% of total budget for administrative and project costs (accounting, phones, supplies, etc.).

- Ensure that all budgeted staff members participate in training and technical assistance required by IVPA.

- Provide required reporting and evaluation data in a format prescribed by IVPA.

B. Number of schools and number of youth to be served:
- Each FTE clinician is responsible for spending at least two days per week in each of two schools and will perform the following services over a nine month period for each school:
  - Implement 4 twelve-week group interventions (see II B above for interventions) with a minimum of 8 youth per group
  - Provide 4 sets of six-week individual counseling interventions to a minimum of 8 youth at a time.

C. The Coordinating Partner Agency shall submit to the Lead Agency quarterly data and quarterly fiscal reports by the 10th of the month following the end of the quarter.

D. The Coordinating Partner Agency shall indemnify and hold the Lead Agency , the Illinois Violence Prevention Authority and the State of Illinois harmless from all claims, suits, judgments and damages arising from the conduct of the Partner Agency, its agents, and its volunteers in the performance of this Agreement, and in the providing of services as described in this Agreement.

E. The Coordinating Partner Agency shall comply with all laws, statutes, ordinances, rules and regulations of federal, State, county and municipal authorities now in force or which may hereafter be in force, pertaining to the performance of this Agreement.

F. The Coordinating Partner Agency shall maintain for a minimum of three (3) years after the completion of the contract, adequate books, records, and supporting documents to verify the amounts, recipients, and uses of all disbursements of funds passing in conjunction with this Agreement; the contract and all books, records and supporting documents related to the Agreement shall be available for review and audit by the Lead Agency, or the State of Illinois; and the Coordinating Partner Agency agrees to cooperate fully with any audit conducted by the Lead Agency or the State of Illinois and to provide access to all relevant materials. Failure to maintain the books, records, and supporting documents required under this section shall establish a presumption in favor of the Lead Agency or the State of Illinois for the recovery of any funds paid under the Agreement for which adequate books, record, and supporting documentation are not available to support their purported disbursement.

G. The Coordinating Partner Agency shall permit agents of the Lead Agency or the State of Illinois to inspect the financial records of the Coordinating Partner Agency as they relate to this Agreement. The Coordinating Partner Agency shall also permit agents of the Lead Agency to enter the premises of the Coordinating Partner Agency to observe the operations of the Coordinating Partner Agency program. The Lead Agency shall give the Coordinating Partner Agency reasonable notice of intent to enter for purposes of observing, and such observation shall not reasonably interfere with the conduct of the Coordinating Partner Agency in the providing of its services.

III. Award

A. The Coordinating Partner Agency is awarded a total of $_____ for the Coordinating Partner Agency's activities as outlined in Section II of the Agreement. The Coordinating Partner Agency agrees to use such funds solely for conducting activities specified in Section II of this Agreement and strictly in accordance with the attached Project budget, marked as "Exhibit A". All requests for line item reallocations shall be submitted in writing and must be approved in advance by both the Lead Agency and IVPA

B. Payments to the Partner Agency are subject to the availability of funds received by the Lead Agency. Payments are scheduled to be made to the Partner Agency as follows:

Payment	For period	When
1st Payment	January 15-April 15, 2011	Upon execution of Agreement
2nd Payment	April 16-July 15, 2011	After receipt and approval of first 3-month report
3rd Payment	July 16-October 15, 2011	After receipt and approval of second 3-month report

IV. Term.

A. This Agreement shall commence on January 15, 2011 and, unless otherwise terminated by one of the parties, shall continue through October 15, 2011.

B. All funds not expended by the end of the grant period are to be returned to the Lead Agency within 30 days of the end of the grant period, unless the parties have agreed in writing to do otherwise.

V. Modification of Agreement. No alteration, amendment, modification, variation, addition or deletion of any provision of this contract shall be effective unless it is in writing, approved by IVPA and signed by both parties to this Agreement.

VI. Termination. This Agreement may be terminated immediately for violation of its terms, or at the will of either party upon thirty (30) days written notice.

VII. Independent Contractor. Nothing in this Agreement shall be considered to create the relationship of employer and employee or principal and agency between the parties to this Agreement. In the performance of this Agreement, the Coordinating Partner Agency shall act as and shall be deemed at all times to be an independent contractor.

Lead Agency_____
FEIN Number _____
Address _____
_____
_____

By: _____

Title: _____

Date: _____

Coordinating Partner_____
FEIN Number _____
Address_____
_____
_____

By: _____

Title: _____

Date: _____

BUDGET: EXHIBIT A