
CONTRACT FOR SERVICES AGREEMENT
Converse County, Wyoming
Fiscal Year 2015-2016 (FY 16)

Please submit two originals of this form with your budget request. Page 3, SCOPE OF WORK, must be completed.

Parties: This agreement is made between the Board of Commissioners of Converse County, Wyoming, 107 N 5th St., Suite 114, Douglas, WY 82633-2448 (hereafter "County") and Convers County Coalition (hereafter "Contractor").
Against violence

Purpose: This agreement is for the purpose of obtaining resources (funds) from the County and using such funds towards those services identified in *Attachment A: Scope of Work*. Funds will not be disbursed until the Contractor has completed and returned the Contract for Services Agreement and the County has approved the Contract.

Term: This agreement shall be in effect for a one-year term beginning July 1, 2015 and ending on June 30, 2016.

Payment: The County shall pay the Contractor in twelve equal monthly installments of \$1500.00, not to exceed \$18,000.00 in total during the term of this agreement. (Note: the County will insert the budget amounts in this paragraph after the *final budget* has been *approved* by the Commission on the 3rd Tuesday of July.)

Termination: The Contractor may terminate this agreement thirty (30) days after giving notice in writing to the County of its intent to terminate. The County may terminate this agreement at any time for any breach thereof by Contractor or due to lack of sufficient funds in the County Treasury. Termination by either party ceases further obligation on the part of the County to make further payments under this agreement and Contractor shall be required to reimburse the County for any monies paid to Contractor under the terms of this agreement which have been paid in advance for services not yet rendered.

Responsibilities of Contractor: Contractor shall:

1. Use the funds solely for those services identified in *Attachment A: Scope of Work*.
2. Submit to the County a copy of its annual financial compilation, review or audit when completed for the end of each fiscal year. This document must be received from the Contractor prior to further funding requests.
3. Contractor shall submit invoices monthly, quarterly, biannually or yearly by the County's accounts payable deadline. Invoices shall be submitted by US Mail or by hand delivery to the County Clerk's Office.
4. Any allocation not invoiced by the Contractor for the current Fiscal Year and by the deadline will revert to the County's General Fund and will not be paid to the Contractor.
5. The Contractor shall pay, in a timely manner, all property taxes and any other debts assessed in its name and payable to Converse County. The County may

withhold any debts due and owing from the Contractor's final fiscal year allocation.

Miscellaneous Provisions:

1. The Parties hereby agree that **Contractor** may accumulate monies and need not expend all current funds provided; however, the **Contractor** shall not accumulate funds so as to be liable for any corporate tax.
2. By entering into this Agreement, the **County** does not waive its sovereign immunity or any other defense provided by law.
3. It is understood by both parties the funding provided to the **Contractor** is budgeted through the County's General Fund account; therefore, continued financial support for the **Contractor** after June 30, 2015 is contingent upon on an application form completed by the **Contractor** in the County's specified format; the **Contractor** meeting the *Scope of Work* identified in *Attachment A*; and, providing all documents and/or records as may be requested by the Board of County Commissioners from this date forward.

Signatures:

Converse County



 Richard C. Grant, Jr., Chair, BOCC

8/4/15

 Date

Attest:



 Lucile K. Taylor, Converse County Clerk



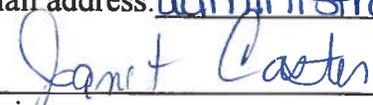
{Contractor} Name of Organization: Converse County Coalition Against Violence

Mailing Address: 126 N. 5th Street

City Douglas State WY ZIP 82633

Phone Number: 307 358 6148

Email address: administrator@conversecountycoalition.org

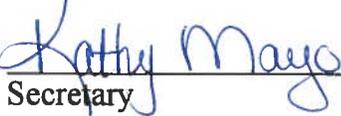


 Chairman

4/6/15

 Date

Attest:



 Secretary

ATTACHMENT A - SCOPE OF WORK

Instructions to **Contractor**: Please identify and list the services that will be provided to County residents by using bullet points and provide sufficient detail for the Board of Commissioners to understand the project. It is not necessary to go into great detail. The Contractor shall be required to quantify (measure) the services provided prior to being considered for future funding.

Jamie Erdman
Contractor

4-10-2015
Date

Please list those services below or attach your document with the required information:

Scope of Work

- 24-hour crisis hotline for victims of all crimes
- Information of victim rights, options and resources
- Information on victims' compensation and assistance filing claims
- Emergency shelter and transportation for victims
- Assistance in obtaining permanent housing
- Transitional Housing funds when resources allow
- Support during criminal justice proceedings including post-conviction assistance
- Assistance filing FVPO/Stalking protection orders for victims
- Advocacy and assistance for victims including child and vulnerable adults to obtain comprehensive services and support
- Maintain regular contact with Law Enforcement agencies and Court personnel to help meet client needs
- Safety planning
- Assistance obtaining medical care
- Assistance obtaining substance abuse treatment
- Spanish-speaking advocate for victims
- Emergency financial assistance to victims as resources allow
- Referrals to other service providers as needed
- Provide confidentiality for victims. (Confidentiality will not apply if the victim has signed a specific time-sensitive release of information, for mandatory reporting of abuse or neglect of a child or vulnerable adult, testimony required by law or in defense of legal action against Converse County Coalition Against Violence.)
- Child Supervised Visitation and Exchange Program, for parents who are court ordered to participate OR choose to enter the program voluntarily as well coordinate with DFS to assist with supervised visitation through their program when requested.
- Recruit and train volunteers, including 40-hour mandatory training for advocates
- Provide volunteer opportunities in the community through AmeriCorps
- Distribute food and basic hygiene supplies to everyone who is in need when resources allow, supplies obtained through donations
- Participation in community events; Deer Creek Days, Railroad Days, Wyoming State Fair, health fairs, etc.
- Provide prevention opportunities across all of Converse County to target at-risk youth populations (i.e. Girl Empowerment, Boy Empowerment, Safe Kids Day)
- Sponsor bi-monthly Converse County Resource Group meetings for educational and collaborative purposes
- Collaborate with other agencies throughout Converse County and Wyoming to best serve all victims of crime
- Provide educational and awareness information on victims' rights and issues for public places in Converse County and at community events; MHCC waiting rooms and Emergency Room, DFS, Public Health, Douglas Police Department, etc.
- Provide Financial Empowerment (Allstate Curriculum) to community members and victims
- Host and Participate in local and state wide trainings