

Scope ✓

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

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**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 5<sup>th</sup> St., Suite 114, Douglas, WY 82633-2448 (hereafter "County") and CHILDREN'S ADVOCACY PROJECT (hereafter "Contractor").

**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 \$ 666.67, not to exceed \$ 8000.00 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 3<sup>rd</sup> 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

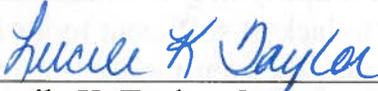


Richard C. Grant, Jr., Chair, BOCC

8/4/15

Date

Attest:



Lucile K. Taylor, Converse County Clerk



{Contractor} Name of Organization:

Children's Advocacy Project

Mailing Address:

3500 N. Ash St.

City

Casper

State

WY

ZIP

82401

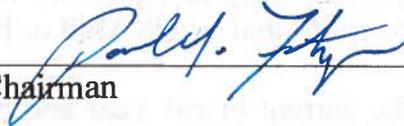
Phone Number:

307-232-0159

Email address:

heather@childrensadvocacyproject.org

Chairman



Date

3-27-15

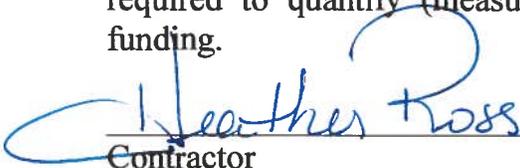
Attest:



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.

  
\_\_\_\_\_  
Contractor

3-20-15  
\_\_\_\_\_  
Date

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



# CAP & Converse County: Safety, Healing & Justice

## **PURPOSE OF ORGANIZATION:**

**Mission:** *The Children's Advocacy Project, Inc. is a team of committed agencies and individuals who work together to provide coordinated forensic and comprehensive services for alleged victims of child abuse and neglect in order to minimize trauma to children, to break the cycle of abuse and to foster a more effective and efficient community response to child maltreatment.*

**CAP Project Objectives** are: 1) to enhance inter-agency coordination in the investigation and treatment of child maltreatment; 2) to minimize further trauma to the child victim and non-offending family members by training professionals and coordinating services in a centralized, child and family-friendly environment; 3) to improve the quality of evidence collection; 4) to increase community awareness of child maltreatment; and, 5) to serve as a multi-disciplinary resource for the expansion of this program to other communities in the state.

## **Four Reasons For Conducting Forensic Interviews:**

1. Minimizes The Trauma To The Child
  - Victim Can Tell Their Story One Time In A Developmentally Appropriate Way In A Child Friendly Atmosphere
  - Protects Children From Future Abuse
  - Positive Long-Term Impact on Social & Mental Health Services
2. Maximizes Information Gathered From The Child About The Incident
  - Specially Trained Forensic Interviewer
  - Collaborative, Team Investigation
3. Minimizes Contamination Of The Interview For Use In A Potential Trial
  - Forensic Interviewers Follow National Protocols During Interviews
  - Non-Leading Questions Results In No Tainting Of The Evidence
4. Is Fiscally Responsible
  - Child Maltreatment Has Long Term Impacts On The Community, Including: Substance Abuse, Mental Health Concerns, Juvenile Delinquency and Adult Criminality
  - Teamed Investigations That Used a CAC Model Have Resulted in \$1,000 Of Savings Per Investigation.
  - In CAC Communities, The Return On Investment Was Found To Be \$3.32 on Every \$1 Spent.

## **PROPOSED USE OF FUNDS:**

CAP fulfills these objectives by ensuring staff receive the highest quality, up-to-date training available. CAP Forensic Interviewers are specially trained in nationally accepted interviewing protocols that are developmentally appropriate, aiding in the investigation of child abuse crimes. Interviewers meet monthly with a highly qualified Ph.D. who provides critique and feedback on interviewing skills, as well as support with testifying. The CAP facility is a modern, child friendly environment that boasts some of the most current recording equipment available.

CAP works closely with the Converse County Sheriff's Office, Douglas Police Dept., Converse County Dept. of Family Services and Converse County Attorney in providing Forensic Interviewing services for child abuse victims in Converse County. Funds received from the City of Douglas will be used to supplement annual operating costs for the upcoming Fiscal Year. CAP staff will provide pre and post interviewing case staffing with investigators, as well as any prosecutorial support that may be needed for convictions. The CAP Child Advocate will discuss family needs and make referrals that are specific to individual family needs. The CAP Child Advocate will provide follow-up phone calls, ensuring families have accessed referral sources and that the services met the needs of the family.



