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## Tooele County Council Agenda Item Summary

**Department Making Request:**

Tooele County Health & Aging

**Meeting Date:****Item Title:**

Contract: Tooele County Health Department FY22 TANF

**Summary:**

This contract has just been renewed for the second year, and is a grant for our Prevention Program for \$56,440.20. This money is in our budget for the fiscal year, and will continue to fund a half-time employee to help with sexual violence prevention.

This contract runs from 7/1/21 through 6/30/22. We are not sure if it will be renewable, but hope so!

Tooele County Health Department has copies of this contract; no further contracts are needed. Thank you!



## UTAH DEPARTMENT OF HEALTH CONTRACT

PO Box 144003, Salt Lake City, Utah 84114  
288 North 1460 West, Salt Lake City, Utah 84116

2227711  
Department Log Number

222700648  
State Contract Number

1. **CONTRACT NAME:** The name of this contract is Tooele County Health Department - FY22 TANF
2. **CONTRACTING PARTIES:** This contract is between the Utah Department of Health (DEPARTMENT) and the following CONTRACTOR:

### **PAYMENT ADDRESS**

Tooele County Health Department  
151 N Main St  
Tooele UT, 84074-2141

### **MAILING ADDRESS**

Tooele County Health Department  
151 N Main St  
Tooele UT, 84074-2141

**Vendor ID:** 31718J  
**Commodity Code:** 99999

**Pursuant to Utah Code Ann. 26B-1-201, as of July 1, 2022, the parties agree that the contracting parties, with all its contractual obligations, duties, and rights, will be the Department of Health and Human Services ("Department") and Contractor.**

3. **GENERAL PURPOSE OF CONTRACT:** The general purpose of this contract is to provide technical assistance on sexual violence primary prevention program activities and to communicate with the vendor regarding process, reporting and billing as needed.
4. **CONTRACT PERIOD:** The service period of this contract is 07/01/2021 through 06/30/2022, unless terminated or extended by agreement in accordance with the terms and conditions of this contract.
5. **CONTRACT AMOUNT:** The DEPARTMENT agrees to pay \$56,440.20 in accordance with the provisions of this contract. This contract is funded with 100% federal funds, 0% state funds, and 0% other funds.
6. **CONTRACT INQUIRIES:** Inquiries regarding this Contract shall be directed to the following individuals:

### **CONTRACTOR**

Brad Gillies  
(435) 277-2463  
bgillies@tooelehealth.org

### **DEPARTMENT**

Disease Control and Prevention  
Health Promotion  
Vanonda Kern  
(385) 267-6528

7. SUB – RECIPIENT INFORMATION:

DUNS: 094650249

Indirect Cost Rate: 10%

Federal Program Name:	Temporary Assistance for Needy Families	Award Number:	22-DWS-0002
Name of Federal Awarding Agency:	Department of Health and Human Services	Federal Award Identification Number:	2001UTTANF
CFDA Title:	Temporary Assistance for Needy Families	Federal Award Date:	8/13/2021
CFDA Number:	93.558	Funding Amount:	\$56440.20

8. REFERENCE TO ATTACHMENTS INCLUDED AS PART OF THIS CONTRACT:

Attachment A: SPECIAL PROVISIONS

Attachment B: Appropriate Uses of TANF Funds

9. DOCUMENTS INCORPORATED INTO THIS CONTRACT BY REFERENCE BUT NOT ATTACHED:

- A. All other governmental laws, regulations, or actions applicable to services provided herein.
- B. All Assurances and all responses to bids as provided by the CONTRACTOR.
- C. Utah Department of Health General Provisions and Business Associates Agreement currently in effect until 6/30/2023.

10. This contract, its attachments, and all documents incorporated by reference constitute the entire agreement between the parties and supersedes all prior written or oral agreements between the parties relating to the subject matter of this contract.
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Contract with Utah Department of Health and Tooele County Health Department, Log # 2227711

IN WITNESS WHEREOF, the parties enter into this agreement.

CONTRACTOR

STATE

By: *Jeff R. Coombs* 10-20-21  
Jeff Coombs Date  
Health Officer

By: *Shari A. Watkins* 10/26/2021  
Shari A. Watkins, C.P.A. Date  
Director, Office Fiscal Operations

APPROVED AS TO FORM:

*Colin R. Winchester* 11/01/2021  
Colin R. Winchester  
Deputy Tooele County Attorney

*Jan A. Welch* 11/5/21  
County Manager



**Attachment A: SPECIAL PROVISIONS**  
**Tooele County Health Department**  
**Temporary Assistance for Needy Families**  
**July 1, 2021-June 30, 2022**

**I. DEFINITIONS:**

- A. "TANF" means Temporary Assistance for Needy Families, which is the title of the funding.
- B. "Prevent Child Abuse Utah's Prevention curriculum" means free, age appropriate that is taught in classrooms with visual aids and is interactive. Students will understand that everyone has a right to his/her body; realize that when someone hurts a child on purpose, its not the child fault; describe appropriate versus inappropriate behaviors relative to: physical abuse, emotional abuse, and sexual abuse.
- C. "PCAU" means Prevention Child Abuse Utah.
- D. "Upward Reach Campaign" means a campaign promoting Upward Reach Course.
- E. "Upward Reach Course" means a parenting course that provides step-by-step instructions on how to talk to their children about everyday sexual messaging. The course helps parents identify, name, and define what inappropriate sexual content is in their family and how to teach that to their children.

**II. FUNDING:**

- A. The DEPARTMENT agrees to reimburse the SUB-RECIPIENT up to the contract amount for expenditure made by SUB-RECIPIENT directly related to the program.
- B. Allowable expenditures include personnel, fringe benefits, equipment and supplies directly related to the project plan, travel, and other expenditures on an approval basis. Attachment B is a list of allowable and unallowable expenditures.
- C. The SUB-RECIPIENT shall submit invoices to the DEPARTMENT monthly, within 30 days of the service month. All invoices are paid subject to DEPARTMENT approval.
- D. The SUB-RECIPIENT shall submit all final invoices for services rendered through June 2022 no later than July 7, 2022.

**III. DEPARTMENT CONTACT:**

The day to day operations and dispute contact Amy Mikkelsen, [amikkelsen@utah.gov](mailto:amikkelsen@utah.gov) or 385-260-5456.

**IV. OVERSIGHT:**

The DEPARTMENT agrees to provide the SUB-RECIPIENT with technical assistance on sexual violence primary prevention program activities and to communicate with the SUB-RECIPIENT regarding progress, reporting, and billing as needed.

**V. RESPONSIBILITIES RELATED TO TANF FUNDS:**

- A. The SUB-RECIPIENT shall contact all elementary principals and counselors in Tooele County School District (TCSD) to offer and schedule primary prevention programming throughout the school year by November 1, 2021.
- B. The SUB-RECIPIENT shall implement Prevent Child Abuse Utah's prevention curriculum to at least 35% of TCSD's enrolled students grades K-6 by June 2022.
- C. The SUB-RECIPIENT shall track the number of children receiving education and submit to PCAU and the DEPARTMENT.

- D. The SUB-RECIPIENT shall schedule train secondary health teachers to facilitate the PCAU curriculum in their schools by October 2021.
- E. The SUB-RECIPIENT shall follow up with teachers trained in the PCAU curriculum to offer support, teach, or co-teach any health classes that haven't yet received the curriculum by December 2021.
- F. The SUB-RECIPIENT shall follow up with all secondary health teachers, whether they were trained or not in the PCAU curriculum, to determine whether it was taught in their classes and to offer technical assistance, or to teach/co-teach classes so that every student has the opportunity receive PCAU curriculum by April 2022.
- G. The SUB-RECIPIENT shall ensure that at least 50% of Tooele County School District enrolled students in grade 10 will have received the PCAU curriculum by June 2022.
- H. The SUB-RECIPIENT shall track the number of youth who receive the PCAU curriculum from September 2021 through June 2022.
- I. The SUB-RECIPIENT shall Implement social media marketing and local advertising of Upward Reach campaign between September 2021 and June 2022.
- J. The SUB-RECIPIENT shall facilitate the Upward Reach course with at least 100 parents by June 2022.
- K. The SUB-RECIPIENT shall reach out to 3-5 new community-based organizations and develop a workgroup to collaborate around sexual violence prevention by October 2021.
- L. The SUB-RECIPIENT shall establish a sexual violence prevention coalition by December 2021.
- M. The SUB-RECIPIENT shall host and attend monthly sexual violence prevention coalition meetings between September 2021 and June 2022.
- N. The SUB-RECIPIENT shall collaborated with the sexual violence prevention coalition to develop a social media campaign to prevent sexual violence and a teen pregnancy resource pamphlet to distribute to Tooele County residents by June 2022.
- O. The SUB-RECIPIENT shall collect data on TANF required outcomes and include this data bi-annually to the DEPARTMENT.
- P. The SUB-RECIPIENT shall post, either electronically or paper flyers, employment opportunities with Department of Workforce Services found at, <https://jobs.utah.gov>.
- Q. The SUB-RECIPIENT shall aid in the preparation of standardized reports containing aggregate data as deemed appropriate by the SUB-RECIPIENT and the DEPARTMENT.
- R. The SUB-RECIPIENT shall conduct evaluation of the program and provide results to the DEPARTMENT.
- S. The SUB-RECIPIENT shall give credit to Department of Workforce Services for funding in all written and verbal promotion, marketing or discussion of this program, including, but not limited to brochures, flyers, informational materials, paid advertisements, and social media. All formal promotion, marketing (paid or otherwise), or public information programs will be coordinated with the assigned Public Information Officer for Workforce Services

## **VI. REPORTS**

The SUB-RECIPIENT shall report progress to the DEPARTMENT biannually with reports due to the DEPARTMENT by January 10, 2022 and June 15, 2022.

Attachment B:

## Appropriate Uses of TANF Funds for Sexual Assault and Interpersonal Violence Prevention Programming FY22

Below outlines some allowed and disallowed uses of TANF funds. This list is not exhaustive. Even though a use of funds is allowed, expenses should be what a prudent person would deem necessary and reasonable.

Allowed	Disallowed
<ul style="list-style-type: none"> <li>• Administrative Expenditures</li> <li>• Advertising and public relations</li> <li>• Audit costs and related services</li> <li>• Bonding costs</li> <li>• Communication costs (<i>i.e. telephone services, postages, electronic or computer transmittal services</i>)</li> <li>• Compensation (<i>salaries, wages, fringe benefits, pension, retirement benefits, severance pay</i>)</li> <li>• Eligibility determination (<i>i.e. completing forms, gathering documentation</i>)</li> <li>• Equipment (<i>i.e. office equipment, furnishings, HVAC copiers, IT equipment and systems</i>)</li> <li>• Indirect Costs</li> <li>• Insurance and indemnification</li> <li>• Maintenance and repairs (<i>i.e. vehicles, buildings, security, janitorial, upkeep of grounds</i>)</li> <li>• Materials and supplies</li> <li>• Meetings and conferences</li> <li>• Memberships (<i>i.e. business, professional organizations</i>)</li> <li>• Professional services</li> <li>• Publication and printing</li> <li>• Rental costs of building and equipment</li> <li>• Training and education for staff</li> <li>• Transportation costs for staff</li> <li>• Travel for staff (<i>i.e. airfare, lodging, transportation, meals</i>)</li> </ul>	<ul style="list-style-type: none"> <li>• Alcoholic Beverages</li> <li>• Alumnae activities</li> <li>• Bad debts (<i>i.e. contractor debts, uncollectable accounts, collection costs, legal costs</i>)</li> <li>• Building purchases, facilities, land or real estate</li> <li>• Capital expenditures (<i>unit cost of \$5,000 or more</i>)</li> <li>• Construction (<i>i.e. new buildings, remodeling, renovation</i>)</li> <li>• Cost incurred in criminal and civil proceedings</li> <li>• Contributions or donations rendered</li> <li>• Employee morale/team building</li> <li>• Entertainment (<i>i.e. amusement, diversion, entertainers, social activities, tickets to shows, sports events, meals, lodging, gratuities</i>)</li> <li>• Fines and penalties</li> <li>• Fund raising (<i>i.e. financial campaigns, endowment drives, solicitation of gifts and bequest</i>)</li> <li>• Goods or services for personal use</li> <li>• Idle facilities or idle capacity (<i>i.e. unused facilities and cost associated</i>)</li> <li>• Medical Services</li> <li>• Prescriptions or Copays</li> <li>• Participant gifts</li> <li>• Mortgage payments</li> <li>• Vehicle purchases</li> <li>• Stipends and honorariums</li> <li>• Supplanting</li> <li>• Foreign travel</li> <li>• Basic needs (<i>i.e. food, clothing, shelter</i>)</li> <li>• Subsidized wages for participants</li> <li>• Post-secondary, occupational, vocational or basic education training for participants</li> </ul>

	<ul style="list-style-type: none"> <li>• Transportation costs for program participants</li> <li>• Food Service costs (<i>i.e. catered meals for trainings, meetings or conferences</i>)</li> <li>• Incentives</li> </ul>
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