

**AGREEMENT BETWEEN  
THE ESCAMBIA CHILDREN'S TRUST  
AND  
NEW WORLD BELIEVERS, INC.**

**I. PURPOSE**

The ESCAMBIA CHILDREN'S TRUST, hereinafter referred to as "ECT," and NEW WORLD BELIEVERS, INC., hereinafter referred to as "Provider," enter into this mutual Agreement, hereinafter referred to as this "Agreement", including all attachments referred to herein, for the provision of services on behalf of children in Escambia County. This Agreement is a cost-reimbursement agreement.

**II. TERM**

The term shall be for a period commencing on November 19, 2025, and extending through September 30, 2026; notwithstanding the foregoing, the budget attached hereto as **Exhibit D** encompasses all expenses related to services rendered pursuant to this Agreement from October 1, 2025 – September 30, 2026. This Agreement does not take effect, and ECT has no responsibility for any of its obligations hereunder, until this Agreement is executed by all parties to this Agreement. There shall be no reimbursement for any expenses occurring outside of the effective dates of this Agreement.

**III. RENEWAL**

The current term is for the third year of a maximum three-year period. This Agreement is not eligible for renewal.

**IV. ENTIRE AGREEMENT**

This Agreement contains all the terms and conditions agreed upon by the parties with respect to the subject matter of this Agreement. No other agreements regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

**V. PROVIDER AS INDEPENDENT CONTRACTOR**

The Provider agrees that it shall be an independent contractor and that its officers, employees, or representatives shall not be considered employees of ECT. The Provider will be fully responsible for all social security payments, withholding taxes, workers' compensation insurance and liability insurance for the Provider, its officers, employees and representatives, and ECT shall have no responsibilities for such items.

**VI. STAFF**

Provider agrees to employ staff, at its own expense, to execute services provided in accordance with this Agreement. Such individuals shall not be considered employees of ECT, and are subject to the supervision, personnel practices, and policies of the Provider. Provider shall adopt and adhere to an anti-nepotism policy as further described herein. Unless otherwise approved by ECT, all Provider staff shall meet qualifications as stated in the approved position profile on file at ECT and any approved revisions. The position profiles shall be provided to ECT prior to the execution of this Agreement and are attached hereto as **Exhibit E**. ECT shall not reimburse overtime pay for any staff. For purposes of this Agreement, overtime pay shall be defined as any pay greater than forty (40) hours per week or pay at a higher rate than established in the approved position profiles.

## **VII. CONTINUING OBLIGATION TO KEEP ECT INFORMED**

The parties agree that their relationship will be enhanced and the possibility of misunderstandings or disputes will be reduced if they communicate periodically. In particular, the Provider acknowledges the importance in keeping ECT informed relative to the services it is providing. The Provider will promptly notify ECT prior to any significant change(s) in the delivery of the services as set forth in its proposal. Significant changes that would require notification to ECT would include, but not be limited to, the commencement or conclusion of employment of key staff, such as the executive director or program coordinator. In addition, the Provider must notify and obtain ECT's approval prior to effectuating any material change(s) in the delivery of services set forth in its proposal. Material change(s) would include, but not be limited to, location of facilities where services are being provided, the number of staff assigned to a service delivery site, or any unanticipated budgetary impacts such as changes to staffing, supply costs, or changes that otherwise impact the cost of services. The Provider agrees to permit ECT and its staff to conduct site visits.

## **VIII. SHARING INFORMATION**

The Provider agrees to share with ECT, and other agencies as specified by ECT, such information and data, which ECT determines is appropriate. The information and data to be collected is outlined in the attached Data Collection Requirements, attached hereto as **Exhibit C** and incorporated herein by reference. To facilitate this sharing of information, the Provider agrees to have an appropriate release form signed by the parent or guardian of each client being served through the ECT's funding. Minimum demographic information will include client unique identifier, street address, zip code, sex, race, age, if a teen parent, if family is served, primary service component, and outcomes. Data will be shared via ECT's website, electronic database, or spreadsheet (as applicable). All shared information is subject to the Confidential Information and Public Records provisions contained in this Agreement. For the avoidance of doubt, in no event shall Provider or ECT share or make public, whether or not in response to a public records request, personally identifying information of a minor client or the client's parent(s) or guardian(s), which personally identifying information is exempt from Section 119.07(1), Florida Statutes, and from Section 24(a), Article I, of the Constitution of the State of Florida, as provided by Section 125.901(11), Florida Statutes.

## **IX. SERVICES/SCOPE OF WORK**

Provider agrees to deliver services as stated in the attached ECT approved Solicitation Response or Unsolicited Grant Application Form, attached hereto as **Exhibit A**, and incorporated herein by reference. Provider agrees to accomplish Performance Measures outlined in the Performance Measurements attached hereto as **Exhibit B**, and incorporated herein by reference. Exhibits A and B together form the Scope of Work for this Agreement. A Scope of Work update, or certification that no updates are needed, is due for submission prior to execution of this Agreement. Any proposed changes in service delivery after execution of this Agreement, must be approved in writing by ECT in advance of making those changes, and Scope(s) of Work shall subsequently be updated within ten (10) calendar days of that approval. See Section XV. General Conditions, subparagraph 34, Amendments. Costs associated with any unapproved changes in service delivery may not be reimbursed.

## **X. METHOD OF PAYMENT**

1. ECT agrees to reimburse up to **\$585,685 (Five Hundred Eighty-Five Thousand, Six Hundred Eighty-Five Dollars and Zero Cents)** for actual costs incurred for services rendered pursuant to this Agreement.
2. All requests for reimbursement must be certified true and correct by the Provider and must be accompanied by the appropriate documentation as prescribed by ECT which may include but not be limited to receipts, purchase orders, cancelled checks, price quotes, or other supporting information to document that the expenditure was reasonable, allocable, and allowable.
3. Requests for reimbursement shall be made using the Services & Activities Management System ("SAMIS") Client Relationship Management portal.
4. Requests for reimbursement are due to ECT by the 20<sup>th</sup> day of the month following the date the related expenses are incurred.
5. The following late penalties shall apply: submitting late requests for reimbursements, after the 20<sup>th</sup> day of the month following the date the expenses are incurred, shall result in a five hundred dollar (\$500.00) penalty which will be deducted from the reimbursement amount. No reimbursement shall be issued for requests over thirty (30) days late. No reimbursement shall be issued if the Provider's required quarterly reports are past due. Exemptions to the late penalties may be granted at the sole discretion of the ECT Executive Director and must be issued in writing.
6. The Provider shall submit a request for payment at a minimum of once a month. No more than two (2) requests for reimbursement may be submitted per month.
7. Reimbursement requests shall be submitted timely and only for amounts actually incurred that should properly be reimbursed per this Agreement within reasonably needed amounts based on the budget and other funding sources.
8. ECT issues reimbursements within 21 days of receipt of a request for reimbursement. Reimbursements shall be made on pace throughout the fiscal year in order to allow for a consistent and orderly delivery of services.

9. ECT has the right to withhold or suspend payment if the Provider has not met the performance measures contained within this Agreement.
10. If reimbursement is made for any services outside the Scope of Work of this Agreement or for costs determined by ECT to be disallowed, the Provider is responsible to return reimbursement funds to ECT upon demand by ECT as further outlined herein.

## **XI. TERMINATION**

- a. It is the intent of ECT to ensure a consistent and orderly delivery of services. It is the further intent of ECT to terminate Agreements in those situations where such action is essential to the protection of its interests and the interests of children and families served by ECT, as determined solely by ECT.
- b. In the event funds to finance this Agreement become unavailable, ECT may terminate this Agreement upon no less than twenty-four (24) hours' notice in writing to the Provider. Said notice shall be delivered by certified mail, return receipt requested.
- c. ECT shall endeavor, whenever possible and consistent with its legal obligations and principles of prudent management, to provide thirty (30) days' notice for termination due to lack of funds. ECT shall be the final authority as to the availability of funds and extension of notice beyond the minimum time herein stated.
- d. This Agreement may be terminated by ECT for any breach of terms by the Provider upon twenty-four (24) hours written notice from ECT. Said notice shall be delivered by certified mail, return receipt requested.
- e. Provider shall only be compensated for services performed prior to the termination date. Provider may only terminate this Agreement upon thirty (30) calendar days' written notice to ECT delivered by certified mail, return receipt requested.
- f. The above provisions shall not limit ECT's right to remedies at law or to damages.
- g. ECT has the right to terminate this Agreement if the Provider fails to meet the performance measures specified in this Agreement.
- h. Termination of this Agreement shall not affect any rights, obligations, and liabilities of the parties arising out of transactions which occurred prior to termination.
- i. Upon termination of this Agreement, either through the expiration of the term or upon other grounds, the Provider shall return to ECT all supplies or equipment purchased with ECT funds that are in the Provider's possession at the time of termination.
- j. Provider understands and acknowledges that the funding will only be for the term stated herein.

## **XII. APPROPRIATION OF FUNDS**

- a. ECT's performance and obligation to pay under this Agreement are contingent upon an annual appropriation for its purpose by ECT. In the event funds to finance this Agreement become unavailable or are not appropriated, ECT, at ECT's sole

discretion, may terminate this Agreement upon no less than twenty-four (24) hours' notice, in writing by certified mail, return receipt requested, to the Provider.

b. Notwithstanding anything herein to the contrary, the parties agree that the dollar amount set forth in Section X, Method of Payment, Paragraph 1 above may be reduced in the event that ECT determines that the Provider will not spend the entire amount allocated during the term of this Agreement or in the event the Provider is not meeting performance expectations as determined by ECT staff. This determination may be made (a) based upon ECT's review of Provider's program and its expenditure history, (b) during the course of reviewing a budget revision submitted by the Provider pursuant to ECT's procedures, or (c) at any time that ECT becomes aware that the Provider is not meeting performance expectations. Before any such reduction becomes final, the Provider will be notified in writing of the proposed action and shall have the opportunity to address ECT regarding the proposed reduction. Such written notification shall occur not less than ten (10) days prior to the Board meeting where such action is to be considered.

Any proposed reduction will be determined by the ECT Board. The decision of ECT on this issue shall be within its sole discretion and shall be final.

### **XIII. COMMENCEMENT OF PAYMENT**

Payment shall not be made for services rendered prior to the commencement date of this Agreement.

### **XIV. AUTHORITY**

Each party represents and warrants to the other party that it has full power and authority to enter into and is fully licensed and able to perform its obligations under this Agreement, and this Agreement constitutes a legal, valid and binding obligation, enforceable in accordance with its terms.

### **XV. GENERAL CONDITIONS**

#### **1. Agreement Revisions**

This Agreement and its attachments constitute the contractual relationship between the Provider and ECT. If there is any discrepancy between program-related documents, this Agreement preempts all other documents. No amendment to this Agreement or its attachments may be made without the prior written approval of ECT and Provider. See subparagraph 34, Amendments, contained herein.

#### **2. Fiscal Responsibility and Management**

a. Provider agrees to maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting principles and

practices which accurately and appropriately reflect all expenditures of funds listed in the approved budget attached hereto as **Exhibit D** and incorporated herein by reference, as well as all payments to the Provider under this Agreement by ECT.

- b. Provider agrees that, during this Agreement period and for a period of five years after the termination of this Agreement, all financial records and supporting documentation as outlined in subparagraph 2(a) above shall be subject at all reasonable times and upon reasonable prior request by ECT to inspection, review, or audit by ECT personnel or its duly authorized agent. These documents shall be available at no cost to ECT.
- c. Provider agrees to maintain and file with ECT in a timely fashion, progress reports related to services provided under this Agreement.
- d. Provider agrees to retain all financial records, supporting documentation, statistical records, and any other documents pertinent to this Agreement for a period of five (5) years after termination of this Agreement. If any audit, litigation, claim, negotiation, or other action involving the records has been initiated prior to the expiration of the five-year retention period, the records must be retained until completion of the action and resolution of all issues which arise from it.
- e. Provider shall provide supporting documentation (board meeting minutes, etc.) for all salary adjustments.
- f. ECT shall not reimburse expenses not previously approved by ECT. All expenses must be specified within the approved budget, based on the scope of work, reasonable, allocable to the project, and accompanied by appropriate backup documentation.
- g. Provider shall include all audit and recordkeeping requirements of this Agreement in all approved subcontracts and assignments hereunder.
- h. Provider shall maintain a written inventory of all supplies and equipment purchased with ECT funds and shall provide such inventory to ECT at the time of submission of each quarterly report or upon request by ECT.
- i. Provider shall report within thirty (30) calendar days any major changes in non-ECT revenue which would impact targeted service levels in ECT funded programs during the fiscal year.

### **3. Unallowable Expenses and Use of Funds**

- a. General: ECT funds paid pursuant to this Agreement shall not be used for expenses of or related to: expenses of a personal nature or that benefit, in any non-incidental manner, a private or personal interest; political and sectarian activities; lobbying (including, but not limited to, any local governments or federal or state legislators); legal fees (including, but not limited to, for any legal or administrative actions or investigations); financial investment services or investments; financing costs; bank fees; debt; mortgages; loans; lines of credit; credit cards; interest payments; late fees or other penalties; regulatory fines or penalties; tax fees, penalties, or liens; activities prohibited by federal, state or local law; or for any expense(s) not allowable pursuant to Provider's Program budget(s) and corresponding budget justification(s) in Exhibit D to this contract and pursuant to the Scope of Work.
- b. ECT funds shall not be used to supplant other sources of revenue.

- c. Provider shall not utilize ECT funds to fund or retain legal counsel for any action, matter, or proceeding, unless explicitly authorized and required as part of the Scope of Work. Provider shall not utilize ECT funds to provide legal representation, advice, or counsel to any client in any action or proceeding against ECT or any of its agents, instrumentalities, employees, or officials.
- d. Provider agrees that all sources and uses of the funds in Provider's bank account where ECT funds paid pursuant to this Agreement are deposited shall be related to Provider's official business activities and program operations, not for any private or personal use. Provider shall not commingle funds provided under this Agreement with funds used for purposes other than those listed in this Agreement. Provider shall establish an internal tracking mechanism, which may include establishment of general ledger funds or accounts, to segregate financial activity related to this Agreement.
- e. Revenues earned by an ECT funded program must remain in that program as a condition of funding. ECT funding may not result in a prohibited private benefit (i.e., a profit) for the Provider.
- f. Provider may not charge any fee or tuition for services or programs funded by ECT.

#### **4. Audit and Management Letter**

ECT is committed to assurances that all funds provided are being used consistent with its policies and in the best interest of the children and taxpayers of Escambia County.

- a. An independent audit is required for organizations receiving annual contributions of \$1,000,000 or more. If Provider receives annual contributions of \$1,000,000 or more: Upload three most recent years of audited financial statement summaries and disclosures to include internal control reports and any accompanying management letters, OR individual tax returns and personal financial statement of net worth for the most recent year if Proposer is an individual proprietor. Privately held companies wishing to maintain confidential financial information must have Dunn & Bradstreet Reports (D&B). If any of these statements include a material weakness or significant deficiency, include a letter of explanation.
- b. For those with annual contributions of at least \$500,000 but less than \$1,000,000, the organization's financial statements may be reviewed or audited by an independent CPA. If Provider receives annual contributions of at least \$500,000 but less than \$1,000,000: Upload three most recent financial statements reviewed or audited by an independent CPA.
- c. For those with less than \$500,000 in annual contributions, a compilation, audit, or review of the financial statement is optional under Florida statute, but ECT requires that programs with revenue of less than \$500,000 undergo either an audit or a fiscal review each fiscal year. The review shall be performed consistent with the American Institute of Certified Public Accountants (AICPA) Standards for Government/Non-Profit Organizations, or other mutually agreed upon standards. If Provider receives less than \$500,000 in annual contributions: Upload three most recent 990s, compilations, audits, or reviews of financial statements.

The Provider agrees to submit to ECT a fiscal review or an independent audit of the financial statements of the entity in its entirety, whichever the case may be as detailed above, and any accompanying management letter(s), communications or reports on internal control, and any reports on compliance with laws, rules, or regulations immediately upon receipt by the Provider's board, but within a period not to exceed one hundred and eighty (180) calendar days of the close of the Provider's fiscal year. In the event that the Provider is unable to comply with the 180-day requirement, a request for an extension of time must be submitted to ECT prior to the end of the 180-day period. Failure to furnish an audit shall be a basis for denial and/or refund by Provider to ECT of project funds. Additionally, failure to submit an audit disqualifies the Provider from seeking future funding until the issue is resolved in the discretion of ECT.

The audit must be performed by a firm licensed to perform audits in the State of Florida and conducted in accordance with generally accepted auditing standards and standards established by the American Institute of Certified Public Accountants (AICPA). The Provider is required to engage an audit firm or CPA that follows Government/Non-Profit Audit Standards when conducting the financial audit and that shows evidence of a peer review report completed every three (3) years. The audit shall separately identify for the program funded by this Agreement the revenues by funding source, expenditures, and any refund or transfers; and present this information either in the body of the financial statements, in the footnotes to the financial statements, or in a supplementary schedule.

The Provider's auditor must comply with the Independence Rule and comply with the General Requirements for Performing Nonattest Services and Documentation Requirements When Providing Nonattest Services. Such nonattest services include: (1) financial statement preparation; (2) cash to accrual conversions; (3) reconciliations; (4) advisory services; (5) appraisal, valuation and actuarial services; (6) benefit plan administration; (7) bookkeeping, payroll and other disbursements including proposed standard, adjusting or correcting journal entries; (8) preparation of depreciation schedules; (9) business risk consulting; (10) corporate finance consulting (11) executive or employee recruiting; (12) forensic accounting; (13) hosting services; (14) information systems design, implementation or integration; (15) internal audit; (16) investment advisory or management; (17) tax services.

## **5. Program Monitoring and Data Quality**

Provider agrees to assign appropriate staff as necessary to attend meetings with ECT and/or staff to discuss issues and recommendations including, but not limited to, quality of service, service delivery systems, coordination of services, client satisfaction, records, maintenance, and funding maximization.

Provider agrees to submit monitoring, site visit, accreditation, and licensing reports supplied by funding, accreditation, and licensing entities, as applicable, to ECT no more than thirty (30) calendar days following Provider receipt.

Provider agrees to submit quarterly progress reports on the following schedule:

| <u>Period</u>           | <u>Due Date</u>          |
|-------------------------|--------------------------|
| January 1 – March 31    | April 30 <sup>th</sup>   |
| April 1 – June 30       | July 31 <sup>st</sup>    |
| July 1 – September 30   | October 31 <sup>st</sup> |
| October 1 – December 31 | January 31 <sup>st</sup> |

Quarterly reports shall be submitted in such format and at such times as may be prescribed by ECT (including via SAMIS, Secure Portals, and Provider specific data collection systems), and Provider agrees to cooperate in monitoring activities, including, but not limited to, access to sites, staff, fiscal and participant records, logs, participant rights and responsibilities policies, participant handbooks, grievance and complaint procedures, and the provision of related participant and participant rights information. The quarterly reports should include, at a minimum, the following:

- a. Information on the effectiveness of activity(ies), service(s), and program(s) offered by Provider;
- b. Information on the program(s), service(s), and activity(ies) available to participants and the degree to which the program(s), service(s), and activity(ies) have been successfully used by children;
- c. Any problems or challenges Provider experience during the reporting period, and any resolutions of the same;
- d. Information on the Provider's next steps and action items to effectuate Provider's activity(ies), service(s), and/or program(s);
- e. A detailed anticipated budget for continuation of activity(ies), service(s), and program(s) offered by Provider, and a list of all sources of requested funding, both public and private;
- f. All in-kind donations received by the Provider during the reporting period; and
- g. An executive summary that overviews the entire progress report.

No reimbursement shall be issued if the quarterly report is past due. Provider agrees to respond to any monitoring findings within the time frame specified therein. Provider shall maintain and have available for audit inspection participant records for five (5) years post termination of services. Provider agrees to abide by the ECT policies regarding program monitoring.

Provider agrees to create and implement a sustainability plan to demonstrate how the Provider will sustain itself over the long term so that it is able to continue to support its mission beyond the term of this Agreement. The sustainability plan may involve the following: financial sustainability, leadership succession planning, and strategic planning. The plan shall include all other sources of funding. The Provider shall provide progress reports on the sustainability plan to ECT upon request.

Provider agrees to provide complete information as requested by SAMIS. Provider agrees to provide ECT with information related to its total agency budget, the percent of its overall agency budget funded by ECT, and the percent of ECT funding used for personnel.

Provider agrees that multiple doses cannot occur on the same calendar date and be counted toward dosage requirements.

Provider agrees to utilize the ECT Program Enrollment Form, attached hereto as **Exhibit F**, for all program participants.

Provider agrees to provide ECT representatives access, without presence of the Provider supervisor, to staff or program participants during any monitoring, with or without advance notice. Youth participants will be interviewed only in group settings or with Provider staff present unless parental consent is obtained.

Provider staff shall adhere to ECT's performance reporting and data collection requirements and ECT's financial policies and procedures for funded programs. All staff who have any responsibility (supervisory or direct) for data entry shall be trained within thirty (30) calendar days of hire. The Provider is responsible for maintaining written policies and procedures for providing data to ECT in a timely manner. The Provider is responsible for reviewing SAMIS permissions to ensure that all users are active employees with access to appropriate data systems and modules as required. The Provider is responsible for implementing appropriate procedures into their data policies to protect data and prevent accidental or malicious disclosure of participant information. The Provider is responsible for maintaining fiscal access to the ECT SAMIS portal and workflow approval, including but not limited to, processing the requests for reimbursements and responding to any request for supporting documentation, throughout the fiscal year.

Provider shall notify ECT no less than ninety (90) days prior to implementation of data system(s) used for participant and/or financial information that are used to share data with ECT.

ECT and Provider shall maintain the confidentiality of client services and records in full accordance with any federal or state laws or federal regulations mandating such confidentiality.

## **6. Breach of Contract and Remedies**

A material breach by Provider shall have occurred under this Agreement as specified in other sections of this Agreement, and also if Provider, through action or omission, causes any of the following:

- a. Fails to comply with Background Screening, as required under this Contract or applicable law.

- b. Fails to provide the services outlined in the Scope of Work, Attachments A and B, collectively, within the effective term of this Agreement and to the satisfaction of ECT.
- c. Fails to correct an imminent safety concern or take acceptable corrective action, as determined by ECT.
- d. Improperly uses ECT's funds allocated under this Agreement as further defined herein.
- e. Fails to maintain valid and current site licensure as required by the Florida Department of Children and Families for Youth Development K-5 after-school programs.
- f. Fails to furnish or maintain the certificates of insurance required by this Agreement or as determined by ECT.
- g. Fails to meet or satisfy the conditions of award required by this Agreement.
- h. Fails to submit, or submits incorrect or incomplete, proof of expenditures to support SAMIS disbursement requests or advance funding disbursements; or fails to submit, or submits incomplete or incorrect, detailed reports of requests for payment, expenditures, or final expenditure reports, including, but not limited to, budgets, invoices, and modifications in SAMIS or any other format prescribed by ECT.
- i. Fails to submit, or submits incomplete or incorrect, required reports pursuant to the Scope of Work, Attachments A and B, of this Agreement.
- j. Refuses to allow ECT access to records or refuses to allow ECT to monitor, evaluate and review Provider's program, including required client data.
- k. Fails to comply with child abuse and incident reporting requirements.
- l. Attempts to meet its obligations under this Agreement through fraud, misrepresentation or material misstatement.
- m. Fails to correct deficiencies found during a site visit/observation, evaluation or review within the time specified.
- n. Fails to meet the terms and conditions of any obligation or repayment schedule to ECT or any of its agencies.
- o. Fails to maintain the confidentiality of client files pursuant to state and federal laws.
- p. Fails to fulfill in a timely and proper manner any and all of its obligations, covenants and stipulations in this Agreement.
- q. Fails to submit an audit or other report in accordance with the requirements of this Agreement.
- r. Fails to notify ECT within thirty (30) calendar days of nonpayment of payroll or other required taxes imposed by the federal government, state of Florida, Escambia County or other authorized taxing entity.

This is an illustrative, and not an exhaustive, list. The ECT's decision not to enforce a breach of any of the provisions of this Agreement does not entail waiver of such breach unless expressly provided in writing by ECT. Additionally, waiver of any provisions of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

In the event of default, noncompliance, violation of this Agreement, or unsatisfactory performance by the Provider, its subcontractors, agents, consultants or suppliers, as determined by ECT in its sole discretion, ECT may suspend payment or impose any other lawful remedy,

including but not limited to, termination of this Agreement and/or filing a legal act on with a court of appropriate jurisdiction.

## **7. Board Members**

Within thirty (30) calendar days of approval or a change of board composition, Provider shall submit to ECT an updated list of board members to include the start date of all members and, for board chair only, the email and physical address, phone number, and place of employment.

## **8. Nondiscrimination**

Provider shall not discriminate against an employee, volunteer, or participant of the Provider on the basis of race, color, gender, religion, national origin, citizenship, disability, marital status, age, veteran status, sexual orientation, pregnancy, and genetic information, or any other legally protected category except that programs may target services for specific participant groups as defined in the application. Additionally, Provider shall demonstrate the standards, policies, and practices necessary to render services in a manner that respects the worth of the individual and protects and preserves the dignity of people of diverse cultures, classes, races, religions, and ethnic backgrounds.

## **9. Anti-Nepotism**

Provider shall have a written anti-nepotism policy in place and shall provide the policy to ECT upon request. The anti-nepotism policy shall be a set of rules and guidelines put in place by the Provider to govern the hiring or promotion of family members or close relatives of current employees or management. The policy shall be designed to avoid conflicts of interest, favoritism, and other forms of unfair treatment that may arise when family members work together in the same organization. The anti-nepotism policy shall specify the types of relationships that are covered, such as spouses, children, parents, siblings, and in-laws, and sets forth the penalties for violating the policy. The policy may also include exceptions in certain circumstances, such as when there are no other qualified candidates for a position. Provider shall disclose if any family members or close relatives are employed or contracted by Provider.

## **10. Publicizing of ECT Support - Endorsements**

Provider shall distribute a press release announcing that it has been awarded funding by Escambia Children's Trust.

Provider website shall include the ECT logo that links to the ECT website landing page at [www.escambachildrenstrust.org](http://www.escambachildrenstrust.org).

ECT's logo must be visible at Provider's administrative and program sites, be featured on the Provider's website, and be present on the following Provider materials as an acknowledgement of support:

- Annual report
- Program brochures and marketing materials

## **11. Assignments and Subcontracts**

The Provider shall be prohibited from subcontracting, selling, assigning, or otherwise transferring its interest in this Agreement to any other person, governmental entity, firm or corporation except upon prior written agreement of ECT, which ECT may withhold in its sole discretion, ECT and the Provider each binds itself and its partners, successors, executors, administrators and assigns to the other party and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement.

No such approval by ECT of any assignment or subcontract shall be deemed in any event or in any manner to provide for the incurrence of any obligation by ECT in addition to the total dollar amount stated in this Agreement. ECT shall have the right to require the Provider to replace any Subcontractor found, in the reasonable judgment of ECT, to be unacceptable.

All such assignments or subcontracts shall be subject as applicable to the terms and General Conditions of this Agreement and to any conditions of approval that ECT shall deem necessary. Subcontracts for program service delivery described in the approved program methodology must be reviewed according to the Subcontract Assessment. The assessment outlines elements that must be included in subcontracts. Subcontracts and the corresponding Subcontract Assessment shall be submitted to ECT within thirty (30) calendar days of the effective date of this Agreement and upon revision, amendment, and execution of the subcontract thereafter.

Provider shall have full responsibility for the successful performance and completion of all subcontracted duties under this Agreement to the same extent as if the Provider performed such duties. The Provider shall be the sole point of contact for subcontracts with regard to all matters under this Agreement. Provider is responsible for monitoring subcontracts of ECT funded programs unless otherwise specified in a Special Condition of this Agreement. Documentation of monitoring of subcontracts shall be submitted to ECT no more than thirty (30) calendar days following completion of the monitoring activities.

## **12. Confidential Information**

Provider and ECT must follow all laws regarding confidentiality of information including, but not limited to, HIPAA. Neither ECT nor Provider shall use or disclose any information which specifically identifies a recipient of services under this Agreement, and Provider and ECT shall adopt appropriate procedures for employees' handling of confidential data with the following exceptions: a) such information may be revealed as may be necessary to conform to Fiscal Responsibility and Program Monitoring requirements as stated in the General Conditions of this Agreement; b) such information may be revealed if and to the extent required by applicable federal, state, or local law and related regulations; and c) such

information may be revealed with the written consent (authorization) of the recipient, or the recipient's responsible parent or guardian, where authorized by law. Provider is responsible to adopt appropriate policies, notifications, authorizations, and other relevant information that allows for the sharing of confidential information with ECT.

The Provider shall also maintain in participant files a completed copy of an ECT-approved form for authorizing client consent to release information for each participant receiving services. As allowed by law and Provider policy, the Provider shall add ECT to consent forms including HIPAA consent forms to facilitate data sharing and implement the Fiscal Responsibility and Program Monitoring requirements as stated in the General Conditions of this Agreement and advise ECT within two (2) business days if a participant has withdrawn consent to share data and note this withdrawal of consent in the case file. ECT has full discretion as to the use of data and ECT owns all data once transferred to ECT.

In the event Provider intends to use the name, image, or other identifiable information in connection with a press release, news story, testimonial, or story that may be viewed by the general public, Provider shall obtain permission and license for the use of same, and that the participant will not receive compensation for participation in the use of this information. For youth under the age of eighteen (18), Provider will obtain the signature of a parent or legal guardian.

In no event should participant identifying information ever be emailed or faxed to ECT.

In the event of an improper disclosure of participant information by Provider, Provider shall inform ECT of the improper disclosure and extent thereof within two (2) business days of becoming aware of the improper disclosure. Provider shall cooperate fully with ECT and take all necessary steps to correct and remedy any damage caused by the Provider's improper disclosure and to prevent future improper disclosure. Provider shall defend, indemnify and hold harmless ECT from any and all damages caused by Provider's improper disclosure of any confidential information as defined by law including, but not limited to, Protected Health Information under HIPAA and any and all costs associated with remedying the disclosure. Provider shall defend, indemnify and hold harmless ECT from any and all damages caused by Provider's improper disclosure as defined by law of any information including but not limited to personally identifiable information (PII) and protected health information (PHI) as required under HIPAA, HITECH and FIPA regulations or other information that is confidential and/or exempt from disclosure per F.S. 119. This provision shall survive the termination of this Agreement.

Likewise, in the event of an improper disclosure of Provider's participant information by ECT, ECT shall inform Provider of the improper disclosure and extent thereof within two (2) business days of becoming aware of the improper disclosure. ECT shall cooperate fully with Provider and take all necessary steps to correct and remedy any damage caused by ECT's improper disclosure and to prevent future improper disclosure.

### **13. Public Records**

ECT is a public entity subject to Florida's Public Records Law, which includes provisions relating to records retention, production, and confidentiality. If there are any Provider subcontracts that arise out of this Agreement, the entirety of this public records condition shall apply to the Subcontractor.

**IF THE PROVIDER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PROVIDER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:**

**Escambia Children's Trust  
1000 College Boulevard, building 26, Second  
Floor  
Pensacola, FL 32504  
(850) 475-4980  
[info@escambiachildrenstrust.org](mailto:info@escambiachildrenstrust.org)**

Provider must comply with 119.0701 and must:

- a. Keep and maintain public records required by ECT to perform the service.
- b. Upon request from ECT's custodian of public records, provide ECT with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in F.S. 119 or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Provider does not transfer the records to the public agency.
- d. Upon completion of the contract, transfer, at no cost, to ECT all public records in possession of Provider or keep and maintain public records required by ECT to perform the service. If the Provider transfers all public records to ECT upon completion of the contract, Provider shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Provider keeps and maintains public records upon completion of the contract, the Provider shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to ECT, upon request from ECT's custodian of public records, in a format that is compatible with the information technology systems of ECT.

In addition, Provider should be aware that Social Security numbers are confidential and exempt from disclosure (119.071(5)) and personal identifying information of a child or the parent or guardian of the child held by ECT or service provider under contract with ECT is exempt from disclosure (125.901(11)). There are many other exemptions in the law that Provider should be cognizant exist. However, for Provider, any and all contracts between ECT and

Provider, program methodology, budgets, requests for reimbursements, emails, other written correspondence and any other documents exchanged between the Provider and ECT are generally public records and will be disclosed in the sole discretion of ECT and must be retained in accordance with Florida's record retention policy. Providers should not provide any documents to ECT containing Trade Secrets, as defined by F.S. 812.08, or exempt or confidential and exempt information to ECT without specifically marking such document. By submitting any documents or information whatsoever to ECT, Provider agrees that ECT may use and disclose all information and documents submitted for any purpose ECT sees fit and that it is within ECT's sole discretion to determine if any information submitted is exempt from disclosure.

Any Provider who receives a public records request for records pertaining to ECT or services funded by ECT, must advise ECT within two (2) business days of the records request and ECT and Provider will work together to respond to any such request. This provision shall survive termination of this Agreement.

#### **14. Return of Funds**

Provider agrees to return to ECT any overpayment due to costs not incurred or any payment issued for costs determined by ECT to be disallowed pursuant to the terms of this Agreement and such funds shall be considered ECT funds and shall be refunded to ECT in accordance with ECT's instructions. Should Provider fail to return said funds, Provider shall be responsible for all costs and fees of collection incurred by ECT - including, but not limited to, attorney fees and court costs including any pre-suit collections fees and costs. This provision survives termination of this Agreement and return of funds for overpayment or disallowance will be required even if the overpayment or disallowance is discovered after this Agreement is terminated.

#### **15. Special Situations and Incidents**

Provider agrees to inform ECT in writing within one (1) business day of any circumstances or events which may reasonably be considered to jeopardize its capability to continue to meet its obligations under the terms of this Agreement. Additionally, participant incidents are required to be reported to ECT within one (1) business day for situations that occur only while under the Provider's care and include anything that may reflect negatively or critically upon ECT.

Personnel are mandated by law to report their suspicions of child abuse, neglect, or abandonment to the Florida Abuse Hotline (1-800-96-ABUSE). All concerns regarding suspected abuse, neglect, or abandonment of a child or vulnerable adult by the Provider shall be reported to the Florida Abuse Hotline in accordance with Section 39.01, Florida Statutes. Provider shall also immediately report to appropriate law enforcement personnel any incident in which an individual who does not have care and custody of a child has taken the child without the written authorization of the child's parent or guardian. Incident reporting to appropriate law enforcement personnel or ECT does not preclude mandated reporting requirements.

Provider shall report to ECT the following Critical Incidents to the extent known to Provider<sup>1</sup>:

- a. Abduction - An incident in which an individual who does not have care and custody of a child has taken the child. Concerns of child abductions shall immediately be reported to the appropriate law enforcement personnel.
- b. Abuse or Neglect - Reasonable cause to suspect that a child has been harmed or is believed to be threatened with harm while in the Provider's care.
- c. Breach of Information - Sensitive, protected or confidential data related to services funded by ECT has potentially been viewed, stolen or used by an individual unauthorized to do so.
- d. Elopement- When a minor participant leaves a setting while participating in services funded by ECT without permission or authorization.
- e. Employee Arrest - Employee conduct or activity that results in potential liability to the Provider or ECT, death or harm to a participant receiving ECT services, or results in a law violation, including falsification of official records. If an arrest is made for a potentially disqualifying offense under Level 2 background screening requirements, or if the arrest occurred while in the performance of an employee's official duties related to services funded by ECT, the incident should be reported immediately.
- f. Investigation or Lawsuit - Any formal investigation or legal action brought against Provider which relates to the services funded by ECT or which may reasonably be considered to jeopardize Provider's capability to continue to meet its obligations under the terms of this Agreement.
- g. Media Coverage or Public Inquiry - Media coverage or public reaction that may reasonably have an impact on the Provider or ECT's ability to protect and serve its participants related to services funded by ECT or that may reasonably be considered to jeopardize Provider's capability to continue to meet its obligations under the terms of this Agreement.
- h. Participant Death - The death of any participant receiving ECT services, regardless of if the death occurred while under Provider's care.
- i. Participant Illness - An illness of a participant requiring a response by Emergency Medical Services AND transport to a medical facility due to the severity of the illness while participant is attending the program funded by ECT.
- j. Participant Injury - A medical condition of a participant requiring a response by Emergency Medical Services AND transport to the hospital due to the severity of the medical condition or injury while the participant is attending the program funded by ECT.  
*Note in both instances of Participant Illness and Participant Injury the parents may use Emergency Medical Services as transportation to the hospital - if it is used solely for this purpose an incident report is not required. In the event that the participant leaves the program and requires emergency care due to an injury or illness incurred at the program, an incident report should be completed when the program becomes aware.*
- k. Sexual Battery - An allegation of sexual battery involving a participant or employee as

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<sup>1</sup> A Critical Incident will be deemed "known to Provider" when an executive or other position holding managerial authority of Provider receives knowledge of the occurrence of a Critical Incident.

evidenced by medical evidence or law enforcement involvement. Sexual battery includes participant on participant incidents; employee, agent, or volunteer on participant; and participant on employee, agent, or volunteer.

- I. Suicide Attempt - An act which clearly reflects the physical attempt by an active participant receiving ECT services to cause his or her own death, which results in bodily injury requiring medical treatment by a licensed health care professional.

In addition, the Provider shall notify ECT immediately upon knowledge of any action or incident involving Provider staff or volunteers that may reasonably be considered to jeopardize Provider's capability to continue to meet its obligations under the terms of this Agreement, which includes misconduct or malfeasance with respect to services funded by ECT during working hours, or any conduct related to services funded by ECT that results in the arrest of a staff member or volunteer after hours.

Within one (1) business day of knowledge of the occurrence of a Critical Incident, the Provider must submit electronically by email to [info@escambiachildrenstrust.org](mailto:info@escambiachildrenstrust.org) a completed Incident Report to ECT with full details and disposition of the incident, excluding identifying information such as name, date of birth, and address. In the event of a participant death, please contact by phone the ECT Executive Director within three (3) hours of knowledge of the incident.

All email communications made or received by ECT members or staff are considered public records and are retained and, upon request, made available to the public and media in accordance with Chapter 119, Florida Statutes.

Provider must adhere to the reporting requirements hereunder after the termination of this Agreement if Provider becomes aware of a Critical Incident after the termination of the Agreement if the Critical Incident occurred during the term of the Agreement and relates to the services funded by ECT.

#### **16. Provider Staff Membership on Board**

Provider agrees that Provider staff shall not serve as voting members of the Provider's governing board.

#### **17. Provider & Program Data Maintained In 2-1-1 Database**

Provider agrees to maintain accurate and up-to-date Provider and program data in the 2-1-1 Northwest Florida database. The Provider will review and update (as necessary) this data at least once annually. The Provider will list data for newly funded program(s) within thirty (30) calendar days of the date that ECT funds the program. This requirement applies to all programs accepting 2-1-1 referrals.

#### **18. Provider Staff Background Checks**

All program staff and Provider staff (including employees, independent contractors, and staff of subcontractors), volunteers and those who may have access to youth participants are required to undergo and pass a national Level 2 background check that complies with the standards set forth in Chapter 435, Florida Statutes. Those individuals must have no disqualifying offenses listed in Chapter 435, Section 04, Florida Statutes for which they have not received an exemption in accordance with Florida law. All staff and volunteers must continue to qualify to pass a Level 2 screening at all times and must notify their employer if at any time they no longer qualify to pass a Level 2 screening. Proof of Level 2 background clearance, including current executed affidavits/attestations of good moral character, must be maintained at all times in the appropriate files and the screening repeated every five (5) years or more often in accordance with law or as requested by ECT. This requirement applies to employees regardless of the funder supporting the position and all volunteers and subcontractors who may have access to youth. Volunteers and subcontractors who assist on an intermittent basis for less than ten (10) hours per month do not have to be screened if a person who meets the screening requirement of this section is always present and has the volunteer and subcontractor within his or her line of sight. The Provider is required to clearly document which volunteers meet the criteria for a Level 2 background screening and affidavits of good moral character, and which are exempt according to the terms of this Agreement. The Provider's policy and practice for background screening must provide for adequate protection and must comply with all applicable laws and implementing regulations, including, but not limited to, Chapter 435, Florida Statutes.

The Florida Department of Children and Families provides an exemption process under Chapter 435, Florida Statutes. ECT does not provide an exemption or waiver process.

Should a Provider not be statutorily authorized to receive a national Level 2 background check in accordance with Chapter 435, Florida Statutes, the Provider must still comply with the standards set forth in Chapter 435, Florida Statutes through Volunteer & Employee Criminal History System (VECHS) background screening. Only in the event the Provider does not qualify to receive a national Level 2 background check in accordance with Chapter 435, Florida Statutes and is not eligible to participate in VECHS, then the Provider must engage a third-party vendor to conduct a national background check and must comply with the standards as set forth in Chapter 435, Florida Statutes.

Providers using VECHS, or any other third-party vendor which does not allow the release of background screening results to ECT, must sign and provide to ECT an affidavit which ensures compliance with the entirety of this section. This affidavit must be renewed annually by the Provider's Executive Director or equivalent and submitted within thirty (30) calendar days of the effective date of this Agreement and upon change of staff in this position. Provider must also provide a written procedure within thirty (30) calendar days of the effective date of this Agreement which outlines the process by which compliance is ensured with the entirety of this section, including the person responsible for conducting verification between results of VECHS information and the disqualifying offenses according to Chapter 435, Florida Statutes. Personnel and volunteer files shall reflect who verified whether the employee or volunteer

candidate passed the background screening according to Chapter 435, Section04, Florida Statutes.

Provider agrees to submit to monitoring of personnel and volunteer files and other required documents to ensure compliance with this section. Monitoring will include, but not be limited to, review of training logs, position descriptions, applications, resumes and Provider verification of staff credentials. Providers shall not release PHI to ECT and shall keep this information separatec from personnel and volunteer files. Parental consent for ECT monitoring activities must be evident in the participant files of minor children.

#### **19. Attendance**

Provider is required to keep attendance records of Provider's programs funded by ECT. Attendance may be tracked in the ECT SAMIS Database or other approved data system. ECT may request attendance records which pre-date the term of this Agreement in order to confirm that the youth participating in the Provider's program are new. Provider shall provide ECT with its prior attendance rosters upon request.

#### **20. Drug-Free Workplace**

The Provider shall have and enforce a Drug and Alcohol-Free Workplace Policy. Provider agrees to submit to monitoring of its policy to ensure compliance with this section.

#### **21. Public Entity Crimes**

Per Chapter 287, Section 133, Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with a public entity, and may not transact business with a public entity in excess of the threshold amount provided in Chapter 287, Section 017, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

#### **22. ECT Policies and Procedures**

Provider agrees to follow all ECT policies and procedures which can be located on the ECT website at [www.escambiachildrenstrust.org](http://www.escambiachildrenstrust.org) and which are incorporated into this Agreement in their entirety unless contrary to any express provision in this Agreement. Said policies include, but are not limited to, all Board policies, funding policies, ECT financial policies and procedures for funded programs, research policies, security policies, ECT data quality guidance, and policies that may be promulgated by ECT within its sole discretion from time to time. ECT reserves the right to change these policies from time to time within its sole discretion. ECT will provide a

minimum of thirty (30) calendar days' notice to the Provider of any changes to these policies and it is the responsibility of the Provider to be in compliance with all policies and procedures at all times.

### **23. Accreditation**

Provider is encouraged to provide certification of current accreditation by a recognized national accrediting body appropriate to the programming funded by ECT.

Regardless of accreditation, the Provider must meet the highest professional standards established through its specific field.

### **24. Conflict of Interest**

The Provider must have no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder. The Provider further represents that no person having any such interest shall be employed or subcontracted by the Provider during the Agreement term and any extensions. In addition, Provider specifically agrees to:

- Prohibit members of Provider's board of directors from directly or indirectly receiving any funds paid by ECT to Provider under this Agreement.
- Prohibit members of Provider's board of directors from voting on matters relating to this Agreement which may result in Provider's board member directly or indirectly receiving funds paid by Provider under this Agreement.
- Prohibit members of Provider's board of directors from voting on any matters relating to this Agreement if they are related to the person or entity seeking a benefit as 1) an officer, director, partner, of counsel, consultant, employee, fiduciary, beneficiary, or 2) a stockholder, bondholder, debtor, or creditor.
- Prohibit employees of Provider from directly or indirectly receiving any funds paid by ECT to Provider under this Agreement, except as in accordance with this Agreement.
- Immediately disclose and justify in writing to ECT any business transactions between Provider on one side, and its board member(s), shareholders, partners, officers, directors, or employees, or any relatives of the aforementioned groups, on the other side.

Notwithstanding the foregoing, at the time of initial application for ECT funds and during any subsequent renewal extensions, the Provider shall promptly notify ECT, by email to [info@escambiachildrenstrust.org](mailto:info@escambiachildrenstrust.org), of all potential conflicts of interest for any current or prospective business association, interest, or other circumstance, which may influence or appear to influence the Providers judgment or quality of services being provided hereunder. Such written notification shall identify the current or prospective business association, interest, or circumstance, and in the case of prospective conflicts of interest, the nature of work that the Provider may undertake. Provider may also request an opinion of the ECT

Executive Director as to whether the association, interest or circumstance would, in the opinion of ECT, constitute a conflict of interest if entered into by the Provider. ECT agrees to notify the Provider of its opinion, in person, or by email, regular mail or delivery service, within thirty (30) days of receipt of notification by the Provider.

## **25. Insurance Requirements**

Prior to commencing any services under this Agreement, the Provider shall provide one copy of certificates evidencing insurance coverage as required hereunder. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The certificates shall clearly indicate that the Provider has obtained insurance of the type, amount, and classification as required for compliance with this provision and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to ECT. Compliance with this provision shall not relieve the Provider of its liability and obligations under this Agreement.

- a. The Provider shall maintain, during the life of this Agreement, commercial general liability, including contractual liability insurance in the minimum amount of \$1,000,000 per occurrence, to protect the Provider from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Agreement, whether such operations be by the Provider or by anyone directly employed by or contracting with the Provider.
- b. The Provider shall maintain, during the life of this Agreement, comprehensive automobile liability insurance in the minimum amount of \$1,000,000 combined single limit for bodily injury and property damages liability to protect the Provider from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the Provider's ownership, use, and/or maintenance of automobiles, including rented automobiles, for the provision of services under this Agreement or arising out of this Agreement. Proof of appropriate automobile liability insurance is required for any Provider employee or contractor who utilizes a privately owned automobile in order to provide the services detailed in its proposal to ECT or arising there-from.
- c. The Provider shall carry Workers' Compensation Insurance as required by Florida Statutes. In the event Provider does not carry Workers' Compensation Insurance and chooses not to obtain same, then Provider shall in accordance with Chapter 440, Section 05, Florida Statutes, apply for and obtain an exemption authorized by the Department of Insurance and shall provide a copy of such exemption to ECT.
- d. Depending on Provider's services to be provided, the Provider may be required to maintain, during the life of this Agreement, professional liability insurance or errors and omissions liability insurance in the minimum amount of \$1,000,000 per occurrence to protect the Provider from claims which may arise from or relate to any services provided under this Agreement, whether such services are by the Provider or by anyone directly employed by or contracting with the Provider.
- e. The Provider is also required to maintain any other insurance coverage deemed

reasonably necessary during the life of this Agreement.

- f. Agencies of the State of Florida are exempt from specific insurance coverage levels. Such agencies must submit proof of statutory insurance coverage but are exempt from the specific levels of coverage proscribed herein.
- g. All insurance, other than Worker's Compensation and Professional Liability/Errors and Omissions (if required), to be maintained by the Provider shall specifically include ECT as an "Additional Insured". Each renewal of the respective certificate of insurance provided for above shall be submitted to ECT upon receipt by Provider. Failure to have and/or maintain the required insurance under this Agreement shall not relieve Provider of any obligation under this Agreement including without limitation indemnification of ECT.

## **26. Transportation**

If children are being transported by, or on behalf of, the Provider, whether in Provider owned, rental or non-owned vehicles, the Provider must comply with the following requirements:

- a. All drivers must have a valid driver's license with the appropriate class certification (if applicable). A copy of each driver's license must be on file with the Provider.
- b. All vehicles must be insured as specified in Section 23, and
- c. A Transportation Permission Form must be signed by the parent or guardian of each child being transported. A copy of each Transportation Permission Form must be on file with the Provider.
- d. Provider agrees to utilize the ECT Transportation Form, attached hereto as **Exhibit G**, for all program participants being transported as part of the ECT funded program.

## **27. Use of Trust Funds for Inherently Religious Purposes Prohibited**

In accordance with the Establishment Clause of the First Amendment to the United States Constitution and the No Aid provision of Article 1, Section 3 of the Constitution of the State of Florida, the use of ECT funds for inherently religious purposes or to otherwise advance a religion is prohibited. The Provider shall not engage in inherently religious activities, such as worship, religious instruction, or proselytization, as part of the services provided and funded by ECT under this Agreement. The Provider agrees, as set forth in this Agreement, to provide ECT full access to its books and records related to the ECT funded program, and to permit ECT to monitor its activities and literature to ensure that ECT funds are not being used for inherently religious purposes or to otherwise advance a religion. Failure to comply with this provision will result in a reduction or denial of a reimbursement request or termination of this Agreement for cause as determined in the sole discretion of ECT.

## **28. Data Security**

Recipients of ECT funds are reminded of their vital responsibility to protect sensitive and confidential data and take all reasonable and appropriate actions to prevent the inadvertent disclosure, release, or loss of sensitive personal information. ECT advises that personally

identifiable, sensitive, and confidential information about ECT-supported programs or program participants not be housed on portable electronic devices. If portable electronic devices must be used, they should be encrypted to safeguard data and information. These devices include laptops, CDs, disc drives, flash drives, external hard drives, etc. Programs also should limit access to personally identifiable information through proper access controls, such as password protection and other means. Program data should be transmitted only when the security of the recipient's systems is known and is satisfactory to the transmitter.

### **29. Indemnification**

Provider shall defend, indemnify, and hold harmless ECT, its agents, and employees from and against any and all liabilities, claims, judgments, or actions including, but not limited to, attorney's fees and all costs that may hereafter at any time be made or brought by any person or entity on account of any claim including but not limited to, personal injury, property damage, loss of monies, civil rights violation, or discrimination allegedly caused in whole or part by any act or omission, including but not limited to, breach of contract, negligent act, wrongful act, intentional act, omission, and any acts of fraud or defalcation, of the Provider, its agents, employees, or subcontractors, arising out of or relating to its performance of this Agreement or for Provider's improper disclosure of confidential and/or exempt information, or failure to comply with F.S. 119 or any other applicable law, rule or regulation. In no event will the Provider be liable for or have any obligation to defend ECT against such liability, claims, judgments, or actions, including costs and attorney's fees, arising out of the negligent acts of ECT. This provision survives termination of the Agreement.

### **30. Time**

Time is of the essence in all respects under this Agreement.

### **31. Compliance with Laws**

In performing its obligations hereunder, each party agrees to comply in all material respects with all applicable laws. During the term of this Agreement, the Provider shall ensure that it is duly organized, validly existing and in good standing under the laws of Florida. If ECT becomes aware that a Provider's corporate status is administratively dissolved, ECT may terminate the Agreement if the Provider does not have its corporate status reinstated within 30 days' written notice by ECT.

### **32. Contract Documents and Controlling Provisions**

This Agreement consists of the terms and conditions herein and Provider's incorporated proposal. To the extent that there exists a conflict between this Agreement's terms and conditions and the Provider's incorporated proposal, the terms and conditions of this Agreement shall prevail. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

### **33. Applicable Law, Venue**

This Agreement shall be interpreted and construed in accordance with the laws of the State of Florida and venue for any litigation commenced relating to this Agreement shall be in Escambia County, Florida.

### **34. Amendments**

This Agreement may only be amended by mutual agreement of the parties, provided that the amendment is in writing and is executed by both parties.

Amendments shall not compromise the original intent or intended outcome(s) of the funded project.

Any changes to the Performance Measurements, Scope of Work, or Budget require prior written approval from ECT and shall follow the adopted policies and procedures of ECT.

### **35. Waiver**

No express or implied consent to or waiver of, any breach or default by the other party, in the performance of the obligations hereunder, shall be deemed or construed to be a consent to, or waiver of, any other breach or default in the performance by such hereunder. Failure on the part of either party to complain of any act of the other in default, irrespective of how long such failure continues, shall not constitute a waiver of a party's rights hereunder.

### **36. Severability; Survivability; Preparation**

If any provision of this Agreement or the application thereof to any person or circumstances shall be invalid or unenforceable to any extent, the remainder of this Agreement and the application of such provisions to other persons or circumstances shall not be affected thereby and shall be enforced to the greatest extent permitted by law. Any provision of this Agreement which is of a continuing nature or imposes an obligation which extends beyond the term of the Agreement shall survive its expiration or earlier termination. This Agreement shall not be construed more strongly against either party regardless of who was more responsible for its preparation.

### **37. No Third-Party Benefits**

The parties to this Agreement do not intend any provision of this Agreement to create any third-party beneficiaries or to confer any benefit or enforceable right upon anyone other than the parties hereto.

### **38. Sovereign Immunity**

This Agreement shall not be construed as constituting a waiver of any rights to sovereign

immunity granted to ECT under the laws or Constitution of the State of Florida. This Agreement shall not be construed as granting or extending the sovereign immunity to which ECT is entitled to the Provider or any other third-party.

### **39. Notices**

All notices, including changes in the following addresses, required to be given pursuant to this Agreement shall be given by mail, certified or registered, and return receipt requested, or by personal delivery, evidenced by a receipt signed by the recipient of such personal delivery, and shall be effective when deposited in the mail.

If to ECT, address to the Executive Director of the ESCAMBIA CHILDREN'S TRUST, 1000 College Blvd., building 26, Second Floor, Pensacola, Florida, 32504.

If to the Provider, address to the Executive Director of NEW WORLD BELIEVERS, INC., 2112 West Yonge Street, Pensacola, Florida 32505.

### **40. Waiver of Jury Trial and Remedies**

To encourage prompt and equitable resolution of any litigation, each party hereby waives its rights to a trial by jury in any litigation related to this agreement. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

### **41. Scrutinized Companies**

In compliance with F.S. 287.135(a), a Provider is ineligible to and may not enter into a contract with ECT if the Provider is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. 215.4725 or is engaged in a boycott of Israel. In compliance with F.S. 287.135(b), for contracts of \$1 million or more, a Provider is ineligible to and may not enter into a contract with ECT if the Provider (1) is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Section List, created pursuant to s. 215.473 or, (2) is engaged in business operations in Cuba or Syria. By entering into this Agreement, you are certifying that you are eligible to contract with ECT and are not participating in a boycott of Israel, are not on the Scrutinized Companies with Activities in Sudan List, are not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List and that you do not have business operations in Cuba or Syria. In addition, this Agreement may be terminated if Provider (1) has found to have submitted a false certification, (2) has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel, (3) has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in The Iran Petroleum Energy Sector List; or (4) has been engaged in business operations in Cuba or Syria.

The Provider agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.

The Provider agrees that the certifications in this section shall be effective and relied upon by ECT for the term of this Agreement, including any and all renewals.

The Provider agrees that if it or any of its subcontractors' status changes in regard to any certification herein, the Provider shall immediately notify ECT of the same.

As provided in Subsection 287.135(8), Florida Statutes, if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

#### **42. E-Verify**

In accordance with F. S. 448.095, no later than the first date of the term Agreement, Provider must register with and use the U.S. Department of Homeland Security's E-Verify system, <https://e-verify.uscis.gov/emp>, to verify the work authorization status of all employees hired on or after the first date of the term Agreement and during the remainder of the term of this Agreement. Evidence may consist of, but is not limited to, providing notice of your E-Verify number. The link for instructions on how to provide proof of participation/E-Verify enrollment is <https://www.e-verify.gov/faq/how-do-i-provide-proof-of-my-participationenrollment-in-e-verify>.

The statute also applies to subcontractors performing work under this Agreement. The subcontractor must use the E-Verify system for any employees it may hire during the term of this Agreement. The Subcontractors must provide affidavits stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by F.S. § 448.095(k). Subcontractors are defined in Florida Statute as both individuals and legal entities. Provider must maintain copies of all subcontractor affidavits for the duration of the ECT Agreement and these affidavits shall be subject at all times to inspection, review, or audit by ECT personnel or its duly authorized agent.

Notwithstanding any other terms of this Agreement, if Provider has knowingly hired, recruited or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States, ECT shall terminate this Agreement. Provider may be liable for all costs associated with ECT securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs (if necessary). Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this Agreement is terminated for a violation of the statute, Provider may not be awarded a public contract for a period of one (1) year after the date of termination.

#### **43. Affidavit addressing Contracting with entities of foreign countries of concern**

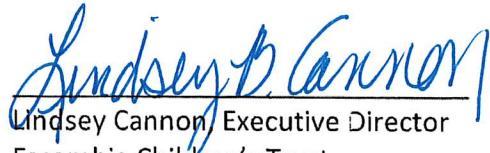
The Provider shall attest in writing that it is in compliance with Section 287.138, Florida Statutes,

and shall provide ECT with an affidavit attached hereto as **Exhibit H**.

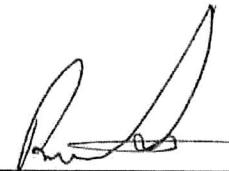
**44. Affidavit Addressing Human Trafficking**

The Provider shall attest in writing that it is in compliance with Section 787.06, Florida Statutes, and shall provide ECT with an affidavit attached hereto as **Exhibit I**.

**XVI. SIGNATURES**

  
\_\_\_\_\_  
Lindsey Cannon, Executive Director  
Escambia Children's Trust

1-16-2025  
Date

  
\_\_\_\_\_  
Romeo D. Jones, CEO  
New World Believers, Inc.

12-12-25  
Date

Rex L. Northup, M.D.  
Dr. Rex Northup, M.D., ECT Chair

1-16-25  
Date

  
\_\_\_\_\_  
Colin East, Provider Chair

12-12-25  
Date

Approved for legal sufficiency:

  
\_\_\_\_\_  
ECT Attorney

## Applications - New World Believers: Mental Health Supports RFP (Submitted) - Record ID: 1032

|   |  |
|---|--|
| <b>Applicant Member Agency (Client)</b> | New World Believers  |
| <b>Grant</b>                            | Mental Health Supports RFP   |
| <b>Organization</b>                     | New World Believers  |
| <b>Escambia County District #</b>       | Click here to look up your district:<br><a href="#">Escambia County Commission District Number</a> |
|   | 3  |
| <b>Contact Person</b>                   | Rodney Jones   |
| <b>Title of Contact Person</b>          | Registered Agent   |
| <b>Contact Person e-mail</b>            | <a href="mailto:rjbyfaithnotsight@gmail.com">rjbyfaithnotsight@gmail.com</a>                       |
| <b>Created By</b>                       | Rodney Jones   |
| <b>Modified By</b>                      | Rodney Jones   |

## Abstract

Title of proposed program.

(max 500 characters)

H.O.O.P.S. (Healthy Opportunities and Options Promoting Success)

Provide a brief summary of your proposed project. (Think about who, what, when, where, why, and how)

(max 2000 characters)

New World Believers HOOPS believes the philosophy for guiding individual development is increasing insight into the multiple roles of adults and youth with a broader spectrum of choices. We know that resilience and competency building are central to helping individuals navigate in healthy ways, providing groundwork to strengthen a person's sense of identity, belief in the future, self-regulation, and self-efficacy, as well as their social, emotional, cognitive, and behavioral competence. New World Believers HOOPS will seek to help(who) youth and families(what)address mental health issues and social barriers to regain a sense of self-worth, increase economic sustainability, improve noteworthy parenting skills, and abstain from engaging in unhealth-compromising behaviors. Our youth and families will have access to services that include but are not limited to mental health, substance abuse, life skills, employment assistance, housing assistance, case management, Legal aid, Parenting and Financial Literacy services. Our clients will be served in a safe secure non-intimidating environment provided(where) at our 5000sq facility located in the 32505-zip code a community friendly neighborhood (2112 West Yonge St.) for participants (when)six days a week. NWB HOOPS is designed to impact participants(why)to develop an attitude of self-reliance, increase workforce opportunities, reduce social miscreants in society and build their abilities and competencies. NWB will accomplish its goals(how)by way of its staff having the experience, knowledge and understanding of the target population which allows of the ability to implement the necessary programming and through our community partners who will assist us in addressing the needs of the youth and families we serve.

## Pre-Qualification

## Organizational Capacity

Organization's current mission and goals.

(max 3500 characters)

Mission Statement:

At New World Believers HOOPS, our mission is to address the critical challenges pertaining to mental health, substance abuse, crime, violence, and economic instability in the greater Pensacola, Escambia County area. We are dedicated to empowering individuals and communities through education, support, and advocacy, with a focus on saving lives and building futures.

For over 15 years, NWB has been committed to providing essential services to vulnerable populations, including youth, individuals, families, and men and women transitioning from incarceration. Through strategic partnerships, we connect our clients with vital resources such as mental health counseling, substance abuse treatment, HIV testing and counseling, parenting classes, life skills training, and at-risk behavior intervention.

NWB also operates a food pantry, ensuring individuals and families have access to nutritious meals when faced with food insecurity. In addition, we collaborate with REAP (Re-Entry Alliance Pensacola) to offer safe and stable shelter for men in our community, facilitating their successful reintegration into society.

Our team at NWB includes individuals who have firsthand experience with the challenges our clients face. Mr. Rodney Jones, for instance, overcame personal struggles including separation from his children due to incarceration and substantial child support obligations. Through resource navigation, dedication, and determination, he successfully transformed his life. As a valued member of NWB, he now contributes to the betterment of our organization and the wider community. Our staff's understanding of diverse cultures and beliefs ensures that we can effectively serve and honor the unique needs of those we work with.

At New World Believers HOOPS, we firmly believe that with guidance and perseverance, anyone can overcome obstacles. By equipping individuals with the necessary tools and support, we strive to create a new world where lives are saved, futures are built, and communities thrive.

Goals: 1. Develop programs and resources to address mental health issues for youth and families, 2. Establish job training and placement programs, including resume building workshops, interview preparation, and partnerships with local businesses to create employment opportunities 3. Collaborate with legal professionals and organizations to provide legal clinics, and information sessions, 4. Advocate for affordable housing options and partner with local housing authorities or nonprofits to offer housing resources, 5. Organize parenting classes and workshops to help parents and guardians develop effective parenting skills, communication techniques, and strategies, 6. Offer workshops and resources on budgeting, saving, and financial planning to empower families to manage their finances more effectively, 7. Implement a data collection system to monitor the impact of your programs, identify areas for improvement,

Brief history of the organization and/or department.

(max 3500 characters)

The New World Believers (H.O.O.P.S.) Healthy Opportunities and Options Promoting Success Program is a community enhancement center that has been operating since 2004 as a 501(c)(3) non-profit organization. Our main objective is to address the critical issues of mental health, drugs, crime, violence, and economic instability that persist in some of the most challenging neighborhoods in the greater Pensacola, Escambia County area.

Our focus lies in the lower-income neighborhoods, where residents face significant barriers that hinder their pursuit of a self-sufficient life. Over the past decade, New World Believers (NWB) has partnered with the Department of Juvenile Justice, initially as a community service site and now as a contracted agency as a Civil Citation Provider for the past six years, we offer behavior modification, individual and group counseling services addressing mental health issues in our youth

population.

For the past 18 years, NWB has been providing a range of services to the community. These include behavior modification, mental health counseling (both individual and group), parenting classes, workforce development programs, crime prevention and intervention, substance abuse classes with mentoring, and group interventions using the evidence-based Choices & Tru-thought curriculum.

In addition, NWB has established long-term partnerships with for-profit businesses such as Kehoe Construction and New World Cleaning LLC, spanning a combined 15 years. Through these collaborations, we have been able to place clients in on-the-job training programs and secure employment opportunities. More than 100 individuals have been referred by NWB HOOPS and successfully entered the workforce through these partnerships.

Furthermore, NWB has held a memorandum of understanding (MOU) with the Escambia County Department of Health for the past 10 years. This collaboration has allowed us to offer youth risky sexual behavior groups and serve as an HIV testing site providing testing and counseling for those impacted by HIV & AIDS. All the services we provide are offered free of charge to the community.

Our community center, NWB H.O.O.P.S., is located at 2112 West Yonge Street. This 5,000-square-foot facility serves as a hub where we offer an array of services to help participants navigate the daily challenges they face. NWB H.O.O.P.S. serves as a one-stop-shop to fulfill our mission of helping individuals regain stability and become productive members of society.

To achieve our goals, NWB has established partnerships with various organizations and agencies. These include the Escambia County Sheriff's Office, Escambia County Health Department, Escambia Coalition of the Homeless, University of West Florida, Child Support Office, New World Cleaning LLC, Northwest Florida Legal Aid, and Feeding the Gulf Coast formerly Bay Area Food Bank. These partnerships provide us with access to a wide range of services and service providers, enabling us to connect mentors and tutors to children and young adults in need.

Through our collective efforts and collaborative partnerships, NWB is actively engaged in the fight to help individuals in our community regain stability and become positive contributors to society.

A description of services, past accomplishments, and experience with similar projects. Including a description of services for at-risk children and youth.

(max 3500 characters)

NWB accomplishments over the last seven years, as outlined below:

NWB currently contracts with the Department of Juvenile Justice to provide Civil Citation Services not only is it an accomplishment it speaks to our experience providing services similar to what we are proposing . This contract demonstrates our ability to work with government agencies and deliver services related to youth Intervention and prevention. Current

Additionally,NWB contracted with the Escambia County Board of County Commissioners to provide behavioral modification services to young people aged 12 to 18. This again speaks to our experience in addressing behavioral issues among adolescents and gaining the trust of local authorities. Previously

NWB established a Memorandum of Understanding (MOU) with the University of West Florida Social Work Department, as a Master's Level Intern supervision work site. This partnership highlights our commitment to providing practical learning opportunities for students in the field of behavioral services.

NWB subcontracted for Mega Social Enterprise Vocational Rehabilitation Service Provider offering services to youth with disabilities aged 14 to 19. This shows our dedication to providing inclusive services and support for vulnerable youth.

NWB organization purchased a 5000 sqft location, which implies growth and stability as an organization. This property acquisition enables us to expand our services and have a permanent base of operations.One of our greatest accomplishments. Current

#### Services for At-Risk Children and Youth

Cognitive Behavioral Therapy (CBT): NWB provides evidence-based CBT to help individuals identify and modify negative thought patterns and behaviors, thereby promoting positive emotional and mental health.

Emotional Intelligence Development: NWB offers workshops and training sessions to enhance emotional intelligence,

helping participants better understand and manage their emotions, leading to improved interpersonal relationships and decision-making skills.

**Mental Health Counseling:** NWB HOOPS offers individual counseling services, focusing on improving overall well-being and mental health.

**Mentoring for Youth:** NWB provides a mentoring component for at-risk youth, offering guidance, support, and positive role models to help them navigate life challenges successfully.

Youth work-based learning components with social learning field trips are a valuable and effective way to enhance the learning experiences of young individuals. This approach combines practical work-based learning with opportunities for social interactions and real-world experiences outside of the traditional classroom setting.

NWB has a proven track record of successfully implementing programs that improve the lives of youth and families in the Escambia County area. Our evidence-based programs have shown significant positive outcomes, positive behavior changes including increased mental health, improved family cohesiveness. We have cultivated strong relationships with employers in the community to facilitate job placement for our participants. Additionally, our partnerships with legal aid organizations enable us to provide specialized legal services to those in need.

Our greatest accomplishment is the fact that NWB has reached over 5000 youth and families in Escambia County over the last 7 years through our services and programs.

Describe your organization's capacity and resources to implement the evidence-based practice or program and the specific activities, efforts, and steps taken to date to ensure readiness to implement it.

(unlimited characters)

New World Believer organization, we possess a high level of capability and capacity to deliver services effectively. Our seven years of experience providing similar or identical services for the Department of Juvenile Justice to middle school and high school age youth have allowed us to develop a deep understanding of the target population's needs and challenges.

Our partnerships with entities like the University of West Florida have further strengthened our service delivery capabilities. The presence of interns from the university assists us in enhancing our service delivery and brings fresh perspectives to the table.

Additionally, our collaboration with other partners who provide in-kind resources bolsters our ability to address the diverse needs of the youth we serve. Having access to a 5000sq ft space dedicated to service delivery enables us to offer a conducive and comfortable environment for the youth.

Moreover, our trained staff members are experienced and well-versed with the target population, allowing them to implement evidence-based practices and programs effectively. We take readiness seriously and have worked diligently to ensure that we are prepared to implement these programs successfully.

Our commitment to collaboration extends to working closely with community stakeholders, which allows us to gain valuable insights and ensures that our services remain aligned with the community's needs.

Continuous assessment of the needs of the population we serve is an integral part of our approach. This ongoing assessment enables us to tailor our services to address the evolving challenges and circumstances faced by the youth.

In summary, New World Believer is well-equipped with the experience, resources, partnerships, and trained staff needed to deliver high-quality services to middle school and high school age youth. Our dedication to evidence-based practices, community engagement, and constant improvement drives our success in making a positive impact on the lives of the youth we serve.

## Contract Termination or Corrective Action

Has your agency had a grant contract terminated OR has your agency been placed on any corrective action or performance improvement plan in the last 3 years from any funders?

No

## Litigation or Regulatory Action

Has your agency been a defendant in any litigation or regulatory action in the last 3 years, OR your agency has been a plaintiff in a bankruptcy?

No

# Project Plan

## Target Population

Age range of your target population.

11-18 Middle School & High School

Program's geographic area served.

(max 3500 characters)

NWB HOOPS is a commendable organization, offering valuable services to participants in the greater Escambia County and Pensacola area. Our physical location in Escambia County is 2112 West Yonge Street 32505 zip code which is in an Opportunity Zone and in proximity to various facilities, such as the ECAT main bus transfer station, Department of Juvenile Justice, shopping complex, and fast-food restaurants, make it easily accessible for community members.

Given the 32505-zip code's challenging conditions with high poverty, crime rates, and drug issues, NWB HOOPS is positioned strategically to make a positive impact on the community. Our focus on being community-friendly and offering potential employment opportunities with nearby businesses showcases a commitment to providing comprehensive support to the participants we serve.

By acknowledging the area's need for change and emphasizing NWB HOOPS as the "recipe" that can bring a different flavor to the community, our organization demonstrates a strong sense of purpose and dedication to making a difference.

By providing opportunities for growth, learning, and employment, NWB HOOPS can become a catalyst for positive change and transformation in the lives of the participants and the community as a whole.

Current number served.

600

Projected number to be served.

1200

Description of at-risk population to be served.

(max 3500 characters)

New World Believers HOOPS" aims to serve a population facing multiple challenges, including low income, parental incarceration, substance use, low skills, dropouts, legal issues, youth with behavior issues, poor grades, attendance problems, bad home environments, single-parent homes, lack of a support network, mental health issues, and poor employment prospects.

1. Prior incarceration: Individuals with a history of incarceration often face difficulties in finding employment and reintegrating into society.
2. Low-income parents: Financial constraints can limit access to resources and opportunities for both parents and their children.
3. Substance use: Substance abuse can have significant negative effects on individuals' physical and mental health, as well as their social and economic well-being.
4. Low skills and dropout: Limited educational attainment can hinder job prospects and personal development.
5. Legal issues: Ongoing legal problems can create significant stress and barriers to stability and progress.
6. Youth with behavioral issues: Young people with behavioral challenges may require specialized support and interventions to succeed.

7. Poor grades and attendance: Academic struggles can lead to reduced opportunities and self-esteem issues.
8. Bad home environment: A negative home environment can impact a child's development and well-being.
9. Incarceration of parents: Having a parent incarcerated can have profound effects on a child's emotional and social development.
10. Single-parent homes with no support network: Single parents may face increased responsibilities without sufficient support, making it difficult to address the needs of their children effectively.
11. Mental health issues: Untreated mental health problems can significantly impact an individual's ability to function in various aspects of life.
12. Poor employment opportunities: Limited job prospects can perpetuate the cycle of poverty and disadvantage.

Addressing these challenges effectively, New World Believers HOOPS would provide a comprehensive and holistic approach, combining social services, education, mental health support, and employment assistance. Tailored programs and individualized support is necessary to meet the diverse needs of this population.

## Purpose/Need

Provide a clear and compelling description of the program and rationale/need for services based on data and evidence. Describe how your proposed solution will tackle the challenge of stress, anxiety, depression or other mental health issues in children, youth and families.

(max 5000 characters)

NWB HOOPS is a comprehensive and evidence-based program designed to address the pressing mental health issues faced by youth and families in Escambia County. NWB will serve 40 youth participants and their families (Parents & siblings). NWB HOOPS program will operate in 90-day cycles rotating youth every cycle. Aftercare services will be provided for youth and families for an additional 90 days. However, NWB has an open-door policy for all youth and families who have previously participated to receive assistance beyond the 90-day aftercare if needed. The program will offer a range of services, including cognitive-behavioral therapy (CBT), emotional intelligence training, work-based learning creative arts component, legal assistance, housing assistance, employment assistance, case management along with individual, group, and family counseling.

The rationale for these services is rooted in robust statistical data that highlights the far-reaching impact of untreated mental health issues, substance abuse, and unemployment on individuals and communities. Escambia County faces significant challenges, with 25% of children living in single-parent homes, many of which are fatherless due to drugs and incarceration. This puts these children at a much higher risk of ending up in jail or prison, perpetuating a cycle of dysfunction and substance abuse within their family systems.

Furthermore, the county's concerning unemployment rates contribute to the strain on the community, as taxpayers spend a substantial amount on repeat offenders in the jail system. The data shows that 68% of those released from jail end up re-arrested within three years, and a staggering 80% of the 30,000 inmates arrested and released each year suffer from drug and alcohol addiction.

The proposed solution by NWB HOOPS is a multifaceted approach that aims to tackle stress, anxiety, depression, and other mental health issues in children, youth, and families.

**Cognitive Behavioral Therapy Mon-Fri 9am-7pm (CBT):** Evidence shows that CBT is highly effective in treating mental health issues in children, youth, and adults. NWB HOOPS will provide CBT services to address anxiety, depression, and stress-related problems.

**Emotional Intelligence Training:** Mon-Fri 9am-7pm Emotional intelligence plays a crucial role in managing emotions and building resilience. The program will offer training to enhance emotional intelligence among participants, empowering them to cope with life's challenges effectively.

**Work-Based Learning Creative Arts Component Mon-Fri 9am-7pm** will provide individuals with an opportunity to learn a skills and increase knowledge, to break the cycle of unemployment and poverty . Moreover, it allows for creative expression which has shown positive effects on mental health and emotional well-being. The program will incorporate creative arts as a therapeutic tool to help individuals process emotions and trauma, all youth will be rewarded with HOOPS Bucks to shop in our clothing closet for their participation.

Individual, Group, and Family Counseling: Mon-Fri 9am-7pm (Scheduled) NWB HOOPS will offer individual, group, and family counseling sessions to cater to the diverse needs of participants and foster a supportive environment for healing and growth..

Parenting and Financial Classes: Parenting classes Sat 9am-1pm will equip parents with effective strategies to support their children's mental health and overall development. Financial classes will empower participants to manage their finances better and reduce economic stressors.

Legal Aid Workshops: (monthly scheduled) Legal aid plays a crucial role in providing access to justice for families who might otherwise be unable to afford legal representation. These services can help families navigate complex legal systems, protect their rights, and secure better outcomes in various legal matters.

Case Management Services youth & Adults Mon-Fri 9am-7pm(Scheduled)By, coordinating and linking individuals and families to various community resources and ensuring they receive holistic support beyond mental health care is effective in stabilizing families.

Outcome Monitoring and Evaluation Mon-Fri 9am-7pm (Mid Term Eval 45day)this component is key for collecting data to assess the effectiveness of EBP implementation, this will allow us to make data-driven improvements to the program and track the progress of participants allow us to make necessary changes for best service delivery

Transportation Monday to Friday, from 9 am to 9pm Transportation plays a crucial role in facilitating services to youth and families in various ways. It directly impacts their access to essential resources and opportunities, contributing to their overall well-being and development.

Aftercare Monday-Friday 9am-5pmis a vital component of any comprehensive intervention or support program. It helps individuals and families build upon the progress they made, provides ongoing assistance, and equips them with the necessary

Identify the Evidence-Based Practice (EBP) to be implemented and cite one specific source of credible research, evaluation, and/or literature that designates the practice as evidence based.

(max 5000 characters)

New World Believers (NWB) Evidence-Based Practice (EBP) is a comprehensive approach that integrates various evidence-based programs and interventions to support youth and families. Within this framework, the following evidence-based practices are included:

Tru-Thought & Choices Curriculum for Youth: This curriculum aims to enhance critical thinking skills and decision-making abilities among youth, helping them make positive choices in various aspects of their

Cognitive-Behavioral Therapy (CBT): CBT is a widely recognized evidence-based therapeutic approach that focuses on addressing dysfunctional thought patterns and behaviors to promote positive mental health outcomes. It has been shown to be effective in treating a variety of mental health issues in youth and adults alike.

Source: Weisz, J. R., McCarty, C. A., & Valeri, S. M. (2006). Effects of psychotherapy for depression in children and adolescents: A meta-analysis. *Psychological Bulletin*, 132(1), 132-149. doi:10.1037/0033-2909.132.1.132

Triple P Parenting Program: The Positive Parenting Program (Triple P) is an evidence-based intervention that provides parents with skills and strategies to effectively manage their children's behavior and promote positive parent-child relationships. It has been extensively researched and demonstrated to be effective in improving parenting practices and child behavior.

Source: Sanders, M. R., & Kirby, J. N. (2012). A public-health approach to improving parenting and promoting children's well-being. *Child Development Perspectives*, 6(1), 5-11. doi:10.1111/j.1750-8606.2011.00215.x

Getting Ahead in a Just Getting By World: This program focuses on empowering individuals in poverty to build resources and take control of their lives. While not a traditional evidence-based practice in the clinical sense, it is grounded in principles of social justice and community engagement.

Source: Center for Public Policy Priorities. (2005). Getting ahead in a just-getting-by world: A guidebook for moving up. Retrieved from <https://forworkingfamilies.org/wp-content/uploads/2014/05/Getting-Ahead-in-a-Just-Getting-By-World-2014-0.pdf>

Money Smart: This financial education program by the Federal Deposit Insurance Corporation (FDIC) helps individuals develop financial management skills and make informed financial decisions.

Source: Federal Deposit Insurance Corporation. (2020). Money Smart - A Financial Education Program. Retrieved from <https://www.fdic.gov/consumers/consumer/moneysmart/>

Work-Based Learning and Social, Mental Health Counseling for Youth and Families: These practices, while not tied to a specific program, draw from a body of research supporting the importance of providing counseling and work-based learning

opportunities to improve social and emotional well-being and promote positive youth development.

Source: National Collaborative on Workforce and Disability for Youth. (2018). Effective Work-Based Learning Programs and Practices for Youth with Disabilities. Retrieved from [https://ncwd-youth.info/sites/default/files/NCWD\\_Effective\\_WBL\\_Guide\\_2020.pdf](https://ncwd-youth.info/sites/default/files/NCWD_Effective_WBL_Guide_2020.pdf)

Emotional Intelligence Training: Emotional intelligence programs aim to enhance individuals' ability to recognize, understand, and manage emotions effectively, leading to better social and emotional functioning.

Source: Brackett, M. A., & Salovey, P. (2006). Measuring emotional intelligence with the Mayer-Salovey-Caruso Emotional Intelligence Test (MSCEIT). *Psicothema*, 18, 34-41.

Job Coaching and Mentoring: These practices involve providing personalized support and guidance to individuals in employment or educational settings to improve skills and job satisfaction.

Source: West, M., & Kozlowski, S. (2010). Building team-based organizations: A practical framework. In S. Zedeck (Ed.), *APA Handbook of Industrial and Organizational Psychology* (Vol. 2, pp. 469-510). American Psychological Association. doi:10.1037/12076-012

Legal Aid for Families: Access to legal aid services can provide families with the necessary support to navigate legal challenges and secure their rights.

Source: National Legal Aid & Defender Association. (2021). What is Civil Legal Aid? Retrieved from <https://www.nlada.org/what-is-civil-legal-aid>

Mentoring: Evidence-Based Practice: The use of formal mentoring programs for at-risk youth to improve their educational, behavioral, and psychosocial outcomes. Source: A study published in the Journal of Youth and Adolescence titled "The Impact of Youth Mentoring Programs on Academic and Psychosocial Competence Outcomes" conducted by J. E. Rhodes, and colleagues (2004).

Providing Transportation: Evidence-Based Practice: Implementation of a ride-sharing service for patients to improve access to healthcare facilities and reduce missed appointments. Source: A systematic review conducted by MacLeod et al. (2017) titled "Non-Emergency Medical Transportation Programs and Their Impact on Health Care Access: A Systematic Review.

Aftercare

Describe how this program will improve access to care, delivery of services, and mental health treatment outcomes for the geographic and demographic population served.

(max 3500 characters)

NWB HOOPS program is designed to address the existing gaps in access to care, delivery of services, and mental health treatment outcomes for a specific geographic and demographic population. This program aims to achieve these improvements:

Enhanced Access to Care:

Outreach Efforts: NWB HOOPS will actively engage with communities and populations that face barriers in accessing healthcare and mental health services. This may involve meeting youth and families in underserved areas where they are(making home visits) to bring services closer to the people in need.

Telehealth Solutions: The program may leverage telemedicine and digital health technologies to overcome physical constraints. This allows individuals who are home bound or physically incapable to access mental health support and medical consultations without the need for travel.

Culturally Sensitive Approach: NWB HOOPS will ensure that services are provided in culturally sensitive manner to cater to the diverse population it serves. This approach fosters trust and encourages individuals from different backgrounds to seek help.

Improved Delivery of Services:

Integrated Care Model: NWB HOOPS will adopt an integrated care approach, bringing together mental health professionals, primary care providers, social workers, and other relevant stakeholders. This model facilitates comprehensive treatment plans, addressing both physical and mental health needs.

Personalized Treatment Plans: Each individual's mental health needs will be assessed thoroughly, and personalized treatment plans will be developed. This tailoring of services helps in more effectively addressing specific challenges and issues faced by the population served.

Timely and Efficient Service Delivery: The program will focus on reducing waiting times and streamlining the service delivery process. By optimizing resource allocation and implementing evidence-based practices, NWB HOOPS can enhance overall

efficiency.

#### Mental Health Treatment Outcomes:

**Early Intervention:** By increasing access to care and reducing stigma surrounding mental health, NWB HOOPS can identify and intervene in mental health issues earlier. Early intervention is crucial for better treatment outcomes and reducing the severity of mental health conditions.

**Continuity of Care:** The program will prioritize follow-up and continuous support, ensuring that individuals receive ongoing care and prevent relapses. This can significantly improve long-term treatment outcomes.

**Outcome Measurement:** NWB HOOPS will employ data-driven approaches to measure treatment outcomes and identify areas for improvement continually. Regular assessments will guide the program in adapting and refining its services for better results.

#### Cultural Competency and Sensitivity:

**Training and Education:** Staff and mental health professionals involved in the program will undergo cultural competency training. This ensures that they are well-equipped to understand and address the unique needs and challenges of the specific demographic population served.

**Community Involvement:** NWB HOOPS will actively involve community leaders, advocates, and members in the decision-making process. By engaging the community, the program can better understand local needs and build trust, leading to improved mental health outcomes.

Overall, NWB aims to bridge the gaps in access to care and mental health services for the target population by providing personalized, culturally sensitive and comprehensive support.

## Activities and Outcomes

Outline executable services for addressing unmet needs in children's mental health care, especially among disadvantaged and vulnerable populations. Provide a description of how the organization plans to implement the program and incorporate the EBP into your core services.

(max 3500 characters)

**Mental Health Counseling Services:** NWB HOOPS' initiative to focus on Cognitive Behavioral Therapy (CBT) and Emotional Intelligence Development .

**Work-Based Learning Arts Component:** Participants engage in hands-on training, learning the technical aspects of photography, recording, and videography, as well as storytelling and editing techniques. This intertwines creative expression, emotional well-being, and practical skills development in a thoughtful and comprehensive manner.

**Mentoring Program:** Pairing children with positive role models for guidance and support

**Job Coaching for Adults:** Assisting parents and caregivers in job-related skills and opportunities

**Parenting Classes Adults:** Providing parenting workshops and education on effective parenting strategies 2. Strengthening parent-child relationships and family dynamics

**Financial Literacy Classes Adults:** Offering classes to parents on budgeting, saving, and financial planning.

**Case Management Services youth & Adults:** Coordinating identifying needs and linking families to various community resources.

**Legal Aid Assistance Component Adult:** Offering legal support and resources for families facing legal challenges

**Employment Assistance Component:** Assisting youth & adults in finding suitable employment opportunities.

**Outcome Monitoring and Evaluation:** Monitoring & collecting data to assess the effectiveness of EBP implementation

**Aftercare Services:** Providing ongoing support and follow-up after the program's completion.

**Implementing EBP's:** NWB HOOPS Organization is dedicated to implementing evidence-based practices (EBP) in our core services to ensure the highest quality of care for children's mental health.

**Training and Capacity Building:** NWB HOOPS will invest in comprehensive training and capacity-building initiatives. Mental health professionals, educators, and other relevant team members will receive specialized training on the selected EBPs. Ongoing professional development opportunities will be provided to stay updated on the latest research and best practices.

**Fidelity and Implementation Integrity:** NWB HOOPS organization will closely monitor the implementation of these practices to ensure they are delivered as intended. Regular supervision and fidelity checks will be conducted to maintain the integrity of the program.

**Outcome Measurement and Data Collection:** NWB HOOPS organization will establish a robust data collection system to measure the impact of their EBP interventions on children's mental health. Quantitative and qualitative data will be collected, including pre- and post-intervention assessments, feedback from children and families, and observations from staff members.

**Continuous Quality Improvement:** Based on the data collected, NWB HOOPS organization will use the data to identify areas for improvement, adapt their services as needed, and make evidence-based decisions to enhance the effectiveness of their programs continually.

**Research and Collaboration:** NWB HOOPS organization will collaborate with institutions to participate in research studies and contribute data to ongoing research efforts. By engaging in research, we aim to inform and shape future evidence-based practices in the field.

**Community Engagement:** NWB HOOPS actively involves the communities it serves in program development, implementation, and evaluation. Engaging with families, schools, and community organizations will ensure that the programs are culturally relevant.

Describe the services and activities to be provided and the specific measurable results, outcomes, and deliverables that you wish to achieve during the grant period.

(max 3500 characters)

**Mental Health Counseling Services:**

Provide Cognitive Behavioral Therapy (CBT) and Emotional Intelligence Development sessions to a minimum of 100 clients. Conduct pre- and post-assessments to measure improvements in emotional well-being and coping strategies for participants receiving counseling services.

**Work-Based Learning Arts Component:**

Train at least 100 participants in photography, recording, videography, storytelling, and editing techniques. Evaluate participants' creative expression and technical skills through project assessments and feedback.

**Mentoring Program:**

Successfully match 100 children with positive role models for guidance and support.

Conduct regular surveys to measure improvements in mentees' self-esteem, academic performance, and overall well-being.

**Job Coaching for Adults:**

Assist a minimum of 60 parents and caregivers in acquiring job-related skills and exploring job opportunities.

Track employment outcomes, such as job placements and career advancements, through follow-up surveys and employer feedback.

**Parenting Classes for Adults:**

Conduct parenting workshops with at least 80 parents, covering effective parenting strategies and strengthening parent-child relationships.

Administer pre- and post-program surveys to assess changes in parenting knowledge and behaviors.

**Financial Literacy Classes for Adults:**

Provide financial literacy classes to 60 parents, focusing on budgeting, saving, and financial planning.

Evaluate participants' financial knowledge and behaviors through pre- and post-program assessments.

**Case Management Services for Youth & Adults:**

Successfully link 150 families to various community resources based on identified needs.

Monitor the frequency and success of referrals through case management documentation.

**Legal Aid Assistance Component for Adults:**

Offer legal support and resources to 40 families facing legal challenges.

Track the resolution of legal cases and client satisfaction through post-assistance surveys.

**Employment Assistance Component:**

Help 50 adults find suitable employment opportunities through job search support and networking.

Measure employment outcomes, such as job placements and job retention rates.

#### Outcome Monitoring and Evaluation:

Continuously collect data to assess the effectiveness of Evidence-Based Practice (EBP) implementation across all services.

Conduct regular evaluations of the program's impact on participants and the community.

#### Aftercare Services:

Provide ongoing support and follow-up to at least 70% of program graduates.

Measure the success of aftercare services through participant feedback and outcome assessments.

Overall, NWB HOOPS is committed to making a positive impact on the lives of individuals and families in the community through these specific measurable goals and outcomes during the grant period. The organization will regularly review and analyze the data collected to inform program improvements and ensure that it meets the needs of its beneficiaries effectively.

## Data Collection, Evaluation and Continuous Improvement

Explain how the outcomes of the program will be measured and reported.

(max 3500 characters)

Measuring and reporting for NWB HOOPS involves systematically assessing each program component. This includes tracking quantitative data and conducting qualitative assessments to gather feedback from participants.

#### Mental Health Counseling Services:

Measure: The number of clients who received Cognitive Behavioral Therapy (CBT) and Emotional Intelligence Development sessions should be recorded.

Outcome: Conduct pre- and post-assessments to measure improvements in emotional well-being and coping strategies for participants. This can be done using standardized mental health assessment tools.

#### Work-Based Learning Arts Component:

Measure: The number of participants trained in photography, recording, videography, storytelling, and editing techniques should be tracked.

Outcome: Evaluate participants' creative expression and technical skills through project assessments and feedback from trainers or mentors.

#### Mentoring Program:

Measure: The number of successfully matched mentees with positive role models should be recorded.

Outcome: Conduct regular surveys to measure improvements in mentees' self-esteem, academic performance, and overall well-being. The feedback from mentors and teachers can also be valuable in assessing changes in mentees' behaviors.

#### Job Coaching for Adults:

Measure: The number of parents and caregivers assisted in acquiring job-related skills and exploring job opportunities should be tracked.

Outcome: Track employment outcomes, such as job placements and career advancements, through follow-up surveys and employer feedback.

#### Parenting Classes for Adults:

Measure: The number of parents attending parenting workshops should be recorded.

Outcome: Administer pre- and post-program surveys to assess changes in parenting knowledge and behaviors. Feedback from participants during and after the workshops can also provide valuable insights.

#### Financial Literacy Classes for Adults:

Measure: The number of parents attending financial literacy classes should be recorded.

Outcome: Evaluate participants' financial knowledge and behaviors through pre- and post-program assessments. This can include tests on budgeting, saving, and financial planning.

#### Case Management Services for Youth & Adults:

Measure: The number of families linked to community resources should be tracked.

Outcome: Monitor the frequency and success of referrals through case management documentation, ensuring that the families receive the necessary support.

#### Legal Aid Assistance Component for Adults:

Measure: The number of families receiving legal support and resources should be recorded.

Outcome: Track the resolution of legal cases and client satisfaction through post-assistance surveys. Client feedback can also help assess the quality of legal aid provided.

Employment Assistance Component:

Measure: The number of adults finding suitable employment opportunities with the help of the program should be tracked.

Outcome: Measure employment outcomes, such as job placements and job retention rates, through follow-up surveys and employer feedback.

Aftercare Services:

Measure: The percentage of program graduates receiving ongoing support and follow-up should be recorded.

Outcome: Measure the success of aftercare services through participant feedback and outcome assessments, focusing on the continued well-being and progress of program graduates.

Reporting: The outcomes of each program component will be compiled in a comprehensive report, detailing the measured

Describe your continuous improvement plan.

(max 3500 characters)

The NWB HOOPS continuous care plan is a comprehensive and holistic approach to mental health counseling services and personal development. The program design centers on Cognitive Behavioral Therapy (CBT) and Emotional Intelligence Development while incorporating various components to address the needs of youth, and adults in the community. The ultimate goal is to promote emotional well-being, build essential life skills, and strengthen family dynamics.

NWB HOOPS continuous improvement plan

NWB has Established a Clear Vision and Goals: The program's mission, vision, and specific objectives related to mental health support within the community. Having a clear direction will guide the continuous improvement efforts.

NWB will Collect Baseline Data: Before making any changes, we will gather data about the current state of the program and community needs. This data will include the number of participants, mental health outcomes, satisfaction surveys, community feedback, and any other relevant metrics.

NWB will Identify Improvement Areas: By Analyzing the baseline data to identify areas where NWB program can be enhanced. This will include aspects such as program effectiveness, accessibility, inclusivity, resources, and community engagement.

NWB will Set Measurable Targets: By Developing specific, measurable, achievable, relevant, and time-bound (SMART) improvement targets. These targets will help the program gauge progress and success.

NWB will Involve Stakeholders: We will Engage various stakeholders, including participants, mental health professionals, community leaders, volunteers, and partners, in the continuous improvement process and gather their input, perspectives, and suggestions for improvement.

NWB will Implement Changes and Innovations: Based on the analysis and input, we will implement the identified changes and innovations to enhance the program's effectiveness and impact.

NWB will Monitor and Evaluate: By Continuously monitoring the program's performance using data-driven metrics. We can evaluate the effectiveness of the changes made and how they align with the set targets.

NWB will Establish Feedback and Learning Loops: By Establishing feedback loops with stakeholders to gather ongoing feedback and insights. This could involve regular meetings, surveys, focus groups, or other forms of communication will allows us to continuously improve our program efforts.

NWB will Adjust and Adapt: Based on the feedback and evaluation results, make necessary adjustments and adaptations to the program. This may involve refining existing strategies or introducing new ones.

NWB will Celebrate Successes and Learn from Failures: We will acknowledge and celebrate achievements and positive outcomes resulting from the improvement efforts. Similarly, view any failures or setbacks as learning opportunities to identify areas for further improvement.

NWB will Document and Share Best Practices: Keep comprehensive records of the improvement process, successful interventions, and best practices

NWB will Sustain the Momentum: By ensuring that the culture of continuous improvement remains embedded in the organization's values and practices. Moreover, we will regularly revisit and update improvement plans to meet evolving community needs.

## Sustainability Plan

Describe how you plan to integrate the program into the core services of your organization and continue the program following the end of the contract period.

(max 3500 characters)

Integrating the NWB HOOPS II program into the core services of our organization and ensuring its continuation beyond the contract period requires a comprehensive approach that aligns with our organization's goals. Here is a detailed plan:

**Assessment of Alignment:** Before integrating the a new program, we will conduct a thorough assessment to ensure it aligns with our organization's core services and goals. This evaluation will examine how the program complements our existing offerings, targets our key stakeholders, and addresses the needs of our community.

**Stakeholder Engagement:** We will work gain support and buy-in from key stakeholders, including staff, management, and participants, we will engage in open and transparent communication. Regular meetings, surveys, and feedback sessions will be conducted to understand the impact of the program and its alignment with the organization's objectives.

**Resource Allocation:** Securing the necessary resources is vital for the successful integration and continuation of the NWB HOOPS program. We will allocate funding, staff, and other essential resources to ensure the program's sustained operation beyond the contract period.

**Program Integration** Our new program will be integrated into our core services in a way that complements existing initiatives and enhances our overall impact. This may include cross-promotion with other programs, and identifying areas of collaboration.

**Data Collection and Analysis:** We will implement a robust data collection and analysis system to measure the program's effectiveness and impact. Key performance indicators (KPIs) related to our organization's goals will be established and regularly monitored to gauge the program's success and identify areas for improvement.

**Capacity Building:** To ensure the long-term success of the NWB HOOPS program, we will invest in capacity building efforts. This involves providing training and professional development opportunities for staff involved in the program's implementation and management.

**Partnerships and Sustainability:** We will establish partnerships with other organizations, community groups, and potential sponsors who can enhance the sustainability of the program. By diversifying funding sources and collaborating with like-minded entities, we can reduce reliance on a single funding stream.

**Community Involvement:** Involving the community in program planning and decision-making fosters a sense of ownership and commitment. We will actively seek feedback from participants, their families, and community members to continuously improve and adapt the program to meet their evolving needs.

**End of Contract Transition Plan:** As the contract period nears its end, we will develop a comprehensive transition plan to ensure a smooth continuation of the NWB HOOPS program. This plan will outline the steps to be taken, potential challenges, and strategies for maintaining program continuity beyond the contract's expiration.

**Long-Term Evaluation:** After the initial integration, we will periodically review the NWB HOOPS program's impact on our organization's core services and goals. Based on these evaluations, we will make necessary adjustments and improvements to optimize the program's effectiveness.

By implementing this plan, we will not only integrate the NWB HOOPS program seamlessly into our organization's core services but also ensure its continued success and impact beyond the initial contract period.

Describe the feasibility of replicating or scaling the proposed service to benefit children, youth, and families in broader communities.

(max 3500 characters)

max 3500 characters

The proposed service, which includes Mental Health Counseling Services, Work-Based Learning Arts Component, Mentoring Program, Job Coaching for Adults, Parenting Classes for Adults, Financial Literacy Classes for Adults, Case Management Services for Youth & Adults, Legal Aid Assistance Component for Adults, Employment Assistance Component, and Aftercare Services, has the potential to benefit children, youth, and families in broader communities. The feasibility of replicating or scaling this service effectively depends on several key factors:

**Program Design and Flexibility:** The success of scaling NWB HOOPS proposed service lies in our adaptable program design. Each component is well-structured and standardized to maintain consistency across different locations. However, flexibility is crucial to cater to the unique needs of diverse communities and cultural backgrounds.

**Resource Allocation:** Scaling our service will require adequate resources, including funding, staff, and training. It's important to ensure that there are enough qualified professionals available to provide services such as mental health counseling, job coaching, mentoring, and legal aid.

**Collaborations and Partnerships:** Partnering with local organizations, schools, community centers, and government agencies will help to facilitate dissemination of our program to broader communities. These collaborations can help with outreach, recruitment, and sharing of resources.

**Data Collection and Evaluation:** Accurate data collection and evaluation are essential to measure the impact and effectiveness of NWB HOOPS Program across different locations. Implementing consistent measurement tools, such as standardized mental health assessments, pre- and post-program surveys, and feedback mechanisms, will allow for meaningful comparisons and improvements.

**Cultural Sensitivity and Diversity:** To benefit diverse communities, our program must continue be culturally sensitive and inclusive. Recognizing and respecting cultural differences is crucial in providing effective support and services.

**Marketing and Awareness:** To scale NWB HOOPS Program successfully, marketing and awareness campaigns must be conducted to reach potential participants, partners, and stakeholders. These efforts will help in building trust and credibility within the communities.

**Sustainability Planning:** Developing a sustainability plan is vital to ensure the longevity of the program. This includes exploring multiple funding sources, seeking grants, and establishing partnerships with local institutions.

**Training and Development:** Continuous training and development opportunities for staff, mentors, and volunteers are essential to maintain quality of services provided. This can help ensure that participants receive the support they need.

**Feedback and Continuous Improvement:** Regularly seeking feedback from NWB HOOPS Program participants, families, and stakeholders will allow continuous improvement. Analyzing the feedback and making necessary adjustments will increase the program's effectiveness over time.

In conclusion, with careful planning, effective resource allocation, strong partnerships, cultural sensitivity, and continuous evaluation, it is feasible to replicate or scale the proposed service to benefit children, youth, and families in broader communities. The success of the scaling effort will depend on the commitment to maintain quality, tailor services to local needs, and foster long-term impact.

**Partner Name:**

University of West Florida Criminology and Criminal Justice & Social Work Department

**Role:**

I am writing to support Healthy Opportunities and Options Promoting Success's (HOOP) Application for the abovementioned grant HOOPS has been a long-term community partner of the Department of Criminology and Criminal Justice and the Department of Social Work at the University of West Florida. Mr. Rodney Jones and I have discussed the grant proposal, and I am happy to be of assistance if they are awarded the requested funding to Address the Comprehensive Needs of Fathers and Provide Evidence-Based Education in Pensacola and surrounding areas. This support will entail contributing to the research for evidence-based practices, conducting a needs assessment, data collection, and an evaluation of the processes and outcomes of the program. In addition, we can support HOOPS in collaborating with other community partners we have worked with over the years to execute the program that they will develop to help fathers to become more financially stable, increase employment opportunities, and educational and training opportunities, as well as eliminate or mitigate homelessness issues. This is pro bono work ,there is no compensation.

**Relevant Coordination:**

NWB HOOPS understands the importance of collaboration and community involvement in achieving its goals. To ensure the success of the project and promote positive impacts in the community, NWB HOOPS will adopt a holistic approach and actively coordinate with other community programs and organizations. Here's how NWB HOOPS plans to collaborate and support broader systems and community changes:

**Engaging Local Stakeholders:** NWB HOOPS will reach out to various stakeholders within the community, including local schools, youth organizations, recreational centers, businesses, and government agencies. These stakeholders will be involved in the planning and implementation of the program, ensuring that the project aligns with the specific needs and aspirations of the community.

**Partnerships with Existing Programs:** Instead of duplicating efforts, NWB HOOPS will seek partnerships with existing youth development programs in the area. By collaborating with

established organizations, NWB HOOPS can leverage their expertise, resources, and network to expand the program's reach and impact.

**Shared Resources and Facilities:** NWB HOOPS will explore opportunities to share resources and facilities with other community programs. This could involve using existing sports facilities, gyms, or community centers to conduct training sessions, workshops, and events. By sharing resources, the program can minimize costs and increase accessibility.

**Data Sharing and Evaluation:** NWB HOOPS will collaborate with other community programs to share data and evaluation metrics. This collaborative approach will enable a comprehensive assessment of the impact of various programs on the community's youth, helping identify best practices and areas for improvement.

**Community Events and Outreach:** NWB HOOPS will actively participate in community events and engage in outreach initiatives. By being present at local gatherings and festivals, the program can raise awareness about its mission, recruit volunteers, and connect with potential participants.

**Training and Professional Development:** NWB HOOPS will invest in training and professional development opportunities for its staff, and volunteers. This may include workshops on youth development, diversity and inclusion, and other relevant topics. The knowledge gained will not only benefit NWB HOOPS but can also be shared with other community programs to enhance their effectiveness.

**Advocacy and Policy Support:** NWB HOOPS will advocate for positive changes in policies that affect youth development programs within the community. By collaborating with other like-minded organizations, NWB HOOPS can amplify its voice and influence decision-makers to create an environment that supports youth development and sports.

**Continuous Communication:** NWB HOOPS will maintain open lines of communication with other community programs and organizations. Regular meetings, forums, and networking events will provide opportunities to exchange ideas, share challenges, and brainstorm solutions together.

**Mentorship and Role Models:** NWB HOOPS will seek to engage local personalities and successful athletes as mentors and role models for the youth in the community. These figures can inspire and motivate the participants while fostering a sense of pride and identity within the community.

**Long-Term Commitment:** NWB HOOPS will demonstrate a long-term commitment to the community and its development. By establishing itself as a reliable and consistent partner, NWB HOOPS can build trust with other programs and community members, strengthening collaborative efforts over time. By embracing a collaborative and community-oriented approach, NWB HOOPS aims to not only achieve its specific objectives but also contribute to broader positive changes in the community, fostering a supportive and nurturing environment for its youth.

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| <b>MOU Submission Upload:</b> | <a href="#">UWF Support Letter.pdf</a><br><a href="#">UWF Intern agreement</a><br><a href="#">New_World_Believers_and_UWF_2.20.23.pdf</a> |
| <b>Subcontract Amount:</b>    | \$0.00  |
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| <b>Partner Name:</b>          | Emerald Coast Legal Aid  |
| <b>Role:</b>                  | Emerald Coast Legal Aid will provide legal assistance to participants of NWB HOOPS. This is pro bono work , there will be no compensation.   |
| <b>Relevant Coordination:</b> | <p>NWB HOOPS understands the importance of collaboration and community involvement in achieving its goals. To ensure the success of the project and promote positive impacts in the community, NWB HOOPS will adopt a holistic approach and actively coordinate with other community programs and organizations. Here's how NWB HOOPS plans to collaborate and support broader systems and community changes:</p> <p><b>Engaging Local Stakeholders:</b> NWB HOOPS will reach out to various stakeholders within the community, including local schools, youth organizations, recreational centers, businesses, and government agencies. These stakeholders will be involved in the planning and implementation of the program, ensuring that the project aligns with the specific needs and aspirations of the community.</p> <p><b>Partnerships with Existing Programs:</b> Instead of duplicating efforts, NWB HOOPS will seek partnerships with existing youth development programs in the area. By collaborating with established organizations, NWB HOOPS can leverage their expertise, resources, and network to expand the program's reach</p> |

and impact.

**Shared Resources and Facilities:** NWB HOOPS will explore opportunities to share resources and facilities with other community programs. This could involve using existing sports facilities, gyms, or community centers to conduct training sessions, workshops, and events. By sharing resources, the program can minimize costs and increase accessibility.

**Data Sharing and Evaluation:** NWB HOOPS will collaborate with other community programs to share data and evaluation metrics. This collaborative approach will enable a comprehensive assessment of the impact of various programs on the community's youth, helping identify best practices and areas for improvement.

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**Training and Professional Development:** NWB HOOPS will invest in training and professional development opportunities for its staff, and volunteers. This may include workshops on youth development, diversity and inclusion, and other relevant topics. The knowledge gained will not only benefit NWB HOOPS but can also be shared with other community programs to enhance their effectiveness.

**Advocacy and Policy Support:** NWB HOOPS will advocate for positive changes in policies that affect youth development programs within the community. By collaborating with other like-minded organizations, NWB HOOPS can amplify its voice and influence decision-makers to create an environment that supports youth development and sports.

**Continuous Communication:** NWB HOOPS will maintain open lines of communication with other community programs and organizations. Regular meetings, forums, and networking events will provide opportunities to exchange ideas, share challenges, and brainstorm solutions together.

**Mentorship and Role Models:** NWB HOOPS will seek to engage local personalities and successful athletes as mentors and role models for the youth in the community. These figures can inspire and motivate the participants while fostering a sense of pride and identity within the community.

**Long-Term Commitment:** NWB HOOPS will demonstrate a long-term commitment to the community and its development. By

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| <b>Partner Name:</b>          | REAP (RE-ENTRY ALLIANCE PENSACOLA   |
| <b>Role:</b>                  | Providing Housing assistance for NWB HOOPS participants. This is pro bono work, there will be no compensation.  |
| <b>Relevant Coordination:</b> | <p>NWB HOOPS understands the importance of collaboration and community involvement in achieving its goals. To ensure the success of the project and promote positive impacts in the community, NWB HOOPS will adopt a holistic approach and actively coordinate with other community programs and organizations. Here's how NWB HOOPS plans to collaborate and support broader systems and community changes:</p> <p><b>Engaging Local Stakeholders:</b> NWB HOOPS will reach out to various stakeholders within the community, including local schools, youth organizations, recreational centers, businesses, and government agencies. These stakeholders will be involved in the planning and implementation of the program, ensuring that the project aligns with the specific needs and aspirations of the community.</p> <p><b>Partnerships with Existing Programs:</b> Instead of duplicating efforts, NWB HOOPS will seek partnerships with existing youth development programs in the area. By collaborating with established organizations, NWB HOOPS can leverage their expertise, resources, and network to expand the program's reach and impact.</p> <p><b>Shared Resources and Facilities:</b> NWB HOOPS will explore opportunities to share resources and facilities with other community programs. This could involve using existing sports facilities, gyms, or community centers to conduct training</p> |

sessions, workshops, and events. By sharing resources, the program can minimize costs and increase accessibility.

**Data Sharing and Evaluation:** NWB HOOPS will collaborate with other community programs to share data and evaluation metrics. This collaborative approach will enable a comprehensive assessment of the impact of various programs on the community's youth, helping identify best practices and areas for improvement.

**Community Events and Outreach:** NWB HOOPS will actively participate in community events and engage in outreach initiatives. By being present at local gatherings and festivals, the program can raise awareness about its mission, recruit volunteers, and connect with potential participants.

**Training and Professional Development:** NWB HOOPS will invest in training and professional development opportunities for its staff, and volunteers. This may include workshops on youth development, diversity and inclusion, and other relevant topics. The knowledge gained will not only benefit NWB HOOPS but can also be shared with other community programs to enhance their effectiveness.

**Advocacy and Policy Support:** NWB HOOPS will advocate for positive changes in policies that affect youth development programs within the community. By collaborating with other like-minded organizations, NWB HOOPS can amplify its voice and influence decision-makers to create an environment that supports youth development and sports.

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By embracing a collaborative and community-oriented approach, NWB HOOPS aims to not only achieve its specific objectives but

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| <b>Partner Name:</b>          | New World Cleaning LLC.  |
| <b>Role:</b>                  | New World Cleaning LLC will assist HOOPS participants with employment needs , hiring and connecting them to resources and other potential employers. This will be pro bono work , there will be no compensation  |
| <b>Relevant Coordination:</b> | <p>NWB HOOPS understands the importance of collaboration and community involvement in achieving its goals. To ensure the success of the project and promote positive impacts in the community, NWB HOOPS will adopt a holistic approach and actively coordinate with other community programs and organizations. Here's how NWB HOOPS plans to collaborate and support broader systems and community changes:</p> <p><b>Engaging Local Stakeholders:</b> NWB HOOPS will reach out to various stakeholders within the community, including local schools, youth organizations, recreational centers, businesses, and government agencies. These stakeholders will be involved in the planning and implementation of the program, ensuring that the project aligns with the specific needs and aspirations of the community.</p> <p><b>Partnerships with Existing Programs:</b> Instead of duplicating efforts, NWB HOOPS will seek partnerships with existing youth development programs in the area. By collaborating with established organizations, NWB HOOPS can leverage their expertise, resources, and network to expand the program's reach and impact.</p> <p><b>Shared Resources and Facilities:</b> NWB HOOPS will explore opportunities to share resources and facilities with other community programs. This could involve using existing sports facilities, gyms, or community centers to conduct training sessions, workshops, and events. By sharing resources, the program can minimize costs and increase accessibility.</p> <p><b>Data Sharing and Evaluation:</b> NWB HOOPS will collaborate with</p> |

other community programs to share data and evaluation metrics. This collaborative approach will enable a comprehensive assessment of the impact of various programs on the community's youth, helping identify best practices and areas for improvement.

**Community Events and Outreach:** NWB HOOPS will actively participate in community events and engage in outreach initiatives. By being present at local gatherings and festivals, the program can raise awareness about its mission, recruit volunteers, and connect with potential participants.

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**Advocacy and Policy Support:** NWB HOOPS will advocate for positive changes in policies that affect youth development programs within the community. By collaborating with other like-minded organizations, NWB HOOPS can amplify its voice and influence decision-makers to create an environment that supports youth development and sports.

**Continuous Communication:** NWB HOOPS will maintain open lines of communication with other community programs and organizations. Regular meetings, forums, and networking events will provide opportunities to exchange ideas, share challenges, and brainstorm solutions together.

**Mentorship and Role Models:** NWB HOOPS will seek to engage local personalities and successful athletes as mentors and role models for the youth in the community. These figures can inspire and motivate the participants while fostering a sense of pride and identity within the community.

**Long-Term Commitment:** NWB HOOPS will demonstrate a long-term commitment to the community and its development. By establishing itself as a reliable and consistent partner, NWB HOOPS can build trust with other programs and community members, strengthening collaborative efforts over time.

By embracing a collaborative and community-oriented approach, NWB HOOPS aims to not only achieve its specific objectives but also contribute to broader positive changes in the community, fostering a supportive and nurturing environment for its youth.

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| <b>Partner Name:</b>          | Dr. Martha Sarasua Psychiatrist   |
| <b>Role:</b>                  | Provide consulting , capacity building, Insuring best practices supervision. This will be pro bono , there is no compensation.  |
| <b>Relevant Coordination:</b> | <p>NWB HOOPS understands the importance of collaboration and community involvement in achieving its goals. To ensure the success of the project and promote positive impacts in the community, NWB HOOPS will adopt a holistic approach and actively coordinate with other community programs and organizations. Here's how NWB HOOPS plans to collaborate and support broader systems and community changes:</p> <p><b>Engaging Local Stakeholders:</b> NWB HOOPS will reach out to various stakeholders within the community, including local schools, youth organizations, recreational centers, businesses, and government agencies. These stakeholders will be involved in the planning and implementation of the program, ensuring that the project aligns with the specific needs and aspirations of the community.</p> <p><b>Partnerships with Existing Programs:</b> Instead of duplicating efforts, NWB HOOPS will seek partnerships with existing youth development programs in the area. By collaborating with established organizations, NWB HOOPS can leverage their expertise, resources, and network to expand the program's reach and impact.</p> <p><b>Shared Resources and Facilities:</b> NWB HOOPS will explore opportunities to share resources and facilities with other community programs. This could involve using existing sports facilities, gyms, or community centers to conduct training sessions, workshops, and events. By sharing resources, the program can minimize costs and increase accessibility.</p> <p><b>Data Sharing and Evaluation:</b> NWB HOOPS will collaborate with other community programs to share data and evaluation metrics. This collaborative approach will enable a comprehensive assessment of the impact of various programs on the community's youth, helping identify best practices and areas for improvement.</p> |

Community Events and Outreach: NWB HOOPS will actively participate in community events and engage in outreach initiatives. By being present at local gatherings and festivals, the program can raise awareness about its mission, recruit volunteers, and connect with potential participants.

Training and Professional Development: NWB HOOPS will invest in training and professional development opportunities for its staff, and volunteers. This may include workshops on youth development, diversity and inclusion, and other relevant topics. The knowledge gained will not only benefit NWB HOOPS but can also be shared with other community programs to enhance their effectiveness.

Advocacy and Policy Support: NWB HOOPS will advocate for positive changes in policies that affect youth development programs within the community. By collaborating with other like-minded organizations, NWB HOOPS can amplify its voice and influence decision-makers to create an environment that supports youth development and sports.

Continuous Communication: NWB HOOPS will maintain open lines of communication with other community programs and organizations. Regular meetings, forums, and networking events will provide opportunities to exchange ideas, share challenges, and brainstorm solutions together.

Mentorship and Role Models: NWB HOOPS will seek to engage local personalities and successful athletes as mentors and role models for the youth in the community. These figures can inspire and motivate the participants while fostering a sense of pride and identity within the community.

Long-Term Commitment: NWB HOOPS will demonstrate a long-term commitment to the community and its development. By establishing itself as a reliable and consistent partner, NWB HOOPS can build trust with other programs and community members, strengthening collaborative efforts over time. By embracing a collaborative and community-oriented approach, NWB HOOPS aims to not only achieve its specific objectives but also contribute to broader positive changes in the community, fostering a supportive and nurturing environment for its youth.

**MOU Submission Upload:**

Dr. Martha Sarasua Support Letter.pdf

**Subcontract Amount:**

\$0.00

**Budget Upload:**

|                               |   |
|-------------------------------|---|
| <b>Partner Name:</b>          | Unity In the Family Ministry  |
| <b>Role:</b>                  | UFM, will support HOOPS, in the areas of capacity of information sharing on best practices, parenting, educational, strategies, referrals for youth, and families. These services will be provided pro bono, there will be no compensation.   |
| <b>Relevant Coordination:</b> | <p>UFM has worked in collaboration with New World Believers HOOPS Program for over 15 years on several youth related grant funded programs.</p> <p>HOOPS has been very impactful with youth and adolescents' programs and will no doubt provide the same compassionate, and professionalism with our community's children and will innovatively and skillfully implement this program for the communities' benefit.</p> <p>If, HOOPS is successful in its application for the Community-Led and Community-Operated Mental Health Supports for Children and Families grant, UFM, will support HOOPS, in the areas of capacity of information sharing on best practices, parenting, educational, strategies, referrals for youth, and families. This will be a collaborative effort to service the youth and families in Escambia County. HOOPS will connect with many underserved and marginalize youths who has been impacted by mental health issues and break down the barriers that has kept these individuals from obtaining mental health services. HOOPS will help stabilize children and families in our community. Again, it is an honor to support HOOPS in their efforts meet the mental health needs of the youth and families in Escambia County.</p> |
| <b>MOU Submission Upload:</b> | Unity In The Family's Support Letter.pdf  |
| <b>Subcontract Amount:</b>    | \$0.00  |
| <b>Budget Upload:</b>         |   |
| <b>Partner Name:</b>          | Emotional Intelligence Urban Institute  |

**Role:**

El Urban Consultants Inc. and EIUI, The Emotional Intelligence Urban Initiative (<https://emotionalintelligencesociety.org/emotional-intelligence-urban-initiative>), have and will continue to collaborate with NWB HOOPS Organization and Rodney Jones, co-founder of NWB (New World Believers), to support the Escambia County community providing emotional Intelligence training with youth and families . These are pro bono services, there will be no compensation.

**Relevant Coordination:** EI Urban Consultants Inc. and EIUI, The Emotional Intelligence Urban Initiative (<https://emotionalintelligencesociety.org/emotional-intelligence-urban-initiative>) for the last two years has and will continue to collaborate with NWB hoops and Mr. Rodney Jones, co-founder of NWB (New World Believers), and will provide emotional intelligence to youth and families. My name is Paul Cooke Edwards, and I am the chief executive officer and co-director of EI Urban Consultants, Inc. Dr. John Pellitteri, former director of ISEI ([emotionalintelligencesociety.org](https://emotionalintelligencesociety.org)) and current chair of the psychology department at Queens College in New York City, and I co-direct EIUI. ISEI has international affiliates in over thirty countries. EIUI is a component of ISEI. Our goal is to promote emotional intelligence (EI) and social-emotional learning among urban individuals, groups, organizations, and communities to improve personal and social well-being. The initiative has three main goals: (1) to raise awareness of the importance of EI for human development and social relationships; (2) to disseminate information about how EI can improve human behavior, decision-making, social adaptation, motivation, and conflict resolution; and (3) to provide EI training and education to increase the impact of EI on communities. My colleague and I have served as consultants for the citywide Options program of the New York City Police Foundation. Options teach emotional intelligence, de-escalation, and situational awareness through interactive scenarios. Together with NYPD officers, we have certified hundreds of officers in Emotional Intelligence and taught students SEL, Social-Emotional Learning, and social-emotional awareness.

**MOU Submission Upload:** EIUI Support Letter.pdf

**Subcontract Amount:** \$0.00

**Budget Upload:**

|                               |   |
|-------------------------------|---|
| <b>Partner Name:</b>          | Rodney Jones  |
| <b>Role:</b>                  | Mr. Jones will operate as the project lead/Director he has the experience, knowledge, and understanding of the target population . Furthermore, he has the expertise and background to ensure service delivery . Mr. Jones will be paid according to the budget line item.  |
| <b>Relevant Coordination:</b> | <p>It takes hard work and commitment to build partnerships and relationships with agencies and individuals to successfully address mental health and other barriers to stability in our community. Mr. Rodney Jones has been doing exactly that with 15 years of experience serving at-risk youth and families from diverse populations. By collaborating with many agencies of Escambia County he is adept at building strategic partnerships with proven expertise in executive leadership, program management, community engagement, and advocacy. NWB HOOPS will coordinate with other initiatives to implement our programs and foster broader systems and community change.</p> <p><b>Partnerships and Collaborations:</b> our program will build partnerships with other organizations, non-profits, schools, and local government agencies. These collaborations allow us to pool resources, share expertise, and reach a wider audience.</p> <p><b>Shared Goals and Objectives:</b> NWB will create a cohesive community change, we can complement other programs and can align our goals with other initiatives. By identifying common objectives, we can work together more effectively and avoid duplication of efforts.</p> <p><b>Networking and Communication:</b> NWB through regular communication with other community programs and stakeholders is essential. This may involve attending meetings, conferences, or events where ideas, experiences, and challenges can be shared.</p> <p><b>Data Sharing and Research:</b> NWB will collaborate with other programs all can benefit from sharing data and research findings. This helps in understanding the community's needs better and designing more effective interventions.</p> <p><b>Advocacy and Coalition Building:</b> BY NWB working with multiple</p> |

programs to advocate for a common cause, our collective voice becomes stronger. Building coalitions can influence policymakers and drive systemic change.

Training and Capacity Building: Supporting each other's capacity building and professional development strengthens the collective impact of community programs.

Resource Pooling: Coordinating efforts can lead to more efficient use of resources, making it possible to accomplish more with limited funding and personnel.

Community Engagement: Involving community members in the design and implementation of programs fosters community ownership and empowerment. It also ensures that programs are tailored to the specific needs and preferences of the community.

Feedback and Evaluation: Ongoing evaluation and feedback loops help programs learn from each other's successes and failures. This continuous improvement enhances the overall effectiveness of the community programs.

Policy Alignment: Coordinating with other programs allows for a unified approach towards influencing policies and regulations that impact the community positively.

**MOU Submission Upload:** [Rodney Jones Resume A.doc](#)

**Subcontract Amount:** \$0.00

**Budget Upload:**

**Partner Name:** Dr. Marth Sarasua

**Role:** Dr. Sarasua will utilize her expertise in providing clinical supervision ensuring best practices. this work will be pro bono.

**Relevant Coordination:** NWB HOOPS will coordinate with other initiatives to implement our programs and foster broader systems and community change.

Partnerships and Collaborations: our program will build partnerships with other organizations, non-profits, schools, and

local government agencies. These collaborations allow us to pool resources, share expertise, and reach a wider audience.

**Shared Goals and Objectives:** NWB will create a cohesive community change, we can complement other programs and can align our goals with other initiatives. By identifying common objectives, we can work together more effectively and avoid duplication of efforts.

**Networking and Communication:** NWB through regular communication with other community programs and stakeholders is essential. This may involve attending meetings, conferences, or events where ideas, experiences, and challenges can be shared.

**Data Sharing and Research:** NWB will collaborate with other programs all can benefit from sharing data and research findings. This helps in understanding the community's needs better and designing more effective interventions.

**Advocacy and Coalition Building:** BY NWB working with multiple programs to advocate for a common cause, our collective voice becomes stronger. Building coalitions can influence policymakers and drive systemic change.

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|                               |   |
|-------------------------------|---|
|                               | Policy Alignment: Coordinating with other programs allows for a unified approach towards influencing policies and regulations that impact the community positively. |
| <b>MOU Submission Upload:</b> | Dr. Martha Sarasua Resume.pdf   |
| <b>Subcontract Amount:</b>    | \$0.00  |
| <b>Budget Upload:</b>         |   |

|                               |   |
|-------------------------------|---|
| <b>Partner Name:</b>          | Feeding The Gulf Coast  |
| <b>Role:</b>                  | <p>New World Believers Ministry has been a collaborator with our agency, and we have had the privilege of working together on various projects and initiatives. Throughout our partnership, they have consistently demonstrated a high level of professionalism, integrity, and commitment to excellence.</p> <p>Their contributions to the community they serve has been essential, and we have the privilege of working together to get 115,850 pounds of food to families in need since 2012. Their commitment has proven invaluable, and their dedication to serving Pensacola has consistently exceeded expectations. Throughout our partnership, they have consistently demonstrated the qualities and capabilities that make for a successful partnership with a high level of professionalism, and commitment to excellence. This is a pro bono service at no cost.</p> |
| <b>Relevant Coordination:</b> | <p>NWB HOOPS will coordinate with other initiatives to implement our programs and foster broader systems and community change.</p> <p>Partnerships and Collaborations: our program will build partnerships with other organizations, non-profits, schools, and local government agencies. These collaborations allow us to pool resources, share expertise, and reach a wider audience.</p> <p>Shared Goals and Objectives: NWB will create a cohesive community change, we can complement other programs and can</p>   |

align our goals with other initiatives. By identifying common objectives, we can work together more effectively and avoid duplication of efforts.

**Networking and Communication:** NWB through regular communication with other community programs and stakeholders is essential. This may involve attending meetings, conferences, or events where ideas, experiences, and challenges can be shared.

**Data Sharing and Research:** NWB will collaborate with other programs all can benefit from sharing data and research findings. This helps in understanding the community's needs better and designing more effective interventions.

**Advocacy and Coalition Building:** BY NWB working with multiple programs to advocate for a common cause, our collective voice becomes stronger. Building coalitions can influence policymakers and drive systemic change.

**Training and Capacity Building:** Supporting each other's capacity building and professional development strengthens the collective impact of community programs.

**Resource Pooling:** Coordinating efforts can lead to more efficient use of resources, making it possible to accomplish more with limited funding and personnel.

**Community Engagement:** Involving community members in the design and implementation of programs fosters community ownership and empowerment. It also ensures that programs are tailored to the specific needs and preferences of the community.

**Feedback and Evaluation:** Ongoing evaluation and feedback loops help programs learn from each other's successes and failures. This continuous improvement enhances the overall effectiveness of the community programs.

**Policy Alignment:** Coordinating with other programs allows for a unified approach towards influencing policies and regulations that impact the community positively.

**MOU Submission Upload:**

Feeding The Gulf Coast Collaboration Letter.pdf

|                               |   |
|-------------------------------|---|
| <b>Subcontract Amount:</b>    | \$0.00  |
| <b>Budget Upload:</b>         |   |
| <b>Partner Name:</b>          | Florida Department of Health Escambia County  |
| <b>Role:</b>                  | Continue to provide education ,information , testing, support to at-risk populations . These services and more will be provided pro bono no cost.   |
| <b>Relevant Coordination:</b> | <p>NWB HOOPS will coordinate with other initiatives to implement our programs and foster broader systems and community change.</p> <p>Partnerships and Collaborations: our program will build partnerships with other organizations, non-profits, schools, and local government agencies. These collaborations allow us to pool resources, share expertise, and reach a wider audience.</p> <p>Shared Goals and Objectives: NWB will create a cohesive community change, we can complement other programs and can align our goals with other initiatives. By identifying common objectives, we can work together more effectively and avoid duplication of efforts.</p> <p>Networking and Communication: NWB through regular communication with other community programs and stakeholders is essential. This may involve attending meetings, conferences, or events where ideas, experiences, and challenges can be shared.</p> <p>Data Sharing and Research: NWB will collaborate with other programs all can benefit from sharing data and research findings. This helps in understanding the community's needs better and designing more effective interventions.</p> <p>Advocacy and Coalition Building: BY NWB working with multiple programs to advocate for a common cause, ourr collective voice becomes stronger. Building coalitions can influence policymakers and drive systemic change.</p> <p>Training and Capacity Building: Supporting each other's capacity building and professional development strengthens the collective</p> |

impact of community programs.

Resource Pooling: Coordinating efforts can lead to more efficient use of resources, making it possible to accomplish more with limited funding and personnel.

Community Engagement: Involving community members in the design and implementation of programs fosters community ownership and empowerment. It also ensures that programs are tailored to the specific needs and preferences of the community.

Feedback and Evaluation: Ongoing evaluation and feedback loops help programs learn from each other's successes and failures. This continuous improvement enhances the overall effectiveness of the community programs.

Policy Alignment: Coordinating with other programs allows for a unified approach towards influencing policies and regulations that impact the community positively.

**MOU Submission Upload:** [Escambia County Health Department Collaboration Letter.pdf](#)

**Subcontract Amount:** \$0.00

**Budget Upload:**

| Line Item<br>Budget Narrative | Year 1 | Year 2 | Year 3 | Total |
|-------------------------------|--------|--------|--------|-------|
|                               |        |        |        |       |

|  |             |             |             |             |
|--|-------------|-------------|-------------|-------------|
| <b><u>Accounting &amp; Auditing</u></b><br>Professional Services<br>Auditing/Accounting will include but not limited to Federal and state tax return prep Itemized, Non-Profit Financial Audit \$160 per hour x70 Hours financial audit as well as providing financial advice for the organization's financial stability. CPA duties include monitoring cash flow, meeting with the CEO to discuss the best practices for our organization's finances and coming up with strategic plans to improve our overall financial health. All advice given is based on the entities' financial audit.( All following years will have a 3.7% cost of living increase added per year.) | \$11,200.00 | \$11,614.40 | \$12,044.13 | \$34,858.53 |
| <b><u>Other Professional Services</u></b><br>ADP Payroll Services: \$100 weekly x 52 weeks \$5200 yearly provides direct deposit, new hire on boarding, reporting w-2s and 1099 and tax filling , check signing and state unemployment management services, background checks, HR forms and employee hand book wizard handbook employee access and timesheet, clock in and clock out.( All following years will have a 3.7% cost of living increase added per year.)   | \$5,200.00  | \$5,392.40  | \$5,591.91  | \$16,184.31 |
| <b><u>Equipment</u></b><br>Equipment Laptops 40x \$350 = \$14,000, HP 15.6" AMD Ryzen 3 8GB memory For Adults and youth to utilize while onsite for research , work base learning and workshop curriculum.( All following years will have a 3.7% cost of living increase added per year.)  | \$14,000.00 | \$14,518.00 | \$15,055.16 | \$43,573.16 |

|   |             |             |              |              |
|---|-------------|-------------|--------------|--------------|
| <b><u>Direct Client Assistance</u></b><br><br>Direct Client Assistance Clothing Closet supply for youth in work base learning component who achieve learning benchmarks each week . At 40 youth per cycle. Each youth can be awarded up to \$50 HOOPS Bucks per week to purchase clothing items from NWB HOOPS Clothing Closet. Each youth can be awarded a total of \$200 HOOPS Bucks per month for up to 3 months for a total of \$600 Bucks per cycle X 40=\$24000per cycle X 4 cycles per year = \$96000 All items will be new and sized for youth. ( All following years will have a 3.7% cost of living increase added per year.) | \$96,000.00 | \$99,552.00 | \$103,235.42 | \$298,787.42 |
| <b><u>Utilities</u></b><br><br>Utilities, \$33996 per year, utilities (electricity, water, sewer, cox communications high speed internet) \$2833 per mo. cost is based on 6 days a week average bills at least 8 hr. usage per day 12mos. ( All following years will have a 3.7% cost of living increase added per year.)   | \$33,996.00 | \$35,253.85 | \$36,558.24  | \$105,808.09 |

|   |              |              |              |                |
|---|--------------|--------------|--------------|----------------|
| <b><u>Client Transportation</u></b><br><br>Transportation, \$32,900 per year, NWB will have van drivers for the two Ford Econoline 15 passenger vans that NWB currently own 2 drivers \$11.66hr X 30hrs per driver @ \$650 per week for 12mos \$31,200 vehicle maintenance (oil change, tune ups, tire replacement) 1x each \$1700. These vehicles will be used to pick up and drop off participants who have no transportation and take them to correlating appointments.<br><br>Fuel, 32,200 per year, costs weekly 2 vans @ \$600 per wk. These vehicles will only be used to transport participants to and from the project and important appointments (doctor, court, job interview etc.). (3.7% cost of living increase per year) | \$64,100.00  | \$66,471.17  | \$68,930.62  | \$199,501.79   |
| <b><u>Building Maintenance</u></b><br><br>Building Occupancy-Maintenance, \$8710, \$16.75hr x 10hrs small scale building repairs items that are broken (doors knobs or locks, windows cracks or breaks). Also inspecting, repairing, and maintaining electrical systems, heating and air conditioning systems, and other utility services. (Plumbing, etc)(3.7% cost of living increase added per year)   | \$8,710.00   | \$9,032.27   | \$9,366.19   | \$27,108.46    |
| <b><u>Salaries and Wages</u></b><br><br>This narrative for our project includes funding for several key positions that are vital to the successful implementation and management of the program.<br><br>Project Director: The Project Director will be responsible for overseeing the entire program. With a salary of \$29 per hour, working 40 hours per week, the annual cost for one Project Director is \$55,680. This cost will increase by 3.7% COLA per year. The Project Director has extensive experience in the community, bringing  | \$322,384.00 | \$334,312.20 | \$346,681.75 | \$1,003,377.95 |

services to the target population for over 15 years. They hold a master's degree in clinical counseling, ensuring their ability to guide participants through the change process. The Project Director works closely with the CEO and oversees day-to-day operations.

**Project Manager:** The Project Manager will assist the Project Director in program implementation. Their annual salary is \$49,344 based on a rate of \$25.70 per hour for a 40-hour workweek, with a 3.7% COLA per year. The Project Manager's focus is on family-centered case management, and they work closely with community service providers and participants to ensure individual treatment plans are developed and executed.

**Outreach Coordinator:** The Outreach Coordinator's annual salary is \$25,920, with a rate of \$18 per hour for 30 hours of work per week, and a 3.7% COLA per year. This individual has 10 years of experience and a deep understanding of the target population and the community's economic conditions. The Outreach Coordinator builds relationships with stakeholders and seeks new opportunities to connect youth and families with necessary services.

**Aftercare Specialist:** Two Aftercare Specialists are included in the budget, \$17,000 each with an annual salary of \$34,000. They work 20 hours per week at a rate of \$17.71 per hour, with a 3.7% COLA per year. The Aftercare Specialists have a minimum of 5 years of experience or a Bachelor's degree. Their role involves creating aftercare case plans and facilitating connections to additional services for program

participants.

Job Coaching/Mentoring: Two Job Coaches/Mentors are part of the program \$22,500 each with an annual salary of \$45,000. They work 30 hours per week at a rate of \$15.62 per hour, with a 3.7% COLA per year. Job Coaches/Mentors have at least 5 years of experience working with the target population and are responsible for individualized career planning and job readiness training.

Financial Assistant: The Financial Assistant's annual salary is \$25,000. work 30 hours per week at a rate of \$17.36 per hour, with a 3.7% COLA per year. The Financial Assistant is in charge of managing project finances, overseeing cash flow, and assisting the CEO and Project Director in developing financial plans.

Case Manager: Two Case Managers are part of the project,\$18,720 each with an annual salary of \$37,440. They work 20 hours per week at a rate of \$18 per hour, with a 3.7% COLA per year. Case Managers have a minimum bachelor's degree or 5 years of case management experience. They are responsible for overseeing and evaluating client progress, maintaining records, and coordinating with community service providers.

Mental Health Counseling: Two Mental Health Counselors \$25,000 each are included in the budget, with an annual salary of \$50,000. They work 25 hours per week at a rate of \$20.83 per hour, with a 3.7% COLA per year. The counselors are responsible for assessing clients, creating treatment plans, monitoring progress, and making referrals to additional se

Total

\$555,590.00 \$576,146.29 \$597,463.42 \$1,729,199.71

**AMENDMENT #0001**

THIS AMENDMENT, entered into between The ESCAMBIA CHILDREN'S TRUST, hereinafter referred to as "ECT," and NEW WORLD BELIEVERS, INC. hereinafter referred to as "Provider," amends the Agreement between ECT and the Provider previously entered into for a term of one (1) year commencing on October 1, 2024 and extending through September 30, 2025, hereinafter the "Agreement".

**RECITALS:**

**WHEREAS**, the ECT Board approved the following Amendment at its publicly noticed meet on August 12, 2025; and

**WHEREAS**, the following Amendment is in the best interests of the children of Escambia County.

**NOW THEREFORE**, the Agreement shall be amended as follows:

I. Purpose.

The purpose of Amendment #0001 is to amend the Scope of Work to serve participants outside the 32501 and 32505 zip codes and allow participants to access HOOP Bucks accrued during the 90-day program after program completion provided they are active participants in the HOOPS After Care Program. This Amendment does not have a budgetary impact.

II. Amendment.

- a. **Exhibit A** of the Agreement is hereby modified to reflect the Program's geographic area served as inclusive of participants outside 32505 zip code. The Agreement is further modified to reflect that HOOPS Bucks earned by participants can be accessed after completion if the initial 90-day program so long as participants are active in the HOOPS After Care Program.

III. Term.

This Amendment shall be effective beginning on August 12, 2025.

IV. General Provisions.

All provisions in the Agreement and any attachments thereto in conflict with this Amendment shall be and are hereby changed to conform with this Amendment.

All provisions not in conflict with this Amendment are still in effect and are to be performed at the level specified in the Agreement.

This Amendment and its attachments are hereby made part of the Agreement.

V. Signatures.

**IN WITNESS WHEREOF**, the Parties have caused this Amendment to be executed by their officials thereunto duly authorized.

*Lindsey B. Cannon*  
Lindsey Cannon, Executive Director  
Escambia Children's Trust  
Date: 8/20/2025

*Rex L. Northup, MD*  
Dr. Rex Northup, Chair  
Escambia Children's Trust  
Date: 9/10/2025

*Romeo D. Jones*  
Romeo D. Jones, Chief Executive Officer  
New World Believer's, Inc.  
Date: \_\_\_\_\_

*Joe P. Holt*  
\_\_\_\_\_, Provider Chair  
New World Believer's, Inc.  
Date: 8-14-25

Approved for legal sufficiency:

*Megan F. Fry*  
Megan F. Fry, Esq.  
ECT Attorney

NWB outlined several key measures and outcomes for different components of our program that provides various services to clients and participants. These measures and outcomes are essential for assessing the effectiveness and impact of the program. Here's a breakdown of each component and its associated measures and outcomes:

**1. Cognitive Behavioral Therapy (CBT) and Emotional Intelligence Development:**

- Measure: Number of clients who received CBT and emotional intelligence sessions (minimum 100).
- Outcome: Improvement in emotional well-being and coping strategies measured through pre- and post-assessments.

**2. Work-Based Learning Arts Component:**

- Measure: Number of participants trained in photography, recording, videography, storytelling, and editing techniques (minimum 100).
- Outcome: Evaluation of creative expression and technical skills through project assessments and feedback.

**3. Mentoring Program:**

- Measure: Number of children successfully matched with positive role models (minimum 100).
- Outcomes:
  - Improvement in mentees' self-esteem, academic performance, and overall well-being measured through regular surveys.

**4. Job Coaching for Adults:**

- Measure: Number of parents and caregivers assisted in acquiring job-related skills (minimum 60).
- Outcomes:
  - Tracking employment outcomes, including job placements and career advancements, through follow-up surveys and employer feedback.

**5. Parenting Classes for Adults:**

- Measure: Number of parents participating in parenting workshops (minimum 80).
- Outcomes:
  - Assessment of changes in parenting knowledge and behaviors through pre- and post-program surveys.

**6. Financial Literacy Classes for Adults:**

- Measure: Number of parents attending financial literacy classes (minimum 60).

- Outcomes:
  - Evaluation of participants' financial knowledge and behaviors through pre- and post-program assessments.

**7. Case Management Services for Youth & Adults:**

- Measure: Number of families linked to community resources (minimum 150).
- Outcomes:
  - Monitoring the frequency and success of referrals through case management documentation.

**8. Legal Aid Assistance Component for Adults:**

- Measure: Number of families receiving legal support (minimum 40).
- Outcomes:
  - Tracking the resolution of legal cases and client satisfaction through post-assistance surveys.

**9. Employment Assistance Component:**

- Measure: Number of adults finding suitable employment opportunities (minimum 50).
- Outcome:
  - Assessing the success of job search support and networking in helping participants secure employment.

By setting these specific measures and outcomes, you can systematically evaluate the impact and effectiveness of your program across various service areas. This information can be valuable for program improvement, reporting to stakeholders, and demonstrating the program's success in achieving its goals.

## Data Collection Requirements



Providers receiving funds from Escambia Children's Trust (ECT) will enter participant data using the SAMIS case management portal. The source of all participant data required by ECT should be supported and documented in either individual case files or other verifiable source documents or systems, which are subject to inspection and monitoring by ECT.

The provider is responsible for developing, maintaining, and adhering to confidentiality policies and procedures that govern participant files and records, protection of participants' rights, research involving participants served, privacy afforded to participants (when applicable) and release of participant information as per the ECT agreement language and any other legal requirements. These policies and procedures must be incorporated into the provider's policies to protect participant data and prevent accidental or malicious disclosure of participant information.

Provider reports and data required to be uploaded to SAMIS are due on the 15<sup>th</sup> of the month following the month services were provided unless otherwise specified in the Provider's agreement. For example, reports and data for services provided in January must be submitted via SAMIS by February 15<sup>th</sup>.

- Demographic data for all participants of programs funded by ECT must be entered into SAMIS (or an alternate, pre-approved data system), regardless of funding unless the collection of aggregate data has been approved by ECT.
- Participants' data should not be entered into SAMIS until they have signed a release of information for ECT or a data sharing agreement between the Provider and ECT exists, unless otherwise specified in the ECT agreement.
- The Provider will maintain in participant files a completed copy of an ECT-approved form for authorizing client consent to release information for each participant receiving services. As allowed by law and Provider policy, the Provider will add ECT to consent forms.
- Participants receiving services will be identified as a child or an adult on the participant profile. Each participant will be assigned a unique record ID. Participants receiving child services shall be identified as a child. A child record should always remain as a child record, even if the child turns 18 during the program enrollment. Participants receiving adult (parent) services shall be identified as an adult.

The following Data Points will be collected for all participants. These data will serve as source documents for reports used to track progress toward deliverables specified in Exhibit B of the provider's agreement, Performance Measurements.

1. Household Size – total number of adults and children in the household
2. Household Income – total annual gross income of all members in the household
3. Head of Household – member of the household who contributes more than half of the household's income or makes most of the household decisions. For a child who resides in a foster home, enter the child's name
4. Number of Adults in Household
5. Number of Minor Children in Household – *Household Arrangement – Single Parent-Female Head of Household; Single Parent- Male Head of Household; Dual Parent-Married; Dual Parent- Non-Married Female Head of Household; Dual Parent- Non-Married Male Head of Household; Other-Relative / Kinship Care – Female Head of Household; Other-Relative / Kinship Care – Male Head of Household; Other-Relative / Kinship Care – Married; Other- Non-Relative; No Dependents – Married; No Dependents – Couple, Non-Married; No Dependents – Single Female; No Dependents – Single Male*
6. Relationship of Child Participant to Head of Household – *Spouse; Biological son or daughter; Adopted son or daughter; Stepson or stepdaughter; Brother or sister; Father or Mother; Grandchild; Parent-in-law; Son-in-law or daughter-in-law; Other relative; Roomer or Boarder; Housemate or roommate; Unmarried partner; Other non-relative; Self*
7. Participant Address – Address 1, Address 2, City, State, and ZIP Code
8. Current Living Situation – *Have Physical Address; Legally Restricted from Release; Unsheltered; Sheltered; Safe Haven; Institutional Setting; Temporary Housing Situation; Potentially Permanent Housing Situation*
9. Home Phone Number
10. Cell Phone Number – for children, this should be the parent's cell phone number
11. Email Address – for children, this should be the parent's email address
12. Referred From / How Did You Hear About This Program
13. First Name, Middle Name, Last Name, Last Name Suffix
14. Date of Birth
15. Gender – *Male; Female; Gender Non-Conforming; Trans Male; Trans Female*
16. Sex – *Male; Female*
17. Race – *American Indian or Alaska Native; Asian; Black or African American; Native Hawaiian/Pacific Islander; Two or More Races; White*
18. Ethnicity – *Hispanic, Latino, or Spanish Origin; Not Hispanic*
19. Primary Language Spoken at Home
20. Education – the participant's highest level of education should be selected; for adults = *Did not graduate high school; High school diploma/GED; Some college; Associate's Degree; Bachelor's Degree; Master's Degree; Doctorate/Terminal Degree*; for children = *Age 0-5, attending Child Care Center; Age 0-5, attending Family Day Care Home; Age 0-5, not attending Center or Family Care Home; School Age, not currently enrolled; School Age –*

*select the current grade in which the child is enrolled (if in summer program, denote the grade the child will be entering for the upcoming school year)*

21. Student ID Number
22. School Name
23. Start Date – This should be the first day a participant is active within the program
24. Referred To – This field identifies referrals made for the participant throughout the program.
25. Services Type – This field includes the types of services funded, e.g., OST/afterschool, OST/summer camp, early learning care, legal services, healthcare, dental services, academic supports, capacity building, and additional categories as needed
26. Close Date – The last date the participant received services, defined as a face-to-face service, direct phone, voice contact, or telehealth; does not include voice mail, email, or written contact
27. Closing Reason – *Completed Program; Transferred to another provider prior to completion of program; Participant withdrew-with notice; Participant withdrew- health problems; Participant withdrew- lack of transportation; Participant withdrew without notice; Participant lost eligibility- aged out; Participant lost eligibility - was arrested/ incarcerated; Participant lost eligibility moved out of service area; Participant lost eligibility - violation of program rules; Participant lost eligibility - lack of progress; Participant died; Reunification; Funding Ended / Site Closed*

NOTE: Exceptions to this list must be documented in the Special Conditions section of the provider agreement.

## **Performance Measurement**

- Performance Measures must be collected as specified in the ECT agreement.
- If the agreement between the Provider and ECT requires the collection of data for performance measures, (e.g., surveys, assessments), the Provider must have written procedures to ensure the proper execution of the measure.
- Service and form (e.g., surveys, assessments) dates must be the date that the service or measurement occurred or the date the information was collected. If the measurement cannot be collected, the reason must be documented in the case file.
- All required answers must be completed for all forms.

## **Program Services/Attendance**

- A service or attendance must be entered for all participants to identify the individual and group or program-wide service for which the participant is engaged. Services are entered in SAMIS based off each service interaction.
- All attendance should be entered as soon as possible but no later than two weeks from the date of attendance.

## **Referrals**

Referrals made for participants to other programs should be recorded.

1. No Referral(s) Made: an assessment of needs was completed, and no referral(s) was required. If this selection is utilized no other referral items should be selected.
2. 2-1-1 Northwest Florida: local information and referral service.
3. Adoptions: any private adoption Provider.
4. Adult & Aging: any Provider providing specialized services to adults and seniors.
5. Alcohol and/or Substance Abuse Services: any public or private Provider specializing in the treatment of or prevention of alcohol or substance abuse.
6. Basic Needs Services: any program, public or private, that assists families in meeting their basic needs in times of crisis, needs, or change or any program, public or private, that provides assistance with household items such as food, clothing, dishes, or other household goods.
7. Child Care: any public or private childcare provider.
8. Child Support Enforcement: The Department of Revenue Child Support Enforcement Program.
9. CHNF: any referral to Community Health Northwest Florida
10. Community Based Care Lead Agency: community-based care services (foster care, adoption) that are contracted for by DCF.
11. Counseling Program: any Provider, public or private, that provides counseling to individuals, families, groups including programs that provide services to the terminally ill and/or grief services to surviving family members.
12. Dental Services: any dentist for dental services.
13. Developmental Evaluation and Intervention Services: evaluation and treatment for children with suspected or identified developmental delay or neuromuscular impairment or any community Provider that deals with developmental disabilities in children (for example, mental or physical handicaps).
14. Disabilities: agencies specializing in services to people with disabilities defined as temporary or permanent reduction in function, usually a result of a physical or mental condition or infirmity. NOTE: Agencies that specialize in treating developmental disabilities should be entered under “Developmental Evaluation and Intervention Services”.
15. Domestic Violence Services: any Provider specializing in providing services to perpetrators or victims of domestic violence (including crisis sheltering).
16. Education: any academic program offered by any public or private school (including credit or non-credit courses, adult education, Special Education, and English for Speakers of Other Languages – ESOL).
17. Employment Assistance/Job Training: any Provider, public or private, specializing in vocational training or employment related services for non-handicapped persons including Florida’s Provider for Workforce Innovation program.
18. Faith-based Organization: organizations that provide social services, or religious or spiritual activities as part of their affiliation with a religious group, not including faith based parochial schools. NOTE: Referrals to a parochial school should be identified as “Education.”

19. Family Support Services: any program, public or private, that assists families in meeting their basic needs in times of crisis, needs, or change or a program that provides funds for emergency needs such as rent or utilities.
20. Financial Management/Debt Counseling/VITA: any program, public or private, that specializes in services that help people manage money, develop budgeting skills, or assist with debt management or tax preparation.
21. FL Dept of Children & Families (DCF): referred to any division of DCF including the Adult Services, Developmental Disabilities, Economic Services, Family Safety or Substance Abuse or Mental Health divisions.
22. FL Dept of Health: any referral to the Florida Department of Health / Escambia County Health Department.
23. Florida Abuse Hotline: The Florida Abuse Hotline accepts reports 24 hours a day and 7 days a week of known or suspected child abuse, neglect, or abandonment and reports of known or suspected abuse, neglect, or exploitation of a vulnerable adult. To make a report you can a) Report online at <https://reportabuse.dcf.state.fl.us/>, b) Call 1-800-962-2873, c) Use 711 for Florida Relay Services, or d) Fax your report to 1-800-914-0004. If you suspect or know of a child or vulnerable adult in immediate danger, call 911.
24. Housing: any program that provides non-crisis related short or long-term housing services.
25. Juvenile Justice: referred to any court with jurisdiction over juveniles, any Provider that serves youth involved with the justice system or any referral to any office or employee of the Florida Department of Juvenile Justice.
26. Legal Services: a Provider or program that provides legal advice or services or any licensed attorney, private law firm, or public defender.
27. Medical Services: any clinic, family physician, radiologist, ophthalmologist, optometrist, hospital, emergency room, or any health service provider excluding mental health service providers. Mental health service providers should be entered under "Mental Health Services" below.
28. Mental Health Services: any public or private organizations concerned with meeting the needs of the mentally ill or those vulnerable to mental illness or a privately practicing professional who provides guidance or problem-solving advice.
29. Neighborhood Family Center: A place in a neighborhood where families come together to meet each other, have fun together, learn together, and support each other.
30. Parenting Education: a program that provides information, resources, and or tools to promote change that improves the lives of children by supporting parents and caregivers.
31. Parent University: a specific parenting education program offered in Escambia County.
32. Recreation Program: any public or private recreation program or center.
33. Refugee/Immigrant Services: any public or private Provider specializing in services to refugees or immigrants.
34. Respite Care: a service that provides periodic relief for the family or primary care giver.
35. Shelter Services: crisis related temporary safe housing services (for example runaway or homeless) excluding domestic violence shelters which should be entered as Domestic Violence Services.
36. Support Group: a program that organizes and provides resources, peer support, and guidance to a group of people with common goals or issues.

37. Vocational Rehabilitation Services: any Provider public or private that offers training to participants who are mentally or physically disabled so they can do useful work and become more self-sufficient.
38. Youth Development Program: programs designed to support, guide and challenge young people. They are characterized by providing youth with opportunities for meaningful participation and service to others. These programs provide youth with opportunities to explore and develop values, interact with caring adults, and form considerate relationships with their peers.

DRAFT

# Project Budget



**ESCAMBIA**  
**CHILDREN'S TRUST**  
Our Children. Our Community. Our Future.

| Organization Name:  | New World Believers           |                       |                       |
|---|-------------------------------|-----------------------|-----------------------|
| Project Name:   | NWB HOOPS                     |                       |                       |
| Project Budget Period: MM/DD/YY to MM/DD/YY   | 10/1/2025 -9/30/2026          |                       |                       |
| Complete this form using MS Excel.  |                               |                       |                       |
| <ul style="list-style-type: none"> <li>Submit the proposed project budget using this form <b>ONLY</b> along with your proposal narrative.</li> <li>Include all revenue and expenses for the proposed project. Net income should equal zero (\$0).</li> <li>If necessary, add line items to reflect all anticipated revenue and expenses.</li> </ul> |                               |                       |                       |
|   | Year 3<br>Original<br>request | Year 3 New<br>request | Change                |
| <b>Revenue</b>  |                               |                       |                       |
| ECT Request   | \$ 597,463.42                 | \$ 585,685.00         | \$ (11,778.42)        |
|   |                               |                       | \$ -                  |
| <b>Total Revenue</b>  | <b>\$ 597,463.42</b>          | <b>\$ 585,685.00</b>  | <b>\$ (11,778.42)</b> |
|   |                               |                       |                       |
| <b>Expenses</b>   |                               |                       |                       |
| Accounting & Auditing   | \$ 17,636.04                  |                       | \$ (17,636.04)        |
| Other Professional Services/Contract labor  | \$ 346,681.75                 | \$ 381,593.00         | \$ 34,911.25          |
| Utilities (elctricity, water, etc.)   | \$ 36,558.24                  | \$ 30,558.00          | \$ (6,000.24)         |
| Internet  |                               | \$ 6,000.00           | \$ 6,000.00           |
| Liability Insurance   |                               | \$ 1,600.00           | \$ 1,600.00           |
| Property Insurance  |                               | \$ 10,000.00          | \$ 10,000.00          |
| Auto Insurance  |                               | \$ 16,000.00          | \$ 16,000.00          |
| Staff Travel (Local, Out-of-County, etc.)   |                               | \$ -                  | \$ -                  |
| Advertising and Marketing   |                               | \$ 18,036.00          | \$ 18,036.00          |
| Office Supplies (Items < \$5,000)   | \$ 15,055.16                  | \$ 5,040.00           | \$ (10,015.16)        |
| Professional Development  |                               | \$ 10,000.00          | \$ 10,000.00          |
| Food and Snacks   |                               | \$ 14,700.00          | \$ 14,700.00          |
| Client/Participant Transportation   | \$ 68,930.62                  | \$ 10,400.00          | \$ (58,530.62)        |
| Building Maintenance  | \$ 9,366.19                   | \$ 6,300.00           | \$ (3,066.19)         |
| Field Trips   |                               | \$ 15,000.00          | \$ 15,000.00          |
| Direct Client Assistance  | \$ 103,235.42                 | \$ 60,458.00          | \$ (42,777.42)        |
|   |                               |                       |                       |
| <b>Total Direct Expenses</b>  | <b>\$ 597,463</b>             | <b>\$ 585,685</b>     | <b>\$ (11,778.42)</b> |
| <b>Indirect expenses (state % used)</b>   |                               |                       | \$ -                  |
| <b>Total Expenses</b>   | <b>\$ 597,463</b>             | <b>\$ 585,685</b>     | <b>\$ (11,778)</b>    |
| <b>Net Income</b>   | <b>\$ -</b>                   | <b>\$ -</b>           | <b>\$ -</b>           |

## **EXHIBIT E**

Title: NWB Program Director

Location: New World Believers HOOPS

Hours: Full-time (40 hours per week)

### Job Description:

The NWB Program Director will play a critical role in overseeing and managing program operations at New World Believers HOOPS. This position requires an individual with extensive experience in community outreach and service delivery to the target population, with a track record of 15 years or more. The Program Director will work closely with the CEO and assume responsibility for the day-to-day operations of the organization.

### Key Responsibilities:

#### **1. Program Oversight:**

- Develop and implement program strategies, goals, and objectives in alignment with the organization's mission and vision.
- Monitor program activities and ensure they are consistent with the established objectives and outcomes.
- Regularly assess program effectiveness and make data-driven recommendations for improvements.

#### **2. Community Engagement:**

- Leverage 15+ years of experience in the community to build and maintain strong relationships with key stakeholders, including participants, partners, and local organizations.
- Identify emerging needs within the target population and collaborate with the team to develop appropriate services and programs.

#### **3. Clinical Counseling:**

- Utilize a Master's degree in clinical counseling, Certified Anger Management Counselor, EMDR trained, Emotional Intelligence trained, complete licensure requirements(passed board mental health counseling exam) to provide guidance and support to program participants, assisting them in navigating the change process and overcoming challenges.
- Ensure the delivery of culturally competent and evidence-based counseling services.

#### **4. Team Leadership:**

- Supervise and support program staff, providing guidance, training, and professional development opportunities.

- Foster a positive and inclusive work environment that promotes teamwork and collaboration.

**5. Strategic Planning:**

- Collaborate with the CEO and other senior staff members to develop and execute strategic plans that align with the organization's mission and objectives.
- Assist in grant writing, fundraising, and resource allocation efforts to sustain and expand program services.

**6. Data and Reporting:**

- Maintain accurate records and data on program activities, participant outcomes, and evaluations.
- Prepare regular reports for internal and external stakeholders, including funders and board members.
- **Qualifications:**
  - Master's degree in clinical counseling or a related field.
  - A minimum of 15 years of experience in community outreach, social services, or a related field.
  - Strong leadership and management skills, with a demonstrated ability to oversee program operations effectively.
  - Excellent communication and interpersonal skills, with the ability to engage with diverse populations.
  - Knowledge of best practices in clinical counseling and community-based interventions.
  - Commitment to the mission and values of New World Believers HOOPS.
  - Grant writing and fundraising experience is a plus.

This is a challenging and rewarding opportunity for an experienced professional to make a meaningful impact on the lives of individuals within the community. The NWB Program Director will work collaboratively with a dedicated team to drive positive change and promote the organization's mission.

Rate:

Title: NWB Project Manager

Title: NWB Outreach Coordinator

Position Type: Full-time (40 hours per week)

Experience Level: 15 years

**Job Description:** The NWB Project Manager plays a critical role in assisting the Project Director in the successful implementation of the New World Believers (NWB) program. This position requires a seasoned professional with a strong background in working with the target population, excellent organizational skills, and the ability to manage day-to-day project operations effectively. The Project Manager will work a standard 40-hour workweek and is responsible for providing oversight to project staff, ensuring that project goals and timelines are met, and focusing on family-centered case management within the NWB program.

**Key Responsibilities:**

1. **Assist in Program Implementation:** Collaborate closely with the Project Director to implement and execute the NWB program effectively, adhering to established guidelines and strategies.
2. **Experience with Target Population:** Utilize 15 years of experience working with the target population to inform program development and participant engagement, demonstrating a deep understanding of their needs and challenges.
3. **Day-to-Day Project Oversight:** Oversee and manage the day-to-day operations of the NWB project, including coordinating activities, resolving issues, and ensuring smooth project functioning.
4. **Staff Oversight:** Provide leadership and supervision to project staff, including case managers and support personnel, ensuring they are well-equipped to carry out their roles effectively.
5. **Goal and Timeline Management:** Monitor and track project goals, objectives, and timelines, taking corrective action as needed to ensure the project remains on track and meets its milestones.
6. **Family-Centered Case Management:** Focus on family-centered case management, working closely with participants and community service providers to develop and execute individualized treatment plans.
7. **Community Collaboration:** Foster strong relationships with community service providers, partnering organizations, and stakeholders to enhance the quality and accessibility of services for program participants.

**Qualifications:**

1. **15 Years of Relevant Experience:** A minimum of 15 years of experience working with the target population, demonstrating a deep understanding of their needs and challenges.
2. **Strong Leadership Skills:** Proven ability to lead and supervise a team, ensuring the successful execution of project activities.

3. **Project Management Experience:** Experience in overseeing day-to-day project operations, managing timelines, and ensuring project goals are met.
4. **Excellent Communication:** Strong written and verbal communication skills, including the ability to collaborate effectively with diverse groups of people.
5. **Passion for the Mission:** A strong commitment to the mission and values of the New World Believers project.
6. **Case Management Expertise:** Familiarity with family-centered case management approaches and the ability to implement individualized treatment plans.
7. **Community Engagement:** Experience in building and maintaining partnerships with community service providers and stakeholders.

The NWB Project Manager is a key player in the success of the program, ensuring that it remains focused on its mission of providing family-centered case management and support to its participants. Their experience, leadership, and dedication are essential in achieving the program's goals and positively impacting the target population.

Rate:

Title: NWB Outreach Coordinator

Position Type: Part-time (30 hours per week)

Experience Level: 10 years

Job Description:

The Outreach Coordinator at New World Believers HOOPS (NWB HOOPS) plays a critical role in building connections and facilitating access to essential services for the target population within the community. This individual possesses a deep understanding of the community's economic conditions and has a decade of experience in outreach work. The Outreach Coordinator will dedicate 30 hours per week to fulfilling their responsibilities.

Key Responsibilities:

1. **Community Engagement and Relationship Building:** Establish and maintain strong relationships with stakeholders, including community members, local organizations, schools, government agencies, and other relevant entities.
2. **Target Population Understanding:** Demonstrate a deep understanding of the needs, challenges, and aspirations of the target population, which may include youth and families facing economic disadvantages or specific social issues.
3. **Resource Identification:** Continuously identify and assess resources, programs, and services available to meet the needs of the community, especially youth and families.
4. **Outreach Strategy:** Develop and implement outreach strategies to effectively reach and engage the target population. This includes planning and executing outreach events, workshops, and activities.
5. **Needs Assessment:** Conduct regular needs assessments to identify gaps in services and opportunities for improvement, collaborating with community members and stakeholders to address these gaps.
6. **Service Referral:** Act as a central point of contact for individuals and families seeking assistance, providing referrals to appropriate services, and ensuring follow-up to track progress.
7. **Advocacy:** Advocate on behalf of the target population to address systemic issues and barriers that hinder access to necessary services and resources.
8. **Collaboration:** Collaborate with local organizations, schools, government agencies, and other partners to create synergies and strengthen the network of support for the community.
9. **Data Management:** Maintain accurate records and data related to outreach efforts, services provided, and outcomes achieved. Use this information to evaluate the effectiveness of outreach programs.

**10. Reporting:** Prepare regular reports and updates for NWB HOOPS leadership and funders to demonstrate the impact of outreach efforts and to secure continued support.

Qualifications:

- Bachelor's degree in a related field (preferred).
- A minimum of 10 years of experience in outreach, community engagement, or a related role.
- Deep knowledge of the target population and the economic conditions of the community.
- Strong interpersonal and communication skills.
- Ability to work independently and as part of a team.
- Organizational and time management skills.
- Knowledge of relevant community resources and services.
- Commitment to the mission and values of NWB HOOPS.

This Outreach Coordinator position at New World Believers HOOPS offers a unique opportunity to make a positive impact on the lives of youth and families within the community by connecting them with essential services and resources. If you have the necessary experience and a passion for community outreach.

Rate:

Title: NWB Aftercare Coordinator Job Description

Position: Aftercare Specialist

Position Type: Part-Time (20 hours per week)

**Job Description:**

The NWB Aftercare Coordinator is seeking two dedicated Aftercare Specialists to join our team. As an Aftercare Specialist, you will play a crucial role in providing essential support to program participants as they transition from our program to their post-program lives. Your primary responsibilities will include creating aftercare case plans and facilitating connections to additional services for program participants. By linking and connecting clients to necessary resources, you will help stabilize and support their ongoing progress.

**Responsibilities:**

**1. Case Plan Development:**

- Collaborate with program participants to create individualized aftercare case plans based on their unique needs, goals, and challenges.
- Assess clients' strengths, weaknesses, and areas for improvement to develop effective and actionable plans.

**2. Referral and Connection Facilitation:**

- Identify and connect program participants with external resources and services, such as healthcare providers, housing assistance, employment support, educational opportunities, and more.
- Maintain a comprehensive database of available resources and continuously update it to ensure relevancy.

**3. Monitoring and Support:**

- Regularly follow up with program participants to track their progress and ensure they are effectively utilizing recommended resources.
- Provide ongoing emotional support and guidance to clients as they navigate their post-program journey.

**4. Crisis Intervention:**

- Be prepared to handle crises or emergencies that may arise among program participants, and provide immediate support and referrals as needed.

**5. Documentation and Reporting:**

- Maintain accurate and detailed records of client interactions, case plans, and progress reports.

- Prepare and submit regular reports on program participant outcomes and challenges to the NWB Aftercare Coordinator.

6. Collaboration:

- Work closely with the NWB Aftercare team, program staff, and external service providers to coordinate services and ensure a seamless transition for program participants.
- Attend team meetings, trainings, and workshops as required to stay informed about best practices and resources.

Qualifications:

- Minimum of 5 years of relevant experience in social work, counseling, or a related field or a Bachelor's degree in a relevant field (e.g., Social Work, Psychology, Counseling, Human Services).
- Strong understanding of social services and community resources.
- Excellent communication and interpersonal skills.
- Empathy, patience, and a genuine desire to help program participants succeed.
- Ability to work independently and as part of a team.
- Exceptional organizational skills and attention to detail.
- Knowledge of crisis intervention techniques and experience in handling difficult situations is a plus.

Rate:

**Title:** NWB Job Coach/Mentor

Position Type: Part-time (30 hours per week)

Experience Level: 10 years

**Job Description:**

**Summary:** New World Believers (NWB) is seeking two dedicated Job Coach/Mentors to join our program. The Job Coach/Mentors will play a crucial role in assisting individuals from the target population in achieving their career goals by providing individualized career planning, job readiness training, resume writing, interview skills development, and building relationships with local businesses to facilitate employment opportunities.

**Key Responsibilities:**

**1. Individualized Career Planning:**

- Collaborate with individuals from the target population to identify their career goals, strengths, and areas needing improvement.
- Develop personalized career plans tailored to each individual's aspirations and needs.

**2. Job Readiness Training:**

- Conduct job readiness workshops and training sessions to enhance participants' employability.
- Cover topics such as resume writing, cover letter preparation, job search strategies, and interview techniques.
- Provide guidance on soft skills development, including communication, teamwork, and time management.

**3. Resume Writing:**

- Assist individuals in crafting effective resumes that highlight their skills, experiences, and qualifications.
- Tailor resumes to specific job opportunities and industry requirements.

**4. Interview Skills:**

- Prepare participants for job interviews by conducting mock interviews and providing constructive feedback.
- Offer guidance on interview etiquette, body language, and effective responses to common interview questions.

**5. Business Relationship Building:**

- Cultivate and maintain relationships with local businesses, employers, and community organizations.
- Identify job placement opportunities and partnerships for participants within the community.
- Advocate for the program and the individuals it serves to create employment opportunities.

**6. Progress Monitoring and Reporting:**

- Track the progress of participants in their job search and career development.
- Maintain accurate records of individual goals, achievements, and areas of improvement.
- Generate reports to measure program effectiveness and outcomes.

**Qualifications:**

- Minimum of 5 years of experience working with the target population (include relevant qualifications and certifications).
- Strong knowledge of career development, job search strategies, and employment-related services.
- Excellent communication and interpersonal skills.
- Demonstrated ability to motivate and empower individuals to achieve their career goals.
- Proficiency in resume writing, interview coaching, and job placement strategies.
- Networking skills and the ability to build relationships with local businesses.
- Highly organized with strong documentation and reporting capabilities.

**Working Hours:**

- Job Coaches/Mentors will work 30 hours per week.

**Rate:**

Title: Financial Assistant

Position Type: Part-time (30 hours per week)

Experience Level: 5 years

**Job Description:** The Financial Assistant at NWB plays a crucial role in managing the financial aspects of our projects and ensuring the smooth financial operation of our organization. This position involves working 30 hours per week and requires a candidate with a strong background in bookkeeping and financial management.

**Responsibilities:**

1. Financial Management:

- Maintain accurate financial records and ledgers.
- Monitor and manage cash flow to ensure the organization's financial stability.
- Prepare and process invoices, expense reports, and financial transactions.
- Assist in budget preparation and tracking for projects.
- Conduct regular financial analysis to identify trends and potential issues.

2. Project Financial Oversight:

- Work closely with the Project Director to manage project budgets.
- Ensure that project expenditures align with budgetary constraints.
- Assist in financial reporting for projects, including income statements and balance sheets.
- Identify cost-saving opportunities and financial efficiencies.

3. Financial Planning and Reporting:

- Collaborate with the CEO and Project Director to develop financial plans and strategies.
- Generate financial reports and presentations for senior management and stakeholders.
- Provide financial recommendations based on data analysis.
- Assist in preparing financial forecasts and projections.

4. Bookkeeping:

- Utilize your extensive bookkeeping experience to maintain accurate financial records.
- Manage accounts payable and accounts receivable processes.
- Reconcile bank statements and financial accounts.
- Prepare and file financial documents and reports as required.

5. Compliance and Regulations:

- Ensure compliance with financial regulations and accounting standards.
- Stay updated on changes in financial regulations that may impact the organization.
- Assist in the preparation of financial documentation for audits.

Qualifications:

- Minimum of 5 years of experience in bookkeeping and financial management.
- Strong familiarity with financial aspects of business operations.
- Proficiency in accounting software and tools.
- Excellent analytical and problem-solving skills.
- Detail-oriented with a high level of accuracy.
- Effective communication and interpersonal skills.
- Ability to work collaboratively in a team.
- Knowledge of financial regulations and compliance.

The Financial Assistant at NWB will play a critical role in supporting the financial health and success of our projects and organization as a whole.

**Job Title:** NWB Case Manager

**Department:** Continuum of Care

**Position Type:** Part-time (20 hours per week)

**Education Requirement:** Minimum Bachelor's Degree or 5 years of case management experience

**Job Description:**

**Position Overview:** As an NWB (Name of the Organization) Case Manager within the Continuum of Care department, you will play a crucial role in supporting and empowering our clients to achieve their goals and improve their overall well-being. This position involves overseeing and evaluating client progress, maintaining accurate records, and collaborating with community service providers to ensure the best possible care and outcomes for our clients.

**Key Responsibilities:**

**1. Client Assessment and Monitoring:**

- Conduct comprehensive assessments of client needs, strengths, and goals.
- Regularly monitor and evaluate client progress towards achieving their objectives.
- Identify barriers and challenges clients face and develop strategies to address them.

**2. Case Planning and Coordination:**

- Develop and implement individualized service plans for each client.
- Collaborate with clients to set achievable goals and action steps.
- Coordinate and connect clients with appropriate community resources and service providers.

**3. Record Keeping:**

- Maintain accurate and up-to-date client records, including case notes and documentation of services provided.
- Ensure confidentiality and compliance with all relevant regulations and standards.

**4. Advocacy and Support:**

- Serve as an advocate for clients, ensuring their voices are heard and their rights are upheld.
- Provide emotional support and crisis intervention when necessary.

**5. Community Collaboration:**

- Establish and maintain strong working relationships with community service providers, including social services, healthcare, housing, and employment agencies.
- Facilitate referrals and coordinate services to meet the diverse needs of clients.

**Qualifications:**

- Minimum Bachelor's degree in a related field (e.g., Social Work, Psychology, Human Services) OR a minimum of 5 years of relevant case management experience.
- Strong interpersonal and communication skills.
- Empathy and cultural competence to work effectively with a diverse client population.
- Knowledge of local community resources and social service agencies.
- Ability to work independently and as part of a team.
- Excellent organizational and time-management skills.
- Proficiency in maintaining accurate records and using relevant software or databases.

Rate:

Title: Mental Health Counselor

Job Type: Part-Time (25 hours per week per counselor)

Experience Level: Bachelor's degree or 5 years experience counseling

**Job Description:**

**Summary:** The Mental Health Counselors will provide essential counseling services to individuals seeking support for various mental health issues. They will be responsible for assessing clients, developing treatment plans, monitoring progress, and offering individual and group counseling. These roles require a strong commitment to client care, confidentiality, and a deep understanding of mental health and counseling techniques.

**Key Responsibilities:**

1. **Client Assessment:** Conduct thorough assessments of clients to determine their mental health needs, including evaluating their emotional, psychological, and social well-being.
2. **Treatment Planning:** Develop comprehensive treatment plans tailored to each client's unique needs and goals. Collaborate with clients to establish treatment objectives and strategies.
3. **Individual Counseling:** Provide one-on-one counseling sessions to clients, utilizing evidence-based therapeutic techniques to address their mental health concerns.
4. **Group Counseling:** Facilitate group therapy sessions, creating a safe and supportive environment for clients to share experiences, learn coping skills, and build a sense of community.
5. **Progress Monitoring:** Regularly review and assess client progress, making adjustments to treatment plans as necessary. Track and document client outcomes and milestones.
6. **Crisis Intervention:** Offer immediate assistance and support to clients facing crisis situations, ensuring their safety and well-being. Make appropriate referrals to crisis intervention services when needed.
7. **Referrals:** Collaborate with other healthcare professionals and organizations to provide clients with additional resources, such as psychiatric services, substance abuse treatment, or community support.
8. **Documentation:** Maintain accurate and confidential client records, ensuring compliance with all relevant laws and regulations. Prepare reports and documentation as required by the organization.
9. **Education and Advocacy:** Educate clients and their families about mental health issues, treatment options, and self-care techniques. Advocate for clients' rights and needs when necessary.
10. **Professional Development:** Stay up-to-date with the latest developments in the field of mental health counseling through continuing education and training opportunities.

**Qualifications:**

- Degree in Counseling, Psychology, Social Work, or a related field.
- Previous counseling experience, preferably in a clinical setting.
- Strong knowledge of various therapeutic approaches and counseling techniques.
- Excellent communication and active listening skills.
- Empathy, compassion, and cultural sensitivity.
- Ability to work effectively in a team and independently.
- Proficient computer skills for record-keeping and documentation.

Rate:

**Job Title:** Van Driver

**Job Type:** Part-Time (30hrs)

**Location:** [New World Believers]

**Job Description:**

**Summary:** Van Drivers at [New World Believers] play a crucial role in ensuring that participants have access to essential services and support. They are responsible for transporting program participants to and from the project location and important appointments, such as medical visits, court appearances, job interviews, and other related activities. The drivers must prioritize safety, reliability, and professionalism while providing transportation services.

**Key Responsibilities:**

**1. Transportation Services:**

- Safely operate a provided van to transport program participants to and from the project site, as well as various important appointments.
- Ensure that all participants are picked up and dropped off on time, maintaining a punctual schedule.

**2. Participant Assistance:**

- Assist participants with getting in and out of the van as needed, particularly if they have mobility challenges.
- Provide a safe and comfortable transportation experience for all participants.

**3. Safety and Maintenance:**

- Conduct regular pre-trip and post-trip inspections of the van to ensure it is in good working condition.
- Follow all traffic laws and safety regulations while driving.
- Report any maintenance or safety concerns to the appropriate personnel.

**4. Communication:**

- Maintain clear and respectful communication with program participants.
- Communicate any delays or changes in the schedule to program coordinators or supervisors promptly.

**5. Documentation:**

- Maintain accurate records of trips, including participant names, pick-up and drop-off times, and destinations.

- Submit trip logs and mileage reports as required by the organization.

**Qualifications:**

- Valid driver's license and a clean driving record.
- Reliable and punctual.
- Ability to operate a van safely and responsibly.
- Excellent communication and interpersonal skills.
- Compassion and patience when working with program participants.
- Respect for participant confidentiality and privacy.
- Ability to follow directions and adhere to schedules.

**Working Hours:**

- The van driver positions are on a part-time basis 30hrs, typically for a set number of hours per week. Specific hours and schedules will be discussed during the interview process.

**Rate:**

# Program Enrollment Form



**ESCAMBIA**  
CHILDREN'S TRUST  
Our Children. Our Community. Our Future.

## Primary Parent or Guardian Contact Information

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## Household Information

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Household Arrangement - Select the arrangement that best suits the participant

1. Dual Parent
2. Single Parent - Male
3. Single Parent - Female
4. Grandparent
5. Other - Relative
6. Other - Non -relative
7. Foster Parent
8. Other

Number of Children in Household: \_\_\_\_\_

Number of Adults in Household: \_\_\_\_\_

Continue to next page to enter Participant Information

## **Program Participant Information**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Gender:

- 1. Male
- 2. Female
- 3. Non-binary

Race:

- 1. White
- 2. Black or African American
- 3. American Indian or Alaskan Native
- 4. Asian
- 5. Native Hawaiian or Other Pacific Islander
- 6. 2 or more Races
- 7. Other

Ethnicity:

- 1. Hispanic or Latino
- 2. Not Hispanic or Latino

## **School Information**

Name of Current School: \_\_\_\_\_

Participant's School Grade: \_\_\_\_\_

Participants Student ID: \_\_\_\_\_

## **Other Required Information from Exhibit C**

- How is the participant qualified to participate in your program
  1. Income—qualifies for governmental assistance (type of assistance will be entered in SAMIS)
  2. Participant is in need or at-risk (list is in SAMIS)

## **Other Information That Can Be Entered in SAMIS**

- Does the household have another phone number or do they have an email address?
- Does the participant have their own email or phone?
- Does the participant have another parent or guardian in another household? If so what is their contact information?
- Is the household English proficient?
- Did your program refer the participant to any other services or programs?
- How did the participant hear about your program?

## CONSENT AND WAIVER TO TRANSPORT CHILD

I authorize \_\_\_\_\_ to transport my minor child, \_\_\_\_\_, driven by an individual authorized by \_\_\_\_\_. I understand my child is expected to follow the directions provided by the driver and/or staff or volunteer.

I understand and have discussed with my child:

- My child will travel in a motor vehicle driven by an adult and my child is to wear their safety belt, or to be seated in a child safety seat appropriate for my child's age, during travel.
- My child is expected to listen to supervising staff/driver, respect staff and other children, in the vehicles they ride in, and the people they travel with during the trip.
- Riding in a motor vehicle may result in personal injuries or death from accidents, collisions or acts by the riders, other drivers, or objects; and,
- My child is to remain in their seat and not be disruptive to the driver of the vehicle.

I recognize by participation in this activity, as with any activity involving motor vehicle transportation, my child may risk personal injury or permanent loss. I hereby attest and verify that I understand the potential risks, and I have full knowledge of the risks involved in this activity, and I assume any expenses incurred in the event of an accident, illness, or other incapacity, regardless of whether I have authorized such expense.

I release any claim on \_\_\_\_\_ or the Escambia Children's Trust and their employees and volunteers from any claim that I could bring on my child's behalf with regard to any damages, demands or actions whatsoever, in any manner arising out of this transportation. I have read this entire waiver and authorization form, I fully understand its terms and conditions, and I agree to be legally bound by its terms.

**I certify that I am the parent or legal guardian of the above-named participant. On behalf of myself, I have read the above agreement, I understand the contents of this Acknowledgement of Risk and Waiver of Liability, assent to its terms and conditions, and sign this Acknowledgement of Risk and Waiver of Liability of my own free act. I acknowledge that my child and I have agreed to the terms and conditions of my child's participation in the ACTIVITY, and I hereby give my consent to participation by my child in the ACTIVITY, and to receive medical treatment determined to be necessary. I further agree to hold harmless, indemnify and defend the program and the Escambia Children's Trust from and against all claims, demands or suits that I or my child has or may have.**

I HAVE READ THIS CAREFULLY AND KNOW IT CONTAINS A RELEASE

|  |   |
|--|---|
| Name of Parent/Guardian _____<br>Signature of Parent/Guardian _____<br>Date: _____ | Name of Student _____<br>Signature of Student: _____<br>Date: _____ |
|--|---|

**NO COERCION FOR LABOR OR SERVICES AFFIDAVIT**

STATE OF FLORIDA )

COUNTY OF Escambia)

I, Calvin Avant (insert name) being duly sworn, state under oath:

1. I am a duly authorized representative of NWB Hoops (insert name of vendor).
2. Under penalty of perjury, I attest and affirm that NWB Hoops (insert does not use coercion as defined in section 787.06(2)(a), Florida Statutes to employ any person for labor or services.
3. This signed attestation is provided to Escambia Children's Trust (insert name of district/governmental entity) to comply with section 787.06(13), Florida Statutes.

FURTHER AFFIANT SAYETH NOT.

Date: January 12, 2026

Calvin Avant  
(Signature)

FLDL

A153-100-50-218-0

EXP. 6/18/29

Subscribed and sworn to before me this 12 day of January 2026.

Alma Ellis

Signature of Notary

Alma Ellis (print name), Notary Public

Commission Number: HH 371692

My Commission Expires on 3/9/27 (insert date)

Affix Notary Seal

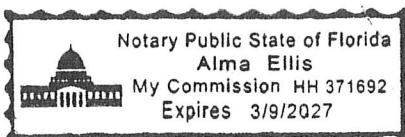


Exhibit I

**FOREIGN COUNTRY OF CONCERN AFFIDAVIT**

STATE OF FLORIDA )

COUNTY OF Escambia)

I, Calvin Avant (insert name) being duly sworn, state under oath:

1. I am a duly authorized representative of NWB Hoops (insert name of vendor).
2. Under penalty of perjury, I attest and affirm that NWB Hoops (insert name of vendor)
  - a. Is not owned by the government of a foreign country of concern as identified in section 287.138(1)(c), Florida Statutes. (People's Republic of China, the Russian Federation, the Islamic Republic of Iran, the Democratic People's Republic of Korea, the Republic of Cuba, the Venezuelan regime of Nicolás Maduro, or the Syrian Arab Republic)
  - b. The government of a foreign country of concern does not have a controlling interest in NWB Hoops (insert name of vendor)
  - c. NWB Hoops (insert name of vendor) is not organized under the laws of, or has its principal place of business in a foreign country of concern.

FURTHER AFFIANT SAYETH NOT.

Date: January 12, 2025. 2026

Calvin Avant  
(Signature)

FLDL  
A 153-100-50-218-0

Subscribed and sworn to before me this 12<sup>th</sup> day of January 2025. 2026 EXP. 6/18/29

Alma Ellis

Signature of Notary

Alma Ellis (print name), Notary Public

Commission Number: HH371692

My Commission Expires on 3/9/27 (insert date)

Exhibit H

Affix Notary Seal

