

**STATE OF MISSOURI
CHILDREN'S TRUST FUND
CONTRACTUAL SERVICE AGREEMENT
HOME VISITING COLLECTIVE IMPACT PROJECTS
FY 2023**

This Agreement is entered into as of the date of the last signatory noted below (the “**Effective Date**”) by and between the Missouri Children's Trust Fund, a Missouri nonprofit corporation, with its principal place of business at 301 West High Street, Room 680, Jefferson City, MO 65102-1641, hereinafter referred to as “**Agency**”, and City of Columbia on behalf of Columbia/Boone County Department of Health and Human Services, P.O. Box 6015, Columbia, MO 65203, hereinafter referred to as “**Contractor**”.

WHEREAS, Agency is authorized under 210.172(3)(a) to enter into contracts with public or private agencies, schools, or qualified individuals to establish community-based educational and/or service programs focused on the prevention of child abuse and neglect, with or without using the procurement procedures of the Office of Administration;

WHEREAS, Agency has solicited the child abuse prevention goods and/or services described in the Request for Home Visiting Collective Impact Funding Applications released in state fiscal year 2022 (Exhibit A), and Contractor has submitted a competitive bid (Exhibit B) that meets Agency's funding criteria;

WHEREAS, Agency desires to award funding to Contractor to perform the child abuse prevention services described in Exhibit B, as approved by CTF;

NOW, THEREFORE, and in consideration of the mutual promises, terms and conditions stated herein, the Parties do now AGREE as follows:

I. Duration and Termination of Agreement

- a) The obligations under this contract shall commence on the Effective Date and will continue until terminated as provided below.
- b) Termination. This Agreement shall terminate on June 30, 2023 unless terminated earlier. Either party may terminate this contract with or without cause, provided written notice of termination is given thirty (30) days in advance to the other party, or the agreement may be cancelled by mutual agreement of both parties, in writing.
- c) Effect of Termination. Contractor will do the following upon the expiration or termination of this Agreement: (i) stop performing Services; (ii) deliver to Agency each completed Deliverable together with each Deliverable in process; (iii) return all Agency Information in Contractor's possession or, upon Agency's request, destroy all Agency Information and certify destruction; and (iv) stop using any Agency logo, mark and/or name in connection with the Services.
- d) Payment upon Termination. Should this Agreement be terminated by either party, Agency will pay Contractor for services performed in accordance with this Agreement up to the date

of termination, and Agency will have no further obligations to Contractor for Services related to the Agreement.

- e) Renewal. This Agreement is eligible for three, one-year extensions, contingent upon Agency approval of a renewal application submitted by Contractor for each subsequent year.

II. Services and Deliverables

- a) Contractor agrees to ensure that all employees and volunteers, having direct contact with children younger than eighteen years of age as part of the performance of this Agreement, complete the following requirements:
 - i. Register with the Family Care Safety Registry (FCSR) and provide FCSR screening results to employer, **prior to working with children, and annually after initial registration/screening**. FCSR program information is available at www.health.mo.gov/safety/fcsr/about.php.
 - ii. Complete a state and national, fingerprint-based, criminal background screening through the Missouri Volunteer and Employee Criminal History Services (MOVECHS) program (<https://mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/MoVECHSProgram.html>). Contractor is encouraged to administer these screenings as part of the hiring process. Contractor must initiate criminal background screenings **within thirty (30) days of the Effective Date, or within thirty (30) days of hiring**, if they were not completed as part of the hiring process.
- b) Contractor agrees to deliver to Agency the services and deliverables set forth in Exhibit B and any exhibits thereto, which are attached hereto and incorporated herein.
- c) Contractor agrees to include written acknowledgement of the Agency's support for the approved project on all marketing, promotional, and/or educational materials produced in relation to, or as a result of, this Agreement.
- d) Contractor shall submit to Agency an end-of-year report summarizing the Contractor's performance of this Agreement during the contract period. The Agency will provide a reporting template to solicit both narrative and statistical data, which must be completed and submitted to Agency no later than July 31, 2023.

III. Cost of Service

- a) In consideration for the services and deliverables delivered by Contractor to Agency under this Agreement, Agency agrees to pay Contractor for actual and necessary costs incurred during the contract period, in accordance with the approved budget provided in Exhibit C.
- b) **Maximum Cost.** The maximum cost of this Agreement to Agency shall not exceed \$39,092. In no way shall Agency be obligated to pay or reimburse Contractor for fees and costs that exceed the maximum cost. The maximum cost for eligible renewal years are as follows:
 - i. Year 2 (SFY 2024): \$128,850

- ii. Year 3 (SFY 2025): \$128,850
 - iii. Year 4 (SFY 2026): \$128,850
- c) Contractor agrees to share the cost of the services and deliverables performed under this Agreement at a rate of no less than ten percent (10%). Only non-federal funds that have not been used as match for other federal awards may be used as matching funds for this Agreement.

IV. Invoicing and Payment

- a) The Contractor shall invoice Agency on a monthly basis for fees earned and costs incurred by Contractor in the month prior, using the program-specific invoice form provided by Agency.
- b) Payment shall be made in arrears, but no more than three (3) months in arrears, and is conditional upon funds being available to Agency, Agency's receipt of a properly submitted invoice, and Agency's determination that the billing is in accordance with this Agreement.
- c) A final invoice must be received no later than the fifteenth day of the month of June following the Effective Date. Agency will not be obligated to pay invoices received after the fifteenth day of the month of June following the Effective Date.
- d) The Contractor understands and agrees that the State of Missouri reserves the right to make contract payments through electronic funds transfer (EFT).
- e) Prior to any payments becoming due under the contract, Contractor shall register or update its vendor registration with its current ACH-EFT payment information at <https://MissouriBuys.mo.gov/registration>.

V. Records, Reporting and Monitoring

- a) The Contractor shall maintain fiscal and programmatic documentation related to the performance of this Agreement.
 - i. Fiscal documentation shall include proof of expense and proof of Contractor's payment for all billings submitted to Agency in accordance with this Agreement.
 - ii. Programmatic documentation shall include evidence of goods and/or services rendered and all statistics necessary to fulfill the reporting and monitoring requirements prescribed by Agency in Exhibit A and all subsequent program guidance.
- b) The Contractor shall restrict access to any records related to this Agreement containing personally identifiable information and/or protected health information, and Contractor shall designate personnel authorized to access these records on a need-to-know basis.
- c) The Contractor shall, upon the request of Agency, allow authorized representatives of Agency and the State Auditor's office access to all records related to this Agreement.

- i. Agency shall maintain the right to audit said records for a period of five years from the termination date.

VI. Reserved.

VII. Contractor's Warranties

Contractor represents and warrants that Contractor:

- a) Will perform the Services and Deliverables in a good and workmanlike manner and in compliance with the applicable laws, regulations and ordinances and applicable ethical and professional standards;
- b) Has adequate skill, training, expertise, knowledge, and experience to perform the Services and Deliverables in a competent and professional manner; and
- c) Has sufficient personnel and equipment available to perform the Services and Deliverables within any applicable schedules, timelines and time frames specified in this Agreement.
- d) Will only utilize personnel authorized to work in the United States in accordance with applicable federal and state laws to perform the Services and Deliverables. This includes, but is not limited to, the Illegal Immigration Reform and Immigrant Responsibility Act (IIRIRA) and INA Section 274A.
- e) Will disclose to Agency any perceived conflicts of interest held by the Contractor that have the potential to negatively affect this Agreement.

VIII. No Agency

- a) In entering into this Agreement, the parties intend to create an independent contractor relationship and not an employment relationship. The parties agree that the Contractor will not be treated as an employee for the purposes of employment taxes, income tax withholding, and employee benefit provisions. The Contractor in executing this agreement acknowledges his/her obligation for payment of Federal, State, and local self-employment and income taxes.
- b) Contractor understands that Contractor has no authority, either express or implied, to act, or represent that Contractor is acting on behalf of Agency, except in those instances in which Agency has given Contractor prior written consent that specifically covers Contractor's acts or representations.
- c) Contractor shall not engage in any act or representation on behalf of Agency, except, in those instances in which Agency has given prior written consent that specifically covers Contractor's acts or representation. Furthermore, Contractor shall not refrain from any action where a third party may reasonably interpret or infer from such an action that Contractor has authority to act or represent on behalf of Agency, except in those instances in which Agency has given prior written consent that specifically covers Contractor's acts or representations.

IX. State Held Harmless

- a) To the extent not prohibited by law and without waiving sovereign immunity, the Contractor shall agree to indemnify, defend, and save harmless the State of Missouri, the Office of Administration, the Agency, and their respective officials, board of directors, agents, representatives, and employees from any and all claims, liability, loss, damages, costs, or expenses which any of them may sustain:
- i. By reason of any person's personal injury or death, or property loss or damage sustained as a result of the negligent acts or omissions to act of the Contractor, its officers, employees, or its subcontractors in connection with the performance of this Agreement;
 - ii. As a result of any contract made between the Contractor and any subcontractor or other person, firm, or corporation furnishing or supplying work or services in connection with the performance of this Agreement; or
 - iii. By reason of libel, slander, violation of the rights of privacy, or other legal injury occasioned by any person, arising out of the publication, translation, reproduction, delivery, performance, use, or disposition of any data furnished under this agreement or out of the content of or statements contained in such data. However, the provision of this subparagraph shall not apply to claims, liability, loss, damages, costs, or expenses caused by or resulting from the negligent acts or omissions of the Agency or any of its officials, representatives, or employees.
- X. Contract Officers:** Emily van Schenkhof shall serve as the contract officer for the Agency, and De'Carlson Seewood or his designee shall serve as the contract officer for the Contractor.
- XI. Non-Discrimination:** All parties agree to comply with the 1964 Civil Rights Act, as amended; Section 504 of the Rehabilitation Act of 1973; the Age Discrimination Act of 1975; the Omnibus Reconciliation Act of 1981, and the Americans with Disabilities Act of 1990, and all other applicable federal and state laws which prohibit discrimination in the delivery of services on the basis of race, color, nationality, origin, age, sex, handicap/disability or religious beliefs.
- XII. Entire Agreement:** This Agreement contains all terms and conditions agreed to by both parties and cannot be altered or waived by any oral agreement. Any alterations or revisions to this Agreement shall only be valid when they have been reduced to writing and duly executed by both parties.
- XIII. No Waiver of Immunities:** In no event shall the language of this Agreement constitute or be construed as a waiver or limitation for either party's rights or defenses with regard to each party's applicable sovereign, governmental, or official immunities and protections as provided by federal and state constitutions or laws.
- XIV. Electronic Signature:** This Agreement may be signed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document. Faxed signatures, or scanned and electronically transmitted signatures, on this Agreement or any notice delivered pursuant to this Agreement, shall be deemed to have the same legal effect as original signatures on this Agreement.

REMAINDER OF PAGE IS INTENTIONALLY BLANK.

SIGNATURE PAGE FOLLOWS.

IN WITNESS THEREOF, Agency and Contractor hereby execute this Agreement.

De'Carlton Seewood City Manager
Printed Name of Contractor's Authorized Official

Title

Signature of Contractor's Authorized Official

Date

JKR

ATTEST:

Sheela Amin, City Clerk

Approved as to form:

Nancy Thompson, City Counselor/rw

Emily Van Schenkhof, CTF Executive Director

Date

REQUEST FOR APPLICATIONS

Home Visiting Collective Impact Funding



The Missouri Children's Trust Fund (CTF) is pleased to announce the availability of up to \$500,000 in federal Community Based Child Abuse Prevention (CBCAP) funds to support home visiting collective impact initiatives in Missouri.

CTF'S APPROACH TO HOME VISITING AND THE ROLE OF COLLECTIVE IMPACT

CTF seeks to improve the home visiting system in Missouri by fostering collaboration/coordination at the state and local levels, advocating for sufficient and equitably distributed funding for services, and promoting an emphasis on key outcomes over service models. When applied to home visiting, the Collective Impact model helps local service providers to center families' needs through a shared agenda, better meet families' needs through mutually reinforcing activities and continuous communication, and better understand the impact of their collective services through the use of shared measurements.

PURPOSE OF FUNDING

This funding is intended for the maintenance and improvement of infrastructure and operations that support home visiting collective impact initiatives in Missouri, and is not intended to support direct home visiting services.

ELIGIBILITY TO APPLY AND PROJECT REQUIREMENTS

In order to be considered for this funding, applicants must be a coordinating or "backbone" agency representing a home visiting collective impact project that meets, or is working toward, the following criteria:

- Project design addresses the [five conditions of collective success identified in the Stanford Social Innovation Review's Essentials of Social Innovation](#) in the context of providing home visiting services. These conditions include a common agenda, shared measurement systems, mutually reinforcing activities, continuous communication, and a backbone support organization;
- Project has clearly-defined outcomes that relate to its common agenda, and a plan for evaluating these outcomes;
- Project includes a shared process for continuous quality improvement that 1) engages parents that have previously, or are currently, receiving services through the project, and 2) strives for greater health and social equity;
- Project includes a shared process for identifying and offering services to high-risk populations;
- Project includes a shared process for intake and referral within the catchment area, and is actively enrolling families in services through this process;
- Home visiting agencies participating in the project agree to track all [MIECHV performance indicators and systems outcomes](#) and report them to CTF on an annual basis;
- All home visiting agencies participating in the project offer completely voluntary services for families that are not actively involved in a child welfare investigation and/or court case at the time of referral (i.e. offer non-mandatory, primary and/or secondary prevention services).

USE OF FUNDS

Awarded funds may only be used for expenses related to home visiting collective impact infrastructure and activities. Eligible expenses include, but are not limited to:

- Staff time and travel expenses related to administering, performing, and/or participating in collective impact activities;

- Information technology hardware, software, and technical support related to administering, performing, and/or participating in collective impact activities (e.g. data collection systems, intake and referral systems, virtual meeting platforms, project management tools, etc.);
- Assessment to identify high-risk populations and available services within the project's catchment area;
- Strategic marketing and outreach to facilitate access to services for high-risk populations;
- Strategic planning for the project;
- Professional development for participating agencies;
- Continuous quality improvement activities and reasonable compensation for parents participating in these activities;
- Indirect costs necessary to the performance of the project, not to exceed 5% of the total contract amount.

APPLICATION PROCESS AND REQUIREMENTS

The application period for this funding opportunity begins at 9:00 am on March 14, 2022, and ends at 9:00 am on April 25, 2022. To successfully apply, the following components must be completed and emailed to CTF@oa.mo.gov as a single PDF document before the deadline stated above:

- Cover letter;
- Letter of support from agencies participating in the home visiting collective impact project (one letter signed by all agencies is acceptable);
- CTF application form (must use template provided);
- Project budget (must use template provided) detailing total project costs, requested CTF allocation of total project costs, and applicant allocation of total project costs. ***Applicants may request up to \$150,000 in CTF funds to cover 90% of total project costs, and must use non-federal funding to cover no less than 10% of total project costs (i.e. grantees will be responsible for 10% local matching funds);***
- Application narrative (must respond to the prompts/questions provided);
- Signed certifications form (must use template provided);
- IRS 501(c)(3) certification letter, if applicable;
- Applying agency's most recent financial audit or financial statement;
- Applying agency's current operating budget, including income and expenses;
- Applying agency's current list of Board of Directors and their affiliations to demonstrate organizational leadership and community representation.

Applications submitted after 9:00 am on April 25, 2022, will not be considered.

AWARDS AND GRANT REQUIREMENTS

Award announcements are expected to be made the week of June 6, 2022. Initial contracts will have a term of one year, effective on July 1, 2022, with the option to renew annually for three (3) additional years. Award amounts are based on need and funds available, and therefore subject to change from year to year. All grantees will be subject to the following contract requirements:

Local Match Requirement

Grantees will be responsible for ten percent (10%) of total project costs, annually. Matching funds must come from non-federal sources (e.g. local fundraising, state funds that are not used as match for other federal awards, etc.). For example, if annual project costs total \$100,000, \$90,000 may be requested from CTF and \$10,000 is required by the grantee in matching funds.

Background Checks

CTF grantees must ensure that all employees and volunteers, having direct contact with children younger than eighteen years of age through their CTF-funded program, complete the following requirements:

- Register with the Family Care Safety Registry (FCSR) and provide FCSR screening results to employer, prior to working with children. FCSR screenings must be completed annually after initial registration/screening. Fees to meet this requirement may be included in the grantee's project budget. More information about the FCSR program is available at www.health.mo.gov/safety/fcsr/about.php.
- Complete a state and national, fingerprint-based, criminal background check as part of the hiring process through the Missouri Volunteer and Employee Criminal History Services (MOVECHS) program <https://mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/MoVECHSProgram.html>. If these background checks were not completed upon hire, they must be initiated within thirty (30) days of receiving a CTF grant award.

Monitoring and Reporting

All grantees must consent to monitoring requirements as established by CTF, which may include on-site and/or virtual reviews to ensure financial and programmatic compliance. Grantees will also be required to submit an annual program report.

Contracting and Payment

Contracts must be signed and returned to CTF by the date noted in the award letter. Payment is reimbursement-based and will only be issued for expenses incurred during the contract period, which begins on July 1, 2022. In order to receive payment, grantees must register as a vendor with the State of Missouri through the MissouriBUYS eProcurement System (<https://missouribuys.mo.gov/registration>). Additionally, all CTF grantees must participate in the E-Verify program (<https://www.e-verify.gov/>), have no taxes due to the State of Missouri, and be in good standing with the federal government.

RESOURCES

Collective Impact article in *Essentials for Social Innovation*

https://ssir.org/articles/entry/collective_impact#

Collective Impact Forum YouTube Channel

<https://www.youtube.com/channel/UChr0dK18-9X3Xn4BtVOY6fg>

Every Child Succeeds

<https://www.everychildsucceeds.org/>

DESE Office of Childhood Home Visiting Site

<https://dese.mo.gov/childhood/home-visiting>

MIECHV Performance Indicators and Systems Outcomes

<https://mchb.hrsa.gov/sites/default/files/mchb/programs-impact/performance-indicators-sys-outcomes-summary.pdf>

Home Visiting Collaborative Improvement and Innovation Network 2.0: Toolkit to Build Parent Leadership in Continuous Quality Improvement

<https://uwm.edu/mcwp/wp-content/uploads/sites/337/2019/08/Parent-Leadership-Toolkit.pdf>

Child Welfare Information Gateway's *Racial Equity Resources for Child Welfare Professionals*

<https://www.childwelfare.gov/topics/systemwide/diverse-populations/racialequity/>

CONTACT INFORMATION

If you have questions about this funding opportunity and/or any related processes, please contact:

Jennifer Sommerfeld

Program Director

(573) 751-6511

jennifer.sommerfeld@oa.mo.gov

CTF APPLICATION FORM

Home Visiting Collective Impact Funding

Name of Applicant Agency	
Address	
City, State, Zip Code	
Telephone Number	
Website Address	
Federal Tax ID#	

Tax Status of Applicant Agency: <input type="checkbox"/> Exempt under sec 501(c)3 of the IRS Code <input type="checkbox"/> Exempt governmental Unit <input type="checkbox"/> Other (specify) _____	NOTE: Incorporated or governmental tax-exempt agencies applying as the sponsoring agency for an unincorporated association or coalition must attach a memorandum of understanding indicating its willingness to be responsible for the fiscal and programmatic requirements.
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Primary Contact:	Email:
Exec Director/CEO:	Email:

Dollar Amount Requested from CTF: \$ _____

PROJECT BUDGET

Please detail the project expenses for which you are requesting CTF funding under the appropriate budget category, below.

BUDGET CATEGORY	DESCRIPTION OF EXPENSE(S)	CTF FUNDS REQUESTED (90%)	REQUIRED MATCH (10%)	TOTAL PROJECT COSTS (100%) <i>Funds requested plus matching funds</i>
Salaries and Wages		\$	\$	\$
Fringe Benefits <i>Not to exceed 30% of salary costs</i>		\$	\$	\$
Consultant & Contractual Services <i>Hourly fee x hours</i>		\$	\$	\$
Travel <i>Mileage not to exceed \$.49/mile</i>		\$	\$	\$
Equipment		\$	\$	\$
Materials and Supplies		\$	\$	\$
Program Related Expenses		\$	\$	\$
Indirect Costs <i>Not to exceed 5% of total funds requested</i>		\$	\$	\$
Other Costs		\$	\$	\$
GRAND TOTAL		\$	\$	\$

APPLICATION NARRATIVE

Respond to each of the following prompts/questions on a separate document. Total narrative should not exceed ten (10) pages in length using a minimum font size of 11pt. Additional documents may be referenced in the narrative response and attached to the application. Any attachments will not be counted against the page limit.

- 1) Briefly summarize the current status of your home visiting collective impact project, including the area served, and the agencies/entities participating in the collaborative.

- 2) Describe how your project addresses, or is working to address, each of the following project requirements:
 - a. Project design addresses the [five conditions of collective success identified in the Stanford Social Innovation Review's Essentials of Social Innovation](#) in the context of providing home visiting services. These conditions include a common agenda, shared measurement systems, mutually reinforcing activities, continuous communication, and a backbone support organization;
 - b. Project has clearly-defined outcomes that relate to its common agenda, and a plan for evaluating these outcomes;
 - c. Project includes a shared process for continuous quality improvement that 1) engages parents that have previously, or are currently, receiving services through the project, and 2) strives for greater health and social equity;
 - d. Project includes a shared process for identifying and offering services to high-risk populations;
 - e. Project includes a shared process for intake and referral within the catchment area, and is actively enrolling families in services through this process;
 - f. Home visiting agencies participating in the project agree to track all [MIECHV performance indicators and systems outcomes](#) and report them to CTF on an annual basis;
 - g. All home visiting agencies participating in the project offer completely voluntary services for families that are not actively involved in a child welfare investigation and/or court case at the time of referral (i.e. offer non-mandatory, primary and/or secondary prevention services).

For any components that are in development, please provide a target date for implementation. For any components that have not yet been started, please describe your capacity to take these on.

- 3) How does your project define high-risk populations?

- 4) Provide a detailed description of how this project would operate between July 1, 2022, and June 30, 2023. Your description should include a logic model (aka "action plan") demonstrating how the project will be structured to achieve its goals, using the template provided below. Complete one (1) logic model table per project goal.

- 5) Describe how the funds being requested through this application would be used to implement your project, as described above.

- 6) Please explain why the funds requested through this application are needed. Your description should include the total operating budget for your home visiting collective impact project, the amount and source of any revenue that is currently being used to support the project, and any additional documentation that helps to demonstrate the project's need for additional funding.

CERTIFICATIONS

I, the undersigned, certify that the statements in this grant application are true and complete to the best of my knowledge and accept, as to any grant awarded, the obligations to comply with any Children's Trust Fund special conditions specified in the grant award and contract.

I, the undersigned, certify that program information will be collected and conveyed to the Children's Trust Fund by submission of a final project report.

I, the undersigned, certify that in addition to the conditions mentioned before, will maintain accepted accounting procedures to provide for accurate and timely recording or receipt of funds (by source), expenditures (by items made from such funds) and of unexpended balances. I will establish controls, which are adequate to ensure that expenditures charged to grant activities are for allowable purposes, and that documentation is readily available to verify that such charges/expenses are accurate.

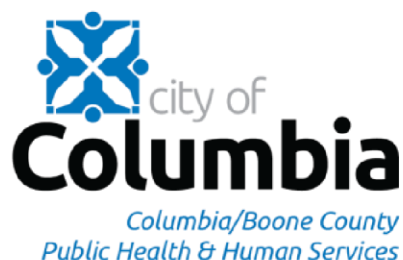
Name:

Authorized Official, Title

Signature:

Authorized Official

Date



Children's Trust Fund
 Harry S. Truman Office Building, Room 680
 301 W. High Street; P.O. Box 1641
 Jefferson City, MO 65102

April 15, 2022

Dear Ms. van Schenkhof and Esteemed Colleagues,

It is with great enthusiasm that I submit this proposal on behalf of the Brighter Beginnings collective for continued support from Children's Trust Fund as we work to increase access to home visitation support, and improve outcomes for children and families in Boone County, Missouri.

Through a capacity building grant awarded by Children's Trust Fund in January 2020, Brighter Beginnings has made great strides in developing the human and technical infrastructure necessary to support and sustain our collective. We have established relationships with agencies throughout the community to identify and refer at-risk families, with special attention to engaging pregnant parents. We have built, piloted, and refined a central referral and intake system to streamline home visitation referrals in Boone County, prioritize community resources towards the families with the greatest needs, and ensure that families are connected to the most robust support our community has to offer. In partnership with Promise 1000, we have built a data collection system that aligns with MIECHV performance indicators and outcomes, to enable a more comprehensive understanding of the impact of our work.

Brighter Beginnings partners are eager to continue our progress. Your support is vital in enabling the next phase of this effort, which will improve the lives of children and families in Boone County and establish a model for other communities hoping to improve outcomes through collective approaches. We look forward to hearing from you and thank you, most kindly, for your consideration.

Respectfully,

Prentice

Elizabeth Prentice, Ph. D.



Our vision: Columbia is the best place for everyone to live, work, learn and play.





Children's Trust Fund
Harry S. Truman Office Building, Room 680
301 W. High Street; P.O. Box 1641
Jefferson City, MO 65102

April 15, 2022

Dear Ms. Van Schenk Hof and Esteemed Colleagues,

It is with great enthusiasm that I write this letter in support of Brighter Beginnings, and the Columbia/Boone County Department of Public Health and Human Services' application for home visiting collective impact funding from Children's Trust Fund.

Lutheran Family and Children's Services' Parenting Program has been a partner of Brighter Beginnings since the earliest days of this initiative. We participate in regular stakeholder and working group meetings, and over the past year have participated in the development, piloting, and full implementation of the Brighter Beginnings central referral and intake system. We look forward to continuing this important work for children and families in Boone County, with support from Children's Trust Fund.

In addition to the centralized referral and intake system, Lutheran Family and Children's Services' Parenting Program has worked with Brighter Beginnings to develop a central data collection system for Boone County structured around MIECHV performance indicators and system outcomes. In partnership with, and with technical and financial support from Brighter Beginnings, Lutheran Family and Children's Services' Parenting Program plans to pilot a data collection effort around these indicators as part of the next phase of our collective work.

On behalf of Lutheran Family and Children's Services' Parenting Program, I support the work of Brighter Beginnings and intend to continue our partnership in this effort.

Respectfully,

A handwritten signature in blue ink that reads 'Heather Wall'.

Heather Wall, MS, LPC, CRADC
Director of Parenting Services
Lutheran Family and Children's Services (LfCS)

Contact us today! Phone: 573-815-9955 Fax: 573-449-4640 Web: lfcsmo.org



Southeast Office
3178 Blaffner Drive
Cape Girardeau, MO 63703

Mid-Missouri Office
307 Locust Street
Columbia, MO 65201

Southwest Office
2130 N. Glenstone Avenue
Springfield, MO 65803

Saint Louis Office
9666 Olive Boulevard, Suite 400
Saint Louis, MO 63132



First Chance for Children
1002 Fay Street
Columbia MO 65202

Children's Trust Fund
Harry S. Truman Office Building, Room 680
301 W. High Street; P.O. Box 1641
Jefferson City, MO 65102

April 15, 2022

Dear Ms. van Schenk Hof and Esteemed Colleagues,

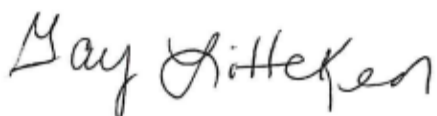
It is with great enthusiasm that I write this letter in support of Brighter Beginnings, and the Columbia/Boone County Department of Public Health and Human Services' application for home visiting collective impact funding from Children's Trust Fund.

First Chance for Children has been a partner of Brighter Beginnings since the earliest days of this initiative. We participate in regular stakeholder and working group meetings, and over the past year have participated in the development, piloting, and full implementation of the Brighter Beginnings central referral and intake system. We look forward to continuing this important work for children and families in Boone County, with support from Children's Trust Fund.

In addition to the centralized referral and intake system, First Chance for Children has worked with Brighter Beginnings to develop a central data collection system for Boone County structured around MIECHV performance indicators and system outcomes. In partnership with, and with technical and financial support from Brighter Beginnings, First Chance for Children plans to pilot a data collection effort around these indicators as part of the next phase of our collective work.

On behalf of First Chance for Children, I support the work of Brighter Beginnings and intend to continue our partnership in this effort.

Respectfully,

A handwritten signature in black ink that reads "Gay Litteken". The signature is written in a cursive, flowing style.

Gay Litteken, Executive Director



Children's Trust Fund
Harry S. Truman Office Building, Room 680
301 W. High Street; P.O. Box 1641
Jefferson City, MO 65102

April 5, 2022

Dear Ms. Van Schenkhof and Esteemed Colleagues,

I write this letter with enthusiasm. For years, I have been collaborating with other providers in our community in hopes of creating what is now Brighter Beginnings. We are thrilled to have a coordinated entry for the home visiting programs in our community so that we can use our resources efficiently and reach the families who would most benefit from our services. I want to voice my support for Brighter Beginnings and the Columbia/Boone County Public Health and Human Services' application for home visiting collective impact funding from Children's Trust Fund.

Columbia/Boone County Healthy Families has been a partner of Brighter Beginnings since the earliest days of this initiative. We participate in regular stakeholder and working group meetings, and over the past year have participated in the development, piloting, and full implementation of the Brighter Beginnings central referral and intake system. We look forward to continuing this important work for children and families in Boone County, with support from Children's Trust Fund.

In addition to the centralized referral and intake system, Columbia/Boone County Healthy Families has worked with Brighter Beginnings to develop a central data collection system for Boone County structured around MIECHV performance indicators and system outcomes. In partnership with, and with technical and financial support from Brighter Beginnings, Columbia/Boone County Healthy Families plans to pilot a data collection effort around these indicators as part of the next phase of our collective work.

On behalf of Columbia/Boone County Healthy Families, I support the work of Brighter Beginnings and intend to continue our partnership in this effort.

Sincerely,

Sandi Lillard Miller, MSW, LCSW
Clinical Supervisor and Program Manager
Columbia/Boone County Healthy Families
(573) 874-7490 Sandra.Miller@como.gov



573.874.7781
573.874.7756 fax



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Columbia, Missouri 65203



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Kristine Smith, Coordinator
Parents as Teachers
Center for Early Learning North
2191 Smiley Lane
Columbia, MO 65202
573-214-3955

krsmith@cpsk12.org

www.cpsk12.org/pat

Like us on Facebook at
"Columbia Parents as Teachers"

Children's Trust Fund
Harry S. Truman Office Building, Room 680
301 W. High Street; P.O. Box 1641
Jefferson City, MO 65102

April 15, 2022

Dear Ms. Van Schenk Hof and Esteemed Colleagues,

It is with great enthusiasm that I write this letter in support of Brighter Beginnings, and the Columbia/Boone County Department of Public Health and Human Services' application for home visiting collective impact funding from Children's Trust Fund.

Columbia Parents as Teachers has been a partner of Brighter Beginnings since the earliest days of this initiative. We participate in regular stakeholder and working group meetings, and over the past year have participated in the development, piloting, and full implementation of the Brighter Beginnings central referral and intake system. We look forward to continuing this important work for children and families in Boone County, with support from Children's Trust Fund.

Although we are currently only on the receiving end of referrals, we look forward to working with Brighter Beginnings and the other home visiting agencies to increase our ability to tell our story through collective impact and positive outcomes.

On behalf of Parents as Teachers, I support the work of Brighter Beginnings and intend to continue our partnership in this effort.

Respectfully,

Kristine Smith

Coordinator: Parents as Teachers

Columbia Public Schools

krsmith@cpsk12.org

CTF APPLICATION FORM

Home Visiting Collective Impact Funding

Name of Applicant Agency	City of Columbia on behalf of its Columbia/Boone County Department of Public Health and Human Services
Address	P.O. Box 6015
City, State, Zip Code	Columbia, Missouri 65203
Telephone Number	(573) 874-7626
Website Address	https://www.como.gov
Federal Tax ID#	City 43-6000810

<p>Tax Status of Applicant Agency:</p> <p><input type="checkbox"/> Exempt under sec 501(c)3 of the IRS Code</p> <p><input checked="" type="checkbox"/> Exempt governmental Unit</p> <p><input type="checkbox"/> Other (specify) _____</p>	<p>NOTE: Incorporated or governmental tax-exempt agencies applying as the sponsoring agency for an unincorporated association or coalition must attach a memorandum of understanding indicating its willingness to be responsible for the fiscal and programmatic requirements.</p>
--	--

<p>Primary Contact: Elizabeth "Ellie" Prentice, Brighter Beginnings Coordinator</p>	<p>Email: Elizabeth.Prentice@CoMo.gov</p>
<p>Exec Director/CEO: De'Carlon Seewood, City Manager</p>	<p>Email: Decarlon.Seewood@CoMo.gov</p>

<p>Dollar Amount Requested from CTF: \$128,850.00</p>
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PROJECT BUDGET

Please detail the project expenses for which you are requesting CTF funding under the appropriate budget category, below.

BUDGET CATEGORY	DESCRIPTION OF EXPENSE(S)	CTF FUNDS REQUESTED (90%)	REQUIRED MATCH (10%)	TOTAL PROJECT COSTS (100%)
Salaries and Wages	Program Coordinator salary	\$57,397.00	\$5,919.00	\$63,316.00
Fringe Benefits <i>Not to exceed 30% of salary costs</i>	Program Coordinator benefits	\$17,453.00	\$1,956.00	\$19,409.00
Consultant & Contractual Services <i>Hourly fee x hours</i>	100 hours digital media management x \$100	\$10,000.00		\$10,000.00
Travel				
Equipment				
Materials and Supplies	Printing for outreach materials	\$1,000.00		\$ 1,000.00
Program Related Expenses	Trainings: \$10,000 Consumer advisory board: \$3,000 Data alignment incentives: \$30,000	\$43,000.00		\$43,000.00
Indirect Costs <i>Not to exceed 5% of total funds requested</i>			\$6,442.00	\$ 6,442.00
GRAND TOTAL		\$128,850.00	\$14,317.00	\$143,167.00

Application Narrative

1) Summary

Brighter Beginnings is a home visiting collective impact initiative focused on increasing access to home visiting during the prenatal period, and using a collective approach to prioritize resources to the most vulnerable families in Boone County, Missouri. In particular, Brighter Beginnings seeks to reduce persistent racial disparities in birth and early childhood outcomes by making support more accessible and aligned with community needs.

During the capacity building phase, Brighter Beginnings has been funded through the Boone County Community Services Department (BCCSD) by a capacity building grant from the Missouri Children's Trust Fund (CTF). The backbone role for this initiative is provided by the Columbia/Boone County Department of Public Health and Human Services (PHHS). Brighter Beginnings partner home visiting providers include First Chance for Children, the Healthy Families America program at PHHS, Lutheran Family and Children's Services, the Columbia Public Schools Parents as Teachers program, and rural Boone County school-based Parents as Teachers programs. Key referring partners include providers and social workers within the MU Health system, social service providers, WIC, Compass Health Center (FQHC), the Columbia Housing Authority, and local refugee services organizations.

In 2020, the BCCSD and Cradle to Career Alliance acquired a capacity building grant from CTF to partner with Promise 1000 to build and pilot a central referral and intake system and a data collection system to monitor key birth and early childhood outcomes across individual home visiting programs. This funding allowed PHHS to hire a full-time coordinator to facilitate the development of these systems in partnership with Promise 1000 and with ongoing input from Boone County home visiting partners and a growing number of participating community stakeholders.

In August 2021, Brighter Beginnings launched a pilot of the central referral and intake system, focusing specifically on reaching higher risk prenatal families. Following a successful pilot, and the refinement of the assignment logic used by the referral system to ensure that the highest need families were systematically connected to the most robust support available, the number of partners making referrals and home visiting agencies receiving referrals through the Brighter Beginnings system has steadily increased. Targeted marketing efforts have helped reach vulnerable families directly and ongoing outreach with social service and healthcare providers, as well as participation in local prenatal and early childhood focused community initiatives has helped to build a local culture of confidently referring to home visiting through Brighter Beginnings.

Over the capacity building period home visiting agencies have also worked to align their data collection around MIECHV performance indicators and systems outcomes so that this data can be collected in the Brighter Beginnings system pending a successful transfer of the Brighter Beginnings projects from Children's Mercy Hospital to PHHS's instance of REDCap. We look forward to this opportunity to build upon our work during the capacity building period, demonstrate the success of our partners, and guide our continuous quality improvement activities.

2) Project Requirements

a. Conditions of Collective Success.

Brighter Beginnings addresses the five conditions of collective success identified in the Stanford Social Innovation Reviews *Essentials of Social Innovation*. Partners have developed, iterated, and agreed to a **common agenda** around improving accessibility of home visiting support and increasing participation among populations that experience persistently poor birth and early childhood outcomes. This agenda is articulated in the Brighter Beginnings Program Charter (Attachment 1).

In partnership with Promise 1000, Brighter Beginnings has developed a data collection system to enable **shared measurement** including MIECHV indicators and outcomes. Furthermore, through use of a common intake system, it is possible to understand who is accessing home visiting services in Boone County, and measure the extent to which current home visiting participation aligns with Brighter Beginnings' target, historically underserved population.

Boone County is fortunate to have numerous coalitions and networking groups that meet regularly to create space and opportunity for stakeholders to engage in **mutually reinforcing activities**. These activities include providing updates and eliciting feedback on the progress of Brighter Beginnings, recruiting referrers, recruiting participants, offering training opportunities in different assessments or field topics for home visitors, and identifying gaps or areas of need in the community.

Brighter Beginnings maintains **continuous communication** with stakeholders and partners through regular meetings, newsletters, email updates and social media. In addition to Brighter Beginnings maintaining a regular presence at other early childhood focused community meetings, and contributing to other community initiatives, Brighter Beginnings stakeholders meet on a quarterly basis, the Brighter Beginnings leadership team, comprised of BCCSD and PHHS meets on a monthly basis, and the home visiting working group meets on a monthly basis.

Finally, PHHS provides **backbone support** for this initiative by housing the full-time Brighter Beginnings coordinator position. This position is responsible for facilitating continuous communication among partners and stakeholders, coordinating trainings, recruiting referrers, overseeing marketing campaigns, and maintaining and analyzing Brighter Beginnings data in REDCap.

b. Outcomes.

In addition to expanding access to home visiting support in the prenatal period and prioritizing resources, Brighter Beginnings is committed to tracking key indicators of program performance and population level outcomes for children and families in Boone County. As a thoroughly evaluated and evidence-based set of performance metrics, the MIECHV program benchmarks have informed our collective's home visiting data alignment plans, and the population level outcomes we will monitor as we gauge the broader impacts of our work (Adirim and Supplee, 2013).

While birth outcomes in Boone County tend to be more positive than the state of Missouri as a whole, local data regarding racial disparities in birth outcomes and rates of child abuse and neglect are troubling. Between 2015 and 2019, Black/African American women received no prenatal care at nearly four times the rate (2.18 per 100 live births) of white women (0.58 per 100 live births), and were 50% more likely to have births spaced less than 18 months apart (13.38 versus 8.91 per 100 live births) (DHSS-MOPHIMS-Boone County Community Health Profile-Women's Reproductive Health). In this same period Black/African American infants were 70% more likely to be born prematurely than white infants (15.88 versus 9.24 per 100 live births), and were born at full term weighing less than 2,500 grams at more than twice the rate of white infants in Boone County (5.38 versus 2.15 per 100 live births). Rates of infant mortality in Boone County are similarly stark, with Black/African American infants dying before their first birthday at over 2.5 times the rate of white infants. (DHSS-MOPHIMS-Boone County Community Health Profile-Infant Health).

In 2021, Boone County had 173 total entries into Children's Division custody due to abuse and neglect by caregivers, representing an increase over previous years. The rate of substantiated cases of child abuse and neglect in Boone County in 2020 was 4.00 per 1000, higher than the state of Missouri average of 3.30 per 1000 (Missouri Dept. of Social Services – Children's Division, 2022).

Given these trends and disparities, Brighter Beginnings will pursue several long-term, equity focused outcomes to be measured at the population level in Boone County over the next five years, and several process-oriented outcomes to be measured through data collected by partners during the life of this grant.

Long term outcomes are centered around reducing racial disparities in birth and early childhood outcomes in Boone County, and include:

- A decrease in the rate of Black/African American women who do not receive prenatal care
- A decrease in the rate of Black/African American women who have births spaced less than 18 months apart
- A decrease in the rates of Black/African American infants born before 37 weeks gestation
- A decrease in the rate of Black/African American infants who are born at full term weighing less than 2,500 grams
- A decrease in the rate of Black/African American infants who die before their first birthday
- A decrease in substantiated incidents of child abuse/neglect for those age 5 and under

Through improving access to home visiting services, targeting resources towards vulnerable families, and cultivating partnerships with other equity-focused institutions and initiatives in Boone County, Brighter Beginnings seeks to achieve these outcomes by 2027. Progress toward these outcomes is measurable through monitoring the Boone Indicators Dashboard and Boone County health data profiles accessible through the Missouri Public Health Information Management System (MoPHIMS).

To achieve these population level outcomes, Brighter Beginnings will pursue several key process measures over the life of this grant period. We seek to increase the number of Black/African American families that are referred, enrolled, and retained in home visiting programs, as well as increase the

number of prenatal enrollees. These increases will be achieved through strategic marketing and partnership with organizations serving these populations in Boone County. Increases in referrals and enrollment can be measured relative to baseline data on enrollment and participation in Brighter Beginnings partner home visiting programs collected in 2018.

To ensure that families are being connected to support that is aligned with their needs, Brighter Beginnings will work with local home visiting and social service funders to incentivize referring to home visiting through the Brighter Beginnings CRIS, with the target of having 80% of Boone County prenatal home visiting referrals made through Brighter Beginnings rather than directly to home visiting programs. This will allow community resources to be prioritized to families who are most in need of support, and give Brighter Beginnings a more comprehensive understanding of access to and participation in home visiting programs. The Brighter Beginnings referral and intake system identifies the source of referrals, making it possible to compare those that are made through the system and those that are made directly to agencies.

Finally, during our capacity building period, we worked closely with Promise 1000 to develop a data collection system for our collective that would allow us to track MIECHV benchmarks. During FY23 Brighter Beginnings will work towards being able to collect fully aligned outcome data across programs to serve as a baseline for future quality improvement activities in this central system, which will be housed at PHHS. Through participation in a coordinated enrollment system to prioritize resources and aligned data activities to demonstrate program outcomes, home visiting capacity in Boone County will increase as Brighter Beginnings partner HVAs acquire more resources.

c. Continuous Quality Improvement.

Our shared process for quality improvement and alignment with community needs will include convening a Consumer Advisory Board (CAB) comprised of current and former consumers of home visitation services in Boone County. After meeting with facilitators from the CAB of another collective impact site, Brighter Beginnings partners developed an application, a plan for compensation, and a tentative timeline of activities for the Brighter Beginnings CAB. Brighter Beginnings will partner with Central Missouri Community Action Agency to provide their “Step Up to Leadership” leadership development program to CAB members, and compensate members for their time and expertise. The CAB will meet regularly, and be part of quarterly stakeholder meetings to inform the direction and priorities of our collective work, including training and professional development priorities for home visitors.

Brighter Beginnings will continue to coordinate a shared calendar of local training and professional development opportunities for home visitors from partner agencies. Stakeholder meetings provide an opportunity to discuss emergent needs in the community and issues faced by home visitors so that relevant presentations and formal trainings in field topics can be coordinated. In addition to technical trainings for home visiting agencies in REDCap, field topic trainings during the capacity building period have included perinatal mood and anxiety disorder screening and diagnosis, best practices for keeping both parents engaged in services while prioritizing safety in domestic violence situations, and the role of doulas in supporting positive birth outcomes.

d. Identifying High Risk Populations.

Brighter Beginnings is focused on prioritizing services and resources to the most vulnerable families in Boone County. High risk populations are defined as those who are pregnant at the time of enrollment, below 200% FPL and exhibit one or more risk factors identified at the time of referral (housing insecurity, history of mental illness, substance misuse, or domestic violence). High risk populations are identified through relationships with referring partners, including social service providers, WIC, mental health providers, and prenatal healthcare providers.

Leading up to and during the pilot of the central referral and intake system, a crosswalk of participating home visiting programs including models, curricula, protocols, and performance measures was developed to inform the assignment logic to be used by the Brighter Beginnings CRIS. Referrals made through the CRIS are assigned on a tiered basis, to connect the most vulnerable families to the most robust support possible based on eligibility and program capacity, and families who exhibit fewer risk factors to less intensive programs. Given Brighter Beginnings' focus on improving birth outcomes, the Brighter Beginnings CRIS also includes a priority scoring schema informed by public health literature on the social determinants of infant mortality. As programs near capacity, priority scores can be used to direct families to home visiting programs, or other local pregnancy support programs.

e. Intake Process

Over the capacity building period, partners developed a referral form to collect the minimum necessary information to determine program eligibility, identify risks, and identify eligibility for additional supports and benefits programs. Throughout the pilot of the referral system, feedback was elicited from referrers and home visiting programs, and improvements to the referral form, assignment logic, and referral and intake processes were made. The referral system was piloted and initially implemented for prenatal referrals. In February 2022, Brighter Beginnings launched a second pilot, this time opening up the system to all early childhood home visiting referrals (up to age 5 or Kindergarten entry).

Currently, all programs that are part of the Brighter Beginnings collective and broader network are actively accepting referrals and enrolling families through the Brighter Beginnings CRIS. Programs that are part of the Brighter Beginnings collective accept referrals from consumers and referring partners made through the CRIS and process prenatal referrals that come directly to their program through the Brighter Beginnings system. These direct referrals are identified within the CRIS as "HVA self-referrals," and allow Brighter Beginnings to collect comprehensive data on access and participation.

f. MIECHV Performance Indicators and Systems Outcomes

Over the capacity building period, Brighter Beginnings worked with Promise 1000 to ensure that the Brighter Beginnings central data collection system captured MIECHV performance indicators and systems outcomes.

Delays associated with contract processing and a required change in REDCap host prevented a pilot of the data collection system during the capacity building period. With the Brighter Beginnings system housed at PHHS, and continued technical assistance from Promise 1000, Brighter Beginnings will begin data collection in REDCap July 2022.

Moving forward, Brighter Beginnings will use a variety of strategies to ensure that the appropriate metrics are tracked and reported. Partners who are not already entering data in the Office of Childhood's REDCap will directly enter data in the Brighter Beginnings REDCap system during home visits using connected devices. Those programs that are already entering data in the Office of Childhood system, will export from that system and import the required data into the Brighter Beginnings system on a quarterly basis. Programs that are part of our network, rather than our collective, and do not participate in aligned data collection will be assigned referrals demonstrating lower acuity, so that Brighter Beginnings can track performance measures and outcomes for higher risk families.

Critical to enabling this work for our collective is financial support from CTF to incentivize and offset costs associated with aligning data collection for Brighter Beginnings families beyond what partner agencies are already required to collect for their various funders.

g. Voluntary Services

All home visiting agencies that are participating in Brighter Beginnings offer completely voluntary services for families that are not involved in a child welfare investigation and/or court case at the time of referral. While Lutheran Family and Children's Services currently holds a contract for home visiting with Children's Division, they also provide completely voluntary services for Boone County families.

3) High Risk Populations

Brighter Beginnings' target, high risk population is Black/African American pregnant families with income below 200% FPL who identify with one or more stressors captured on the referral form (housing insecurity, history of substance misuse, history of mental health issues, or history of domestic violence).

4. Project Operation July 1, 2022 – June 30, 2023

During FY 2023, Brighter Beginnings will be working in three major content areas: piloting our data collection effort in REDCap, further developing a quality improvement agenda based on outcome data, and broadening our coalition of stakeholders and referrers. An attached logic model (Attachment 2) illustrates how these tasks correspond to our broader goals and process measures.

	System	Outcomes	Coalition
July – December 2022	<ul style="list-style-type: none"> - REDCap transfer finalized - Membership agreements established - Data sharing agreements established - Connected devices acquired - HV trained in REDCap data collection - Data collection/import in BB REDCap begins 	<ul style="list-style-type: none"> - Trainings for new assessments coordinated - Preliminary outcome data analyzed - Quality improvement priorities identified 	<ul style="list-style-type: none"> - Meet monthly in working groups - Meet quarterly as stakeholder group - Consumer Advisory Board convened - Marketing campaign launched - Strategic planning process initiated
January – June 2023	<ul style="list-style-type: none"> - Data collection protocols refined - Quality control measures developed 	<ul style="list-style-type: none"> - Sustainability plan outlined - Training agenda for FY24 outlined 	<ul style="list-style-type: none"> - MU Health system integration complete - Referral network expanded

5. Project Budget Description and Justification

Salaries and Wages. Salary and wages expenses total \$63,316. For the 1.0 FTE Brighter Beginnings coordinator position, \$57,397 is requested from CTF. A local match of \$5,919 is provided in additional staff salary and wages for Brighter Beginnings work.

Fringe Benefits. Benefits costs total \$19,409. With a local match of \$1,956 towards benefits for additional staff, \$17,453 is requested from CTF for the Brighter Beginnings coordinator.

Consultant and Contractual Service. During the capacity building period, Brighter Beginnings contracted with Bucket Media company for an advertising campaign on social media targeting low income, pregnant women of color in Boone County. To continue this targeted outreach in FY23, Brighter Beginnings is requesting \$10,000 from CTF for 100 hours of agency creative services and digital media management at the State of Missouri’s contract for marketing services with Bucket Media rate of \$100 per hour.

Travel. No funds are requested for travel.

Equipment. No funds are requested for equipment. Because the City of Columbia is unable to purchase connected devices for external partners, expenses for devices used in data collection are included in Program Related Expenses.

Material and Supplies. \$1,000.00 is requested for printing Brighter Beginnings outreach materials for distribution throughout Boone County.

Program Related Expenses. To sustain and expand the work of Brighter Beginnings in FY23, a total of \$43,000 is requested for program related expenses. \$10,000 is requested to provide training opportunities for home visitors from our collective. These trainings will be based on quality improvement priorities identified through data collection efforts, and emergent community needs.

To incentivize participation and ensure that families are compensated for their contribution of time and expertise we are requesting \$3,000 for the Brighter Beginnings Consumer Advisory Board. Participants will be paid \$15.00 per hour for meetings attended, and remaining funds will be used to provide childcare and food for meetings.

Currently, agencies that are part of our collective are supported by a variety of state and local funders. Brighter Beginnings partners do not currently receive any funding for home visiting services from CTF. Critical to creating a sustainable home visiting collective impact site in Boone County are funds to support aligned data collection efforts by partner home visiting agencies. These funds are not for home visiting services, but are intended to offset costs associated with adopting the additional assessments required to be able to report MIECHV benchmarks, and offset additional data collection costs. To enable aligned data collection, \$30,000 is requested, with each of the three participating agencies eligible to receive up to \$10,000 in FY23 based on timely and valid data entry for enrolled Brighter Beginnings families. Of the possible \$10,000 per agency, \$3,000 would be awarded at the start of FY23 as agencies purchase devices for data entry, adopt aligned assessments, and staff dedicate time to REDCap training. At the end of the fiscal year, \$500 would be paid to HVAs for each family participating in shared data activities for Brighter Beginnings.

Indirect Costs. Indirect costs for FY23 will be provided in local match, and are estimated at \$6,442. No funds are requested for indirect costs.

6. Total Operating Budget and Need for Funds.

Currently, 100% of the revenue for Brighter Beginnings comes from CTF. Given the extenuating circumstances of the past two years, \$89,758 of capacity building funds from FY20 and FY21 were unexpended. The total operating budget for Brighter Beginnings for FY23 and beyond is \$143,167. In FY23, Brighter Beginnings will work to develop a sustainability plan that includes securing new streams of revenue to incentivize participation in our collective's aligned data activities in the future. Continued support from CTF is essential to maintaining a home visiting collective impact site and improving outcomes for children and families in Boone County.

References:

Adirim, T., & Supplee, L. (2013). Overview of the federal home visiting program. *Pediatrics*, 132(Supplement_2), S59-S64.

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Missouri Department of Health and Senior Services. (2022). Missouri Public Health Information Management System – Boone County Community Health Profile – Women’s Reproductive Health. Available from: <https://healthapps.dhss.mo.gov/MoPhims/ProfileBuilder?pc=27>

Missouri Department of Social Services, Children’s Division. (2022). Child Abuse and Neglect Annual Report Fiscal Year 2021 [PDF file]. Retrieved from: <https://dss.mo.gov/re/pdf/cs/2021-missouri-childrens-division-annual-report.pdf>

Attachments:

Attachment 1: Brighter Beginnings Program Charter

Attachment 2: Logic Model

Attachment 3: Referral System Model Comparison

Attachment 4: Signed certification form

Attachment 5: IRS 501(c)(3) certification letter

Attachment 6: Applying agency's most recent financial audit

Attachment 7: Applying agency's current operating budget

Attachment 8: Applying agency's current list of Board of Directors



Brighter Beginnings Boone County Home Visiting Collaborative Program Charter

Brighter Beginnings is a collective impact initiative of the Boone County Community Services Department, the Columbia/Boone County Department of Public Health and Human Services, local family social services agencies and Boone County home visiting provider agencies.

Vision Statement: A bright beginning in life for all kids in Boone County

Mission Statement: Promoting equity in childhood outcomes by building strong connections between Boone County families and supportive home visiting services through common goals and measures related to family and childhood wellbeing.

Purpose and Goals:

According to local needs assessments, the most common and top risk factors for families seeking home visiting support are: mental health, addiction, fulfillment of basic needs, lack of knowledge of how to find resources and information, and lack of a local relationship network for support. The greatest challenge for social service and home visiting agencies is insufficient time and resources to devote to programming and referral coordination. To enhance the efficiency and accessibility of home visiting in Boone County and track common indicators of family and child wellbeing, Brighter Beginnings will:

- 1) Design a centralized referral and intake system to seamlessly connect families to services that align with their needs and for which they're eligible.
- 2) Collect county level outcome data on child health and well-being, maternal health and wellbeing, child development and school readiness, and home safety and resilience to support improving outcomes for children and families in Boone County.
- 3) Increase the level of home visiting participation and wrap around support for families experiencing the most chronic disparities through entering into trusting partnerships with local agencies that have developed trusting relationships with them.

We affirm our partnership as members of Brighter Beginnings to address these critical community needs and to collaboratively support the integrated and coordinated approach to expanding access to home visiting services and improving childhood and family outcomes in Boone County.

As we pilot and fully implement our central referral and intake and data collection systems, we agree to participate in collaboratively defining our roles within the Brighter Beginnings partnership and developing a set of implementation guidelines to coordinate our efforts.

Attachment 2

Logic Model

<p>GOAL: Improve birth and early childhood outcomes through expanded access to supportive home visiting services in Boone County.</p>					
<p>INPUTS <i>(participants/ resources)</i></p>	<p>ACTIVITIES <i>(program events or strategies)</i></p>	<p>OUTPUTS <i>(products of activities)</i></p>	<p>OUTCOMES <i>(effects of activities)</i></p>	<p>TIMELINE</p>	<p>DATA COLLECTION METHOD <i>(for outputs and outcomes)</i></p>
<p>Brighter Beginnings Home Visiting Partners</p> <p>Brighter Beginnings Central Referral and Intake System (BB CRIS)</p> <p>1.0 FTE Brighter Beginnings Program Coordinator</p> <p>Partnership with MU Health’s Office of Diversity Equity and Inclusion</p> <p>Marketing Contract with Bucket Media</p> <p>Boone County 2018 Baseline Data from Pritzker Children’s Initiative Action Planning</p> <p>Columbia/Boone County Dept. of Public Health and Human Services Pregnancy Services Programming</p>	<p>Establish partnerships with local groups that serve or are comprised of primarily Black/AA families</p> <p>Develop a strategy with MU Health to maximize referrals from healthcare providers and medical social workers within the MU Health system.</p> <p>Launch targeted marketing campaign on social media to reach pregnant, low income, Black/AA women in Boone County</p> <p>Provide education and outreach resources to pregnancy testing and counseling providers</p>	<p>50% increase in number of referrals of Black/AA families</p> <p>50% increase in number of referrals of pregnant families</p>	<p>Eligible families in Boone County are connected to home visiting programs during the prenatal period</p> <p>Black/AA families in Boone County are referred, recruited and retained in home visiting programs</p>	<p>July 2022 – June 2023</p>	<p>Progress monitored through comparing enrollment and ongoing participation data (accessible in Brighter Beginnings REDCap) to 2018 needs assessment baseline data.</p>

<p>Brighter Beginnings Home Visiting Partners</p> <p>Brighter Beginnings Central Referral and Intake System (BB CRIS)</p> <p>1.0 FTE Brighter Beginnings Program Coordinator</p> <p>Boone Impact Group</p> <p>Brighter Beginnings Referral System Model Comparison Document (Attachment 3)</p>	<p>Work with local home visiting and social service funders to incentivize referring through BB</p>	<p>80% of all prenatal home visiting referrals in Boone County will be made through BB CRIS</p>	<p>Boone County home visiting referrals are made through the BB system rather than directly to agencies to maximize the ability to prioritize resources</p>	<p>July 2022 – June 2023</p>	<p>Progress measured by comparing referrals made through BB CRIS to “direct referrals” processed within CRIS as HVA self-referrals</p>
<p>Brighter Beginnings Home Visiting Partners</p> <p>CTF contract with Promise 1000 to provide TA to home visiting collective impact sites</p> <p>Funds for iPad purchase and stipends for HV partner programs</p> <p>Brighter Beginnings Data Collection System</p> <p>1.0 FTE Brighter Beginnings Program Coordinator</p>	<p>Establish data sharing agreements between Brighter Beginnings and home visiting partners</p> <p>Acquire technology for data collection</p> <p>Obtain consent from participating families</p> <p>Pilot a county level data collection effort around MIECHV performance indicators and system outcomes</p>	<p>Programs collect aligned demographic and outcome data on prenatal enrollees</p>	<p>Brighter Beginnings collects fully aligned outcome data across participating programs</p> <p>Brighter Beginnings partner HVAs acquire more resources based on demonstrated success and community need</p>	<p>July 2022 – June 2023</p>	<p>Brighter Beginnings REDCap system housed at Columbia/Boone County Department of Public Health and Human Services</p>

Brighter Beginnings System Models



The Brighter Beginnings referral and intake system simplifies and expedites connections between Boone County's most vulnerable families and supportive home visiting programs. The implementation of this system represents the culmination of years of collaborative work on the part of home visiting service providers to establish better coordination across programs and make home visiting support more accessible. The system can be implemented in different models, with varying abilities to prioritize resources towards reducing disparities, and collect community level data about home visiting access and outcomes. This data will make it possible to measure the impact of these resources at the individual and community level.

	SINGLE DOOR	NO WRONG DOOR	DECENTRALIZED SYSTEM
	<p>All home visiting referrals in Boone County go through the Brighter Beginnings system and are assigned based on need and eligibility. There are no referrals outside of the Brighter Beginnings system.</p>	<p>Referrals from community agencies and self-referrals via the Brighter Beginnings website are assigned based on need and eligibility. Home visiting agencies enroll direct referrals through the Brighter Beginnings system.</p>	<p>Referrals from community agencies and self-referrals via the Brighter Beginnings website are assigned based on need and eligibility. Home visiting agencies accept direct referrals without enrolling through the Brighter Beginnings system.</p>
Access & Prioritization	<ul style="list-style-type: none"> ● Resources are prioritized to the most vulnerable families, ensuring families are connected to the most robust support possible. 	<ul style="list-style-type: none"> ● There is a moderate ability to prioritize resources for referrals that are assigned through the Brighter Beginnings system. 	<ul style="list-style-type: none"> ● There is a moderate ability to prioritize resources for referrals that are assigned through the Brighter Beginnings system.
Collective Impact	<ul style="list-style-type: none"> ● Brighter Beginnings collects comprehensive data about home visiting access and impact in Boone County. 	<ul style="list-style-type: none"> ● Brighter Beginnings collects comprehensive data about home visiting access and impact in Boone County. 	<ul style="list-style-type: none"> ● The ability to understand home visiting access or impact in Boone County is very limited.

Provider Partners



● FULL ● MODERATE ● NONE

Funding Partners



Attachment 4

CERTIFICATIONS

I, the undersigned, certify that the statements in this grant application are true and complete to the best of my knowledge and accept, as to any grant awarded, the obligations to comply with any Children's Trust Fund special conditions specified in the grant award and contract.

I, the undersigned, certify that program information will be collected and conveyed to the Children's Trust Fund by submission of a final project report.

I, the undersigned, certify that in addition to the conditions mentioned before, will maintain accepted accounting procedures to provide for accurate and timely recording or receipt of funds (by source), expenditures (by items made from such funds) and of unexpended balances. I will establish controls, which are adequate to ensure that expenditures charged to grant activities are for allowable purposes, and that documentation is readily available to verify that such charges/expenses are accurate.

Name: Steve Hollis, Human Services Manager
Authorized Official, Title



Signature: _____ April 15, 2022
Authorized Official **Date**

Attachment 5

IRS 501(c)(3) certification letter

The City of Columbia does not have an applicable IRS certification letter. As a City government we are exempt from income tax and do not have any kind of IRS certification

Attachment 6

Applying agency's most recent financial audit

Due to the size of the City of Columbia audit, a public link is provided below:

<https://www.como.gov/wp-content/uploads/2022/03/City-of-Columbia-MO-ACFR-FY21-5.pdf>

Attachment 7

Applying agency's current operating budget

Due to the size of the City of Columbia budget, a public link is provided below:

<https://www.como.gov/wp-content/uploads/2021/10/00-FINAL-ADOPTED-updated-ToC.pdf>

Attachment 8

Applying agency's current Board of Directors

City of Columbia Leadership

Barbara Buffalo	Mayor
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Council Members

Pat Fowler	Ward 1
Andrea Waner	Ward 2
Karl Skala	Ward 3
Nick Foster	Ward 4
Matt Pitzer	Ward 5
Betsy Peters	Ward 6

PROJECT BUDGET

Please detail the project expenses for which you are requesting CTF funding under the appropriate budget category, below.

BUDGET CATEGORY	DESCRIPTION OF EXPENSE(S)	CTF FUNDS REQUESTED (90%)	REQUIRED MATCH (10%)	TOTAL PROJECT COSTS (100%) <i>Funds requested plus matching funds</i>
Salaries and Wages	Program Coordinator salary	\$17,413.76	\$1,795.17	\$19,208.93
Fringe Benefits <i>Not to exceed 30% of salary costs</i>	Program Coordinator benefits	\$5,295.09	\$593.23	\$5,888.32
Consultant & Contractual Services <i>Hourly fee x hours</i>	digital media creative and management (\$100/hour)	\$3,033.92	\$	\$3,033.92
Travel <i>Mileage not to exceed \$.49/mile</i>		\$	\$	\$
Equipment		\$	\$	\$
Materials and Supplies	Printing for outreach materials	\$303.40	\$	\$303.40
Program Related Expenses	Partner trainings Consumer advisory board incentives Partner incentives for aligned data collection	\$13,045.83	\$	\$13,045.83
Indirect Costs <i>Not to exceed 5% of total funds requested</i>		\$	\$1,954.60	\$1,954.60
Other Costs		\$	\$	\$
GRAND TOTAL		\$39,092.00	\$4,343.00	\$43,435.00