

K/035517

**DEPARTMENT OF CHILDREN AND FAMILIES
AGREEMENT WITH
Rutgers University Behavioral Health Care
(Suicide Prevention Program Traumatic Loss Coalition)
(CONTRACTED STATE AGENCY)**

AGREEMENT SIGNATURES AND DATES

The terms of this Agreement have been read and understood by the persons whose signatures appear below. The parties agree to comply with the terms and conditions of the Agreement set forth on the preceding pages in Articles I through Article V, and any related Annexes.

This Agreement contains 8 pages and is the entire agreement of the parties. Oral evidence tending to contradict, amend or supplement the Agreement is inadmissible, the parties having made the Agreement as the final and complete expression of their mutual understanding.

Agreement Name: Rutgers University Behavioral Health Care
Interdepartmental Agreement #: 14AXMZ (assigned by OCA)

Agreement Effective Date: 10/01/13 Agreement Expiration Date: 06/30/14

Funding amount transferred to the DCF: FY '14
\$ _____ \$ _____

or
Funding amount transferred to the Contracted State Agency: \$ 1,250,000 \$ _____
DEPARTMENT **CONTRACTED AGENCY**

Contact Person: Constance Charleston Contact Person: Alan Weinkrantz

Title: Contract Administrator Title: Chief Finance Officer

Telephone: 732-388-7959, x1004 Telephone: 732-235-5940

AGREEMENT SIGNATURES

Judith Caffiero

Judith Caffiero
(Name of DCF Signatory)

Business Manager

4/3/14

(Date)

Cassandra Burrows

Cassandra Burrows
(Name of Contracted Agency Signatory)

Acting Assistant Director, ORSP

3/5/14

(Date)

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES

Annex A
PROGRAM DESCRIPTION
Section 2.2

Program Name: Super Storm Sandy: School & Community Based Psychosocial Interventions

Please note that additional information/addenda may be required in order to complete the contract package. Any specific requirements/stipulations pertaining to the program will be forwarded as applicable.

Label all answers clearly as outlined below:

- 1. Provide a brief program/component description and its purpose. The description should reflect the program requirements set forth in the initial RFP and any changes that may have resulted from negotiations.**

The Division of Family and Community Partnerships (FCP)'s Office of School Linked Services (OSLS) contracts with private non-profit organizations for the provision of school and community-based psychosocial interventions. The purpose of these interventions is to increase students', school personnel's (with the exclusion of school teachers), and parents/caregivers resiliency by equipping them with the skills and knowledge needed to address the psychosocial needs that arise as a result of Superstorm Sandy with an emphasis on suicide prevention.

The funded intervention(s) focus on the needs of school aged youth in grades K-12th residing in the following counties mostly impacted by the storm:

- Northern Region: Bergen, Essex, Hudson, Middlesex, and Union
- Southern Region: Atlantic, Cape May, Cumberland, Monmouth, and Ocean

Rutger's, UBHC provides school and community-based psychosocial interventions for the northern region.

- 2. Identify the target population served by this program/component (i.e. individuals who have been unemployed for the past 6-12 months).**
 - **Indicate the program's level of experience with the target population.**
 - **Provide a brief outline or snapshot of the characteristics, needs, and current circumstances of the customers the program intends to serve.**
 - **Explain how these customers are distinct in any way from the general population. It is generally viewed as a sign of strength when a program is able to identify the population that will benefit the most from the services provided.**

The target population is all Superstorm Sandy impacted school aged youth from K-12th grades, school personnel (with the exclusion of school teachers), and parents/caregivers in the following

counties identified in the northern region: Bergen, Essex, Hudson, Middlesex and Union.

3. Detail what the program intends to address through service delivery. State the results the program intends to achieve.

The School & Community Based Psychosocial Intervention strengthens an individual and community resiliency skills through the development of knowledge, individual coping skills and awareness of suicide prevention.

4. Describe the program approach and method of service delivery.

As a result of Superstorm Sandy's impact, DCF remains committed to ensuring the safety of the state's children and families. With a goal of keeping families strong, preventing the potential negative impacts of the disaster on children and families, and providing swift support and intervention, DCF has identified the following 3 targeted areas of focus:

1. Strengthening Families and Preventing Instances of Child Abuse Exacerbated by Superstorm Sandy's Impact
2. Preventing Violence and Exploitation Exacerbated by Superstorm Sandy's Impact.
3. Building Resiliency and Supporting Recovery.

The framework for the delivery of all FCP services is grounded in the Department of Children and Families' Core Values, the *New Jersey Standards for Prevention Programs: Building Success through Family Support*, and the nationally recognized *Strengthening Families Program*. All contracted providers are expected to integrate these elements into their direct service operations as appropriate:

DCF Core Values

- Children are, first and foremost, protected from abuse and neglect
- Children do best when they have strong families, preferably their own, and when that is not possible, a stable relative, foster or adoptive family
- Relevant services are offered to meet the identified needs of children and families and promote child development, education, physical and mental health
- Most families have the capability to change with the support of individualized services
- Partnerships with people and agencies involved in a child's life are essential to ensure child safety, permanency and well-being, and build strong families

New Jersey Standards for Prevention Programs

The *New Jersey Standards for Prevention Programs: Building Success through Family Support* articulates the Department's approach to child abuse prevention and intervention services:

Standards for Prevention Programs: Building Success through Family Support		
Conceptual Standards	Practice Standards	Administrative Standards
1. Family centered	1. Flexible and responsive	1. Sound program structure & practices
2. Community based	2. Partnership approach	2. Committed caring staff
3. Culturally sensitive & culturally competent	3. Links with informal and formal supports	3. Data collection and documentation
4. Early Start	4. Universally available and voluntary	4. Measurable outcomes & program evaluations
5. Developmentally appropriate	5. Comprehensive & integrated	5. Adequate funding and long range plans
6. Participants as partners	6. Easily accessible	6. Participant and community collaboration
7. Empowerment and strength based approaches	7. Long term and adequate intensity	

Strengthening Families

The Strengthening Families Program (SFP) is a parenting and family strengthening strategy to enhance child development; reduce child abuse and neglect, problem behaviors, delinquency, and substance abuse in children; and improve social competencies and school performance. It focuses on building five Protective Factors to help increase the health and well-being of children and families:

Protective Factors for Strengthening Families
Parental Resilience: A parent's ability to manage all types of challenges & find ways to solve problems, builds and sustains trusting relationships including relationships with their children
Social Connections: Friends, family & community provide emotional support, help solve problems, offer parenting advice and give concrete assistance to parents
Knowledge of parenting & child development: Information about child development and appropriate expectations for children's behavior help parents see children in a positive light and promotes healthy development
Concrete Support in times of need: Meeting basic needs like food, shelter, clothing and health care is essential. Adequate services & supports must be in place to provide stability, treatment and help for families in crisis

Social & Emotional Competence of children: A child's ability to interact positively with others, self-regulate behavior and effectively communicate feelings has a positive impact on their relationships with family, other adult, and peers

School & Community Based Psychosocial Interventions Operating Procedures:

The provider delivers a program model that encompasses a wide range of psychosocial interventions that improve the target population's knowledge and skills needed for recovery from Superstorm Sandy and increases the participant's overall resiliency in the face of traumatic events. In addition the intervention(s) incorporates suicide prevention and trauma response for students; their parents/caregivers; and/or school personnel(with the exclusion of school teachers) in their recovery.

The identified program models/curriculum used for delivering these services are as followed:

Classroom/Culture/Community Based Interventions (CBI):

Classroom/Community/Culture Based Interventions is a group approach that uses music, movement and creativity to help children deal with their feelings. Participants will learn how to:

- Use creative and expressive activities to restore a sense of safety and well-being
- Manage and reduce ongoing physical and emotional reactions
- Identify inner strengths and social supports

Skills for Psychological Recovery (SPR):

Skills for Psychological Recovery is a skill building approach for teens, adults and families that builds on each person's strengths to help them heal. Participants will learn how to:

- Reduce ongoing stress from traumatic events through problem-solving
- Engage in positive activities and helpful thinking
- Build healthy social connections

Sources of Strength Peer Leader Program(SOS):

Sources of Strength is a school-based/ youth program-based approach that trains faculty and students to help their peers with a focus on suicide prevention. Participants will learn how to:

- Develop healthy coping skills among youth
- Improve connections between youth and adults
- Provide alternatives to self-harm
- Cultivate positive attitudes towards seeking help

More Than Sad: Preventing Teen Suicide (Awareness Program for Youth Serving Individuals):

More Than Sad is a program of the American Foundation for Suicide Prevention that provides education about factors that put youth at risk for suicide, in particular depression and other mental disorders.

Rutgers, UBHC will target the following schools impacted by Superstorm Sandy in the identified Northern counties (list below or send as an attachment):

See attachment

In addition, at a minimum, with input from students, school, families and community members, the provider engages a diverse group of community members to determine the needs of the school and community to formulate the program recruitment and implementation strategy.

Program services are available year round including activities during the summer/winter/spring recess periods.

Programs ensure that promotional and access information regarding New Jersey's Youth Helpline 2nd Floor, NJ Hopeline, and JerseyVoice.net is made available to all students.

Staffing Requirements

A qualified, Superstorm Sandy designated Coordinator is assigned to ensure core program services operate in alignment with DCF's contract expectations. The Coordinator is solely dedicated to the school and community based psychosocial intervention program and is responsible for maintaining the staff required to operate the program.

The program coordinator and/or a representative from the managing agency is required to attend all DCF grant related meetings, trainings, and technical assistance workshops.

5. Detail how customers access services.

- **Cite any physical limitations that might preclude program admission or referral acceptance**
- **Discuss referral procedures and discharge planning with respect to the continuum of care**
- **Cite negative and planned discharge procedures**
- **Indicate specific documents needed for referrals, when applicable**

Services will be accessed through several entry points including, but not limited to the following:

- School staff (teachers, school administrators, counselors I&RS teams, child study teams, ancillary school personnel, and parents). Each school implementing grant programming will work with the SSBG Program Support Coordinators and Community Specialists regarding their preferred referral protocol and will identify school staff responsible for receiving and processing referrals. Program and registration information can include sending letters and registration forms home to parents; distributing flyers and registration forms at school functions, and PTO meetings; sending information out through school newsletters; posting program and registration information on school websites and other social media platforms such as Facebook and Twitter. All registration forms will include demographic and contact information, as well as a parental signature indicating permission to participate in the program for youth under the age of majority.

- Youth and family-focused community program staff (Family Success Centers, Long Term Recovery Groups, Faith-Based Organizations, YMCA and YWCA Summer Day and Sleep-away Camps, and parents). SSBG Program Support Coordinators and Community Specialists will work with community program directors regarding their preferred referral process. A protocol for receiving and processing referrals that meets the needs of the individual community programs will be established. Parents can be invited personally by community program staff to sign up their children or themselves for appropriate grant programs; information and registration forms can be distributed through flyers and mailings; postings can be made on the program's website, Facebook page or through Twitter; Faith-based organizations can use their religious services to announce programs and registration procedures and encourage the congregation to participate. All registration forms will include demographic and contact information as well as a parental signature indicating permission to participate in the program for youth under the age of majority.

All programs will be held in venues that have reasonable accommodations according to the ADA. No individual should be precluded from admission or referral acceptance to any of the grant programs for physical limitations.

Youth and adults displaying symptoms of mental health or substance abuse disorders, or verbalizing and/or displaying behaviors that indicate they are a danger to themselves or others will be referred for mental health services. These services can include, but are not limited to psychiatric screening, hospitalization, outpatient counseling, or a referral to the Children's System of Care depending on need, and severity.

- For programming provided in schools, the SBBG staff will follow the school's mandated crisis response plan protocols for accessing mental health services for students. The Program Support Coordinators or Community Specialists will alert the appropriate school staff who will take over the responsibility for contacting the parents and arranging for appropriate services.
- For programming provided in community programs, SBBG staff will follow the community program's crisis protocols for accessing mental health services for youth and adults enrolled in the program. SBBG staff will ensure that the program has an existing crisis response prior to implementing programs. If no crisis response plan protocols exist, SBBG staff can assist the community program directors in drafting one.
- For programming provided for adults outside of schools or community programs, SBBG staff will follow crisis response protocols depending on the severity of symptoms and behaviors. All SBBG staff will be provided a resource list for all county behavioral health and substance abuse services; Perform Care; domestic violence services; NJ DCP&P; Family Success Centers; and Long Term Recovery Services;

Schools and communities in the Northern Region can access services by calling or emailing: 732-235-2897 or turningthetides@ubhc.rutgers.edu

6. Describe the neighborhood(s) and the building(s) where each program site(s) is located. Detail accessibility to mass transportation. Identify the program catchment area.

Program services are culturally sensitive and offered in a safe environment. Some of the locations include: schools, after-school programs, summer camps and other community locations.

7. Detail the program’s emergency procedures. Provide any after-hours telephone numbers, emergency contacts, and special instructions.

Emergency procedures are aligned with the procedures established by each local school district and/or relevant site delivery location.

In addition, Rutgers, UBHC maintain an answering service with alternative emergency phone numbers, procedures and contact information. Copies of all emergency procedures are retained on the program headquarters.

8. Provide the total number of unduplicated customers served in the previous contract period for each of the contracted programs. Unduplicated customers refers to the practice of counting a customer receiving services only once within a service cycle.

- **Indicate the number of unduplicated customers achieving results.**
- **Indicate how the information was captured and measured.**

This question is not applicable for the previous year because this is a new contract. However, the definitions are applicable.

All programs track the unduplicated number of students served and aggregate utilization rates in order to provide a broad view of service delivery across the (annual) contract term.

DEFINITION OF TERMS:

- Unduplicated Students Served is a total count of all youth who participate in any service component or aspect of the program
- Units of Service are one (1) hour of contracted services provided to or on behalf of students
- Aggregate utilization rates refers to the total Units of Service provided by the program

Level of Service

Total number of youth served	900
Total number of adults served	400
Total number of Youth Trained	600
Total number of Adults Trained	1300

Level of Service Formula:

CBI : 5 pairs x 2 groups x 2 days = 20 groups
X 10 kids in a group = 200 youth served in a 6 week cycle

3 cycles in school year = 600 youth served

800 youth served between October 1 – June 30, 2015

SPR: 5 groups x 10 per group = 100 youth served / 400 adults served

Sources of Strength:

15 sites = 600 Peer Leaders + 60 Adult advisors = 660
600 youth trained / 60 adults trained between October 1-June 30, 2015

More than Sad:

10 trainings per county = 50 trainings (24 attendees per training) = 1200 adults trained between October 1 – June 30, 2015.

REPORTING REQUIREMENTS

All programmatic and service reports are submitted electronically by the program coordinator or other authorized personnel in accordance with the guidelines specified below:

Monthly Service Reports

Monthly data should be maintained and submitted via DCF's Survey Monkey account when access is granted by the fifth (5th) day of each month for the preceding month in which services were provided.

COMMUNICATION SYSTEMS

All programs must maintain open lines of communication with the DCF Office of School-Linked Services, students, families and the community. To that end, all programs must have a multi-function voice mail system and internet connection with the capability to access emergency phone numbers and provide information in all languages as appropriate.

The Program Coordinator (and where appropriate, Managing Agency Chief Program Administrators) must have fully functioning email and telephonic voice mail accounts. The Office of School-Linked Services is notified in advance of any changes in personnel, email addresses or telephone numbers.

OPERATIONAL & FUNDING RESTRICTIONS

A separate G&A cannot be taken with these funds. All costs associated with the administration of the program must be incorporated into relevant budget line items.

**STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
Annex A
PROGRAM PERSONNEL INFORMATION
Section 2.4**

Program Name: School And Community Based Psychosocial Interventions: Building Resiliency And Support Superstorm Sandy Recovery

	POSITION NAME/TITLE	NAME OF EMPLOYEE	DAILY WORK HOURS		%OF TIME TO PROGRAM	QUALIFICATIONS (DEGREES, LICENSES, CERTIFICATIONS)	FUNCTIONAL JOB DUTIES
			FROM	TO			
<input checked="" type="checkbox"/> FT <input type="checkbox"/> PT	Program Coordinator	Tbd	9am	5pm	100%	<p>Ph.D. in a mental health discipline plus one (1) year of supervisory experience or in providing program coordination. Applicants with a Master's Degree are required to have an additional two (2) years of supervisory experience or in providing program coordination. Clinical Psychologist, LPC, LCSW, or other state mental health licensure required. Applicants possessing a degree in Social Work must have an active New Jersey certification/licensure as required by the State Board of Social Work.</p>	<p>The primary purpose of the Program Coordinator position is to provide oversight for the DCF School and Community Based Psychosocial Interventions: Build Resiliency and Support Superstorm Sandy Recovery grant. The Program Coordinator will be responsible for supervising the two Program Support Coordinators and the Community Program Specialists in implementing the programs in the five identified northern counties. They would have a primary role in creating the County Advisory Teams, and would play a major role in follow up meetings with these teams.</p>
<input checked="" type="checkbox"/> FT <input type="checkbox"/> PT	Program Support Coordinators (2positions)	Tbd	9am	5pm	100%	<p>Ph.D. or Master's Degree in a mental health discipline plus two (2)</p>	<p>Under the direction of the Program Coordinator, oversees and assists in the</p>

						years of experience in a mental health agency or program. Experience working with children and families. A minimum of 1 year of training experience.	development and implementation of all activities related to the DCF School and Community Based Psychosocial Interventions: Build Resiliency and Support Superstorm Sandy Recovery grant. This includes working with the County Advisory Teams in the five identified counties (Bergen, Essex, Hudson, Middlesex and Union) to make decisions about where to implement grant programming. It also includes working with the identified schools and communities to develop an implementation plan. This position will entail working closely with the Training and Consultation Specialists to ensure fidelity to the program models and will give feedback to the Program Coordinator regarding the work of the Community Program Specialists. The Program Support Coordinator will also assist in providing training in the schools and communities as needed
<input checked="" type="checkbox"/> FT <input type="checkbox"/> PT	Community Program Specialists (10 Positions)	Tbd	9am	5pm	100%	Master's Degree in a mental health discipline plus one (1) year of experience in related field. Experience working with children and families. Training experience a plus. Proficiency in PowerPoint and Word required.	Under the direction of the Program Coordinator and the Program Support Coordinators, the Community Program Specialist will provide training in the recovery programs (CBI, Sources of Strength, More Than Sad: Preventing Teen Suicide, and Skills for Psychological Recovery programs) outlined in the DCF School and Community Based Psychosocial Interventions: Build Resiliency and Support Superstorm Sandy Recovery grant. This grant will serve the following identified counties (Bergen, Hudson, Middlesex, Union and Essex). The programs will be conducted in schools and communities.
<input checked="" type="checkbox"/> FT <input type="checkbox"/> PT	Secretary II	Tbd	9am	5pm	100%	Graduation from an accredited program in secretarial studies plus three (3) years of full-time	The primary purpose of the Secretary II position is to perform a variety of secretarial services and provide administrative support

						secretarial experience required. An additional year of experience is required in lieu of the secretarial program. Proficiency in typing and word processing skills required. Experience with Outlook Suite, Word, Excel and PowerPoint required. College credits may be substituted on a year-for-year basis for secretarial experience. Up to 60 credits may be substituted for two (2) years of secretarial experience.	for the DCF School and Community Based Psychosocial Interventions: Build Resiliency and Support Superstorm Sandy Recovery grant. This position will assist with the coordination of various clerical activities relevant to the implementation of the grant programs in the identified counties
<input type="checkbox"/> FT <input checked="" type="checkbox"/> PT	Temporary Research Assistant	Tbd	9am	5pm	20%	<p>Bachelor's Degree in a relevant science, preferably Psychology. Prior research experience is an asset. Demonstrated ability to work independently and collaboratively. Demonstrated strong organizational and time management skills. Demonstrated strong writing, communication, and presentation skills. Basic statistical analysis skills. Must have a valid driver's license. Possesses own vehicle or alternative means of transportation from one site to another.</p>	The primary purpose of the Temporary Research Assistant is to collect data for outcome evaluation for a grant to aid children and families affected by Superstorm Sandy in five northern NJ Counties
<input type="checkbox"/> FT <input checked="" type="checkbox"/> PT	Research Associate II	Shyamala Muthurajah	9am	4pm	20%	Ph.D Degree in a social science or equivalent or a Master's Degree in a social science plus (3)	The primary purpose of the Research Associate II position is to perform various evaluation and research procedures relative to the ongoing research protocols

						years related research and statistical expertise required. Must be familiar with Excel. Must have a valid drivers license and possesses own vehicle or alternative means of transportation from one site to another.	for the 5 identified counties as outlined in the School And Community Based Psychosocial Interventions:Building Resiliency And Support Superstorm Sandy Recovery
<input type="checkbox"/> FT <input type="checkbox"/> PT					%		
<input type="checkbox"/> FT <input type="checkbox"/> PT					%		
<input type="checkbox"/> FT <input type="checkbox"/> PT					%		
<input type="checkbox"/> FT <input type="checkbox"/> PT					%		

**STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES**

Division of Family and Community Partnerships (FCP)

14AXMZ

Contract # _____

Annex A

LEVEL OF SERVICE

Section 2.5 SSBG: Turning the Tides

Turning the Tides: Rutgers University Behavioral Health Care - Northern Region: Bergen, Essex, Hudson, Middlesex, Union Counties. Date: April 7, 2014

Total number of youth served	900
Total number of adults served	400
Total number of Youth Trained	600
Total number of Adults Trained	1300

Service Delivery	Projected LOS '14 5/1/2014 through 6/30/14			
	Trained		Served	
	# Participants		# Participants	
	Youth	Adults	Youth	Adults
Skills for Psychological Recovery (SPR)				
Classroom Based Intervention (CBI)				
Sources of Strength (SOS)				
More Than Sad				

Do not leave any boxes blank.

14035517

DEPARTMENT OF CHILDREN AND FAMILIES
SCHEDULE OF ESTIMATED CLAIMS
THIRD PARTY CONTRACTS

ORIGINAL (New)
MOD #: _____

DIVISION: Family and Community Partnerships

ORG CODE: 1610

PROVIDER NAME: RUTGERS - UBHC (SANDY FUNDED)

CONTRACT NO.: 14AXMZ

CONTRACT PERIOD: October 1, 2013 TO June 30, 2014

SERVICE PERIOD MONTH/YEAR	COMPONENT # 1 Psychosocial Interventions APU: 1630-059 (FY 13)	COMPONENT # APU:	COMPONENT # APU:	COMPONENT # APU:	COMPONENT # APU:	COMPONENT # APU:	ESTIMATED CLAIM	
							MONTHLY	YTD
July 2013								
August 2013								
September 2013								
October 2013								
November 2013								
December 2013								
January 2014	555,556.00						\$555,556.00	\$555,556.00
February 2014	138,889.00						\$138,889.00	\$694,445.00
March 2014	138,889.00						\$138,889.00	\$833,334.00
April 2014	138,889.00						\$138,889.00	\$972,223.00
May 2014	138,889.00						\$138,889.00	\$1,111,112.00
June 2014	138,888.00						\$138,888.00	\$1,250,000.00
TOTALS	1,250,000.00						\$1,250,000.00	\$1,250,000.00

ORIGINAL CONTRACT CEILING \$1,250,000.00 MOD# 1 _____ MOD# 2 _____ MOD# 3 _____ MOD# 4 _____

AUTHORIZED PROVIDER SIGNATURE: [Signature]

DATE: 3/5/14

CONTRACT SUPERVISOR SIGNATURE: [Signature]

DATE: 4/3/14

EXPENDITURE SUMMARY: NONE MONTHLY QUARTERLY OTHER
 COST RELATED NON COST RELATED ADVANCE PAYMENT: NONE MONTHLY

REIMBURSEMENT:

REIMBURSABLE CONTRACT CEILING: \$1,250,000.00

- PERIODIC REPORTED EXPENDITURES
- INSTALLMENTS
- PROVISIONAL
- FIXED RATE

FY 2014: AMOUNT: \$1,250,000.00 FY 2015: AMOUNT: _____



State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

ALLISON BLAKE, PH.D., L.S.W.
Commissioner

December 11, 2013

Rosemarie Rosati
Vice President
Rutgers, University Behavioral Health Care
671 Hoes Lane
Piscataway, NJ 08855
rosatiro@rutgers.edu

Dear Ms. Rosati:

The New Jersey Department of Children and Families (DCF) would like to congratulate Rutgers, University Behavioral Health Care on winning the grant to provide the *School and Community Based Psychosocial Interventions: Build Resiliency and Support Superstorm Sandy Recovery* support service for the northern region of the state. As a reminder, the purpose of these funds and its target group are:

Purpose

To increase resiliency, prevent suicide, and respond to trauma that arise as a result of Superstorm Sandy.

Target Group

Bergen, Essex, Hudson, Middlesex and Union counties' K-12th grade students, school personnel, and parents/caregivers based on need.


NJ DCF will work in close collaboration with your agency to implement and monitor the impact of this support. As a result, the contract will be managed within the Division of Family and Community Partnerships' (FCP)'s Office of School Linked Services (OSLS). The following OSLS team member below will serve as your point of contact for program implementation:

April G. Scott, MSW
Supervising OSLS Integration Specialist
Phone: (609) 888-7035
E-mail: april.g.scott@dcf.state.nj.us
Available: Monday-Friday, 8:30am-4:30pm

As your agency works with the DCF Office of Contracting to finalize the expectations of this contract, our OSLS would like you to begin reviewing your implementation timeline. In the next few days, our office Secretary Diana Walker will reach out to schedule a joint meeting in Trenton that will take place with your agency, our office and, the provider selected for the southern region. We ask that you make every effort to adjust your schedule for this meeting to take place by the 2nd week of January 2014.

In the interim, if you have any immediate questions, I can be reached at Shondelle.wills@dcf.state.nj.us or 609.888.7412; Monday-Friday 9:30am-5:30pm.

Truly yours,



Shondelle C. Wills-Bryce, MSW
Administrator, Office of School Linked Services (OSLS)

cc: April Scott, NJ DCF
Judy Caffiero, Business Office Manager



State of New Jersey

DEPARTMENT OF CHILDREN AND FAMILIES
METROPOLITAN BUSINESS OFFICE - EDISON
METROPLEX CORPORATE CENTER
200 METROPLEX DRIVE, SUITE 100B
EDISON, NJ 08817

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

ALLISON BLAKE, PH.D., L.S.W.
Commissioner

June 17, 2014

Rutgers University Behavioral Health Care
Gregory K. Adams
Senior Financial Analyst
671 Hoes Lane West
P.O. Box 1392
Piscataway, NJ 08855-1392

Re: Sandy Funded Contract
Contract #14AXMZ
Contract Term: 10/01/13-06/30/14

Dear Gregory K. Adams:

Enclosed please find the *Conditional Contract* between Rutgers University Behavioral Healthcare and the Department of Children and Families (DCF), Division of Family and Community Partnerships, for the period October 1, 2013 through June 30, 2014. The contract is conditional pending receipt of the signed Annex B budget. The services purchased through this contract, referred to as the "Sandy" contract, support DCF's disaster recovery work following the impact of Superstorm Sandy

All Providers must adhere to the specific contractual requirements as well as those eligibility requirements contained in the DCF's Contract Policy and Information Manual (5.00 et seq.)

For this Sandy contract, you will be responsible for monthly level of service reports and expenditure reports including any other additional reports that are described in the Annex A. Your Contract Administrator will be forwarding additional information regarding the mechanism for the submission of the monthly level of service and expenditure reports.

These reports will be due 10 days after the end of the end of each month. It is important that these reports are accurately completed and submitted by the due date; failure to do so may result in the suspension of payments.

Any changes to the contract must be agreed to in writing and must comply with the contract modification policy of the Department of Children and Families.

During the term of this contract the Program Lead and the Contract Administrator may conduct site visits to provide technical assistance, conduct a contract monitoring, or to assess your compliance with the delivery of the contracted services. Copies of any reports or evaluations prepared as a result of these visits will be shared with you. This process may be used in assessing the need to renew this contract.

Also, you will be responsible for the submission of an agency wide single audit performed in accordance with the revised OMB Circular No.133 and State policy.

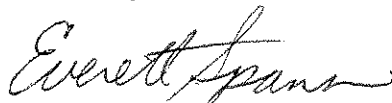
The audit must be submitted within 120 calendar days after the close of the agency's fiscal year. One copy must be submitted to your Contract Administrator and one copy to:

Jerry Positero
Department of Children and Families
Office of Grants Management, Auditing and Records
Capital Center, 3rd Floor
50 East State Street
P.O. Box 717
Trenton, NJ 08625-0717

If you have any questions regarding the contract requirements please contact your Contract Administrator, Constance Charleston at (732) 287-1840, extension 1004.

I would like to thank you and your staff for your willingness to provide services to the residents of the State of New Jersey.

Sincerely,



Everett Spann,
Business Manager

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
ANNEX B: CONTRACT INFORMATION FORM
PAGE 1 OF 18

Agency: RBHS - Behavioral Health Care
Address: 671 Hoes Lane
Piscataway, New Jersey 08855-1392
Phone: (732) 235-5940
Chief Executive Officer: Christopher Kosseff

Agency Federal ID#: [REDACTED]
Charities Registration #: _____
 Non-Profit Agency For-Profit Agency Public Agency
Budget Period: 7/1/2013 to 6/30/2014 Agency Fiscal Year End: 6/30/2014
Schedules Completed: 1 2 3 4 5 6
 Cash Basis Accrual Basis

Prepared By: Gregory K. Adams

Date: 8/23/2013

Contracting Division	Contract #	Program Name	Reimbursable Ceiling	Type of Service	Contract Type	Payment Method	Division Contact Person	Provider Agency Contact Person and Telephone #
Division of Family & Community Partnerships	14AXMZ	Psychosocial Interventions	\$1,250,000		Cost Related	Scheduled Installment	Constance Charleston	Gregory K. Adams (732) 235-3420

Division Use Only
Contract # _____
Effective Dates _____ to _____
Division _____

Budget: I certify that the cost data used to prepare this contract budget is current, complete, and in accordance with the governing principles for determining costs.

Expenditure Report: I certify that the expenditures reported herein are current, accurate, and in accordance with the contract budget and the governing principles for determining costs.

_____ Agency Authorized Signatory

_____ Fiscal Officer

STATE OF NEW JERSEY
DEPARTMENT OF CHILDREN AND FAMILIES
ANNEX B
SCHEDULE 2-REVENUE
PAGE 14 OF 18

Agency: Rutgers University Behavioral Health Care
Contract#: 14AXMZ

PURPOSE
 BUDGET PREPARATION
 MODIFICATION BUDGET
 EXPENDITURE REPORT
 PERIOD COVERED

7/1/2013 - 6/30/2014

DESCRIPTION	1 TOTAL	2 Original Budget	3 0	4 0	5 0	6 0	7 0	8 0	9 UNALLOWABLE COSTS	10 GENERAL & ADMINISTRATIVE COSTS
Medicaid Revenue	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
	\$ -									
Total K. Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Supporting documentation is required to substantiate the allocations.

Agency: Rutgers University Beh
 Contract#: 14AXMZ

STATE OF NEW JERSEY
 DEPARTMENT OF CHILDREN AND FAMILIES
 ANNEX B
 SCHEDULE 3-APPLICABLE CREDITS
 PAGE 15 OF 18

- PURPOSE
 BUDGET PREPARATION
 MODIFICATION BUDGET
 EXPENDITURE REPORT
 PERIOD COVERED

7/1/2013 - 6/30/2014

#	DESCRIPTION OF CREDIT/INCOME	AMOUNT	TREATMENT (EXPENSE ITEM OR CATEGORY OFFSET)	EXPLANATORY NOTES
1				
2				
3				
4				
5				
6	NOT APPLICABLE			
7	NOT APPLICABLE			
8	NOT APPLICABLE			
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				

Agency: Rutgers University Behavioral Health
 Contract#: 14AXMZ

**STATE OF NEW JERSEY
 DEPARTMENT OF CHILDREN AND FAMILIES
 ANNEX B
 SCHEDULE 4 - RELATED ORGANIZATION
 PAGE 16 OF 18**

PURPOSE
 BUDGET PREPARATION
 MODIFICATION BUDGET
 EXPENDITURE REPORT
 PERIOD COVERED

7/1/2013 - 6/30/2014

NAME OF RELATED ORGANIZATION	TYPES OF SERVICES, FACILITIES AND/OR SUPPLIES FURNISHED BY THE RELATED ORGANIZATION	EXPLAIN RELATIONSHIP	COST	NAME & COLUMN NUMBER OF PROGRAM/COMPONENT
Rutgers, the State University of New Jersey	Cost outside of the DCSOC are provided by RBHS-UBHC including General Administration, fringe benefits and facility costs.	Subsidiary		

