AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

AgendaTitle:
Grant Contract; Temple Hoyne Buell Foundation; Nurturing Parenting Program; $8,000

Action Requested: County Manager Signature

Parties to the Agreement: Gunnison County BOCC & Temple Hoyne Buell Foundation

Term Begins: 9/1/14 **Term Ends:** 8/31/2015 **Grant Contract #:**

Summary:
Grant application that we have been receiving for multiple years to use for operational expenses.

Fiscal Impact: $8,000

Submitted by: C. Worrall **Submitter's Email Address:** cworrall@gunnisoncounty.org

Finance Review: (●) Required ( ) Not Required

Comments:

This is a grant renewal application. It is included in the current County budget. The funds are used for general operating cost and for Match for the NPP State grant. JW

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 4/9/2014

County Attorney Review: (●) Required ( ) Not Required

Comments:

ok db 4/10/14

Reviewed by: GUNCOUNTY1\dBaumgarten Discharge Date: 4/10/2014 Certificate of Insurance Required Yes ( ) No (●)

County Manager Review:

Comments:

Reviewed by: GUNCOUNTY1\mbirnie Discharge Date: 4/10/2014

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted: consent

Agenda Date: 4/15/2014 Follow Up Agenda Date: n/a

Revised April 2013

Gunnison County
COLORADO

HEALTH AND HUMAN SERVICES DEPARTMENTS
Human Services Phone: (970) 641-3244 Fax: (970) 641-3738
Public Health Phone: (970) 641-0209 Fax: (970) 641-8346
225 N Pine, Gunnison, CO 81230
Website: www.GunnisonCounty.org

April 9, 2014

Nurturing Parenting Program of Gunnison County
Public Health Division
Department of Health and Human Services
225 North Pine Street, Suite E
Gunnison, CO 81230

Temple Hoyne Buell Foundation
1666 South University Boulevard Suite B
Denver, Colorado 80210

Board of Directors;

The Nurturing Parenting Program of Gunnison County (NPP) is requesting funding to support continuation of parenting classes for our early (0-5 year old) childhood programming. Specifically-- the Infant, Toddler and Preschool NPP for families with children ages 0-5 years, offered every fall, is in need of financial support. We are requesting $8,000 to continue this program. In the five years we have been offering NPP for children 0-12, it is the early childhood program that consistently shows higher attendance and retention than the school aged program.

The goal of these programs is to reduce the rate of abuse and neglect in Gunnison County. In 2012 there was an alarming increase in child abuse rates from 10.7 to 25.0, per 1000. This increase in child abuse rates is something that cannot be overlooked, and it is evident more than ever before that the community must provide a treatment program like NPP for parents who are at risk of losing their parental rights due to a child welfare violation.

Funding from your foundation will allow us to continue the only comprehensive family centered, evidence-based child abuse prevention program in our rural community. We appreciate all the support the foundation has given our community over the years.

Sincerely,

Carol Worrall

Carol Worrall, RN, BSN
Public Health Director
Department of Health and Human Services

SUMMARY SHEET FORM

Legal Name of Organization:

Gunnison County

DBA (if applicable): Nurturing Parenting Program of Gunnison County

Mailing Address (and Physical Address if it is different and not confidential):

Nurturing Parenting Program
C/O Gunnison County Dept. Health and Human Services
225 N. Pine St. Ste. E
Gunnison, CO 81230

Phone: (970)642-4667 **Fax:** (970)641-3738 **EIN:** 84-6000770

Website: www.gunnisoncounty.org

Organization Email Address: lathey@gunnisoncounty.org

Name of CEO or Executive Director: Matthew Birnie

Phone: (970)641-7602 **Email:** mbirnie@gunnisoncounty.org

Application Contact & Title (if *not* the CEO or Executive Director):

Lana Athey, Nurturing Parenting Program Coordinator

Phone: (970)642-4667 **Email:** lathey@gunnisoncounty.org

Organization Information

Year Founded: 2007

Mission Statement:

The mission of Gunnison County Department of Health and Human Services (DHHS) is to provide prevention, protection, advocacy and support services to Gunnison and Hinsdale County-area individuals and families across the life spectrum in order for them to have an improved quality of life. The Nurturing Parenting Program, which targets families with children ages 0-11, plays an intricate role in this mission by providing families with parenting education that emphasizes a variety of nurturing parenting skills.

Geographic Area Served (specific to this proposal):

Gunnison County, Colorado

Tax Exemption Status:

☐ 501(c)(3)

☐ Using a fiscal agent/fiscal sponsor

Name of fiscal agent/sponsor: Gunnison County

X Other than 501(c)(3), describe:

Government Entity

Number of Employees: Full-time: 0 **Part-time:** 5

Grant Request Information

Type of Grant Requested (select one): **Amount of Request:** **$8,000**

X General Operating Support

☐ Program or Project Support
Name of Program or Project:

☐ Capital Request (Check with the grantmaker as to whether they prefer the CGA-Capital)

☐ Other

Describe what the grant will be used for:

The grant will be used to help fund the "infant, toddler and preschoolers" NPP which is offered once per year for the families of Gunnison County.

Financial Information **Budget numbers should match the numbers presented in Attachments 1(a) & (b).**

Organization's Current Budget for Fiscal Year Ending: 12/31/2013

Income: $43,903.03 **Expenses:** $43,903.03

AND, if other than a general operating request,

Program or Project Budget: **Dates: from:** __/__/__ **to:** __/__/__

Income: **Expenses:**

By signing below, I certify that the information contained in this application is true and correct to the best of my knowledge.

CEO/Executive Director **Date**

NARRATIVE

1. ORGANIZATION BACKGROUND.

The Nurturing Parenting Program (NPP), developed by Dr. Stephen Bavolek in 1979, is an evidence-based, family-centered parenting program designed to stop the intergenerational cycle of abuse and neglect within families by building nurturing skills as alternatives to abusive parenting and child-rearing attitudes. NPP was developed from a strong philosophical basis that supports the growth and development of parents and children as caring people who treat themselves, others, and the environment with respect and dignity. NPP teaches parents a variety of nurturing parenting skills such as having age appropriate expectations, alternatives to corporal punishment, positive behavior management, understanding and handling stress, empowering children, developing family rules, and negotiating and compromise. Gunnison County's Department of Health and Human Services began offering NPP sessions for parents of Infants, Toddlers, and Preschoolers (birth – 5 years) in 2007. In 2008, the session was offered again and a session for parents of School-Aged Children (5-11 years) was added. In 2009, the NPP was moved from the Health and Human Services program to the Public Health program under the umbrella of the Early Childhood Activity Area. It was then restructured in 2011 into the Family and Child Activity Area. We have since been offering the infant, toddler, and preschooler, as well as the school-aged children classes as fifteen-week sessions once yearly.

2. GOALS.

Our main goal is to reduce the rate of child abuse and neglect within Gunnison County by graduating a total of 24 parents and 24 children each year from our two fifteen-week NPP sessions. We plan to continue holding the Infant, Toddler, and Preschoolers and the School-Aged Children sessions once per year. We hope to enroll 16 parents in each session so that with a retention rate of 75% we will graduate at least 12 parents and 12 children from each session. We also hope to achieve a balance of 50% mandated and 50% self-referred families. Our goal for each family is for them to graduate by attending at least 12 of the 15 classes in each session. We aspire to have each parent graduating from the NPP show a substantial increase in nurturing parenting attitudes and skills. This growth is monitored through facilitator observation, weekly written family logs, the AAP-I-2 and Nurturing Quiz Parenting Inventories. The enrollment and graduation goals that we have set are based on the number of participants we have seen in previous sessions.

3. CURRENT PROGRAMS.

In the fall, NPP provides families with the Infant, Toddler, and Preschoolers session with the session for parents of School-Aged children being held in the spring. Since NPP is a family-centered initiative, the parents and the children learn new skills with one another. The program is appropriate for a variety of families including two-parent, single parent, step-families, foster families, grandparents, and expectant parents. We currently have a grandmother attending our School-Aged program. She is raising her daughter's two young children on her own and feels that NPP has brought much harmony to her family in the last few months. She recently spoke with our parent facilitators about how

impressed she was with the fact that her grandchildren came home each evening talking about the same topics that the parents had been discussing in the parent classroom. One of the reasons that we feel NPP is such a success is because it does involve the entire family; not only are the parents learning valuable parenting skills such as having age-appropriate expectations, alternatives to corporal punishment, positive behavior management, understanding and handling stress, empowering children, developing family rules, and negotiating and compromise, but the children are also taught how to verbalize their emotions and communicate more effectively toward their parents. These concepts are taught through hands-on activities, group discussions, role-playing, audiovisuals, and nurturing family activities. The fall and spring sessions are held on Thursday evenings for 2½ hours for a total of 15 weeks.

In October of 2011, Gunnison County NPP started offering 1½ hour NPP community workshops. Schools, childcare facilities, libraries and recreation centers have hosted the workshops in the past providing childcare, refreshments, and helping to promote NPP throughout the community. The workshops were designed to increase the community's awareness of this wonderful program by presenting one lesson from the NPP curriculum. The workshops have helped to draw interest in the community and help community members gain a better understanding of the program.

4. PROGRAM OR PROJECT REQUESTS ONLY.

N/A

5. EVALUATION.

a) NPP utilizes several different approaches for evaluating the work done with families. The families are provided with evaluations on a weekly basis to rate how well they felt each topic was covered and whether or not they understand the material presented as well as their feelings on the class dynamics and any suggestions they have that might improve the effectiveness of each class. Each family also completes a family log each week. The family logs help the facilitators determine if the practices that have been taught in the class are being used in the home setting. At the end of each session the graduated participants are mailed an anonymous survey that they are asked to fill out their opinion in regards to staff members and their thoughts on the program as a whole.

b) The parents are asked to complete two standardized tests called the Adolescent Parenting Inventory (AAPI-2) and the Nurturing Quiz at the beginning and the end of each 15-week session. The AAPI-2 evaluates the parent's attitudes and beliefs in five different areas: appropriate expectations, empathy, alternatives to corporal punishment, power and independence, and appropriate family roles. The Nurturing Quiz evaluates the participant's knowledge and application of specific nurturing practices. The pre- and post-test versions of the AAPI-2 and the Nurturing Quiz are entered online at www.assessingparenting.com and a parent profile and assessment is printed and evaluated by the parent and child facilitators and the parents at the beginning and end of each session. The evaluation results are then reported to Gunnison County's managing for results database. The information provided by each standardized test helps the

facilitators to provide each parent with effective teaching of nurturing parenting skills in order to build positive parenting behaviors.

c) N/A

d) Although every parent graduate does not show an increase in post test scores on the AAPI-2 and Nurturing Quiz, every session that Gunnison County's NPP has held shows an overall group increase on both tests.

6. COLLABORATION.

The NPP Coordinator collaborates with many different entities within the Department of Health and Human Services as well as Juvenile Services. The coordinator regularly attends FAST (Family Advocacy and Support Team), ECC (Early Childhood Council), CPP (Colorado Preschool Program), and DHHS meetings allowing for many collaborative opportunities that help aid in the growth and success of the program. St. Peter's Catholic Church has donated the space necessary to hold each NPP session. The space, which provides NPP with a kitchen, dining hall, and classrooms, is directly across the street from the Health and Human Services building where the NPP office is located. A space large enough to accommodate the number of people participating in NPP each session is hard to come by, and although we are a non-religious program the location and size of Parish Hall meets our needs and we feel fortunate to have their support.

7. INCLUSIVENESS.

NPP is for any parent or expectant parent with at least one child ages 0-11 that is interested in increasing their parenting skills and developing a better understanding of their children and themselves. There are no income requirements, although 25-75% of the parents that enroll in the program are mandated to attend due to the fact that they are receiving TANF (Temporary Assistance for Needy Families). Other mandated clients come from open child welfare cases and/or court requirements. In order to maintain a balance of mandated and self-referred participants, NPP strives to keep the community aware of the program and what it has to offer as well as inform the community through a variety of marketing materials and NPP workshops that NPP is for anyone who is interested in attending a family-centered parenting class.

8. BOARD/GOVERNANCE.

The Board of County Commissioners for Gunnison County serves as the governing body for Gunnison County Department of Health and Human Services. Each year we embark on a strategic planning effort with the BOCC. Priorities are set and county funds are linked to priority areas. Promoting healthy communities by strengthening our continuum of care and sustaining essential services is an identified priority. Our coordinator meets weekly with the Director of Public Health to review the work plan and goals of NPP.

9. VOLUNTEERS.

Our fall and spring sessions each require 2-6 volunteers. The majority of our volunteers are students studying sociology, education, and/or psychology at Western State Colorado University (WSCU), and are referred to our class by their professors in order to earn an internship credit for volunteering for an entire NPP session. On average a volunteer puts in 8

training hours and 130 working hours for two NPP sessions. Last year our volunteers worked a combined 492 hours.

We try to incorporate 2-4 professional guest speakers for each 15-week session. These guest speakers are asked to elaborate on some of the topics that are covered in the curriculum. In the past we have had lecturers from WSCU, mental health professionals, school administrators, school counselors, family counselors, and other specialists that have all donated their time free of charge.

10. PLANNING.

The NPP curriculum is set and we try to follow the curriculum as closely as possible, although during each session we strive to improve the roles of each staff member, meet training requirements, and improve marketing throughout the community. Each night after class, the staff debriefs going over the topics discussed in class, the parents' reactions, how well the children responded to the lesson, and anything that could be changed to better meet the needs of the families involved.

We have also begun advertising and outreach 3-4 months prior to the beginning of each NPP session. This has helped the coordinator to provide each family with a home visit prior to the beginning of the session to go over class orientation and discuss in private what each parent hopes to gain by attending the session as well as any concerns that they may have.

Love and Logic, Pyramid Model, and NPP are three parenting classes offered in the county by separate agencies or programs. Without coordination by these agencies class times can overlap and negatively impact enrollment numbers as was recently experienced. Through the ECC (early Childhood Council) we will be establishing a scheduling system to eliminate this problem.

11. OPTIONAL. N/A

ATTACHMENTS

Label each attachment and provide in the order listed.

Financial Attachments

Note: Provide explanations for items that may raise questions in any of the attached financial documents. The explanations can be written onto the documents themselves or included as an additional page.

1. **BUDGETS.** Include revenues and expenses.

   a) The organization's operating budget for the current fiscal year. If available, also include the budget for the upcoming fiscal year.

   If the request is for a program or project, also include:

   b) Program or project budget for the program period.

2. **CURRENT (YEAR-TO-DATE) FINANCIAL STATEMENTS.** Include a Statement of Financial Position (Balance Sheet) and Statement of Activities (Income and Expense Statement) through the most recently completed operating month available (must be within the past three months). Provide the Statement of Activities in a budget-to-actual format if the organization uses that format.

3. **YEAR-END FINANCIAL STATEMENTS, AUDIT, AND SOURCES OF INCOME.** Include the most recent fiscal year-end financial statements, audited if available. If the organization has an audit, but it is not available for the most recent fiscal year-end, also include the most recent audit.

   Sources of Income Table Complete the table below for the organization as a whole, based on the most recently completed fiscal year. Categories may be modified to fit your organization's funding sources.

Percentage	Funding Source
50 %	Government grants (federal, state, county, local)
%	Government contracts
49 %	Foundations
%	Business
%	Events (include event sponsorships)
%	Individual contributions
1 %	Fees/earned income
%	Workplace giving campaigns
%	In-kind contributions (optional)
%	Other
100 %	**TOTAL (must equal 100%.)**

4. **MAJOR CONTRIBUTORS.** For the previous two fiscal years, list major contributors (foundations, businesses, government, individuals) with amounts. Do not include names of individual donors.
5. **IN-KIND CONTRIBUTIONS.** Summary of significant in-kind donations (donated goods and professional services) received by the organization for the last fiscal year.

Other Attachments

6. **BOARD OF DIRECTORS LIST**. Include the following information for each board member:
   - Position(s) on the board (officer and committee positions)
   - Occupation and name of employer and/or affiliation(s)
   - City or county of residence
   - Term end date for each board member
7. **PROOF OF IRS FEDERAL TAX-EXEMPT STATUS**, also called a Letter of Determination. This letter must be dated within the last five years.
8. **ANTI-DISCRIMINATION STATEMENT** adopted by the board of directors.
9. **LIST OF NAMES AND QUALIFICATIONS OF KEY STAFF**, including length of service with the organization. *Do not* include job descriptions or resumes.
10. **ANNUAL REPORT**, if available.
11. **EVALUATION RESULTS (optional):** Provide the organization's most recent evaluation results or findings, relevant to this request.

Additional Attachments for Fiscal Agents/Fiscal Sponsors

Note: Many grantmakers do not accept proposals from organizations using a fiscal agent/fiscal sponsor. Therefore, be sure to check each funder's guidelines prior to submitting a proposal.

1. **THE MEMORANDUM OF UNDERSTANDING** or the contract between the organization and the fiscal agent/fiscal sponsor.
2. **FINANCIAL ATTACHMENTS** 1(a), 2, & 3 for the fiscal agent/fiscal sponsor.
3. **PROOF OF IRS FEDERAL TAX-EXEMPT STATUS** for the fiscal agent/fiscal sponsor, dated within the last five years.
4. **BOARD OF DIRECTORS LIST** for the fiscal agent/fiscal sponsor.

Attachment 1(a) previous year

Gunnison County COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 12/31/2013

Health & Human Services

D55

Description	Actual PTD 12/31/2013	Actual YTD 12/31/2013	Projections	Projection Variance	Projection Used
340 Self-Sufficiency Dev	.00	154,552.38	162,501.00	(7,948.62)	95.11
350 Program Support	1,811.98	762,907.73	931,122.00	(168,214.27)	81.93
360 Chldrn & Fam Svcs	.00	700,227.28	690,225.00	10,002.28	101.45
365 Child Support Services	.00	59,784.23	63,783.00	(3,998.77)	93.73
380 Public Assistance	1,531.00	1,802,941.69	1,727,863.00	75,078.69	104.35
530 Senior Resources	8,278.11	88,543.43	107,660.00	(19,116.57)	82.24
550 Child & Family Health	22,680.81	219,495.01	331,379.00	(111,883.99)	66.24
555 Community Health Services	23,638.18	227,158.20	211,250.00	15,908.20	107.53
560 Family Planning	10,572.16	160,625.00	167,274.00	(6,649.00)	96.03
Total Revenue	68,512.24	4,176,234.95	4,393,057.00	(216,822.05)	95.06
340 Self-Sufficiency Dev	9,468.32	209,108.86	203,054.00	(6,054.86)	102.98
350 Program Support	70,555.23	693,818.37	756,298.80	62,480.43	91.74
360 Chldrn & Fam Svcs	41,831.49	892,165.86	836,183.06	(55,982.80)	106.70
365 Child Support Services	7,177.41	90,362.28	95,505.00	5,142.72	94.62
380 Public Assistance	5,646.15	1,819,327.58	1,732,683.00	(86,644.58)	105.00
530 Senior Resources	13,708.43	159,469.46	159,977.00	507.54	99.68
550 Child & Family Health	25,584.91	330,093.21	343,094.90	13,001.69	96.21
555 Community Health Services	16,329.20	192,385.29	208,345.00	15,959.71	92.34
560 Family Planning	9,938.92	178,991.88	169,755.50	(9,236.38)	105.44
Total Expenditure	200,240.06	4,565,722.79	4,504,896.26	(60,826.53)	101.35
Net revenue over (under) expenses	(131,727.82)	(389,487.84)	(111,839.26)	(277,648.58)	348.26

Attachment 1(a) previous year

Gunnison County COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 12/31/2013

Health & Human Services

D55

Description	Actual PTD 12/31/2013	Actual YTD 12/31/2013	Projections	Projection Variance	Projection Used
Taxes	.00	266,815.63	268,723.00	(1,907.37)	99.29
Intergovernmental	52,889.76	3,646,232.62	3,725,443.00	(79,210.38)	97.87
Charges for Services	2,941.25	56,454.50	71,902.00	(15,447.50)	78.52
Contributions and Other Grants	1,458.25	37,005.99	82,474.00	(45,468.01)	44.87
Transfers In	.00	89,125.00	162,946.00	(73,821.00)	54.70
Other Financing Sources/Misc	11,222.98	80,601.21	81,569.00	(967.79)	98.81
Total Revenue	68,512.24	4,176,234.95	4,393,057.00	(216,822.05)	95.06
Personnel	144,170.93	1,690,871.94	1,735,877.76	45,005.82	97.41
Supplies	10,386.10	166,685.16	178,797.00	12,111.84	93.23
Purchased Services	33,266.68	464,791.84	462,235.50	(2,556.34)	100.55
Community Prgms/Contributions	.00	2,074,026.77	1,975,961.00	(98,065.77)	104.96
Transfers Out	12,416.35	169,347.08	178,881.00	9,533.92	94.67
Capital Outlay	.00	.00	1,397.00	1,397.00	.00
Miscellaneous	.00	.00	(28,253.00)	(28,253.00)	.00
Total Expenditure	200,240.06	4,565,722.79	4,504,896.26	(60,826.53)	101.35
Net revenue over (under) expenses	(131,727.82)	(389,487.84)	(111,839.26)	(277,648.58)	348.26

Attachment 1(a) Current Year

Gunnison County
COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 02/28/2014

Health & Human Services

D55

Description	Actual PTD 2/28/2014	Actual YTD 2/28/2014	Budget	Budget Variance	% Budget Used
340 Self-Sufficiency Dev	.00	17,848.45	191,443.00	(173,594.55)	9.32
350 Program Support	118,557.87	175,643.81	1,037,623.00	(861,979.19)	16.93
360 Chldrn & Fam Svcs	721.00	60,565.46	788,243.00	(727,677.54)	7.68
365 Child Support Services	20.00	5,133.88	65,385.00	(60,251.12)	7.85
380 Public Assistance	1,721.40	159,302.88	1,954,541.00	(1,795,238.12)	8.15
530 Senior Resources	72.00	223.00	110,778.00	(110,555.00)	.20
550 Child & Family Health	372.00	20,372.00	382,288.00	(361,916.00)	5.33
555 Community Health Services	9,080.22	14,562.47	247,804.00	(233,241.53)	5.88
560 Family Planning	2,989.94	4,629.78	125,872.00	(121,242.22)	3.68
Total Revenue	133,534.43	458,281.73	4,903,977.00	(4,445,695.27)	9.35
340 Self-Sufficiency Dev	1,963.55	20,541.27	223,511.00	202,969.73	9.19
350 Program Support	76,656.70	139,934.37	920,756.00	780,821.63	15.20
360 Chldrn & Fam Svcs	42,859.44	114,006.64	944,279.00	830,272.36	12.07
365 Child Support Services	7,674.37	15,078.22	100,932.00	85,853.78	14.94
380 Public Assistance	5,532.35	161,946.30	1,954,691.00	1,792,744.70	8.29
530 Senior Resources	12,161.91	23,117.21	159,690.00	136,572.79	14.48
550 Child & Family Health	21,937.72	39,611.36	371,939.00	332,327.64	10.65
555 Community Health Services	11,635.50	20,680.19	266,257.00	245,576.81	7.77
560 Family Planning	9,797.67	19,136.12	127,722.00	108,585.88	14.98
Total Expenditure	190,219.21	554,051.68	5,069,777.00	4,515,725.32	10.93
Net revenue over (under) expenses	(56,684.78)	(95,769.95)	(165,800.00)	70,030.05	57.76

Attachment 1(a) current Year

Gunnison County COLORADO

Monthly Revenue/Expense Report - Department

Fiscal year thru period ending 02/28/2014

Health & Human Services

D55

Description	Actual PTD 2/28/2014	Actual YTD 2/28/2014	Budget	Budget Variance	% Budget Used
Taxes	99,685.37	102,930.13	278,000.00	(175,069.87)	37.03
Intergovernmental	4,442.81	283,566.52	4,087,730.00	(3,804,163.48)	6.94
Charges for Services	4,042.50	5,538.55	84,528.00	(78,989.45)	6.55
Contributions and Other Grants	373.00	20,838.00	119,277.00	(98,439.00)	17.47
Transfers In	17,500.00	35,500.00	245,596.00	(210,096.00)	14.45
Other Financing Sources/Misc	7,490.75	9,908.53	88,846.00	(78,937.47)	11.15
Total Revenue	133,534.43	458,281.73	4,903,977.00	(4,445,695.27)	9.35
Personnel	140,878.09	274,129.79	1,904,743.00	1,630,613.21	14.39
Supplies	7,104.00	11,448.08	183,018.00	171,569.92	6.26
Purchased Services	23,159.99	44,903.62	469,213.00	424,309.38	9.57
Community Prgms/Contributions	.00	184,812.35	2,254,835.00	2,070,022.65	8.20
Transfers Out	19,077.13	38,757.84	257,968.00	219,210.16	15.02
Total Expenditure	190,219.21	554,051.68	5,069,777.00	4,515,725.32	10.93
Net revenue over (under) expenses	(56,684.78)	(95,769.95)	(165,800.00)	70,030.05	57.76

Attachment 1(a) current year

Gunnison County

Monthly Revenue/Expense Report - Programs
Fiscal year thru period ending 04/30/2014

Public Health

410

Description	Actual PTD 4/30/2014	Actual YTD 4/30/2014	Budget	Budget Variance	% Budget Used
Intergovernmental	.00	5,836.16	482,563.00	(476,726.84)	1.21
Charges for Services	.00	4,010.00	62,500.00	(58,490.00)	6.42
Contributions and Other Grants	.00	20,615.00	115,077.00	(94,462.00)	17.91
Transfers In	.00	.00	7,778.00	(7,778.00)	.00
Other Financing Sources/Misc	.00	9,103.09	88,046.00	(78,942.91)	10.34
Total Revenue	.00	39,564.25	755,964.00	(716,399.75)	5.23
Personnel	.00	87,673.60	449,932.00	362,258.40	19.49
Supplies	.00	9,940.60	159,222.00	149,281.40	6.24
Purchased Services	.00	12,998.97	144,363.00	131,364.03	9.00
Community Prgms/Contributions	.00	100.59	12,401.00	12,300.41	.81
Total Expenditure	.00	110,713.76	765,918.00	655,204.24	14.46
Net revenue over (under) expenses	.00	(71,149.51)	(9,954.00)	(61,195.51)	714.78

Attachment 1(a) previous year

Gunnison County

Monthly Revenue/Expense Report - Programs

Fiscal year thru period ending 12/31/2013

Public Health

410

Description	Actual PTD 12/31/2013	Actual YTD 12/31/2013	Budget	Budget Variance	% Budget Used
Intergovernmental	.00	516,707.15	533,201.00	(16,493.85)	96.91
Charges for Services	.00	43,826.55	66,530.00	(22,703.45)	65.87
Contributions and Other Grants	.00	33,066.75	176,872.00	(143,805.25)	18.70
Transfers In	.00	25.00	.00	25.00	.00
Other Financing Sources/Misc	.00	79,214.99	12,752.00	66,462.99	621.20
Total Revenue	.00	672,840.44	789,355.00	(116,514.56)	85.24
Personnel	.00	378,464.27	407,564.00	29,099.73	92.86
Supplies	.00	148,206.26	189,393.00	41,186.74	78.25
Purchased Services	.00	169,007.92	194,481.76	25,473.84	86.90
Community Prgms/Contributions	.00	10,591.27	11,596.00	1,004.73	91.34
Capital Outlay	.00	.00	2,258.00	2,258.00	.00
Total Expenditure	.00	706,269.72	805,292.76	99,023.04	87.70
Net revenue over (under) expenses	.00	(33,429.28)	(15,937.76)	(17,491.52)	209.75

Attachment 1(b) current year

Run date: 04/01/2014 @ 16:03
Bus date: 04/01/2014

Gunnison County
Monthly Revenue & Expense-Cost Centers

Select..: AXXXX XX XXX-XX 705-X
GLJANER.L10 Page 1

01 550-00 705-0 Nurturing Parenting Prog NPP X

2014

Description	Actual PTD 4/30/2014	Actual YTD 4/30/2014	Fiscal year thru period ending 04/30/2014 Budget	Budget Variance	% Budget Used
4262 CO Dept of Pub Health (CDPHE)	.00	.00	25,000.00	(25,000.00)	.00
4398 Fees	.00	.00	500.00	(500.00)	.00
4497 Other Private Grants	.00	.00	8,000.00	(8,000.00)	.00
4999 Other Revenue	.00	.00	14,746.00	(14,746.00)	.00
Total Revenue	.00	.00	48,246.00	(48,246.00)	.00
5112 Salaries-Part Time	.00	3,902.96	34,461.00	30,558.04	11.33
5210 Payroll Tax -FICA	.00	311.66	2,673.00	2,361.34	11.66
5230 Retirement	.00	.00	1,173.00	1,173.00	.00
5240 Unemployment Insurance	.00	6.11	52.00	45.89	11.75
5250 Workmans' Comp Insurance	.00	40.99	99.00	58.01	41.40
5260 Employee Assistance Premium	.00	.00	25.00	25.00	.00
6110 Office Supplies	.00	53.00	300.00	247.00	17.67
6120 Operating Supplies	.00	6.85	500.00	493.15	1.37
6170 Postage	.00	.00	50.00	50.00	.00
6180 Photocopy	.00	36.16	150.00	113.84	24.11
7311 Travel - Motor Pool	.00	.00	600.00	600.00	.00
7312 Travel - Meals	.00	.00	200.00	200.00	.00
7313 Travel - Lodging	.00	.00	500.00	500.00	.00
7331 Meetings-Meals	.00	110.98	3,000.00	2,889.02	3.70
7332 Meetings-Registrations	.00	.00	500.00	500.00	.00
7410 Advertising & Legal Notices	.00	30.00	170.00	140.00	17.65
7470 Insurance & Bonds	.00	.00	18.00	18.00	.00
7480 Stipends	.00	.00	250.00	250.00	.00
7491 Computer Services	.00	587.50	3,525.00	2,937.50	16.67
Total Expenditure	.00	5,086.21	48,246.00	43,159.79	10.54
Net revenue over (under) expenses	.00	(5,086.21)	.00	(5,086.21)	.00

Attachment 1(b) previous year

Run date: 04/01/2014 @ 16:03
Bus date: 04/01/2014

Gunnison County
Monthly Revenue & Expense-Cost Centers

Select..: AXXXX XX XXX-XX 705-0
GLJANER.L10 Page 1

01 550-00 705-0 Nurturing Parenting Prog NPP
X

2013

Description	Actual PTD 12/31/2013	Actual YTD 12/31/2013	Budget	Budget Variance	% Budget Used
			Fiscal year thru period ending 12/31/2013		
4262 CO Dept of Pub Health (CDPHE)	.00	19,031.37	22,000.00	(2,968.63)	86.51
4398 Fees	.00	150.00	500.00	(350.00)	30.00
4497 Other Private Grants	.00	8,000.00	8,000.00	.00	100.00
4803 Transfer from Human Services	.00	25.00	.00	25.00	.00
4999 Other Revenue	.00	.00	11,638.00	(11,638.00)	.00
Total Revenue	.00	27,206.37	42,138.00	(14,931.63)	64.56
5111 Salaries-Full Time	.00	.00	588.00	588.00	.00
5112 Salaries-Part Time	.00	30,431.55	29,259.00	(1,172.55)	104.01
5210 Payroll Tax -FICA	.00	2,326.75	2,314.00	(12.75)	100.55
5230 Retirement	.00	318.64	638.00	319.36	49.94
5240 Unemployment Insurance	.00	89.72	88.00	(1.72)	101.95
5250 Workmans' Comp Insurance	.00	202.70	112.00	(90.70)	180.98
5260 Employee Assistance Premium	.00	18.39	25.00	6.61	73.56
6110 Office Supplies	.00	462.81	329.00	(133.81)	140.67
6120 Operating Supplies	.00	1,143.37	633.00	(510.37)	180.63
6170 Postage	.00	54.89	77.00	22.11	71.29
6180 Photocopy	.00	262.56	200.00	(62.56)	131.28
6610 Equipment & Furn. under $4,000	.00	484.98	150.00	(334.98)	323.32
7310 Travel - Transportation	.00	73.45	74.00	.55	99.26
7311 Travel - Motor Pool	.00	337.12	335.00	(2.12)	100.63
7312 Travel - Meals	.00	194.69	241.00	46.31	80.78
7313 Travel - Lodging	.00	663.81	730.00	66.19	90.93
7330 Meetings-Supplies	.00	462.16	406.00	(56.16)	113.83
7331 Meetings-Meals	.00	2,796.89	2,400.00	(396.89)	116.54
7332 Meetings-Registrations	.00	285.00	475.00	190.00	60.00
7410 Advertising & Legal Notices	.00	97.30	151.00	53.70	64.44
7420 Printing & Publishing	.00	34.50	.00	(34.50)	.00
7440 Schools & Training	.00	250.00	.00	(250.00)	.00
7470 Insurance & Bonds	.00	18.00	18.00	.00	100.00
7480 Stipends	.00	250.00	250.00	.00	100.00
7491 Computer Services	.00	2,643.75	2,645.00	1.25	99.95
Total Expenditure	.00	43,903.03	42,138.00	(1,765.03)	104.19
Net revenue over (under) expenses	.00	(16,696.66)	.00	(16,696.66)	.00

Attachment 2

Current Financial Statements

See Attachments 1a and 1b

Attachment 3

Year End Financial Statements, Audit and Sources of Income Table

See Attachments 1a and 1b for Year End Statements

See http://www.gunnisoncounty.org/DocumentCenter/View/2461 for Gunnison County 2012 Audit

Attachment 4

Major Contributors- Gunnison County Nurturing Parenting Program

2013

Colorado Children's Trust Fund	$25,000
Temple Hoyne Buell Foundation	$8,000

2012

Colorado Children's Trust Fund	$25,500
Temple Hoyne Buell Foundation	$8,000
Community Foundation of the Gunnison Valley	$3,000

2011

Colorado Children's Trust Fund	$22,500
Temple Hoyne Buell Foundation	$8,000
Community Foundation of the Gunnison Valley	$1,950

Attachment 5

In-Kind Contributions- Gunnison County Nurturing Parenting Program

St. Peters Catholic church donates the use of their Parish Hall facility weekly, free of charge. The space is large enough to comfortably accommodate the all of the families that NPP serves. It provides our program with 5 classrooms, a large kitchen, and a dining area that can easily seat every family. A refrigerator and a storage room is also provided making it easy to prepare for class each week. The normal rental fee that is charged for the hall is $125 per night with a storage fee of about $40 per month. Their donation saves our program an estimated $4,500 each year. The church has stated that they are committed to allowing us to use their facility for as long as it is needed.

Attachment 6

Board of Directors – Gunnison County

The Nurturing Parenting Program is offered by the Department of Health and Human Services Public Health program which is governed by the Gunnison County Board of County Commissioners.

1. Johnathan Houck
    a. Gunnison Resident
    b. Former City Council Member and Mayor
    c. Retired School Teacher
    d. Former NPP Facilitator
    e. 2013-2017

2. Paula Swenson
    a. Chairperson
    b. Gunnison Resident
    c. Business Owner
    d. 2005-2017

3. Phil Chamberland
    a. Commissioner
    b. Gunnison Resident
    c. Business Owner
    d. 2011-2015

Attachment 7

Gunnison County
COLORADO

Finance Department

PHONE 970.641.2203 FAX 970.641.7643

April 1, 2014

To Whom It May Concern:

Gunnison County, Colorado is granted authority to act as a political subdivision of the Colorado State Government pursuant §30-5-129 of the Colorado Revised Statutes. It has been granted the legal capacity and functions of other counties in the State of Colorado according to Title 30 of the Statutes, including tax exemption for State and Local Sales and Use Taxes or Federal Excise Tax. Gunnison County was established March 9, 1877.

The Internal Revenue Service Employer Identification Number for Gunnison County is 84-6000770 and the State of Colorado Tax Exemption number is 98-02498-000.

If you have any questions or require additional information, please contact me at (970) 641-2203.

Sincerely,

Ben Cowan
Assistant Finance Director

: bc

200 East Virginia Avenue ♦ Gunnison, CO 81230

2. YOUR RIGHTS & RESPONSIBILITIES UNDER FEDERAL LAW

2-1 **Equal Employment Opportunity.** Gunnison County is dedicated to the principles of equal employment opportunity in any term, condition or privilege of employment. We do not discriminate against applicants or employees on the basis of age (40 and over), race, sex, color, religion, national origin, disability, genetic information, sexual orientation, political affiliation, or any other status protected by federal, state or local law.

2-2 **Unlawful EEO Harassment.** This prohibition includes unlawful harassment based on any of the above protected classes. Unlawful harassment includes verbal or physical conduct which has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. This policy applies to all employees including managers, supervisors and co-workers.

Gunnison County will also take appropriate measures to protect employees from unlawful harassment by non-employees.

2-3 **ADA Accommodation.** After reviewing the appropriate job description, Gunnison County will make reasonable accommodation for qualified individuals with known disabilities, unless doing so would result in an undue hardship to the County. This policy governs all aspects of employment, including selection, job assignment, compensation, discipline, termination, and access to benefits. Employees needing such accommodation are instructed to contact their supervisor or Human Resources immediately.

2-4 **Sexual Harassment.** Gunnison County strongly opposes sexual harassment and inappropriate sexual conduct. Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, when:

- Submission to such conduct is made explicitly or implicitly a term or condition of employment;
- Submission to or rejection of such conduct is used as the basis for decisions affecting an individual's employment;
- Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment.

All employees are expected to conduct themselves in a professional and businesslike manner at all times. Inappropriate sexual conduct that could lead to a claim of sexual harassment is expressly prohibited by this policy. Such conduct includes, but is not limited to, sexually implicit or explicit communications whether in:

- Written form, such as cartoons, posters, calendars, notes, letters, e-mail;
- Verbal form, such as comments, jokes, foul or obscene language of a sexual nature, gossiping or questions about another's sex life, or repeated unwanted requests for dates;
- Physical gestures and other nonverbal behavior, such as unwelcome touching, grabbing, fondling, kissing, massaging, and brushing up against another's body.

2-5 **Filing a Complaint.** If you believe there has been a violation of the EEO, ADA, or ADEA policy; or that harassment based on the protected classes outlined above has occurred, including sexual harassment, please use the Complaint Process, Section 11-1 of these policies. Gunnison County expects employees to make a timely complaint to enable the County to promptly investigate and correct any behavior that may be in violation of the above policies.

Report the incident to the Human Resources Director or any member of management so the matter can be promptly investigated. Your complaint, as well as any information collected from others participating in the investigation, will be kept as confidential as practicable.

If Gunnison County determines that an employee's behavior is in violation of these policies, appropriate disciplinary action will be taken against the offending employee, up to and including termination of employment.

2-6 **Workplace Violence.** It is the commitment of Gunnison County to strive to maintain a work environment that is free from violent behavior. The County will not tolerate violent behavior or the threat of violent behavior involving an employee or a member of the public at any County worksite or against any County worksite. Such behavior will result in corrective and/or disciplinary action and potential criminal charges.

Violent behavior is defined as the infliction or threat of any bodily injury, harmful psychological contact or the destruction or abuse of property. This includes but is not limited to intimidating, threatening or hostile behaviors; jokes or offensive comments which are veiled, conditional, direct, written or verbal; physical abuse; vandalism; arson; sabotage; and/or the use or carrying of weapons of any kind.

An employee who feels that they have been subjected to any behavior prohibited by this policy, or have observed or have knowledge of a violation of this policy, should immediately report it to the Human Resources Director or any member of management. If you feel an imminent threat exists, contact local law enforcement agencies. All complaints will be taken seriously, investigated and appropriate action taken.

Attachment 9

Key Staff – Gunnison County Nurturing Parenting Program

Lana Athey

- Nurturing Parenting Program Coordinator
- Parent Facilitator for the Nurturing Parenting Program
- 3.5 years of experience with the Nurturing Parenting Program
- Working on completing a B.A. in Sociology

Carol Worrall

- Director of Public Health for Gunnison County Department of Health and Human Services (DHHS) and NPP Supervisor
- 12 Years with DHHS and 4 years with NPP
- RN, BSN, ~~20~~ 40 years of experience as a Registered Nurse

Renee Brown

- Director of Gunnison County's Department of Health and Human Services
- 10 Years with DHHS and 5 years with NPP
- LCSW, 31 years of experience in the human services field as a social worker and administrator

Attachment 10

Annual Report – Not Applicable

Attachment 11

2013 Evaluation – Gunnison County NPP

Fall 2013 Session "Infant Toddlers and Preschoolers"

Parents registered	Children registered	Parents graduated	Children graduated	Retention rate	Parents' average rating of NPP	Total make up classes
10	12 Aged 0-2: 5 Aged 3-5: 5 Aged 6-8: 2 Aged 9+:	7 (5 f, 2 m)	10	70%	4.6 out of 5	10

AAPI-2	Construct A	Construct B	Construct C	Construct D	Construct E	Overall Average
Form A (pre)	5.7	6.3	7.1	5.7	7.3	**6.4**
Form B (post)	8.3	8.3	8.7	8.3	8.4	**8.4**

NSCS-2	
Form A (pre)	**71%**
Form B (post)	**84%**

Spring 2013 Session "School Aged Children"

AAPI-2	Construct A	Construct B	Construct C	Construct D	Construct E	Overall Average
Form A (pre)	6.8	5.1	7.0	7.0	5.8	**6.36**
Form B (post)	7.0	5.6	6.8	5.5	6.3	**6.26**

NSCS-2	
Form A (pre)	**72%**
Form B (post)	**80%**

Parents registered	Children registered	Parents graduated	Children graduated	Retention rate	Parents' average rating of NPP	Total Make-Up Classes
8	11 Aged 0-2: 1 Aged 3-5: 3 Aged 6-8: 5 Aged 9+: 2	6 (4 f 2 m)	8	75%	4.51 out of 5	9