



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Human Resources



**Date:** May 30, 2013  
**Board Meeting Date:** July 9, 2013  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Beverly Beasley Johnson, JD, Director, Human Services Agency

**Subject:** Agreement with Institute for Human and Social Development

**RECOMMENDATION:**

Adopt a Resolution authorizing an agreement with the Institute for Human and Social Development to provide child abuse prevention and intervention services, for the term of July 1, 2013 through June 30, 2016, in the amount of \$135,000.

**BACKGROUND:**

The Children's Collaborative Action Team (CCAT) is the designated Child Abuse Prevention Council for San Mateo County. It exists to develop, implement and continually refine a collaborative interagency system of children's services that provides for a continuum of care from prevention to treatment. The Human Services Agency Children and Family Services division provides administrative support to CCAT and facilitates the Request for Proposals (RFP) process to provide child abuse prevention and intervention services. The ultimate goal of the program and services is to provide assistance to at-risk families before children are abused or neglected in order to support the stabilization of families and maintenance of children in their homes. An emphasis is to provide services that are culturally and linguistically appropriate to underserved populations and to build community capacity through parent support and leadership development.

On February 7, 2013, the Human Services Agency (HSA) issued a Request for Proposals (RFP) for Child Abuse Prevention and Intervention and Promoting Safe and Stable Families (PSSF) Programs. HEADSTART is one of the nine (9) contractors that were selected for funding under this RFP.

**DISCUSSION:**

This three year agreement with HEADSTART will provide high-quality, early care and child development services through the Contractor's infant and preschool centers located in Half Moon Bay (Moonridge Child Development Center and Half Moon Bay Development Centers). Families will also receive home-visits and parent-teacher conferences. Children will be screened three times a year using the Desired Results Developmental Profile (DRDP) assessment tool and screened using the Ages and Stages Questionnaire.

The Contractor has assured compliance with the County's Contractor Employees Jury Service Ordinance, as well as all other contract provisions that are required by the County ordinance and administrative memoranda including, but not limited to, insurance, hold harmless, non-discrimination and equal benefits. County Counsel has reviewed and approved this agreement and Resolution as to form and Contractor meets the insurance certificate requirements.

Approval of this agreement contributes to the Shared Vision 2025 outcome of a Prosperous Community by promoting child abuse prevention awareness strategies and early intervention services which will reduce incidence of child abuse in the community. It is anticipated that 84% of parents after receiving training will report positive improvement in their parenting skills.

**PERFORMANCE MEASURE(S):**

Measure	FY 2012-13 Actual	FY 2013-14 Projected
Percent of parents who receive training in "Positive Discipline and Parenting Skills" will report that they now know how to parent their children positively and are utilizing techniques that they learned from their trainings with their children	N/A*	84%

\*Actual baseline data is not available at this time as the current outcomes are based on the focus of the new System Improvement Plan (SIP)

**FISCAL IMPACT:**

The term of the agreement is July 1, 2013 through June 30, 2016. The total obligation is \$135,000 and is 100% funded through State Child Welfare Services Revenue (\$47,665 is Child Abuse Prevention Intervention Treatment (CAPIT) funds, \$77,283 is Promoting Safe and Stable Families (PSSF) funds and \$10,062 is AB2994 funds). There is no Net County Cost. Appropriations will be included in FY 2013-14, FY 2014-15 and FY 2015-16 Recommended Budgets.

## Request for Proposals – Matrix

<b>1</b>	Where was the RFP advertised?	A funding alert was advertised in the San Mateo Daily Journal. The funding alert was also mailed to numerous nonprofit agencies as a means of informing interested applicants of the RFP opportunity. The funding alert established that the RFP could be e-mailed or mailed to interested applicants. Interested applicants also were provided with the choice of picking up the RFP in person. The RFP was also posted on the CCAT and County of San Mateo websites.
<b>2</b>	In addition to any advertisement, list others to whom the RFP announcement was sent:	Refer to item number 1 for specific details.
<b>3</b>	State the total number of RFP's sent to prospective proposers:	267 nonprofit agencies as well as numerous nonprofit agencies that access the CCAT and County of San Mateo websites.
<b>4</b>	How many proposals did you receive?	Twelve (12) proposals were received.
<b>5</b>	List in alphabetical order the names of the proposers (or <b>finalists</b> , if applicable) and the location:	<ol style="list-style-type: none"> <li>1) Cabrillo Unified School District, Central Coast</li> <li>2) Community Overcoming Relationship Abuse (CORA), All San Mateo County</li> <li>3) Daly City Peninsula Partnership –Our Second Home, North San Mateo County</li> <li>4) Edgewood Center for Children and Families, All San Mateo County</li> <li>5) Family Connections, EPA, EMP, RWC</li> <li>6) Institute for Human &amp; Social Development (Head Start), Half Moon Bay</li> <li>7) Puente de la Costa Sur, South Coast</li> <li>8) Rape Trauma Services, Redwood City</li> <li>9) Redwood City School District, Redwood City</li> </ol>