



LEGAL DEPARTMENT
200 South Third Street
Yakima, Washington 98901-2830

June 14, 2019

Dr. Jack Irion
Superintendent, Yakima School District
104 N. 4th Avenue Yakima,
WA 98902

Re: OJJDP Grant Application
Letter of Understanding Regarding Partnership
Updated

Dear Jack,

Matt Fairbank and Sara Watkins met with Amanda Jewell and Omar Santoy to discuss some ideas surrounding the continuation and expansion of the Yakima Youth Leadership Program, which is currently operating on a pilot program basis pursuant to the Memorandum of Understanding between the City and the Yakima School District. We believe, and the evidence shows, that this program is having a positive effect on the 6th grade students who are involved, with a decrease in absences and tardiness in school and increases in grades. We will continue the program through June 30, 2019, and will have additional data on the program available after July 15, 2019.

One of the things we have heard from YSD personnel is that they would like to expand the program to all of the middle schools, and have an increased number of students be involved in the Program. We also heard that it is important to have some sort of education piece available to all 6th grade students, and all of their parents/guardians. We have worked this feedback into the grant proposal.

The Department of Justice has available a small number of OJJDP grants for gang suppression activities. We believe that the Yakima Youth Leadership Program, working in conjunction with the Village meetings of providers and stakeholders and the oversight of the Steering Committee, is an excellent candidate for one of the \$230,000.00 grants available. That money is available for a 36 month period for suppression activities, which totals a little over \$76,000.00 per year.

The three primary elements of the overall program we propose for the grant are:

1. Yakima Youth Leadership Program for up to 30 students at a time across all four Yakima School District middle schools with the anticipation that approximately 75 students will be served each year.
 - a. Entrance and exit criteria to allow for fluid program participants
 - b. Personalized coaching for youth and their families who participate in the program

- c. Monitoring of behavioral issues, grades, attendance, contact with law enforcement and other matters as appropriate
- d. Connecting youth to services such as tutoring, after school activities, sports, mental health, medical, and other community resources
- e. Assistance for families in connecting with community resources
- f. Connection to volunteer mentors through other existing mentorship programs in Yakima
- g. Parent coaching and help, as well as help with accessing community services
- 2. 6th Grade Student and Parent Education
 - a. Connecting with all 6th graders about gang awareness, resilience, hope, opportunities, conflict resolution or other pertinent topics to be determined jointly with the Yakima Youth Leadership Program coordinator and the Yakima School District. This could be through an assembly or series of assemblies, or in-class time depending on what is deemed appropriate by the YSD.
 - b. Connecting with all parents of 6th graders through an educational seminar or seminars discussing similar topics, as well as adverse childhood impacts, community services available, and parent rights. At such a seminar there could also be a services fair where service providers can provide handouts or sign up families and/or youth for services or after school programming. Seminars would need to include a meal and child care for higher attendance.
- 3. Community-wide collaboration through the GRIT Village
 - a. Continue Village meetings and collaboration with meetings still held every other month
 - b. Monthly Steering Committee meetings to discuss long-term strategies and capacity.
 - c. Provide support for the efforts listed in (1) and (2) above.

The OJJDP grant will not cover the costs of all of these aspects. Therefore, the City is seeking support from its current partners—Yakima School District and ESD 105. The City will also be providing personnel support, which may include creating a position within the City to coordinate the program, run the Village meetings and support the Steering Committee. We are asking that each entity listed herein (the City, YSD and ESD 105) contribute to the program, with the expectation that the Village participants will also be willing to provide specific contributions to portions of the program (in part as indicated below). Many Village members are supplying Letters of Support outlining their participation in the Village and wanting to be part of the community-wide effort to limit gang violence and activity in Yakima.

For purposes of the OJJDP grant, we would like to formalize our understanding of YSD's role in the Yakima Youth Leadership Program and the 6th Grade Student/Parent education piece. If the grant is received, YSD would agree to the following:

- 1. YSD will allow the Yakima Youth Leadership Program coaches and coordinator to have access to students involved in the program during the school day as the teacher, principal and staff allow. It is anticipated that each coach will be in the schools for approximately 12 hours per week. Coaches will coordinate with school staff for meeting room space, and the times when student contact is allowed. Coaches will also

- have access to relevant data (and will be required to complete any training or paperwork associated with gaining access to relevant data—anticipated to include attendance, grades, and disciplinary data).
2. YSD will provide the space at each of the four middle schools for an all 6th grade class assembly at least one time per year. This assembly may be combined with other assembly programming already envisioned or be a separate assembly. The assembly will focus on a topic that is pertinent to 6th graders and will help them make good decisions and stay out of gangs and violence. The topics will be jointly agreed upon in advance between the YSD and the program coordinator. YSD will be responsible for any costs associated with the assemblies. It is anticipated that local stakeholders, service providers and community members would volunteer their time to speak and present at this assembly, however, in the event there are costs associated with the speaker(s), YSD will pay those costs.
 3. YSD will provide space at a school, or coordinate to provide space outside of a school, for the education presentation to 6th grade parents/families/guardians. Since this likely will be in the evening or on a weekend, YSD understands that coordination includes providing a meal and some sort of child care (could be done through volunteer organizations). The topics will be jointly agreed upon in advance between the YSD and the program coordinator. YSD will be responsible for any costs associated with the presentation. It is anticipated that local stakeholders, service providers and community members would volunteer their time to speak and present at this assembly, however, in the event there are costs associated with the speaker(s), YSD will pay those costs. The coordinator will organize a services fair where families can sign up for services, after school activities, and get information about opportunities in Yakima. YSD will provide space for this services fair at the location.
 4. YSD agrees to help train, where appropriate, the Yakima Youth Leadership Program coaches at no cost. Training could include, but is not limited to, training in case management, home visitation, ACEs, and school district policies. Any training will be at the discretion of the YSD. Training also could include allowing the Yakima Youth Leadership Program coaches to attend YSD training opportunities provided to other district staff.
 5. YSD will designate a liaison at each school to work with the Yakima Youth Leadership Program coaches and coordinator. How often these parties meet is up to the discretion of the liaison and the coaches.

Under the current plan, the coaches would not be employed by the City or YSD. They would be employed through the ESD, which would also provide space for meetings, when necessary, as well as the equipment and office supplies necessary for the coaches (tablets/laptops and phones, etc.). As part of the partnership, ESD 105 has agreed to be the hiring agency for the three limited time Education Advocates which will be assigned to the middle schools. ESD will also provide space at the Open Doors facility when necessary for meetings or workspace for the Education Advocates. ESD has also agreed to an overhead percentage of approximately 7.5% for the federal grant.

I hope that you find the above outline of the program acceptable. If you agree to it, the City is asking you to sign below. If the City receives the OJJDP grant funding, it is understood that a

formal Memorandum of Understanding, or similar legal contract, will be entered into, which outlines the terms above, as well as other components of the partnership between the City and the Yakima School District on this project. I will need to have you return this Letter, signed on or before June 20, 2019. The government suggests that the grant applications and accompanying documents (of which this would be one that is required) be uploaded on June 21, 2019 with the deadline for the grant applications on June 24, 2019. The formal contract or memorandum of understanding will need to be signed after the grant has been awarded.

Thank you for allowing the pilot program to operate in Franklin Middle School and Lewis and Clark Middle School. We have seen positive impacts with the students who have been served. Your cooperation in the effort in the future, and your willingness to work with the City to obtain this grant funding to continue and expand the program would be appreciated.

Please let me know if you have any questions, and contact me as soon as possible if additional meetings or discussions need to occur so that we can finalize our tentative agreement within the deadlines stated above.

Sincerely,



Sara Watkins
City of Yakima, GRIT

The Yakima School District agrees to the terms of this letter of intent and will enter into a memorandum of understanding with the City to partner on the Yakima Youth Leadership Program and related activities if the OJJDP grant is awarded to the City.

YAKIMA SCHOOL DISTRICT



By: ~~Dr. Jack Irion~~ Trevor Greene, Incoming Superintendent
Yakima School District Superintendent

Cc: Kevin Chase
Cliff Moore
Matt Fairbank