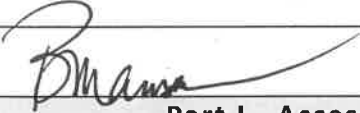


Division of Child Support Services'-Contract's Unit  
 Annual Arizona Grant for Access and Visitation Program Application  
*For Federal Fiscal Year 2020*  
 Start October 1, 2019 and Ends September 31,2020

Completed By: Brooke Mansour

Name of County: Superior Court of  
 Arizona in Cochise County

Signature



Title: Director, FCC

**Part I - Access and Visitation-Awarded Grant Allocation**

This section has been pre-filled by the Contract's Unit, amounts cannot be altered.

1. Access and Visitation Grant amount awarded by the Division of Child Support Services:	<b>\$54,612.90</b>
2. You agree to provide the in-kind 10% matching amount (Line 1 amount x 10%=):	<b>\$5,461.29</b>
3. Total awarded amount for 2020 Access and Visitation Grant, includes county 10%:	<b>\$60,074.19</b>

How is the A&V Grant Awarded to Participating Arizona Counties for Federal Fiscal Year 2020: Participating counties are automatically awarded a \$10,000.00 A&V Base Amount; then an additional amount is awarded based on the number of cases reported during the previous year.

**Part II - Access and Visitation-Annual Costs of Allowable Activities**

Provide a breakdown of how much funding you will allocate for each A&V service for Federal Fiscal Year 2020

**SPECIFY THE ANNUAL COSTS NEEDED TO OPERATE EACH SERVICE**

Mediation (Both voluntary and mandatory)	\$25,531.47
Counseling	\$ 9,011.25
Parent Education	\$
Visitation and Enforcement	\$
Development of Parenting Plans and Visitation Guidelines	\$25,531.47
Total A&V Annual Costs (the amount must match "total awarded" listed in line 3 above):	\$60,074.19

**Part III - Access and Visitation-Service Description of Offered Activities**

Please answer the following questions to provide a clear explanation for each activity you are providing in FFY2020:

**MEDIATION (Must focus on AV issues):** May be court ordered or voluntary. Is a resource intensive service which typically involves professionals who meet with both parents to resolve parenting disputes and encourage the development of a mutually-agreed upon parenting time-plan. This service must focus on parent-time issues rather than general divorce issues, such as property division, financial asset division, etc.:

- 1. Describe the service you are providing:** Parents of minor children who are divorced, in the process of divorcing or never-married parents who are separating, meet with a mediator to discuss primary residence, legal decision-making, parenting time and other areas that are in the child(ren)'s best interests.
- 2. Describe your goals; what do you intend to achieve and expected outcomes:** The goals of the mediation sessions include increased effectiveness of parental communication and the creation of a proposed parenting plan to ensure time and relationships with both parents (and in some cases, grandparents). Another goal is for non-custodial parents to attain more parenting time as well as increased access to the children via the telephone, computer, and/or in person.
- 3. What is your Application or Referral Process:**Parents either file for mediation or they are ordered by the Court to mediation. The Orders come from the Clerk's office or directly from the Judge.
- 4. Safety and Security Procedures (A&V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using the Mediation services:**In mediation, parents provide safety information on a Pre-Mediation Screening form that is mailed to them with the Notice of Mediation letter. Each parent meets individually with the mediator prior to the session. Parents are asked questions regarding safety, domestic violence, and other aspects to ensure that both feel as safe as possible and provide enough relevant history for the mediation process to be conducted safely. Security personnel are always on site. They screen parents when they arrive. Separate rooms are used for the session as necessary or as requested. Telephonic mediation sessions are also an option for parents.

**COUNSELING (Must focus on AV issues):** Includes services provided by mental health professionals to assist parents as they address inter-personal conflicts by focusing on the best interest of the child and the importance of shared parenting. This service provides support for families during the process of establishing or re-establishing relationships between a child and an absent parent Counseling cannot focus on mental health issues, such as alcohol/drug addiction, drug testing, domestic violence, anger management issues or psychological/mental health evaluations; these issues cannot be funded by the AV grant.

- 1. Describe the service you are providing:** Parents of minor children, who need additional assistance in determining parenting time for all parties involved, and to parents of minor children who are interested in co-parenting skills post-divorce.
- 2. Describe your goals; what do you intend to achieve and expected outcomes:** Parents can learn to communicate more effectively about the time spent with each parent and how to maintain the relationship between each parent and the child(ren). Sessions may address how each parent benefits from establishing and/or maintaining relationships with their children, develop skills to better coordinate parenting time, develop problem-solving skills regarding children's issues, and ways to make parenting time more meaningful.
- 3. What is your Application or Referral Process:** Participants can file for conciliation sessions through the Clerk's office or they can be ordered by the Court.
- 4. Safety and Security Procedures (A&V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using the Counseling services:** The same procedures are used as in mediation. Security officers are on-site and can walk participants to their vehicles following sessions. Pre-session screenings are conducted, and separate rooms are available if necessary.

**PARENT EDUCATION (Must focus on AV issues):** As a curriculum (multi-class or a single class) that promotes the development of healthy co-parenting relationships, understanding the benefits of shared parenting and parenting time agreements, and learning about the court procedures involved in visitation and custody orders. Parenting classes regarding discipline, child development, basic child care, etc., cannot be funded by the AV grant:

**1. Describe the service you are providing:** Parents are mandated to take a Domestic Relations/Parent Information Program class when divorcing/separating with minor children. The instructor conducts classes twice per month for all participants in the county. There is also a DVD which can be mailed to parents if they cannot attend in person.

**2. Describe your goals; what do you intend to achieve and expected outcomes:** Parents learn about the dynamics of families experiencing divorce/separation, the impacts on each family member, the process and some procedures that take place. They also learn how they can help their families cope with the event of divorce/separation and the importance of effective parenting for their children. The goal is to increase the number of parents who take the Parenting Education class before mediation.

**3. What is your Application or Referral Process:** Parents are ordered by the Court via the Notice of Mediation. Parents can register by phone or online for the classes.

**4. Safety and Security Procedures (A&V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using the Parent Education services:** A security officer is present during registration and class to ensure the safety of all participants. Parents who have experienced domestic violence are not registered for the same class. A DVD is also available.

**VISITATION AND ENFORCMENT (Must focus on AV issues):** Visitation enforcement includes but is not limited to services designed to monitor parental compliance of a parenting plan agreement and visitation orders and to resolve disputes involving parental non-compliance.

➤ **Monitored/Therapeutic/Supervised Visitation:** Services for non-custodial parents—court-ordered or voluntary—who would otherwise be denied access to their children. These services should focus on trained staff supervising the visitations in a safe setting appropriate to the particular issues experienced by the family. Note: If a program is offering “therapeutic visitation” to parents who have had their children removed by child welfare, the AV grant cannot pay for the cost of the therapist to address such issues as anger management, appropriate discipline techniques, general family therapy and/or other issues identified by social services:

**1. Describe the service you are providing:** Parents are encouraged to seek professional services to provide monitored/therapeutic/supervised visitation by observing parenting time between the non-residential parent and child(ren).

**2. Describe your goals; what do you intend to achieve and expected outcomes:** The safety and welfare of the children and parents are helped when a third, neutral party is present. Parents and children can have time together without parental conflict.

**3. What is your Application or Referral Process:** Parents are encouraged to seek professional services to provide monitored/therapeutic/supervised visitation by observing parenting time between the non-residential parent and child(ren).

**4. Safety and Security Procedures (A&V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using the visitation services:** Professional parenting coordinators or therapists possess the knowledge of domestic violence, children’s developmental stages, and parental conflict issues. Neutral, public locations are used for parenting time.

➤ **Neutral Drop-Off/Pick-Up:** Services for high-conflict parents and their children in a neutral environment for the safe exchange of a child from the custodial parent to the non-custodial parent or vice versa. These services are often available through community and faith-based organizations and/or supervised visitation centers. Note: A transporter retrieving a child from a grandparent/legal guardian and taking a child to a supervised visitation with parents is not considered an AV service to the grandparent/legal guardian. It is only an AV service if the conflict between the grandparent/legal guardian and the parent(s) is so high that the visit would not occur without the “Neutral Drop-Off/Pick-Up” service:

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| 1. <b>Describe the service you are providing:</b> The person who is monitoring parenting time may also be hired to assist with transporting the child or parent, or be present at a public, neutral location when the child is dropped off and picked up.   |
| 2. <b>Describe your goals; what do you intend to achieve and expected outcomes:</b> Provide a safe and neutral location for all family members.   |
| 3. <b>What is your Application or Referral Process:</b> Same as with supervised parenting time  |
| 4. <b>Safety and Security Procedures (A&amp;V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using the visitation services:</b> Same as with supervised parenting time |

➤ **Visitation Compliance Monitoring:** Services usually court-connected designed to monitor parental compliance of a court order for visitation and/or custody, or parenting plan agreement, and/or to resolve disputes over non-compliance:

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| 1. <b>Describe the service you are providing:</b> Parents may submit requests to the court to return to mediation in an attempt to resolve non-compliance issues and reformulate the parenting plan if necessary.  |
| 2. <b>Describe your goals; what do you intend to achieve and expected outcomes:</b> Same as mediation  |
| 3. <b>What is your Application or Referral Process:</b> Same as mediation  |
| 4. <b>Safety and Security Procedures (A&amp;V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using the visitation services:</b> Same as mediation |

**DEVELOPMENT OF PARENTING PLANS AND VISITATION GUIDELINES (Must focus on AV issues):** Involve the participation of both parents to resolve conflict and collaboratively reach parenting agreements. These plans should not focus on other issues that may arise between conflicted parents (financial, property division, etc.)

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| 1. <b>Describe the service you are providing:</b> A mediator guides the process of parents communicating about the children and trying to reach a mutual, agreeable plan for legal decision-making and time with both parents.  |
| 2. <b>Describe your goals; what do you intend to achieve and expected outcomes:</b> A parenting plan which includes primary residence, legal decision-making and reliable consistent access to and parenting time with parents.   |
| 3. <b>Application or Referral Process:</b> Same as mediation  |
| 4. <b>Safety and Security Procedures (A&amp;V contractors should make every reasonable effort to assure the safety and welfare of the children and adults during visitation services). Please explain what security policies and protocols you will have in place to assure the safety needs of the individuals using this service:</b> Same as mediation |

#### Part IV - Access and Visitation–Evaluation and Monitoring

In accordance with 45 CFR Part 303 – Standards for Program Operations, the State must monitor, evaluate and report data specific to programs funded under Grants to States for Access and Visitation:

- A. For Federal Fiscal Year 2020, the following shall be submitted monthly to the DCSS Contracts' Unit for processing A&V expenditures; in accordance with; your Intergovernmental Agreement (IGA), Section 10.0, "Reporting Requirements," and Section 11.0, "Payment Requirements:" ...This information shall be submitted by the 15<sup>th</sup> day of the month following the month services were provided:**
- DCSS' Contracts Unit's "Access and Visitation Expenditure by Service Report" (see attached): This report is required to be completed by the County's A&V Program on a monthly basis.
  - DCSS' Contracts Unit's "Monthly Summary - The Local Service Provider Worksheet" (see attached): This report is required to be completed by the County's A&V Program on a monthly basis.
  - Certified Public Expenditure Statements (validating expenses): When claiming for "personal services," "employee-related expenses," "professional and outside services," etc., please ensure you attach copies of time sheets, receipt of payments for A&V services, travel claims for mileage, etc. so we can properly validate your expenses.
  - A valuation of the source of the 10% match is an ongoing requirement starting in 2019.
- B. For Federal Fiscal Year 2020, Insurance must be submitted to the DCSS Contracts' Unit; in accordance with, your IGA, Section 26.0, Indemnification, and Section 27.2, Insurance Requirements For Any Contractors Used By A Party to the IGA:**
- This applies only to Contractors used by a governmental entity, not to the governmental entity itself. For example; if mediation services aren't a county program, and the county subcontracts with a privatized mediation service, this company must carry insurance coverage as specified in Section 26.0 and Section 27.2 in the IGA. Proof of insurance must be submitted to the Contracts Unit for review and approval. See the attached insurance requirements the Contractor/Sub-contractor shall comply with. The Contractor/Sub-contractor can provide the attachment to their insurance company.

Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008; the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. The Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service or activity. For example, this means if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in alternative format or for further information about this policy, INSERT SPECIFIC LANGUAGE HERE; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request.