

ORDER OF COMMISSIONERS COURT
 Authorizing Execution of an Agreement

The Commissioners Court of Harris County, Texas, convened at a meeting of the Court at the Harris County Administration Building in the City of Houston, Texas, on _____, 2025 with all members present except _____

A quorum was present. Among other business, the following was transacted:

**ORDER AUTHORIZING EXECUTION OF AN AGREEMENT BETWEEN HARRIS
 COUNTY AND CASEY FAMILY PROGRAMS**

Commissioner _____ introduced an order and made a motion that the same be adopted. Commissioner _____ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

Vote of the Court	<u>Yes</u>	<u>No</u>	<u>Abstain</u>
Judge Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Ramsey, P.E.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Briones	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order thus adopted follows:

IT IS ORDERED that County Judge is hereby authorized to execute on behalf of Harris County, the attached Agreement between Harris County and Casey Family Programs to expand prevention and early intervention services to minor children and young adults of immigrant families. The Agreement is incorporated herein as though fully set forth word for word.

All Harris County officials and employees are authorized to do any and all things necessary or convenient to accomplish the purpose of this Order.



AGREEMENT BETWEEN HARRIS COUNTY AND CASEY FAMILY PROGRAMS

THIS AGREEMENT ("Agreement") is entered into by and between Harris County ("County"), a body corporate and politic under the laws of the State of Texas, on behalf of Harris County Resources for Children and Adults ("HCRCA") and Casey Family Programs ("CFP"). CFP and HCRCA are sometimes referred to individually as a "Party" and collectively as the "Parties."

CFP is a nationally-accredited Washington nonprofit corporation, whose mission is to provide, improve and ultimately to prevent the need for foster care. CFP engages states, counties and tribes in child welfare initiatives to: (1) safely reduce the number of youth in foster care in this country; (2) support more effective reinvestments in children and families; (3) demonstrate how every child can have a safe and permanent family; and (4) encourage a shared vision to improve the long-term safety and success of children and families (collectively, the Goals). CFP is committed to demonstrating how every child can have a safe and permanent family. In this work, CFP recognizes the 1978 Indian Child Welfare Act (ICWA) as the "gold standard" of child welfare practice.

HCRCA is a TX public agency whose mission is to support, enhance and advocate for the safety and well-being of children and adults in Harris County, and whose vision is to better the lives of children and adults in Harris County.

In furtherance of CFP's Goals and the Parties' respective missions, the Parties wish to collaborate with each other to share information and resources and engage in a variety of activities for their common purpose and mutual benefit, sharing the responsibilities and benefits of this collaboration (Collaboration). Specifically, the Parties will work together to expand prevention and early intervention services to minor children and young adults of immigrant families who could benefit from social services, collaborative partnerships in the community in order to divert youth and families from the juvenile justice and child welfare systems.

In consideration of the foregoing, the Parties agree as follows:

1. Collaboration. During the Term (as that term is hereinafter defined) of this Agreement, the Parties shall work together on certain collaboration projects ("Collaboration Projects") as set forth in Schedule(s) to this Agreement attached hereto, hereby incorporated by reference. Each Schedule shall contain a description of Collaboration Project(s), including timelines, payments, special conditions, and other pertinent information. This Agreement may be amended from time-to-time to include additional Schedules that shall be signed by the Parties.

2. Contributions.

2.1. Collaboration Leads, Staffing, and Technical Assistance. HCRCA shall designate a leader from its office ("HCRCA Collaboration Lead") as the individual primarily responsible for moving the Collaboration Projects forward under this Agreement and ensuring HCRCA's timely cooperation and engagement.

CFP shall designate a leader from its office (“CFP Collaboration Lead”) as the individual primarily responsible for moving the Collaboration Projects forward under this Agreement, and will identify CFP staff to work with HCRCA to support, implement, and evaluate the Collaboration Projects.

The Collaboration Leads shall be responsible for coordination of all Collaboration Project work efforts, communications, and documentation. The Collaboration Leads will meet regularly to provide ongoing planning and management for each Collaboration Project, with responsibility to: (1) mutually develop Collaboration Project strategies and detailed work efforts, timelines, deliverables, and budgets; (2) document the Collaboration Projects as set forth in the Agreement; (3) oversee implementation of the Collaboration Projects to ensure they are on target; (4) use data to evaluate progress and effectiveness of the Collaboration Projects; and (5) develop effective internal and external communications plans.

In addition, the Parties shall provide the necessary technical assistance, research, data, tools, and expertise to develop and support the Collaboration Projects.

2.2. Project Costs. Subject to the terms and conditions of this Agreement, and the detailed budget and maximum amounts contained in each Schedule, CFP shall provide funds (“CFP Funds”) to defray the costs of the Collaboration Projects. HCRCA is responsible for all costs of the Collaboration or Collaboration Projects not covered by CFP Funds.

3. Evaluation of Data. The Parties shall regularly evaluate Collaboration Projects for compliance and progress towards anticipated measurable outcomes as set forth in each Schedule. HCRCA will provide and otherwise facilitate reasonable access to data to assist CFP with the evaluation of the Collaboration Projects. In support of the Collaboration Projects, CFP may create secondary analyses derived in whole or in part from data provided to CFP by HCRCA. In furtherance of CFP’s child welfare work and collaborations, CFP may disclose to third parties any secondary analyses based on such data that do not contain any personally identifying information (“PII”). PII is information that would identify any individual, including names, addresses, and/or contact information. This section shall survive termination or expiration of this Agreement.

4. Decision-making Responsibility. Any actions taken by HCRCA or results that occur related to the Collaboration Projects and/or any recommendations by CFP or its contractors shall be the sole responsibility and acted upon in the sole discretion of HCRCA.

5. Reports, Invoices and Payments.

5.1. Reports. Throughout the Term of this Agreement, HCRCA will prepare and submit reports to CFP on the status of each Collaboration Project in a form provided by CFP and in accordance with the respective Schedule.

5.2. Invoices. HCRCA shall submit invoices to CFP for each Collaboration Project in accordance with the respective Schedule. Each invoice shall describe the specific work performed for each Project and the costs of such work, in reasonable and sufficient detail requested as by CFP.

6. Payments (if applicable). CFP shall pay HCRCA within thirty (30) days after CFP’s receipt of the required invoices, reports, and any additional information requested by CFP.

7. Use of CFP Funds (if applicable).

7.1. Compliance with Agreement. CFP Funds shall be used solely in accordance with the terms and conditions of, and for the purposes set forth in this Agreement, as detailed in the Strategy and Identified Outcomes and Work Plan(s). HCRCA may not expend CFP Funds for any other purpose

without CFP's prior written approval. HCRCA may expend CFP Funds received in 2025 by the term end date in section 13.1 of Term and Termination.

7.2. Compliance with Law. CFP Funds shall be used exclusively for such exempt purposes as are described in Section 501(c)(3) of the Internal Revenue Code, and otherwise in compliance with all applicable laws and regulations. HCRCA shall not use CFP Funds to engage in any activity in furtherance of any collaboration strategy that jeopardizes CFP's tax status as a private operating foundation. In particular, no CFP Funds shall be used: to carry on propaganda, to attempt to influence legislation, to participate in any political campaign on behalf of or in opposition to any candidate for public office, to make grants to individuals on a non-objective basis, or for any non-charitable or non-educational purpose.

7.3. Return of CFP Funds. HCRCA shall immediately return to CFP any CFP Funds not expended during the applicable calendar year for the purposes of achieving the Collaboration Projects described in the Strategy and Identified Outcomes Plan.

7.4. Records, Review, and Audit. HCRCA must identify CFP Funds on its books for ease of reference and verification. HCRCA shall keep records of all receipts and expenditures arising under this Agreement, as well as copies of reports submitted to CFP, for at least four (4) years following expiration of the Term. Upon written request and reasonable notice by CFP, HCRCA will permit CFP, its agents, or representatives to visit HCRCA's premises and review HCRCA's Collaboration Projects, work efforts, and activities. At CFP's own expense, CFP may conduct an independent financial and/or programmatic evaluation or audit of the expenditures of CFP Funds. This Section shall survive the termination of the Agreement.

7.5. Lobbying Prohibition. No Collaboration Project, initiative, event or other work product created in connection with this Agreement, and no discussion or communication regarding the same, may (a) address itself to the merits of any specific legislation or legislative proposal, or (b) directly encourage recipients to take action with respect to any legislation.

8. Nondiscrimination Policy. The Parties agree that all persons working on the Collaboration Project or receiving support from the Collaboration Project under this Agreement have the right to work in surroundings that are free from all forms of unlawful discrimination. No person shall be denied benefits or be discriminated against on the grounds of race, color, religion, sex, gender identification, gender expression, mental or physical disability, national origin, age, citizenship, sexual orientation, family or marital status, ethnic group affiliation, veteran's or military status, political affiliation or beliefs, ancestry, medical condition, genetic information (including family medical history), pregnancy, or any other basis prohibited by local, state, tribal or federal law.

9. Confidential Information. In connection with the Agreement, the Parties may share proprietary and/or confidential information or materials, including those regarding children, youth, or families, including but not limited to case files, reports, information, or other data furnished to, or prepared, assembled or used by or in furtherance of the Collaboration Projects, and/or names, addresses, physical and mental health data about an individual, family history and like information (collectively, "Confidential Information") that is relevant for the Parties to work together on the Collaboration Projects. Each Party warrants and agrees that such Confidential Information shall not be made available to any outside person or entity (other than to authorized persons contracted by CFP to evaluate a particular Collaboration Project) without prior written approval, except as may be required by law. Each Party agrees to maintain the confidentiality of such Confidential Information by using at least the same degree of care that the Parties use to preserve the confidentiality of its own confidential information but in no event less than a reasonable degree of care. Each Party warrants and agrees that it will be bound and abide by the confidentiality requirements of applicable statutes, rules, and regulations. The Parties will further restrict access to the Confidential Information to persons who have a legitimate work-related purpose to access

such Confidential Information. CFP agrees that it will instruct its employees and agents to maintain the confidentiality of any and all information. In the event that the Confidential Information contains social security numbers or other personally identifying information, the Parties shall utilize best practice methods (e.g. encryption of electronic records where feasible, and/or manual redaction) to protect the confidentiality of such information. To the extent that any of the Confidential Information received is Protected Health Information ("PHI"), as that term is defined under 45 C.F.R. Section 160.103, the Parties are subject to the provisions of the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and Title XIII, Subtitle D of the American Recovery and Reinvestment Act of 2009, commonly known as the Health Information Technology for Economic and Clinical Health Act (HITECH) and the Omnibus Rule (2013). This Section shall survive any termination or expiration of this Agreement.

10. Background Screening. The Parties acknowledge that access to the Confidential Information and interaction with any children, youth or families who participate or are otherwise involved in the Collaboration Projects require discretion and sensitivity. Each Party represents and warrants that its personnel or contractors who have such access or interaction have been screened through appropriate background checks and have been assessed as not posing potential danger or harm, and as otherwise being suitable for the role, based on the assigned responsibilities.

10.1. Criminal Background Check. A current criminal background search for any criminal record, release from incarceration that occurred within the past seven (7) years shall be conducted on each person proposed to work on the Collaboration Projects under this Agreement. For purposes of this Section, "criminal record" includes any (i) arrest resulting in the filing of formal charges which are still pending, or (ii) conviction of a felony or misdemeanor, or (iii) other adverse court orders such as injunctions or restraining orders. Any report of a criminal record shall be submitted to CFP before such person commences work. Throughout the term of this Agreement, HCRCA has an obligation to notify CFP of any new criminal charge, criminal conviction, or adverse court order against any person working on the Collaboration Projects under this Agreement, and CFP has the right to request an additional background search as a condition to any person continuing to work on the Collaboration Projects. CFP, in its sole discretion, shall determine whether to accept or continue to accept the engagement of a person with a criminal record or release from incarceration. The decision of CFP to decline the engagement of such person at any time shall not be deemed or construed in any way as a directive to HCRCA to terminate such person's employment.

11. Intellectual Property

11.1. Previously or Independently Created Works. The Parties acknowledge that to the extent either Party has created written or otherwise documented work product prior to this Agreement ("Works") and contributes Works for use in the Collaboration that are subject to intellectual property rights, including copyrights, trademarks, and moral rights ("IP Rights"), that Party shall hold and retain its IP Rights to those Works, subject to a nonexclusive, perpetual, royalty-free, worldwide and irrevocable license, which is hereby granted, to the other Party to use those Works for purposes consistent with and subject to the provisions of this Agreement, including the right to sublicense to third-parties for non-commercial purposes.

11.2. Collaboration Materials. In furtherance of the Collaboration Projects, the Parties may produce materials, including but not limited to research instruments, published reports, or papers ("Collaboration Materials"). The Parties shall jointly hold IP Rights to Collaboration Materials. Each Party shall have the right to use Collaboration Materials for non-commercial purposes without the consent of or any obligation to pay or account to the other Party.

12. Communication Standards. Prior to publication or other dissemination, CFP and HCRCA shall review and approve Collaboration Materials.

12.1. Acknowledgement. HCRCA shall include a statement acknowledging CFP as a collaborator ("Acknowledgement") on all Collaboration Materials, published in any form and/or in any medium (e.g. reports and papers, flyers, programs, promotional materials, media references, websites). Acknowledgement of CFP shall prominently appear on Collaboration Materials, wherever other such acknowledgements and credits are provided, in a form substantially similar to the following:

"This [publication/report/project/event] was made possible in collaboration with Casey Family Programs, whose mission is to provide, improve – and ultimately prevent the need for – foster care."

12.2. Disclaimer. As requested by CFP, HCRCA shall include a disclaimer in a form substantially similar to the following:

"The findings and conclusions presented in this report are those of the author(s) alone, and do not necessarily reflect the opinions of Casey Family Programs."

12.3. Use of CFP Logo. HCRCA shall not include CFP's logo in its written materials, website or video productions, unless CFP has given its prior written approval, which HCRCA shall request in writing. In any event, HCRCA shall only use the logos provided to HCRCA by CFP.

13. Term and Termination.

13.1. Term. This Agreement shall commence upon execution of the Parties ("Effective Date") and shall continue until December 31, 2025 ("Term"), unless sooner terminated or amended by agreement of the Parties.

13.2. Termination. Notwithstanding the Term, either Party may terminate its participation in the Collaboration at any time during the Term by giving twenty (20) business days' written notice to the other Party. Immediately upon receiving a notice of termination from CFP, HCRCA shall use its best efforts to prevent further costs or expenses from being incurred under this Agreement, and shall cancel as many outstanding obligations as possible. As applicable, if the Agreement involves CFP Funds, within thirty (30) days after the termination of this Agreement CFP shall reimburse HCRCA for reasonable costs and expenses actually incurred prior to termination. If this Agreement is terminated, HCRCA shall immediately return any unused CFP Funds (if applicable).

14. General Terms.

14.1. Insurance. CFP warrants that it carries the following insurance or is self-insured for the following minimum amounts: (a) commercial general and, if applicable, professional liability of \$1,000,000 per occurrence and \$2,000,000 aggregate, (b) automobile liability of \$1,000,000 per occurrence, and (c) property coverage in an amount necessary to cover the replacement cost of such Party's property to be used in support of the Collaboration Projects. HCRCA warrants that it is self-insured in accordance with its limited liabilities under the Texas Torts Claims Act as set forth in the Texas Civil Practice and Remedies Code, Chapters 101, 104, 108 and is self-funded for statutory Workers Compensation exposures pursuant to Chapter 504 of the Texas Labor Code and (b) will address and respond to any and all claims, costs, attorneys' fees, or other expenses that arise as a result of any acts or omissions by HCRCA under this Agreement.

14.2. Liability. No Party is responsible for the acts of third parties. Each Party is responsible for its own acts and omissions and those of its directors, officers, employees, and agents. In the event that HCRCA contracts with a third party for data-sharing related to a collaboration strategy or work effort,

CFP shall have no liability in connection with the third party's access to HCRCA's data, regardless of whether CFP funds are used in connection with the collaboration strategy or work effort.

14.3. Separate Entities. This Agreement shall not create the relationship of employer and employee, a partnership, agency, joint venture or other relationship between any or all of the Parties. Each Party shall be solely liable for the wages, employment taxes, fringe benefits, work schedules, and work conditions of its employees, representatives, agents, and subcontractors, and shall indemnify and shall hold the other Parties harmless from any claim or loss relating to the same to the extent permitted by law.

14.4. Applicable Law. Intentionally omitted by the Parties.

14.5. Notices. All notices or other communications shall be in writing and delivered to the address indicated on the Agreement. Such address may be changed by written notice to the other Party.

14.6. Subcontracting. Neither Party shall delegate the performance of its obligations under this Agreement (Subcontract) to any other person or entity without prior written approval from the other Party.

14.7. Cooperation in the Event of Litigation. HCRCA shall cooperate with CFP in the event that CFP is sued in connection with this Agreement by producing any files or documentation requested by CFP in connection with CFP's defense of the lawsuit.

14.8. Entire Agreement; Modification. This document, including all attachments, contains the terms and conditions that govern the subject matter described in this Agreement, and all other promises, representations, understandings, arrangements, and prior agreements are merged into and superseded by this Agreement. This terms and conditions of this Agreement may only be modified by a written agreement of the Parties signed by an authorized representative of each Party.

14.9. No Third Party Beneficiaries. Nothing in this Agreement, express or implied, is intended to nor shall be construed to confer upon any person or entity, any remedy or claim under or by reason of this Agreement as third-party beneficiaries or otherwise. The terms and conditions of this Agreement are for the sole and exclusive benefit of the Parties to this Agreement.

14.10. No Interpretation against Drafter. The terms and conditions of this Agreement were negotiated by Parties of equal bargaining strength and any rule that ambiguities are to be construed against the drafter shall not apply.

14.11. Assignment. Neither Party may assign its rights or obligations hereunder, whether by written agreement, operation of law or in any other manner whatsoever, except as expressly assignable under the terms of this Agreement, without the other Party's prior written consent, which consent shall not be unreasonably withheld.

14.12. Counterparts. For the convenience of the Parties, this Agreement may be executed, delivered and received in counterpart originals, including by means of facsimile or email transmission, and such counterparts, taken together, shall constitute a single instrument.

14.13. Severability. If any provision of this Agreement is construed by a court of competent jurisdiction to be invalid or unenforceable, that construction does not affect the remainder of this Agreement, which is to be given full force and effect without regard to the invalid or unenforceable provision.

14.14. Signature Authority. Each Party represents that the individual signing this Agreement on its behalf has the authority to do so and to so legally bind the Party.

14.15. Electronic Signatures. Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Delivery of a copy of this Agreement or any other document contemplated hereby bearing an original or electronic signature by facsimile transmission (whether directly from one facsimile device to another by means of a dial-up connection or whether mediated by the worldwide web), by electronic mail in "portable document format" (".pdf") form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing an original or electronic signature.

14.16. No Binding Arbitration; Right to Jury Trial. The County does not agree to binding arbitration, nor does the County waive its right to a jury trial.

14.17. Texas Public Information Act.

- (1) The Parties expressly acknowledge that this Agreement is subject to the Texas Public Information Act, Tex. Gov't Code Ann. §§ 552.001 et seq., as amended (the "Act"). CFP expressly understands and agrees that the County shall release any and all information necessary to comply with Texas law without the prior written consent of CFP.
- (2) It is expressly understood and agreed that the County, its officers and employees may request advice, decisions and opinions of the Attorney General of Texas ("Attorney General") in regard to the application of the Act to any software, or any part thereof, or other information or data furnished to the County, whether or not the same are available to the public. It is further understood that the County, its officers and employees shall have the right to rely on the advice, decisions, and opinions of the Attorney General, and that the County, its officers, and employees shall have no liability or obligations to CFP for the disclosure to the public, or to any person or persons, of any software, or a part thereof, or other information or data furnished to the County in reliance on any advice, decision or opinion of the Attorney General.
- (3) In the event the County receives a written request for information pursuant to the Act that affects CFP's rights, title to, or interest in any information or data or a part thereof, furnished to the County by CFP under this Agreement, then the County will promptly notify CFP of such request. CFP may, at its own option and expense, prepare comments and submit information directly to the Attorney General stating why the requested information is exempt from disclosure pursuant to the requirements of the Act. CFP is solely responsible for submitting the memorandum brief and information to the Attorney General within the time period prescribed by the Act. CFP is solely responsible for seeking any declaratory or injunctive relief regarding the disclosure of information that it deems confidential or privileged.
- (4) **Electronic Mail Addresses.** CFP affirmatively consents to the disclosure of its e-mail addresses that are provided to the County, including any agency or department of the County. This consent is intended to comply with the requirements of the Act, and shall survive termination of this Agreement. This consent shall apply to e-mail addresses provided by CFP and agents acting on behalf of CFP and shall apply to any e-mail address provided in any form for any reason whether related to this Agreement or otherwise.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

CASEY FAMILY PROGRAMS

By: David Marquez
David Marquez
Senior Director, Unaccompanied Immigrant
Children

Date: 4/14/2025

Notice Address:

Casey Family Programs
2001 8th Avenue, Suite 2700
Seattle, WA 98121
Attn: Midori Wu, Administrative Specialist
Telephone: 206-378-4605
Email: lwu@casey.org

HARRIS COUNTY

By: _____
Hon. Lina Hidalgo
Harris County Judge

Date: _____

APPROVED AS TO FORM:

Christian D. Menefee
County Attorney

By: Haley New
Haley New
Assistant County Attorney
C.A. File No.: 25GEN0868

Date: 4/14/2025

Notice Address:

Harris County Resources for Children and Adults
2525 Murworth Dr.
Houston, TX 77054
Attn: Matt Broussard, LMSW, Youth Services
Division Director
Telephone: 832.927.6310
Email: matthew.broussard@harriscountytexas.gov

SCHEDULE 1

**TO THE AGREEMENT
BY AND BETWEEN
CASEY FAMILY PROGRAMS AND HARRIS COUNTY RESOURCES FOR CHILDREN AND ADULTS**

COLLABORATION PROJECT: HARRIS COUNTY NEWCOMER FAMILY SUPPORT

Casey Family Programs (CFP) and Harris County on behalf of Harris County Resources for Children and Adults (HCRCA) are parties to the Agreement. Pursuant to Section 1 of the Agreement, the Parties hereby recognize that this Schedule and the Collaboration Project(s) described herein are incorporated into the Agreement.

Background on Casey Family Programs (CFP) Strategies and Outcomes. The Collaboration Project(s) described in this Schedule contribute to the programmatic outcomes CFP seeks to achieve a safe reduction in the number of youth in foster care and build communities of hope.

Purpose. The purpose of this Collaboration Project (Harris County Newcomer Family Support) is to expand prevention and early intervention services to minor children and young adults of immigrant families who could benefit from social services and collaborative partnerships in the community, and divert youth and families from the juvenile justice and child welfare systems.

Outcomes. The Collaboration Project described in this Schedule aligns with CFP's Goal of safely reducing the number of youth in foster care by 50%.

- CFP's Unaccompanied Immigrant Children (UIC) team will increase coalition building and sustainable support systems to enhance services for immigrant children and families in Harris County.
- Stakeholders across the county will be empowered with the resources and knowledge necessary to provide comprehensive and culturally responsive support to immigrant children and families.
- Addressing service gaps for unaccompanied and immigrant children and families will prevent the need for child welfare interactions.

Work Plan.

Collaboration Project	HCRCA Tasks & Deliverables	CFP Tasks & Deliverables	Due Date
Central American Minors (CAM) Coalition support	In partnership with CFP's UIC team, HCRCA will provide community building and sustainability support to address the sustainability needs of the Central American Minors (CAM) Coalition in Harris County.	CFP will meet with HCRCA bi-monthly to assist in providing technical assistance to explore/amplify additional resources for community building and sustainability support.	Ongoing throughout the Term
Resources for Newcomer Youth ages 18-21 years and at risk of homelessness	HCRCA will address the post high school readiness needs of newcomer youth aged 18 to 21 years old who are at risk of homelessness.	CFP will meet with HCRCA monthly and assist in providing technical assistance and explore/amplify additional resources for newcomer youth, 18-21, through existing partnerships with post release and legal service providers to enhance access for youth at risk of homelessness and/ or	Ongoing throughout the Term

Collaboration Project	HCRCA Tasks & Deliverables	CFP Tasks & Deliverables	Due Date
		aging out of federal immigration relief assistance.	
Substance Abuse Supports	HCRCA will address the substance abuse support needs of newcomer children and youth.	CFP will collaborate with HCRCA in identifying and supporting community-based opportunities benefitting newcomer children and their families/ sponsors, such as professional development trainings and recruitment initiatives targeted to expand this population's access to substance abuse services.	Ongoing throughout the Term
Mental Health Supports	HCRCA will engage in addressing the mental health support needs of newcomer children and youth by leveraging its existing relationships with local mental health service providers to identify, develop and promote professional development and recruitment opportunities.	CFP will collaborate with HCRCA in identifying and supporting community-based opportunities benefitting newcomer children and their families/ sponsors, such as professional development trainings and recruitment initiatives targeted to expand this population's access to needed mental and emotional health services.	Ongoing throughout the Term
Resources for Newcomer Youth and Adults	HCRCA will continue providing educational mentoring services and resources to immigrant and newcomer children and youth up to the age of 21. These services could include mentors, field trips, and educational activities.	CFP will meet with HCRCA bi-monthly and assist in providing technical assistance and explore/amplify additional resources for newcomer children and families.	Ongoing throughout the Term
Translation Services	HCRCA will increase language access for Spanish speaking community members by translating the Harris County Resource Directory to Spanish in order to provide/increase children and youth's access to resources that include basic needs, health, and mental health resources.	CFP will meet with HCRCA bi-monthly and assist in providing technical assistance on language translation services, and explore/amplify additional resources for Spanish-speaking newcomer children and families.	Ongoing throughout the Term
Reporting	HCRCA will provide quarterly reports to Casey outlining the impacts of the Collaboration, including number of clients served, their ages, what type of services received and outcomes.		Quarterly per schedule below
Eligibility	Minor children, young adults (18-23) and their families or caregivers who reside in Harris County. This project will focus on family members who are newcomers to the United States.		
Referrals, Screening & Intake	HCRCA staff, HCRCA's Gulfton Community Youth Development (CYD) subcontractor staff, and other partner agency staff will provide referrals to this program. Positive Youth		

Collaboration Project	HCRCA Tasks & Deliverables	CFP Tasks & Deliverables	Due Date
Procedures	Development staff of HCRCA will assist families with the referral process and refer them to services providers who have experience serving immigrant families.		
Practice Standards	HCRCA is certified by the Council on Accreditation and adheres to related practice standards.		
Grievance Procedures	HCRCA's grievance procedures will be used for grievances from youth or families served by HCRCA.		

Reports and Payments. CFP shall contribute CFP Funds to HCRCA to offset Collaboration Project costs in an amount not to exceed \$35,000, to be paid in four equal installments of \$8,750 each. Pursuant to Section 5, payment of CFP Funds is conditioned upon receipt of reports and requested information. HCRCA shall submit reports to CFP and CFP shall make payments of CFP Funds according to the following schedule:

Reporting Period	Report Due	Payment Date	Amount
Upon Execution of Agreement – 3/31	4/15/25	Within thirty (30) days of receipt of report	\$8,750
4/1 – 6/30	7/15/25	Within thirty (30) days of receipt of report	\$8,750
7/1 – 9/30	10/15/25	Within thirty (30) days of receipt of report	\$8,750
10/1 – 12/31	12/31/2025	Within thirty (30) days of receipt of report	\$8,750
TOTAL			\$35,000

No Expenses. CFP shall not pay for any expenses or out-of-pocket costs.

Invoices. HCRCA shall submit itemized invoices services rendered that at a minimum identify:

- CFP Agreement Number and Schedule of Work
- Detailed description of Services provided
- Name of person providing the Services
- Date of Service for each Service provided
- Number of hours or other unit of measure for each Service provided
- Charge for each Service rendered
- HCRCA's name, address, phone number and tax ID
- Any additional information that CFP requests.

Payment shall not be approved until all documents required by CFP have been submitted to and approved by CFP.

Report and Contact Information. All reports, invoices and communications concerning this Schedule shall be in writing and delivered to the Notice Addresses indicated below:

CASEY FAMILY PROGRAMS

Notice Address:

Casey Family Programs
2001 8th Avenue, Suite 2700
Seattle, WA 98121
Attn: Midori Wu, Administrative Specialist
Telephone: 206-378-4605
Email: lwu@casey.org

**HARRIS COUNTY RESOURCES FOR
CHILDREN AND ADULTS**

Notice Address:

Harris County Youth Services Center
6300 Chimney Rock Rd
Houston, TX 77054
Attn: Matt Broussard, LMSW, Youth Services
Director
Telephone: 832.927.6310
Email: matthew.broussard@harriscountytexas.gov