

MEMORANDUM OF UNDERSTANDING E3 FAMILY SOLUTIONS, INC. FOR
U.S. DEPT. OF HEALTH & HUMAN SERVICES, FAMILY AND YOUTH SERVICES BUREAU (FYSB) SEXUAL
RISK AVOIDANCE EDUCATION GRANT PROGRAM

PREAMBLE

This Memorandum of Understanding contains the level of involvement, responsibilities, and resource commitment of each partner in the Equipping Youth Sexual Risk Avoidance Education program, which will educate youth on how to voluntarily refrain from non-marital sexual activity and prevent other youth risk behaviors. The proposed project will offer an evidence-based approach that will integrate medically accurate information and research findings with practical implementation that aligns with the needs and desired outcomes for the intended audience; and teach the benefits associated with self-regulation, success sequencing for poverty prevention, healthy relationships, goal setting, resisting sexual coercion, social media safety, and other co-occurring risk behaviors such as underage drinking or illicit drug use without normalizing teen sexual activity.

AGREEMENT

THIS MEMORANDUM OF UNDERSTANDING is entered into on May 30, 2023 between the following grant-funded and leveraged resource partners that will provide key program services and the program performance evaluation. The agreement will last until September 29, 2026. Any changes or edits shall be in writing and agreed upon by each partner. Any partner may terminate its participation in the agreement by providing thirty (30) day notice to the other partners.

E3 Family Solutions, Inc.

E3 Family Solutions, Inc. will serve as the **applicant, grant management organization and fiscal agent** for the Sexual Risk Avoidance Education Grant Program (SRAE).

E3 Family Solutions and will provide the following in Sumter, Hernando, and Lake Counties: 1) 12 hours of evidence-based (EB), medically accurate, age appropriate, culturally responsive and linguistically appropriate SRAE to high school-age youth using *Real Essentials Advance (RE A)*; 2) PYD (provided through lessons embedded in *Real Essentials*) on such subjects as healthy relationships, success sequencing, refusal skills, social media safety, suicide and bullying prevention, human trafficking awareness and 3) goal-oriented group discussion, role playing, and information and/or referral to other community services/resources as needed.

All partners understand that E3 Family Solutions, Inc. will be expected to submit program plans to the funder and agree to use medically accurate information referenced in peer-reviewed publications by educational, scientific, governmental, or health organizations; implement an evidence-based approach integrating research findings with practical implementation that aligns with the needs and desired outcomes for the intended audience; and teach the benefits associated with self-regulation, success sequencing for poverty prevention, healthy relationships, goal setting, resisting sexual coercion, dating violence and other co-occurring risk behaviors such as underage drinking or illicit drug use without normalizing teen sexual activity.

The selected curricula have the exclusive purpose of teaching the social, psychological, and health gains to be realized by postponing non-marital sexual activity, as well as the benefits associated with self-regulation, success sequencing for poverty prevention, healthy relationships, goal setting, and resisting sexual coercion, dating violence, and other co-occurring

risk behaviors such as underage drinking or illicit drug use without normalizing teen sexual activity.

E3 Family Solutions, Inc. has extensive experience in effectively administering and providing adolescent pregnancy prevention services through corporate and privately funded projects. E3 will use the expertise it has gained in educating youth and parents about adolescent pregnancy prevention, including SRAE, through their 22-year track record in Lake, Sumter and Hernando Counties in Florida. E3 Family Solutions, Inc. will oversee the project-wide outputs/ process objectives of delivering the SRAE program to 700 youth over the three-year project period. E3 Family Solutions, Inc. will oversee all activities, outputs, objectives and outcomes as described in the Project Description, Logic Model, Work Plan and Timetable. **E3 Family Solutions, Inc. will manage a total project budget of \$450,000 annually for a total of \$1,350,000 for the 3-year project period.**

PROJECT PARTNERS:

PROGRAM PERFORMANCE AND LOCAL EVALUATOR

AMTC & Associates (AMTC) will provide a Program Performance Evaluation, to include systems to oversee performance measurement systems (in accordance with FOA p. 6). The performance measurement data collection system will use a combination of tools prescribed by FYSB (Excel spreadsheet and entrance and exit surveys), along with additional tools such as the EE Online Participant Tracking System (OPTS) which will capture participant characteristics and participant attendance, reach and dosage. AMTC will work with E3 Family Solutions, Inc. to update (as needed) current tools that track and report measures of structure, cost, and support. AMTC & E3 Family Solutions, Inc. have current tools designed to monitor progress towards expected outcomes, improve programs through strategic training and technical assistance efforts, and to report on the status and progress of the program to FYSB & key stakeholders. Existing tools will be updated as needed to meet FYSB requirements. AMTC will work with E3 Family Solutions to specify the data collection and performance measurement plan, which is a part of the broader Program Performance Evaluation (PPE) Plan. The plan will also provide a detailed description of how the data collected will be used to engage in continuous quality improvement of the SRAE program.

As specified in the FOA, p. 6, FYSB does not intend to use performance measures to determine program effectiveness or impact. Accordingly, AMTC will provide a Local Descriptive Evaluation, in accordance with the parameters provided on p.7 of the FOA. AMTC researcher Andrew Gluck will serve as Principal Investigator (PI) and will lead the descriptive evaluation that will both document and link program implementation (program will be implemented with fidelity measures in place) and participant outcomes. AMTC will develop a reliable measurement instrument (pre- and post-surveys) and secure IRB approval. EE understands that survey instruments must be approved by School Districts and E3 Family Solutions. E3 Family Solutions will survey a representative sample of program participants each year. Logic model outcomes and participant satisfaction will also be measured. E3 will be assisted by AMTC who will assist in data collection and analysis, as well as conducting educator observations and discussion groups. A final descriptive evaluation report will be produced within the FYSB required timeframe following the conclusion of the project.

For data collection that will be utilized in the PPE and the Local Evaluation, AMTC will specify the Online Participant Tracking System (OPTS) and train E3 Family Solutions staff on proper use of the web-based data collection tool. OPTS will ensure program implementation plans, participant demographic, attendance and program completion data are accurately recorded and monitored. A program dashboard will allow E3 educators and managers to monitor the program in real time. AMTC will work with E3 Family Solutions staff to monitor program fidelity; and provide data from the OPTS system for funder-required reports. AMTC will provide these services for \$90,000 annually.

PROGRAM DELIVERY SITES

Sumter County School District (SCSD) agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs). SCSD understands that these issues (teen pregnancy and STI prevention) are a priority for their students, and commits to refer students and provide space and time for E3 Family Solutions staff to conduct the SRAE project for students in high school at the following sites: Sumter Prep Academy, Wildwood High School, South Sumter High School, Villages High School.

Hernando County School District (HCSD) agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs). HCSD understands that these issues (teen pregnancy and STI prevention) are a priority for their students, and commits to refer students and provide space and time for E3 Family Solutions staff to conduct the SRAE project for students in high school at the following sites: Nature Coast High School, Central High School, Weeki Wachee, Hernando and Springstead High School.

Lake County School District (LCSD) agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs). LCSD understands that these issues (teen pregnancy and STI prevention) are a priority for their students and commits to refer students and provide space and time for E3 Family Solutions staff to conduct the SRAE project for students in high school at the following sites: Lake Success Academy, South Lake High School and Leesburg High School.

SUPPORTIVE SERVICES

Sumter CAP (Community Action Partnership) agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs). Sumter CAP has 9 years of experience working at preventing substance abuse among youth in Sumter County. They will provide education, activities and resources to reduce co-occurring risk behaviors, particularly substance abuse. Programs and strategies they provide are Friday Night Done Right to provide youth with fun activities in safe environments and normalize the fact that having fun does not need to involve drugs, alcohol or other risky activities, Teen Council to provide peer leadership on avoiding high risk behaviors, Responsible Vendor Training and Compliance Checks to prevent sales to those under-age. Sumter CAP will promote the message that optimal health for all adolescents is to avoid those activities the Centers for Disease Control states as putting students at risk – drugs, alcohol, sexual activity, violence and tobacco.

Sumter CAP will provide these services as in-kind/leveraged resources at no cost to E3 Family Solutions.

Lake Sumter Children's Advocacy Center (LSCAC) agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs.) LSCAC provides a child-friendly, community-based facility where a child victim can be safely interviewed, provided with crisis counseling, receive medical exams and long-term specialized therapy, when needed. CAC works together with agency representatives to provide child abuse victims with all necessary services in a single location.

The CAC also assists in the coordination of investigations and intervention services by bringing together professionals and agencies as a multi-disciplinary team to create a child-focused approach to child sexual and physical abuse cases. LSCAC provides these services as in-kind/leveraged resources at no cost to E3 Family Solutions.

LifeStream Behavioral Center agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs). has been providing a full array of behavioral health services in the Central Florida area since 1971 including mental health counseling, life coaching, and education for youth and their parents and caregivers to identify their strengths, overcome their challenges and recognize their abilities to overcome their circumstances. LifeStream offers children's clinical services at four outpatient facilities in Lake and Sumter Counties, as well as through schools, community-based programs and child and family services programs. Providing mental health services and coping techniques are paramount to helping youth achieve optimal health skills.

LifeStream will provide these services as in-kind/leveraged resources at no cost to E3 Family Solutions.

Langley Health Services (LHS) agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STDs). Langley Health Services provides services to youth, including pregnancy testing and screening for sexually transmitted diseases. E3's efforts support LHS activities by helping youth choose healthy lifestyles, avoid high risk activities and achieve optimal health. We work together to help students achieve optimum physical and mental health by reinforcing risk avoidance messages to those students who come to our centers after being made aware of our services by E3. LHS will provide these services as in-kind/leveraged resources at no cost to E3 Family Solutions.

Florida Department of Health in Hernando County (DOH-Hernando) supports the goal of E3 to promote optimal health for all adolescents (including prevention of teen pregnancy and sexually transmitted infections). DOH – Hernando provides family planning services to Hernando County youth including pregnancy testing and counseling, physical exams and screening for sexually transmitted diseases. We will continue to provide services to our mutual clients and to provide our community services at no cost.

MFCS Children's Advocacy Center (MFCSCAC) agrees to sustain its efforts to promote the health and well-being of youths who are at risk in the aftermath of physical, sexual abuse and/or severe neglect and, accordingly, unconditionally supports the prevention services of E3. MFCSCAC shall continue to provide family advocacy, forensic interviews, medical examinations, crisis counseling and supportive therapy to child survivors of abuse in Hernando County utilizing a multi-disciplinary team approach incorporating child-invested community

partner agencies as OMC, as appropriate. MFCSCAC offers its specialized child abuse services at no cost to consumers in Hernando County, including those children served through E3 Family Solutions.

Hernando Community Coalition "HCC" agrees to promote optimal health for all adolescents (including preventing teen pregnancy and STIs). (HCC), is a countywide behavioral health partnership working to prevent and reduce substance use and associated problem among youth and families. The HCC implements a comprehensive approach to prevent the onset and reduce the progression of underage drinking, marijuana, and prescription drug use. HCC and Coalition partners provide numerous programs and strategies including Know the Law, Friday Night Done Right- No Alcohol. No Dope, No One's House, a campaign aimed at parents not to host parties that allow alcohol and Be ABOVE Bullying. The HCC also has 12 Students Working Against Tobacco (SWAT) clubs in Hernando County schools. HCC also implemented You're Not Alone, aimed at reducing the amount of teens who are untreated for mental health issues, reducing the stigma attached to mental health, providing skill building tools for teens to help them manage stress and build confidence, and linking youth to services by providing information on available mental health services. HCC will promote the message that optimal health for all adolescents is to avoid those activities the Centers for Disease Control states as putting students at risk – drugs, alcohol, sexual activity, violence and tobacco.

Be Free Lake

United Way of Lake and Sumter Counties (UWLS)

A New Generation (ANG) ANG is a pregnancy resource center in Hernando that provides services including prenatal care and programs which strive to help youth choose healthy lifestyles and avoid high risk behaviors. E3 and ANG refers clients to each other when appropriate and work collaboratively to ensure broader access to health services. We will continue to provide services to our mutual clients and to provide our community services at no cost to ANG.

Choices Pregnancy Center is a pregnancy resource center in Sumter County that provides services including prenatal care and programs which strive to help youth choose healthy lifestyles and avoid high risk behaviors. E3 and CPC refers clients to each other when appropriate and work collaboratively to ensure broader access to health services. We will continue to provide services to our mutual clients and to provide our community services at no cost to E3.

Pregnancy Care Center is a pregnancy resource center in Lake County that provides services including prenatal care and programs which strive to help youth choose healthy lifestyles and avoid high risk behaviors. E3 and ANG refers clients to each other when appropriate and work collaboratively to ensure broader access to health services. We will continue to provide services to our mutual clients and to provide our community services at no cost to E3.

STATEMENT OF ASSURANCES

E3 Family Solutions and key subcontractors and leveraged resource partners attest to the community need for SRAE for youth and provide full support for the program model presented in the Project Description.

All partners understand that E3 Family Solutions, Inc. will implement program services that must adhere to the following assurances for the duration of the project:

- Implement evidence-based programming that complies with the following SRAE requirements:
 1. Provide data that demonstrates how the selected curriculum and overall proposal systematically applies key program elements that have been found to be effective in positive youth behavior change, especially delaying initiation of sexual activity, returning to a lifestyle without sex, and refraining from non-marital sex.
 2. Teach the benefits associated with self-regulation, success sequencing for poverty prevention, healthy relationships, goal setting, resisting sexual coercion, dating violence, and other youth risk behaviors, such as underage drinking or illicit drug use, without normalizing teen sexual activity.
 3. Link program participants to services with local community partners and other agencies that support the health, safety, and well-being of program participants. The partnering agencies share a commitment for optimal health outcomes that do not normalize teen sex.
 4. Provide formal training for facilitators/educators in the program model, elements of the program models, and youth risk and protective factors. This training will be delivered by professionals who can provide follow-up technical assistance to facilitators.
 5. Education in sexual and other risk avoidance is the exclusive purpose of the grant.
- Include Positive Youth Development (PYD) as part of any risk avoidance strategies to help participants build healthy life skills and protective factors that mitigate the impact of past and future negative factors, empower participants to make healthy decisions, provide tools and resources to prevent pregnancy and STIs, and prevent youth engagement in other risky behaviors.
- Include service linkages to local community partners that support the safety and well-being of the target population.
- Ensure the program is inclusive towards all participants.
- REAL Essentials curriculum fits the needs of the youth served, adheres to these requirements:
 1. Curricula, interventions, and activities that exclusively implement education in sexual risk avoidance (defined as voluntarily refraining from non-marital sexual activity) and address the trauma needs of vulnerable youth.
 2. Curriculum is medically accurate, age-appropriate with regard to the developmental stage of the intended audience, culturally appropriate, and linguistically appropriate.
 3. Interventions, materials, and curricula do not promote, encourage, or normalize sexual activity outside of marriage.
 4. Curricula, interventions, and activities provide information on contraception that

does not include demonstrations and/or simulations of contraceptive devices. Any information provided on contraception ensures that youth understand that contraception offers physical risk reduction and not risk elimination.

- Curricula and any related materials are in accordance with 45 CFR § 87.3, Equal Treatment for Faith Based Organizations.

E3 Family Solutions, Inc. further assures that it will:

- Have the program fully functioning within 90 days following the Notice of Award for the grant, and provide services for a minimum of 33 months of the 36-month project period (e.g., 3-month start-up period).
- Have facilitators/educators formally trained in the program model by professionals who can provide follow-up technical assistance to facilitators.
- Send at least two key staff persons to the 3-day Adolescent Pregnancy Prevention (APP) Program Grantee Conference. A minimum of two staff persons will attend at least one of two topical training sessions offered each year of the project period.
- Collect and report on Office of Management and Budget-approved federal SRAE performance measures (prime recipient, partners, and sub-recipients).
- Participate in a new grantee orientation webinar which is expected to be held shortly after the official award date.
- For prime-recipients conducting local evaluations, participate in training and technical assistance provided by the government and follow related guidance provided by ACF/FYSB.
- Agree to participate, if selected, in the national SRAE evaluation.

We, the undersigned agree to these stated commitments:

E3 Family Solutions

Darla Huddleston, Executive Director



(Authorized Signature & Date)

AMTC & Associates

Angela Turner, Principal

(Authorized Signature & Date)

Sumter County School District

Name, Title

(Authorized Signature & Date)

Hernando County School District

Name, Title

Approved as to Form

Nancy McClain Alfonso

(Authorized Signature & Date)

General Counsel, HCSB

Lake County School District

Name, Title

(Authorized Signature & Date)

Sumter Youth Center

Name, Title

(Authorized Signature & Date)

Sumter Community Action Partnership

Name, Title

(Authorized Signature & Date)

Lake Sumter Children's Advocacy Center

Name, Title

(Authorized Signature & Date)

LifeStream Behavioral Center

Name, Title

(Authorized Signature & Date)

Langley Health Services

Name, Title

(Authorized Signature & Date)

Florida Department of Health in Hernando County
Name, Title

(Authorized Signature & Date)

MFCS Children's Advocacy Center
Name, Title

(Authorized Signature & Date)

Hernando Community Coalition
Name, Title

(Authorized Signature & Date)

Be Free Lake
Name, Title

(Authorized Signature & Date)

United Way of Lake and Sumter Counties
Name, Title

(Authorized Signature & Date)

A New Generation
Name, Title

Cheryl Bennett 6/12/23
(Authorized Signature & Date)

Choices Pregnancy Center

Name, Title

(Authorized Signature & Date)

Pregnancy Care Center

Name, Title

(Authorized Signature & Date)