

**SERVICE AGREEMENT  
WITH BOYS & GIRLS CLUBS OF SANTA FE / DEL NORTE  
FOR THE IMPLEMENTATION OF EDUCATIONAL & RECREATIONAL  
YOUTH PROGRAMS**

**THIS AGREEMENT** is made and entered into on this 3rd day of June, 2014, by and between **SANTA FE COUNTY** (hereinafter referred to as the "County"), a New Mexico political subdivision, and **BOYS & GIRLS CLUBS OF SANTA FE/DEL NORTE**, located at 730 Alto Street, Santa Fe, N.M. 87501 (hereinafter referred to as the "Contractor").

**WHEREAS**, children and youth in Santa Fe County comprise twenty-three percent (23%) of the County's population and twenty-eight percent (28%) of New Mexico's population. In 2011, 33,600 Santa Fe County residents were under the age of 19 and the County has a direct interest in ensuring that youth in our community are mentally and physically healthy;

**WHEREAS**, in accordance with NMSA 1978 Sections 13-1-112 and 113-1-117, competitive, sealed proposals were solicited via a formal request for proposal RFP# 2014-0293-CSD/PL for the implementation of educational and recreational youth programs;

**WHEREAS**, based upon the evaluation criteria established within the RFP for the purposes of determining the most qualified Offeror, Santa Fe County has determined the Contractor as the most responsive and highest rated Offeror;

**WHEREAS**, the County requires the services and the Contractor is willing to provide these services and both parties wish to enter into this Agreement.

**NOW THEREFORE**, in consideration of the premises and mutual obligations herein, the parties hereto do mutually agree as follows:

**1. SCOPE OF THE WORK**

The contractor shall:

- A. Implement a summer youth program consistent with Contractor's proposal (Attachment A). Administrative costs shall not exceed 5% of total grant award.
- B. Develop and administer programs designed to serve the youth of Santa Fe County, which may include, but not limited to, reading and math literacy programs, educational support activities, outdoor nature activities, and dance;
- C. Serve children from kindergarten to 12<sup>th</sup> grade and provide educational programming that is age appropriate;
- D. Integrate evidence based or promising practices into programming to increase the health and overall social well-being of Santa Fe County youth;

- E. Provide programs that shall affect specific health indicators for Santa Fe County which may include, but are not limited to, building protective factors to increase mental and/or physical health and reduce substance abuse and/or obesity. Programs should also address enhanced learning opportunities;
- F. Provide programs that include family engagement in programming;
- G. Include twenty percent (20%) cash or in-kind match; and shall document both expenditures and in-kind match in each billing statement presented to the County for payment;
- H. Include methods and strategies to recruit and market youth, including high risk youth, into the program;
- I. Provide a mid-program report summary of program status to include, but not limited to: number of youth served, program highlights and program challenges;
- J. Provide a final report to include number of youth served, gender, age, ethnicity, school, grade level, program highlights, program challenges, and outcome measures of proposed goals and objectives;
- K. Provide employment and criminal background checks for all management personnel and staff members.

## **2. COMPENSATION, INVOICING, AND SET-OFF**

A. In consideration of its obligations under this Agreement the Contractor shall be compensated as follows:

- 1) County shall pay to the Contractor in full payment for services satisfactorily performed.
- 2) The total amount payable to the Contractor under this Agreement shall not exceed fifteen thousand dollars (\$15,000.00) inclusive of gross receipts tax.
- 3) This amount is a maximum and not a guarantee that the work assigned to be performed by Contractor under this Agreement shall equal the amount stated herein. The parties do not intend for the Contractor to continue to provide services without compensation when the total compensation amount is reached. The County will notify the contractor when the services provided under this Agreement reach the total compensation amount. In no event will the Contractor be paid for services provided in excess of the total compensation amount without this Agreement being amended in writing prior to those services in excess of the total compensation amount being provided.

B. The Contractor shall submit a written request for payment to the County when payment is due under this Agreement. Upon the County's receipt of the written request, the County shall issue a written certification of complete or partial acceptance or rejection of the contractual items or services for which payment is sought. The Contractor acknowledges and agrees that the County may not make any payment hereunder unless and until it has issued a written certification accepting the contractual items or services. Within thirty (30) days of the issuance of a written certification accepting the contractual items or services, the County shall tender payment for the accepted items or services. In the event the County fails to tender payment within thirty (30) days of the written certification accepting the items or services, the County shall pay late payment charges of one and one-half percent (1.5%) per month, until the amount due is paid in full.

C. In the event the Contractor breaches this Agreement, the County may, without penalty, withhold any payments due the Contractor for the purpose of set-off until such time as the County determines the exact amount of damages it suffered as a result of the breach.

D. Payment under this Agreement shall not foreclose the right of the County to recover excessive or illegal payment.

### **3. EFFECTIVE DATE AND TERM**

This Agreement shall, upon due execution by all parties, become effective as of the date first written above and shall terminate one (1) year later, unless earlier terminated pursuant to Section 5 (Termination) or Section 6 (Appropriations and Authorizations). The County has the option to renew on the same terms and conditions for three (3) years in one (1) year increments. In no event shall this Agreement exceed a term of four (4) years.

### **4. ADDITIONAL SERVICES**

A. The parties agree that all tasks set forth in Paragraph 1, SCOPE OF WORK of this Agreement, shall be completed in full, to the satisfaction of the County, for the amount set forth in Section 2, COMPENSATION, INVOICING, AND SET-OFF, of this Agreement, and for no other cost, amount, fee, or expense.

B. The County may from time-to-time request changes in the Scope of Work to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the County and the Contractor, shall be incorporated in written amendments to this Agreement.

### **5. TERMINATION**

A. Termination of Agreement for Cause. Either party may terminate the Agreement based upon any material breach of this Agreement by the other party. The non-breaching party shall give the breaching party written notice of termination specifying the grounds for the termination. The termination shall be effective thirty (30) days from the breaching party's receipt of the notice of termination, during which time the breaching party shall have the right to

cure the breach. If, however, the breach cannot with due diligence be cured within thirty (30) days, the breaching party shall have a reasonable time to cure the breach, provided that, within thirty (30) days of its receipt of the written notice of termination, the breaching party began to cure the breach and advised the non-breaching party in writing that it intended to cure.

B. Termination for Convenience of the County. The County may, in its discretion, terminate this Agreement at any time for any reason by giving the Contractor written notice of termination. The notice shall specify the effective date of termination, which shall not be less than fifteen (15) days from the Contractor's receipt of the notice. The County shall pay the Contractor for acceptable work, determined in accordance with the specifications and standards set forth in this Agreement, performed before the effective date of termination but shall not be liable for any work performed after the effective date of termination.

## **6. APPROPRIATIONS AND AUTHORIZATIONS**

This Agreement is contingent upon sufficient appropriations and authorizations being made for performance of this Agreement by the Board of County Commissioners of the County and/or, if state funds are involved, the Legislature of the State of New Mexico. If sufficient appropriations and authorizations are not made in this or future fiscal years, this Agreement shall terminate upon written notice by the County to the Contractor. Such termination shall be without penalty to the County, and the County shall have no duty to reimburse the Contractor for expenditures made in the performance of this Agreement. The County is expressly not committed to expenditure of any funds until such time as they are programmed, budgeted, encumbered and approved for expenditure by the County. The County's decision as to whether sufficient appropriations and authorizations have been made for the fulfillment of this Agreement shall be final and not subject to challenge by the Contractor in any way or forum, including a lawsuit.

## **7. INDEPENDENT CONTRACTOR**

The Contractor and its agents and employees are independent contractors and are not employees or agents of the County. Accordingly, the Contractor and its agents and employees shall not accrue leave, participate in retirement plans, insurance plans, or liability bonding, use County vehicles, or participate in any other benefits afforded to employees of the County. Except as may be expressly authorized elsewhere in this Agreement, the Contractor has no authority to bind, represent, or otherwise act on behalf of the County and agrees not to purport to do so.

## **8. ASSIGNMENT**

The Contractor shall not assign or transfer any interest in this Agreement or assign any claims for money due or to become due under this Agreement without the advance written approval of the County. Any attempted assignment or transfer without the County's advance written approval shall be null and void and without any legal effect.

## **9. SUBCONTRACTING**

The Contractor shall not subcontract or delegate any portion of the services to be performed under this Agreement without the advance written approval of the County. Any attempted subcontracting or delegating without the County's advance written approval shall be null and void and without any legal effect.

## **10. PERSONNEL**

A. All work performed under this Agreement shall be performed by the Contractor or under its supervision.

B. The Contractor represents that it has, or will secure at its own expense, all personnel required to discharge its obligations under this Agreement. Such personnel (i) shall not be employees of or have any contractual relationships with the County and (ii) shall be fully qualified and licensed or otherwise authorized or permitted under federal, state, and local law to perform such work.

## **11. RELEASE**

Upon its receipt of all payments due under this Agreement, the Contractor releases the County, its elected officials, officers, agents and employees from all liabilities, claims, and obligations whatsoever arising from or under or relating to this Agreement.

## **12. CONFIDENTIALITY**

Any confidential information provided to or developed by the Contractor in the performance of this Agreement shall be kept confidential and shall not be made available to any individual or organization by the Contractor without the prior written approval of the County.

## **13. PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT**

A. The County has the unrestricted right to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other material prepared under or pursuant to this Agreement.

B. The Contractor acknowledges and agrees that any material produced in whole or in part under or pursuant to this Agreement is a work made for hire. Accordingly, to the extent that any such material is copyrightable in the United States or in any other country, the County shall own any such copyright.

## **14. CONFLICT OF INTEREST**

The Contractor represents that it has no and shall not acquire any interest, direct or indirect, that would conflict in any manner or degree with the performance of its obligations under this Agreement.

**15. NO ORAL MODIFICATIONS; WRITTEN AMENDMENTS REQUIRED**

This Agreement may not be modified, altered, changed, or amended orally but, rather, only by an instrument in writing executed by the parties hereto. The Contractor specifically acknowledges and agrees that the County shall not be responsible for any changes to Section 1, "SCOPE OF WORK", of this Agreement unless such changes are set forth in a duly executed written amendment to this Agreement.

**16. ENTIRE AGREEMENT; INTEGRATION**

This Agreement incorporates all the agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such agreements, covenants and understandings have been merged into this written Agreement. No prior or contemporaneous agreement, covenant or understandings, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this Agreement.

**17. NOTICE OF PENALTIES**

The Procurement Code, NMSA 1978, Sections 13-1-28 through 13-1-199, imposes civil and criminal penalties for its violation. In addition, New Mexico criminal statutes impose felony penalties for bribes, gratuities, and kickbacks.

**18. EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE**

A. The Contractor agrees to abide by all federal, state, and local laws, ordinances, and rules and regulations pertaining to equal employment opportunity and unlawful discrimination. Without in any way limiting the foregoing general obligation, the Contractor specifically agrees not to discriminate against any person with regard to employment with the Contractor or participation in any program or activity offered pursuant to this Agreement on the grounds of race, age, religion, color, national origin, ancestry, sex, physical or mental handicap, serious medical condition, spousal affiliation, sexual orientation, or gender identity.

B. The Contractor acknowledges and agrees that failure to comply with this Section shall constitute a material breach of this Agreement.

**19. COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW**

A. In performing its obligations hereunder, the Contractor shall comply with all applicable laws, ordinances, and regulations.

B. Contractor shall comply with the requirements of Santa Fe County Ordinance 2014-1 (Establishing a Living Wage).

C. This Agreement shall be construed in accordance with the substantive laws of the State of New Mexico, without regard to its choice of law rules. Contractor and the County

agree that the exclusive forum for any litigation between them arising out of or related to this Agreement shall be federal and state district courts of New Mexico, located in Santa Fe County.

## **20. RECORDS AND INSPECTIONS**

A. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to the County as part of the procurement process, the Contractor agrees to (i) maintain such books and records during the term of this Agreement and for a period of six (6) years from the date of final payment under this Agreement; (ii) allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with generally accepted accounting principles (GAAP).

B. To the extent its books and records relate to (i) its performance of this Agreement or any subcontract entered into pursuant to it or (ii) cost or pricing data (if any) set forth in this Agreement or that was required to be submitted to County as part of the procurement process, the Contractor also agrees to require any subcontractor it may hire to perform its obligations under this Agreement to (i) maintain such books and records during the term of this Agreement and for a period of six (6) years from the date of final payment under the subcontract; (ii) to allow the County or its designee to audit such books and records at reasonable times and upon reasonable notice; and (iii) to keep such books and records in accordance with GAAP.

## **21. INDEMNIFICATION**

A. The Contractor shall defend, indemnify, and hold harmless the County and its elected officials, agents, and employees from any losses, liabilities, damages, demands, suits, causes of action, judgments, costs or expenses (including but not limited to court costs and attorneys' fees) resulting from or directly or indirectly arising out of the Contractor's performance or non-performance of its obligations under this Agreement, including but not limited to the Contractor's breach of any representation or warranty made herein.

B. The Contractor agrees that the County shall have the right to control and participate in the defense of any such demand, suit, or cause of action concerning matters that relate to the County and that such suit will not be settled without the County's consent, such consent not to be unreasonably withheld. If a conflict exists between the interests of the County and the Contractor in such demand, suit, or cause of action, the County may retain its own counsel to represent the County's interest.

C. The Contractor's obligations under this section shall not be limited by the provisions of any insurance policy the Contractor is required to maintain under this Agreement.

## **22. SEVERABILITY**

If any term or condition of this Agreement shall be held invalid or non-enforceable by any court of competent jurisdiction, the remainder of this Agreement shall not be affected and shall be valid and enforceable to the fullest extent of the law.

## **23. NOTICES**

Any notice required to be given to either party by this Agreement shall be in writing and shall be delivered in person, by courier service or by U.S. mail, either first class or certified, return receipt requested, postage prepaid, as follows:

To the County:	Santa Fe County Office of the County Attorney 102 Grant Avenue Santa Fe, New Mexico 87501
To the Contractor:	Boys & Girls Clubs of Santa Fe/Del Norte 730 Alto Street Santa Fe, New Mexico 87501

## **24. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES**

**The Contractor hereby represents and warrants that:**

A. This Agreement has been duly authorized by the Contractor, the person executing this Agreement has authority to do so, and, once executed by the Contractor, this Agreement shall constitute a binding obligation of the Contractor.

B. This Agreement and Contractor's obligations hereunder do not conflict with Contractor's corporate agreement or any statement filed with the Public Regulation Commission on Contractor's behalf.

C. Contractor is legally registered and is properly licensed by the New Mexico State to do the work anticipated by this Agreement and shall maintain such registration and licensure in good standing throughout the duration of the Agreement.

## **25. FACSIMILE SIGNATURES**

The parties hereto agree that a facsimile signature has the same force and effect as an original for all purposes.

## **26. NO THIRD-PARTY BENEFICIARIES**

This Agreement was not intended to and does not create any rights in any persons not a party hereto.

## **27. INSURANCE**

A. General Conditions. The Contractor shall submit evidence of insurance as is required herein. Policies of insurance shall be written by companies authorized to write such insurance in New Mexico.



B. General Liability Insurance, Including Automobile. The Contractor shall procure and maintain during the life of this Agreement a comprehensive general liability and automobile insurance policy with liability limits in amounts not less than \$1,000,000.00 combined single limits of liability for bodily injury, including death, and property damage for any one occurrence. Said policies of insurance shall include coverage for all operations performed for the County by the Contractor; coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment, both on and off work; and contractual liability coverage under which this Agreement is an insured contract. The County of Santa Fe shall be a named additional insured on the policy.

C. Workers' Compensation Insurance. The Contractor shall comply with the provisions of the Workers' Compensation Act.

D. Increased Limits. If, during the life of this Agreement, the Legislature of the State of New Mexico increases the maximum limits of liability under the Tort Claims Act (NMSA 1978, Sections 41-4-1 through 41-4-29, as amended), the Contractor shall increase the maximum limits of any insurance required herein.

## **28. PERMITS, FEES, AND LICENSES**

Contractor shall procure all permits and licenses, pay all charges, fees, and royalties, and give all notices necessary and incidental to the due and lawful performance of its obligations hereunder.

## **29. NEW MEXICO TORT CLAIMS ACT**

No provision of this Agreement modifies or waives any sovereign immunity or limitation of liability enjoyed by County or its "public employees" at common law or under the New Mexico Tort Claims Act, NMSA 1978, Section 41-4-1, et seq.

## **30. CAMPAIGN CONTRIBUTION DISCLOSURE FORM**

The Contractor agrees to compute and submit simultaneous with execution of this Agreement a Campaign Contribution Disclosure Form approved by the County.

## **31. SURVIVAL**

The provisions of following paragraphs shall survive termination of this Contract; INDEMNIFICATION; RECORDS AND INSPECTION; RELEASE, CONFIDENTIALITY, PUBLICATION, REPRODUCTION, AND USE OF MATERIAL; COPYRIGHT; COMPLIANCE WITH APPLICABLE LAW; CHOICE OF LAW; NO THIRD-PARTY BENEFICIARIES; SURVIVAL.

**IN WITNESS WHEREOF**, the parties have duly executed this Amendment to the Agreement as of the date first written above.

**SANTA FE COUNTY:**

Katherine Miller  
Katherine Miller  
Santa Fe County Manager

5.22.14  
Date

**Approved as to Form**

Robert D. Pappas  
Santa Fe County Attorney

5/10/14  
Date

**Finance Department Approval**

Teresa C. Martinez  
Teresa C. Martinez  
Santa Fe County Finance Director

5/20/14  
Date

**CONTRACTOR:**

BAZ  
(Signature)

6/3/14  
Date

Roman Abuyta  
(Print Name)

Chief Professional Officer  
(Print Title)

FEDERAL IDENTIFICATION NUMBER: \_\_\_\_\_



## Proposal Summary

"Triple Play, A Game Plan for the Mind, Body & Soul" includes curricula targeted at three age groups: 5-8 years, 9-12 years, and teens. These curricula teach concepts around healthy living and nutrition, including limiting portion sizes, setting personal goals, and making smart snack choices. Participation in the Triple Play program will help children achieve healthy lifestyles by ensuring members increase physical activity, make smart food choices, and create healthy relationships with other youth and adults. Children of all ages are struggling with healthy weight and increasingly sedentary lifestyles and many of the youth in our program come from low-income families. It has been well documented that poverty and lack of education are causes of poor health and lack of adequate health care. We address these needs by offering a program that makes the connection between creating healthy habits as a child and having good health as an adult.



Our desired outcome is for children to improve their diet and nutritional knowledge, be able to distinguish between healthy and unhealthy foods, and understand the correlation between healthy foods, exercise and healthy bodies. We will measure progress through databases and graphs that record quantitative and qualitative outcomes, and administer pre- and post-tests to measure attitudes and knowledge gained through the program. In the fitness component, logs will be kept to track improvement in times and accuracy of physical challenges. Students will also have discussions with knowledgeable staff and mentors who keep anecdotal notes on participant improvement and success stories.

Modeling our successful Del Norte Clubs' program, we will take a holistic approach to health and wellness by demonstrating to our young members how eating smart, keeping fit and forming positive relationships adds up to a healthy lifestyle. Youth members of the Club benefit from healthy habits taught by this program after school; parents and families benefit by knowing their children are in a safe and engaging environment in the hours before parents return from work, in addition to receiving nutrition and other health-related information their children learn and bring home.

## Demographics

The Boys & Girls Clubs of Santa Fe/Del Norte (BGCSFDN) is requesting funds to help implement Triple Play: Mind, Body & Soul at five (5) of our seven club sites, all located in Santa Fe County. The youth served will be ages 5-18. Our youth are predominately Hispanic and many come from low-income families. Following are demographics for the children served in our Santa Fe County Clubs:

- Total number of children served ages 5-18: 278
- Percentage from low-to-moderate income households: 85%
- Gender: 60% Male; 40% Female
- Ethnicity: 78% Hispanic; 2% Native American; 2% African American; 5% Multi-Racial; 13% Caucasian
- Family Setting: 20% Public Housing

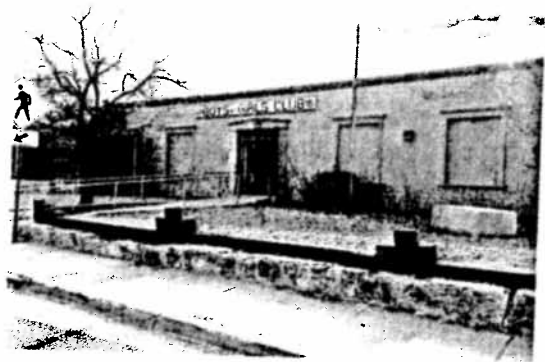


## History/Background Boys and Girls Clubs of Santa Fe/Del Norte

The mission of the Boys and Girls Clubs of Santa Fe/Del Norte (BGCSFDN) is to “enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens”. This mission has been the focus of the Club since its inception in 1938. BGCSFDN aspires to provide all young people with a safe place to learn and grow, and establish ongoing relationships with caring adult professionals by providing them with life enhancing programs and character development experiences.

BGCSFDN has established the following goals:

1. To implement focused integrated programs that provide educational enrichment, citizenship and leadership development, physical education and development of community responsibility.
2. To provide programs which are fine-tuned, age-appropriate, and culturally relevant for youth 5-18 years of age.
3. To evaluate and measure program outcomes against specific program goals and objectives to ensure high quality programming.
4. To maintain a culture of accountability and transparency at all levels of the organization.
5. To collaborate with other youth-serving organizations throughout Santa Fe County to ensure the needs of all youth are being met and resources are used effectively and efficiently.



Due to the high number of low-income families our Club serves, we work with the State of New Mexico Children, Youth & Families Department (CYFD) to provide assistance. Eighty percent (80%) of our members come from households whose family annual income does not exceed 50% of the median income for a family of 4. For the City of Santa Fe, this figure is \$33,000.00. Unfortunately, there is a correlation between low-income and high-risk youth, and the majority of our members are in this category.



## Evidence of Understanding the Scope of Work

For over 75 years, the Boys & Girls Clubs of Santa Fe/Del Norte (BGCSFDN) has been in the forefront of youth development, working with young people from disadvantaged economic, social and family circumstances. BGCSFDN has actively sought to enrich the lives of girls and boys whom other youth agencies have had difficulty reaching. We are dedicated to ensuring that our community's disadvantaged children and teens have greater access to quality programs and services that will enhance their lives and shape their futures.

The Boys & Girls Clubs of Santa Fe/Del Norte collaborates with local school districts, private funders, and the community to help bring, and sustain, programming at our Club sites. It is with the support of our partners that we are able to maintain our swimming pool, provide broadband for all Clubs, provide mentoring programs such as OJP, Power Hour (an after school homework program), Project Learn, a year-round literacy program called Rocket to Reading, Healthy Habits, Triple Play, and various other summer and after school enrichment programs.

In order to have an even deeper impact on our community's youth, the Boys & Girls Clubs of Santa Fe/Del Norte is requesting funding to support the Triple Play program during the 2014 summer months (June-August) at our five (5) club sites located in Santa Fe County. Triple Play is a multi-faceted program that promotes health and wellness for Club members, ages 6-18, teaching them how to become more active and new ways to handle stress, maintain a healthy body and form positive relationships.

The Triple Play curricula are targeted at three age groups: 5-8 years, 9-12 years, and teens. These curricula teach concepts around healthy living and nutrition, including limiting portion sizes, setting personal goals, and making smart snack choices. Participation in the Triple Play program will help children achieve healthy lifestyles by ensuring members increase physical activity, make smart food choices, and create healthy relationships with other youth and adults. Children of all ages are struggling with healthy weight and increasingly sedentary lifestyles and many of the youth in our program come from low-income families. It has been well documented that poverty and lack of education are causes of poor health and lack of adequate health care. We address these needs by offering a program that makes the connection between creating healthy habits as a child and having good health as an adult.

Although many youth participate to some degree in sports and fitness activities, they are not always physically fit and they often lack the basic knowledge they need to make positive food

choices. BGCA developed Triple Play in collaboration with the U.S. Department of Health & Human Services. The program demonstrates how eating smart, keeping fit and forming positive relationships add up to a healthy lifestyle. Through Triple Play, youth learn about good nutrition and how to make smart meal and snack choices. Members receive coaching in sports leagues and fun activities, developing their coordination and leadership skills. Organized social recreation activities strengthen character, increase confidence and enhance the ability to relate well to others.

Triple Play was developed to increase the following among Club members:

- Their knowledge of healthy habits, good nutrition and physical fitness;
- The number of hours per day participating in physical activities;
- Their ability to interact positively with all youth and engage in healthy relationships;
- Increased participation at the Club, including recruiting new members.

**Triple Play** is part of Boys & Girls Clubs of America (BGCA)'s Sports, Fitness and Recreation core program area, which consists of an array of effective programs for equipping Club members with crucial skills needed to become healthy, fit and successful adults.

The program consciously incorporates elements of belonging, competence, usefulness and influence. The progression of **Triple Play** activities builds on knowledge over time but can also stand alone as a one-time activity. The program design is dynamic, interactive and encourages open discussions. It also features engaging, hands-on activities to maintain excitement and interest.

## **Program Components**

### ***Mind***

According to the U.S. Department of Health & Human Services, young people who spend no time in extracurricular activities are 49 percent more likely to have used drugs and 37 percent more likely to become teen parents than those who spend one to four hours per week in extracurricular activities.

Healthy Habits, the “Mind” component of **Triple Play**, is a Club-wide strategy to promote health and well being in young people. The approach incorporates healthy living and active learning into every part of the Club Experience, from the gym to the learning center to the arts and crafts room.

Healthy Habits utilizes informational and experiential learning activities in a small-group setting, allowing members to develop healthy attitudes and behaviors about nutritional eating and physical fitness. The program supports Club members in making positive decisions about their well-being. Participants will build skills related to fitness and positive lifestyle changes.

### ***Body***

Taking a systematic approach, this component boosts Clubs' traditional physical activities to a higher level by providing sports and fitness activities for all youth – boys and girls, athletically gifted and those talented in other areas. Daily fitness challenges give youth at every age the chance to play longer and harder at different games – from jumping rope to basketball and creating games of their own. Triple Play Leadership Clubs and inter-Club competitions in multiple team sports can help keep interest high among Club members.

Club staff measure the results on three levels: the amount of time – day to day – that youth participate in these activities, the knowledge that physical fitness is an essential part of life and changes in behavior that will last a lifetime.

### ***Soul***

The Soul component of **Triple Play** provides an opportunity to strengthen and build a comprehensive social recreation program. By having a strong social recreation program, there will be an increase in the number of youth and existing members who participate in the Club program.

The Soul component utilizes the Club Gamesroom to teach age-appropriate positive social skills. More than any other area of a Boys & Girls Club, a Gamesroom defines the traditional Club experience. Kids can play board and table games, compete in a tournament, learn a new activity or just visit with friends. The Gamesroom staff helps members learn skills while teaching them how to work together.

As boys and girls learn to value and respect Club professionals and fellow members, they also learn to feel good about themselves and their surroundings. This aspect of the program will create an opportunity to strengthen the Gamesroom, a visible area of the Club. Club professionals will design and implement a diversified program that fosters individual growth as well as interpersonal communication. From the Gamesroom to field trips and other informal social recreation activities, Club staff will develop creative options that meet the interests and needs of their members.

### **Program Measurement**

Our desired outcome is for children to improve their diet and nutritional knowledge, be able to distinguish between healthy and unhealthy foods, and understand the correlation between healthy foods, exercise and healthy bodies. We will measure progress through databases and graphs that record quantitative and qualitative outcomes, and administer pre- and post-tests to measure attitudes and knowledge gained through the program. In the fitness component, logs will be kept to track improvement in times and accuracy of physical challenges. Students will also have discussions with knowledgeable staff and mentors who keep anecdotal notes on participant improvement and success stories.

Triple Play outcomes are measured by the amount of time members are engaged in physical activity and their ability to make smart food choices. The specific objectives are as follows:



Mind Objectives	Body Objectives	Soul Objectives
<ul style="list-style-type: none"> <li>• Build awareness of eating a variety of nutritious foods</li> <li>• Increase belief in importance of maintaining health and wellness</li> <li>• Increase overall feelings of well-being</li> <li>• Increase likelihood of making healthy and smart food choices</li> </ul>	<ul style="list-style-type: none"> <li>• Increase time each day members participate in physical activities</li> <li>• Increase members' knowledge of physical fitness</li> <li>• Knowledge that physical fitness is an essential part of life</li> <li>• Supporting changes in behavior that will last a lifetime</li> </ul>	<ul style="list-style-type: none"> <li>• Increase members' ability to interact positively with all youth and adults and engage in healthy relationships</li> <li>• Increase number of youth/existing members participating in program</li> </ul>

### Demonstrated Success

In fall 2011, the Promising Practices Network (PPN) website named Triple Play a *Program that Works*. PPN offers research-based information to validate the effectiveness of programs that serve children and families, and is often referred to as a "model program" or "best practices" site. Visitors to the PPN site can be assured that programs listed have met high standards of scientific credibility, objectivity and clarity. The website is run by the RAND Corporation, a national think tank comprised of more than 150 researchers and consultants who specialize in child health, juvenile justice, education, child care, labor and demographics.

The PPN designation was as a result of a 20-month longitudinal study of Triple Play by Youth Development Strategies, Inc. The study was designed to examine whether the program has an impact on youth outcomes in the areas of:

- Healthy nutrition knowledge and behavior;
- Physical activity and increased exercise levels; and
- Social relationship skills.

Specifically, the study examines the degree to which **Triple Play** increases healthy behaviors and developmental outcomes for all youth, and also the degree to which this impact may differ for various groups of youth, such as youth of different ages, ethnic groups and gender, or youth who come into **Triple Play** with differing levels of healthy behavior or developmental outcomes.



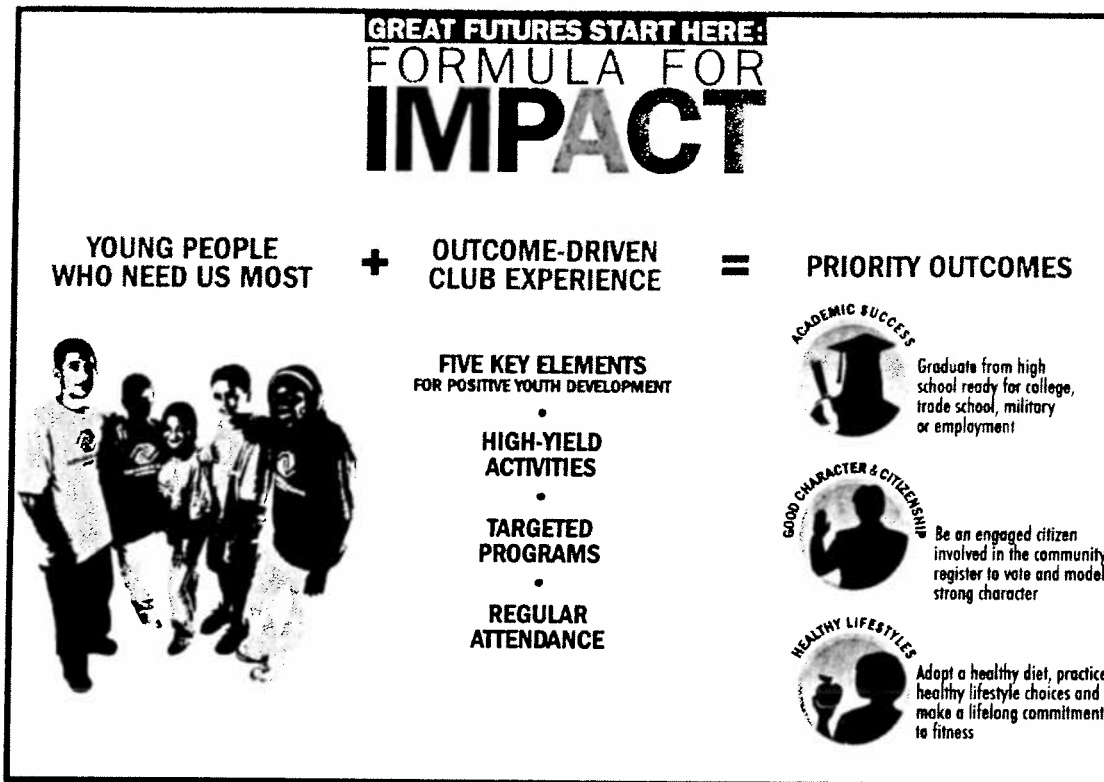
## Capacity and Capability

The Boys & Girls Clubs of Santa Fe/Del Norte (BGCSF/DN) is part of a nationwide Movement of community-based, autonomous organizations and Boys & Girls Clubs of America (BGCA) working to help youth of all backgrounds develop the qualities needed to become responsible citizens and leaders. We offer daily access to a broad range of programs in five core program areas (Character and Leadership Development; Education and Career Development; Health and Life Skills; The Arts; and Sports, Fitness and Recreation) and several specialized initiatives. All programs are designed to drive positive outcomes for youth and reinforce necessary life skills.

Today, more than 300 young people at risk and in need, are taking advantage of the programs, activities and services provided by BGCSF/DN. Our vision is to provide a world-class Club experience that assures success is within reach of every young person who walks through our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle.

To make sure all of our members have great futures, the Boys & Girls Club Movement has adopted the **Formula for Impact**, a research-based theory of change that describes how individual Clubs and the Movement as a whole can increase our impact – *exponentially* – on the young people of America and our local communities.

Our Formula begins with the young people in our Clubs – especially those who need us most. It calls for us to consistently provide the most powerful Club experience possible – by implementing the Five Key Elements for Positive Youth Development, offering high-yield activities and providing targeted programs – all of which help youth achieve priority outcomes. Then, because we also know that attending the Club more frequently and over a greater length of time makes young people more likely to achieve positive outcomes, we pursue strategies to increase attendance, program participation and member retention.



As a community-based organization, BGCSFDN is uniquely positioned to positively affect the lives of the youth we serve. Just as Santa Fe County seeks to ensure our community's youth are mentally and physically healthy, the Boys & Girls Club has the staff and tools necessary to see this vision come to life. Together, we can assure that our community's youth go on to have great futures.

Our plan is to implement the Triple Play curriculum at the following Club sites:

Alto Street Club – 730 Alto St., Santa Fe 87501  
 Camino de Jacobo Club – 52 Camino de Jacobo, Santa Fe 87507  
 Valle Vista Club – 08 Las Lomas, Santa Fe 87508  
 Santa Cruz Club – 145 Quintana St., Santa Cruz 87532  
 Chimayo Club – 31 B County Rd. 93, Chimayo 87522

Our staff, who have attended “Triple Play: A Game Plan for the Mind, Body and Soul Overview Session” training, will incorporate elements of belonging, competence, usefulness and influence. The progression of **Triple Play** activities builds on knowledge over time but can also stand alone as a one-time activity. The program design is dynamic, interactive and encourages open discussions. It also features engaging, hands-on activities to maintain excitement and interest.

Resumes for program staff follow:

Brian Chavez  
P.O. Box 31763 Santa Fe, NM 87594  
bchavez@bgcsantafe.org  
505-204-0303

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#### Short Biography

I am currently the Unit/Area Director for the Boys and Girls Clubs of Santa Fe/Del Norte. I am in charge of maintaining the club sites and making sure all of our clubs are licensed through CYFD. I run the Boys and Girls Club Little Dribblers basketball program. I started as a Unit Director at Camino de Jacobo in 2008 and was promoted to my current position.

#### Skills

I am bilingual. I am proficient in Microsoft Office. Work well with children. Team Player. CPR and First Aid Certified.

#### Experience

I have 6 years experience working with children. I previously worked with Office Depot for 5 years, starting as the Receiving Manager and worked my way up to Assistant Store Manager.

#### Education

I graduated from Capital High School in Santa Fe, New Mexico.

\*References available upon request

# TAMARA B. WHEELER

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## PROFESSIONAL EXPERIENCE

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### **BOYS & GIRLS CLUBS OF SANTA FE/DEL NORTE — 730 Alto St. Santa Fe, NM 87501**

*Phone: (505) 983-6632*

#### **Program Coordinator**

*June 2013 to*

*Present*

Plans, implements, supervises and evaluates all programs and activities provided in program area, such as Education, Special Education, Social Recreation, Arts & Crafts, and Physical Education. Responsible for ensuring that all State of New Mexico Children, Youth and Families (CYFD) licensed Boys and Girls Club facilities are complying with state regulations. Supervise staff members to ensure program implementation and compliance. Prepare and submit program reports to funders, grantors, and other club supporters.

#### **Summer Food Service Program Coordinator/Monitor**

*May 2013 to August 2013 & May 2012 to August 2012*

Generate monthly menus/order food accordingly. Train site supervisors. Manage federal funds and bookkeeping. Prepare pre-op forms for new sites. Coordinate meal sites' food pickup and delivery schedule. Gauge meal quantities at each site. Ensure all paperwork is filled out completely. Monitor each site 3 times. Create/maintain filing system. Administer nutritional education activities to all sites. Manage 7 employees (kitchen staff and drivers).

#### **Program Aid**

*December 2011 to January 2012*

*May 2011 to September 2011*

*December 2010 to January 2011*

*May 2010 to September 2010*

Implements and administers programs, services and activities to ensure safety of Club members, quality in programs and appearance of club at all times. Prepare periodic activity reports. Promote and stimulate program participation, register new members and participate in their club orientation process. Provide guidance and role modeling to members. Review and process Club members' applications into tracking program. Nurse minor injuries. Attend staff meetings.

## Education

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### **DESERT ACADEMY – SANTA FE, NM**

Received High School Diploma in May 2009

### **THE COLLEGE OF IDAHO – CALDWELL, ID**

Majors: Anthropology & Sociology

Minor: Crime in Society

Concentration: Human Services

Received Bachelor of Arts Degree on May 18<sup>th</sup> 2013

Nathan Manzanares  
1132 Canyon Road, Santa Fe, New Mexico 87501  
[Nathan.manzanares@yahoo.com](mailto:Nathan.manzanares@yahoo.com)  
(505) 690-8603

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## Short Biography

I am a motivated, confident, individual who is currently obtaining a bachelor's degree in the field of Business Administration. During the past four years I have been a full-time student and a full-time employee focusing on gaining on the job experience while also furthering my education.

## Skills

- 3 Years of Managerial/Supervisor Experience
- Extensive Training in Children's Care and Safety
- Skilled in Transporting Children to and from the Club
- Self-Motivated
- Highly Organized
- Effective Time Manager
- Attentive To Detail

## Experience

- **Santa Fe Boys and Girls Club- Unit Director 3/2009– Current**  
Nationally recognized Children's Care Provider with more the Twenty Million Member's (including staff and children) across the United States.
  
- **Santa Fe County (Government) - Customer Service Representative 4/2006-8/2008**  
A Publicly Funded Organization that is Responsible for the well-being for every individual that lives within its ordnance. Services include Land-Use, Building Permits, Utilities, Public Works, and Information Technology Services.

## Education

- ❖ **Associates Degree in Business Administration with concentration in Network Administration.** Central New Mexico Community College (Formerly TVI), Albuquerque, New Mexico, [GPA 3.5], Anticipated Graduation Date [Jan 2014]
  
- ❖ **Diploma**  
Capital High School, Santa Fe High School.  
Graduated with Honors "Top Ten Percent of Class"

*\*References available upon request*

Venessa F. Rivera  
2800 Cerrillos Rd. #114 Santa Fe, NM 87507  
riveravenessa@yahoo.com  
(505) 577-1876

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#### Short Biography

I am currently a part time student at New Mexico Highlands University. I am an Elementary Education major and will hopefully graduate in the Spring 2014. I am currently the Unit Director at the Camino de Jacobo Boys And Girls Club. I have also been a member of the all-female mariachi group Mariachi Buenaventura for over 7 years.

#### Skills

Bilingual.  
Proficient in Microsoft office.  
I work well with children.

#### Experience

I have over several years experience working with children. I have tutored elementary aged children with homework for the past 5 years. I have volunteered with after school music programs at DeVargas Middle School and Mozart Mariachi. I have given free music lessons to the youth in my community and have observed over 100 hours at several elementary classrooms for my degree.

#### Education

I have an associates degree in General Education. I am two semesters away from my student teaching and will graduate with a bachelors degree in Elementary Education in May 2014.

\*References available upon request

Marketing Strategies – The Boys & Girls clubs of Santa Fe/Del Norte (BGCSF/DN) has an aggressive marketing strategy. It includes distribution of over 7,500 brochures to every child in the Santa Fe Public Schools system. We have a web page, [www.bgcsantafe.org](http://www.bgcsantafe.org), that is updated regularly that allows parents to enroll children in our Summer Program. Our Chief Professional Officer is a regular guest on local radio stations and cable channel 28 Government Television. In 2013, Hutton Broadcasting donated 50 radio ads per month, encouraging parents and children to join the Boys & Girls Clubs of Santa Fe/Del Norte. Throughout the year, BGCSF/DN utilizes City of Santa Fe “Teen Nights” money for events and families are recruited to our Club through these events. Five of our facilities are licensed by the State of New Mexico Children Youth and Families Department (CYFD), so all of our marketing and program information is geared towards recruiting low-income families.

Proposed Budget - The Boys and Girls Clubs of Santa Fe/Del Norte requests \$20,000.00 to support summer Triple Play programs at five (5) Club sites located in Santa Fe County. The Boys and Girls Clubs will provide a 20% match. The following budget outlines the specific cost breakdowns and proposed sources of revenue.

#### **EXPENSES:**

Salaries	
Program Aids (3)	\$12,792.00
Payroll Taxes @19%	\$ 2,430.00
Field Trips (75 Members@1per week)	\$ 6,628.00
Supplies	\$ 1,000.00
Administration @5%	\$ 1,150.00
<b>TOTAL EXPENSES:</b>	<b>\$24,000.00</b>

#### **REVENUE:**

Rotary Club Grant	\$ 1,000.00
July 4 <sup>th</sup> Fundraising Event	\$ 3,000.00
Santa Fe County Contract	<u>\$20,000.00</u>
<b>TOTAL REVENUE:</b>	<b>\$24,000.00</b>

To date, we have received a grant from the Santa Fe Rotary Club that we intend to use as a match for the Triple Play summer program. We also have an annual fundraising event on July 4<sup>th</sup> which provides additional funding for the program.

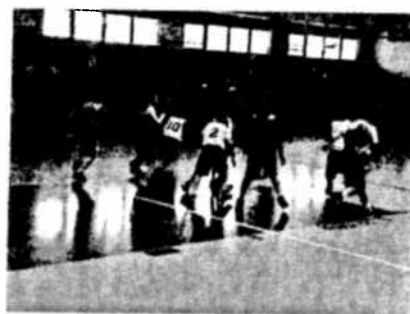




## Past Record of Performance

The Boys & Girls Clubs of Santa Fe/Del Norte (BGCSF/DN) has developed and administered various summer and after school programs for youth ages 5-18 over the past 75+ years. Proven program models from the Boys & Girls Clubs of America are used as resources for programs developed by BGCSF/DN.

Power Hour, Project Learn, and OJP mentoring is strengthened through our Rocket to Reading and Drop Everything and Read programs. Rocket to Reading helps members ages 5-8 practice their reading and learn from trained tutors. Drop Everything and Read is a summer program whose main focus is to make sure members continue reading in the summer months and not fall behind while they are not in school. These programs provide reading tutors and emphasize the importance of reading to children. To strengthen our existing Zero Divide program, we have collaborated in the past with Warehouse 21 and Youth Media Project. Through these programs, Club members learn about recording and writing music and stories, and learn to use a professional sound studio. The Zero Divide program has helped Club members with confidence building and public speaking skills. Triple Play is a program used to emphasize sports and recreational activities to teach children the importance of good diet and exercise.



To help implement Triple Play, the BGCSF/DN provides a Little Dribblers basketball league. Children compete competitively while developing their basketball skills, learning the game rules, and getting exercise. They play against other clubs bringing together their families and communities. The BGCSF/DN also maintains a swimming pool for the summer months for children to play, learn to swim from trained life guards, and have the opportunity to get exercise from daily swimming.

To record and keep track of all BGCSF/DN programs, a member management intake software program called Kidtrax is used to monitor Club members' attendance and the activities they participate in. Kidtrax helps record the success of a program and measures outcomes. Pre- and post-tests are also given at the beginning and end of a program to measure outcomes. Starting last year, the BGCSF/DN participated in the

