

**SCOPE OF WORK  
(SOW)  
KANE COUNTY  
INTERGENERATIONAL PLANNING FACILITATOR**



**Revision 1**

## **INTRODUCTION/BACKGROUND**

In 2012, Utah was asked if it had an intergenerational poverty problem. As the State dived into the data, it was discovered that there is an intergenerational poverty issue in Utah despite the state's strong economic success.

Two things then occurred:

1. Legislation was passed requiring the Utah Department of Workforce Services to do the research and build an annual report identifying the key indicators and data.
2. The Intergenerational Welfare Reform Commission was created, aligning the major state offices and agencies that work most closely with the children and youth experiencing intergenerational poverty. Commission members include executive directors of the Department of Workforce Services, Department of Health, and Department of Human Services, along with the superintendent of the State Office of Education and administrator of Juvenile Court.

The data first identified that there is a difference between "situational poverty" and "intergenerational poverty." Understanding the difference is key in figuring out the correct approach and how best to work with families most in need. Majority of individuals utilizing the public welfare system are considered situational. The use is generally temporary based on the situation that led to their need of support. Those considered "intergenerational" receive benefits more long term, as a child and now as an adult.

The priority for Utah is to focus on the children caught in the cycle of poverty and determine the key indicators for child well-being as determined by the data. Four focus areas were identified:

- **Early childhood development**
- **Education**
- **Family economic stability**
- **Health**

The Governor's Office is now taking the lead in working closely with the Intergenerational Welfare Reform Commission and county leaders in building solutions for addressing intergenerational poverty at the local level. By focusing on intergenerational poverty families, Utah hopes to reduce the number of Utah families in the cycle of poverty, improving their quality of life and helping them become economically stable.

The counties with the greatest percentage of children at risk of remaining in poverty were recently identified by data compiled by the Department of Workforce Services. These counties include: Kane, Washington, Carbon, San Juan, Grand, Millard, Iron, Piute, Sevier and Sanpete.

Due to the impact of intergenerational poverty in the state, Utah Lt. Governor Spencer Cox has personally visited key leaders in each of these counties to encourage them to address intergenerational poverty.

During these meetings, Jon Pierpont, executive director of the Department of Workforce Services, along with Tracy Gruber, senior advisor of the Intergenerational Poverty Initiative, presented county-level data to help local leaders determine the specific needs of each county, within four areas of child well-being.

These initial county meetings with the Lt. Governor were completed in June 2016. The counties are moving forward to form local committees to address intergenerational poverty in their community in support of the commission's goal.

<https://jobs.utah.gov/edo/intergenerational/igpbackgroundbrief.pdf>

### **SCOPE OF WORK/SCOPE STATEMENT**

The Kane County IGP Facilitator will be responsible for creating a collaborative team of various private, public, and non-profit actors dedicated to ending intergenerational poverty and multi-generational welfare dependence in Kane County, Utah. The facilitator will collaborate with the Kane County IGP Co-chairs to establish agenda and design processes for completing the Kane County Intergeneration Poverty Plan. The facilitator will ensure a variety of opinions are reflected in the plan, that the community has buy-in to the group's goals, and that committee meetings are efficient and effective.

### **PERIOD OF PERFORMANCE**

The period of performance will begin in December 1, 2016 and conclude June 30, 2016.

### **SUBCONTRACTOR QUALIFICATIONS**

The Kane County Intergenerational Poverty (Kane County IGP) Facilitator should have the following skills and attributes:

- Confident but humble
- Excellent listener
- Reliable
- Organized
- Trusted as fair/neutral
- Good problem solver
- Respected
- Sensible
- Reasonable/logical

- Comfortable speaking to groups
- Good at maintaining confidentiality
- Leadership skills
- Comfort with appropriate technology or software, especially for collaborative writing projects
- Good written and oral communication skills

A bachelor degree is required. Preference will be given to candidates with a master degree or higher.

Preference may be given to a local facilitator if the selection committee believes a candidate has the following skills and attributes.

### **PAY AND RESOURCES**

The facilitator will be subcontractor of Five County Association of Governments and paid hourly at a rate of \$40.00 - \$60.00 / hr. for a maximum total of \$6,000.00 over the duration of the project. This averages to be about 14 hours a month. The number of hours will fluctuate with workload.

In addition, up to \$100.00 / per meeting (once a month) will be available for travel reimbursement (including per diem).

Five County Association of Governments will print any needed documents for the IGP meetings. The facilitator will email any documentation at least one business day before committee meetings.

### **REQUIRED ACTIVITIES**

The Kane County IGP Facilitator will have the primary responsibilities in the Kane County Intergenerational Poverty Planning Process:

- **Process design:** Work with the Kane County IGP Committee Co-chairs, committee members, community partners, and guidelines provided by the Utah Department of Workforce Services and Utah State University Extension Services to design need assessment, logic model, and planning processes.

- **Meeting agendas:** Work with the Kane County IGP Committee Co-chairs and Five County AOG staff members to develop meaningful agendas which direct effective meetings, give opportunities for all points of views to be heard, build consensus of long-term plans, and