

Memorandum of Understanding

Between

Utah State University

Preschool Development Grant Activity #5 (PDGA5) Project

and

San Juan County Health Department (SJCHD)

Per the requirements of Utah State University's contract with the Utah Department of Health and Human Services (DHHS) *Preschool Development Grant: Activity #5 Culture and Diversity* (PDG5), this **Memorandum of Understanding (MOU)** establishes a collaboration with key stakeholders in San Juan County that operate outside of, but offer service to tribal communities. This MOU between San Juan Community Health Department (SJCHD) and USU covers the period from March 19, 2024 to December 31, 2025. Contingent upon continued funding provided by DHHS to USU, **SJCHD will:**

- Meet with USU personnel at least every other weekly to report on progress of collaborative activities.
- Provide personnel time for SJCHD staff to engage in training provided by the USU team related to providing culturally responsive birth to eight Early Childhood Care and Education services. This time commitment will not exceed more than 10 hours annually per employee invited to attend.
- Train and jointly supervise two part-time community health workers hired by USU.
- Identify and arrange use of meeting spaces for trainings and collaboration activities in San Juan County.
- Facilitate collection of PDG5 Performance Metrics from SJCHD employees and clients (See Performance Metrics below)
- Facilitate networking with other Early Childhood Care and Education, birth to eight organizations in San Juan County.
- Review, comment, and coauthor (as appropriate) reports, a toolbox of strategies addressing cultural accessibility for communities across the State of Utah, and other organizational, community, statewide, and national dissemination products and activities specific to data collected under this MOU.
- Identify avenues to sustain progress/programs after the end of this contract period.

USU will:

- Provide technical assistance, training, and support to SJCHD related to providing culturally appropriate services and outreach for children ages birth to 8 and their families. This may also include purchasing curriculum and materials and/or hiring external coaches/trainers/experts

- Hire and provide primary supervision (in collaboration with SJCHD) to two part-time community health workers in San Juan County who will:
 - Support community outreach, including looking for, finding, and evaluating diverse children and families who may be eligible to use services provided by SJCHD and,
 - Deliver trainings mutually agreed upon by the USU and SJCHD team leadership.
 - USU commits to support the execution of these activities by covering, as needed, space rental costs, food for attendees, translation services, childcare, and participant support costs.
- Purchase video conferencing equipment for SJCHD to support virtual meetings and community trainings.
- Coordinate collection and dissemination of performance metrics outlined below. This includes
 - Providing technical assistance and expert advice to SJCHD on evaluation approaches,
 - Providing appropriate compensation to evaluation participants,
 - Conducting analyses, and
 - Generating reports, a toolbox of strategies addressing cultural accessibility for communities across the State of Utah, and other organizational, community, statewide, and national dissemination products.

Performance Metrics

Measurement tools will be adapted as appropriate for the context and can be modified by mutual agreement. All data will be collected and owned by SJCHD.

Timeline: All performance metrics will be collected within three months of the beginning of this MOU to establish a baseline. Progress toward target will be assessed after 12 months, and again at the end of this MOU agreement.

(1) Culturally responsive services

a. **Cultural Sensitivity with Families**

- i. *Population:* SJCHD employees
- ii. *Measurement Tool:* The specific assessment that is best aligned with each program that has received training will be selected from these assessments: <https://ncc.georgetown.edu/assessments/>
- iii. *Target:* There will be an average improvement in 25% of cultural sensitivity and receptivity dimensions rated by SJCHD employees.

(2) Family and parent engagement in Early Childhood Care and Education birth to 8 services

a. **Parent Satisfaction with Culturally Responsive Practices**

- i. *Population:* Families participating in services provided
- ii. *Measurement Tool:* Standard of Quality for Family Strengthening and Support participant survey
- iii. *Target:* Average client satisfaction will improve at least one scale anchor (for example, from Neutral to Agree) and 50% or more of families will agree or strongly agree with statements related to positive programming diversity, equity, and inclusive practices.

b. Parent and Family Engagement

- i. *Population*: Program participants
- ii. *Measurement Tool*: Enrollment data from target SJCHD programs
- iii. *Target*: At the end of this MOU agreement, the number of families engaged in SJCHD services that have been targeted through this collaboration (e.g., Home Visiting, Women, Infants, & Children, Developmental Screening, and Children with Special Healthcare Needs) will match within 25% of the organizational capacity of the individual program (for example, if the home visiting program has capacity to serve 10 families, at least 7 of those slots will be filled), and participant racial and ethnic demographics will reflect demographics for San Juan County.

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