

**ATTACHMENT “A”**  
**SCOPE OF WORK**  
**CONTRACT BETWEEN SKAMANIA COUNTY COUNCIL ON DOMESTIC VIOLENCE AND**  
**SEXUAL ASSAULT AND CITY OF STEVENSON**

It is recognized by both parties that the \$10,000.00 per year in City funds for this contract is to be used to supplement services in Skamania County and shall not in any way negatively affect the amount of other funds or services made available for SCCDVSA by the Contractor.

In consideration of the \$10,000.00 received per year, the Contractor shall provide the following services at the Day Drop In Center operated through SCCDVSA:

1. Operate a Day Drop In Center open to the public five days per week, eight hours per day of operation and available for emergencies 24 hours per day. Contract funds may be used to assist with emergency client financial assistance (such as rental assistance, therapy services, utility assistance, homelessness prevention, emergency food and hotel vouchers, etc.).
2. Provide administrative support for the Day Drop In Center, including the preparation and administration of grants that affect SCCDVSA. Provide quarterly reports to the City of Stevenson that describes the services provided. Reports shall be due 10 days after the last day of the month. Up to \$1,000 per year (10% of the total contract amount)[or as otherwise determined by council] may be used for administrative services costs.
3. Work cooperatively with the SCCDVSA Board of Directors in determining services to be provided, budgeting and other matters affecting SCCDVSA.
4. Provide referral service, following Contractor guidelines, to other social services agencies for persons identified as needing service beyond those of SCCDVSA.