

**MEMORANDUM OF UNDERSTANDING
AMONG
PROJECT SAFETY NET CONTRIBUTORS**

This **MEMORANDUM OF UNDERSTANDING** (this “**MOU**”) is entered into by and among each of the corporations, partnerships, trusts, limited liability companies or other such entities or organizations who execute this MOU, or on whose behalf this MOU is executed, as evidenced by the signature page(s) affixed hereto from time to time (hereinafter referred to collectively as the “**Contributors**” and individually as a “**Contributor**”), in each case as of the date set forth beside each of the respective signature.

WHEREAS, Contributors have been participating in Project Safety Net, a community-based task force (“**PSN**”) dedicated to developing and implementing an effective, comprehensive, community-based mental health plan for overall youth well-being, with an emphasis on Palo Alto, California, including education, prevention and intervention strategies for addressing teen suicide;

WHEREAS, PSN, with assistance and support from Contributors and various other entities, organizations and individuals, has adopted a report outlining an initial plan for addressing key issues and initiatives in the Palo Alto community (the “**2010 Report**”);

WHEREAS, Contributors share certain mutual interests in, and wish to advance, PSN’s goals, including as outlined in the 2010 Report;

WHEREAS, in order to advance those goals and interests, each Contributor is willing to dedicate particular resources and make specified commitments and/or contributions to or for the benefit of PSN;

WHEREAS, Contributors desire to develop and implement, or facilitate the development and implementation of, a sustainable, long-term organizational or other structure through which PSN can maximize and coordinate resources in the Palo Alto community directed to youth well-being;

WHEREAS, Contributors are entering into this MOU to confirm the resources to be dedicated and the commitments and/or contributions to be made by each Contributor during an initial commitment period through June 30, 2011 (the “**Initial Contribution Period**”), during which period efforts will be directed to the development and implementation of such structure for PSN; and

WHEREAS, Contributors also wish to acknowledge the valuable contributions that have been made and that will continue to be made to PSN by various individual members of the community, including those individuals that have signed Appendix B to pledge their continued support of PSN;

NOW THEREFORE, in consideration of the premises and of the mutual covenants, conditions and agreements contained herein, the parties hereto, intending to be bound, agree as follows:

1. **Contributions.** Each Contributor shall (a) fulfill any and all commitments, (b) perform any and all undertakings, and (c) provide any and all contributions (including, without limitation, monetary contributions), as applicable, to or for the benefit of PSN (collectively, “**Contributions**”), in each case ((a), (b) and (c)) as described in the applicable Contributor Commitment attached to Appendix A. In the case of any such Contribution that is transferred directly to PSN, PSN shall have the right to use such Contribution as PSN determines, except to the extent that such Contribution was made subject to express written conditions on its use, in which event such Contribution shall be used by PSN consistent with those conditions unless otherwise agreed in writing by the applicable Contributor.

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2. Participation. Each Contributor shall designate an employee, agent or representative (each a “**Contributor Representative**”) to participate in PSN on behalf of such Contributor. Each Contributor shall cause its Contributor Representative to make reasonable efforts to attend, directly or through an appropriate designee, scheduled meetings of PSN and other community events sponsored by PSN. The Contributor Representative for each Contributor shall be identified in the Contributor Commitment attached to Appendix A.

3. Effective Date; Period of Performance. This MOU shall become effective as to each Contributor as of the date this MOU is executed by or on behalf of such Contributor. Each Contributor shall fulfill its Contributor Commitments during the Initial Commitment Period, provided that in the case of any Contribution for which a contribution or performance date has been specified in the applicable Contributor Commitment, such Contribution shall be fulfilled by such date.

4. Disclosure of Affiliation/Contribution. In the event that any Contributor publicly discloses its participation in or affiliation with PSN, or any Contribution made by such Contributor to PSN, including in connection with any application for funding or other fund raising activities, such Contributor shall ensure that the description of its participation, affiliation or Contribution is accurate in all respects and fairly describes such participation, affiliation or Contribution.

5. Contributions Not Limited. Although this MOU is intended to confirm the Contributions to be made by each Contributor to or for the benefit of PSN during the Initial Contribution Period, nothing contained in this MOU is intended or shall be construed as a limitation on the commitments or contributions that each Contributor may make to or for the benefit of PSN, whether during such period or thereafter.

6. Miscellaneous.

(a) Nothing contained in this Agreement shall be construed as creating a partnership, joint venture or agency relationship among the parties or, except as otherwise expressly provided in this MOU, as granting any party the authority to bind or contract any obligation in the name of or on the account of any other party or to make any statements, representations, warranties or commitments on behalf of any other party.

(b) This MOU constitutes the entire agreement between the parties with respect to the subject matter of this MOU. This MOU supersedes all prior agreements, whether written or oral, with respect to the subject matter of the Agreement. All Appendices to this MOU Agreement are intended to be and are hereby specifically incorporated into and made a part of this MOU. In the event of any inconsistency between any such Appendix and this MOU, the terms of this MOU shall govern.

(c) This MOU may be executed in any number of counterparts, each of which shall be deemed an original and all of which taken together shall be deemed to constitute one and the same instrument. An executed signature page of this Agreement delivered by facsimile transmission or “pdf” shall be as effective as an original executed signature page.

(d) This MOU shall be governed by the laws of the State of California as applied to agreements entered into and to be performed entirely within the State of California.

[Signatures page(s) to follow]

THIS MOU IS EXECUTED by the authorized representatives of each Contributor, in each case as of the date set forth below with respect to such party.

Signed for and on behalf of:

CITY OF PALO ALTO

Signature: _____
Name: _____
Title: _____
Date: _____

PALO ALTO FAMILY YMCA

Signature: _____
Name: _____
Title: _____
Date: _____

KARA GRIEF COUNSELING

Signature: _____
Name: _____
Title: _____
Date: _____

PROJECT CORNER STONE

Signature: _____
Name: _____
Title: _____
Date: _____

PALO ALTO MEDICAL FOUNDATION

Signature: _____
Name: _____
Title: _____
Date: _____

PALO ALTO UNIFIED SCHOOL DISTRICT

Signature: _____
Name: _____
Title: _____
Date: _____

LUCILE PACKARD CHILDREN'S HOSPITAL

Signature: _____
Name: _____
Title: _____
Date: _____

HEALTH CARE ALLIANCE FOR
ADOLESCENT DEPRESSION (HEARD)

Signature: _____
Name: _____
Title: _____
Date: _____

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CITY OF PALO ALTO - PARKS AND RECREATION COMMISSION

Signature: _____
Name: _____
Title: _____
Date: _____

CITY OF PALO ALTO - HUMAN RELATIONS COMMISSION

Signature: _____
Name: _____
Title: _____
Date: _____

CAL TRAIN

Signature: _____
Name: _____
Title: _____
Date: _____

YOUTH COMMUNITY SERVICES

Signature: _____
Name: _____
Title: _____
Date: _____

PALO ALTO YOUTH COUNCIL

Signature: _____
Name: _____
Title: _____
Date: _____

SAN MATEO COUNTY TRANSIT DISTRICT

Signature: _____
Name: _____
Title: _____
Date: _____

ADOLESCENT COUNSELING SERVICES

Signature: _____
Name: _____
Title: _____
Date: _____

PENINSULA INTERFAITH ACTION

Signature: _____
Name: _____
Title: _____
Date: _____

PTA COUNCIL

Signature: _____
Name: _____
Title: _____
Date: _____

ST THOMAS AQUINAS PARISH

Signature: _____
Name: _____
Title: _____
Date: _____

PALO ALTO CHAMBER OF COMMERCE

Signature: _____
Name: _____
Title: _____
Date: _____

OTHER TBD

Signature: _____
Name: _____
Title: _____
Date: _____

Appendix A -- Contributor Commitments

This Appendix to the MEMORANDUM OF UNDERSTANDING (this “**MOU**”) by and among Contributors (as defined in the preamble to this MOU) sets forth the Contributions that such Contributor agrees to make in support of PSN (each such Contributor statement, a “**Contributor Commitment**”).

The contents of this Appendix A (and each attachment hereto) are hereby incorporated into the MOU and are governed by the terms and conditions of the Agreement. Each Contributor Commitment shall become effective and so incorporated when such Contributor Commitment has been signed on behalf of the applicable Contributor. This Appendix A may be supplemented to include additional Contributor Commitments from time to time, with each such Contributor Commitment becoming effective and incorporated when such Contributor Commitment has been signed on behalf of the applicable Contributor.

Each Contributor Commitment shall be appended to this Appendix A, provided that the failure to so append any Contributor Commitment shall not affect the effectiveness thereof.

Attachment to Appendix A -- Contributor Commitment -- City of Palo Alto

CITY OF PALO ALTO

- a. Adopt a City Suicide Prevention Policy.
- b. Pass a City Resolution adopting the Developmental Assets in the organization and community.
- c. Provide funding to continue paid security guards through December 31, 2010. Support volunteer-only staffing after January 1, 2010 through training and consultation by Police Department.
- d. Provide staff support in the form of Rob De Geus as co-Chair of PSN and Greg Hermann as coordinator of the Developmental Assets Initiative, at the level at which they are currently engaged, through June 30, 2011.
- e. As a part of the budgeting process, consider options and determine long term staff support for PSN by City by June 30, 2011.
- f. Appoint a Council Member as Youth Liaison to attend Youth Council meeting and regularly visit the teen center.
- g. Make the Youth Forum an annual City-sponsored event.
- h. Hold an additional joint session per year between the City Council and Youth Council to raise the voice of youth in the community.

Signed for and on behalf of:

CITY OF PALO ALTO

Signature: _____
Name: _____
Title: _____
Date: _____

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Attachment to Appendix A -- Contributor Commitment –
YMCA/Project Cornerstone

Project Cornerstone will assume responsibility for the following activities:

1. In Fall 2010, provide surveys to 4,000+ Palo Alto youth to measure developmental asset levels.
2. Provide community forums and trainings to help educate the community about developmental assets and the youth survey.
3. Coordinate survey reports with Search Institute.
4. Support Palo Alto Unified with interpretation of survey reports and action plans for next steps.
5. Provide training and coaching to school site staff on developmental assets such as a caring school climate, positive adult role models, and high expectations, and their link to greater academic achievement.
6. Provide training on developmental assets to school parent volunteers in English and Spanish, and work with school leaders to increase parent engagement in the school community including classroom-based activities.
7. Provide half-day student workshops (*Expect Respect*) and ongoing technical assistance to develop leadership skills, educate students about ways to reduce bullying, and promote healthy behaviors on campus. Students will develop action plans to promote safe, caring school climates, which will be implemented during the school year.
8. Support the Palo Alto Developmental Assets Initiative with coaching and training on creating a community that values youth.
9. Provide scholarships for Palo Alto youth to attend the 2010 bigTent Youth Development Conference in Houston, TX.

Signed for and on behalf of:

YMCA/Project Cornerstone

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment --
Palo Alto Unified School District (PAUSD)

PAUSD

- a) Align PAUSD focus goals to PSN to include “improving student connectedness and strengthen support systems for student social, emotional, physical health.”
- b) Provide a senior level position in PAUSD to support the implementation of PSN strategies.
- c) Allocate funds up to \$5000 of funds from SERV grant for the construction of a website to house all PSN Community Task Force information and resources.
- d) Implement the 41 Developmental Assets and philosophy in the District. Integrate Project Cornerstone initiatives by facilitating meetings between PC and the various SSC council using the school services list as a starting point for conversation and integration. Communicate back to the greater community on this effort.
- e) Plan, coordinate, and communicate the administration of Project Cornerstone student survey.
- f) Communicate PAUSD and county results to the greater community.
- g) Begin training all Secondary School District staff to be Gatekeepers using Question, Persuade, and Refer (QPR).
- h) Maintain and communicate the comprehensive crisis protocol to limit the negative effects of a crisis and increase the chance of positive outcomes for those involved.
- i) Continue to fund up to \$10,000 and enhance counseling opportunities through existing 3-6 Session Providers and extend utilization of low-cost or volunteer mental health professionals services in the community.

Signed for and on behalf of:

PAUSD

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment -- Kara Grief Counseling

Kara Grief Counseling

- 1) Provide onsite support to any organization, school or corporation that has experienced a death to help people cope with the impact.
- 2) Provide training for school district personnel and school staff on how to support grieving students.
- 3) Offer individual and group support to teens who are dealing with end-of-life and grief.
- 4) Work with the school district to develop and deliver a component of the Living Skills class that helps students understand the grieving process and learn how to help themselves and others.
- 5) Offer community education programs to help everyone in the community understand the grieving process and how to help themselves and others.

Signed for and on behalf of:

KARA GRIEF COUNSELING

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment – City of Palo Alto Human Relations Commission

The HRC has adopted as one of its 2010-11 priorities to support Youth Well-Being in Palo Alto. By that commitment, we mean to encourage, promote, and collaborate with others in building community understanding and taking actions toward an environment in which youth thrive.

Among the several actions Commission intends to take are these:

- a. Become well informed about the content and potential of the Project Cornerstone 41 Developmental Assets to support the work of PSN. To do this, we will:
 - 1) Get information and training from Project Cornerstone on the origins and content of the Assets, the research about their influence on youth behavior, and the practices of other communities in using them to increase youth well-being;
 - 2) Follow the progress of the Policy and Services Committee's recommendations on suicide prevention and the 41 DAs through the City Council and be prepared to support Council action on them.
- b. Collaborate with Project Safety Net and others to promote community-wide understanding and use of the 41 DAs. To do this we will:
 - 1) Work with other PSN partners in sponsoring study sessions on the implications for youth well-being of the Developmental Assets Survey results (which are due out in the February/March, 2011 time frame);
 - 2) Write OpEd pieces, place relevant material on our own HRC web page on the City web site, and in other ways help publicize material in support of PSN;
 - 3) According to commissioners' interests and availability, participate in PSN's speakers' bureau.
- c. Work with the Palo Alto Youth Council to facilitate their objectives and goals of the Youth Forums of Spring 2010.
- d. Promote intergenerational communication and relationships, e.g., seniors connecting with youth, in collaboration with Avenidas, Youth Community Service, and others organizations with the potential for outreach to school-age children and youth.
- e. Work with the City Auditor to include questions about youth well being in the survey that is part of the annual Service Efforts and Accomplishments (SEA) Report.
- f. Work with the Palo Alto Police Department to build the 41 Developmental Assets into Department training, policies, and practices.

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Signed for and on behalf of:

CITY OF PALO ALTO - HUMAN
RELATIONS COMMISSION

Signature: _ Ray Bacchetti

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment -- Youth Community Services

YOUTH COMMUNITY SERVICE (YCS)

Because “service is the gateway asset,” YCS staff will engage students, parents, educators, partners and community members in service learning events during the year. Some will be school-based and some community-based. In collaboration with our partners, YCS will promote opportunities for youth to develop leadership skills and to discover and voice their opinions about ways our schools and community can become more caring, engaging and supportive.

- a. Collaborate with YCS Fellows, Palo Alto Youth Council, YMCA and others to engage and equip youth in a campaign with the business community to promote more youth-friendly business experiences.
- b. YCS intern will partner with ACS staff to engage youth to raise awareness among their peers about mental health issues and resources, including depression, and to decrease misunderstanding and stigmas.
- c. Engage youth and partners to plan and publicize service days for youth and families, including International Peace Day on September 21, Moonlight Run on September 24, Coastal Cleanup Day on September 25, Black & White Ball preparation on October 1, Gunn Family Service Day on October 16, YCS Make a Difference Day on October 23, Gunn Beautification Day, JLS Family Service Day on Nov. 11, Martin Luther King Service Day in January, Cesar Chavez Service Day in March, Gunn Service Day on March 3, YCS Family Service Day in April, May PIE Fair, and other campaigns like Relay for Life and Giving Tree.
- d. Collaborate with Not in our Schools partners to promote meaningful conversation and activities in March around issues of social-emotional health like identify safety for all students, families and staff, and ways to create bullying-free environments.
- e. Promote and encourage participation by youth in leadership conferences and training events sponsored by service clubs (e.g. Rotary/Interact and Kiwanis) and youth organizations (e.g. Free the Children).
- f. Participate in PTA-sponsored parent education programs to identify social-emotional benefits of “service to others” and specifics opportunities for students and families.
- g. Initiate a new YCS Middle School Fellows program modeled on the successful YCS Fellows program for high school students. The monthly themes of the after school middle school program will be based on the internal and external developmental assets.
- h. Work to initiate a Challenge Day for students, particularly freshmen in our high schools, based on the successful model developed at Menlo-Atherton High School.
- i. Be a bridge to related youth-well-being programs and projects in surrounding communities, including East Palo Alto, Menlo Park, Mountain View, Los Altos, Stanford, Los Gatos, and Redwood City to promote the sharing of best practices and encourage regional impact.
- j. Continue to participate in planning activities with the Palo Alto Youth Collaborative, Developmental Assets Task Force, annual Youth Forum events and PSN.

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Signed for and on behalf of:

YOUTH COMMUNITY SERVICES

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment -- Adolescent Counseling Services

Adolescent Counseling Services

On Campus Counseling Program

- 1) Provide free counseling to individuals and their families at the secondary schools at PAUSD. This includes a dedicated team of mental health professionals at each school campus, including a licensed therapist (LMFT or LCSW) and trained, supervised counseling interns.
- 2) Support services include one-on-one therapy with students, family and group counseling, and immediate intervention during crisis situations that may arise on campus. These services are provided during the school calendar year.
- 3) Works closely with guidance and administration departments on each campus to provide consultation and collaboration on mental health issues and crisis interventions.
- 4) Provide presentations and psycho-education to PTA and the larger community.

After School Counseling Program

- 1) Provide affordable evening counseling and psychotherapy to all teens and their families in and around the Palo Alto community.
- 2) Support services include a dedicated team of mental health professionals, including licensed therapists and trained, supervised clinical interns.
- 3) One-on-one therapy, group therapy and family therapy are provided in the late afternoon and evening hours, Monday through Thursday, the full calendar year.

Signed for and on behalf of:

ADOLESCENT COUNSELING SERVICES

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment -- PTA Council

PTAC

- a. Deliver 3 – 5 parent education events in support of social/emotional learning.
- b. Provide PTA communications channels (e.g. eNews, newsletters) to parents for PSN-related topics (e.g. Track Watch, 41 Development Assets roll out, etc)
- c. Develop a common focus on social/emotional issues across the 17 PTA units including encouraging them to devote budget and volunteers (i.e. a PTA Board role).
- d. Provide up to \$1800 for student-initiated social/emotional learning activities.
- e. Support the 41 Developmental Assets as outlined by:
 1. Assigning a parent-volunteer at each school to distribute surveys to classrooms and act as point person for the PTA,
 2. Encouraging parents to provide positive consent for students to participate in the survey,
 3. Communicating survey results and next steps to parents,
 4. Organizing the September 22nd kick off and panel discussion,
 5. Publicizing trainings (e.g. Assets 101) through PTA communications channels, and
 6. Aligning existing and new PTA-sponsored social/emotional learning programs with the 41 Developmental Assets framework and language.

Signed for and on behalf of:

PTA COUNCIL

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment -- St. Thomas Aquinas Parish

St. Thomas Aquinas Parish

- a. **E2** Provide communication channels (e.g. newsletters, bulletin, announcements) to parents and parishioners for PSN-related topics (e.g. Track Watch, 41 Development Assets roll out, etc)
- b. **P3** Adopt the 41 Developmental asset model parish-wide and use asset language in weekly lesson and youth group sessions.
- c. **I5** Train youth group leaders to be “gatekeepers” and recognize the signs of depression/call for help.

Palo Alto Faith Community

- a. Make sure all congregations have a copy of the 41 Developmental Assets
- b. Encourage each congregation to adopt as many of these 41 assets that fit within their worship and educational structure
- c. Publicize the 41 Developmental Assets trainings by using Palo Alto On-line's Places of Worship Directory and encourage participation by adults in youth leadership/role model positions within the congregation
- d. Plan a city-wide gathering of faith community leaders for the fall of 2011 to hear how they have been incorporating the 41 Developmental assets and to record their successes and failures

Signed for and on behalf of:

ST. THOMAS AQUINAS PARISH

Signature: _____

Name: _____

Title: _____

Date: _____

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Attachment to Appendix A -- Contributor Commitment -- City of Palo Alto - Parks and Recreation Commission

The Parks and Recreation Commission has adopted as one of its 2011 priorities to support Youth Well-Being in Palo Alto. By that commitment, we mean *to encourage, promote, and collaborate with others in building community understanding and taking actions toward an environment in which youth thrive.*

Among the action the Parks and Recreation Commission will take are:

- Appoint a Commissioner to be the liaison to the Palo Alto Youth Council. The Commissioner will to attend at least one Youth Council meeting per month to listen and learn about the issues facing youth and teens and to share and invite youth to be included in Commission decision making.
- The Commission will actively participate in the 2011 Youth Forum
- Other??

Signed for and on behalf of:

CITY OF PALO ALTO - PARKS AND
RECREATION COMMISSION

Signature: _____

Name: _____

Title: _____

Date: _____

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Appendix B -- Individual Participant Pledges

Each of the undersigned individuals pledges to participate in PSN and provide ongoing support for PSN as it works to achieve its goals.

Signature: _____
Name: _____
Date: _____

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