

**TEXAS YOUTH ACTION NETWORK (TYAN)  
PILOT MENTOR AGREEMENT AND STATEMENT OF WORK**

**AGREEING PARTIES**

This agreement is entered into by and between the Public Policy Research Institute at Texas A&M

University (“PPRI”) and City of San Antonio (City) on behalf of the San Antonio Metropolitan Health District (Metro Health).

This agreement is funded by the Texas Department of State Health Services. All parties understand that payment obligations are conditioned on the availability of State or Federal funds.

This Agreement may be terminated by City without cause upon 30 calendar days’ written notice to the other party.

City shall be paid for deliverables completed up to the date of termination.

**PURPOSE OF THE AGREEMENT**

The Texas Department of State Health Services (DSHS) has contracted with the Public Policy Research Institute at Texas A&M University to implement and evaluate the Texas Youth Action Network (TYAN). The network's purpose is to provide resources and assistance to community organizations that wish to develop Youth Adult Partnerships (YAPs) to incorporate the perspectives of young people between the ages of 10 and 24 into their work. Adults and youth working together is expected to increase adults’ commitment and connection with youth and promote Positive Youth Development (PYD).

TYAN is selecting organizations (such as City) to become mentors to other community partners in the network(“MENTEE”). The City was chosen because of its proficiency in applying PYD, YAP and community organizing principles and has shown an ability to collaborate with other organizations and TYAN. This agreement pertains to the pilot testing of these activities.

**PILOT MENTOR SERVICES PROVIDED TO TYAN COMMUNITY PARTNERS**

The City will be paired with a MENTEE chosen by PPRI. The City will provide technical assistance support in the form of guidance, sharing experiences, providing resources or tools, etc. to the MENTEE.

The City will be expected to:

- Participate in an introductory phone call between PPRI, City, and MENTEE
- Meet with MENTEE monthly to help problem-solve or facilitate further YAP development indicated in MENTEE questionnaire.
- Support MENTEE by providing tools and resources.
- Provide quarterly feedback to PPRI on the MENTOR/MENTEE experience.

As part of the pilot testing, City will also be expected to collaborate with PPRI on how to structure future mentor activities.

**DELIVERABLES**

Services and Mini-Grant funds are available to the City between 09/15/2024, AND 07/31/2025 and are contingent upon the timely completion of products specified in the Schedule of Deliverables.

### Schedule of Deliverables

**Deliverable 1:** City will support MENTEE and TYAN in the following ways:

- Participate in introductory call.
- Host monthly technical assistance call with MENTEE and follow-up with resources, if needed.
- Complete PPRI TA Call Report form.
- Perform at least one site visit with MENTEE.
- Participate in Bi-Monthly TYAN Check-ins.
- Review and test mentor process and evaluation components.
- Consult in the development of mentor process.

09/15/2024-12/31/2024      \$4,000

**Deliverable 2:** City will support MENTEE and TYAN in the following ways:

- Host monthly technical assistance call with MENTEE and follow-up with resources, if needed.
- Complete PPRI TA Call Report form.
- Perform at least one site visit with MENTEE.
- Participate in Bi-Monthly TYAN Check-ins
- Review and test mentor process and evaluation components.
- Consult in the development of mentor process.

01/01/1/2025-7/31/2025      \$4,000

### CERTIFICATIONS

The undersigned parties do hereby certify the terms of this agreement:

PUBLIC POLICY RESEARCH INSTITUTE	CITY OF SAN ANTONIO
Signature:	Signature:
Printed Name: Emily Naiser	Printed Name: Claude A. Jacob, DrPH, MPH
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