



CHILDREN'S TRUST REGULAR MEETING AGENDA

June 13, 2022 at 4:00 PM

ACPS District Office Board Room, 620 East University Ave., Gainesville, FL 32601

Call to Order

Roll Call

Agenda Review, Revision and Approval

Approval of the agenda also approves all of the items on the consent agenda.

Consent Agenda

1. [Board Attendance YTD](#)
2. [Data Technical Advisory Committee - Minutes from 4.28.22](#)
3. [5.23.22 Regular Board Meeting Minutes](#)
4. [Board Meeting Evaluation - Survey Results from 5.23.22](#)
5. [May 2022 Checks and Expenditures Report](#)
6. [Program Funding FY22 - updated 6.2.22](#)

General Public Comments

Chair's Report

7. Executive Director Search

Executive Director's Report

8. [ED Report](#)

Presentations

Old Business

9. [Proposed Millage Rate and Tentative Budget for FY 2022-2023](#)

New Business

10. [Listening Project ITN 2022-05](#)

Board Member Comments

For Your Information

Next Meeting Dates

Regular Meeting - Monday, June 27, 2022@ 4:00 PM

CTAC Offices, 802 NW 5th Ave, Gainesville, FL 32601

Regular Meeting - Monday, July 11, 2022 @ 4:00 PM

ACPS District Office Board Room, 620 East University Ave., Gainesville, FL 32601

Adjournment

Virtual Meeting Information

View or listen to the meeting: https://www.youtube.com/channel/UCpYNq_GkjCo9FQo3qR5-SOw

Public Comments: Submit online at <http://www.childrenstrustofalachuacounty.us/commentcard>

Guidelines for Public Comments

Please note that the Guidelines for Public Comments have been updated and will be effective starting with the Board Meeting of the Children's Trust of Alachua County on May 9, 2022.

Summary: Public comments can be made in person at the Children's Trust Board Meetings, or by completing a comment card at www.childrenstrustofalachuacounty.us/commentcard. We will no longer take comments by Zoom or by phone. Your written comments will be provided to Board Members prior to the start of each meeting.

Any member of the public wishing to be heard either under the agenda section "General Public Comments" or on a specific agenda item shall complete a comment card and present the card to the Clerk of the Trust prior to the start of the Board or Committee meeting. In the event following the start of a Board or Committee meeting additional items are added to the agenda, then with the consent of the Chair of the meeting, any member of the public may submit an appearance card to speak on such additional item(s) prior to Board or Committee discussion of such item(s).

Members of the public recognized by the Chair will have three (3) minutes to speak on a single "subject matter" submitted on an appearance card presented prior to the start of the meeting. In the event an individual submits multiple requests to be heard on more than one agenda item the Chair shall determine the amount of time allotted to the speaker, however, such time shall not exceed ten (10) minutes without approval of the Board or Committee.

The Clerk of the Trust will function as official timekeeper. Members of the public may not share or transfer all or part of their allotted time to any other person or to any other agenda item, except as permitted by this Policy. To the extent a speaker has previously addressed a Board or Committee on the same subject and at which a majority of the Board was present, then the Board Chair may limit repeat comments at the Board meeting by the same speaker.

File Attachments for Item:

1. Board Attendance YTD

2022 Board Member Attendance

Item 1.

Regular Meetings	1/10/2022	2/14/2022	3/14/2022	4/11/2022	4/25/2022	5/9/2022	5/23/2022	6/13/2022	6/27/2022	7/11/2022	7/25/2022	8/8/2022	8/15/2022	8/22/2022	9/12/2022	9/26/2022	10/10/2022	11/14/2022	12/12/2022
Labarta	P	P	P	P	P	P	P						cancelled						
Certain	P	P	P	P	P	P	absent						cancelled						
Pinkoson	P	P	P	V	P	P	P						cancelled						
Andrew	N/A	N/A	N/A	P	P	P	P						cancelled						
Cole-Smith	P	P	V	V	P	V	P						cancelled						
Cornell	P	P	P	P	P	P	P						cancelled						
Ferrero	N/A	N/A	N/A	N/A	N/A	N/A	N/A						cancelled						
Hardt	P	P	P	P	P	V	absent						cancelled						
Miller-Jones	N/A	P	absent	absent	V	absent	absent						cancelled						
Simon	P	P	N/A	N/A	N/A	N/A	N/A						cancelled						
Snyder	P	P	P	absent	P	P	P						cancelled						
Twombly	P	P	P	V	P	P	P						cancelled						

Special Meetings	Board Retreat 2/23/2022	Emergency Meeting 3/4/2022
Labarta	P	P
Certain	P	P
Pinkoson	P	P
Andrew	N/A	N/A
Cole-Smith	P	V
Cornell	P	P
Hardt	P	P
Miller-Jones	absent	V
Simon	P	N/A
Snyder	P	P
Twombly	P	V

V = Virtual Attendance
P = Physical Attendance

File Attachments for Item:

2. Data Technical Advisory Committee - Minutes from 4.28.22



DATA TECHNICAL ADVISORY COMMITTEE MINUTES

April 28, 2022 from 9:30 AM – 11:00 AM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

Welcome

Board member, Lee Pinkoson, welcomed committee members and called the meeting to order. CTAC staff, Bonnie Wagner, briefly reviewed the objectives of the Data Technical Advisory Committee (DTAC) and topics for the current and future meetings.

Roll Call

Member Attendance: Anne Koterba, Fred Posner, Janet Bente Romero, Lauren Levitt, Michael Bowie, Shane Andrew, Shirley Watts, Taylor Gilfillan, and Lee Pinkoson.

Members Absent: none.

Meeting Topics

1) What is our data strategy?

CTAC staff detailed how CTAC is currently approaching data collection, what data is collected, how it is being collected, and how it is being used. Each provider has unique data collection requirements based on the type of service they provide. More specifically, data collected specifically addresses the anticipated participant demographics, services, and performance measures which are individualized for each contract. For instance, data collected and performance measures for a program serving pregnant women is different than a summer youth employment program. CTAC staff reviewed the Pathway to Improve Child Outcomes to demonstrate the variety of programs being funded and how these programmatic efforts are aligned with the organizational strategies and goals.

The group expressed a desire to measure what is happening in our programs and its impact including demographic information of program participants. Several group members expressed curiosity and interest in being able to measure participants over time and across programs as well as being able to link with information from external data systems (i.e., school system, etc). DTAC members were given the opportunity to provide individual responses on what they'd like to see in the Trust's policies in terms of what data is collected. Below are the themes and raw responses received:

What data is collected?

Themes: data collection should include (1) the extent to which services are being participated in, (2) key characteristics of participants, (3) benefits and effectiveness of funded services, (4) have an identified purpose and ways to meaningfully use and communicate findings, and (5) ways to potentially link with other systems.

Actual responses:

- Taxpayers would appreciate knowing how Children’s Trust is impacting the overall community.
- # of children receiving services who hadn’t before, # who receive services elsewhere.
- Not just measurements of numbers and % attendance, but qualitative data.
- Participation in previous CTAC program? (yes or no)
- How many programs used/taken?
- Program involvement, level of involvement, duration of involvement, start date, discharge date, gauge of outcome.
- Create a geographic dashboard that allows general public to select different areas (Zip, city) and see metrics for just that area.
- If the child left the county.
- Reconsider metric benchmarks we used to compare to; where does comparing against Alachua County population make sense? (highlighting disproportionality). Roughly 33% of kids in Alachua County are Black.
- What questions do you want to answer and what info do you want to provide to the public? That should guide data collection.
- Name, gender, race, residence to the zip code, school, grade
- Participant needs assessment via survey, etc.
- % of participants at 150% below poverty level
- Homeless populations if identified as such, could also have a column, which can have “CSE” generated ID number.
- Create and use a Florida Dept. of Education student ID # to use from providers to graduation.
- Name/Age (UUID)
- Other numbers (not CTAC) 1. School number, 2. Program number, 3.) DOC #
- Any data field collected should explicitly state how or in what way it will be shared in aggregate with the community / general public.
- Any data field collected should explicitly (in a table) state which metrics or purposes it will serve. (ex. [field] race [purpose] disaggregated metrics in indicators, grant reports)

2) How do we gather information?

The group discussed advantages of having a data system to allow for greater efficiency, continuity, and useful features. Several members spoke in favor of the Trust acquiring a data system as a collection interface with providers to document services, participants, and measure contract deliverables. DTAC members were given the opportunity to respond individually on what they’d like to see in the Trust’s policies in terms of how data is collected. Below are the themes and raw responses received:

How is data collected?

Themes: Data should be collected (1) via a secure data system where all individuals have a unique identifier, (2) on which providers would receive training, and (3) have an established enrollment procedure including a consent process that informs participant why information is being collected and how it will be used.

Actual responses:

- Assign # based upon the individual.
- Identifiers for computerized tracking of students from infants to college
- Policy – Use a secure encrypted system that generates a CTAC number per person.
- Use a data-base platform rather than Google Drive – reports, security, provider training and professional development.
- Better data system
- This would require training of CTAC agencies to ensure name and birthdates are entered appropriately to prevent new CTAC numbers.
- Linkage between schools and out of school providers
- Enrollment process and procedures, school ID # and show services to specific areas and school zones. Create and use a Florida DOE student ID #.
- Enrollment application/assessment; POT surveys (to confirm data); discharge report.
- On/In Database Platform: grants, proposals, financial, provider, participant, etc.
- Incentives to get data – offer grants (small) for organizations that track and send data based upon Children’s Trust application.
- A disclosure for parents/guardians should clearly and simply explain CTAC policy for use and sharing.
- For all data points collected, you should be able to explain why it’s needed.
- Specifically, why do you need PII? Is it only to track how many CTAC programs an individual participates in?
- Program/Systems to consider: Laserfiche (by Canon), form management, automated data collection processes, ACPS Finance and Data Analytics depts use it.

Public Comments

Addison Staples – Executive Director of Aces in Motion, shared thoughts and considerations he had during the meeting, including: (1) what type of information will be adequate or sufficient for voters to validate the Trust’s existence, (2) it is unrealistic to expect that CTAC or its programs will be able to change community level goals it aspires to, especially since within these societal level indicators there are many individuals not touched by these programs; a more realistic expectation would be asking the right program-specific questions, (3) CTAC is a funder and not charged with following youth longitudinally, (4) the data collection requirements and outcomes should be aligned with the level of funding, and (5) would like to see more strengths-based indicators.

Herman Knopf – Senior Research Scientist from the Anita Zucker Center for Excellence in Early Childhood Studies at the University of Florida, shared he thought it was a good discussion was

had in the meeting and heard that the DTAC was leaning towards procuring a data system to track those who are enrolling, participating, and receiving services. He suggested that the data system Trust procures incorporates fluid functionality and is intuitive. In terms of participant information he encouraged we focus more on salient characteristics that we can intervene on (i.e., what services they would like to benefit from, and the ability to benefit from service).

Close

Next meeting is May 26, 2022 at 9:30am-11am at the Children's Trust office.

802 NW 5th Ave, Gainesville, FL 32601

Non-Committee Members in Attendance:

CTAC Staff Attendance: Bonnie Wagner (Research, Planning, and Evaluation Coordinator), Kristy Goldwire (Acting Executive Director), Elizabeth Cayson (Community Engagement Coordinator), and Ashley Morgan-Daniel (Executive Assistant & Clerk of the Trust).

Others in Attendance: Bob Swain (Deputy County Attorney), Herman Knopf (Anita Zucker Center), and Addison Staples (Aces in Motion).

File Attachments for Item:

3. 5.23.22 Regular Board Meeting Minutes



CHILDREN'S TRUST REGULAR MEETING MINUTES

May 23, 2022 at 4:00 PM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

Call to Order

Chair Dr. Margarita Labarta called the meeting to order at 4:00 PM.

Roll Call

PRESENT

Chair Maggie Labarta
 Treasurer Lee Pinkoson
 Member Shane Andrew
 Member Karen Cole-Smith
 Member Ken Cornell
 Member Patricia Snyder
 Member Cheryl Twombly

ABSENT

Vice Chair Tina Certain
 Member Nancy Hardt
 Member Susan Miller-Jones

Agenda Review, Revision and Approval

Approval of the agenda also approves all of the items on the consent agenda.

Motion to approve the Agenda made by Member Pinkoson, Seconded by Member Cornell.

Motion was unanimously approved by voice vote.

Consent Agenda

1. Board Attendance YTD
2. 5.9.22 Regular Board Meeting Minutes
3. Board Meeting Evaluation - Survey Results from 05-09-2022

General Public Comments

Chair's Report

4. Executive Director Search (Dr. Maggie Labarta)

Chair Labarta reported that 25 applications were received for this position, 8 met the necessary education and management experience criteria. Chair Labarta, Ms. Akpan, and Ms. Howard will meet at a publically noticed meeting on June 8th to discuss the top 2-5 candidates.

5. Grace Grows Community Engagement Toolkit

This toolkit is an example and resource for community listening and strategic planning.

Executive Director's Report

Acting Executive Director, Kristy Goldwire, reported on two new staff positions. The job description for the Director of Finance is being developed referencing other Children's Services Councils documents. James Moore & Co. is working to find a temporary employee to assist in the finance department. Regarding the audio/visual equipment for the Trust, the Meeting OWL Pro has arrived on site and is awaiting installation by County IT. The EAD will also be meeting with the County's Communication Staff to discuss the purchased equipment, from Howard Technology, and future options.

Committee Updates

6. Steering Committee (Cheryl Twombly)

Committee Chair Twombly reported that the next meeting will include all members of the full committee and be held on May 25th at 11:00am. The Invitation to Negotiate (ITN) documents for the CTAC Listening Project will be reviewed and discussed.

Presentations

7. Fiscal Year 2023 Proposed Millage and Tentative Budget

AED Goldwire presented the FY23 proposed budget to the Board. Members discussed the four goal categories and the range of funds allocated to each. Member Cornell suggested increasing the total award amounts in Goals 1, 3, and 4 as they were significantly lower than those in Goal 2. Member Cole-Smith asked if funds or resources for the near-poor were included. Member Snyder suggested means-testing. Member Pinkoson asked about comparative staff salaries in other Children's Services Councils, and the plan for purchasing or building a long-term base for the CTAC. Member Cornell suggested using the fund balance for Goals 1, 3, and 4, even if the dollars are non-recurring. Chair Labarta noted that the Trust's first-year awards were non-recurring, however this seemed to create expectations among the recipients. As those awards were not data-driven, she suggested that the Board take the time to plan any further funding.

Motion made by Member Cornell, Seconded by Member Pinkoson to approve the preliminary budget as presented, as preliminary. To have the staff bring the expected tax valorem to a future meeting, and to move the currently unallocated 300K into Goals 1, 3, and/or 4. Moved for staff to make contact with the County to discuss using the allotted 750K and the fund balance for a permanent facility, and for staff to look at the summer school and afterschool programs to see if any of them address Strategies 2.3 or 2.4. Move for staff, at a future meeting, to report the dollar impact from the roll-back rate.

Old Business

New Business

Board Member Comments

For Your Information

Items in this section are for informational purposes only and do not require any action by the Trust.

Next Meeting Dates

Regular Meeting - Monday, June 13, 2022 @ 4:00 PM

ACPS District Office Board Room, 620 East University Ave., Gainesville, FL 32601

Regular Meeting - Monday, June 27, 2022 @ 4:00 PM

CTAC Offices, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Chair Dr. Margarita Labarta adjourned the meeting at 5:22 PM.

FY 2022-2023 Proposed Budget



CHILDREN'S TRUST
OF ALACHUA COUNTY

BOARD MEMBERS

Dr. Margarita Labarta
Chair
Gubernatorial Appointee

Tina Certain
Vice Chair
School Board Member

Lee Pinkoson
Treasurer
Gubernatorial Appointee

Dr. Karen Cole-Smith
Gubernatorial Appointee

Ken Cornell
County Commissioner

Dr. Nancy Hardt
Gubernatorial Appointee

Shane Andrew
Interim Superintendent
Alachua County Public Schools

Dr. Patricia Snyder
Gubernatorial Appointee

Cheryl Twombly
Community Development
Administrator
Department of Children and
Families

Judge Denise Ferrero
Circuit Judge

Kristy Goldwire, MSW
Acting Executive Director
Acting Secretary to the Board

May 23, 2022

Honorable Members of the Children's Trust of Alachua County

Re: Fiscal Year 2023 Proposed Millage and Tentative Budget

In accordance with Florida Statutes, Chapters 125 and 200, and Chapter 26 of the Alachua County Code of Ordinances, I present to you the Proposed Millage and Tentative Budget for Fiscal Year 2023.

The FY23 Budget totals \$10,188,745, an increase of 18% over the FY22 Amended Budget. The budget supports the recommendations provided by the original needs' assessment performed on behalf of the Children's Services Advisory Board, the Technical Advisory Committee, the "Ensuring Youth Thrive" Report by the Youth Development Research - Practice Partnership, and the Strengths and Gaps Analysis conducted by the Community Foundation of North Central Florida.

The FY23 Budget reflects the current approved budget for providers, and includes funds for an increase in staff within the Finance & Administration Department. The Budget has been developed to link funding with the Trust's desired goals while remaining flexible enough to respond to changing circumstances.

The FY23 Budget includes the Trust's Mission, Vision, and Guiding Principles, Population level Results and Indicators, a budget summary by function and object, details for each fund, and an organizational chart with the staff positions proposed for Fiscal Year 2023.

A summary of the major components of the FY23 Budget is included below:

REVENUES

Ad Valorem Taxes

The budget continues to fund the Trust's operations at 0.500 mills for a total tax levy of \$8,743,781, an increase of 6% over the previous year's adjusted ad valorem proceeds. The budget assumes a 6% increase in property values and a collection rate of 95% of the certified taxable value as required by F.S. 200.065.

Interest

The FY23 budget reduces the interest revenue from \$6,800 to \$5,000, due to continued low interest rates.

Contributions from Private Sources

The CTAC will continue to receive funding from the Pritzker Children's Initiative (PCI). However, this is the final year of the Pritzker Grant. The funds were reduced by half to \$41,776. CTAC will continue to allocate funds to PCI initiatives and will propose to absorb the full costs of the PCI initiatives and staff in FY2024.

EXPENSES

Grants and Aid

Grants and Aid **increased** by \$1,316,747. The increase is due to Board approved changes to TeensWorks Alachua, summer and afterschool programming.

Personal Services

The FY23 Budget **will show significant increases** in Personal Services to reflect two new FTEs and a vacant finance position. We anticipate an increase of \$300,000 to cover the costs of salaries and benefits. In addition, this factors in a 4% annual increase for all current employees and an 8% increase in current health benefit premiums.

Operational Expenses

The FY23 Budget remains relatively unchanged. This covers the cost of accounting services, legal services, local travel, rent and building expenses, rental for board meetings, and promotional activities, public meeting notices, and the TRIM process.

Reserves for Capital

CTAC currently has \$1,000,000 set aside for purchase or construction of a permanent location. No further funding is being requested at this time.

According to the Government Finance Officers Association (GFOA), budgets that meet the highest standards and receive the Distinguished Budget Award serve as an effective Policy Document, Financial Plan, Operations Guide, and Communications Device. As the Children's Trust of Alachua County develops both its internal capacity and provider community capacity, the Trust's budget and budget process will continue to develop as it strives to meet the highest standards of transparency and accountability.

Sincerely,



Kristy Goldwire
Acting Executive Director

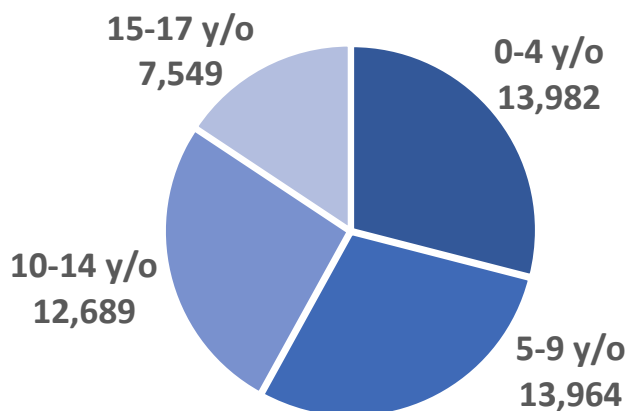
Demographics of Children in Alachua County



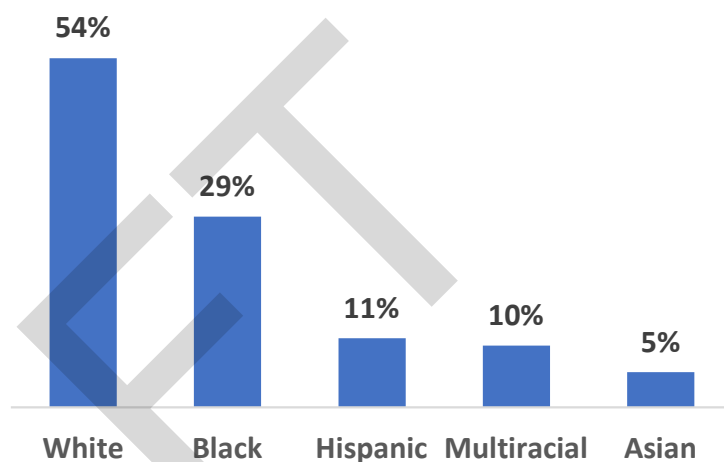
CHILDREN'S TRUST
OF ALACHUA COUNTY

48,184

children under age 18 live in Alachua County



Alachua County Children by Race



19% of children live in households below the federal poverty level



49% of school children are economically disadvantaged



55% of children are ready at kindergarten entry



87% of high school students graduate within four years.



MISSION, VISION, AND GUIDING PRINCIPLES

MISSION STATEMENT

The Children's Trust of Alachua County funds and supports a coordinated system of community services that allows all youth and their families to thrive.

VISION STATEMENT

Facilitate equitable access and opportunities for all children and families in Alachua County to ensure every child reaches their maximum potential.

GUIDING PRINCIPLES

Guiding Principles are utilized within organizations as a method to align behaviors, guide decision-making, and provide consistency with the Trust's Board values. The Trust's Board and stakeholders identified the following guiding principles:

1. Initiatives should ensure accessibility to universal supports for all children 0 to 18 and their families; targeted supports for those who need additional help; and place-based supports for those with the greatest need.
2. Innovative initiatives should be funded that coordinate comprehensive systems of support and delivers those supports in collaborative ways that allows the Trust to achieve collective impact.
3. Initiatives shall be evaluated based on its ability to ultimately impact all children, directly or indirectly, with a priority for long-term continual return on investment.
4. Initiatives must be measurable with priority given to a comprehensive system of supports that provide for prevention, timely intervention, and services that strengthen families and produce achievable results.
5. Initiatives must be aligned to a documented gap or need.
6. Funds will be invested, and initiatives will be prioritized based on the highest educational, social, or emotional outcome value.
7. Initiatives will be evaluated in an open, transparent, and competitive manner in order to ensure equitable results and confidence in the process.
8. The Trust values fiscal and operational accountability and will fund partners in a manner that rewards efficiencies, takes advantage of economies of scale, and maximizes services to children or family members/support members in order to meet the needs of educational, social, emotional, and/or physical health.
9. The complete portfolio of Trust investments shall be reviewed to ensure that Alachua County children and families have equitable access to services that will work to increase racial equity.
10. Prior to any funding decision, the direct impact on children must be the primary consideration.

GOALS AND INDICATORS

Alachua County
Previous Value (Yr.)Alachua County
Most Recent Value (Yr.)Change
Between
YearsState of Florida
Most Recent Value

ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY

Low Birth Weight <i>Live Births Under 2500 Grams</i>	10.3% (2020) 18.0% of black births	10.4% (2021) 20.2% of black births	↗	9.0% (2021) 14.4% of black births
Hospitalizations for Self-Inflicted Injuries <i>Ages 12-18</i>	149 (2019) rate per 100,000	142 (2020) rate per 100,000	↘	71 (2020) rate per 100,000
Bacterial STDs <i>Ages 14-19</i>	3,569 (2019) rate per 100,000 (6,334 for black teens)	3,520 (2020) rate per 100,000 (7,362 for black teens)	↘	2,416 (2020) rate per 100,000 (3,852 for black teens)
Child Food Insecurity Rate	19.9% (2020)	18.5% (2021)	↘	19.1% (2021)

ALL CHILDREN LEARN WHAT THEY NEED TO BE SUCCESSFUL

Children are Ready for Kindergarten <i>Florida Kindergarten Readiness Screener (FLKRS)</i>	58.4% (2020) 44.2% of black students	54.8% (2021) 35.4% of black students	↘	50.0% (2021) 39.5% of black students
3rd Grade Reading Proficiency <i>Florida Standards Assessment (FSA) English Language Arts</i>	56.6% (2019) 31.8% of black students	52.5% (2021) 29.4% of black students	↘	54.4% (2021) 36.7% of black students
8th Grade Reading Proficiency <i>Florida Standards Assessment (FSA) English Language Arts</i>	60.7% (2019) 31.2% of black students	57.8% (2021) 31.9% of black students	↘	52.4% (2021) 36.0% of black students
High School Graduation Rates	90.4% (2020) 84.1% for black youth	86.6% (2021) 82.5% for black youth	↘	90.1% (2021) 87.1% for black youth

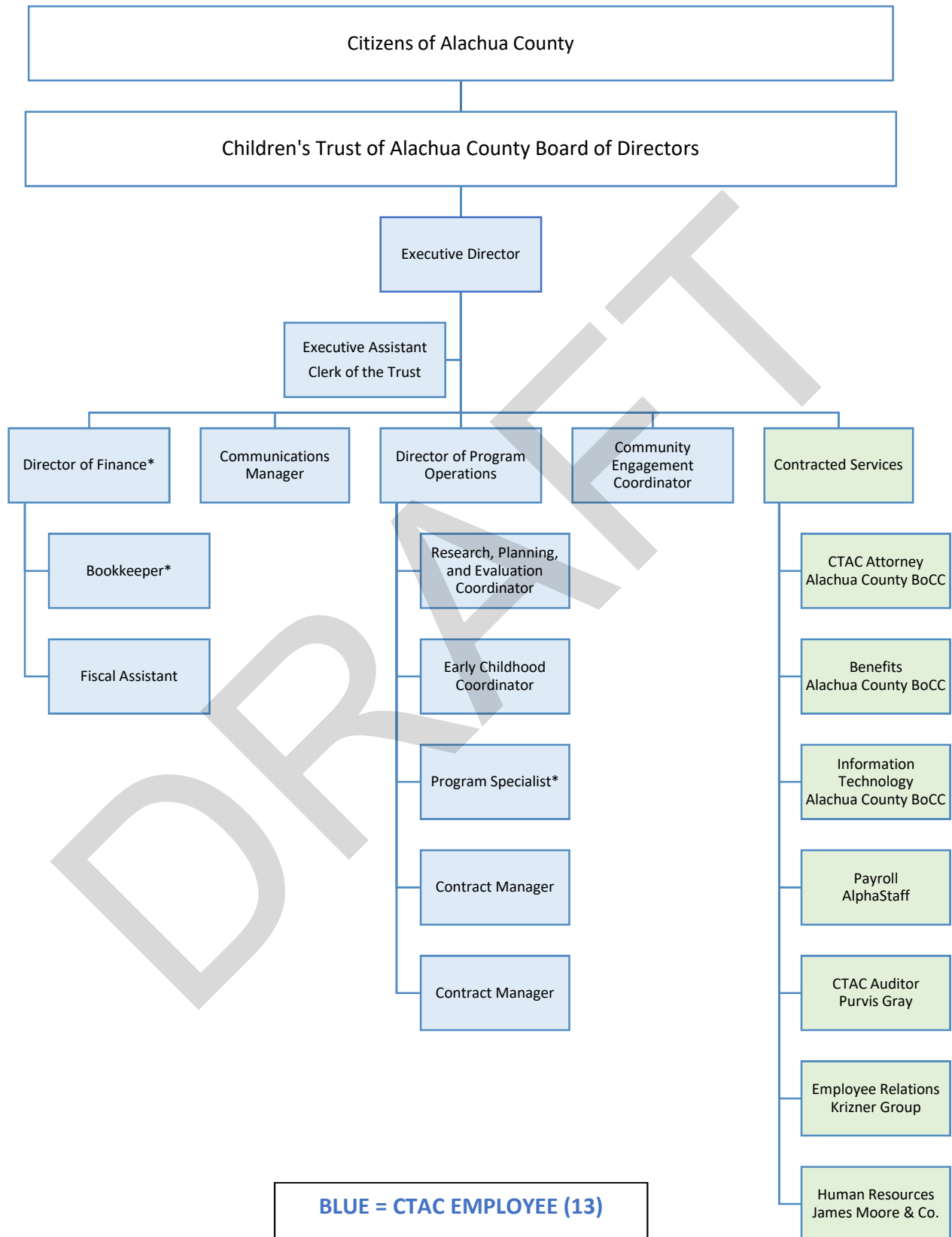
ALL CHILDREN HAVE NURTURING, SUPPORTIVE CAREGIVERS AND RELATIONSHIPS

Child Maltreatment Victims	3,666 (2020) 48.4% black children	3,535 (2021) 46.6% black children	↘	856,642 (2021) 30.7% black children
Youth Arrested	383 (2020) 301 (79%) black youth	311 (2021) 246 (79%) black youth	↘	19,086 (2021) 8,792 (46%) black youth
Children in Out-of-Home Care <i>Ages 0-17</i>	278 (2020) 47.1% black children	292 (2021) 57.2% black children	↗	22,488 (2020) 28.7% black children

ALL CHILDREN LIVE IN A SAFE COMMUNITY

Social Vulnerability Index	22nd percentile in overall vulnerability (2016)	24th percentile in overall vulnerability (2018)	↗	<i>unavailable</i>
Child Maltreatment Findings for Inadequate Supervision	425 (2019)	390 (2020)	↘	27,661 (2020)
Violent Crimes	662 (2019) rate per 100,000	749 (2020) rate per 100,000	↗	383 (2020) rate per 100,000
Hospitalizations for Unintentional Non-Fatal Injuries <i>Ages 0-14</i>	125 (2019)	122 (2020)	↘	4,790 (2020)

ORGANIZATIONAL CHART



**FY 2023
COMPREHENSIVE BUDGET**

		2021 Actual Amount	2022 Amended Budget	2023 Level 1 Initialized
REVENUES				
001 - General Fund				
311.1000	Ad Valorem Taxes Current Real & Personal Property	7,792,832.25	8,249,047.00	8,743,781.00
311.2000	Ad Valorem Taxes Delinquent Taxes	8,927.83	.00	.00
361.1320	Interest And Other Earnings Int Earn - Tax Collector	217.71	.00	.00
361.1410	Interest And Other Earnings General Government Interest	13,772.90	.00	5,000.00
386.6000	Transfer FR Const Officer Property Appraiser	5,572.36	.00	.00
386.7000	Transfer FR Const Officer Tax Collector	8,640.12	.00	.00
389.9100	Non-Operating Sources Beginning Fund Balance	.00	8,216,373.00	10,500,000.00
389.9200	Non-Operating Sources Ending Fund Balance	.00	(8,216,373.00)	(9,193,299.00)
General Fund Totals		\$7,829,963.17	\$8,249,047.00	\$10,055,482.00
101 - Special Revenue Fund				
337.0000	Grants from Local Govt Units Grants from Local Govt Units	75,000.00	.00	.00
361.1410	Interest And Other Earnings General Government Interest	99.26	.00	.00
366.0000	Private Contributions and Donations Private Contributions and Donations	83,333.00	83,333.00	41,667.00
381.0000	Operating Transfer In Operating Transfer In	38,667.00	.00	.00
389.9100	Non-Operating Sources Beginning Fund Balance	.00	50,000.00	91,596.00
Special Revenue Fund Totals		\$197,099.26	\$133,333.00	\$133,263.00
301 - Capital Project Fund				
361.1410	Interest And Other Earnings General Government Interest	174.87	.00	.00
381.0000	Operating Transfer In Operating Transfer In	300,000.00	750,000.00	750,000.00
389.9100	Non-Operating Sources Beginning Fund Balance	.00	300,000.00	1,050,000.00
389.9200	Non-Operating Sources Ending Fund Balance	.00	(1,000,000.00)	(1,800,000.00)
Capital Project Fund Totals		\$300,174.87	\$50,000.00	\$0.00
Net Grand Totals:		\$8,327,237.30	\$8,432,380.00	\$10,188,745.00

**FY2023
COMPREHENSIVE BUDGET**

Item 3.

Account	Account Description	021 Actual Amount	2 Amended Budget	3 Level 1 Initialized
Fund 001 - General Fund				
11.00	Executive Salaries Executive Salaries and Wages	111,574.12	114,400.00	125,000.00
12.00	Regular Salaries Regular Salaries & Wages	323,274.90	557,539.00	725,012.00
21.00	FICA FICA Taxes	32,912.93	60,180.00	65,025.00
22.00	Retirement Retirement Contributions	65,800.09	92,437.00	114,695.00
23.10	Life And Health Insurance Health Insurance	46,373.75	114,226.00	183,034.00
23.15	Life And Health Insurance Dental Insurance	1,165.51	2,301.00	3,168.00
23.20	Life And Health Insurance Life Insurance	573.19	486.00	648.00
24.00	Workers Compensation Workers Comp	903.52	1,423.00	1,673.00
25.00	Unemployment Compensation Unemployment Compensation	.00	18,143.00	22,949.00
31.00	Professional Services Professional Services	214,802.12	402,240.00	442,240.00
31.41	Professional Services Attorney Fees	.00	35,000.00	27,000.00
31.80	Professional Services Property Appr / Tax Collector	298,275.85	325,470.00	325,470.00
32.00	Accounting and Auditing Independent Audit	10,000.00	20,000.00	30,000.00
34.00	Other Services Other Contractual Services	1,885.00	19,580.00	11,180.00
40.00	Travel and Per Diem Travel & Per Diem	5,132.55	3,400.00	12,600.00
40.10	Travel and Per Diem Local Mileage	.00	7,400.00	6,800.00
41.00	Communications Services Communication Services	28,239.17	29,960.00	36,728.00
42.00	Freight & Postage Services Freight and Postage Services	.00	.00	1,540.00
43.00	Utility Services Utility Services	3,101.10	10,560.00	11,620.00
44.00	Rental and Leases Rental and Leases	45,278.61	84,100.00	79,600.00
45.00	Insurance Insurance	8,651.70	8,385.00	13,000.00
46.00	Repairs and Maintenance Services Repairs and Maintenance	1,989.79	2,800.00	2,800.00
48.00	Promotional Activities Promotional Activities	4,222.87	71,000.00	67,000.00
49.00	Other Current Charges and Obligations Other Current Chgs & Obligations	1,942.80	.00	2,940.00
51.00	Office Supplies Office Supplies	7,745.93	15,000.00	23,000.00
52.00	Operating Supplies Operating Supplies	71,290.97	55,250.00	128,820.00
54.00	Books Publications Subscriptions and Memberships Books Subscriptions Memberships	15,786.80	20,000.00	17,000.00
54.40	Books Publications Subscriptions and Memberships Memberships	.00	1,000.00	1,700.00
55.00	Training and Education Training and Education	.00	.00	7,000.00
82.00	Aid to Private Organizations Aid to Private Organizations	.00	5,014,315.00	350,000.00
82.10	Goal 1: All Children Are Born Healthy and Remain Healthy			.00
82.11	Strategy 1.1 Support Maternal and Child Health	15,265.34	.00	475,000.00
82.12	Strategy 1.2 Support Mental Health and Substance Abuse Prevention	.00	.00	150,000.00
82.13	Strategy 1.3 Support Physical Health	.00	.00	62,706.00
82.14	Strategy 1.4 Improve Food Security			
82.20	Goal 2: All Children can learn what they need to be successful			
82.21	Strategy 2.1 Support Professional Development and Capacity-Building	.00	.00	646,526.00
82.22	Strategy 2.2 Expand High Quality Childcare, Afterschool, and Summer Programs	49,611.41	.00	3,060,000.00
82.23	Strategy 2.3 Support Literacy and other Academic Supports	566.00	.00	90,649.00
82.24	Strategy 2.4 Improve Capacity to Support Special Needs	26,752.04	.00	797,792.00
82.25	Strategy 2.5 Support Career Exploration and Preparation			
82.30	Goal 3: All Children have Nurturing and Supportive Caregivers and Relationships			
82.31	Strategy 3.1 Support Initiatives that Connect Families to Resources	.00	.00	420,000.00
82.32	Strategy 3.2 Improve Family Strengthening and Supports	9,015.01	.00	75,000.00
82.40	Goal 4: All Children Live in a Safe Community			
82.41	Strategy 4.1 Support Injury Prevention			
82.42	Strategy 4.2 Support Initiatives that prevent Delinquency/Truancy	.00	.00	29,554.00
82.43	Strategy 4.3 Support Violence Prevention Initiatives			
82.45	Aid to Private Organizations Partnership for Strong Families	84,096.31	.00	45,500.00
82.55	Aid to Private Organizations Match Funding	.00	.00	103,335.00
82.60	Aid to Private Organizations Sponsorship Funding	6,720.00	.00	25,000.00
82.68	Aid to Private Organizations PACE Center for Girls, Inc	111,832.00	.00	.00
82.69	Aid to Private Organizations Kids Count in Alachua County Inc	21,627.67	.00	.00
82.80	Aid to Private Organizations Black on Black Crime Task Force	4,752.22	.00	.00
91.20	Operating Transfers Out Transfers Out SRF and Capital	338,667.00	750,000.00	750,000.00
99.20	Other Non Operating Other Uses Appropriated Reserves	.00	318,853.00	485,178.00
Fund Totals		\$3,909,487.50	\$8,249,047.00	\$10,055,482.00
Grand Totals		\$3,909,487.50	\$8,249,047.00	\$10,055,482.00

FY2023
COMPREHENSIVE BUDGET

Item 3.

Account	Account Description	2021 Actual Amount	2022 Amended Budget	2023 Level 1 Initialized
Fund 101	Grants and Awards			
12.00	Regular Salaries Regular Salaries & Wages	42,392.35	66,560.00	66,560.00
14.00	Overtime Overtime	1,013.67	.00	.00
21.00	FICA FICA Taxes	3,153.72	5,092.00	5,092.00
22.00	Retirement Retirement Contributions	4,630.44	7,095.00	7,927.00
23.10	Life And Health Insurance Health Insurance	7,852.23	14,235.00	7,392.00
23.15	Life And Health Insurance Dental Insurance	205.91	288.00	288.00
23.20	Life And Health Insurance Life Insurance	36.00	54.00	54.00
24.00	Workers Compensation Workers Comp	88.25	130.00	130.00
25.00	Unemployment Compensation Unemployment Compensation	.00	1,798.00	1,798.00
31.00	Professional Services Professional Services	837.94	19,631.00	19,631.00
40.00	Travel and Per Diem Travel & Per Diem	764.33	10,350.00	9,375.00
40.10	Travel and Per Diem Local Mileage	.00	.00	3,500.00
41.00	Communications Services Communication Services	485.57	1,500.00	3,216.00
48.00	Promotional Activities Promotional Activities	.00	5,000.00	5,000.00
51.00	Office Supplies Office Supplies	109.62	1,000.00	1,500.00
54.40	Books Publications Subscriptions and Memberships Memberships	.00	600.00	1,400.00
55.00	Training and Education Training and Education	.00	.00	400.00
82.00	Aid to Private Organizations Aid to Private Organizations	338.44	.00	.00
82.44	Aid to Private Organizations Kids Count in Ala Cnty #11828	15,189.00	.00	.00
Fund 101 - Grants and Awards Totals		\$77,097.47	\$133,333.00	\$133,263.00
Net Grand Totals		\$77,097.47	\$133,333.00	\$133,263.00

**FY 2023
COMPREHENSIVE BUDGET**

		2021 Actual Amount	2022 Amended Budget	2023 Level 1 Initialized
301 - Capital Project Fund				
361.1410	Interest And Other Earnings General Government Interest	174.87	.00	.00
381.0000	Operating Transfer In Operating Transfer In	300,000.00	750,000.00	.00
389.9100	Non-Operating Sources Beginning Fund Balance	.00	300,000.00	1,050,000.00
389.9200	Non-Operating Sources Ending Fund Balance	.00	-1,000,000.00	-1,050,000.00
52.00	Operating Supplies Operating Supplies			
Capital Project Fund Totals		\$300,174.87	\$50,000.00	\$0.00
Revenue Totals		\$300,174.87	\$50,000.00	\$0.00
Expenditure Totals		\$0.00	\$50,000.00	\$0.00
Net Grand Totals		\$300,174.87	\$0.00	\$0.00

**FY 2023
BUDGET BY FUNCTION**

	2021 Actual Amount	2022 Amended Budget	2023 Level 1 Initialized
GENERAL FUND EXPENDITURES			
51 Administration	\$922,540.80	\$1,092,700.00	\$1,366,857.00
56 Programs	\$2,648,279.70	\$6,406,347.00	\$7,938,625.00
58 Other Uses	\$338,667.00	\$750,000.00	\$750,000.00
59 Other Non Operating	\$0.00	\$0.00	\$0.00
EXPENDITURES TOTAL	\$3,909,487.50	\$8,249,047.00	\$10,055,482.00
GRANTS AND AWARDS EXPENDITURES			
56 Programs	\$77,097.47	\$133,333.00	\$133,263.00
EXPENDITURES TOTALS	\$77,097.47	\$133,333.00	\$133,263.00
CAPITAL PROJECTS FUND EXPENDITURES			
56 Programs	\$0.00	\$50,000.00	\$0.00
EXPENDITURES TOTALS	\$0.00	\$50,000.00	\$0.00
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$3,986,584.97	\$8,432,380.00	\$10,188,745.00
Net Grand Totals:	(\$3,986,584.97)	(\$8,432,380.00)	(\$10,188,745.00)

**FY 2023
BUDGET BY OBJECT**

		2021 Actual Amount	2022 Amended Budget	2023 Level 1 Initialized
REVENUES				
31	TAXES	\$7,801,760.08	\$8,249,047.00	8,743,781.00
33	Intergovernmental Revenue	\$75,000.00	\$0.00	\$0.00
34	Charges for Services	\$0.00	\$0.00	\$0.00
36	Miscellaneous Revenue	\$97,597.74	\$83,333.00	\$46,667.00
38	Other Sources	\$352,879.48	\$100,000.00	\$1,398,297.00
REVENUE TOTALS		\$8,327,237.30	\$8,432,380.00	\$10,188,745.00
EXPENDITURES				
10	Personnel Services	\$649,418.30	\$1,056,387.00	\$1,330,445.00
20	Operating Expenses	\$720,542.72	\$1,199,226.00	\$1,292,060.00
30	Capital Outlay	\$0.00	\$93,599.00	\$0.00
50	Grants and Aid	\$2,277,956.95	\$5,014,315.00	\$6,331,062.00
60	Other Uses	\$338,667.00	\$1,068,853.00	\$1,235,178.00
EXPENDITURE TOTALS		\$3,986,584.97	\$8,432,380.00	\$10,188,745.00
NET GRAND TOTALS		\$4,340,652.33	\$0.00	\$0.00

APPENDIX A - PROGRAM FUNDING

Item 3.

GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY		\$ 687,706
STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH		
PROGRAM	AGENCY	Proposed Funding
MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$ 75,000
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$ 400,000
STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION		
PROGRAM	AGENCY	Proposed Funding
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$ 75,000
YOUTH MENTAL HEALTH SUPPORT DURING AFTERSCHOOL AND SUMMER PROGRAMMING	Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) Shands Teaching Hospital	\$ 75,000
STRATEGY 1.3 SUPPORT PHYSICAL HEALTH		
PROGRAM	AGENCY	Proposed Funding
WELLNESS COORINATOR @ HOWARD BISHOP MS *	Children's Home Society of Florida	\$ 62,706
STRATEGY 1.4 IMPROVE FOOD SECURITY		
PROGRAM	AGENCY	Proposed Funding
GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL		\$ 4,594,967
STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING		
PROGRAM	AGENCY	Proposed Funding
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$ 248,026
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$ 90,000
ACCREDITATION ACADEMY	Multiple	\$ 300,000
PROFESSIONAL DEVELOPMENT REGISTRY	TBD	\$ TBD
PHILANTHROPY HUB	Community Foundation of North Central Florida	\$ 8,500
STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS		
PROGRAM	AGENCY	Proposed Funding
Total Afterschool Allocation	Currently Funding Programs	\$ 1,000,000
Total Summer Allocation (Camps & Enrichment Providers)	Currently Funding Programs	\$ 2,000,000
SUMMER PROGRAMMING (FREEDOM SCHOOL)	UF - College of Education Collaborative for Equity in Education	\$ 60,000
STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS		
PROGRAM	AGENCY	Proposed Funding
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$ 14,000
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$ 42,690
OPERATION FULL STEAM*	Cade Museum	\$ 33,959
STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS		
PROGRAM	AGENCY	Proposed Funding
STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION		
PROGRAM	AGENCY	Proposed Funding
TEENSWORK ALACHUA	Minority Business Listings, Inc.	\$ 125,000
TEENSWORK ALACHUA	Goodwill Industries of North Florida	\$ 125,000
TEENSWORK ALACHUA	Goodwill Industries of North Florida	\$ 250,000
TEENSWORK ALACHUA	TBD	\$ 250,000
NEW TECH NOW STE2AM ENGINE PROGRAM	New Technology Made Simple Now, Inc.	\$ 47,792
GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS		\$ 420,000
STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES		
PROGRAM	AGENCY	Proposed Funding
RFP 2021-07 HELP ME GROW ALACHUA	Children's Home Society of Florida	\$ 220,000
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families	\$ 200,000
STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS		
PROGRAM	AGENCY	Proposed Funding
PROJECT YOUTHBUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$ 75,000
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY		\$ 75,054
STRATEGY 4.1 SUPPPORT INJURY PREVENTION		
PROGRAM	AGENCY	Proposed Funding
STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY/TRUANCY		
PROGRAM	AGENCY	Proposed Funding
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$ 29,554
STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES		
PROGRAM	AGENCY	Proposed Funding
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$ 27,500
MIDNIGHT YOUTH BASKETBALL	City of Gainesville	\$ 18,000
		SPONSORSHIPS \$ 25,000
		REIMAGINE GAINESVILLE \$ 50,000
		MATCH* (a total of \$200,000 allocated) \$ 103,335
		UNALLOCATED \$ 300,000
		TOTAL PROGRAM FUNDING \$ 6,331,062

DATE	RESPONSIBILITY	ACTION
Monday, March 14	<i>Finance Department</i>	<i>Send out email to all staff stating that budget requests are due by March 25, 2022.</i>
Monday, March 21	<i>Executive Director Finance Department</i>	<i>Lead meeting of all staff to discuss overall budget, departmental funding, and new FTE positions for Fiscal Year 2023.</i>
Monday, May 23	<i>Executive Director Finance Department</i>	<i>Presentation of proposed budget to the Board of the Trust.</i>
Wednesday, June 1	<i>Alachua County Property Appraiser</i>	<i>Delivery of the total assessed value of non-exempt property in Alachua County.</i>
Monday, June 13	<i>Board of the Trust</i>	<i>Approval of two Truth in Millage Resolutions - 1) A resolution setting the Proposed Millage Rate, setting the date, time and place of the Public Hearings to consider the proposed millage rate and tentative budget; 2) A resolution adopting a tentative written budget for Fiscal Year 2023.</i>
Friday, July 1	<i>Alachua County Property Appraiser</i>	<i>Certification of the taxable value to each taxing authority on the Certification of Taxable Value (Form DR-420).</i>
Friday, July 1	<i>Executive Director</i>	<i>Submission of a tentative annual budget to the Alachua County Board of County Commissioners.</i>
Friday, July 29	<i>Executive Director</i>	<i>No later than August 4, 2022, (within 35 days after the Certification of Taxable Value), each taxing authority must inform the Alachua County Property Appraiser of the prior year millage rate, the current year proposed millage rate, the current year rolled-back rate, and the date, time, and meeting place of the first required tentative budget hearing.</i>
Tuesday, August 2	<i>School Board of Alachua County</i>	<i>School Board of Alachua County first public budget hearing.</i>
Tuesday, August 23	<i>Alachua County Property Appraiser</i>	<i>No later than August 24, 2022, (within 55 days after the Certification of Taxable Value), the Alachua County Property Appraiser must send the Truth in Millage notification to all property owners in Alachua County.</i>
Thursday, September 1	<i>Communications Manager</i>	<i>Pursuant to F.S. 200.065, the tentative budget must be posted on the authority's official website at least two days before the budget hearing and must remain on the website for at least 45 days.</i>
Tuesday, September 6	<i>School Board of Alachua County</i>	<i>School Board of Alachua County second public budget hearing.</i>
Monday, September 12	<i>Board of the Trust</i>	<i>First public hearing of the proposed millage rate and the tentative budget. (Hearing dates with July 1 Certification - No sooner than Sept. 3 and no later than Sept. 18)</i>
Tuesday, September 13	<i>Alachua County Board of County Commissioners</i>	<i>Alachua County Board of County Commissioners first public budget hearing.</i>
Thursday, September 22	<i>Clerk of the Trust</i>	<i>Advertisement of final hearing posted two to five days before the final hearing. Notice of Proposed Tax Increase <u>OR</u> Notice of Budget Hearing <u>AND</u> Budget Summary.</i>

DATE	RESPONSIBILITY	ACTION
Thursday, September 22	<i>Communications Manager</i>	<i>Preliminary adopted budget posted on the authority's official website at least two days before the final budget hearing.</i>
Monday, September 26	<i>Board of the Trust</i>	<i>Second public hearing of the final millage rate and the final adopted budget. This must be held within 15 days following the first hearing.</i>
Tuesday, September 27	<i>Alachua County Board of County Commissioners</i>	<i>Alachua County Board of County Commissioners second public budget hearing.</i>
Friday, September 30	<i>Finance Department</i>	<i>The taxing authority must forward the resolution adopting the final millage rate to the Alachua County Property Appraiser, the Alachua County Tax Collector, and the Florida Department of Revenue within three days of the final hearing. Receipt of the resolution is the official notification of the final millage rate.</i>
Friday, October 7	<i>Clerk of the Trust Finance Department</i>	<p><i>Within 30 days of the final hearing, each taxing authority must complete and submit the following forms to the Florida Department of Revenue:</i></p> <ol style="list-style-type: none"> <i>1) Certification of Compliance (Form DR-487)</i> <ol style="list-style-type: none"> <i>a) Provide proof of publication for all newspaper advertisements.</i> <i>b) Provide the entire page from each newspaper advertisement including the Budget Summary advertisement and the Notice of Proposed Tax Increase or Budget Hearing Advertisement.</i> <i>c) Submit the authority's resolution adopting the final millage rate, with percent change of rolled-back rate shown and the resolution adopting the final budget, indicating order of adoption.</i> <i>2) Vote Record for Final Adoption of Millage Levy (Form DR-487V)</i> <i>3) A copy of the Certification of Final Taxable Value (Form DR-422)</i>
Monday, October 24	<i>Communications Manager</i>	<i>The final adopted budget must be posted on the authority's official website within 30 days after the adoption and must remain on the website for at least two years.</i>
Monday, October 31	<i>Clerk of the Trust</i>	<i>Return original copy of the complete Certification of Final Taxable Value (Form DR-422) to the Alachua County Property Appraiser.</i>
October - December	<i>Executive Director</i>	<i>The governing body of the authority, pursuant to F.S. 189.016(6) citing F.S. 200.065, dictates that any budget amendment that increases or decreases the overall budget after 60 days of the passing of the final budget, must be passed by resolution, posted on the website within 5 days and remain there for two years.</i>

File Attachments for Item:

4. Board Meeting Evaluation - Survey Results from 5.23.22



Summary of Board Meeting Evaluation Surveys

Per Board Policy 1.15, at each meeting, Board members will be given the opportunity to evaluate the effectiveness and efficiency of meetings and provide suggestions as to how to improve and make the best use time during Board meetings. The following is a summary of the input Board members provided for review by the Board, CTAC staff, and members of the public regarding the most recent Board meeting.

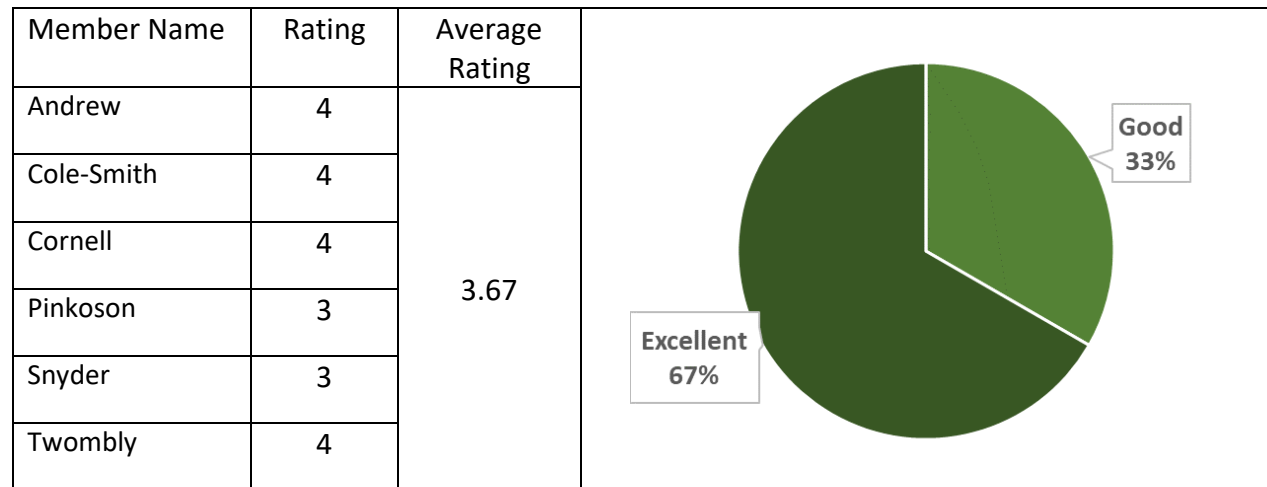
<u>Date of Meeting:</u>	May 23, 2022
<u>Completion Rate:</u>	60% of Board members completed (6 of 10)

Evaluation of Meeting Components:

Board members rate effectiveness and efficiency of four components from 1 to 4. Ratings signify 1 = “poor”, 2 = “fair”, 3 = “good”, and 4 = “excellent”. Overall, each meeting component received favorable ratings with all items receiving a rating of either “good” or “excellent”. Facilitation and CTAC staff were rated “excellent” by all board members in the most recent meeting.

Meeting Component				
Date of Meeting	Materials Provided	Meeting Facilitation	CTAC Staff	Presentations
May 23rd	3.67	4.00	4.00	3.83
May 9th	3.86	3.29	3.83	3.00
April 25th	3.88	3.88	4.00	4.00
April 11th	3.80	3.40	4.00	4.00
March 14th	3.83	3.83	4.00	3.40
February 14th	3.86	3.80	4.00	3.83
January 10th	3.71	3.86	3.71	3.36

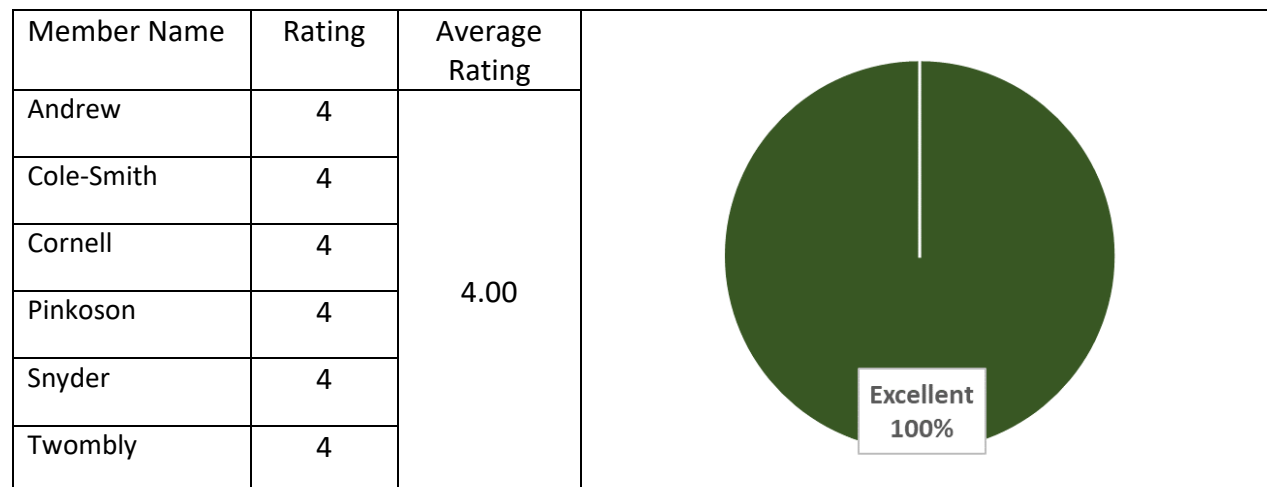
Materials Provided (The Board packet was received in a timely fashion and provided the information needed to prepare for the meeting)



Comments:

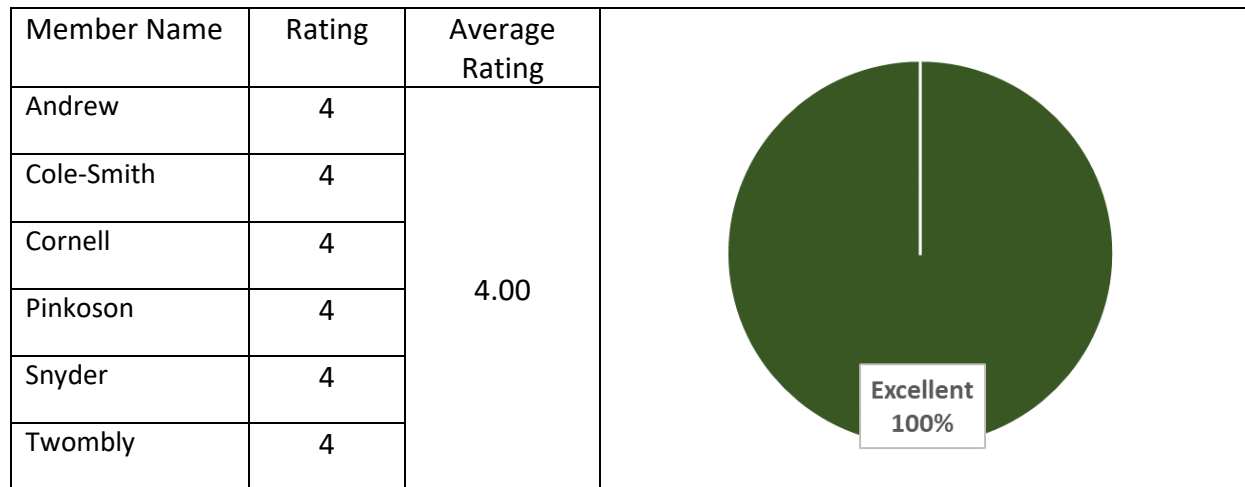
- The budget packet was helpful, but a little more detail could have helped. That may be on me. (Pinkoson).

Meeting Facilitation (The Chair ensured Board members and members of the public who wanted to speak had the opportunity to be heard)



Comments: No comments received.

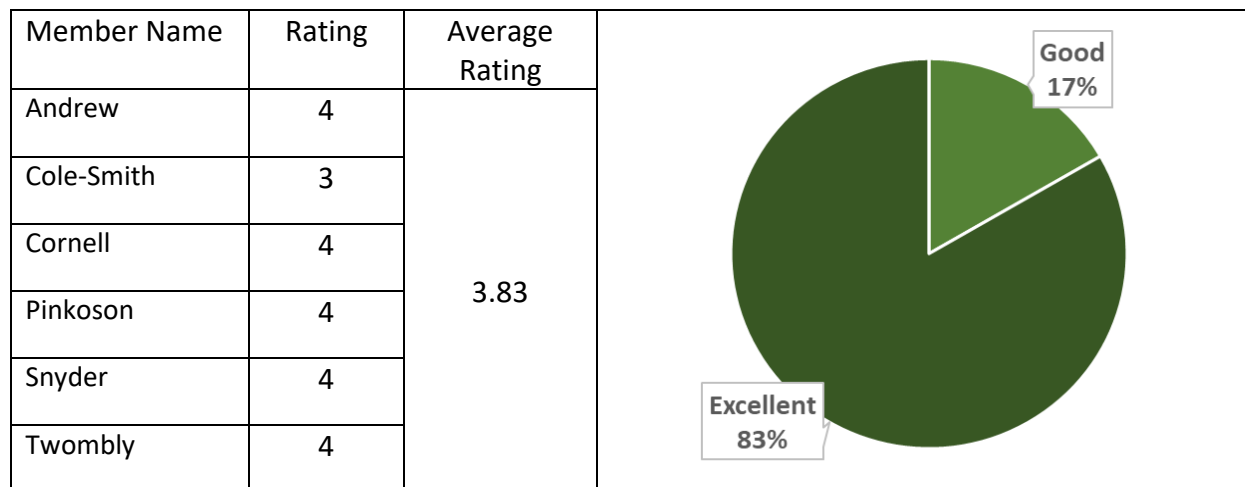
CTAC Staff (CTAC staff were knowledgeable on their agenda items and prepared to address questions, or provide a plan for follow-up)



Comments:

- Appreciated the preparation and discussion about the proposed budget. (Snyder)
- Thank you for your responsiveness for every question posed. (Twombly)

Presentations (Presentations were helpful in providing information on programs and policies to guide decision-making and allow for input and transparency)



Comments:

- Very timely. (Cole-Smith)
- Good discussion on budget priorities; very insightful when contemplating future funding. (Twombly)

Finally, Board members were able to provide general comments on the meeting overall as well as topics they'd like to see addressed on future agendas. Board members expressed: gratitude, appreciation of diverse views shared and respected, and continued interest in addressing priority areas with limited or no funding allocations. Member Cole-Smith expressed interest in hearing more about the Trust's marketing efforts.

General Comments:

- Thanks to all! (Andrew)
- Diverse views shared and respected. (Cole-Smith)
- I very much want to continue identifying areas that the Trust can allocate resources to further address goals 1,3 & 4. And I would now add goals 2.3 and 2.4. Thank you! (Cornell).

Are there any items, presentations, or other information you would like placed on a future Board agenda?

- Marketing efforts. (Cole-Smith)

File Attachments for Item:

5. May 2022 Checks and Expenditures Report

**Item:**

May 2022 Checks and Expenditures Report

Requested Action:

The Trust is asked to receive the report.

Background

Resolution 2020-2 requires that “All checks for expenditures or contracts which have not been expressly approved by the Trust shall be reported to the Trust on a monthly basis. The report may be under the consent agenda subject to being removed for further discussion.”

Attachments

May 2022 Bank Activity Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

Children's Trust of Ala Cty LIVE
Bank Account Activity Report

Reconciled

From Date: 05/01/2022 - To Date: 05/31/2022

Bank	Bank Account										
Bank of America	Concentration Account										
	Deposits: Date		Type	Deposit Information		Description	Department	Amount			
	No Transactions Exist										
	Checks: Status		Check Number	Payment Date	Reconciled	Source	Payee Name	Amount			
	No Transactions Exist										
	EFTs: Status		EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount			
	No Transactions Exist										
	Returned Checks: Date		Payer	Check Number		Amount					
	No Transactions Exist										
	Wire Transfers: Type		Date	Vendor	Description	Internal Account	Amount				
No Transactions Exist											
Adjustments: Type		Date	Description	Amount							
No Transactions Exist											
Bank of America	ZBA Accounts Payable										
	Deposits: Date		Type	Deposit Information		Description	Department	Amount			
	No Transactions Exist										
Checks: Status		Check Number	Payment Date	Reconciled	Source	Payee Name	Amount				
No Transactions Exist											

Status	EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount
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No Transactions Exist

Date	Payee	Check Number	Amount
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No Transactions Exist

Type	Date	Vendor	Description	Amort	Iter
			Internal Account		

No Transactions Exist

Adjustments: Type				Amount
No Transactions Exist				.

File Attachments for Item:

6. Program Funding FY22 - updated 6.2.2022

GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY	\$	687,706	\$	687,706	\$	233,162	\$	454,543
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STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$ 75,000	\$ 75,000	\$ 19,193	\$ 55,807
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$ 400,000	\$ 400,000	\$ 197,320	\$ 202,680

STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$ 75,000	\$ 75,000	\$ -	\$ 75,000
YOUTH MENTAL HEALTH SUPPORT DURING AFTER-SCHOOL AND SUMMER PROGRAMMING	Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) Shands Teaching Hospital	\$ 75,000	\$ 75,000	\$ -	\$ 75,000

STRATEGY 1.3 SUPPORT PHYSICAL HEALTH

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
WELLNESS COORINATOR @ HOWARD BISHOP MS *	Children's Home Society of Florida	\$ 62,706	\$ 62,706	\$ 16,649	\$ 46,057

STRATEGY 1.4 IMPROVE FOOD SECURITY

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
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GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL	\$	4,950,567	\$	4,527,893	\$	846,021	\$	3,087,780
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STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$ 248,026	\$ 248,026	\$ 127,808	\$ 120,218
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$ 90,000	\$ 95,500	\$ 30,000	\$ 65,500
ACCREDITATION ACADEMY	Multiple	\$ 300,000	TBD	\$ -	
PROFESSIONAL DEVELOPMENT REGISTRY	The Children's Forum	\$ 34,650	\$ 34,650	\$ 14,438	\$ 20,213
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Alachua County Board of County Commissioners	\$ 8,125	\$ 9,251	\$ -	\$ 9,251
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Boys and Girls Club of NE Florida	\$ 30,000	\$ 30,000	\$ 15,000	\$ 15,000
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Traveling Arts Camp	\$ 23,626	\$ 22,736	\$ 17,369	\$ 5,367
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Gainesville Circus Center	\$ 16,974	\$ 16,974	\$ 6,385	\$ 10,589
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Gainesville Area Tennis Association (Aces in Motion)	\$ 37,850	\$ 37,850	\$ 11,600	\$ 26,250
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Kids Count in Alachua County, Inc.	\$ 30,586	\$ 30,350	\$ 8,921	\$ 21,429
ITN 2022 - 01 YOUTH DEVELOPMENT CAPACITY BUILDING	Girls Place, Inc.	\$ 31,800	\$ 31,000	\$ -	\$ 31,000
ITN 2022 - 03 YOUTH DEVELOPMENT CAPACITY BUILDING FOR ENRICHMENT PROVIDERS	TBD	\$ 120,000	\$ 24,609	TBD	
PHILANTHROPY HUB	Community Foundation of North Central Florida	\$ 8,500	\$ 8,500	\$ 8,500	\$ -

STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	TBD	\$ 1,980		\$ -	\$ -
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Alachua County Board of Commisioners	\$ 85,400	\$ 85,400		\$ 85,400
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	A-Team Consulting & Training	\$ 24,992	\$ 24,992	\$ 3,500	\$ 21,492
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Boys & Girls Club of NE Florida	\$ 134,042	\$ 134,042		\$ 134,042
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Cade Museum for Creativity	\$ 16,268	\$ 16,268		\$ 16,268
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Child Advocacy Center Enrichment	\$ 10,500	\$ 10,500		\$ 10,500
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	City of Alachua	\$ 66,665	\$ 66,665		\$ 66,665

APPENDIX A - PROGRAM FUNDING

SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Community Impact Corporation	\$	138,575	\$	138,575	\$		\$	138,575
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Cultural Arts Coalition	\$	28,200	\$	28,200	\$		\$	28,200
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Cultural Arts Coalition Enrichment	\$	14,544	\$	14,544	\$		\$	14,544
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Deeper Purpose	\$	91,500	\$	91,500	\$	22,500	\$	69,000
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Empowerment Consultants & Associates	\$	12,253	\$	12,253	\$	1,500	\$	10,753
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Florida Musuem of Natural History Enrichment	\$	22,080	\$	22,080	\$	5,520	\$	16,560
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Gainesville Area Community Tennis ACES in Motion	\$	66,925	\$	66,925	\$	9,481	\$	57,444
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Gainesville Chamber Orchestra Enrichment	\$	7,500	\$	7,500	\$		\$	7,500
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Gainesville Circus Center	\$	25,200	\$	25,200	\$		\$	25,200
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Girls Place	\$	89,950	\$	89,950	\$		\$	89,950
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Good News Arts	\$	157,220	\$	157,220	\$	35,516	\$	121,704
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Greater Duval Neighborhood Association	\$	49,709	\$	49,709	\$	7,802	\$	41,907
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Just for Us	\$	33,000	\$	33,000	\$	7,875	\$	25,125
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	I AM STEM	\$	163,075	\$	163,075	\$		\$	163,075
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Kids Count in Alachua County	\$	32,700	\$	32,700	\$	1,280	\$	31,420
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Motiv8U Enrichment	\$	45,000	\$	45,000	\$		\$	45,000
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	North Central YMCA	\$	189,812	\$	189,812	\$		\$	189,812
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Santa Fe College	\$	40,708	\$	40,708	\$		\$	40,708
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	St Barbara CFC Ministries	\$	62,600	\$	62,600	\$	13,500	\$	49,100
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Star Center Children's Theater	\$	93,675	\$	93,675	\$		\$	93,675
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Traveling Art Camp	\$	169,505	\$	169,505	\$		\$	169,505
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	Underground Kitchen Enrichment	\$	66,322	\$	66,322	\$	16,545	\$	49,777
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	University of Florida CROP	\$	47,860	\$	47,860	\$		\$	47,860
SUMMER CAMP & ENRICHMENT PROGRAMMING (2021-2024)	University of Florida Incugator	\$	12,240	\$	12,240	\$		\$	12,240
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Area Tennis Association (Aces in Motion)	\$	188,443	\$	188,443	\$	130,203	\$	58,240
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Kids Count in Alachua County, Inc.	\$	143,025	\$	143,025	\$	77,854	\$	65,171
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Boys and Girls Club of Alachua County	\$	142,569	\$	142,569	\$	81,002	\$	61,567
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Girls Place, Inc.	\$	120,238	\$	120,238	\$	-	\$	120,238
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Circus Center	\$	95,539	\$	95,539	\$	67,854	\$	28,203
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Deeper Purpose Community Church, Inc.	\$	72,175	\$	72,175	\$	57,528	\$	14,647
AFTERSCHOOL PROGRAMMING (CONTRACT EXTENSION JUNE - SEPTEMBER)	TBD	\$	260,000	\$	260,000	TBD			
SUMMER PROGRAMMING (FREEDOM SCHOOL)	UF - College of Education Collaborative for Equity in Education	\$	60,000	\$	60,000	TBD			

STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$ 14,000	\$ 14,000	\$ 3,860	\$ 10,140
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$ 42,690	\$ 42,688	\$ 20,973	\$ 21,715
OPERATION FULL STEAM*	Cade Museum	\$ 33,959	\$ 33,959	\$ -	\$ 33,959

STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
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STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION

<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
TEENSWORK ALACHUA	MINORITY BUSINESS LISTINGS, INC.	\$ 125,000	\$ 125,000	\$ 25,483	\$ 99,517
TEENSWORK ALACHUA	GOODWILL INDUSTRIES OF NORTH FLORIDA	\$ 125,000	\$ 125,000	\$ -	\$ 125,000
TEENSWORK ALACHUA	GOODWILL INDUSTRIES OF NORTH FLORIDA	\$ 250,000	\$ 219,999	\$ -	\$ 219,999
TEENSWORK ALACHUA	CAI	\$ 250,000	\$ 250,000	\$ -	\$ -

NEW TECH NOW STE2AM ENGINE PROGRAM	New Technology Made Simple Now Inc	\$ 47,792	\$ 47,792	\$ 16,224	\$ 31,568
GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS		\$ 486,589	\$ 484,138	\$ 40,919	\$ 443,219
STRATEGY 3.1 SUPPOTT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES					
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
RFP 2021-07 HELP ME GROW ALACHUA	Children's Home Society of Florida	\$ 220,000	\$ 219,999	\$ -	\$ 219,999
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families	\$ 191,589	\$ 189,139	\$ 28,597	\$ 160,542
STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS					
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
PROJECT YOUTH BUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$ 75,000	\$ 75,000	\$ 12,323	\$ 62,677
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY		\$ 57,054	\$ 57,054	\$ 22,925	\$ 34,129
STRATEGY 4.1 SUPPOTT INJURY PREVENTION					
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
			\$ -	\$ -	\$ -
STRATEGY 4.2 SUPPOTT INITIATIVES THAT PREVENT DELINQUENCY /TRUANCY					
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$ 29,554	\$ 29,554	\$ 14,135	\$ 15,419
STRATEGY 4.3 SUPPOTT VIOLENCE PREVENTION INITITATIVES					
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$ 27,500	\$ 27,500	\$ 8,789	\$ 18,711
COMMUNITY ENGAGEMENT					
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
SPONSORSHIPS		\$ 25,000		\$ 10,200	\$ 14,800
<u>PROGRAM</u>	<u>AGENCY</u>	<u>Current Funding</u>	<u>Under Contract</u>	<u>Expensed</u>	<u>Remaining Budget</u>
		\$ 25,000		\$ -	\$ 14,800
CHILDRENS WEEK EVENT	CHILDRENS FORUM		\$ 1,000	\$ 1,000	
DANCE MARATHON	CHILDRENS MIRACLE NETWORK SHANDS TEACHING HOSPITAL		\$ 2,000	\$ 2,000	
CELEBRATE THE CHILD EVENT	ALACHUA COUNTY CHILD ABUSE PREVENTION TASK FORCE UF		\$ 1,000	\$ 1,000	
42ND ANNUAL 5TH AVE ARTS FESTIVAL	CULTURAL ARTS COALITION		\$ 400	\$ 400	
SPRING FIELD DAY EVENT	VINEYARD		\$ 2,000	\$ 2,000	
COATS FOR KIDS	SOAR MENTORING		\$ 300	\$ 300	
FATHERHOOD SUMMIT A CALL TO ACTION	COMMUNITY IMPACT CORP		\$ 2,000	\$ 2,000	
TEACH ME TO DANCE	BLSSD FUTURE		\$ 1,500	\$ 1,500	

Items in red not included in original annual budget.

REIMAGINE GAINESVILLE	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
MATCH (* executed agreements under corresponding goal)	\$ 200,000	\$ 96,665	\$ 16,649	\$ 103,336

APPENDIX A - PROGRAM FUNDING

FY 22 BUDGETED GRANTS AND AID	\$	5,014,315				
FY22 PROGRAM FUNDING BOARD APPROVED	\$	6,360,251	\$	5,816,991	\$	1,219,877
					\$	4,137,807
(+/-)	\$	(1,345,936)	\$	(802,676)	\$	3,794,438
					\$	876,508

File Attachments for Item:

8. ED Report



EXECUTIVE DIRECTOR REPORT

May 2, 2022 – June 5, 2022

SUMMARY

Highlight for the Month:

1. BLI participant awarded the Sheri Brady Spirit of Excellence Award
2. June kicked off CTACs Summer Programming for summer camps and Teen youth employment

MEETINGS AND EVENTS FOR PLANNING, COORDINATION, AND COMMUNITY ENGAGEMENT		
DATE	MEETING / EVENT	SUMMARY
May 3, 2022	Rural Women's Health Project meeting	Discussed opportunities for sharing information. RWHP would like to share CTAC resources and information with their families however info has to be translated into Spanish after the release of Gainesville Immigrant Neighbor Inclusion Report (GINI report) indicating the need for Spanish translation. RWHP would distribute to their list of 1,000 Hispanic families. Agreed to share translated information, as needed.
May 5, 2022	GFWC High Springs New Century Woman's Club	Visited club to learn more about activities and service projects offered in High Springs and surrounding communities.
May 5, 2022	Campaign for Grade Level Reading	Updated community partners on Lectio Technical Assistance meetings. Gathered questions to consider in preparation for the June meeting. Shared partner updates and activities for the summer.
May 6, 2022	Mother's Day recognition at Alachua Elementary School	Met with Principal Harbour, Alachua Elementary School and Mayor Gib Coerper, City of Alachua to hand out goody bags to moms who dropped off their kiddos in the morning in honor of Mother's Day. Mayor Gib was excited to hold a "Happy Mother's Day" sign waving to the families. The parents were excited and happy that Children's Trust provided them with a goody-bag and expressed their gratitude. The info was shared on CTAC and the school district's social media.
May 6, 2022	Healthcare Advisory Board Subcommittee Workshop	The subcommittee discussed the following areas of need in the community: transportation, language barriers, patient assistance with prescriptions, in-home services after hospital discharge, linkage to

		services, etc. Also, discussed positions needed in the field of community health workers, mental health resources facilitator, Case Management, Outreach. Support social media expansion such as Aunt Bertha/Findhelp app. and supporting GINI report findings. The subcommittee will draft recommendations that will be sent to BoCC.
May 10, 2022	Community Advisory Board Introduction Meeting	Introduction and meet and greet to the Community Advisory Board for a longitudinal study (10 years) called HEALthy Brain and Child Development (HBCD) study.
May 10, 2022	Campaign for Grade Level Reading Advisory Lectio Meeting	Leadership team intensive strategy planning meeting with Lectio Technical Assistance.
May 10, 2022	Alachua Board of County Commission	Attended the meeting to stay informed on the following agenda items: transportation budget and update on Central Receiving System for Alachua County.
May 10, 2022	5th Ave Neighborhood Association	Attended via zoom meeting. Update provided by Gainesville Police Department. CTAC will host the next meeting at our offices on June 14th at 6pm.
May 11, 2022	Children's Movement for Florida Regional Meeting	Shared partner updates and activities for the summer. Taking a step back to see what the community would like to occur. Gathered ideas to consider in preparation for the next meeting.
May 11, 2022	Joint Community meeting with Greater Gainesville Chamber and Gainesville Police Dept	Attended via zoom meeting. The Greater Gainesville Chamber held a meeting with the Gainesville Police Department. The police department provided an update on the garage incident and informed the group of their commitment to safety first to ensure the downtown businesses and community is safe.

May 12, 2022	Cade Community Forum	Shared community updates and activities for the summer.
May 12, 2022	Early Learning Coalition of Alachua County Quality Committee	ELC shared the quality initiative reports for Transformative Professional Development (TPD), and Practice-Based Coaching (PBC), the workforce initiatives grant, and ARPA grant. Updates provided on the Provider Appreciation Day which was well planned and executed.
May 12, 2022	GFWC New Century High Springs Woman's Club meeting	Woman's Club orientation for potential new members.
May 14, 2022	reThink Service Fellowship Leadership program launched by the Greater Gainesville Chamber of Commerce and Lyfehouse, INc.	Keynote Speaker. ReThink Service is a 12-week virtual fellowship program for teens who are passionate about serving their community. Youth fellows will have an opportunity to design their very own community service project and lead their peers to better the communities in which they reside.
May 14, 2022	Partnership for Strong Families: Gainesville Youth Advisory Board, "You're not alone" summit.	Hosted CTAC table at Partnership for Strong Families: Gainesville Youth Advisory Board, "You're not alone" summit. The summit was held for parents and teens to learn about bullying and cyberbullying and what to do about it. The presenters provided tools and tips on prevention. CTAC provided handbooks with information and resources for parents and teens on anti-bullying and anti-cyber bullying. Also, shared CTAC brochures and promotional items.
May 14, 2022	Inventivity Bash	Community event and the opening of the newest traveling exhibit Animationland
May 17, 2022	Alachua County Delegation 2022 Post Session Wrap-up Breakfast	Post Session Alachua County Delegation meeting hosted by the Greater Gainesville Chamber of Commerce. Attended with 3 BLI Masterclass Alumni graduates: Bonnie

		Bowman from Persimmons Early Learning Academy LLC, Suzana Sargent from Premier Preschool of Gainesville, and Shateka Akridge from Small Steps Institute, LLC.
May 17, 2022	Food Insecurity Advisory Group	Bi monthly community forum hosted by the Junior League. Discussed community partners plans for the summer to address food insecurity. Also discussed and brainstormed on how to impact baby formula shortages in Alachua County.
May 17, 2022	HIPPY 2021-2022 Graduation	2021-2022 Graduating Preschoolers. HIPPY stands for Home instruction for Parents of Preschool Youngsters.
May 17, 2022	Joint Alachua BoCC and City of Hawthorne Special Meeting	Opportunity to listen to the needs of the Hawthorne community/residents and updates from the county.
May 18, 2022	Accreditation Academy Planning Meeting	Planning meeting with BLI.
May 18, 2022	United Way Express Bus Tour	Joined United Way during their bus site visits to community organizations to learn more about these organizations, we visited the following organizations: Catholic Charities, Family & Behavioral Health Services Interfaith Youth Shelter Program, Strong Families for Strong Families Resource Center (SWAG). We also heard from United Way and HCA North Florida Regional.
May 19, 2022	BLI All Cohort Statewide Graduation	Commemoration for all Early Learning Businesses in the state who completed BLI Masterclass. Commencement featured speeches from Chancellor Matt Mears, Congresswoman Debbie Wasserman Schultz, Congresswoman Lois Frankel, Greater Gainesville Chamber of Commerce Ian Fletcher. The Sheri Braddy Spirit of Excellence Award presented to Alachua County Master Class Cohort 1 Alumni,

		Lakisha Dickerson of Lee's Fun To Learn Daycare and Tutoring Inc.
May 19, 2022	Accreditation Academy Planning Meeting	Planning meeting with Early Learning Coalition and BLI.
May 20, 2022	Safety New Collaborative meeting	Members of this group provided updates and I informed the group about our summer camp & enrichment programs. Also, requested Gay Koehler-Sides, Health Dept. share CTAC press releases on summer camps. Shared with over 105 members.
May 21, 2022	Safe Kids Day	Hosted table at Safe Kids Day in the City of Alachua. CTAC resources and promotional items were shared with families.
May 23, 2022	Joint Alachua BoCC and City of Newberry	Opportunity to listen to community/resident needs in the City of Newberry and updates from the county.
May 24, 2022	Accreditation Academy Office Hours with Early Learning Businesses	Introduction meeting with BLI Cohort 1 Alumni and Early Learning Business Owners.
May 24, 2022	Accreditation Academy Planning Meeting	Planning meeting with Early Learning Coalition and BLI.
May 24, 2022	Campaign for Grade Level Reading Advisory Lectio Meeting	Leadership team strategy planning meeting with Lectio Technical Assistance.
May 25, 2022	Accreditation Academy Office Hours with Early Learning Businesses	Introduction meeting with BLI Cohort 1 Alumni and Early Learning Business Owners.
May 25, 2022	CTAC's Strategic Planning Committee Meeting	The Trust hosted its Strategic Planning committee meeting (open to the public) discussing the strategic planning timeline overall and the ITN for the CTAC Listening Project to solicit the input of the community.
May 25, 2022	Vineyard Bridge Program Site Visit	Joined staff members on a site visit at Vineyard Bridge Program to learn more about

		the program's accomplishments and to take photos for social media.
May 26, 2022	Data Technical Advisory Committee Meeting	The Trust hosted its third committee meeting (open to the public) discussing data collection and management policies for the Trust.
May 26, 2022	CarePortal Lunch and Learn	Introduction meeting to an application, sponsored by the Governor's Faith and Community Initiative Office, where churches, organizations, individuals can interface with child welfare case managers/child protection Investigators to meet needs specific to children and families impacted or could be impacted by child welfare.
May 26, 2022	Campaign for Grade Level Reading Advisory Lecture Meeting	Planning meeting for meeting scheduled for June 2.
May 27, 2022	PCI Fellow and Community Fellow Meeting	Project planning and discussion meeting on Community Doula Services and PCI mini grant application.
May 27, 2022	Meeting with NKwanda Jah, Cultural Arts Coalition	Meeting to discuss Youth Activities Group and to learn more about their initiatives for the upcoming months. There is a youth representing each community throughout the county. The meetings are held via zoom. Plans for attending the following meeting to see how CTAC can engage/support the Youth Activities group upcoming community initiatives to help empower the teens with their community efforts.
May 31, 2022	Joint Referral Collaboration Region 2 (20 counties)	Referral agencies regional meeting designed to enhance coordination among referral agencies toward achieving an equitable and comprehensive family-driven system to support screening, referral, tracking and early intervention services.

PROGRAMS

PROGRAMS CALENDAR (CALENDAR FOR THE PREVIOUS MONTH AND THE UPCOMING MONTH)	
May	
Monday, May 2, 2022	Afterschool Site Monitoring - Deeper Purpose
Tuesday, May 3, 2022	Child Advocacy Center Tour and Program Discussion
Thursday, May 5, 2022	Cade Community Forum Meeting
Monday, May 9, 2022 BOARD MEETING	CTAC Data Collection and Evaluation Presentation and Community Engagement & Promotion Presentation
Tuesday, May 10, 2022	Child Brain Development - Community Advisory Board Introduction
Wednesday, May 11, 2022	Regional Children's Movement Meeting
Wednesday, May 11, 2022	Afterschool Site Monitoring - Gainesville Circus Center
Thursday, May 12, 2022	Early Learning Coalition - Quality Meeting
Monday, May 16, 2022	Pritzker - Grant Partner's Meeting
Wednesday, May 18, 2022	Early Learning Coalition - Board Meeting
Wednesday, May 18, 2022	Monitoring Site Visit - Peaceful Path
Friday, May 20, 2022	Pritzker National Collaborative for Infants and Toddler Hub Meeting: Alachua County
Tuesday, May 24, 2022	Youth Development Capacity Building Collaborative Training - Establishing Training Plans and Staff Development
Wednesday, May 25, 2022	TeensWork Alachua Collaborative Meeting
Thursday, May 26, 2022	Data Technical Advisory Committee
June	
Tuesday, June 7, 2022	Data Collection Training for Summer Enrichment Providers
Friday June 10, 2022	Children's Forum Registry Meeting
Friday June 10, 2022	Help Me Grow Alachua Implementation Update meeting
Monday, June 10, 2022 BOARD MEETING	Listening Project ITN 2022-05
Tuesday, June 14, 2022	Data Collection Training for Summer Camp Providers
Wednesday, June 15, 2022	Alachua SAMIS Discussion
Friday, June 17, 2022	National Collaborate for Infants & Toddlers - Alachua Meeting
Friday, June 17, 2022	Pritzker Grant Partners Meeting
Friday, June 17, 2022	Listening Project ITN 2022-05 - Release date
Wednesday, June 22, 2022	Children's Movement of Florida Regional Meeting at CTAC
Thursday, June 23, 2022	Listening Project ITN 2022-05 - Bidders' Conference
Thursday, June 30, 2022	CTAC & United Way Programs Meeting

INITIATIVES

YOUTH DEVELOPMENT CAPACITY-BUILDING COLLABORATIVE

The Youth Development Capacity-Building Collaborative continued on May 24th, 2022. During this session, there was a workshop to help OST providers develop and implement effective staff training plans for staff development. See below for a recap from the May 24th Meeting.

A. Overview YDCBC:

The goal of the collaborative is to enhance OST providers' organizational capacity and strengthen the OST system across Alachua County. Participating organizations will:

- Receive access to free training to improve organizational capacity to deliver high-quality OST programming
- Participate in monthly YDC meetings to share best practices and advise on system needs to improve OST overall
- Develop and implement capacity building plans

B. Understanding the [Florida Core Competencies for Afterschool Practitioners](#)

- Set of knowledge and skills standards that define what staff should know in order to facilitate growth and development
- Tiers of competencies help staff become increasingly competent through training
- The Florida Afterschool Network recommends staff participate in a minimum of fifteen (15) hours of relevant training per year.

C. Creating and Developing Training Plans

- Assess your staff's current experience and training needs
- Determine the type of employee training plan & things to consider
- Finalize [training plan](#) with staff (based on Florida Core Competencies for Afterschool Practitioners)
- Implement training plan & measure success

D. Training Resources

- [National Children's Advocacy Center](#)
- [University of Florida Center for Teaching Excellence](#)
- [Alachua County Library District](#)
- [Afterschool Alliance](#)
- [TechSoup](#)
- [SCORE Business Learning Center](#)
- [Weikart Center](#)
- [Act for Youth](#)
- [Lynda – LinkedIn](#)

E. Resources and slides here: <https://padlet.com/anna2772/YDCBC>

F. Session Attendance: 8 people across 7 organizations.

- Alachua County Board of County Commission
- Boys & Girls Clubs of Northeast Florida

- Gainesville Area Community Tennis Association Inc (DBA: Aces In Motion)
- Girls Place, Inc.
- Kids Count in Alachua County
- MOTIV8U of North Central Florida, Inc.
- Traveling Art Camp, LLC

G. Session Satisfaction

Overall session satisfaction	# Surveys
1-Very Dissatisfied	0
2-Dissatisfied	0
3-Neutral	1
4-Satisfied	4
5-Very Satisfied	3

Major Takeaways:

- *SCORE resource for mentoring leaders*
- *It's best practice to have individual training plans for staff*
- *Score & Techsoup!*
- *Training is for always*
- *So many good resources!*

PLANNING, RESEARCH, AND EVALUATION

Webinars/Articles/Professional Development:

“[FACCT](#) Lunch 'n Learn Series: May 25 – Social Emotional Learning: Deliverables vs. Outcomes”

“Healthy Mothers, Healthy Babies: May 19 – [Maternal Mental Health](#) webinar”

Shen, J. (2021). *Strong Minds Network of Palm Beach County: A Five-Year Evaluation Report*. Children’s Services Council of Palm Beach County. [Link to Report](#).

Completed [CITI Program](#) Courses:

- Human Research - Social/Behavioral/Principal Investigators and Co-Investigators (Refresher)
- Social and Behavioral Responsible Conduct of Research

Provider Evaluation Support:

- Reviewed monthly provider reports and data collection.
- Provide follow-up and support as needed.
- Program site visits and evaluation check-ins: Deeper Purpose (5/2), Kids Count (5/10), Boys and Girls Club (5/10 & 5/11), Gainesville Circus (5/11), Aces in Motion (5/12), Midnight Basketball (5/12), Project YouthBuild (5/17), Peaceful Paths (5/18), PALS (5/25), Pace Center (5/24), New Tech Now (5/24), Bridge Literacy Program (5/25), TeensWork Alachua (5/25), and Wellness Coordinator (5/31).
- Completing site monitoring tool to document observations and discussion notes.
- Developing a tool and process for Provider Annual Reflection Survey.

Data System Exploration:

- Exploring and discussing next steps for data systems.

Planning and Collaboration:

- Consulting with CSC Palm Beach on Implementation Science.
- Participating in the CTAC Steering Committee Meetings.
- Review and provide input, evaluation perspective on the Listening Project ITN.
- Finalized May DTAC agenda and posted [online](#).
- Emailed May DTAC agenda packet to committee members, board, and staff.
- Facilitated May Data Technical Advisory Committee (DTAC) meeting and follow-up.

Compiling and Sharing Results:

- Updating Pathway to Child Outcomes one-pager.
- Updating Program At a Glance Snapshots.
- Compiled and shared Board Meeting Survey Results.
- Compile survey results with eligible organizations who did not apply for Capacity Building

FINANCE AND ADMINISTRATION

1. May Bank Statement
2. CTAC Monthly Expense Report
3. Program Funding report (YTD)

COMMUNICATIONS

Communications Report: May 1, 2022 – May 31, 2022

Website Traffic – Key Points

·	Page Views	10,458
·	Sessions	2,471
·	New Users	2,303

Most Viewed Web Pages

·	Program Directory	2,625
·	Home Page	1,675
·	TeensWork Alachua	308
·	Meetings	264
·	Bids/RFPs	243

Followers

·	Constant Contact	1,140
·	Facebook	949
·	Twitter	186
·	Instagram	167
·	LinkedIn	121

Children's Trust in the News

YMCA camps return to Hawthorne after decade gap - May 30, 2022

Paint the Night Benefit Gala, Arts Programs Get Boost from Fundraiser - May 30, 2022

Children's Trust of Alachua County launches TeensWork for the summer – May 24, 2022

TeensWork: Children's Trust program to help Alachua teens pick up summer internships – May 22, 2022

Duval Early Learning Academy acts as hub for summer programs with Children's Trust support – May 15, 2022

Summer Programs Are Back! Children's Trust Provides Funds to Summer Camps and Enrichment Providers – May 13, 2022

Children's Trust seeks assistance from county officials in executive director search – May 9, 2022

Job fair doubles to benefit teens and employers during workforce shortage – May 7, 2022

BOARD MOTIONS

Motions included in this section are incomplete as of the previous meeting

DATE	MOTION	STATUS	COMMENTS
5/23/22	Motion to have staff investigate whether afterschool and summer camps address strategy 2.3 (literacy) or 2.4 (special needs)?	In Progress	Staff has started brainstorming survey ideas to include ways to get detail information from providers regarding 2.3 and 2.4
5/23/22	Directed staff to contact County to discuss the Trust's facilities needs.	In progress	Call to County Manager. Awaiting date and time for meeting

BOARD REQUESTS

DATE	REQUEST	STATUS	COMMENTS
5/23/22	How do our position's salaries compare to other CSCs? How does our Admin costs compare to other CSCs?	In Progress	Ask a CSC request has been submitted to State Association
2/14/22	"authorize the Executive Director to negotiate a contract with Goodwill Industries of North Florida and Minority Business Listings to be the TeensWork Alachua employers of record. If this negotiation is unsuccessful, the Trust authorizes the Executive Director to contract with Computer Aid Inc. (CAI) under State Term Contract 80111600-21-STC, Temporary Staffing Services."	In Progress	Contract has been completed and is in review with CAIs legal team

1/31/22	Cumbersome payment process (Certain, from ED Evaluation)	Completed	CTAC staff discussed current invoicing concerns brought by Cade Museum with the Auditor. It was determined that the Auditor would expect to see CTAC follow the current policies when reimbursing providers. Update shared with Cade. Cade expressed their understanding with the decision.
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SUCCESS STORIES

The [PALS THRIVE](#) program, operated through UF Health Shands Psychiatric Hospital, aims to improve social, emotional, and psychological well-being among adolescent youth through group prevention, individual intervention, and youth-led efforts to promote acceptance, inclusion, and altruism among peers. PAL seeks to reduce adolescent bullying, suicide, social isolation, and violence. These success stories are best described by teen through their own quotes, and below are quotes from students served by PALS:

"I'm usually harassed and picked on. Sometimes I'm even afraid to walk alone. I fell into a depression. It even got to the point where I wanted to commit suicide. Now, I've learned that you should never be ashamed of who you are and love and believe in yourself. I'm happier now and feel I could do anything. Thanks."

"I was into drugs and bad friends before PALS. Counseling was the best thing for me. We talked about everything I needed to work on. I learned to say "no" to drugs and bad friends. My grades are good now and so is my attitude and behavior. I'm a changed person and I'm still involved helping others now."

"My father died on Easter and I was very depressed. My grades went down and I didn't care. I had planned to commit suicide on Easter, when a kid wearing a PALS shirt saw me sitting alone. He asked me to join their group. Things are better now and I want to live and be a wonderful husband to my kids like my father. I WILL make something of myself."

“Very awesome! Has really helped me overcome my issues.”

“The experience was really great. My counselor was amazing. He's very friendly and funny.”

“Having PALS has helped me greatly. It gives me a place to process and vent without feeling judged. It has become something I look forward to each week.”

“Helps you get through things, control your anger. PALS counselors help you avoid situations, keep you out of drama and help stop you from reacting.”

The [Pace Reach](#) program, operated by the Pace Center for Girls, focuses on adolescent girls with risk factors in three of five domains (school, family, health, behavior and victimization) and provides strength-based, trauma-informed counseling, therapy, and case management from licensed therapists. Below includes some success stories reported by program staff:

- A girl completed the anger management component of her care goals, which supports her completing probation requirements.
- Two girls completed all requirements for high school graduation and will be earning their diplomas. Additionally, four girls are successfully maintaining employment.

Results from the Youth Development Capacity Building

Enrichment Provider No Bid Survey

In February 2022, the Children’s Trust released an ITN for enrichment providers to apply for capacity-building funds to improve their program quality through strengthening administrative and operational policies, offering professional development, and increasing implementation of best practices.

The Children’s Trust directly emailed 50 local enrichment providers informing them of the funding opportunity, input session, and bidders conference. An input session was hosted by the Trust to solicit feedback and a bidders’ conference for interested providers to learn more and ask questions about the funding opportunity. Both sessions were well attended with 17 potential applicants who registered. Ultimately, there were three (3) applicants and the Trust awarded contracts to two (2) enrichment providers with the sum of award allocations totaling \$22,881.

To better understand the discrepancy between the number of potential applicants and those who applied, the Trust administered a brief survey to ask why participants did not apply and what solutions and supports could be made moving forward.

Eleven (11) enrichment providers responded to the Trust's survey. Several of the potential YDCBC applicants shared they did not apply because they perceived the process to be difficult, or cumbersome. Below includes some quotes from respondents:

"The application process is too difficult for SMALL nonprofits."

"Your grant and application process is not favorable for organizations. We do NOT have grant writers, likewise, we do not have a bookkeeper, admin, onsite manager, quality control, program director, staff, nurse and project managers, but we still do good work and fill a void for our community. We are working fulltime jobs, running our programs."

"Children's Trust isn't set-up to address smaller grassroots program so application process can be somewhat daunting, so we didn't apply."

A theme within these responses was also that these were small organizations and two respondents specifically mentioned that they had full-time jobs in addition to running their enrichment program. Time constraints and balancing the responsibilities of running their organizations without administrative support made the application process difficult.

Another common theme was that providers noted they "did not qualify". The primary reason mentioned was they were unable to attend the training sessions that were a prerequisite for this funding, and one wrote they were ineligible due to being a new organization who has only recently began serving youth.

"I was under the impression that because I could not attend the training sessions, which occurred during a busy and transitional period for our org, that we were ineligible to apply."

"[The Trust] required all this preliminary stuff that we did not have the capacity to do. You said if we did not attend every activity, we could not apply, so we didn't bother because we did not have the capacity to complete."

Again, part of the root cause behind why providers did not attend the trainings were related to being busy with their business and not having the time to become involved in this opportunity. There were also a few organizations whose response indicated they were unclear or uncertain about the grant and what it would offer their organization. One provider said they did not know about the funding opportunity (possibly missed the emails and meeting invitations).

Another provider reflected that the cost-benefit wasn't worth it for their organization as the funds were only allowed for specific activities, many of which, the organization was already doing. This particular provider shared:

"Although the information was valuable, we felt the tool was somewhat cumbersome and time consuming."

In terms of solutions, suggestions included: simplifying the application process, less mandatory meetings, providing more guidance and support, and follow-up particularly with newer and smaller organizations. Below includes some quotes citing suggestions from respondents:

"Provided more guidance for new organizations that were new to providing services."

"Met with the organizations 1:1 instead of in large groups. The meeting times conflicted with our work hours. Many of the business owners have full time jobs."

"Maybe send out several follow up emails."

"Not make so many meetings mandatory to apply. We don't have time to do that."

Respondents reiterated that they would like to see the Trust revise the application process. It is clear by many of the responses that time is limited and some organizations may not be in the position to build their organizational capacity because taking on more at this time is not feasible.

"I think the Trust did well, but for small nonprofits it can be difficult to find the capacity to do more at certain times."

Further exploration of how best to support and make funding opportunities available for small promising programs to enhance their ability to serve youth is needed. Helping providers with additional support through one-on-one sessions has been offered though not yet utilized. The Trust will strive to improve and simplify processes in future funding opportunities in consideration of the feedback provided through this survey. The Trust encourages providers to share input and ask questions, so providers and the Trust share understanding and work better together in serving children and families.

File Attachments for Item:

9. Proposed Millage Rate and Tentative Budget for FY 2022-2023

**Item:**

Proposed Millage Rate and Tentative Budget for FY 2022-2023

Requested Action:

The Trust is asked to approve the Proposed Millage Rate to be sent to the Alachua County Board of County Commissioners. The Trust should make two separate motions:

- 1) Move to approve a proposed millage rate of 0.5 mills in Resolution 2022-06
- 2) Move to approve a tentative budget of \$9,437,500 as stated in Resolution 2021-07

Background:

Pursuant to Florida Statute 125.901(3)(b) and Chapter 26.04 (b) Ordinance Code, the Children's Trust of Alachua County is required to present to the Alachua County Board of County Commissioners its FY 2022-2023 proposed millage and tentative budget.

The budget is based on a levy of 0.50 mills and a total appropriation of \$9,437,500

This Budget conforms to the Government Finance Officers Association of the United States and Canada's recommended budget format for municipal governments and special districts. The goal is that the budget functions as a policy document, financial plan, operations guide, and communications device.

Attachments:

FY 2023 Tentative Budget
Resolution 2021-06
Resolution 2021-07

Programmatic Impact:

TBD

Fiscal Impact:

See budget documents

Recommendation:

Staff recommends approval

FY 2022-2023 Tentative Budget



CHILDREN'S TRUST
OF ALACHUA COUNTY



BOARD MEMBERS

Dr. Margarita Labarta
Chair
Gubernatorial Appointee

Tina Certain
Vice Chair
School Board Member

Lee Pinkoson
Treasurer
Gubernatorial Appointee

Dr. Karen Cole-Smith
Gubernatorial Appointee

Ken Cornell
County Commissioner

Dr. Nancy Hardt
Gubernatorial Appointee

Shane Andrew
Interim Superintendent
Alachua County Public Schools

Dr. Patricia Snyder
Gubernatorial Appointee

Cheryl Twombly
Community Development
Administrator
Department of Children and
Families

Judge Denise Ferrero
Circuit Judge

Kristy Goldwire, MSW
Acting Executive Director
Acting Secretary to the Board

May 23, 2022

Honorable Members of the Children's Trust of Alachua County

Re: Fiscal Year 2023 Proposed Millage and Tentative Budget

In accordance with Florida Statutes, Chapters 125 and 200, and Chapter 26 of the Alachua County Code of Ordinances, I present to you the Proposed Millage and Tentative Budget for Fiscal Year 2023.

The FY23 Budget totals \$10,188,745, an increase of 18% over the FY22 Amended Budget. The budget supports the recommendations provided by the original needs' assessment performed on behalf of the Children's Services Advisory Board, the Technical Advisory Committee, the "Ensuring Youth Thrive" Report by the Youth Development Research - Practice Partnership, and the Strengths and Gaps Analysis conducted by the Community Foundation of North Central Florida.

The FY23 Budget reflects the current approved budget for providers, and includes funds for an increase in staff within the Finance & Administration Department. The Budget has been developed to link funding with the Trust's desired goals while remaining flexible enough to respond to changing circumstances.

The FY23 Budget includes the Trust's Mission, Vision, and Guiding Principles, Population level Results and Indicators, a budget summary by function and object, details for each fund, and an organizational chart with the staff positions proposed for Fiscal Year 2023.

A summary of the major components of the FY23 Budget is included below:

REVENUES

Ad Valorem Taxes

The budget continues to fund the Trust's operations at 0.500 mills for a total tax levy of \$8,743,781, an increase of 6% over the previous year's adjusted ad valorem proceeds. The budget assumes a 6% increase in property values and a collection rate of 95% of the certified taxable value as required by F.S. 200.065.

Interest

The FY23 budget reduces the interest revenue from \$6,800 to \$5,000, due to continued low interest rates.

Contributions from Private Sources

The CTAC will continue to receive funding from the Pritzker Children's Initiative (PCI). However, this is the final year of the Pritzker Grant. The funds were reduced by half to \$41,776. CTAC will continue to allocate funds to PCI initiatives and will propose to absorb the full costs of the PCI initiatives and staff in FY2024.

EXPENSES

Grants and Aid

Grants and Aid **increased** by \$1,316,747. The increase is due to Board approved changes to TeensWorks Alachua, summer and afterschool programming.

Personal Services

The FY23 Budget **will show significant increases** in Personal Services to reflect two new FTEs and a vacant finance position. We anticipate an increase of \$300,000 to cover the costs of salaries and benefits. In addition, this factors in a 4% annual increase for all current employees and an 8% increase in current health benefit premiums.

Operational Expenses

The FY23 Budget remains relatively unchanged. This covers the cost of accounting services, legal services, local travel, rent and building expenses, rental for board meetings, and promotional activities, public meeting notices, and the TRIM process.

Reserves for Capital

CTAC currently has \$1,000,000 set aside for purchase or construction of a permanent location. No further funding is being requested at this time.

According to the Government Finance Officers Association (GFOA), budgets that meet the highest standards and receive the Distinguished Budget Award serve as an effective Policy Document, Financial Plan, Operations Guide, and Communications Device. As the Children's Trust of Alachua County develops both its internal capacity and provider community capacity, the Trust's budget and budget process will continue to develop as it strives to meet the highest standards of transparency and accountability.

Sincerely,



Kristy Goldwire
Acting Executive Director

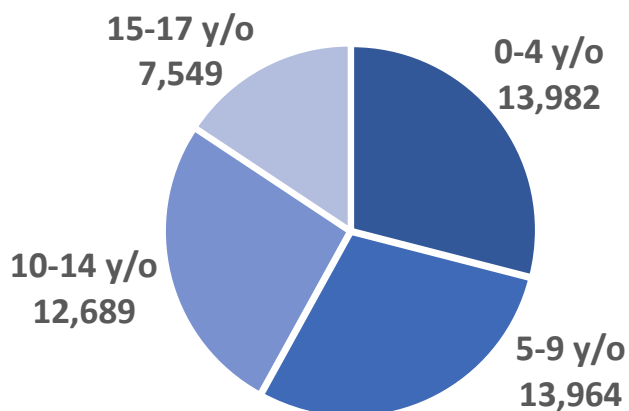
Demographics of Children in Alachua County



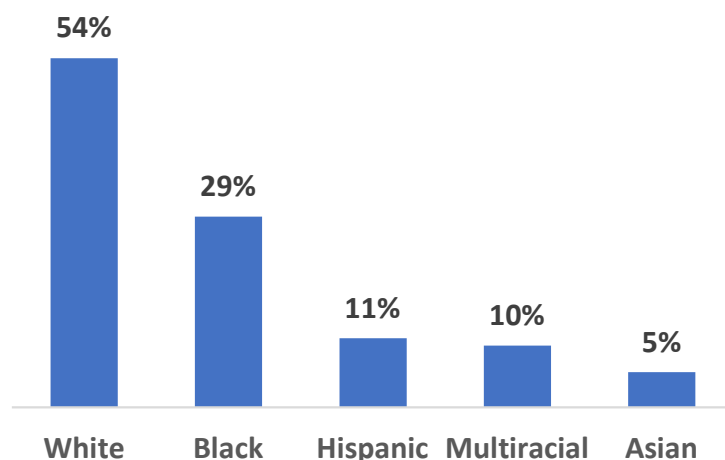
CHILDREN'S TRUST
OF ALACHUA COUNTY

48,184

children under age 18 live in Alachua County



Alachua County Children by Race



19% of children live in households below the federal poverty level



49% of school children are economically disadvantaged



55% of children are ready at kindergarten entry



87% of high school students graduate within four years.



CHILDREN'S TRUST
OF ALACHUA COUNTY

MISSION, VISION, AND GUIDING PRINCIPLES

MISSION STATEMENT

The Children's Trust of Alachua County funds and supports a coordinated system of community services that allows all youth and their families to thrive.

VISION STATEMENT

Facilitate equitable access and opportunities for all children and families in Alachua County to ensure every child reaches their maximum potential.

GUIDING PRINCIPLES

Guiding Principles are utilized within organizations as a method to align behaviors, guide decision-making, and provide consistency with the Trust's Board values. The Trust's Board and stakeholders identified the following guiding principles:

1. Initiatives should ensure accessibility to universal supports for all children 0 to 18 and their families; targeted supports for those who need additional help; and place-based supports for those with the greatest need.
2. Innovative initiatives should be funded that coordinate comprehensive systems of support and delivers those supports in collaborative ways that allows the Trust to achieve collective impact.
3. Initiatives shall be evaluated based on its ability to ultimately impact all children, directly or indirectly, with a priority for long-term continual return on investment.
4. Initiatives must be measurable with priority given to a comprehensive system of supports that provide for prevention, timely intervention, and services that strengthen families and produce achievable results.
5. Initiatives must be aligned to a documented gap or need.
6. Funds will be invested, and initiatives will be prioritized based on the highest educational, social, or emotional outcome value.
7. Initiatives will be evaluated in an open, transparent, and competitive manner in order to ensure equitable results and confidence in the process.
8. The Trust values fiscal and operational accountability and will fund partners in a manner that rewards efficiencies, takes advantage of economies of scale, and maximizes services to children or family members/support members in order to meet the needs of educational, social, emotional, and/or physical health.
9. The complete portfolio of Trust investments shall be reviewed to ensure that Alachua County children and families have equitable access to services that will work to increase racial equity.
10. Prior to any funding decision, the direct impact on children must be the primary consideration.

GOALS AND INDICATORS

Alachua County
Previous Value (Yr.)Alachua County
Most Recent Value (Yr.)Change
Between
YearsState of Florida
Most Recent Value

ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY

Low Birth Weight <i>Live Births Under 2500 Grams</i>	10.3% (2020) 18.0% of black births	10.4% (2021) 20.2% of black births	↗	9.0% (2021) 14.4% of black births
Hospitalizations for Self-Inflicted Injuries <i>Ages 12-18</i>	149 (2019) rate per 100,000	142 (2020) rate per 100,000	↘	71 (2020) rate per 100,000
Bacterial STDs <i>Ages 14-19</i>	3,569 (2019) rate per 100,000 (6,334 for black teens)	3,520 (2020) rate per 100,000 (7,362 for black teens)	↘	2,416 (2020) rate per 100,000 (3,852 for black teens)
Child Food Insecurity Rate	19.9% (2020)	18.5% (2021)	↘	19.1% (2021)

ALL CHILDREN LEARN WHAT THEY NEED TO BE SUCCESSFUL

Children are Ready for Kindergarten <i>Florida Kindergarten Readiness Screener (FLKRS)</i>	58.4% (2020) 44.2% of black students	54.8% (2021) 35.4% of black students	↘	50.0% (2021) 39.5% of black students
3rd Grade Reading Proficiency <i>Florida Standards Assessment (FSA) English Language Arts</i>	56.6% (2019) 31.8% of black students	52.5% (2021) 29.4% of black students	↘	54.4% (2021) 36.7% of black students
8th Grade Reading Proficiency <i>Florida Standards Assessment (FSA) English Language Arts</i>	60.7% (2019) 31.2% of black students	57.8% (2021) 31.9% of black students	↘	52.4% (2021) 36.0% of black students
High School Graduation Rates	90.4% (2020) 84.1% for black youth	86.6% (2021) 82.5% for black youth	↘	90.1% (2021) 87.1% for black youth

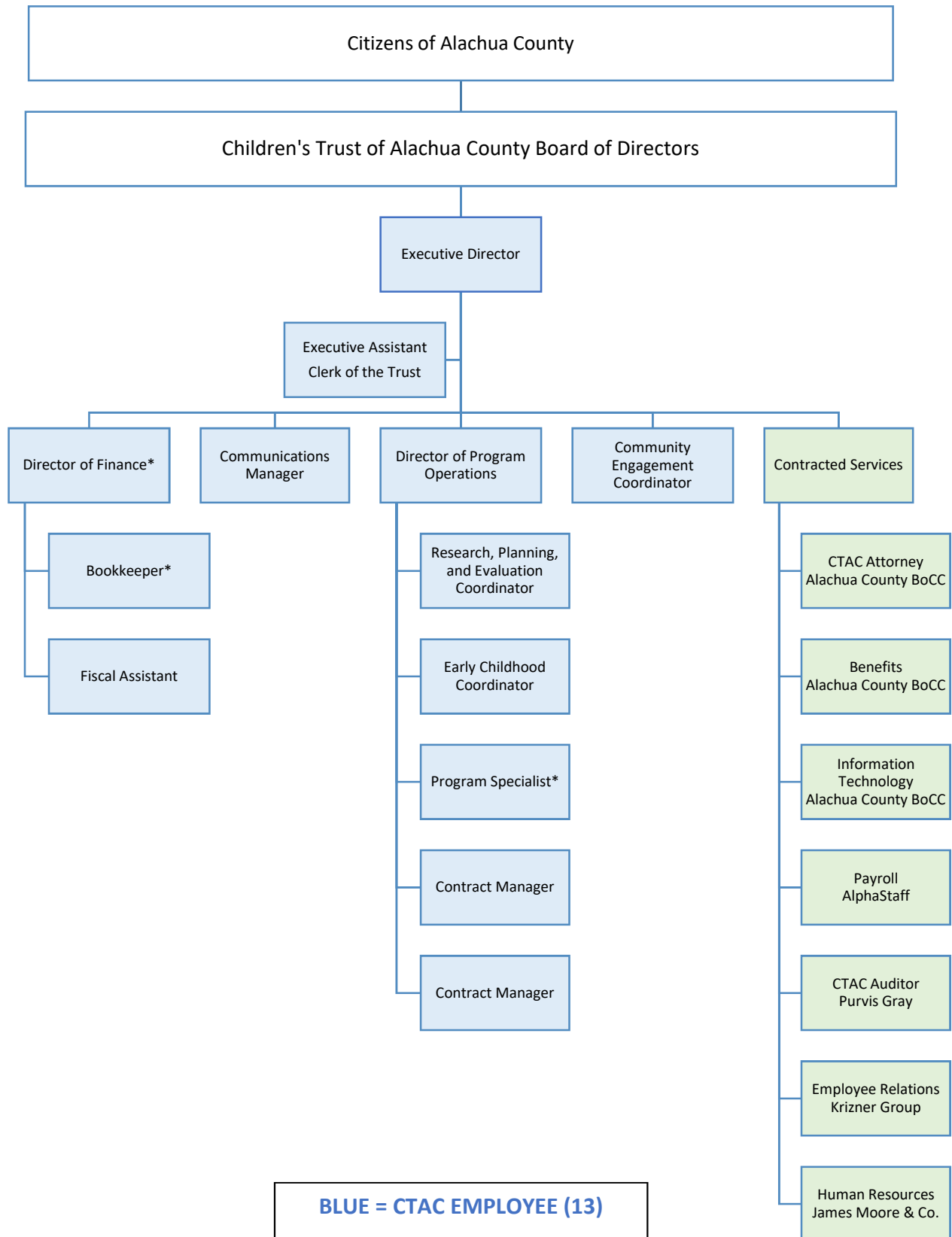
ALL CHILDREN HAVE NURTURING, SUPPORTIVE CAREGIVERS AND RELATIONSHIPS

Child Maltreatment Victims	3,666 (2020) 48.4% black children	3,535 (2021) 46.6% black children	↘	856,642 (2021) 30.7% black children
Youth Arrested	383 (2020) 301 (79%) black youth	311 (2021) 246 (79%) black youth	↘	19,086 (2021) 8,792 (46%) black youth
Children in Out-of-Home Care <i>Ages 0-17</i>	278 (2020) 47.1% black children	292 (2021) 57.2% black children	↗	22,488 (2020) 28.7% black children

ALL CHILDREN LIVE IN A SAFE COMMUNITY

Social Vulnerability Index	22nd percentile in overall vulnerability (2016)	24th percentile in overall vulnerability (2018)	↗	<i>unavailable</i>
Child Maltreatment Findings for Inadequate Supervision	425 (2019)	390 (2020)	↘	27,661 (2020)
Violent Crimes	662 (2019) rate per 100,000	749 (2020) rate per 100,000	↗	383 (2020) rate per 100,000
Hospitalizations for Unintentional Non-Fatal Injuries <i>Ages 0-14</i>	125 (2019)	122 (2020)	↘	4,790 (2020)

ORGANIZATIONAL CHART



**FY 2023
COMPREHENSIVE BUDGET**

		2021 Actual Amount	2022 Amended Budget	2023 Level 1 Proposed	2023 Level 2 Tentative
REVENUES					
001 - General Fund					
31	TAXES	7,801,760.08	8,249,047.00	8,743,781.00	9,437,500.00
33	Intergovernmental Revenue	.00	.00	.00	.00
34	Charges for Services	.00	.00	.00	.00
36	Miscellaneous Revenue	13,990.00	.00	5,000.00	5,000.00
38	Other Sources	14,212.48	.00	543,354.00	1,325,820.00
General Fund Totals		\$7,829,963.17	\$8,249,047.00	\$9,292,135.00	\$10,768,320.00
101 - Special Revenue Fund					
33	Intergovernmental Revenue	75,000.00	.00	.00	.00
36	Miscellaneous Revenue	83,333.00	83,333.00	41,667.00	41,667.00
38	Other Sources	38,667.00	50,000.00	91,596.00	91,596.00
Special Revenue Fund Totals		\$197,099.26	\$133,333.00	\$133,263.00	\$133,263.00
301 - Capital Project Fund					
36	Miscellaneous Revenue	174.87	.00	.00	.00
38	Other Sources	300,000.00	50,000.00	.00	.00
Capital Project Fund Totals		\$300,174.87	\$50,000.00	\$0.00	\$0.00
Net Grand Totals:		\$8,327,237.30	\$8,432,380.00	\$9,425,398.00	\$10,901,583.00

FY2023
COMPREHENSIVE BUDGET

Item 9.

Account	Account Description	2021 Actual Amount	2022 Amended Budget	2023 Tentative Budget
Fund 001 - General Fund				
11.00	Executive Salaries Executive Salaries and Wages	111,574.12	114,400.00	125,000.00
12.00	Regular Salaries Regular Salaries & Wages	323,274.90	557,539.00	725,012.00
21.00	FICA FICA Taxes	32,912.93	60,180.00	65,025.00
22.00	Retirement Retirement Contributions	65,800.09	92,437.00	114,695.00
23.10	Life And Health Insurance Health Insurance	46,373.75	114,226.00	183,034.00
23.15	Life And Health Insurance Dental Insurance	1,165.51	2,301.00	3,168.00
23.20	Life And Health Insurance Life Insurance	573.19	486.00	648.00
24.00	Workers Compensation Workers Comp	903.52	1,423.00	1,673.00
25.00	Unemployment Compensation Unemployment Compensation	.00	18,143.00	22,949.00
31.00	Professional Services Professional Services	214,802.12	402,240.00	442,240.00
31.41	Professional Services Attorney Fees	.00	35,000.00	27,000.00
31.80	Professional Services Property Appr / Tax Collector	298,275.85	325,470.00	325,470.00
32.00	Accounting and Auditing Independent Audit	10,000.00	20,000.00	30,000.00
34.00	Other Services Other Contractual Services	1,885.00	19,580.00	11,180.00
40.00	Travel and Per Diem Travel & Per Diem	5,132.55	3,400.00	12,600.00
40.10	Travel and Per Diem Local Mileage	.00	7,400.00	6,800.00
41.00	Communications Services Communication Services	28,239.17	29,960.00	36,728.00
42.00	Freight & Postage Services Freight and Postage Services	.00	.00	1,540.00
43.00	Utility Services Utility Services	3,101.10	10,560.00	11,620.00
44.00	Rental and Leases Rental and Leases	45,278.61	84,100.00	79,600.00
45.00	Insurance Insurance	8,651.70	8,385.00	13,000.00
46.00	Repairs and Maintenance Services Repairs and Maintenance	1,989.79	2,800.00	2,800.00
48.00	Promotional Activities Promotional Activities	4,222.87	71,000.00	67,000.00
49.00	Other Current Charges and Obligations Other Current Chgs & Obligations	1,942.80	.00	2,940.00
51.00	Office Supplies Office Supplies	7,745.93	15,000.00	23,000.00
52.00	Operating Supplies Operating Supplies	71,290.97	55,250.00	128,820.00
54.00	Books Publications Subscriptions and Memberships Books Subscriptions Memberships	15,786.80	20,000.00	17,000.00
54.40	Books Publications Subscriptions and Memberships Memberships	.00	1,000.00	1,700.00
55.00	Training and Education Training and Education	.00	.00	7,000.00
82.00	Aid to Private Organizations Aid to Private Organizations	.00	5,014,315.00	50,000.00
82.10	Goal 1: All Children Are Born Healthy and Remain Healthy			312,294.00
82.11	Strategy 1.1 Support Maternal and Child Health	15,265.34	.00	475,000.00
82.12	Strategy 1.2 Support Mental Health and Substance Abuse Prevention	.00	.00	150,000.00
82.13	Strategy 1.3 Support Physical Health	.00	.00	62,706.00
82.14	Strategy 1.4 Improve Food Security			
82.20	Goal 2: All Children can learn what they need to be successful			
82.21	Strategy 2.1 Support Professional Development and Capacity-Building	.00	.00	646,526.00
82.22	Strategy 2.2 Expand High Quality Childcare, Afterschool, and Summer Programs	49,611.41	.00	3,060,000.00
82.23	Strategy 2.3 Support Literacy and other Academic Supports	566.00	.00	90,649.00
82.24	Strategy 2.4 Improve Capacity to Support Special Needs	26,752.04	.00	797,792.00
82.25	Strategy 2.5 Support Career Exploration and Preparation			
82.30	Goal 3: All Children have Nurturing and Supportive Caregivers and Relationship			505,000.00
82.31	Strategy 3.1 Support Initiatives that Connect Families to Resources	.00	.00	420,000.00
82.32	Strategy 3.2 Improve Family Strengthening and Supports	9,015.01	.00	75,000.00
82.40	Goal 4: All Children Live in a Safe Community			924,946.00
82.41	Strategy 4.1 Support Injury Prevention			
82.42	Strategy 4.2 Support Initiatives that prevent Delinquency/Truancy	.00	.00	29,554.00
82.43	Strategy 4.3 Support Violence Prevention Initiatives			
82.45	Aid to Private Organizations Partnership for Strong Families Resource Center	84,096.31	.00	45,500.00
82.55	Aid to Private Organizations Match Funding	.00	.00	103,335.00
82.60	Aid to Private Organizations Sponsorship Funding	6,720.00	.00	25,000.00
91.20	Operating Transfers Out Transfers Out SRF and Capital	338,667.00	.00	.00
99.20	Other Non Operating Other Uses Appropriated Reserves	.00	318,853.00	519,123.00
Fund Totals		\$3,909,487.50	\$8,249,047.00	10,768,320.00
Grand Totals		\$3,909,487.50	\$8,249,047.00	10,768,320.00

FY2023
COMPREHENSIVE BUDGET

Item 9.

Account	Account Description	2021 Actual Amount	2022 Amended Budget	2023 Level 1 Proposed
Fund 101 - Grants and Awards				
12.00	Regular Salaries Regular Salaries & Wages	42,392.35	66,560.00	66,560.00
14.00	Overtime Overtime	1,013.67	.00	.00
21.00	FICA FICA Taxes	3,153.72	5,092.00	5,092.00
22.00	Retirement Retirement Contributions	4,630.44	7,095.00	7,927.00
23.10	Life And Health Insurance Health Insurance	7,852.23	14,235.00	7,392.00
23.15	Life And Health Insurance Dental Insurance	205.91	288.00	288.00
23.20	Life And Health Insurance Life Insurance	36.00	54.00	54.00
24.00	Workers Compensation Workers Comp	88.25	130.00	130.00
25.00	Unemployment Compensation Unemployment Compensation	.00	1,798.00	1,798.00
31.00	Professional Services Professional Services	837.94	19,631.00	19,631.00
40.00	Travel and Per Diem Travel & Per Diem	764.33	10,350.00	9,375.00
40.10	Travel and Per Diem Local Mileage	.00	.00	3,500.00
41.00	Communications Services Communication Services	485.57	1,500.00	3,216.00
48.00	Promotional Activities Promotional Activities	.00	5,000.00	5,000.00
51.00	Office Supplies Office Supplies	109.62	1,000.00	1,500.00
54.40	Books Publications Subscriptions and Memberships Memberships	.00	600.00	1,400.00
55.00	Training and Education Training and Education	.00	.00	400.00
82.00	Aid to Private Organizations Aid to Private Organizations	338.44	.00	.00
82.44	Aid to Private Organizations Kids Count in Ala Cnty #11828	15,189.00	.00	.00
Fund 101 - Grants and Awards Totals		\$77,097.47	\$133,333.00	\$133,263.00
Net Grand Totals		\$77,097.47	\$133,333.00	\$133,263.00

**FY 2023
COMPREHENSIVE BUDGET**

	2021 Actual Amount	2022 Amended Budget	2023 Level 1 Proposed
301 - Capital Project Fund			
52.00 Operating Supplies Operating Supplies	\$0.00	\$50,000.00	\$0.00
Capital Project Fund Totals	\$0.00	\$50,000.00	\$0.00
Net Grand Totals	\$0.00	\$50,000.00	\$0.00

**FY 2023
BUDGET BY FUNCTION**

	2021 Actual Amount	2022 Amended Budget	2023 Level 1 Proposed	2023 Level 2 Tentative
GENERAL FUND EXPENDITURES				
51 Administration	\$922,540.80	\$1,092,700.00	\$1,366,857.00	\$1,366,857.00
56 Programs	\$2,648,279.70	\$6,406,347.00	\$7,925,278.00	\$9,401,463.00
58 Other Uses	\$338,667.00	\$750,000.00	\$0.00	\$0.00
59 Other Non Operating	\$0.00	\$0.00	\$0.00	\$0.00
EXPENDITURES TOTAL	\$3,909,487.50	\$8,249,047.00	\$9,292,135.00	\$10,768,320.00
GRANTS AND AWARDS EXPENDITURES				
56 Programs	\$77,097.47	\$133,333.00	\$133,263.00	\$133,263.00
EXPENDITURES TOTALS	\$77,097.47	\$133,333.00	\$133,263.00	\$133,263.00
CAPITAL PROJECTS FUND EXPENDITURES				
56 Programs	\$0.00	\$50,000.00	\$0.00	\$0.00
EXPENDITURES TOTALS	\$0.00	\$50,000.00	\$0.00	\$0.00
Revenue Grand Totals:	\$0.00	\$0.00	\$0.00	\$0.00
Expenditure Grand Totals:	\$3,986,584.97	\$8,432,380.00	\$9,425,398.00	\$10,901,583.00
Net Grand Totals:	(\$3,986,584.97)	(\$8,432,380.00)	(\$9,425,398.00)	(\$10,901,583.00)

**FY 2023
BUDGET BY OBJECT**

		2021 Actual Amount	2022 Amended Budget	2023 Level 1 Proposed	2023 Level 2 Tentative
REVENUES					
31	TAXES	\$7,801,760.08	\$8,249,047.00	8,743,781.00	\$9,437,500.00
33	Intergovernmental Revenue	\$75,000.00	\$0.00	\$0.00	\$0.00
34	Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00
36	Miscellaneous Revenue	\$97,597.74	\$83,333.00	\$46,667.00	\$5,000.00
38	Other Sources	\$352,879.48	\$100,000.00	\$634,950.00	\$1,325,820.00
REVENUE TOTALS		\$8,327,237.30	\$8,432,380.00	\$9,425,398.00	\$10,768,320.00
EXPENDITURES					
10	Personnel Services	\$649,418.30	\$1,056,387.00	\$1,317,098.00	\$1,317,098.00
20	Operating Expenses	\$720,542.72	\$1,199,226.00	\$1,292,060.00	\$1,292,060.00
30	Capital Outlay	\$0.00	\$93,599.00	\$0.00	\$0.00
50	Grants and Aid	\$2,277,956.95	\$5,014,315.00	\$6,331,062.00	\$7,773,302.00
60	Other Uses	\$338,667.00	\$1,068,853.00	\$485,178.00	\$519,123.00
EXPENDITURE TOTALS		\$3,986,584.97	\$8,432,380.00	\$9,425,398.00	\$10,901,583.00
NET GRAND TOTALS		\$4,340,652.33	\$0.00	\$0.00	\$0.00

APPENDIX A - PROGRAM FUNDING

Item 9.

GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY		\$ 1,000,000
STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH		
Unallocated		\$ 312,294
PROGRAM	AGENCY	Proposed Funding
MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$ 75,000
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$ 400,000
STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION		
PROGRAM	AGENCY	Proposed Funding
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$ 75,000
YOUTH MENTAL HEALTH SUPPORT DURING AFTERSCHOOL AND SUMMER PROGRAMMING	Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) Shands Teaching Hospital	\$ 75,000
STRATEGY 1.3 SUPPORT PHYSICAL HEALTH		
PROGRAM	AGENCY	Proposed Funding
WELLNESS COORINATOR @ HOWARD BISHOP MS *	Children's Home Society of Florida	\$ 62,706
STRATEGY 1.4 IMPROVE FOOD SECURITY		
PROGRAM	AGENCY	Proposed Funding
GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL		\$ 4,594,967
STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING		
PROGRAM	AGENCY	Proposed Funding
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$ 248,026
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$ 90,000
ACCREDITATION ACADEMY	Multiple	\$ 300,000
PROFESSIONAL DEVELOPMENT REGISTRY	TBD	\$ TBD
PHILANTHROPY HUB	Community Foundation of North Central Florida	\$ 8,500
STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS		
PROGRAM	AGENCY	Proposed Funding
Total Afterschool Allocation	Currently Funding Programs	\$ 1,000,000
Total Summer Allocation (Camps & Enrichment Providers)	Currently Funding Programs	\$ 2,000,000
SUMMER PROGRAMMING (FREEDOM SCHOOL)	UF - College of Education Collaborative for Equity in Education	\$ 60,000
STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS		
PROGRAM	AGENCY	Proposed Funding
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$ 14,000
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$ 42,690
OPERATION FULL STEAM*	Cade Museum	\$ 33,959
STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS		
PROGRAM	AGENCY	Proposed Funding
STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION		
PROGRAM	AGENCY	Proposed Funding
TEENSWORK ALACHUA	Minority Business Listings, Inc.	\$ 125,000
TEENSWORK ALACHUA	Goodwill Industries of North Florida	\$ 125,000
TEENSWORK ALACHUA	Goodwill Industries of North Florida	\$ 250,000
TEENSWORK ALACHUA	TBD	\$ 250,000
NEW TECH NOW STE2AM ENGINE PROGRAM	New Technology Made Simple Now, Inc.	\$ 47,792
GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS		\$ 1,000,000
STRATEGY 3.1 SUPPOTT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES		
Unallocated		\$ 505,000
PROGRAM	AGENCY	Proposed Funding
RFP 2021-07 HELP ME GROW ALACHUA	Children's Home Society of Florida	\$ 220,000
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families	\$ 200,000
STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS		
PROGRAM	AGENCY	Proposed Funding
PROJECT YOUTHBUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$ 75,000
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY		\$ 1,000,000
STRATEGY 4.1 SUPPPORT INJURY PREVENTION		
Unallocated		\$ 924,946
PROGRAM	AGENCY	Proposed Funding
STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY/TRUANCY		
PROGRAM	AGENCY	Proposed Funding
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$ 29,554
STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES		
PROGRAM	AGENCY	Proposed Funding
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$ 27,500
MIDNIGHT YOUTH BASKETBALL	City of Gainesville	\$ 18,000
		SPONSORSHIPS \$ 25,000
		REIMAGINE GAINESVILLE \$ 50,000
		MATCH* (a total of \$200,000 allocated) \$ 103,335
		TOTAL PROGRAM FUNDING \$ 7,773,302

DATE	RESPONSIBILITY	ACTION
Monday, March 14	<i>Finance Department</i>	<i>Send out email to all staff stating that budget requests are due by March 25, 2022.</i>
Monday, March 21	<i>Executive Director Finance Department</i>	<i>Lead meeting of all staff to discuss overall budget, departmental funding, and new FTE positions for Fiscal Year 2023.</i>
Monday, May 23	<i>Executive Director Finance Department</i>	<i>Presentation of proposed budget to the Board of the Trust.</i>
Wednesday, June 1	<i>Alachua County Property Appraiser</i>	<i>Delivery of the total assessed value of non-exempt property in Alachua County.</i>
Monday, June 13	<i>Board of the Trust</i>	<i>Approval of two Truth in Millage Resolutions - 1) A resolution setting the Proposed Millage Rate, setting the date, time and place of the Public Hearings to consider the proposed millage rate and tentative budget; 2) A resolution adopting a tentative written budget for Fiscal Year 2023.</i>
Friday, July 1	<i>Alachua County Property Appraiser</i>	<i>Certification of the taxable value to each taxing authority on the Certification of Taxable Value (Form DR-420).</i>
Friday, July 1	<i>Executive Director</i>	<i>Submission of a tentative annual budget to the Alachua County Board of County Commissioners.</i>
Friday, July 29	<i>Executive Director</i>	<i>No later than August 4, 2022, (within 35 days after the Certification of Taxable Value), each taxing authority must inform the Alachua County Property Appraiser of the prior year millage rate, the current year proposed millage rate, the current year rolled-back rate, and the date, time, and meeting place of the first required tentative budget hearing.</i>
Tuesday, August 2	<i>School Board of Alachua County</i>	<i>School Board of Alachua County first public budget hearing.</i>
Tuesday, August 23	<i>Alachua County Property Appraiser</i>	<i>No later than August 24, 2022, (within 55 days after the Certification of Taxable Value), the Alachua County Property Appraiser must send the Truth in Millage notification to all property owners in Alachua County.</i>
Thursday, September 1	<i>Communications Manager</i>	<i>Pursuant to F.S. 200.065, the tentative budget must be posted on the authority's official website at least two days before the budget hearing and must remain on the website for at least 45 days.</i>
Tuesday, September 6	<i>School Board of Alachua County</i>	<i>School Board of Alachua County second public budget hearing.</i>
Monday, September 12	<i>Board of the Trust</i>	<i>First public hearing of the proposed millage rate and the tentative budget. (Hearing dates with July 1 Certification - No sooner than Sept. 3 and no later than Sept. 18)</i>
Tuesday, September 13	<i>Alachua County Board of County Commissioners</i>	<i>Alachua County Board of County Commissioners first public budget hearing.</i>
Thursday, September 22	<i>Clerk of the Trust</i>	<i>Advertisement of final hearing posted two to five days before the final hearing. Notice of Proposed Tax Increase <u>OR</u> Notice of Budget Hearing <u>AND</u> Budget Summary.</i>

DATE	RESPONSIBILITY	ACTION
Thursday, September 22	<i>Communications Manager</i>	<i>Preliminary adopted budget posted on the authority's official website at least two days before the final budget hearing.</i>
Monday, September 26	<i>Board of the Trust</i>	<i>Second public hearing of the final millage rate and the final adopted budget. This must be held within 15 days following the first hearing.</i>
Tuesday, September 27	<i>Alachua County Board of County Commissioners</i>	<i>Alachua County Board of County Commissioners second public budget hearing.</i>
Friday, September 30	<i>Finance Department</i>	<i>The taxing authority must forward the resolution adopting the final millage rate to the Alachua County Property Appraiser, the Alachua County Tax Collector, and the Florida Department of Revenue within three days of the final hearing. Receipt of the resolution is the official notification of the final millage rate.</i>
Friday, October 7	<i>Clerk of the Trust Finance Department</i>	<p><i>Within 30 days of the final hearing, each taxing authority must complete and submit the following forms to the Florida Department of Revenue:</i></p> <ol style="list-style-type: none"> <i>1) Certification of Compliance (Form DR-487)</i> <ol style="list-style-type: none"> <i>a) Provide proof of publication for all newspaper advertisements.</i> <i>b) Provide the entire page from each newspaper advertisement including the Budget Summary advertisement and the Notice of Proposed Tax Increase or Budget Hearing Advertisement.</i> <i>c) Submit the authority's resolution adopting the final millage rate, with percent change of rolled-back rate shown and the resolution adopting the final budget, indicating order of adoption.</i> <i>2) Vote Record for Final Adoption of Millage Levy (Form DR-487V)</i> <i>3) A copy of the Certification of Final Taxable Value (Form DR-422)</i>
Monday, October 24	<i>Communications Manager</i>	<i>The final adopted budget must be posted on the authority's official website within 30 days after the adoption and must remain on the website for at least two years.</i>
Monday, October 31	<i>Clerk of the Trust</i>	<i>Return original copy of the complete Certification of Final Taxable Value (Form DR-422) to the Alachua County Property Appraiser.</i>
October - December	<i>Executive Director</i>	<i>The governing body of the authority, pursuant to F.S. 189.016(6) citing F.S. 200.065, dictates that any budget amendment that increases or decreases the overall budget after 60 days of the passing of the final budget, must be passed by resolution, posted on the website within 5 days and remain there for two years.</i>

RESOLUTION 2022-6

A RESOLUTION OF THE CHILDREN'S TRUST OF
ALACHUA COUNTY;
ESTABLISHING A PROPOSED MILLAGE RATE FOR FISCAL YEAR 2022/2023;
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Children's Trust of Alachua County has made the following determinations:

WHEREAS, the Children's Trust of Alachua County, before July 1, 2022, is required to establish a Proposed Fiscal Year 2022/2023 Millage Rate sufficient to fund the budget as adopted in accordance with Florida Statute 125.901; and

WHEREAS, the Children's Trust of Alachua County has adopted a tentative budget in the amount of \$10,901,583.00; and

WHEREAS, the Children's Trust of Alachua County, will hold a public hearing on September 12, 2022, after 5:00 p.m., as required by Florida Statute 200.065, to adopt a Tentative Millage Rate and Budget.

WHEREAS, the Children's Trust of Alachua County, will hold a public hearing on September 26, 2022, after 5:00 p.m., as required by Florida Statute 200.065, to adopt a Final Millage Rate and Budget.

NOW, THEREFORE, BE IT RESOLVED by the Children's Trust Council of Alachua County, that:

1. The Fiscal Year 2022/23 operating millage rate necessary to fund the Children's Trust of Alachua County is 0.5000 mills.
2. This resolution shall take effect immediately upon its adoption.
3. In accordance with Chapter 26.04 Ordinance Code, certified copies of the resolution and tentative budget are to be delivered to the Alachua County Board of County Commissioners by July 1, 2022.

DULY ADOPTED in regular session, this 13th day of June, A.D., 2022.

CHILDREN'S TRUST OF ALACHUA COUNTY

By: _____
Dr. Margarita Labarta, Chair

CHILDREN'S TRUST OF ALACHUA COUNTY

By: _____
Kristy Goldwire, Secretary

RESOLUTION 2022-7

A RESOLUTION OF THE CHILDREN'S TRUST OF
ALACHUA COUNTY;
ESTABLISHING A PROPOSED BUDGET FOR FISCAL YEAR
2022/2023;
PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Children's Trust of Alachua County has made the following determinations:

WHEREAS, the Children's Trust of Alachua County, must adopt a tentative written budget before July 1, 2022, for the Fiscal Year 2022/2023 as required by Florida Statute 125.901; and

WHEREAS, the Children's Trust of Alachua County, will hold a public hearing on September 12, 2022, after 5:00 p.m., as required by Florida Statute 200.065, to adopt a Tentative Millage Rate and Budget.

WHEREAS, the Children's Trust of Alachua County, will hold a public hearing on September 26, 2022, after 5:00 p.m., as required by Florida Statute 200.065, to adopt a Final Millage Rate and Budget.

NOW, THEREFORE, BE IT RESOLVED by the Children's Trust of Alachua County, that:

1. The Children's Trust of Alachua County set forth the appropriations and revenue estimate for the Budget for Fiscal Year 2022/2023 in the amount of \$10,901,583.00.
2. This resolution shall take effect immediately upon its adoption.
3. In accordance with Chapter 26.04 Ordinance Code, certified copies of the resolution and tentative budget are to be delivered to the Alachua County Board of County Commissioners by July 1, 2022.

DULY ADOPTED in regular session, this 13th day of June, A.D., 2022.

CHILDREN'S TRUST OF ALACHUA COUNTY

By: _____
Dr. Margarita Labarta, Chair

CHILDREN'S TRUST OF ALACHUA COUNTY

By: _____
Kristy Goldwire, Secretary

File Attachments for Item:

10. Listening Project ITN 2022-05 (Kristy Goldwire & Committee Chair, Cheryl Twombly)



Item:

Listening Project ITN 2022-05 (Kristy Goldwire & Committee Chair, Cheryl Twombly)

Requested Action:

- 1) The Trust is asked to approve the release of ITN 2022-05
- 2) The Trust is asked to authorize \$100,000 for ITN 2022-05
- 3) The Trust is asked to approve Resolution 2022-08
- 3) The Trust is asked to authorize Executive Director to appoint a review team

Background:

Board Policy 6.50 states that “For every competitive sealed proposal, The Trust shall approve the minimum qualifications, the scope of services, the evaluation criteria, and the evaluation team for each competitive procurement opportunity.” These items have been included in Resolution 2022-08 as Exhibit A.

At its February 23 retreat, the Board endorsed the idea of a strategic planning process to update goals using data that is readily available and broad community input to better understand the needs and opportunities for change within the community and use the information gained through this process to update goals and priorities and develop a long-term funding strategy.

A steering committee comprised of CTAC Board members, community representatives and CTAC staff was created to manage the strategic planning process and develop an Invitation to Negotiate (ITN) that would help CTAC identify a contractor to conduct a listening project. The listening project will be used by CTAC to identify and characterize ways to support all of Alachua County’s children and to determine how CTAC resources can be invested wisely to achieve collective community impact.

Please refer to Resolution 2022-08 and Exhibit A for the specifics of the ITN.

Attachments:

Resolution 2022-08
Exhibit A

Programmatic Impact:

TBD

Fiscal Impact:

\$100,000

Recommendation:

Staff recommends approval

CHILDREN'S TRUST OF ALACHUA COUNTY
RESOLUTION 2022-08
Listening Project ITN 2022-05

WHEREAS, the Children's Trust of Alachua County (CTAC) developed and approved Resolution 2020-12, Procurement Policies; and

WHEREAS, the Trust seeks to identify a contractor to conduct a community listening project for children birth to age 18 years.; and

WHEREAS, The CTAC listening project will be used by CTAC to identify and characterize ways to support all of Alachua County's children and to determine how CTAC resources can be invested wisely to achieve collective community impact; and

WHEREAS, the Trust budgeted \$100,000.00 for the listening project,

NOW THEREFORE, be it ordained by the Board of Children's Trust of Alachua County, in the State of Florida, as follows:

SECTION 1: ADOPTION The scope of service, minimum qualifications, evaluation criteria, and review team attached hereto as Exhibit "A" is hereby adopted in its entirety as provided in Exhibit "A" and incorporated herein by this reference.

SECTION 2: EFFECTIVE DATE This Resolution shall be in full force and effect from 6.13.2022 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN'S TRUST OF ALACHUA COUNTY BOARD; this 13th day of June 2022.

	AYE	NAY	ABSENT	NOT VOTING
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Lee Pinkoson	_____	_____	_____	_____
Dr. Karen Cole-Smith	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Shane Andrew	_____	_____	_____	_____
Dr. Patricia Snyder	_____	_____	_____	_____
Cheryl Twombly	_____	_____	_____	_____
Hon. Denise Ferrero	_____	_____	_____	_____

Presiding Officer

Attest

Dr. Margarita Labarta, Chair
Children's Trust of Alachua County

Kristy Goldwire, Acting Secretary
Children's Trust of Alachua County

Exhibit A

Available Funding

This will be a fixed price contract, not to exceed \$100,000.

Term of Service

The anticipated contract period is 10 months, August 1, 2022 – September 30, 2022, and extended into FY 2023, October 1, 2022- June 30, 2023.

Solicitation Timeline

EVENT	DATE / DUE DATE
Release of the competitive solicitation and begin the Cone of Silence	Friday, June 17, 2022
Bidders' Information Session Location: Zoom, TBD Participation is mandatory if provider intends to submit response to ITN	Thursday, June 23, 2022, 2 PM E.T.
Last day to submit written questions	Tuesday, July 5, 2022
Final response to all written questions posted	Friday, July 9, 2022
Application Submission Deadline	Friday, July 15, 2022, 3 PM E.T.
Bid Opening	Friday, July 15, 2022, 3 PM E.T.
Application Review Period	July 18-22, 2022
Applicant Interviews	July 26-27, 2022
Public Evaluation of Applications	July 28-29, 2022
Funding recommendations released	Monday, August 1, 2022
The Children's Trust of Alachua County Board Meeting review funding recommendations; end cone of silence	Monday, August 8, 2022
Appeal period begins if needed	August 9, 2022
Contract negotiations begin	August 9, 2022
Contract begins	August 15, 2022

Minimum Requirements to Bid

- All proposed services must take place within Alachua County.
- Applicants must be currently qualified to conduct business in the State of Florida.
- Applicants must not be a charter school approved by any public school system in the State of Florida.
- Experience working with Alachua County's population, partners, and stakeholders is preferred, not required.
- Applicants must have experience materially similar to the work described in the Scope of Services.

Scope of Services Listening Project

Purpose/Introduction

In accordance with 125.901 Florida Statute and Local Ordinance 18-08, the Children's Trust of Alachua County (CTAC) is seeking a contractor to conduct a community Listening Project. The CTAC Listening Project will be used by CTAC to identify and characterize ways to support all of Alachua County's children and to determine how CTAC resources can be invested wisely to achieve collective community impact.

To this end, the overall use of the CTAC Listening Project is to:

1. Identify and focus CTAC efforts on priority issues impacting all children birth to 18 in Alachua County.
2. Make recommendations for an overarching framework and key strategies to address priority issues.
3. Make recommendations for a strategic plan for the use of CTAC funds.
4. Develop materials and processes that can be used as part of ongoing efforts by the CTAC to gather stakeholder input to inform short- and long-term CTAC strategies and investments.

Goals and Objectives

The following goals and objectives are to be accomplished as a result of the CTAC Listening Project:

1. Ensure that CTAC's various stakeholders have meaningful input into CTAC's strategic planning.
2. Reveal findings that will allow the CTAC to develop priorities and strategies to address the identified needs and gaps while utilizing and mobilizing existing community strengths and resources.
3. Maximize the impact of CTAC resources in addressing the needs of Alachua County children.

Information Gathered from Targeted Populations

Below is a sample list of questions and topics that the CTAC would like to see addressed in the community listening process. Different questions and topics would be appropriate for different community listening participants.

Note: CTAC Members may want to consider additional specific questions they would like addressed as part of the Listening Project.

Sample Questions:

- When we envision a system of supports for our children and youth in Alachua County that works effectively, what do we see?
- What would we see or hear in our community that would let us know that we are adequately supporting children, families, and youth? (we refer to these as "indicators")
- Do you like the indicators the CTAC used? Add others? Take away any? Do some have higher priority?

- What formal (e.g., programs, services) and informal (e.g., other people in the community) supports have you found helpful for you and your children? Why, and how, were they helpful?
- What gaps exist in terms of available services and supports as well as populations served?
- A rank order of types of services and supports used or needed by children and families.
- Obstacles/barriers to accessing supports or services
- What supports do you not have that you or your child need? What would be different if you had these supports?
- How can we best include you in CTAC's decision-making?
- What helps? What hurts? What would work better? ... in education, health, safety, etc.
- What is happening in your neighborhood in terms of assets, service gaps, conditions, etc.?
- Do you know about CTAC? What do you know?
- Are you accessing CTAC services? If not, why not?
- What would improve the quality of life in your community?
- Who else should we talk to?
- What services do you wish you could provide? (for providers)
- What strategies are CTAC-funded providers using to build trust? (for providers)
- Are you partnering with CTAC? If not, why not? (for providers and partners)
- What strategies should CTAC be employing? (for providers and partners)
- What are the most important issues that families, children, and community stakeholders are concerned about?
- Are families familiar with the supports and services that are available?
- If they are familiar with available services, do they participate? Why/why not?
- What supports would make things better?
- What barriers could be removed that would make things better? How can we improve our organizational capacity and work together for collective impact in Alachua County?

Community Listening Participants

For the community listening process, the contractor should describe their strategy and recruitment and engagement plan to collect information from a representative sample of CTAC's various stakeholders and ensure high levels of participation. CTAC stakeholders include:

- Parents and caregivers
- Children
- Service Providers – current CTAC providers and potential – nonprofit, public, for-profit
- Partners – current CTAC partners and potential – nonprofit, public, for-profit
- Key Informants (e.g., community leaders, Gainesville for All, pediatricians, faith groups, funders, etc.)

In developing the plan to collect data from a broad and diverse sample of stakeholders the following should be considered:

- Ages: Birth – 5, early elementary, late elementary/MS, HS/adult
- CTAC involvement: those currently accessing CTAC programs as well as those not currently accessing
- Geography: Sample throughout Alachua County – urban and rural
- Vulnerable populations – immigrants, victims of domestic violence, housing insecure, juvenile justice involvement, pregnant women/new mothers, special needs

- At risk/at promise communities – those who have historically not had a voice or have not trusted institutions
- Those who ran the initial CTAC campaign and individuals with whom they spoke.

Data Collection

It is expected that the contractor will employ a number of data collection methods that could include interviews, focus groups, community meetings, and possibly surveys. Different methods will be appropriate for different participants. In describing the proposed detailed data collection plan and timeline the contractor should also take into consideration the following:

- Utilize strength-based, equity-informed approach
- Ensure appropriate sampling of key stakeholders: (1) parents, caregivers, and children and (2) service providers, partners, and other stakeholders from all Alachua County municipalities (i.e., Alachua, Archer, Gainesville, Hawthorne, High Springs, La Crosse, Micanopy, Newberry, and Waldo) relative to the child population
- How to recruit community listening participants through trusted partners in the community
- Partnering with community organizations and trusted individuals within the community
- Ensure considerations are given to provide accessibility and inclusion for all persons (i.e., arrangements for the care of children, transportation, language, and differently abled populations)
- Ensure proper documentation and records for all information collected (i.e., transcripts, materials used to conduct listening sessions, surveys, video recordings, etc.) are retained and submitted to the Trust.

Data Management and Analysis

The contractor should describe their plan for participant privacy and information/data management as well as describe their proposed analyses including disaggregation of results by relevant demographics and other factors.

- Results to be presented collectively for Alachua County as well as broken down by geographic region and feature key stakeholder groups (i.e., (1) parents, caregivers, and children and (2) service providers, partners, and other stakeholders).

Project Phases

1) **Planning**, develop and finalize of a project plan which includes but is not limited to instruments/tools/scripts/protocols, recruitment strategies and materials, ensuring processes are inclusive and representative, securing locations for in-person collection, staffing plan with work assignments and responsibilities, plan for coordination with community stakeholders, CTAC staff, and Board for approval and feedback on deliverables and to provide project updates.

2) **Data Collection**, develop and execute a structured or semi-structured process to ensure key questions will be answered with information provided by multiple stakeholder groups specified (i.e., parents, providers, and other community stakeholders) through appropriate and inclusive

approaches. Data collection is to be designed and executed to ensure coverage of all Alachua County municipalities. Maintain proper documentation and records of all information collected.

3) **Analysis**, compiling, organizing, coding of data, quality/reliability checks, analysis pertinent to each key question identified, outlining, synthesizing, and drafting the results, creating tables, narratives, and visualizations to articulate and express findings. Once an initial draft is produced contractor will allow for CTAC's feedback, and then incorporate suggestions.

4) **Sharing Results**, develop a comprehensive report to convey the results of the CTAC Listening Project, with detailed narrative, charts, data tables, maps, an executive summary, and recommendations to be presented to the CTAC Board. Beyond the main project report, develop an additional communication product(s), for instance, a project brief, infographics, dashboard, pamphlet, story map or short video or to share back to those who have participated in the CTAC Listening Project.

Timeline of Project Phases and Deliverables

Month	Project Work	Communication	Deliverables
August 2022	Planning	On-Going Project Updates	
September 2022	Planning, Data Collection		Project Plan Due (9/5/2022)
October 2022	Data Collection		
November 2022	Data Collection		
December 2022	Data Collection		
January 2023	Data Collection, Analysis		Data Due (1/20/2023)
February 2023	Analysis		
March 2023	Analysis		Report Due (March 20, 2023 – initial) (March 31, 2023 – final)
April 2023	Communication		Board Presentation (April 10, 2023)
May 2023	Communication		Communication Products Due (May 15, 2023 – initial) (May 29, 2023 – final)

Exhibit A

Evaluation Criteria

Proposals will be reviewed against the criteria below.

CRITERIA	WEIGHT
Record of Past Experience	
<input type="checkbox"/> <i>Based on the contractor's organizational history and background and demonstrated experience and success with similar projects</i>	15
<input type="checkbox"/> <i>Based on feedback from references</i>	10
Project Plan	
<input type="checkbox"/> <i>Based on the contractor's detailed plan, staffing, and timeline to accomplish the tasks in the scope of work</i>	50
Subcontracting (if no subcontracting, the contractor will receive maximum points)	
<input type="checkbox"/> <i>Based on subcontractor qualifications, experience, and role in the project</i>	5
Price Detailed Budget that is complete and appropriate	20
TOTAL	100

A. Review and Selection Process

The following is a general description of the process by which a contractor will be selected for award of a contract to perform the services described in this ITN:

1. Invitation to Negotiate (ITN) is released to prospective contractors.
2. To help ensure that all prospective contractors are treated consistently during the selection process, all questions regarding this ITN, as well as CTAC's responses to the questions will be posted on CTAC's website. A deadline for the receipt of written questions has been established. (See the cover sheet of this ITN for deadline date.) Persons or entities who intend to respond to such ITN by submission of a competitive proposal may wish to pose questions, objections, or requests for information, request clarification or for an interpretation regarding terms, provisions, or requirements of the ITN. In this event, prospective contractors shall not attempt to communicate in writing, electronically or orally with any CTAC official or employee other than the CTAC employee designated as the Project Manager. The Project Manager may be reached at their e-mail address on the ITN cover page. Prospective contractors shall not contact any other CTAC officials to gather information regarding this ITN, or in an attempt to influence the CTAC's consideration of its proposal. All inappropriate communications with CTAC officials or employees will be forwarded to the CTAC Project Manager as well as the proposal evaluation team. Inappropriate communications by a prospective contractor may, at the discretion of the Project Manager, constitute grounds for disqualification of that prospective contractor's proposal. Alternatively, the evaluation team may, at its discretion, consider such inappropriate communications when evaluating and scoring proposals.
3. All proposals must be received by CTAC no later than the date and time specified on the cover sheet of this ITN. Late proposals will not be accepted and will not be reviewed.
4. The CTAC's proposal evaluation team expects to take the following actions to determine the merits of the proposals that are submitted:

- a. Review the proposals to determine whether they are responsive to the ITN and that they were submitted by responsible entities. Definitions for the terms “responsible” and “responsive” are provided below:
 - b. **Responsible** contractors are those contractors that meet CTAC’s standards with respect to a reasonable expectation that the contractor has the management, technical, financial, equipment, and human resources available to ensure adequate performance of the work described in the solicitation. To be considered responsible, contractors shall also be free of past instances of the material breach of a CTAC contract, free of a conviction (or convictions) for bribery, fraud, conflict of interest, violation of environmental laws, or for convictions for other crimes reflecting poorly on the contractor’s integrity, for the last five years. Contractors that fail to meet the minimum qualifications stated in the solicitation or that have, in the past three years, been debarred or suspended or had a contract terminated for default by any government agency are also determined to be not responsible.
 - c. **Responsive** proposals are those proposals that satisfactorily address all requirements specified in the ITN. Because proposals, unlike bids, are subject to negotiation, certain omissions or variances may be resolved through negotiations to make the proposal responsive. An example of an omission or variance that can be resolved is a proposed period of performance that does not result in completion of the work or specified deliverables within the required timeframe. If negotiation with the contractor results in an adjustment to the period of performance matching the required timeframe, the proposal then may be deemed to be responsive.
 - d. Should it be determined that changes are required to the solicitation provisions, or any other changes need to be made that might affect the proposed prices of other features of the proposals, all responsible entities, or all the responsible entities in the competitive range, may be requested to submit a best and final offer (BAFO). In this event, the CTAC shall evaluate the BAFOs in lieu of the original proposals.
5. **Review.** Proposals are independently reviewed and scored by a team of reviewers that may include Trust staff, experts in the field, and trained volunteers. Using the evaluation criteria, reviewers assess the soundness and completeness of each proposal as well as the applicant’s capacity to effectively deliver what is proposed.

Subjectively rated criteria will be scored on a scale of 70-100 according to the scoring scheme below:

SCORING RANGE	SCORING DESCRIPTION
90-100	Meets and significantly exceeds all of CTAC’s requirements
80-89	Meets all and exceeds several of CTAC’s requirements
70-79	Meets minimum CTAC requirements
60-69	Does not meet CTAC requirements

- a. Scores for subjectively rated criterion will be weighted by the formula below:

$$\text{Criterion Weight} \times (\text{Actual Rating} / \text{Highest Subjective Rating}) = \text{Weighted Score}$$
- b. Scores for objectively rated criterion (such as Contract Price) will be scored by the values proposed by each contractor. The CTAC, however, reserves the right to adjust the proposed values for reasonableness or to calculate the life cycle costs in instances where it can be determined that a solution proposed by the contractor may result in additional costs for the CTAC to implement. Proposed (or adjusted) values will be weighted according to the formula below:

Criterion with low values favorable to CTAC, e.g., proposed price or life cycle costs: (Highest Proposed Value – (Proposed Value – Lowest Proposed Value)) / (Highest Proposed Value / Criterion Weight) = Weighted Score.

- c. The weighted scores for each criterion will be added to determine a Total Weighted Score (TWS) assigned to each proposal.
6. **Discussion.** Following each reviewer's individual rating, the review team meets in a publicly noticed debriefing meeting to discuss each proposal and assigns a consensus team score, including explanatory comments. Applicants may attend the debriefing meeting as observers. The highest-ranking proposal score does not assure a funding recommendation.
7. **Interview/site visit.** At the CTAC's discretion, publicly noticed interviews and/or site visits may be conducted at either the entity's location or the CTAC's offices. Members of the public may attend interviews and/or site visits as observers. The interview/site visit review team may include Trust staff, experts in the field, and trained volunteers. Reviewers come to consensus on interview/site visit observations using a standard rating tool and provide input to staff recommendations. Interviews/Site Visits will be scored on a 70-100 scale exactly as described above for subjective criteria. When CTAC elects to conduct interviews/site visits, the scores for the interviews/site visits and the written proposals will be weighted as follows:

FEATURE	WEIGHT
Interview/Site Visit (ISV)	50
Total Weighted Score (TWS)	50
COMBINED WEIGHTED TOTAL	100

The grand total score will be calculated as follows:

(Interview/Site Visit x .5) + (Total Weighted Score x .5) = Grand Total Score

8. **Staff recommendations.** Taking into consideration the above review process results, the Executive Director of the CTAC develops a recommendation. When considering Direct Community Services, consideration is also given to factors such as alignment with the CTAC's priority investment areas, effective and economical distribution of funding across Alachua County and/or in underserved geographic areas/populations in Alachua County (if applicable), minimizing duplication of efforts, and reasonable program cost for the services and outcomes proposed. Based on consideration of all of the above factors, a recommendation is made to the CTAC Board.
9. **Board review and award.** Executive Director recommendations are reviewed and considered by the CTAC Board at a publicly noticed meeting. Applicants are encouraged to attend these meetings. CTAC Board approval of the recommendations will allow the contract negotiation process to begin, in an amount not to exceed the CTAC Board's approved award. Negotiation may include reframing the proposed services, and adjusting the total allocation, budget, or any other changes necessary to comply with the requirements of the solicitation and resulting contract. Any future amendments, extensions or modifications to the contract that would exceed the CTAC Board's approved award amount or the approved contracting period would require further Board approval.

10. **Protests.** Any actual or prospective bidder or proposer, who is allegedly aggrieved in connection with the issuance of a bid or proposal package or pending award of a contract, may protest the decision by following the procedure below.

- a. **Posting.** The Trust shall publicly post the award on the Trust's website within three full business days after the Board's award decision has been made. All bidders or proposer will be sent an e-mail with the notice of award to the e-mail address provided in the bid or proposal.
- b. **Requirements to Protest.**
 - i. A formal written protest must be filed no later than 5:00 PM, on the fifth business day after the notice of award has been posted. The formal written protest shall identify the protesting party and the solicitation involved; include a clear statement of the grounds on which the protest is based; refer to the statutes, laws, ordinances, applicable section(s) of the solicitation or Board policy, or other legal authorities that the protesting party deems applicable to such grounds; and specifically request the relief to which the protesting party deems itself entitled by application of such authorities to such grounds.
 - ii. A formal written protest is considered filed when the Executive Director receives it, and it is date-stamped by the CTAC. Accordingly, a protest is not timely filed unless it is received within the time specified above. Failure to file a formal written protest within the time period specified shall constitute a waiver of the right to protest and result in relinquishment of all rights to protest by the actual or prospective Applicant.
- c. **Sole Remedy.** These procedures shall be the sole remedy for challenging an award of bid or proposal. Proposers are prohibited from attempts to influence, persuade, or promote a protest through any other channels or means.
- d. **Authority to Resolve.** The Executive Director shall resolve the protest in accordance with the terms of the bid or proposal and shall render a written decision to the protesting party no later than 5:00 PM on the fifth business day after the filing of the protest.
- e. **Review of Executive Director's Decision.**
 - i. The protesting party may request a review of the Executive Director's decision by the CTAC Board by delivering a written request for review of the decision to the Executive Director by 5:00 PM on the fifth business day after the date of the written decision. The written notice shall include any written or physical materials, objects, statements, and arguments, which the Applicant deems relevant to the issues raised in the request for review.
 - ii. The CTAC Board will consider the request for review at the next regularly scheduled CTAC Board meeting after the request is received. It is within the CTAC Board's discretion whether to allow testimony or argument from the protesting party at the CTAC Board meeting. If it is determined by majority vote of CTAC Board members present at the meeting that the award is in violation of law or the regulations and internal procedures of the Trust or any other applicable authority, the Board shall cancel or revise the award as deemed appropriate within three business days after the Board meeting.

- iii. If it is determined by majority vote of CTAC Board members present at the meeting that the award should be upheld, the CTAC Board shall direct staff to notify the protesting party in writing of the Board decision with a copy furnished to all substantially affected persons or businesses within three business days of the CTAC Board meeting. The decision shall be final and conclusive.

- f. **Stay of Procurement during Protests.** The decision to stay a procurement during protests shall be at the sole discretion of the Executive Director.

11. The CTAC reserves the right to:

- Reject any or all submittals
- Request clarification of any submitted information
- Waive any informalities or irregularities in any response
- Not enter into any contract
- Not select any firm
- Cancel this process at any time
- Amend this process at any time
- Interview firms prior to award
- Enter into negotiations with one or more firms, or request a best and final offer (BAFO)
- Award more than one contract if it is in the best interests of the CTAC
- Issue similar solicitations in the future
- Request additional information from prospective contractors