



**CHILDREN'S TRUST**  
OF ALACHUA COUNTY

## **CHILDREN'S TRUST REGULAR MEETING AGENDA**

December 13, 2021 at 4:00 PM

Cade Museum, 811 S Main St, Gainesville, FL 32601

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### **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. [11.8.21 Regular Meeting Minutes](#)
2. [Board Attendance YTD](#)
3. [Checks and Expenditures Report November 2021](#)

### **Chairman's Report**

4. [Rescheduling the Annual Board Meeting in January 2022](#)

### **Executive Director's Report**

5. [Executive Director's Report 12.13.21](#)

### **Programs Report**

6. [RFP 2022-02 TeensWork Alachua County Summer Youth Employment Program](#)
7. [Recommendation for Awards – ITN 2022-1 Youth Development Capacity Building](#)
8. [Recommendation for Award for RFP 2021-07 Help Me Grow Alachua](#)
9. [Match Funds Requests – Funding Recommendations](#)
10. [Children's Defense Fund - Freedom Schools](#)
11. [Family Resource Center/Community Navigator Program](#)

### **General Public Comments**

### **Board Member Comments**

### **For Your Information**

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

12. [CTAC Public Records Memo 11-12-21](#)
13. [Program Calendar - FY 2021-2022](#)
14. [Communications Report - November 2021](#)

### **Next Meeting Date**

Annual Board Meeting

Monday, January 10, 2022 @ 1:00 PM

Location TBC

### **Adjournment**

### **Virtual Meeting Information**

1. Zoom Link to Register: [https://us02web.zoom.us/webinar/register/WN\\_jFRcQ-OkS9mAd1juRRwC-A](https://us02web.zoom.us/webinar/register/WN_jFRcQ-OkS9mAd1juRRwC-A)
2. View or listen to the meeting: [https://www.youtube.com/channel/UCpYNq\\_GkiCo9FQo3qR5-SOw](https://www.youtube.com/channel/UCpYNq_GkiCo9FQo3qR5-SOw)
3. Public Comments: Submit online at <http://www.childrenstrustofalachuacounty.us/commentcard>

### **Guidelines for Public Comments**

Any member of the public wishing to be heard either under the agenda section “General Public Comments” or on a specific agenda items shall complete an appearance 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.

The Board may provide members of the public the option to participate in Board or Committee meetings electronically. If such an option is provided, the procedures herein apply, but the Board or Committee will provide members of the public with an electronic means to complete an appearance card and present the card to the Clerk of the Trust prior to the start of the Board or Committee meeting.

**File Attachments for Item:**

1. 11.8.21 Regular Meeting Minutes



**CHILDREN'S TRUST**  
OF ALACHUA COUNTY

## **CHILDREN'S TRUST REGULAR MEETING MINUTES**

November 08, 2021 at 4:00 PM

Cade Museum, 811 S Main St, Gainesville, FL 32601

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### **Call to Order**

**Chair Lee Pinkoson called the meeting to order at 4:00 PM.**

### **Agenda Review, Revision and Approval**

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

### **Roll Call**

#### **PRESENT**

Chair Lee Pinkoson

Vice Chair Maggie Labarta

Member Tina Certain

Member Karen Cole-Smith - arrived at 4:05 virtually and was ineligible to vote

Member Ken Cornell

Member Nancy Hardt - arrived at 4:04

Member Carlee Simon

Member Patricia Snyder

Member Cheryl Twombly

#### **ABSENT**

Member Susanne Wilson Bullard

### **Consent Agenda**

**Motion made by Member Certain, Seconded by Member Cornell to approve the consent agenda.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Simon, Member Snyder, Member Twombly

Absent: Member Cole-Smith, Member Hardt, Member Wilson Bullard

1. 9.23.21 - Governance Committee Meeting Minutes
2. 10.11.21 Regular Meeting Minutes
3. October 2021 Checks and Expenditures Report

#### 4. Board Member Attendance YTD

##### **Presentation**

This presentation took place after Item 6.

#### 5. Children's Home Society of Florida - Howard Bishop Community Partnership School Wellness Program

Rebecca Couch, Area Director CPS and LaToya Jennings Lopez, Director HBMS CPS gave a presentation on the Community Partnership School's Wellness Program at Howard Bishop Middle School. This year, the CTAC has fully funded the position of Wellness Coordinator. This role will aim to increase health and medical awareness for students, parents, and the community. It will coordinate community events to connect children and their families to health, dental, vision, nutrition, and mental health support and services.

##### **Chairman's Report**

#### 6. Board Meeting Schedule for 2022

This item took place before Item 5.

**Motion made by Member Cornell, Seconded by Member Certain to approve the 2022 Board Meeting Schedule.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Simon, Member Snyder, Member Twombly

Absent: Member Cole-Smith, Member Hardt, Member Wilson Bullard

#### 7. Nominating Committee for Board Officers

Chair Pinkoson requested three volunteers to serve on a committee to select the next Board Chair, Vice Chair, and Treasurer. Members Hardt, Twombly, and Snyder volunteered.

**Motion made by Member Cornell, Seconded by Member Certain to approve the formation of a nomination committee with Members Hardt, Twombly, and Snyder.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

#### 8. Letter to the Board of County Commissioners regarding CTAC Board Appointment

Chair Pinkoson's term as a gubernatorial appointee expires on January 1, 2022. The Board of County Commissioners is tasked to submit three nominees to the Governor of Florida as each CTAC board member's term expires. Members are allowed to continue to serve until their term is renewed, or until a new member is appointed by the Governor.

**Motion made by Vice Chair Labarta, Seconded by Member Certain to authorize the Chair to submit a request to the Board of County Commissioners to initiate the process of a Governor appointed CTAC board member.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

#### 9. Family Resource Centers

**Motion made by Vice Chair Labarta, Seconded by Member Hardt to request staff to meet with representatives from Partnership for Strong Families to discuss how they are currently funded, and how the CTAC could assist with additional funding for Family Resource Centers.**

Mr. Pennypacker and Ms. Merritt spoke to this item; Mr. Pennypacker estimated the need of funds to be between \$200,000 and \$300,000.

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

The Executive Director will bring back recommendations at a future meeting.

### **Governance Committee Report**

#### 10. Governance Committee Report

Vice Chair Labarta informed the Board that the committee was on track with reviewing and modifying CTAC's policy documents. The next meeting will take place on November 16, 2021.

### **Executive Director's Report**

ED Murphy reported on recent events and work the CTAC has been doing, including hosting four complete and well-attended YDCBC classes, throwing a successful Lights On Afterschool event at the Cade Museum, and participating in a Business & Leadership Institute for Early Learning kickoff event.

The Executive Director will give a presentation on the Children's Trust tomorrow in Waldo, this week in Newberry, and at an upcoming meeting of GNV4ALL. He reported that the next board meeting, on December 13, 2021, will include match funding requests, a literacy pilot "Freedom School" with the University of Florida, an award for YDCBC, an award for Help Me Grow Alachua, as well as for the Summer Youth Employment Program.

The January meeting will be the Annual Board Meeting, starting from 1:00 PM, which will include an item on the Summer 2022 RFP. An optional workshop to discuss the Summer RFP will take place from 3:00-4:00 PM prior to the December 13, 2021 Board Meeting.

## 11. Purchase of Audio-Visual Equipment

ED Murphy requested approval for the purchase of AV equipment for the CTAC. The chosen company, Howard Technology Solutions, was recommended by the County and has proven their reputation in Gainesville through multiple projects. They are on a Federal and a State Contract, meaning they have already completed a government competitive bid process, allowing the CTAC to procure services under the same terms. The Executive Director said that while this purchase was not in the approved budget for FY22, funds from the appropriated reserves would cover the cost, and will also make this the first capital expenditure for the CTAC.

Member Simon said that she felt the quotes were expensive and the CTAC should get two more quotes. Member Cornell asked ED Murphy about the time frames of the building lease and the AV installation. Chair Pinkoson asked if the installation was permanent within the rented CTAC building, as well as the depreciation of the equipment over time. ED Murphy confirmed that the equipment could be moved to another location if necessary. Vice Chair Labarta said the equipment will not only assist with making the board meetings accessible to more participants, but will be used for community activities, other meetings, and for training and teaching space.

**Motion made by Member Certain, Seconded by Member Hardt to approve the purchase of audio-visual equipment in the amount of \$93,599 from Howard Technology Solutions.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Snyder, Member Twombly

Voting Nay: Member Simon

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

## 12. Partnership for Reimagining Gainesville Fund Agreement

Reimagining Gainesville is a community collaboration intending to provide a funding venue for new and innovative community-based ideas. It was established by the University of Florida and the City of Gainesville, each contributing \$75,000. The CTAC proposes a contribution of \$50,000 to be put toward initiatives involving Alachua County children and their families.

**Motion made by Vice Chair Labarta, Seconded by Member Cornell to approve the Fund Agreement with the Community Foundation of North Central Florida for the Partnership for Reimagining Gainesville and authorize the Executive Director to execute the agreement.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

## Programs Report

### 13. Continuation Funding Recommendations

**Motion made by Member Cornell, Seconded by Member Certain to authorize the Executive Director to negotiate contracts with promising providers for continuation funding.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

Ms. Galione spoke to the item.

### 14. Youth Development Capacity Building Collaborative (YDCBC)

**Motion made by Vice Chair Labarta, Seconded by Member Cornell to approve the release of ITN 2021-09, to authorize \$300,000 for Youth Development Capacity Building funds during FY21, and authorize the Executive Director to appoint a review team.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

## Community Engagement Report

### 15. Florida Children's Council 2022 Legislative Priorities

**Motion made by Member Cornell, Seconded by Vice Chair Labarta to approve the Legislative Priorities for 2022.**

Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

## General Public Comments

Ms. Treloar, from the UF Saving Smiles Dentistry Program, spoke to Item 5.

Mr. Staples, from Aces in Motion, spoke on the data collected from providers.

Member Simon asked about the need of student information and the security of Google Drive.

**Motion made by Member Hardt, Seconded by Member Cornell to request a report on what the CTAC does with student data, and what ways it can be secured.**



Voting Yea: Chair Pinkoson, Vice Chair Labarta, Member Certain, Member Cornell, Member Hardt, Member Simon, Member Snyder, Member Twombly

Absent: Member Wilson Bullard

Not Voting: Member Cole-Smith

Trust Counsel Swain stated that the information collected is public record, unless the individual is exempted by statute (such as children of firemen, police, judges, etc.).

ED Murphy explained that it is used to evaluate the performance measures of each program, and confirmed that the CTAC does not collect data that could be in violation of any HIPAA or FERPA policies.

Mr. Logan spoke to an article in the New York Times regarding Early Learning Quality Outcomes.

### **Board Member Comments**

#### **For Your Information**

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

16. Child Safety Organizations in Alachua County
17. Program Calendar - FY 2021-2022
18. 10.15.21 Letter to the Center for Medicare and Medicaid Services
19. Gainesville Sun: Alachua County eyes Duval Elementary for youth arts center
20. TRIM Compliance Letter
21. Communications Report - October 2021

#### **Next Meeting Date**

Regular Meeting - Monday, December 13, 2021 @ 4:00 PM  
Cade Museum, 811 S Main St, Gainesville, FL 32601

#### **Adjournment**

**Chair Lee Pinkoson adjourned the meeting at 5:59 PM.**

Attendee Report

Children's Trust of Alachua County – Regular Board Meeting

11/08/2021 4:00:00 PM - 5:59:00 PM Webinar ID: 884 0354 9312

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Board Members

Chair Lee Pinkoson  
Vice Chair Maggie Labarta  
Member Tina Certain  
Member Ken Cornell  
Member Carlee Simon  
Member Patricia Snyder  
Member Nancy Hardt  
Cheryl Twombly  
Bob Swain – Trust Counsel

Staff

Colin Murphy  
Kristy Goldwire  
Ashley Morgan-Daniel  
Nicole OdomDan  
Douglas  
Deon Carruthers  
Mia Jones  
Belita James  
Bonnie Wagner  
Liz Cayson

Attended in Person

Rebecca Couch  
Leah Galione  
Sherry Kitchens  
Tina Treloar  
Leanetta McNealy  
Addison Staples  
Stacy Merritt  
Latoya Lopez  
Lauren Levitt  
Michael Gamble  
Wendy Sapp  
Tom Logan  
Stephen Pennypacker

Panelists joined by Zoom

Karen Cole-Smith Karen.Cole-Smith@sfcollge.edu  
Betty Friis bfriis@childrenstrustofalachuacounty.us  
Frank Mason fmason@cricpa.com

Joined by phone

13523718002

Attendees joined by Zoom

Satori Days sdays@alachuacounty.us Alachua County  
Nicole Torres ntorres@cademuseum.org Cade Museum  
Cade Museum Intern accounts@cademuseum.org Cade Museum  
Hunter Oliver holiver@cademuseum.org Cade Museum  
Cade Museum eventassist@cademuseum.org Cade Museum  
Pastor Gerard Duncan soil3@hotmail.com Community  
Barzella Papa b.papa@cfncf.org Community Foundation  
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Dorothy Benson notyek@aol.com  
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Dorothy Thomas dorothy.acee.thomas@gmail.com  
Julie Moderie jmoderie@wellflorida.org

Zoom Chat

16:50:57 From Dorothy Benson to Hosts and panelists:  
Yes, please. I'd love to have all of you have a microphone to hear all of you better.

**Item:**

Continuation Funding Recommendations

**Requested Action:**

1. The Trust is asked to authorize the Executive Director to negotiate contracts with promising providers for continuation funding.

**Background:**

To address unallocated funds, the Trust developed criteria to provide continuation funding to providers who offer services that are in alignment with CTAC unfunded strategies.

A review team consisting of Program Department staff reviewed and evaluated end of the year reports received for FY 2020 and FY 2021. All reports will be reviewed against the following criteria;

- Funding status - Receiving CTAC funding for afterschool, match, or unsolicited for FY2022
- Completeness - All elements in the report template contained the information requested
- Quality of Narrative and Effort - The data and narratives provided are detailed enough to convey the program's efforts during the fiscal year, the individuals served, and its accomplishments. The information provided in the EOY report demonstrate the program's benefits, ability to connect with and meet the unique needs of underserved cultural groups, and promise to positively impact children with continued funding
- Timely - The report was submitted on or before 10/5/2021
- Alignment with CTAC Priorities - The scope of work of the contract aligns with one of the CTAC strategies and particularly one of the strategies unfunded for FY2022

The providers listed below received a score of 15 or higher and were invited to submit a brief proposal with performance measures and budget, by Friday, October 29, 2021, for continued funding of their current scope of work.

- Big Brothers & Big Sisters of Tampa – Alachua County
- Florida Institute for Workforce Innovation – Project Youth Build
- New Technology Made Simple Now
- Partners in Adolescent Lifestyle Support (PALS)
- Peaceful Paths
- Vineyard Christian Fellowship of Gainesville, FL
- Pace Center for Girls

Those who submit a proposal for continued funding will be selected for funding based on their proposal's alignment with CTAC goals and the cost - benefit of the proposed scope of work.

**Attachments:**

- Criteria for continuation for funding
- Stage 1 Scoring
- Stage 2 Scoring (to be provided at the meeting)
- Continuation funding recommendation (to be provided at the meeting)

**Programmatic Impact:**

Continuation funding for RFA 20-937 Capacity Increases Infrastructure Improvements to Program Serving Youth

**Fiscal Impact:**

To be determined

**Recommendation:**

Staff recommends approval

Agency/	Program	Alignment	CFAC Strategy	Cost-Benefit	Total	Rated	Average Total	Funds Requested	Maximum Request Allowed	Recommendation
Big Brothers Big Sisters of Tampa Bay, Inc.	Big Brothers Big Sisters of Alachua County	5	4.2 – Support Initiatives that Prevent Delinquency/Traffic	5	10	Bonnie	7.7	\$29,554	\$29,554	\$29,554
FL Institute for Workforce Innovation, Inc. db/a Project YouthBuild	Project YouthBuild Parenting Program	0	3.2 – Expand Access to High Quality Childcare, After-school, and	4	4	Deon				
		5	3.2 – Improve Family Strengthening and Supports	3	8	Bonnie	7.3	\$75,000	\$75,000	\$75,000
		5	3.2 – Improve Family Strengthening and Supports	4	9	Bella				
		0	1.1 – Support Maternal and Child Health	5	5	Deon				
New Technology/ Wade Simple Now Inc	New Tech Now STEAM Engine Project	0	2.5 – Support Career Exploration and Preparation	2	2	Bonnie	5.3	\$47,792	\$48,417	\$47,792
		0	2.4 – Support Capacity to Support Special Needs	4	5	Deon				
		5	2.3 – Support Literacy and Other Academic Supports	5	10	Bonnie	10.0	\$75,000	\$75,000	\$75,000
PACE Center for Girls Inc.	Pace Reach Community Counseling Services for Adolescent Girls	5	1.2 – Support Mental Health and Substance Abuse Prevention	5	10	Bella				
		5	1.2 – Support Mental Health and Substance Abuse Prevention	5	10	Deon				
Partners in Adolescent Lifestyle Support (PALS) THRIVE YA University of Florida Health	Youth Mental Health Support During After-School and Summer Programming	5	1.2 – Support Mental Health and Substance Abuse Prevention	4	9	Bonnie	9.3	\$75,000	\$75,000	\$75,000
		5	1.2 – Support Mental Health and Substance Abuse Prevention	4	9	Bella				
		5	1.2 – Support Mental Health and Substance Abuse Prevention	5	10	Deon				
Peaceful Paths, Inc.	Peaceful Paths Increasing Service Volume	5	4.3 – Support Violence Prevention Initiatives	3	8	Bonnie	8.3	\$42,641	\$27,500	\$27,500
		5	4.3 – Support Violence Prevention Initiatives	4	9	Bella				
		0	4.3 – Support Violence Prevention Initiatives	3	8	Deon				
Vineyard Christian Fellowship of Gainesville, FL	The Bridge Community Center Literacy Program	0	2.3 – Support Literacy and Other Academic Supports	4	4	Bonnie	4.0	\$61,185	\$42,690	\$42,690
		0	2.3 – Support Literacy and Other Academic Supports	5	5	Bella				
		0	2.3 – Support Literacy and Other Academic Supports	3	3	Deon				

TOTAL \$972,536

GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY		\$688,750
<b>STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
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 *
<b>STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$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
<b>STRATEGY 1.3 SUPPORT PHYSICAL HEALTH</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
WELLNESS COORINATOR @ HOWARD BISHOP MS	Children's Home Society of Florida	\$63,750
<b>STRATEGY 1.4 IMPROVE FOOD SECURITY</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL		\$3,591,121
<b>STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$250,000 *
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$90,000 *
ACCREDITATION ACADEMY	Multiple	\$300,000 *
PROFESSIONAL DEVELOPMENT REGISTRY	The Children's Forum	\$34,650
AFTERSCHOOL CAPACITY-BUILDING	Multiple (via an application process)	\$300,000
<b>STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
SUMMER PROGRAMMING (2021-2024)	RFP	\$1,100,000
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Area Tennis Association (Aces in Motion)	\$188,443
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Kids Count in Alachua County, Inc.	\$143,025
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Boys and Girls Club of Alachua County	\$142,569
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Girls Place, Inc.	\$120,238
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Circus Center	\$95,539
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Deeper Purpose Community Church, Inc.	\$72,175
AFTERSCHOOL PROGRAMMING (2022 - 2025)	RFP	\$150,000
<b>STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$14,000
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$42,690
<b>STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
<b>STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
YOUTH SUMMER JOBS PROGRAM	RFP	\$500,000
NEW TECH NOW STEZAM ENGINE PROGRAM	New Technology Made Simple Now Inc	\$47,792
GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS		\$295,000
<b>STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
HELP ME GROW ALACHUA	RFP 2021-07	\$220,000 *
<b>STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
PROJECT YOUTH BUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$75,000
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY		\$ 57,054.00
<b>STRATEGY 4.1 SUPPPORT INJURY PREVENTION</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
<b>STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY /TRUANCY</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$29,554
<b>STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES</b>		
<u>PROGRAM</u>	<u>AGENCY</u>	<u>PROPOSED FUNDING</u>
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$27,500
RECOMMENDED PROGRAM FUNDING		\$4,631,925
REIMAGINE GAINESVILLE		\$50,000
PHILANTHROPY HUB -CFNCFL		\$8,500
SPONSORSHIP		\$25,000
MATCH		\$200,000
UNALLOCATED		\$98,890
TOTAL PROGRAM FUNDING		\$5,014,315

\* Supports the objectives of the Pritzker Children's Initiative



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Caller:	Childrens Trust of	Insertions:	2	Balance:	\$ 75.06
Taken By:	G046	Columns:	1	Lines:	31
Schedule:	12/21 1x, 12/21 1x, , ,			Taken On:	12/17/2020

**Children's Trust of Alachua County –  
 Schedule of Board Meetings for 2021**

All regular meetings will be held at the  
**Cade Museum**, 811 S Main St,  
 Gainesville, FL 32601

- Monday, January 11, 2021 @ 4:00 PM
- Monday, February 8, 2021 @ 4:00 PM
- Monday, March 8, 2021 @ 4:00 PM
- Monday, April 12, 2021 @ 4:00 PM
- Monday, May 10, 2021 @ 4:00 PM
- Monday, June 14, 2021 @ 4:00 PM
- Monday, July 12, 2021 @ 4:00 PM
- Monday, August 9, 2021 @ 4:00 PM
- Monday, Sept 13, 2021 @ 4:00 PM
- \*FIRST TRIM HEARING
- Monday, Sept 27, 2021 @ 4:00 PM
- \*FINAL TRIM HEARING
- Monday, October 11, 2021 @ 4:00 PM
- Monday, November 8, 2021 @ 4:00 PM
- Monday, December 13, 2021 @ 4:00 PM
- \*Special Meeting\*
- Tuesday, February 16, 2021 @ 1:30 PM
- \*Joint meeting with the Alachua  
 County Board of County Commissioners  
 \*Jack Durrance Auditorium, Alachua  
 Co Admin Building, 12 SE 1st Street

December 21, 2020  
 #A000975878

Attention: \_\_\_\_\_ Fax: \_\_\_\_\_

This is a final proof. If any information is incorrect, please contact your sales representative prior to the deadline of the first insertion.  
 Otherwise your order is accepted as having been approved.

**File Attachments for Item:**

2. Board Attendance YTD



Regular Meetings	1/11/2021	2/8/2021	3/8/2021	4/12/2021	5/10/2021	6/14/2021	7/12/2021	8/9/2021	9/13/2021	9/27/2021	10/11/2021	11/8/2021	12/13/2021
Pinkoson	P	P	P	P	P	P	cancelled	P	P	P	P	P	
Labarta	absent	P	P	P	V	P	cancelled	P	P	P	P	P	
Certain	P	P	P	P	P	P	cancelled	P	P	P	P	P	
Cole-Smith	V	V	V	V	V	P	cancelled	P	V	P	V	V	
Cornell	P	P	P	P	P	P	cancelled	P	P	P	P	P	
Hardt	V	V	V	P	P	V	cancelled	P	V	V	P	P	
Simon	P	P	P	P	absent	P	cancelled	absent	P	P	P	P	
Snyder	V	V	V	P	P	P	cancelled	P	P	P	P	P	
Twombly	absent	V	V	V	P	P	cancelled	absent	P	P	V	P	
Wilson Bullard	P	P	P	P	P	P	cancelled	P	P	P	P	absent	

Special Meetings	2/16/2021
Pinkoson	x
Labarta	x
Certain	x
Cole-Smith	x
Cornell	x
Hardt	x
Simon	x
Snyder	x
Twombly	x
Wilson Bullard	x

V = Virtual Attendance  
P = Physical Attendance

**File Attachments for Item:**

3. Checks and Expenditures Report November 2021



**Item:**

November 2021 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**

November 2021 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 & Un-Reconciled  
 From Date: 11/01/2021 - To Date: 11/30/2021

Item 3.

Bank	Bank Account					
Bank of America	ZBA Accounts Payable					
<b>Deposits:</b>						
Date	Type	Deposit Information	Description	Department	Amount	
No Transactions Exist						
<b>Checks:</b>						
Status	Check Number	Payment Date	Reconciled	Source	Payee Name	Amount
Open	10617	11/01/2021		Accounts Payable	BANK OF AMERICA	139.69
Open	10618	11/01/2021		Accounts Payable	First Florida Insurance Brokers LLC	9,981.00
Open	10619	11/01/2021		Accounts Payable	FLORIDA INSTITUTE FOR WORKFORCE INNOVATION, INC.	4,112.08
Open	10620	11/01/2021		Accounts Payable	HEALTHY START OF NORTH CENTRAL FL	76,403.14
Open	10621	11/01/2021		Accounts Payable	James Moore & Co P. L.	1,000.00
Open	10622	11/01/2021		Accounts Payable	OFFICE DEPOT	443.98
Open	10623	11/01/2021		Accounts Payable	REAL ESTATE ACQUISITION FOR CHILDREN, LLC	6,300.00
Open	10624	11/01/2021		Accounts Payable	STAR CENTER CHILDRENS THEATRE, INC.	40,124.89
Open	10625	11/01/2021		Accounts Payable	THE CHILDREN'S HEALTH IMAGINATION LEARNING & DEV	45,677.08
Open	10626	11/09/2021		Accounts Payable	ALACHUA COUNTY BOCC	8,658.43
Open	10627	11/09/2021		Accounts Payable	Ameris Bank	7,311.34
Open	10628	11/09/2021		Accounts Payable	Caren Hackman Inc.	1,650.00
Open	10629	11/09/2021		Accounts Payable	Carr Riggs & Ingram	10,733.00
Open	10630	11/09/2021		Accounts Payable	Health Equity Inc	75.00
Open	10631	11/09/2021		Accounts Payable	Howard Industries Inc d.b.a. Howard Technologies	3,863.00
Open	10632	11/09/2021		Accounts Payable	Splee LLC	1,250.00
Open	10633	11/18/2021		Accounts Payable	ALACHUA COUNTY BOCC	4,620.69
Open	10634	11/18/2021		Accounts Payable	GAINESVILLE REGIONAL UTILITIES	511.36
Open	10635	11/18/2021		Accounts Payable	OFFICE DEPOT	79.84
Open	10636	11/18/2021		Accounts Payable	Partnership for Strong Families	6,916.59
Open	10637	11/23/2021		Accounts Payable	ALACHUA COUNTY BOCC	4,743.27
Open	10638	11/23/2021		Accounts Payable	Caren Hackman Inc.	1,000.00
Open	10639	11/23/2021		Accounts Payable	CFX OFFICE TECHNOLOGY OF GAINESVILLE	249.59
Open	10640	11/23/2021		Accounts Payable	Children's Forum	2,887.50
Open	10641	11/23/2021		Accounts Payable	Duncan, Gerard	1,125.00
Open	10642	11/23/2021		Accounts Payable	GAINESVILLE REGIONAL UTILITIES	700.00
Open	10643	11/23/2021		Accounts Payable	HEALTHY START OF NORTH	361.80

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

Item 3.

Reconciled & Un-Reconciled  
 From Date: 11/01/2021 - To Date: 11/30/2021

Bank	Bank Account					
.	Open	10644	11/23/2021	Accounts Payable	CENTRAL FL	
	Open	10645	11/23/2021	Accounts Payable	Level Up Impact Group, LLC	5,125.00
	Open	10646	11/23/2021	Accounts Payable	LinkedIn Corporation	3,927.00
	Open	10647	11/23/2021	Accounts Payable	Morgan-Daniels, Ashley	13.95
					University of Florida Board of Trustees	6,706.00
						\$256,690.22

EFTs:	Status	EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount
.							
	Open	97	11/01/2021		Accounts Payable	Health Equity Inc	10.00
	Open	98	11/04/2021		Accounts Payable	Health Equity Inc	444.00
	Open	99	11/04/2021		Accounts Payable	Florida Retirement System	13,952.84
	Open	100	11/10/2021		Accounts Payable	AlphaStaff Inc.	27,524.21
	Open	101	11/10/2021		Accounts Payable	MISSION SQUARE RETIREMENT	748.70
	Open	102	11/15/2021		Accounts Payable	Health Equity Inc	75.00
	Open	103	11/22/2021		Accounts Payable	Health Equity Inc	95.00
							\$42,849.75

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			

**File Attachments for Item:**

4. Rescheduling the Annual Board Meeting in January 2022



**Item:**

Reschedule the Annual Board Meeting in January 2022

**Requested Action:**

The Board is asked to approve the rescheduling of the Annual Board Meeting from January 10, 2022 to January 24, 2022.

**Background:**

Pursuant to Article II Section 1 of the Trust bylaws, the Board approved the 2022 Board Meeting Schedule at the November 8, 2021 meeting. The venue for the January meeting is no longer available on the approved date, which requires a change in the date and/or the venue.

**Attachments:**

N/A

**Programmatic Impact:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A

**File Attachments for Item:**

5. Executive Director's Report 12.13.21



<b>GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY</b>		<b>\$688,750</b>	<b>\$0</b>	<b>\$688,750</b>
<b>STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	<b>TOTAL</b>
MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$75,000		\$75,000
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$400,000		\$400,000
<b>STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$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
<b>STRATEGY 1.3 SUPPORT PHYSICAL HEALTH</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
WELLNESS COORINATOR @ HOWARD BISHOP MS	Children's Home Society of Florida	\$63,750		\$63,750
<b>STRATEGY 1.4 IMPROVE FOOD SECURITY</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
				\$0
<b>GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL</b>		<b>\$3,591,121</b>	<b>(\$135,130)</b>	<b>\$3,455,991</b>
<b>STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$250,000		\$250,000
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$90,000		\$90,000
ACCREDITATION ACADEMY	Multiple	\$300,000		\$300,000
PROFESSIONAL DEVELOPMENT REGISTRY	The Children's Forum	\$34,650		\$34,650
AFTERSCHOOL CAPACITY-BUILDING	Multiple (via an application process)	\$300,000	(\$300,000)	\$0
ITN 2022 - 1 YOUTH DEVELOPMENT CAPACITY BUILDING	Alachua County Board of County Commissioners		\$8,125	\$8,125
ITN 2022 - 1 YOUTH DEVELOPMENT CAPACITY BUILDING	Boys and Girls Club of NE Florida		\$30,000	\$30,000
ITN 2022 - 1 YOUTH DEVELOPMENT CAPACITY BUILDING	Traveling Arts Camp		\$23,626	\$23,626
ITN 2022 - 1 YOUTH DEVELOPMENT CAPACITY BUILDING	Gainesville Circus Center		\$16,974	\$16,974
<b>STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
SUMMER PROGRAMMING (2021-2024)	RFP	\$1,100,000	(\$90,314)	\$1,009,686
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Area Tennis Association (Aces in Motion)	\$188,443		\$188,443
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Kids Count in Alachua County, Inc.	\$143,025		\$143,025
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Boys and Girls Club of Alachua County	\$142,569		\$142,569
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Girls Place, Inc.	\$120,238		\$120,238
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Circus Center	\$95,539		\$95,539
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Deeper Purpose Community Church, Inc.	\$72,175		\$72,175
AFTERSCHOOL PROGRAMMING (2022 - 2025)	TBD	\$150,000		\$150,000
SUMMER PROGRAMMING (FREEDOM SCHOOL)	UF - College of Education Collaborative for Equity in Education		\$60,000	\$60,000
<b>STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrive	\$14,000		\$14,000
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship of Gainesville, FL	\$42,690		\$42,690
OPERATION FULL STEAM	Cade Museum		\$33,959	\$33,959
<b>STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS</b>				
<b>PROGRAM</b>	<b>AGENCY</b>	<b>CURRENT FUNDING</b>	<b>PROPOSED 12.13.21</b>	
HEAD START/EARLY HEAD START	Episcopal Children's Services		\$82,500	\$82,500
<b>STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION</b>				

<u>PROGRAM</u>	<u>AGENCY</u>	<u>CURRENT FUNDING</u>	<u>PROPOSED 12.13.21</u>	
YOUTH SUMMER JOBS PROGRAM	RFP/BoCC	\$500,000		\$500,000
NEW TECH NOW STE2AM ENGINE PROGRAM	New Technology Made Simple Now Inc	\$47,792		\$47,792
<b>GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS</b>		<b>\$295,000</b>	<b>\$191,589</b>	<b>\$486,589</b>
<b>STRATEGY 3.1 SUPPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES</b>				
<u>PROGRAM</u>	<u>AGENCY</u>	<u>CURRENT FUNDING</u>	<u>PROPOSED 12.13.21</u>	
RFP 2021-07 HELP ME GROW ALACHUA	Children's Home Society of Florida	\$220,000		\$220,000
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families		\$191,589	\$191,589
<b>STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS</b>				
<u>PROGRAM</u>	<u>AGENCY</u>	<u>CURRENT FUNDING</u>	<u>PROPOSED 12.13.21</u>	
PROJECT YOUTH BUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$75,000		\$75,000
<b>GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY</b>		<b>\$57,054</b>	<b>\$0</b>	<b>\$57,054</b>
<b>STRATEGY 4.1 SUPPPORT INJURY PREVENTION</b>				
<u>PROGRAM</u>	<u>AGENCY</u>	<u>CURRENT FUNDING</u>	<u>PROPOSED 12.13.21</u>	
				\$0
<b>STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY /TRUANCY</b>				
<u>PROGRAM</u>	<u>AGENCY</u>	<u>CURRENT FUNDING</u>	<u>PROPOSED 12.13.21</u>	
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$29,554		\$29,554
<b>STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES</b>				
<u>PROGRAM</u>	<u>AGENCY</u>	<u>CURRENT FUNDING</u>	<u>PROPOSED 12.13.21</u>	
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$27,500		\$27,500
<b>RECOMMENDED PROGRAM FUNDING</b>		<b>\$4,631,925</b>	<b>\$56,459</b>	<b>\$4,688,384</b>
REIMAGINE GAINESVILLE		\$50,000		\$50,000
PHILANTHROPY HUB -CFNCFL		\$8,500		\$8,500
SPONSORSHIP		\$25,000		\$25,000
MATCH		\$200,000	(\$116,459)	\$83,541
UNALLOCATED		\$98,890	\$60,000	\$158,890
<b>TOTAL PROGRAM FUNDING</b>		<b>\$5,014,315</b>		<b>\$5,014,315</b>



**CHILDREN'S TRUST**  
OF ALACHUA COUNTY

## CHILDREN'S TRUST REGULAR MEETING - ANNUAL MEETING AGENDA

January 10, 2022 at 1:00 PM

TBC

### 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

### Chairman's Report

### Finance Report

1. Resolution 2022 - 01 Revisions and Additions to Board Policies

### Executive Director's Report

2. Executive Director Evaluation

Describe the process, based on the approved policies, for the ED evaluation for the previous year

3. Agency Operations

Discuss the following

Interlocal Agreement

- 1) IT
- 2) Financial System
- 3) Legal Services

Facility

Other

### Finance Report

4. Financial Statements Overview

Carr, Riggs, and Ingram will provide a brief presentation on how to review CTAC quarterly financial statements and how the Board can ensure fiscal accountability

5. Fund Balance

Carr, Riggs, and Ingram and the Executive Director will discuss the current fund balance, future projections, and proposed spending plans

**Programs Report**

- 6. Review of CTAC Goals and Indicators
- 7. CTAC Data Strategy
- 8. Summer 2022

Present to the Board the funding plan for Summer 2022 based on feedback from the December 2021 Trust meeting.

**Election of Officers**

**General Public Comments**

**Board Member Roundtable**

**For Your Information**

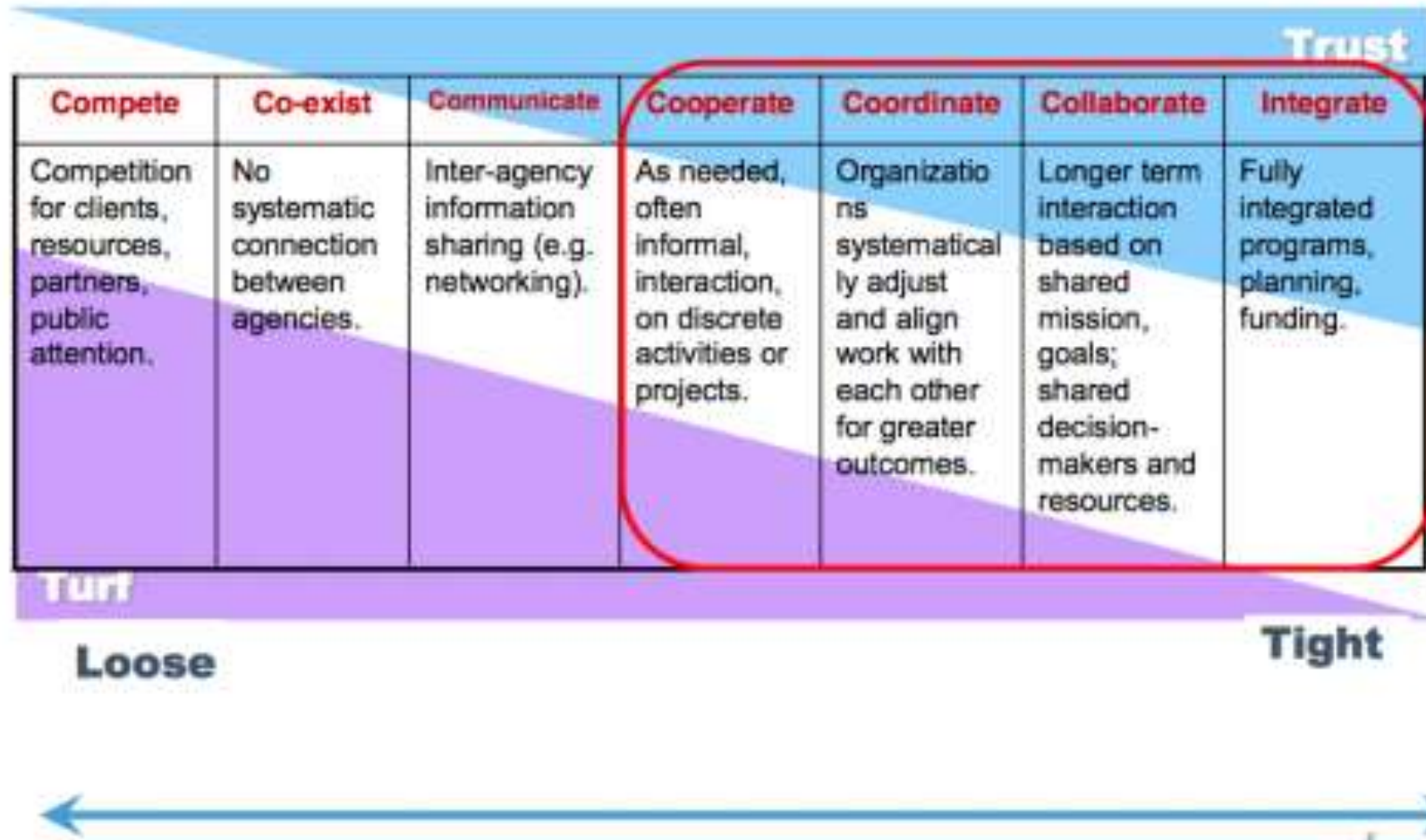
Items in this section are for informational purposes only and do not require any action by the Trust.

**Next Meeting Date**

**Adjournment**

DRAFT

# THE COLLABORATION SPECTRUM



Weaver, L (2015, March 19) Turf, trust and the Collaborative Spectrum. Collective Impact Forum. <https://www.collectiveimpactforum.org/tags/trust>

**File Attachments for Item:**

6. RFP 2022 -02 TeensWork Alachua County Summer Youth Employment Program



**Item:**

RFP 2022 -02 TeensWork Alachua County Summer Youth Employment Program

**Requested Action:**

1. The Trust is asked to approved the release of TeensWork Alachua RFP 2022-02.
2. The Trust is asked to authorize Executive Director to appoint a review team.

**Background:**

On September 27<sup>th</sup>, 2021 the Children’s Trust (CTAC) of Alachua County Board approved \$500,000 as part of the CTAC programs budget to implement a summer youth employment program during fiscal year 2021-2022.

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 as **Attachment A** Resolution 2021-21.

CTAC staff began researching summer youth employment programs as a means for addressing social and equity and in Alachua County. A brief review of the literature and logic model are included in **Attachment B**.

Through this RFP, CTAC is seeking a Contractor or Contractors to manage the TeensWork Alachua Summer Youth Employment Program. TWA is a pilot project of the CTAC and North Central Florida-CareerSource that aims to employ between 150-200 youth from ages 14-18 as summer youth interns during the summer of 2022. The Alachua County Board of County Commissioners will be the employer of record for the summer interns. The Contractor will be responsible for marketing, outreach, worksite recruitment, summer intern recruitment, work readiness training, and job coaching. The successful Contractor(s) will be required to enter into a contract with the CTAC for the services requested in this RFP. A total of \$500,000 has been budgeted by the CTAC for this program. Costs to perform those services are expected to range between \$700 - \$1000 / youth. Proposals in excess of \$1000 per youth will be considered Non-Responsive.

**Attachments:**

- Attachment A - Resolution 2021-21
- Attachment B – Literature Review and Logic Model
- Attachment C – TeensWork Alachua Logo

**Programmatic Impact:**

- Goal 2-All children can learn with they need to be successful
- Strategy 2.5-Support Career Exploration and Preparation

**Fiscal Impact:**

- \$500,000 Fiscal Year 2022
- Account number: 001.15.1500.569.82.00

**Recommendation:**

Staff recommends approval



**CHILDREN'S TRUST OF ALACHUA COUNTY  
RESOLUTION 2021-21  
TeensWork Alachua County RFP 2022-02**

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

**WHEREAS**, the Trust seeks a Contractor or Contractors to manage the TeensWork Alachua Summer Youth Employment Program; and

**WHEREAS**, the Trust is required to approve the minimum qualifications, scope of service, evaluation criteria, and the review team, and

**WHEREAS**, the Trust budgeted \$500,000 for a Summer Youth Employment Program in the FY21-22 Budget,

**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 December 13, 2021 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY BOARD; this 13<sup>th</sup> day of December 2021.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>NOT VOTING</b>
Lee Pinkoson	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Dr. Karen Cole-Smith	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Dr. Carlee Simon	_____	_____	_____	_____
Dr. Patricia Snyder	_____	_____	_____	_____
Cheryl Twombly	_____	_____	_____	_____
Susanne Wilson Bullard	_____	_____	_____	_____

Presiding Officer  
\_\_\_\_\_  
Lee Pinkoson, Chairman  
Children’s Trust of Alachua County

Attest  
\_\_\_\_\_  
Tina Certain, Treasurer  
Children’s Trust of Alachua County

**Exhibit A**

**Available Funding**

1. A total of \$500,000 has been budgeted by the CTAC for this program. The largest portion of that funding will be provided to the Alachua County Board of County Commissioners to employ the participants in the program as summer interns. This solicitation is to select a Contractor to manage the marketing, outreach, worksite recruitment, summer intern recruitment, work readiness training, and job coaching for the program participants. **Costs to perform those services are expected to range between \$700 - \$1000 / youth. Proposals in excess of \$1000 per youth will be considered Non-Responsive.**

**Term of Services**

- Initial Term: March 1, 2022 – September 30, 2022
- Renewal 1: January 1, 2023 – September 30, 2023 □ Renewal 2: January 1, 2024 – September 30, 2024
- Renewals are at the sole discretion of the CTAC Board of Directors.

<b>EVENT</b>	<b>DATE/DUE DATE</b>
Release of the competitive solicitation and the beginning of the Cone of Silence	Friday, December 17, 2021
<b>Optional Bidder’s Conference</b> Attendance is highly recommended Zoom Registration Link:	Wednesday, January 5, 2022
Last day to submit written questions	Friday, January 7, 2022
Final response to all written questions posted	Monday January 10, 2022
<b>Response Submission Deadline</b>	<b>Friday, January 14, 2022 @ 3:00PM</b>
Application Review Period	January 17, 2022 - January 21, 2022
Interviews/Oral Presentations (upon discretion of the (CTAC)	January 24, 2022 - January 26, 2022
Public Discussion of Responses/Determine Interviews Zoom Registration Link: <b>TBD</b>	Friday, January 28, 2022 @ 2:00PM
Funding recommendations released; end of the cone of silence	Monday, February 7, 2022
<b>The Children’s Trust of Alachua County Board Meeting - Review of Award Recommendation</b>	Monday, February 14, 2022
Appeal review Starts (if needed)	Tuesday February 15, 2022
Contract Negotiations begin	Wednesday, February 16, 2022
<b>Contract begins</b>	March 1, 2022

## **Minimum Requirements to Bid**

1. Organizations can apply for funding based on the following requirements:
  - a. All proposed services must take place within Alachua County.
  - b. Applicant must be currently qualified to conduct business in the State of Florida.
  - c. Applicant must not be a charter school approved by any public-school system in the State of Florida.
  - d. All applicants that are 501c3 organizations must be validated in the Community Foundation of North Central Florida's Philanthropy Hub.

## **Scope of Services**

### **Target Population**

1. Eligible participants are youth in Alachua County 14 -18 years who are enrolled in an Alachua County high school, general education development (GED) program, or high school equivalency program. Participants will be recruited directly by the Contractor and selected in a competitive process designed by the Contractor. Youth must meet the age eligibility requirements on the start date of the program and throughout the period the youth is participating in the program. Preference should be given to bids minus the Summer.
2. Contractor(s) are expected to recruit participants throughout the County and will be expected to demonstrate how youth in both the urban center and rural areas will be served by the program.

### **Participant Selection and Assessment**

1. Contractor is responsible for the recruitment and assessment of program participants. Contractor should propose the number of Summer mentors to be recruited. Contractors shall assess participants' career interests, past work experiences, developmental needs, and future goals, which would inform summer work-based experiences.
2. Contractor shall use an assessment to identify areas where participants may need additional services or support and help identify next steps for youth participants after the program has ended.
3. At the end of the program, participants will be given information and resources for next steps. For youth who complete high school and are not continuing to post-secondary education or training or youth aging out of the program, Contractor shall refer them to other workforce development resources.

### **Work-Readiness Training**

1. Contractor must develop paid pre-employment workshops and work-readiness trainings.

2. Trainings should take place before participants begin job interviews. At the end of the work readiness training, each participant must have a professional resume, which will be referred to hiring employers and be prepared to interview for available positions.
3. Contractors are encouraged to propose soft skills trainings that include instruction for youth to learn how to self-regulate their emotions, communicate effectively, and foster positive relationships with peers, supervisors, family, and other community members.
4. Contractors should address the following topics with youth: getting the job (resume writing, interviewing skills, mock interviews), workplace culture (communication, conflict resolution and team building, etiquette and attire), financial literacy (opening bank accounts, budgeting, handling credit and debt, investment and savings), and career and higher education exploration (interest assessment, career pathways, college choice, college applications and financial aid). Contractor shall cover the topics in the curriculum but may adapt the content to the specific needs and interests of the population served.

### **Site Recruitment and Selection**

1. Contractor is responsible for recruiting worksites. Contractor should propose the number of workshops to be recruited. The Contractor shall develop a worksite application process and a worksite agreement. Proposed worksites shall be reviewed and approved by the CTAC.
2. Contractor must provide an orientation for worksite supervisors or staff to work with summer interns. Contractor must vet sites for appropriateness and professionalism of the job opportunity and safety issues. CTAC reserves the right to monitor placements.
3. In all cases, participants shall be considered employees of the Alachua County BoCC, and Contractor must work with the County and comply with all applicable employment laws and regulations, including, but not limited to laws governing the hours that minors may work. See the State Florida Department of Labor, Standards for Hours of Work for Minors at: [http://www.myfloridalicense.com/dbpr/reg/childlabor/documents/ChildLaborBrochureEnglish\\_000.pdf](http://www.myfloridalicense.com/dbpr/reg/childlabor/documents/ChildLaborBrochureEnglish_000.pdf)
4. Contractor shall be responsible for ensuring worksites comply with all applicable employment laws and regulations. Contractor shall provide a worksite monitoring process to ensure adequate training sessions are provided by the supervisor and/or coach.

### **Hiring, Onboarding, and Payroll**

1. Contractor shall coordinate the application and interview process between the worksite and the youth.
2. Youth shall be paid at least a minimum wage of \$10.00/hour. Contractors may propose a higher wage, but must describe the reasons the higher wage is necessary and how a higher wage will benefit the program.
3. Final hiring and placement decisions will be at the worksite's discretion.

- Contractor shall ensure that the participant is properly onboarded as an Alachua County Board of County Commissioner summer intern in the BoCC payroll system and receiving timely and accurate payments for hours worked.

### **Service Times**

- Summer work-based experiences shall include up to 25 hours of paid work per week at the minimum wage or higher for six to eight continuous weeks in June and July.
- Program hours and respective services may take place any day of the week, including weekends. Contractor shall choose a schedule that accommodates the needs of participants and the worksite. This flexibility enables Contractors to enroll participants who must attend summer school.

### **Staffing**

- The Contractor shall employ the minimum staffing below with the minimum qualifications in order to support the program.

**A. Program Director (full-time or part-time):** Must have a bachelor's degree or higher, and one year of previous related experience, including experience supervising or managing youth employment programs.

**B. Job Coaches (full-time or part-time):** Must have some college or higher, and some prior related work experience which may include, but need not limited to, developing worksites, providing career coaching and counseling, and working in the field of youth workforce development, or other similar experience. Job coaches shall be responsible for managing the matching process which entails working closely with both the program and job development teams to evaluate participant interests, needs, areas of study, experience and qualification and available opportunities with partnering employers. Job coaches must be willing to travel to worksites.

- The Contractor may propose other positions to support the program, and must be explain the necessity of these positions in their response. Contractor must propose a ratio for job coaches to participate that meet the needs of the worksites. Contractor must state the ratio and explain how the ratio will be efficient.

**3. Background Screening.** Contact **Florida Department of Children and Families (DCF)** for information regarding Background Screening at 1-888-352-2842, [www.dcfbackgroundscreening.com](http://www.dcfbackgroundscreening.com). Contractor must screen all staff working in the program in compliance with Level 2 background screening and fingerprinting requirements in accordance with Sections 943.0542, 984.02, Chapter 435, 402, 39.001, and 1012.465 Florida Statutes, as applicable. The Contractor must maintain staff personnel files which reflect that a screening result was received and reviewed to determine employment eligibility prior to employment.

### **Outreach and Communication**

- Contractor is responsible for developing marketing and promoting the TeensWork Alachua throughout the County to youth, parents, and potential worksite employers.

## **Data Collection Requirements**

1. All contractors funded will be required to collect the following data:
  - Youth application inclusive of demographics
  - Youth and parental consent and image releases
  - Youth attendance
  - Youth and Supervisor satisfaction surveys
  - Contractors will be expected to attend all Contractor trainings to go over all data collection requirements and tools. Additionally, data is expected to be entered on a weekly basis throughout the summer.

## Deliverables and Data Collection

Data to be collected and submitted to the Children's Trust			
Deliverable	Activity	Data Element	Data Source
1. <b>Job site</b>	Contractor will provide finalized data on all job sites inclusive of: Name of Work Site, Description of Work Performed, Address, Site Supervisor, Phone, Email, Website, and Teens Contracted.  <b>Due: May 1, 2022</b>	Completed and finalized job site template.	Template provided by CTAC.
2. <b>Youth application</b>	Youth will complete an online application for the summer youth employment program, Teens Work Alachua.  <b>Due: June 15, 2022</b>	Access to export data input.	Web-based application
3. <b>Youth activities &amp; attendance</b>	Contractor will provide data on time worked and attendance at work readiness trainings and on the work site. Data should distinguish hours of training, working, and receiving supervision.  <b>Due: July 15, 2022</b>	Data collection tool approved by CTAC.	TBD
4. <b>Training assessments</b>	Contractor will provide data on pre-post assessments of knowledge gains from work readiness training, and specifically address gains in financial literacy.  <b>Due: August 15, 2022</b>	Data collection tool approved by CTAC.	TBD
5. <b>Youth satisfaction</b>	Contractor will encourage, incentivize, and provide access to a youth satisfaction survey at the end of the program.  <b>Due: September 15, 2022</b>	Survey of program participants.	TBD (an online survey platform)
6. <b>Site Monitoring</b>	Contractor will provide data on work site quality inclusive of: hours of supervision and training provided to the supervisors, number of teens supervised by each supervisor and hours of supervision received by youth.  <b>Due: October 15, 2022</b>	Data collection tool approved by CTAC.	TBD

### Evaluation Criteria

Proposals will be reviewed against the criteria below:

CRITERIA	Subjective (S) or Objective (O)	WEIGHT
<b>Record of Past Experience</b>		<b>10</b>
<input type="checkbox"/> <i>Based on experience with similar projects</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on feedback from references</i>	<i>S</i>	<i>5</i>
<b>Risk</b>		<b>10</b>
<input type="checkbox"/> <i>Based on identification of risk to the CTAC</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on contractor's approach to reducing, mitigating, or eliminating risk</i>	<i>S</i>	<i>5</i>
<b>Financial Stability</b>		<b>10</b>
<input type="checkbox"/> <i>Based on an analysis of the contractor's most recent financial statements or similar evidence provided by the contractor</i>	<i>S</i>	<i>10</i>
<b>Project Plan</b>		<b>45</b>
<input type="checkbox"/> <i>Based on the contractor's plan to reach the target population</i>	<i>S</i>	<i>8</i>
<input type="checkbox"/> <i>Based on the contractor's participant selection and assessment process</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the contractor's work readiness training plan</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the contractor's site selection plan</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the contractor's ability to coordinate the hiring, onboarding, and payroll for the participants</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the contractor's description of service times (work hours) for youth</i>	<i>S</i>	<i>2</i>
<input type="checkbox"/> <i>Based on the contractor's proposed staffing, and deployment of qualified personnel to manage the program</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the contractor's outreach and communication strategies</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the contractor's ability to manage and collect the required data</i>	<i>S</i>	<i>5</i>
<b>Subcontracting (if no subcontracting, the contractor will receive maximum points)</b>		<b>5</b>
<input type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	<i>S</i>	<i>2</i>
<input type="checkbox"/> <i>Based on subcontractor qualifications</i>	<i>S</i>	<i>1</i>
<input type="checkbox"/> <i>Based on over reliance on subcontracting</i>	<i>S</i>	<i>1</i>
<b>Price</b>		<b>20</b>
<input type="checkbox"/> <i>Based the per participant recruitment costs</i>	<i>O</i>	<i>10</i>
<input type="checkbox"/> <i>Based on the budget and budget narrative and the proposed costs alignment with the program scope and deliverables</i>	<i>S</i>	<i>5</i>
<input type="checkbox"/> <i>Based on the per participant hourly pay rate</i>	<i>O</i>	<i>5</i>
<b>TOTAL</b>		<b>100</b>



## 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 RFP:

1. Request for Proposals (RFP) is released to prospective contractors.
2. To help ensure that all prospective contractors are treated consistently during the selection process, all questions regarding this RFP, 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 RFP for deadline date.) Persons or entities who intend to respond to such RFP 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 RFP. 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 the email address on the RFP cover page. Prospective contractors shall not contact any other CTAC officials in an attempt to gather information regarding this RFP, 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. Proposals shall be submitted via email to the email address on the cover of this solicitation. Each original proposal shall be signed and dated by an official authorized to bind the Contractor. Unsigned original proposals may be rejected. Prospective contractors shall make no other distribution of their proposal to other CTAC officials or consultants. Each proposal page shall be numbered for ease of reference.
4. All proposals must be received by CTAC no later than the date and time specified on the cover sheet of this RFP. Late proposals will not be accepted and will not be reviewed.
5. 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 RFP and that they were submitted by responsible companies. 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 (5) years. Contractors that fail to meet the minimum qualifications stated in the solicitation or that have, in the past three (3) 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 RFP. 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 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 companies, or all the responsible companies 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.
6. **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 vendor’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 or 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:  

$$\text{Criterion with low values favorable to CTAC, e.g. proposed price or life cycle costs:} \\ (\text{Highest Proposed Value} - (\text{Proposed Value} - \text{Lowest Proposed Value})) / (\text{Highest Proposed Value} / \text{Criterion Weight}) = \text{Weighted Score}$$
  - c. The weighted scores for each criterion will be added to determine a Total Weighted Score (TWS) assigned to each proposal.
7. **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.
8. **Interview/site visit.** At the CTAC’s discretion, publicly noticed interviews and/or site visits may be conducted at either the vendor’s site or the CTAC’s offices. CTAC may limit the number of interviews based on the scoring of the written responses as described above in #6. 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 60-100 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
<b>COMBINED WEIGHTED TOTAL</b>	<b>100</b>

The grand total score will be calculated as follows:

$$(Interview/Site\ Visit \times .5) + (Total\ Weighted\ Score \times .5) = Grand\ Total\ Score$$

9. **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 costs for the services and outcomes proposed. Based on consideration of all of the above factors, a recommendation is made to the CTAC Board.
10. **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 require further Board approval.
11. **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 (3) full business days after the Board’s award decision has been made. All bidders or proposers 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 EST, 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 which 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.

- b. **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.
- c. **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 EST on the fifth business day after the filing of the protest.
- d. **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 EST 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 another applicable authority, the Board shall cancel or revise the award as deemed appropriate within three (3) 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 (3) business days of the CTAC Board meeting. The decision shall be final and conclusive.
- e. **Stay of Procurement during Protests.** The decision to stay a procurement during protests shall be at the sole discretion of the Executive Director.

12. 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

In July 2021, the unemployment rate among young people (ages 16 to 24) stood at ten percent (Bureau of Labor Statistics, 2021). Unemployment is defined by those actively seeking, but unable to find work. While there are obvious financial hardships associated unemployment, negative psychological impact of unemployment has also been well-documented (Belle & Bullock), and may be particularly profound for youth who are developing their identity, sense of worth, and fit in society. Without legitimate opportunities to contribute, teens may be more likely to pursue illegitimate options. In fact, multiple randomized experimental studies confirm summer youth employment programs reduce criminal justice involvement youth who participate compared to those who did not (Heller, 2021).

Rates of violent crime in Alachua County nearly double those in the state of Florida (662 versus 381 per 100,000) (Florida Department of Health, 2020). Further, youth arrest rates in Alachua County outpace the state of Florida (18.1 versus 13.1 youth arrested per 1,000). Relative to the unemployment among all individuals (5.4%), unemployment among young people is nearly twice as high (10.0%).

Obtaining ones first job is a significant milestone to adulthood, but many youth face challenges in obtaining jobs.

Youth employment programs offers a means for possibly addressing an important social and equity issues in Alachua County. As it is noteworthy youth arrests disproportionately involve Black youth (79% of youth arrested) (Florida Department of Juvenile Justice, 2020)<sup>1</sup>. Unemployment rates disaggregated by race demonstrate disparities, with rates of unemployment highest in Black youth at 13.6%, followed by Asian (12.3%), Hispanic or Latino (11.7%), and lowest in Whites (8.9%).

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<sup>1</sup> Of all youth (ages 10-17) arrested in Alachua County (FY2019-2020): 79% Black, 18% White, 2% Hispanic, and <1% Other. The youth (ages 10-17) population in Alachua County: 51% White, 29% Black, 12% Hispanic, and 7% Other.

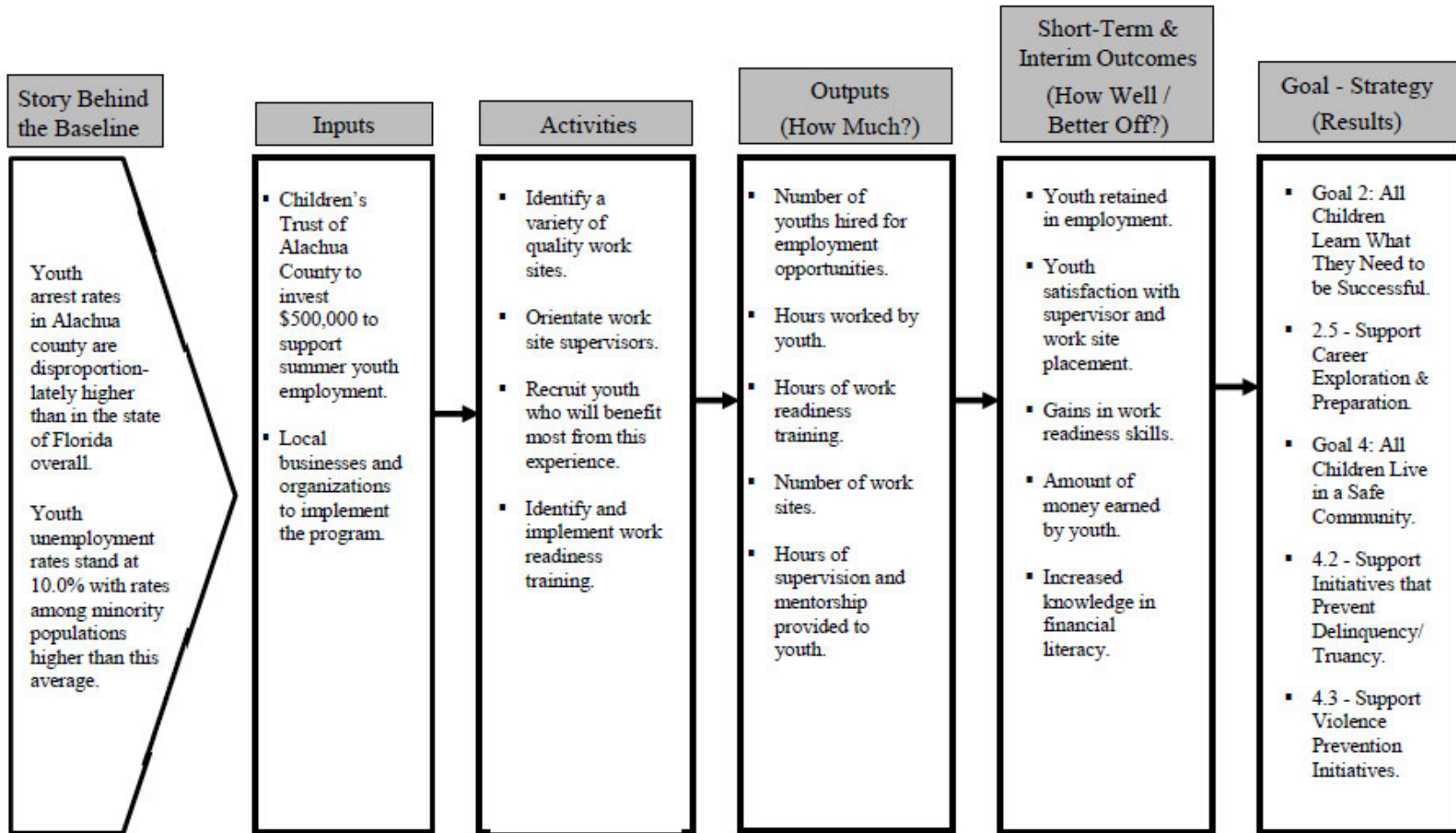
Benefits of summer youth employment programs have been well-documented. Youth employment programs expose youth to meaningful employment experiences and supportive adult relationships. Programs document increases in self-esteem and confidence, skill and knowledge development, high school graduation rates, reducing criminal behavior, and teen pregnancies among participants (Heller, 2021; Sachdev, 2011).

Beyond the youth themselves, these programs benefit the employers and society. Employers who have hosted youth employment programs indicate it helped them to increase productivity and train future workers (Sachdev, 2011). Developing skills and talent in our workforce is essential to continue the needed services and infrastructure of our society.

Below presents the logic model visually depicting the pathway beginning with current situation which we are seeking to change alongside resource inputs, activities, outputs, and short-, interim-, and long-term outcomes in support to the goal of promoting a safe community and youth learning what they need to be successful.



### Logic Model: Teens Work Alachua

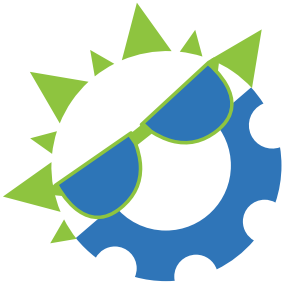


Note: The definition of unemployment is those who are seeking but unable to find work.

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TEENSWORK

Item 6.

ALACHUA

CHILDREN'S TRUST

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OF ALACHUA COUNTY

**File Attachments for Item:**

7. Recommendation for Awards – ITN 2022-1 Youth Development Capacity Building



**Item:**

Recommendation for Awards – ITN 2022-1 Youth Development Capacity Building

**Requested Action:**

1. The Trust is asked to authorize the Executive Director to negotiate contracts with the following agencies:

a. Alachua County Board of County Commissioners	\$ 8,125
b. Boys and Girls Clubs of Northeast Florida	\$30,000
c. Traveling Arts Camp	\$23,626
d. Gainesville Circus Center	\$16,974

**TOTAL \$78,725**

2. The Trust is asked to authorize the Executive Director to schedule a publicly-noticed interview with Motiv8U per Section F,6 of the RFP.

**Background:**

In September 2021, The Children’s Trust of Alachua County (CTAC) convened the Youth Development Capacity Building Collaborative and opened applications to any eligible out-of-school time (OST) providers serving children K to 12<sup>th</sup> in Alachua County to participate in the collaborative. The goal of this collaborative is to enhance OST provider’s organizational capacity and strengthen the OST system across Alachua County by:

1. Providing access to training in key areas to improve organizational capacity
2. Supporting providers with capacity building funding and implementation support
3. Convening OST providers around best practices and coordination of services

Providers received access to training to improve organizational capacity to deliver high quality OST programming.

The purpose of INT 2022-1 Youth Development Capacity Building is to support OST providers in the development and implementation of a capacity building plan that focuses on increasing: 1) program access, 2) program quality, and/or 3) organizational readiness for future CTAC funding. By supporting OST providers' efforts to improve program quality, CTAC seeks to expand access to safe and enriching OST programming for children from low income families living in Alachua County by funding organizations that have a positive impact on children, youth and families to support a continuum of quality programming.

The ITN was released on Tuesday November 9, 2021 and closed on Friday November 19, 2021. CTAC received 11 responses. A summary of the responses received is included in **Attachment A**.

A review team consisting of Holly McPhail (Florida Afterschool Network), Anna Dilernia (Level Up Impact), and Stephanie Maestri (Level Up Impact) reviewed and scored the ITN applications independently. A public evaluation was held on Friday, December 3, 2021. The **Evaluation Criteria** and the **Review and Selection Process** is included in **Attachment B**.

The scoring summary and reviewer comments are included as **Attachment C**.

### **Recommendations**

1. Following the independent review by the reviewers and the public evaluation meeting, the Executive Director has made the recommendation to negotiate contracts with the following agencies who have scored a 2 and have been deemed both **Responsible** and **Responsive**.
  - Alachua County Board of County Commissioners
  - Boys and Girls Clubs of Northeast Florida
  - Traveling Arts Camp
  - Gainesville Circus Center
2. The prospective contractor, Motiv8 U, scored a 2 on the review. The Executive Director is recommending an interview to allow the review team an opportunity to meet with the prospective contractor to discuss their response to Question 6 on Form 2. The response is included in **Attachment D**. Per the guidelines of the ITN in Section 6, F, "at the CTAC's discretion, publicly noticed interviews and/or site visits may be conducted at either the vendor's site 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. The purpose of the interview/site visit is to confirm the applicant meets all minimum requirements to bid and to negotiate terms of the proposed capacity building plan, including funding amounts.”

3. Aces in Motion, Girls Place, and Kids Count in Alachua County each scored a 2, however the Executive Director is not recommending any action at this time. **Section F,4,b** discusses the criteria for being deemed a **Responsible** proposer. The last sentence in the section states that *“Contractors that fail to meet the minimum qualifications stated in the solicitation or that have, in the past three (3) years, been debarred or suspended or had a contract terminated for default by any government agency are also determined to be not responsible.”* While none of the agencies mentioned have had a contract with the CTAC terminated for default, each of the agencies listed has a current contract under RFP 2021-03 and have been sent Notice of Default letters with a request to submit plans to correct the default. Should the agencies correct the default, the Executive Director will make additional recommendations to negotiate contracts under this ITN.
  
4. The following organizations scored a 1 or less and are not recommended for an award:
  - Just for Us Education, LLC
  - Star Center Children’s Theatre, Inc.
  - YMCA

**Attachments:**

Attachment A – Summary of Responses

Attachment B – Evaluation Criteria and Review and Selection Process

Attachment C – Scoring Summary

Attachment D – Motiv8 U Form 2

**Programmatic Impact:**

Goal 2 - All children can learn what they need to be successful

Strategy 2.1 - Support professional development and capacity-building.

**Fiscal Impact:**

\$78,725.00 FY 2021-2022

Account 001.1500.15.569.82.00

**Recommendation:**

Staff recommends approval

<b>Organization Name</b>	<b>Program Revenue</b>	<b>Maximum Indirect Planning Cost Award</b>	<b>Direct Cost</b>	<b>Total Request from CTAC</b>
Aces in Motion	\$ 536,523.00	\$ 30,000.00	\$ 7,850.00	\$ 37,850.00
Alachua County Board of Commissioners	\$ 30,000.00	\$ 6,000.00	\$ 2,125.00	\$ 8,125.00
Boys & Girls Clubs of Northeast Florida	\$ 665,160.00	\$ 30,000.00	\$ -	\$ 30,000.00
Girls Place	\$ 163,588.00	\$ 30,000.00	\$ 1,800.00	\$ 31,800.00
Kids Count	\$ 400,136.00	\$ 30,000.00	\$ 586.00	\$ 30,586.00
Traveling Art Camp	\$ 88,431.00	\$ 17,686.00	\$ 5,940.00	\$ 23,626.00
Gainesville Circus Center	\$ 70,620.00	\$ 14,124.00	\$ 2,850.00	\$ 16,974.00
Motiv8u	\$ 10,334.00	\$ 5,000.00	\$ 2,351.00	\$ 7,351.00
Just for Us Education	\$ 32,000.00	\$ 6,400.00	\$ 300.00	\$ 6,700.00
Star Center	\$ 183,100.00		\$ 1,550.00	\$ 1,550.00
YMCA	\$ 602,670.00	\$ 30,000.00	\$ 918.00	\$ 30,918.00
<b>TOTAL REQUESTS</b>		<b>\$ 199,210.00</b>	<b>\$ 26,270.00</b>	<b>\$ 225,480.00</b>

**Evaluation Criteria and Review and Selection Process**

Item 7.

- Software and technology items that do not individually cost over \$1,000 (see funding restrictions).

**Funding Restrictions**

Grant funding cannot be used for the following purposes:

- The purchase of capital equipment. Capital equipment represents individual items purchased at a cost of \$1,000 or more with a life expectancy of more than one year.
- Revenue replacement or revenue losses experienced during the contract period.
- Duplicative expenses already covered in the known grants or contracts.
- Real property.

**E. Evaluation Criteria**

Each application will be evaluated against the following set of criteria.

Evaluation Criteria	Review Guidelines	Points Awarded
Organizational Eligibility	The applicant clearly meets all minimum Requirements to bid.	1
Capacity Building Plan	The applicant submitted all forms and completed a satisfactory capacity building plan and budget.	1
	Total	2 points

Applicants that meet the criteria will be recommended for funding.

Application Score	Funding Recommendations
2	Green – Recommended for Funding
1 or less	Red – Not Recommended for Funding

**F. 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 the e-mail address on the ITN cover page. Prospective contractors shall not contact any other CTAC officials in an attempt 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 companies. 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 (5) years. Contractors that fail to meet the minimum qualifications stated in the solicitation or that have, in the past three (3) 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 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 companies, or all the responsible companies 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 vendor’s capacity to effectively deliver what is proposed. Subjectively rated criteria will be scored on a scale of 0-2 according to the scoring scheme below:

SCORING RANGE	SCORING DESCRIPTION
2	Meets all and exceeds several of CTAC’s requirements
0-1	Does not meet minimum CTAC requirements

- 6. **Interview/site visit.** At the CTAC's discretion, publicly noticed interviews and/or site visits may be conducted at either the vendor's site 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. The purpose of the interview/site visit is to confirm the applicant meets all minimum requirements to bid and to negotiate terms of the proposed capacity building plan, including funding amounts.

7. **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 costs for the services and outcomes proposed. Based on consideration of all of the above factors, a recommendation is made to the CTAC Board.
8. **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 require further Board approval.
9. **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 (3) full business days after the Board’s award decision has been made. All bidders or proposers 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 EST, 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 which 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 EST 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 EST 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 or internal procedures of the Trust or any another applicable authority, the Board shall cancel or revise the award as deemed appropriate within three (3) 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 (3) 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.

10. 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

### SECTION 3: SUBMISSION INSTRUCTIONS

#### A. Submission Checklist

The response to this ITN shall consist of:

- A completed **FORM 1 - Prospective Contractor Certification** (included in this solicitation).
- A completed **FORM 2 - Organizational Information** (included in this solicitation).
- A completed **FORM 3 - Capacity Building Self-Assessment Tool** (included in this solicitation).
- A completed **FORM 4 - Capacity Building Plan and Budget** (included in this solicitation).
- Additional Documents Required for Submission
  - Proof of Corporate Status and Legal Address (note: from SunBiz)
  - Proof of OST program revenue from most recent fiscal year (such as tax documents IRS 990, audited financial statements, balance sheets, Philanthropy hub profiles etc.)
  - Copy of IRS 501(c)(3) Determination Letter (if applicable)

All completed application shall be submitted via email Procurement@childrenstrustofalachuacounty.us by deadline. Emails should include the following details:

- Subject Line: [Organization Name] – Youth Development Capacity Building Collaborative
- PDF attachments above forms must be included in a single email to be considered completed. Please clearly label all application materials with form name and organization.

#### B. Application

Reviewer	Name of organization being reviewed	MET REQUIREMENTS	SUBMITTED ALL FORMS	TOTAL SCORE	Applicant offered a summer program in 2019, 2020, or 2021 and/or Provider must have offered an afterschool program in 2019-20, 2020-21 or current afterschool program in 2021-21.	Applicant meets the CTAC definition for OST programs (included above)	Additional information/questions you would like to discuss during the public meeting or interviews	What is the reported Program Revenue?	What is the total amount of proposed direct costs?	Additional information/questions you would like to discuss during the public meeting or interviews
Holly McPhail	Aces in Motion	1	1	2	Yes	Yes	The format of the narratives did not allow for full responses to be seen. Only the first line was visible.	536,523	30,000	Item 5.8 was missing goal and deliverable.
Stephanie Maestri	Aces in Motion	1	1	2	Yes	Yes	Applicant meets all requirements	536,763	7,850	1. The applicant did not include any information for one of the elements they selected. This could have also been a formatting issue. 2. The goals included by the applicant are not SMART Goals. They do not provide detail as to how they will measure progress towards accomplishing this goal or a timeline. 3. The applicant indicated that all elements will be completed by 8/31/2022. I would have liked to see more detail to understand how the work will be sequenced and prioritized. Also, this would mean they would not receive any of their planning funds until then. 4. The cost per element is reasonable.
Anna Dilernia	Aces in Motion	1	1	2	Yes	Yes	none	536,763	7850	
Holly McPhail	Alachua County Board of County Commissioners	1	1	2	Yes	Yes	Full responses are not visible with the submitted format.	30,000	6,000	Prospective Contractor Certification identifies as other on Q3 and requests the respondent to specify yet they did not.
Stephanie Maestri	Alachua County Board of County Commissioners	1	1	2	Yes	Yes	Applicant meets all requirements	23400	2125	1. Unsure if IRS determination letter applies to this program or not. 2. There was an issue with the formatting of the CBP- program indirect cost should be \$5,000, which would come out to \$714.28 for each element identified. 3. Included costs for CPR training which will be provided at no cost by CTAC 4. Did not write SMART Goals. 5. Applicant could have selected some more challenging elements to work on (lesson planning, engaging families, etc.)
Anna Dilernia	Alachua County Board of County Commissioners	1	1	2	Yes	Yes	None	23,400	2,125	Recommended provider select standards that are more intensive
Holly McPhail	Boys & Girls Club of Northeast Florida	1	1	2	Yes	Yes	Respondent stated no to Q2 even though I think they meant yes. The wording of the question was confusing.	665,160	30,000	The survey tool is missing supporting evidence.
Anna Dilernia	Boys & Girls Club of Northeast Florida	1	1	2	Yes	Yes	none	665,160	0	provider didn't enter evidence on form 3 Financial statements provided, appears to have 766,751 in revenue (accounts receivable, net)
Stephanie Maestri	Boys and Girls Club of North Florida	1	1	2	Yes	Yes	Requirements met	65,160	0	1. Not sure if letter is needed 2. Did not enter any evidence to support their rating in Form 3
Holly McPhail	Gainesville Circus Center	1	1	2	Yes	Yes	n/a	70,620	14,124	Not all goals are SMART goals
Stephanie Maestri	Gainesville Circus Center	1	1	2	Yes	Yes	Requirements met	70,620	2,850	1. In form 3, some of the elements were missing evidence statements. Applicant could have provided more detail on elements they did complete. 2. The goals provided in Form 4 do not articulate how the program will measure progress, by when, and for who. The goals are written more like a task and does not provide sufficient detail. 3. Cost justification for direct costs is insufficient
Anna Dilernia	Gainesville Circus Center	1	1	2	Yes	Yes	none	70,620	2,850	
Holly McPhail	Girls Place	1	1	2	Yes	Yes	Could not read whole responses to the prompts.	163,588	30,000	n/a
Stephanie Maestri	Girls Place	1	1	2	Yes	Yes	Meets requirements	163,588	1,800	1. I am not able to match the revenue and expenses in the tax form 2. Included costs for CPR training, which will be provided for free by CTAC
Anna Dilernia	Girls Place	1	1	2	Yes	Yes	Meets requirements	163,588	1,800	revenue on 990 is much higher - \$528,863 Train the trainer model for CPR - costs seems justifiable
Holly McPhail	Kids Count	1	1	2	Yes	Yes	Could not read full responses in this format.	400,136	30,000	Not all goals are SMART goals.
Stephanie Maestri	Kids Count	1	1	2	Yes	Yes	Requirements met	400,136	586	1. Goals should provide more detail to understand how progress will be measured and by when

Reviewer	Name of organization being reviewed	MET REQUIREMENTS	SUBMITTED ALL FORMS	TOTAL SCORE	Applicant offered a summer program in 2019, 2020, or 2021 and/or Provider must have offered an afterschool program in 2019-20, 2020-21 or current afterschool program in 2021-21.	Applicant meets the CTAC definition for OST programs (included above)	Additional information/questions you would like to discuss during the public meeting or interviews	What is the reported Program Revenue?	What is the total amount of proposed direct costs?	Additional information/questions you would like to discuss during the public meeting or interviews
Anna Dilernia	Kids Count	1	1	2	Yes	Yes	Requirements met	400,136	586	CPR costs should be removed from direct costs (\$236). More specificity is needed for how progress would be measured for each goal and the starting point. For standards 1.1 abd 1.3, goals should be specific to OST programming not organizational overall
Holly McPhail	Motiv8u	1	1	2	Yes	Yes	could not read full responses in this format.	10,334	5,000	Did not provide evidence to support self-assessment leveling score/selection; Does not have goals or tasks listed for all standards selected (missing one).
Stephanie Maestri	Motiv8U	1	1	2	Yes	Yes	Met requirements	10,334	2,351	1. Form 3 was incomplete.
Anna Dilernia	Motiv8u	1	1	2	Yes	Yes	Met requirements	10,334	2,351	Form 3 was incomplete. Provider does not have DCF licensing, recommend discussing with provider during negotiations
Holly McPhail	Traveling Art Camp	1	1	2	Yes	No	I can only view page 1 of Form 2	88,431	17,686	Training not completed per Trust attendance
Stephanie Maestri	Traveling Art Camp	1	1	2	Yes	Yes		88,431	5,940	1. Forms 2 and 3 were incomplete. 2. Unsure if applicant needed to submit determination letter 3. CPR costs were included in CBP
Anna Dilernia	Traveling Art Camp	1	1	2	Yes	Yes	None	88,431	5,940	Form 3 was incomplete.  CPR cost should be excluded from direct costs. Additional financial records should be requested to verify revenue (self compiled were provided) Program expansion goals should include # of children expected to increase in SMART Goals. Provider does not have DCF licensing, recommend discussing with provider during negotiations Provider is LLC IRS form is not required
Holly McPhail	Just for Us Education	1	0	1	Yes	Yes	n/a	32,000	6,400	Supporting evidence was not provided for all areas as instructed. Some forms missing but maybe OK based on type of corporate structure?
Stephanie Maestri	Just for Us Education	1	0	1	Yes	Yes	Meets requirements	32,000	300	1. Form 3 is not complete. 2. Formatting of Form 4 made it difficult to review. 3. Did not submit all required forms.
Anna Dilernia	Just for Us Education	1	0	1	Yes	Yes	Meets requirements	32,000	300	Did not submit financials, cost estimates for DCF licensing need work
Holly McPhail	Star Center Children's Theatre Inc	0	0	0	Yes	No	Several items were missing supporting narrative.	183,100 ?		No supporting evidence for any items on the self-assessment. Goals are not SMART goals. Indirect Cost left blank.
Stephanie Maestri	Star Center Children's Theatre Inc	0	0	0	Yes	No	Applicant did not provide supporting evidence for several requirements.	183,100	1,550	1. Included cost for CPR 2. Did not include justification for direct costs 3. Goals are not clear and do not illustrate what applicant hopes to achieve, by when and how they will measure progress.
Anna Dilernia	Star Center Children's Theatre Inc	0	0	0	Yes	No	Serveral requirements missing documentation	183,100	1,550	Form 2 and 3 incomplete, CPR cost should be excluded from direct costs. All goals need more detail and in SMART goal format
Holly McPhail	YMCA	0	0	0	Yes	No	Respondent answered yes to everything but provided no supporting evidence leaving the evaluator unsure.	602,607	30,000	Very little to no supporting evidence was provided on the self-assessment tool as required. Respondent only selected 4 standards instead of the required 5-10.
Stephanie Maestri	YMCA	0	0	0	No	No	Applicant did not complete Form 2 and therefore I cannot say they met the requirements.	602,607	918	1. The applicant did not complete Form 2 and Form 3. 2. The goals do not illustrate what the applicant hopes to achieve, by when and how they will measure progress.
Anna Dilernia	YMCA	0	0	0	No	No	Form 2 was incomplete	602,607	918	Applicant did not complete Form 2 and Form 3. Program revenue and expenses do not match 990 provided Selected quality standards are lacking details in the goals and how they align



## Application for ITN # 2022-01

### FORM 2 – Organizational Information

Organization Name (Legal Name)	MOTIV8U of North Central Florida, Inc
Primary Contact Name	John S Rollins
Primary Contact Phone	352-363-0230
Primary Contact Email	john@motiv8uofncf.org

All organizations must meet the minimum requirements to bid. For each requirement below, indicate whether your organizations meets it or not, and provide a brief narrative to support your response. The Trust reserves the right verify any information and to request additional documentation.

<p>1. Provider must be currently qualified to conduct business in the State of Florida</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>SUPPORTING NARRATIVE:</b>          We are listed as a non-profit, eligible for doing business with the State of Florida through sunbiz.org under EIN 83-28500354.</p>	
<p>2. Provider must not be an Alachua County Public school or charter school approved by any public school system in the State of Florida</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>SUPPORTING NARRATIVE:</b>          Statement 2 is correct for us. We are NOT a school with Alachua County Public schools; nor a charter school under any state of Florida school system.</p>	
<p>3. Provider must have applied and been accepted in the Youth Development Capacity Building Collaborative in October 2021</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>SUPPORTING NARRATIVE:</b>          We have applied to and been accepted in the YDCBC in October 2021 and completed all of the mandatory training.</p>	
<p>4. Provider must have completed baseline survey included in welcome email</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p><b>SUPPORTING NARRATIVE:</b>          We completed the baseline survey in the welcome email.</p>	

<p>5. Provider must have completed training requirements</p> <ul style="list-style-type: none"> <li>• October 13th - Youth Development Collaborative Overview and Doing Business with the Trust (Not required but recommended)</li> <li>• October 18th - Florida Afterschool Network Training (Required for all)</li> <li>• October 20th - Early Learning Coalition School Readiness (only required for providers serving elementary-age children)</li> <li>• October 27th - DCF Licensing (only required for providers serving elementary-age children in afterschool and do not currently have DCF license or exemption)</li> <li>• November 4th - Florida Afterschool Network Training Part 2 (Required for all)</li> </ul>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> We attended and completed all of the training requirements.</p>	
<p>6. Provider must have offered a summer program in 2019, 2020, or 2021 and/or Provider must have offered an afterschool program in 2019-20, 2020-21 or current afterschool program in 2021-22.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> We have conducted summer programs each of the years mentioned. As discussed during the trainings, we offered our program to multiple CTAC approved partners as an enrichment provider. Currently, we have partnered with the YMCA and City of Gainesville to conduct an out-of-school program at their sites.</p>	
<p>7. Provider must meet the following definition for OST programs:</p> <p>a. Implement creative, innovative, programming that meet the needs and interests of children enrolled in their programming, including academic programs (e.g. reading or math focused programs), specialty programs (e.g. sports teams, STEM, arts enrichment) and multipurpose programs that provide an array of activities.</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> Through our partnership for the Youth &amp; Teen Center, we will offer programming that exposes participants to a variety of industries, while providing recreational, educational, and cultural activities.</p>	
<p>b. Operate in a physical environment that adequately and safely accommodates all program activities</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> We are currently operating in a 50,000 square-foot facility on nearly 11 acres through the Y. We have multiple rooms and adequate spaces for a variety of programs and activities.</p>	
<p>c. Offer OST ongoing in person services and programming for afterschool and/or summer</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> We are currently offering program opportunities to students Monday-Friday when students</p>	
<p>d. Employ highly qualified staff members capable of developing strong, positive relationships with youth participants and are committed to professional development</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> Our staff is trained in offering engaging learning opportunities for students and are able to</p>	

<p>e. Serve children between the grades of kindergarten through 12th grade</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> Our programs are for K-12. The Youth &amp; Teen Center serves students 10-16.</p>	
<p>f. Serve the same children on an ongoing basis (typically multiple days per week)</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> We are currently offering program opportunities to students Monday-Friday when studen</p>	
<p>g. Provider is responsible for supervision of children while providing services</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> We monitor the students' interactions, exceeding the required ratio of 1:20.</p>	
<p>h. Not primarily serve children on a one-on-one basis</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> Our programs are designed to work with the students through group activities. Homework</p>	
<p>i. Not be an enhancement provider that provides primarily push-in/add-in services to another program</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><b>SUPPORTING NARRATIVE:</b> The Youth &amp; Teen Center is a stand-alone program that serves community youth through</p>	
<p><b>Contract termination for default in last five years?</b> <i>The cover letter shall indicate whether the contractor had any contract terminated for default in the past five years. If no such termination for default has been experienced by the prospective contractor in the past five years, this fact shall be stated in the cover letter.</i></p>	
<p><b>Included additional documents required for submission?</b></p> <ul style="list-style-type: none"> <li>○ Proof of Corporate Status and Legal Address (note: from SunBiz)</li> <li>○ Proof of OST program revenue from most recent fiscal year (such as tax documents, balance sheets etc.)</li> <li>○ Copy of IRS 501(c)(3) Determination Letter (if applicable)</li> </ul>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>



**File Attachments for Item:**

8. Recommendation for Award for RFP 2021-07 Help Me Grow Alachua

**Item:**

Recommendation for Award for RFP 2021-07 Help Me Grow Alachua

**Requested Action:**

- 1) The Trust is asked to approve the recommendation for award to the Children's Home Society of Florida and authorize the Executive Director to negotiate a contract not to exceed \$220,000.

**Background:**

On September 13, 2021, the Trust approved Resolution 2021- 13 authorizing the release of RFP 2021-07 Help Me Grow Alachua. Help Me Grow is designed so all children have the best possible start in life by providing free developmental and behavioral screenings. Families benefit as Help Me Grow listens to them, links them to services, and provides ongoing support.

The Trust held a bidders' conference on October 1, 2021. The Trust provided responses to all questions received during the cone of silence. Questions were posted as an addendum for providers to acknowledge and reference before submitting final responses. Final responses were due Monday, November 15 by 5pm ET. Three (3) organizations submitted responses and were deemed to be responsive:

- UF Health
- Children's Home Society of Florida
- Little People Preparatory Preschool

The review team consisted of three subject matter experts:

- Mia Jones, Children's Trust of Alachua County
- Dr. Herman Knopf, UF's Anita Zucker Center for Excellence in Early Childhood Studies
- Alexandra Goldberg, Children's Forum Help Me Grow Florida

The review team scored the proposals separately. The review team then met at a publicly noticed meeting on December 3, 2021 to discuss the scoring.

Following the meeting, the final scores were tallied and Children's Home Society of Florida received the highest score.

**Attachments:**

RFP 2021-07 Help Me Grow Alachua Scoring Summary

**Programmatic Impact:**

Goal 3- All children have nurturing and supportive caregivers and relationships  
Strategy 3.1- Supporting Initiatives that Connect Families to Resources.

**Fiscal Impact:**

\$220,000 for FY2021-2022  
Account number 001.15.1500.569.82.00

**Recommendation:**

Staff recommends approval

Organization Name	Score
<b>Children's Home Society of Florida</b>	86.45
<b>UF Health</b>	75.35
<b>Little People Preparatory Preschool</b>	69.95

Organization Name	Criteria	Weight	Reviewer's Rating and Total Numerical Rating			Average	Weighted Average
			Jones	Goldberg	Knopf		
UF Health	<b>Project Plan</b>						
	Services	5	65	65	65	65.00	3.25
	Population and Outreach	5	60	60	75	65.00	3.25
	Partners and Service Linkage	5	65	65	65	65.00	3.25
	Staffing	5	65	65	70	66.67	3.33
	Continuous Learning and Quality Supports	5	65	65	65	65.00	3.25
	Organization Capacity	5	75	70	100	81.67	4.08
	<b>Total Project Plan</b>	<b>30</b>					<b>20.42</b>
	<b>Subcontracting</b>						
	Risk associated with subcontracting outside the United States	4	100	100	100	100.00	4.00
	Subcontractor qualifications	3	100	100	100	100.00	3.00
	Over reliance on subcontracting	3	100	100	100	100.00	3.00
	<b>Total Subcontracting</b>	<b>10</b>					<b>10.00</b>
	<b>Record of Past Experience</b>						
	Experience with similar projects	10	70	65	89	74.67	7.47
	Feedback from references	10	60	60	69	63.00	6.30
	<b>Total Record of Past Experience</b>	<b>20</b>					<b>13.77</b>
	<b>Risk</b>						
	Identification of risk to the CTAC	5	70	70	89	76.33	3.82
	Contractor's approach to reducing, mitigating, or eliminating risk	5	70	70	89	76.33	3.82
	<b>Total Risk</b>	<b>10</b>					<b>7.63</b>
	<b>Financial Stability</b>						
	Analysis of the contractor's most recent financial statements or similar evidence	10	69	70	69	69.33	6.93
	<b>Total Financial Stability</b>	<b>10</b>					<b>6.93</b>
	<b>Budget and Narrative (Form 2)</b>						
	Budget and Narrative	20	80	80	89	83.00	16.60
	<b>Total Budget and Narrative</b>	<b>20</b>					<b>16.60</b>
<b>Total</b>	<b>100</b>					<b>75.35</b>	

Organization Name	Criteria	Weight	Reviewer's Rating and Total Numerical Rating			Average	Weighted Average
			Jones	Goldberg	Knopf		
Little People Preschool	<b>Project Plan</b>						
	Services	5	69	60	69	66.00	3.30
	Population and Outreach	5	69	65	69	67.67	3.38
	Partners and Service Linkage	5	69	65	69	67.67	3.38
	Staffing	5	69	65	69	67.67	3.38
	Continuous Learning and Quality Supports	5	60	65	69	64.67	3.23
	Organization Capacity	5	60	60	69	63.00	3.15
	<b>Total Project Plan</b>	<b>30</b>					<b>19.83</b>
	<b>Subcontracting</b>						
	Risk associated with subcontracting outside the United States	4	100	100	100	100.00	4.00
	Subcontractor qualifications	3	100	100	100	100.00	3.00
	Over reliance on subcontracting	3	100	100	100	100.00	3.00
	<b>Total Subcontracting</b>	<b>10</b>					<b>10.00</b>
	<b>Record of Past Experience</b>						
	Experience with similar projects	10	60	60	69	63.00	6.30
	Feedback from references	10	60	60	69	63.00	6.30
	<b>Total Record of Past Experience</b>	<b>20</b>					<b>12.60</b>
	<b>Risk</b>						
	Identification of risk to the CTAC	5	69	70	69	69.33	3.47
	Contractor's approach to reducing, mitigating, or eliminating risk	5	60	60	69	63.00	3.15
	<b>Total Risk</b>	<b>10</b>					<b>6.62</b>
	<b>Financial Stability</b>						
	Analysis of the contractor's most recent financial statements or similar evidence	10	70	70	69	69.67	6.97
	<b>Total Financial Stability</b>	<b>10</b>					<b>6.97</b>
	<b>Budget and Narrative (Form 2)</b>						
	Budget and Narrative	20	70	70	69	69.67	13.93
	<b>Total Budget and Narrative</b>	<b>20</b>					<b>13.93</b>
<b>Total</b>	<b>100</b>					<b>69.95</b>	

Organization Name	Criteria	Weight	Reviewer's Rating and Total Numerical Rating			Average	Weighted Average
			Jones	Goldberg	Knopf		
Children's Home Society of Florida	<b>Project Plan</b>						
	Services	5	90	95	90	91.67	4.58
	Population and Outreach	5	90	95	85	90.00	4.50
	Partners and Service Linkage	5	90	90	80	86.67	4.33
	Staffing	5	90	90	75	85.00	4.25
	Continuous Learning and Quality Supports	5	85	90	75	83.33	4.17
	Organization Capacity	5	85	90	75	83.33	4.17
	<b>Total Project Plan</b>	<b>30</b>					<b>26.00</b>
	<b>Subcontracting</b>						
	Risk associated with subcontracting outside the United States	4	100	100	100	100.00	4.00
	Subcontractor qualifications	3	100	100	100	100.00	3.00
	Over reliance on subcontracting	3	100	100	100	100.00	3.00
	<b>Total Subcontracting</b>	<b>10</b>					<b>10.00</b>
	<b>Record of Past Experience</b>						
	Experience with similar projects	10	85	90	85	86.67	8.67
	Feedback from references	10	69	70	69	69.33	6.93
	<b>Total Record of Past Experience</b>	<b>20</b>					<b>15.60</b>
	<b>Risk</b>						
	Identification of risk to the CTAC	5	90	90	90	90.00	4.50
	Contractor's approach to reducing, mitigating, or eliminating risk	5	90	90	85	88.33	4.42
	<b>Total Risk</b>	<b>10</b>					<b>8.92</b>
	<b>Financial Stability</b>						
	Analysis of the contractor's most recent financial statements or similar evidence	10	90	90	100	93.33	9.33
	<b>Total Financial Stability</b>	<b>10</b>					<b>9.33</b>
	<b>Budget and Narrative (Form 2)</b>						
	Budget and Narrative	20	80	80	89	83.00	16.60
<b>Total Budget and Narrative</b>	<b>20</b>					<b>16.60</b>	
<b>Total</b>	<b>100</b>					<b>86.45</b>	

Name of Bidder: Children's Home Society of Florida

Reviewer: Mia Jones

Does Bidder meet minimum requirements to bid?  Y  N

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input checked="" type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	90
Comments:		
<input checked="" type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	90
Comments:		
<input checked="" type="checkbox"/> <i>Partners and Service Linkage</i>	5	90
Comments:		
<input checked="" type="checkbox"/> <i>Staffing</i>	5	90
Comments:		
<input checked="" type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	85
Comments:		
<input checked="" type="checkbox"/> <i>Organizational Capacity</i>	5	85
Comments:		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input checked="" type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	100
Comments: No subcontracting		



Name of Bidder: Children's Home Society of Florida

Reviewer: Mia Jones

<input checked="" type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	100
Comments: No Subcontracting		
<input checked="" type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	100
Comments: No subcontracting		
<b>Record of Past Experience</b>		
<input checked="" type="checkbox"/> <i>Based on experience with similar projects</i>	10	85
Comments:		
<input type="checkbox"/> <i>Based on feedback from references</i>	10	69
Comments: None provided.		
<b>Risk</b>		
<input checked="" type="checkbox"/> <i>Based on identification of risk to the CTAC</i>	5	90
Comments:		
<input checked="" type="checkbox"/> <i>Based on contractor's approach to reducing, mitigating, or eliminating risk</i>	5	90
Comments:		
<b>Financial Stability</b>		
<input checked="" type="checkbox"/> <i>Based on an analysis of the contractor's most recent financial statements or similar evidence</i>	10	90
Comments:		
<b>Budget and Narrative (Form 2)</b>	20	80
Comments:		

Name of Bidder: Children's Home Society of Florida

Reviewer: Mia Jones

<b>TOTAL</b>	<b>100</b>
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SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Unsatisfactory: Does not meet minimum requirements	60-69
Evaluation Team Member's Numerical Rating for this Criterion	



11/28/21

Reviewer's Signature

Date

Name of Bidder: Children's Home Society  
 Reviewer: Alexandra Goldberg

Does Bidder meet minimum requirements to bid?  Y  N

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input checked="" type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	95
<b>Comments:</b> Project Activities successfully describe a plan for all 4 core components- a CTAP/partnership with 2-1-1, family/community outreach, health care provider outreach, & data collection. Plan also describes plan for developmental screenings, proposed feedback loop strategies, resource directory, diversity/inclusion, & sustainability.		
<input checked="" type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	95
<b>Comments:</b> Successfully recognizes target outreach as birth-8 population, supported by Alachua family data. Proposes specific plan for conducting outreach to recruit families, promote CTAP, and connect with community providers.		
<input checked="" type="checkbox"/> <i>Partners and Service Linkage</i>	5	90
<b>Comments:</b> Letters of support demonstrate solid partnerships with community agencies and providers with detail as to what partnership/activities will look like.		
<input checked="" type="checkbox"/> <i>Staffing</i>	5	90
<b>Comments:</b> Staffing plan successfully includes positions for HMG program manager, care coordinators, and outreach coordinator, along with roles/responsibilities and percentages of time for each. Also includes supervision/management plan and staffing chart. Positions and responsibilities are all adequate and appropriate for successful HMG implementation.		
<input checked="" type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	90
<b>Comments:</b> Successfully describes plan to measure serves & collect data, including through the use of STAR. Describes strategies to improve program quality and ensure model fidelity, along with staff training activities and supervision practices.		
<input checked="" type="checkbox"/> <i>Organizational Capacity</i>	5	90
<b>Comments:</b> Described Organizational Capacity provides support for history of success engaging in similar activities & target populations, including providing recruiting, enrolling, screening, and linkage for children, along with outcomes.		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	
<b>Comments:</b> No subcontracting.		

Name of Bidder: Children's Home Society

Reviewer: Alexandra Goldberg

<input type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	
<b>Comments:</b> No subcontracting.		
<input type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	
<b>Comments:</b> No subcontracting.		
<b>Record of Past Experience</b>		
<input checked="" type="checkbox"/> <i>Based on experience with similar projects</i>	10	90
<b>Comments:</b> Describes experience working on projects and administering programs related to early intervention.		
<input type="checkbox"/> <i>Based on feedback from references</i>	10	
<b>Comments:</b>		
<b>Risk</b>		
<input checked="" type="checkbox"/> <i>Based on identification of risk to the CTAC</i>	5	90
<b>Comments:</b> 3 risk areas identified and described.		
<input checked="" type="checkbox"/> <i>Based on contractor's approach to reducing, mitigating, or eliminating risk</i>	5	90
<b>Comments:</b> Describes strategies to mitigate and reduce risk.		
<b>Financial Stability</b>		
<input checked="" type="checkbox"/> <i>Based on an analysis of the contractor's most recent financial statements or similar evidence</i>	10	90
<b>Comments:</b> Provided most recent financial audit to provide evidence of financial stability. Funding history outlined.		
<b>Budget and Narrative (Form 2)</b>	20	90
<b>Comments:</b> Proposed budget allocates funds for appropriate HMG staff positions (program manager, care coordinator, outreach coordinator, etc.) and activities (screenings, activity stations at events, ASQ Enterprise account) to support adequate and appropriate HMG implementation and services.		

Name of Bidder: Children's Home Society

Reviewer: Alexandra Goldberg

<b>TOTAL</b>	<b>100</b>
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SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Unsatisfactory: Does not meet minimum requirements	60-69
Evaluation Team Member's Numerical Rating for this Criterion	

<i>Alexandra Goldberg</i>	11/30/2021
Reviewer's Signature	Date

Name of Bidder: Children's Home Society of

Reviewer: Knopf

**Does Bidder meet minimum requirements to bid? Y N YES**

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

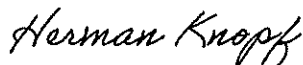
CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input checked="" type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	90
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	85
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Partners and Service Linkage</i>	5	80
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Staffing</i>	5	75
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	75
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Organizational Capacity</i>	5	75
<b>Comments:</b>		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input checked="" type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	100
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	100
<b>Comments:</b>		
<input checked="" type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	100
<b>Comments:</b>		

Name of Bidder: Children's Home Society of

Reviewer: Knopf

Record of Past Experience		
<input type="checkbox"/> Based on experience with similar projects	10	85
Comments:		
<input type="checkbox"/> Based on feedback from references	10	69
Comments: References listed but no feedback provided		
Risk		
<input type="checkbox"/> Based on identification of risk to the CTAC	5	90
Comments:		
<input type="checkbox"/> Based on contractor's approach to reducing, mitigating, or eliminating risk	5	85
Comments:		
Financial Stability		
<input type="checkbox"/> Based on an analysis of the contractor's most recent financial statements or similar evidence	10	100
Comments:		
<b>Budget and Narrative (Form 2)</b>	20	
Comments: I didn't find narrative for the budget		
<b>TOTAL</b>	<b>100</b>	

SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Evaluation Team Member's Numerical Rating for this Criterion	



Reviewer's Signature

12/02/2021

Date

Name of Bidder: UF Health

Reviewer: Mia Jones

Does Bidder meet minimum requirements to bid?  Y  N

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	65
<b>Comments:</b>		
<input type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	60
<b>Comments:</b> Targeted population does not match RFP. Appears to only be providing services to current clients. Focus is limited		
<input type="checkbox"/> <i>Partners and Service Linkage</i>	5	65
<b>Comments:</b> Mentions some partnerships. Does not include partnership with 211 which is critical.		
<input type="checkbox"/> <i>Staffing</i>	5	65
<b>Comments:</b> Not applicable to HMG.		
<input type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	65
<b>Comments:</b> Proposes evaluations that are not apart of HMG		
<input type="checkbox"/> <i>Organizational Capacity</i>	5	75
<b>Comments:</b> Bidder has experience with early childhood and early intervention services. But does not mention experience working with the entire Birth to 8 population.		
<b>Subcontracting</b> <i>(if no subcontracting, the contractor will receive maximum 10 points)</i>		
<input checked="" type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	100
<b>Comments:</b> No subcontracting		



Name of Bidder: UF Health

Reviewer: Mia Jones

<input checked="" type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	100
Comments: No Subcontracting		
<input checked="" type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	100
Comments: No subcontracting		
<b>Record of Past Experience</b>		
<input type="checkbox"/> <i>Based on experience with similar projects</i>	10	70
Comments:		
<input type="checkbox"/> <i>Based on feedback from references</i>	10	60
Comments: Listed but no feedback provided.		
<b>Risk</b>		
<input type="checkbox"/> <i>Based on identification of risk to the CTAC</i>	5	70
Comments:		
<input type="checkbox"/> <i>Based on contractor's approach to reducing, mitigating, or eliminating risk</i>	5	70
Comments:		
<b>Financial Stability</b>		
<input type="checkbox"/> <i>Based on an analysis of the contractor's most recent financial statements or similar evidence</i>	10	69
Comments: Not adequately described.		
<b>Budget and Narrative (Form 2)</b>	20	80
Comments: Budget does not provide funds for HMG positions which doe snot adequately support HMG implementation.		

Name of Bidder: UF Health

Reviewer: Mia Jones

<b>TOTAL</b>	<b>100</b>	
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SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Unsatisfactory: Does not meet minimum requirements	60-69
Evaluation Team Member's Numerical Rating for this Criterion	



11/28/21

Reviewer's Signature

Date

Name of Bidder: UF Health  
 Reviewer: Alexandra Goldberg

Does Bidder meet minimum requirements to bid?  Y  N

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	65
<b>Comments:</b> Project Activities described do not include implementation of 2 of the 4 core components [centralized telephone access point (2-1-1) & family/community outreach]. No partnership with 2-1-1 described. No 24/7 access to families plan described. No staffing for program manager, care coordinator, or outreach specialist. Proposed project activities do not include 4 required developmental screening tools, outreach activities, or data collection through STAR.		
<input type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	60
<b>Comments:</b> While HMG serves children birth-8, the proposed target population is elementary students and children 6-8. Proposed project focus is on children with dyslexia or other language-based disorders, whereas HMG services are not limited to a specific developmental domain. Outreach & marketing strategies description of sharing information on what HMG is, what services HMG can offer (free developmental screenings, information, & referrals), or sharing HMG materials.		
<input type="checkbox"/> <i>Partners and Service Linkage</i>	5	65
<b>Comments:</b> Noted appropriate partnerships with some local early childhood agencies/programs (i.e. FDLRS, Early Steps, etc.), but lack of partnership with local 211 does not allow the HMG affiliate to provide appropriate service linkage for families. No 24/7 access to families described.		
<input type="checkbox"/> <i>Staffing</i>	5	65
<b>Comments:</b> Provided staffing plan with roles/responsibilities and percentages of time, but positions are not applicable to HMG services. Physician champion included, but description does not include appropriate Physician Champion activities. SLP and pediatric mental health specialists are not required or best practice for HMG affiliate implementation. No program manager, care coordinator, or family/community outreach staff position proposed in budget. Does not include staffing chart.		
<input type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	65
<b>Comments:</b> Project proposes evaluation of "impact on adolescent anxiety, depression, and suicidality", which is not related to HMG affiliate services. No mention of measuring services or HMG common indicators via STAR database. Successfully mentions tracking of encounters/education of health care providers, but through their medical record system, not through STAR.		
<input type="checkbox"/> <i>Organizational Capacity</i>	5	70
<b>Comments:</b> Applicant has experience working with neurodevelopmentally diverse populations, early childhood populations, and early intervention services. Does not mention experience related to HMG Programming Activities, including working with HMG target population (children birth-8) or required developmental screening tools.		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	
<b>Comments:</b> No subcontracting.		

Name of Bidder: UF Health

Reviewer: Alexandra Goldberg

<input type="checkbox"/> Based on subcontractor qualifications	3	
<b>Comments:</b> No subcontracting.		
<input type="checkbox"/> Based on over reliance on subcontracting	3	
<b>Comments:</b> No subcontracting.		
<b>Record of Past Experience</b>		
<input type="checkbox"/> Based on experience with similar projects	10	65
<b>Comments:</b> Applicant has experience working with neurodevelopmentally diverse populations and experience in a pilot project focused on autism evaluations. Does not mention experience related to HMG Programming Activities, including working with HMG target population (children birth-8) or required developmental screening tools.		
<input type="checkbox"/> Based on feedback from references	10	
<b>Comments:</b>		
<b>Risk</b>		
<input type="checkbox"/> Based on identification of risk to the CTAC	5	70
<b>Comments:</b> No risks noted.		
<input type="checkbox"/> Based on contractor's approach to reducing, mitigating, or eliminating risk	5	70
<b>Comments:</b> No listed measures that will be taken to mitigate risks.		
<b>Financial Stability</b>		
<input checked="" type="checkbox"/> Based on an analysis of the contractor's most recent financial statements or similar evidence	10	70
<b>Comments:</b> Provided most recent financial statements to prove financial stability. Funding history outlined.		
<b>Budget and Narrative (Form 2)</b>	20	80
<b>Comments:</b> Proposed budget does not allocate funds for appropriate HMG staff positions and majority of costs cover SLP & mental health specialist, which does not support adequate and appropriate HMG implementation and services.		

Name of Bidder: UF Health

Reviewer: Alexandra Goldberg

<b>TOTAL</b>	<b>100</b>
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SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Unsatisfactory: Does not meet minimum requirements	60-69
Evaluation Team Member's Numerical Rating for this Criterion	

*Alexandra Goldberg*

11/30/2021

Reviewer's Signature

Date

Name of Bidder: UF Health

Reviewer: Knopf

Does Bidder meet minimum requirements to bid? **Y** **N** Not Validated in CFNCF Ph

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

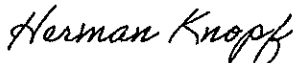
CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input checked="" type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	65
<b>Comments:</b> <small>Bidder did not describe comprehensive developmental screening and broad connection to the birth to age 8 early childhood community. Bidder described a sole focus on dyslexia screening. Bidder did not indicate plans to connect with 211 helpline</small>		
<input type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	75
<b>Comments:</b> <small>The target population was clearly described, but does not match the target population described in the RFP. Bidder is focused on PreK-3rd Grade, recruitment is primarily through CMS, Early Learning Centers and Local Elementary Schools</small>		
<input type="checkbox"/> <i>Partners and Service Linkage</i>	5	65
<b>Comments:</b> Response does not include partnership with 211		
<input type="checkbox"/> <i>Staffing</i>	5	80
<b>Comments:</b> Staffing plan is appropriate for the services described in the proposal		
<input type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	65
<b>Comments:</b> No mention of HMGF common indicators		
<input type="checkbox"/> <i>Organizational Capacity</i>	5	100
<b>Comments:</b> Bidder has long history of conducting similar work.		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	100
<b>Comments:</b> N/A		
<input type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	100
<b>Comments:</b> N/A		
<input type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	100
<b>Comments:</b>		10

Name of Bidder: UF Health

Reviewer: Knopf

Record of Past Experience		
<input type="checkbox"/> Based on experience with similar projects	10	89
Comments:		
<input type="checkbox"/> Based on feedback from references	10	69
Comments: References listed, but no feedback provided		
Risk		
<input type="checkbox"/> Based on identification of risk to the CTAC	5	89
Comments:		
<input type="checkbox"/> Based on contractor's approach to reducing, mitigating, or eliminating risk	5	89
Comments:		
Financial Stability		
<input type="checkbox"/> Based on an analysis of the contractor's most recent financial statements or similar evidence	10	69
Comments: Financial stability of the organization is not described		
Budget and Narrative (Form 2)		
	20	89
Comments: The proposed costs are reasonable and relate to the services proposed.		
<b>TOTAL</b>	<b>100</b>	

SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Evaluation Team Member's Numerical Rating for this Criterion	



Reviewer's Signature

11/30/2021

Date

Name of Bidder: Little People Preparatory Preschool

Reviewer: Mia Jones

Does Bidder meet minimum requirements to bid?  Y  N

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	69
<b>Comments:</b> Although each question was answered, it did not describe the required program activities that are listed on page 36 under "B" on the scope of services. Not clear if bidder is focusing on all of Alachua county.		
<input type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	69
<b>Comments:</b> The RFP is for age 0-8. The proposal limits the targeted population to 0-5.		
<input type="checkbox"/> <i>Partners and Service Linkage</i>	5	69
<b>Comments:</b> Although the proposal mentions partners, it does not describe their role in implementing HMGA. The plan to secure a partnership with 211 is not mentioned only completing an application. Does not indicate what the application is for.		
<input type="checkbox"/> <i>Staffing</i>	5	69
<b>Comments:</b> Does not clearly describe the HMGA duties for the Program Coor, Care Coor. and the Outreach Coor. Not clear if the social worker is functioning as the Outreach Coordinator. Assessment not mentioned in duties.		
<input type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	60
<b>Comments:</b> Not clearly addressed by the Bidder as it relates to HMG.		
<input type="checkbox"/> <i>Organizational Capacity</i>	5	60
<b>Comments:</b> Not clearly addressed by the Bidder. Does not describe experience related to HMG including administering developmental screenings, hosting events, outreach to healthcare providers.		
<b>Subcontracting</b> <i>(if no subcontracting, the contractor will receive maximum 10 points)</i>		
<input type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	100
<b>Comments:</b> N/A. NO subcontracting		



Name of Bidder: Little People Preparatory Preschool

Reviewer: Mia Jones

<input type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	100
<b>Comments:</b> No subcontracting.		
<input type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	100
<b>Comments:</b> No subcontracting		
<b>Record of Past Experience</b>		
<input type="checkbox"/> <i>Based on experience with similar projects</i>	10	60
<b>Comments:</b> Not clearly addressed by the Bidder.		
<input type="checkbox"/> <i>Based on feedback from references</i>	10	60
<b>Comments:</b> No reference letters provided.		
<b>Risk</b>		
<input type="checkbox"/> <i>Based on identification of risk to the CTAC</i>	5	69
<b>Comments:</b> Not addressed by the Bidder.		
<input type="checkbox"/> <i>Based on contractor's approach to reducing, mitigating, or eliminating risk</i>	5	60
<b>Comments:</b> Not addressed by the Bidder.		
<b>Financial Stability</b>		
<input type="checkbox"/> <i>Based on an analysis of the contractor's most recent financial statements or similar evidence</i>	10	70
<b>Comments:</b> Provided financial statement. Unable to determine if financially stable from information provided.		
<b>Budget and Narrative (Form 2)</b>	20	70
<b>Comments:</b> Completed form 2 but does not state what percentage of time would be dedicated to HMG.		

Name of Bidder: Little People Preparatory Preschool

Reviewer: Mia Jones

<b>TOTAL</b>	<b>100</b>
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SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Unsatisfactory: Does not meet minimum requirements	60-69
Evaluation Team Member's Numerical Rating for this Criterion	



11/28/21

Reviewer's Signature

Date

Name of Bidder: Little People Preparatory Prechool  
 Reviewer: Alexandra Goldberg

Does Bidder meet minimum requirements to bid?  Y  N

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input type="checkbox"/> <i>Services: 1. Introduction/Executive Summary 2. Project Activities</i>	5	60
<b>Comments:</b> Proposed CTAP does not meet CTAC or HMG requirements. No 24/7 access to families through 2-1-1 described. No described plan to offer required developmental screenings. Does not discuss data collection through use of STAR. Does not describe plans to work with health care providers.		
<input type="checkbox"/> <i>Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.</i>	5	65
<b>Comments:</b> Target population listed as b-5, but HMG serves b-8. Proposed HMG services for one zip code as opposed to entire county. Does not discuss cultural differences. Outreach strategies successfully list communication methods.		
<input type="checkbox"/> <i>Partners and Service Linkage</i>	5	65
<b>Comments:</b> Noted appropriate partnerships with some local early childhood agencies/programs (i.e. ELC, FDLRS, Early Steps, etc.), but lack of local 211 as CTAP does not allow the HMG affiliate to provide appropriate service linkage for families or 24/7 access.		
<input type="checkbox"/> <i>Staffing</i>	5	65
<b>Comments:</b> Provided staffing plan with roles/responsibilities but no percentages of time. Program manager and care coordinator included, no outreach coordinator. Listed roles/responsibilities for care coordinator and additional staff positions (teachers and floaters) are not appropriate or best practice for HMG Implementation. Does not include staffing chart.		
<input type="checkbox"/> <i>Continuous Learning and Quality Supports</i>	5	65
<b>Comments:</b> Discusses how they will collect data and measure services, but does not discuss data collection through use of STAR. Does not discuss staff training and supervision practices or strategies for ensuring quality and fidelity to the model.		
<input type="checkbox"/> <i>Organizational Capacity</i>	5	60
<b>Comments:</b> Does not mention experience related to HMG Programming Activities, including working with HMG target population (children birth-8), required developmental screening tools, developmental screening events, centralized telephone access point, healthcare provider outreach, successful fundraising and grant writing experience, etc.		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input type="checkbox"/> <i>Based on risk associated with subcontracting outside the United States</i>	4	
<b>Comments:</b> No subcontracting.		

Name of Bidder: Little People Preparatory Preschool

Reviewer: Alexandra Goldberg

<input type="checkbox"/> <i>Based on subcontractor qualifications</i>	3	
<b>Comments:</b> No subcontracting.		
<input type="checkbox"/> <i>Based on over reliance on subcontracting</i>	3	
<b>Comments:</b> No subcontracting.		
<b>Record of Past Experience</b>		
<input type="checkbox"/> <i>Based on experience with similar projects</i>	10	60
<b>Comments:</b> Does not describe experience with similar projects (such as providing developmental screenings, providing a centralized telephone access point, partnerships with health care providers, hosting outreach events in the community, collecting data through database, etc.) or large grants.		
<input type="checkbox"/> <i>Based on feedback from references</i>	10	0
<b>Comments:</b>		
<b>Risk</b>		
<input type="checkbox"/> <i>Based on identification of risk to the CTAC</i>	5	70
<b>Comments:</b> No risks identified.		
<input type="checkbox"/> <i>Based on contractor's approach to reducing, mitigating, or eliminating risk</i>	5	60
<b>Comments:</b> No listed measures that will be taken to mitigate risks.		
<b>Financial Stability</b>		
<input type="checkbox"/> <i>Based on an analysis of the contractor's most recent financial statements or similar evidence</i>	10	70
<b>Comments:</b> Provided most recent financial statements to prove financial stability. Funding history outlined.		
<b>Budget and Narrative (Form 2)</b>	20	70
<b>Comments:</b> Included budget and budget narrative. Included staff positions with rate of pay, but no percentages of time.		

Name of Bidder: Little People Preparatory Prechools

Reviewer: Alexandra Goldberg

<b>TOTAL</b>	<b>100</b>
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SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Unsatisfactory: Does not meet minimum requirements	60-69
Evaluation Team Member's Numerical Rating for this Criterion	

*Alexandra Goldberg*  
Reviewer's Signature

11/30/2021  
Date

Name of Bidder: Little people preparatory Pr

Reviewer: Knopf

**Does Bidder meet minimum requirements to bid? Y N Yes**

Proposals will be reviewed against the criteria below:

Place a check in the box if bidder meets qualifications:

CRITERIA	WEIGHT	Score
<b>Project Plan</b>		
<input type="checkbox"/> Services: 1. Introduction/Executive Summary 2. Project Activities	5	69
<b>Comments:</b> Bidder doesn't connect to 211 or to HMG service model standards , not clear that the bidder is focused on serving all Alachua County or just 32609 zip code		
<input type="checkbox"/> Population and Outreach: 1. Target Population 2. Population Needs and Challenges 3. Outreach and Marketing Strategy.	5	69
<b>Comments:</b> Bidder doesn't cover the entire age range stated in RFP. Marketing strategy doesn't reference HMG resources available from HMGF. Bidder doesn't comment on collaboration with child health care providers.		
<input type="checkbox"/> Partners and Service Linkage	5	69
<b>Comments:</b> Applicant states that they will collaborate with many relevant agencies, but does not describe how these partnerships will be established.		
<input type="checkbox"/> Staffing	5	69
<b>Comments:</b> The job descriptions provided do not match the personnel needs of implementing HMG programming		
<input type="checkbox"/> Continuous Learning and Quality Supports	5	69
<b>Comments:</b> Not addressed by the bidder		
<input type="checkbox"/> Organizational Capacity	5	69
<b>Comments:</b> Not addressed by the bidder		
<b>Subcontracting (if no subcontracting, the contractor will receive maximum 10 points)</b>		
<input type="checkbox"/> Based on risk associated with subcontracting outside the United States	4	100
<b>Comments:</b> NA		
<input type="checkbox"/> Based on subcontractor qualifications	3	100
<b>Comments:</b> NA		
<input type="checkbox"/> Based on over reliance on subcontracting	3	100
<b>Comments:</b>		

Name of Bidder:

Reviewer:

Record of Past Experience		
<input type="checkbox"/> Based on experience with similar projects	10	
<b>Comments:</b> This is bidder's first submission for a RFP/Grant		
<input type="checkbox"/> Based on feedback from references	10	69
<b>Comments:</b> No references provided		
Risk		
<input type="checkbox"/> Based on identification of risk to the CTAC	5	69
<b>Comments:</b> Not addressed by bidder		
<input type="checkbox"/> Based on contractor's approach to reducing, mitigating, or eliminating risk	5	69
<b>Comments:</b> Not addressed by bidder		
Financial Stability		
<input type="checkbox"/> Based on an analysis of the contractor's most recent financial statements or similar evidence	10	69
<b>Comments:</b> Insufficient information provided to make a determination		
<b>Budget and Narrative (Form 2)</b>	20	69
<b>Comments:</b> Funding request is higher than available funds, but resources seem to be focused on managing existing operations. It is not clear how this funding would support the scope of services requested in this RFP		
<b>TOTAL</b>	<b>100</b>	

SCORING DESCRIPTION	SCORING RANGE
Exceptional: Meets or significantly exceeds all of CTAC's requirements	90-100
Good: Meets all and exceeds several of CTAC's requirements	80-89
Satisfactory: Meets CTAC's minimum requirements	70-79
Evaluation Team Member's Numerical Rating for this Criterion	

Herman Knopf
12/02/2021

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Reviwer's Signature Date

**File Attachments for Item:**

9. Match Funds Requests – Funding Recommendations





**Item:**

Match Funds Requests – Funding Recommendations

**Requested Action:**

The Trust is asked to authorize the Executive Director to initiate the contract negotiation process for match funds with the Cade Museum and Episcopal Children's Services.

**Background:**

Board policy 6.80.B, Matching/Leveraged Funds, authorizes the Trust to accept proposals for match funding from organizations awarded funds from a grantor, requiring match as a stipulation of the award.

The Trust has received a match funds request from the following agency(s):

1. **Cade Museum.** The Cade Museum is requesting match funding from CTAC in the amount of \$33,958.50 for Operation Full STEAM. This program provides interactive, hands-on science experiences designed to be aligned with school-based science curriculum for students in grades 2-5 in three strategically selected elementary schools by providing on-going field trips, make and takes, and yearlong membership to the Cade Museum. While Alachua County Public Schools provides science instruction, opportunities to "do" science and make real-world connections are lacking; this funding will provide exposure to 800 students attending high poverty schools. Operation Full STEAM has an overall operating budget of \$135,834 and is to receive \$67,917 in grant funds from the Institute for Museum and Library Services.
2. **Episcopal Children's Services.** Alachua County Head Start and Early Head Start receives \$6,464,084 in federal funds that must be matched by \$1,616,021 in local funds. To directly support the need for local match funding and to address an unmet need of children served, Episcopal requests \$82,500 to support children identified with developmental delays with additional services (e.g., physical, occupational, speech and language therapy) to address acknowledged areas of concern. The CTAC funding received will be matched with federal funds from the Office of Head Start at a rate of \$4 in federal funds for every \$1 in local funds. So, the investment of \$82,500 by CTAC will leverage \$330,000 in federal funding.

**Attachments:**

1. Match Funding Presentation

**Programmatic Impact:**

Both proposals align with Goal 2 - "All children can learn what they need to be successful" with the Episcopal request supporting the Strategy 2.4 - "Improve capacity to support special needs", which is currently unfunded, and the request from Cade supporting Strategy 2.3 - "Support literacy and other academic supports".

**Fiscal Impact:**

\$116,458.50 for FY 2022, which includes:

1. Cade Museum = \$33,958.50
2. Episcopal Children's Services = \$82,500.00

**Recommendation:**

Staff recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY  
RESOLUTION 2021-22  
Matching Funds Request**

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

**WHEREAS**, the Trust seeks to maximize Federal, State, and Private Revenue opportunities to bring new resources to Alachua County that benefit children & families in our community,

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

1. Executive Director will negotiate a contract with Cade Museum for Creativity and Invention for FY2021-22
2. Executive Director will negotiate a contract with Episcopal Children’s Services for FY2021-22
3. This Resolution shall be in full force and effect from December 13, 2021 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY BOARD; this 13<sup>th</sup> day of December 2021.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>NOT VOTING</b>
Lee Pinkoson	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Dr. Karen Cole-Smith	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Dr. Carlee Simon	_____	_____	_____	_____
Dr. Patricia Snyder	_____	_____	_____	_____
Cheryl Twombly	_____	_____	_____	_____
Susanne Wilson Bullard	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Lee Pinkoson, Chairman  
Children’s Trust of Alachua County

\_\_\_\_\_  
Tina Certain, Treasurer  
Children’s Trust of Alachua County



# Operation Full STEAM

Cade Museum for Creativity and Invention



Funds Requested: \$33,958.50

provides interactive, hands-on science experiences designed to be aligned with school-based science curriculum for students in grades 2-5 in three strategically selected elementary schools by providing on-going field trips, make and takes, and yearlong membership to the Cade Museum.

**Operation Full STEAM provides students with learning opportunities allowing them to make hands on connections beyond the walls of their classroom.**



**Why?**

Teachers noted they lack both the material resources and time required to teach science at the elementary school level.

One educator described, “I don’t feel like a science teacher because I don’t have the resources to be able to do science. We tell science. We show science. But we don’t do science.”

Students become disinterested in science when it is disconnected from the real world and their personal experiences.

**Performance Measures**

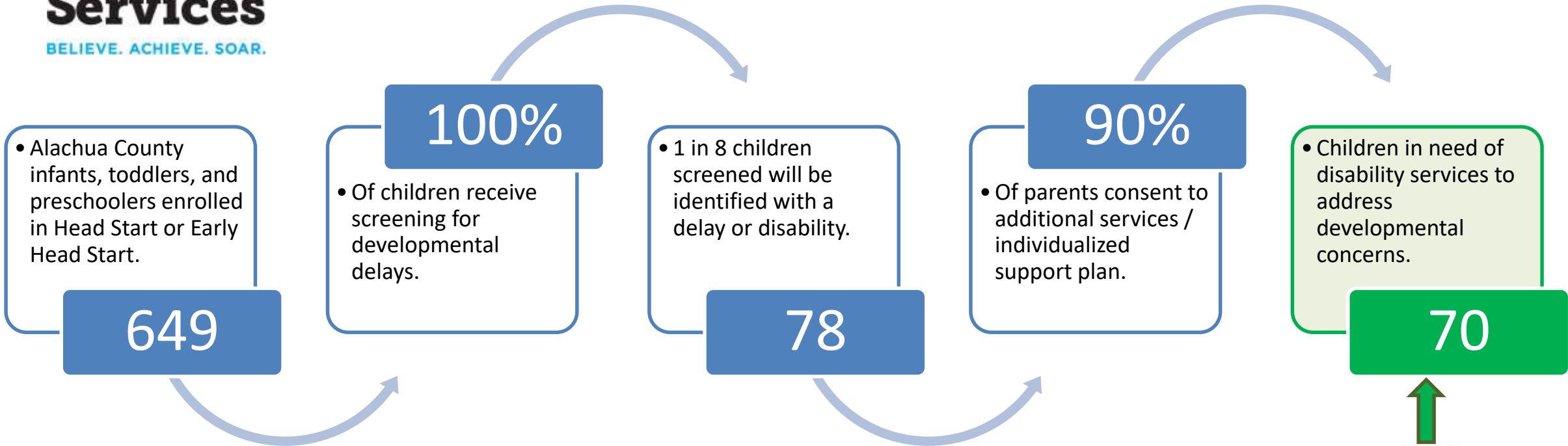
How Much?	FY22 Target
Number of children participating in Operation Full STEAM.	800
Number of teachers participating in Operation Full STEAM.	14
Number of parents who serve as field trip chaperones.	10
Number of Cade Museum field trips.	30
How Well?	FY22 Target
% of children from selected schools who attended the field trips.	90%
% of children who attended 2 or more field trips.	75%
% of children who report they like coming to the museum and it makes them excited to learn.	90%
% of teachers who report satisfaction with Operation Full STEAM.	90%
Better Off?	FY22 Target
% of children who utilize the museum membership at least once.	25%
% of children with increased awareness of STEAM careers.	60%
% of children demonstrating increased engagement in STEAM activities.	85%





— EPISCOPAL —  
**Children's Services**  
BELIEVE. ACHIEVE. SOAR.

Funding will provide for classroom-based, individualized treatment to address developmental concerns through physical, occupational, speech and language therapy.



Funds Requested: \$82,500





## Why?

Every child deserves a strong start in life.

Head Start / Early Head Start serves Alachua County's most vulnerable children.

Children meet at least one high risk criteria (i.e., income less than or close to Federal Poverty Level, household receiving public assistance, child in foster care, or family experiencing homelessness).

Earliest possible intervention is the most effective.



CHILDREN'S TRUST  
OF ALACHUA COUNTY

Families face *many* barriers to accessing these services (i.e., lack of providers, waitlists, cost, transportation, hours of services).

Item 9.

Children with special needs or developmental delays are at risk for missing critical milestones which are foundational for future skills. Targeted treatment helps address delays so children make progress in areas of development where they are behind.

## Performance Measures

How Much?	FY22 Target
Number of children with developmental concerns whose parent consents to service.	65
Number of children who receive services for a developmental concern.	60
How Well?	FY22 Target
% of children with developmental concerns whose parent consents to service.	90%
% of children who receive 3 or more therapy services.	80%
% of children who transition to other public funding sources (i.e., Medicaid, Early Steps, Child Find (IDEA)).	75%
Better Off?	FY22 Target
% of children demonstrating progress on their treatment plan. (i.e., improvement in developmental delays identified)	85%
% of children who complete their treatment plan.	75%

**File Attachments for Item:**

10. Children's Defense Fund - Freedom Schools





**Item:**

Children's Defense Fund - Freedom Schools

**Requested Action:**

1. The Trust is asked to allocate \$60,000 for the Freedom Schools – Summer Literacy Pilot
2. The Trust is asked to authorize the Executive Director to negotiate a contract with the University of Florida – College of Education Collaborative for Equity in Education

**Background:**

The Children's Trust of Alachua County released its 2021 Summer RFP with the intentions of funding summer camp providers offering a range of programming activities. 21 providers received summer contracts, providing summer camp services to 1,125 children. During the end of the Summer report, the Trust Board directed staff to identify programs that would specifically address improving literacy and addressing summer slide.

In an effort to take an intentional approach to addressing literacy during the summer, CTAC staff and the UF College of Education - Collaborative for Equity in Education are collaborating to bring the CDF - Freedom School model to Alachua County. Staff is recommending funding this pilot program for 40 low-income, public school children, who otherwise may not have access to books and educational enhancement programs during the summer, particularly African-American and Latino children from at-risk communities.

The Children's Defense Fund (CDF) Freedom Schools, a six-week summer reading camp that aims to motivate low-income and racially minoritized children to fall in love with reading. CDF Freedom Schools focus on addressing summer slide, where children fall behind academically because their families and/or community lack the resources to engage them in high quality summer programs. Freedom Schools also emphasize how scholars (students) can make a difference in themselves, their families, school community, the country and world. Specific program activities include:

- Integrated Reading Curriculum (3 hours/day)
- Weekly field trips
- Weekly parent meetings/workshops
- Extracurricular activities (e.g., music, dance, sports, arts, etc.)
- STEM development
- Weekly programming at the intersection of arts, culture, entrepreneurship, education, and wellness
- Teacher candidate and teacher professional development

Annual assessments of CDF Freedom Schools have shown that the program has a statistically significant,

positive effect on children's reading skills, attitudes toward learning, and belief in themselves, and in their ability to make a difference in the world around them.

This contract will be exempt from competitive procurement under Board Policy, 6.60,B,4 which exempts all Supplies or Services, purchased from another unit of government.

**Attachments:**

Resolution 2021-23

**Programmatic Impact:**

This initiative supports Goal 2 - All children can learn what they need to be successful, Strategy 2.3 - Support literacy and other academic supports.

**Fiscal Impact:**

\$60,000 for FY2021-2022

Account number 001.15.1500.569.82.00

**Recommendation:**

Staff recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY  
RESOLUTION 2021-23  
Children's Defense Fund Freedom Schools**

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

**WHEREAS**, the Trust has the authority to exempt this contract from competitive procurement under Board Policy, 6.60,B,4, which exempts all Supplies or Services, purchased from another unit of government; and,

**WHEREAS**, the Trust seeks to implement CDF Freedom Schools in Alachua County to address summer slides; and,

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

1. Executive Director will negotiate a contract with UF College of Education – Collaborative for Equity in Education
2. This Resolution shall be in full force and effect from December 13, 2021 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN'S TRUST OF ALACHUA COUNTY BOARD; this 13<sup>th</sup> day of December.

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>NOT VOTING</b>
Lee Pinkoson	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Dr. Karen Cole-Smith	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Dr. Carlee Simon	_____	_____	_____	_____
Dr. Patricia Snyder	_____	_____	_____	_____
Cheryl Twombly	_____	_____	_____	_____
Susanne Wilson Bullard	_____	_____	_____	_____

Presiding Officer

Attest

\_\_\_\_\_  
Lee Pinkoson, Chairman  
Children's Trust of Alachua County

\_\_\_\_\_  
Tina Certain, Treasurer  
Children's Trust of Alachua County

## Gainesville Freedom School SCOPE OF SERVICES

**Agency/Organization:** University of Florida College of Education Collaborative for Equity in Education

**Program:** Children’s Defense Fund Freedom School

**Activities:** Implementation of the Children’s Defense Fund (CDF) Freedom Schools, a six-week summer reading program that aims to motivate low-income and racially minoritized children to fall in love with reading. CDF Freedom schools focus on addressing summer slide, where children fall behind academically because their families and/or community lack the resources to engage them in high quality summer programs. Freedom Schools also emphasize how scholars (students) can make a difference in themselves, their families, schools, community, the country and world. Specific program activities include:

- Integrated Reading Curriculum (3 hours/day)
- Weekly field trips
- Weekly parent meetings/workshops
- Extracurricular activities (e.g., music, dance, sports, arts, etc.)
- STEM development
- Weekly programming at the intersection of arts, culture, entrepreneurship, education, and wellness
- Teacher candidate and teacher professional development

**Program/Project Staff:**

Chonika Coleman-King, Ph.D., Executive Director  
Taryn T.C. Brown, Ph.D., Project Director  
Site Coordinator, TBD  
5 Servant Leader Interns, TBD

**Volunteers:**

Michael Scofield, Ph.D. Student, University of Florida  
Jalea Turner, Ph.D. Student, University of Florida  
Kenesma John, Ph.D. Student, University of Florida  
Sarah Louis, Undergraduate Student, University of Florida

**Target Population:** Target audience is low-income, public school children, who otherwise may not have access to books and educational enhancement programs during the summer, particularly African-American and Latino children from at-risk communities.

**Outreach and Communication Strategies: (Tentative)**

October 2021	Finalize CDF intake process and initiate Director training with
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	Freedom Schools. (Receive formal branding and marketing guidelines through training to launch recruitment)
<b>November 2021</b>	Develop Branding/Recruitment Materials for Freedom School <ul style="list-style-type: none"> <li>● Student Leader Intern Recruitment (SLI)</li> <li>● Site Coordinator Recruitment</li> <li>● Summer 2022 Program Recruitment</li> </ul> Develop FS Website, Social Media Brand Creation Organize Registration Processes and Systems
<b>December 2021</b>	Interview and Hire Site Coordinator for Summer 2022
<b>January 2022- May 2022</b>	Host Virtual Informational Sessions (SLIs) <ul style="list-style-type: none"> <li>● Interview and Hire SLIs</li> </ul> Initiate Summer 2022 Freedom School Recruitment/ Registration <ul style="list-style-type: none"> <li>● Social Media Campaign</li> <li>● Fliers</li> <li>● Virtual and In-Person Informational</li> </ul>
<b>Summer 2022</b>	Launch Freedom School <ul style="list-style-type: none"> <li>● Utilize all platforms for communications</li> </ul>

**Number of individuals served:** 40 scholars (K-8)

**Service Time:** Summer 2022 (June-July)

**Location(s):** *To Be Determined*

**Performance Measures:** A multiyear assessment of CDF Freedom Schools is initiated annually. This measure has shown that the program has a statistically significant, positive effect on children’s reading skills, attitudes toward learning, and belief in themselves and in their ability to make a difference in the world around them.

**Collaboration:**

The College of Education’s Collaborative for Educational Equity will work to identify a local agency that helps support the development of children to partner with our center to provide service for the Gainesville Freedom School. Through this partnership we will collaboratively plan for and provide the necessary materials for the Freedom School, including, but not limited to classroom materials, guest speakers and readers, extracurricular activity facilitators. This partnership will also provide support for additional activities and programs (e.g., 4-H programs, campus-based learning opportunities). We will also partner with the Black Parent Support Network of Gainesville. BPSN is a community of Black parents, educators, and youth and their allies. Their goal is to support each other, share resources for learning and living, and advocate for children and families. This partnership will assist in Freedom School recruitment and the

support and facilitation of the weekly parent meetings. We will also work with the Cade Museum of Creativity whose aim is to transform communities by inspiring and equipping future inventors, entrepreneurs, and visionaries.

**Performance Measures  
Gainesville Freedom School**

<b>Quantity: How Much?</b>	<b>FY22 Target</b>
Number of Children Enrolled:	40
Number of Program Days:	30
University Volunteers:	20
Community Volunteers:	20
Educator Professional Development Participants:	15
<b>Quality/Effort: How well are services provided?</b>	<b>FY22 Target</b>
Weekly Attendance - Scholars	85%
Weekly Attendance - Parents/Caregivers	50%
% of children that enjoyed Gainesville Freedom School	80%
% of parents satisfied with the registration process	80%
% of parents satisfied with Freedom School	80%
% of parents felt their kids were safe at Freedom School	80%
% of parents satisfied with camp communication	80%
% of families that enjoyed overall camp experience	80%
Site Monitoring (Monitored by Executive Director, Project Director, GFS Leadership Team)	
<b>Client Benefits: Is anyone better off</b>	<b>FY22 Target</b>
Reading Scores: Basic Reading Inventory (pre-& post) (CDF required reading assessment across all sites nationally)	80%
Reading Motivation: Motivation to Read Survey (pre & post) (Analyze qualitative benefits of the program)	80%
Mathematics Identity & Motivation: Math and Me Survey	80%
Mathematics Attitudes: Math Attitudes & Perceptions Survey	80%

**File Attachments for Item:**

11. Family Resource Center/Community Navigator Program



**Item:**

Family Resource Center/Community Navigator Program

**Requested Action:**

1. The Trust is asked to authorize \$191,589 for the Community Resource Center/Community Navigator Program
2. The Trust is asked to Authorize the Executive Director to negotiate a contract with Partnership for Strong Families (PSF)

**Background:**

At the November 8, 2021 Trust Board meeting, the Board voted to have staff meet with PSF leadership to discuss the Alachua County Family Resource Centers (FRC) and the funding needed to sustain them.

On November 22, 2021, staff met with PSF leadership and learned the FRCs are being negatively impacted by changes to State and Federal funding allocations, including the loss of the Title IV-E Child Welfare Waiver and implementation of the Family First Prevention Services Act (FFPSA). These changes will result in reducing the number of FRC sites and staff which would immediately reduce and/or stop any services provided to residents in that service area.

Staff recommends funding PSFs Family Resource Centers/Community Navigator Program. The primary goal of the program is to build caregiver protective factors, thus reducing the risk of child abuse/neglect, decreasing entry into the child welfare system, and improving outcomes for children and families through the provision of family support services. Financial support for the Family Resource Centers will assist in sustaining prevention services to families that reside in 32601, 32609, 32605, 32653 and 32641 and expand prevention services to families that reside in underserved, rural communities in Alachua County.

All FRC services are catered to the communities being served and are designed to address current needs including generational poverty, unemployment or under-employment, financial literacy, academic performance of children/youth and community violence, among others.

This contract is exempt from competitive procurement under Board Policy 6.50,B,2 which exempts all Supplies and Services directly authorized by the Board.

**Attachments:**

Resolution 2021-24

**Programmatic Impact:**

This initiative aligns with Goal 3 - All children have nurturing and supportive caregivers and relationships and Strategy 3.1 – Support initiatives that connect families to resources.

**Fiscal Impact:**

\$191,589 for FY 2021-2022

Account number 001.15.1500.569.82.00

**Recommendation:**

Staff recommends approval

**CHILDREN'S TRUST OF ALACHUA COUNTY  
RESOLUTION 2021-24  
Partnership for Strong Families (PSF)  
Family Resource Center/Community Navigator Program**

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

**WHEREAS**, the Board instructed Trust staff to meet with PSF to discuss Family Resource Center funding needs; and,

**WHEREAS**, Trust staff learned of state and federal funding changes that negatively impacting Family Resource Centers, which may result in FRC closures and service reduction to Alachua County families; and,

**WHEREAS**, the Trust staff recommends funding the Family Resource Center/Community navigator Program; and,

**WHEREAS**, the Trust has the authority to exempt this contract from competitive procurement under Board Policy, 6.50,B,2, which exempts all Supplies or Services, directly authorized by the Board; and,

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

1. Executive Director will negotiate a contract Partnership for Strong Families
2. This Resolution shall be in full force and effect from December 13, 2021 and after the required approval and publication according to law.

**PASSED AND ADOPTED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY BOARD; this 13<sup>th</sup> day of December.**

	<b>AYE</b>	<b>NAY</b>	<b>ABSENT</b>	<b>NOT VOTING</b>
Lee Pinkoson	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Tina Certain	_____	_____	_____	_____
Dr. Karen Cole-Smith	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Dr. Carlee Simon	_____	_____	_____	_____
Dr. Patricia Snyder	_____	_____	_____	_____
Cheryl Twombly	_____	_____	_____	_____
Susanne Wilson Bullard	_____	_____	_____	_____

Presiding Officer

Attest

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Lee Pinkoson, Chairman  
Children's Trust of Alachua County

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Tina Certain, Treasurer  
Children's Trust of Alachua County

## Organizational Background

Established in 2003, Partnership for Strong Families (PSF) is the lead Community-Based Care agency for Florida Judicial Circuits 3 and 8. PSF is a nonprofit, 501(c)(3) organization that is contracted by the Florida Department of Children and Families (DCF) to deliver comprehensive child welfare services to children who are victims of abuse and neglect. PSF also prioritizes prevention by working with at-risk families to prevent child abuse and to decrease the risk of children entering the out-of-home care system. We do this through incredible partnerships, grants and donations, and a small portion of our budget.

It is our mission at PSF to enhance the community's ability to protect and nurture children by building, maintaining, and constantly improving a network of family support services. A hallmark of PSF's system of care is our belief that child abuse is preventable. We have found that by providing resources and supports to families in need on the front end, many can avoid reaching the crises that lead to formal child welfare involvement. This belief is the foundation of our Resource Center Model.

PSF currently has a network of five Family Resource Centers (FRCs), three of which are in Gainesville. Our FRCs provide an easily accessible, non-stigmatizing place for community members to seek needed services and supports. Our FRCs are often seen as a "one-stop-shop" for local resources, ranging anywhere from clothing closets and food pantries to financial literacy for adults and afterschool/summer programs for children.

Our FRCs also collaborate with more than 80 community partners. This allows us to provide free on-site and referral-based services with the goal of removing barriers to service provision for historically underserved communities. Using the research-based Strengthening Families Protective Factors Framework, all services and supports provided through the FRCs are tied to one of five protective factors (Concrete Supports, Family Functioning & Resiliency, Parenting & Child Development, Social Connections, and Social & Emotional Competence of Children) which research shows reduce the risk of child abuse and neglect and improve child outcomes when present in families ([Strengthening Families | Center for the Study of Social Policy \(cssp.org\)](#)).

PSF's Resource Center Model is nationally recognized by other states seeking to replicate a similar framework. To date, PSF has either visited or had visitors from 19 states, with the goal of sharing our model and learning what is happening in primary prevention across our Nation (Please see Appendix A for details as to the evolution of our RC Model). Over the years, we have had the support of Casey Family Programs, who continues to provide technical support as well as utilizing our expertise in other communities. As an active member of the National Family Support Network (NFSN), staff are certified as part of NFSN's nationally adopted Standards of Quality for Family Resource Centers. We are also part of a Florida Network, along with the Children's Board of Hillsborough County, who funds a network of Resource Centers in that area. Our membership, as part of the State and National networks, provides many opportunities for staff development and peer learning.

In 2019, PSF became 1 of 9 awardees of a highly competitive, multi-year grant through the Children's Bureau, a federal agency organized under the United States Department of Health and Human Services' Administration for Children and Families, with a focus on improving child abuse prevention, foster care and adoption. These funds are being used to evaluate, refine, and expand our Model to Lake City (this site opened in March 2021). Grant funds **may not** be used to support daily operations of the Gainesville FRCs; however, we will use the results of our evaluation to further refine our Model. Some of the evaluation tools that are being implemented through this grant include:

- Strengthening Families Self-Assessment Tool for Community-Based Programs
- Collaboration Assessment Tool
- Family Resources Scale
- Perceived Stress Scale
- Strengths and Difficulties Survey
- Protective Factors Survey

The use of these tools, along with the support of an independent evaluator, Dr. Robin Perry (see Dr. Perry's Bio, Appendix B), will allow us to measure the impact of our FRCs at a family and individual level, whereas historically we have measured success using community-level outcomes, such as a decline in counts of verified child maltreatment by zip code. We anticipate final results by September 2024, with semi-annual reports occurring over the next three years. We also plan to use two of these tools, the Protective Factors Survey and the Perceived Stress Scale, to help measure the impact of our proposed program. For a summary of our FRC Evaluation Plan, including the two tools we plan to use for this project, please see Appendix C.

## Target Population

The program will target several historically underserved communities within Alachua County. These include the communities served by our three Gainesville FRCs: Library Partnership Resource Center (Northeast Gainesville; 32601 and 32609), SWAG Family Resource Center (Southwest Gainesville; 32607 and 32608) and Cone Park Library Resource Center (East Gainesville; 32641). As part of service expansion, several other high-risk Alachua County communities, with needs supported by local data (e.g., child abuse, poverty, unemployment), have also been identified to participate with the program through the provision of on-site family support services similar to those provided through the FRCs. Please note, while our focus is on serving families, the services and supports offered through our program are available to all community members, with the understanding that children and families thrive when they are part of a safe and supported community.

Potential partner communities may include the following locations:

- Pine Ridge Community Center, Northwest Gainesville (32653/32605); Tracey Hickmon, Black on Black Task Force
- Village Green Apartments, Northeast Gainesville (32609); Devin Tucker, VP of Community Impact/Fairstead
- The Gainesville Bridge/The Vineyard, East Gainesville (32641); Amy Raburn, Executive Director of Gainesville Bridge
- Greater Bethel AME Church, East Gainesville (32641); Reverend Ron Rawls
- Alachua Branch Library, City of Alachua; Ross Woodbridge, Branch Manager
- High Springs Branch Library, City of High Springs; David Fuller, Branch Manager

Each of the identified sites has stated an interest and willingness to participate with the program by providing PSF with use of building space for service provision and/or collaborative efforts to meet community needs. We have partnered with many of these locations in the past to share information and resources, as available. Not all sites will be selected for program participation. This will be dependent on several factors including community needs, accessibility to those in need, service utilization, and program/staff capacity. Additional locations may also be identified as part of program planning and implementation and may change throughout the course of the program. When seeking potential partner sites, we will also consider local schools, 21<sup>st</sup> Century Community Learning Centers, and other existing after-school and summer programs, along with other established sites that are familiar to those we wish to serve (e.g., churches, libraries, businesses).

With many similarities between the target communities, we anticipate the population demographics to be similar to those served by the Gainesville FRCs. During 2020, our Gainesville FRCs served more than 20,500 visitors: 7,120 at Library Partnership (LP), 9,996 at SWAG Family Resource Center (SWAG FRC), and 3,777 at Cone Park Library Resource Center (CPLRC). Due to the COVID -19 pandemic, the number of visits was lower than the previous year with more than 28,500 visits occurring in 2019. Of the individuals served in 2020, 64% identified as African American/Black, 16% identified as Caucasian/White, 5% as Hispanic/Latino, and 2% as Multiracial. Less than 2% identified their race as Asian or Other. Additionally, 60% of visitors were female and 29% male (11% are undisclosed or other), with 9.5% of visitors over the age of 65; 27% ages 46-64; 31% ages 18-45 and 26% under the age of 18. Although the racial demographics of our visitors differ from Alachua County Census data (American Community Survey, 2019), FRC visitor demographics are representative of the

surrounding communities most frequently served by our Gainesville sites. The demographic discrepancies seen between Alachua County and the FRCs are also a reflection of the income, education, and need-based disparities often experienced by historically underserved populations within Alachua County, some of the same communities served by the FRCs and through the proposed expansion of family support services.

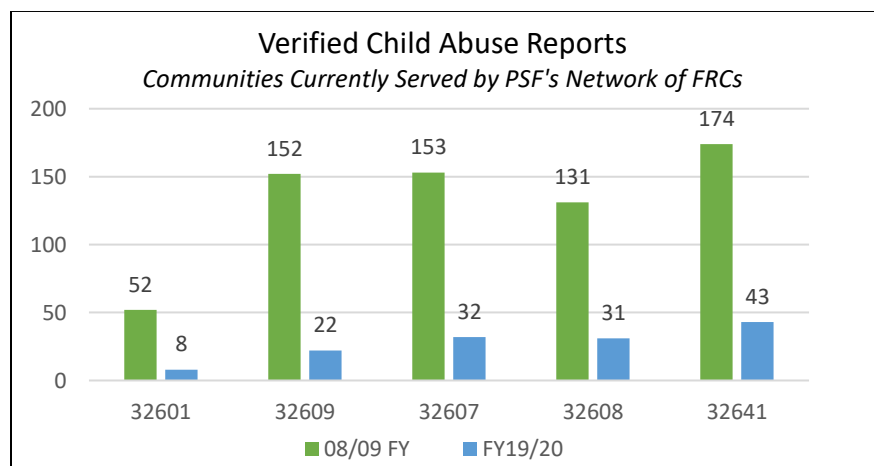
## Community Needs

As illustrated by Table 1 below, our target communities are representative of the ALICE (Asset Limited, Income Restrained, Employed) population, where many individuals have limited-income jobs, but due to day-to-day living expenses such as childcare, transportation, and utility costs find it difficult to make ends meet. In addition, many of the families residing within these communities are single-parent households with limited outside resources and support. The target communities also include a population of low to very low-income individuals who are currently unemployed. This is where we often find the greatest and most chronic needs.

Zip Code/City	Population	Poverty Rate	Children Under 5 In Poverty	Unemployment Rate	Single Mother Families
32601	21,000	40%	24%	5%	30%
32609	22,000	24%	11%	7%	31%
32607	30,000	32%	6%	5%	27%
32608	41,000	32%	19%	5%	23%
32641	15,000	30%	13%	9%	44%
32605	27,000	16%	6%	3%	18%
32653	16,000	11%	40%	4%	19%
High Springs	1,808	15%	Unknown	17%	11%
Alachua	7,680	15%	18%	6%	15%

**Blue selections are currently served by PSF's Family Resource Centers**  
 Source: Casey Family Programs' Community Opportunity Map  
[www.casey.org/community-opportunity-map](http://www.casey.org/community-opportunity-map)

While we have seen a significant reduction in the number of verified child abuse reports within the communities surrounding our Gainesville FRCs, these communities continue to have some of the highest rates of child maltreatment within Alachua County, accounting for nearly half of all verified child abuse reports (see below). This is not unexpected, since risk factors associated with a family's environment and community must be taken into consideration. These risk factors include concentrated poverty, unemployment, crime, limited access to resources, and residential instability (Casey Family Programs, [www.casey.org](http://www.casey.org)).



**2020**  
 Verified Reports -  
 Communities Served by  
 Our FRCs  
**136**

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Verified Reports -  
 All of Alachua County  
**278**

## Community Collaborations

Even before our flagship site, Library Partnership Resource Center, opened in 2009, PSF understood and respected the importance of community collaborations. The need to develop a strong support network within the community is ingrained as part of our Resource Center Model, helping to make it successful. In Gainesville, our FRCs collaborate with more than 80 partners from across all five sectors (Public, Business, Philanthropy, Community, and Nonprofit) to

*“Making the shift to prevention requires a community response; it means identifying and engaging the community network and leveraging resources to build a new system.”*

-Capacity Building Center for States

<https://capacity.childwelfare.gov/pubPDFs/cbc/strengthening-families-infographic-cp-20124.pdf>

provide a wide range of free services and supports to our patrons. For a list of many of our Resource Center partners, see Appendix D. With a shared responsibility for strengthening local families, our partners provide free on-site and referral-based services, also allowing Resource Center staff to benefit from their knowledge and expertise. In turn, the FRCs provide space and staff support for on-site services, help to screen and connect patrons to appropriate resources, and help patrons to overcome some of the barriers to successful service implementation (e.g., transportation, computer/phone access, document collection, completion of applications/referrals). We continually engage our partners through resource sharing, invitations to participate in special events, shared staff development opportunities, quarterly meetings, and more.

## Project Description

### FRC Service Examples (Varies by Site)

- Emergency Food Pantries
- Food Distribution Days
- Clothing Closets
- Job Boards
- Resume Assistance
- Employability Training
- Financial Literacy Classes
- Parenting Resources
- Social Service Referrals
- Mental Health Outreach
- Resource Navigation
- Diapers/Baby Items
- Hygiene Items
- Computer Use
- Faxing/Copying
- Homework Help
- Afterschool Enrichment Activities
- Violence Prevention Programs
- Summer Camps
- Adult Scholarships (Education/ Employment)
- Community Dinners
- Parent-Child Activities
- Health/Resource Fairs
- Special Events

The primary goal of the Family Resource Center/Community Navigator Program is to build caregiver protective factors, thus reducing the risk of child abuse/neglect, decreasing entries into the child welfare system, and improving outcomes for children and families through the provision of family support services. Our service array (see left) is catered to the communities being served and is designed to address current needs including generational poverty, unemployment or under-employment, financial literacy, academic performance of children/youth and community violence, among others.

We know that involvement with the formal child welfare system, especially cases involving the placement of children into out of home care, is not only traumatic for children and families, but is also costly to public systems. While it is difficult to place a number value on the impact of FRCs to children and families, there are studies available that demonstrate the Return on Investment (ROI) for FRC's based upon cost savings to child welfare and other public systems as the result of reducing the number of children requiring placement into out of home care. For example, a study conducted by the OMNI Institute, in partnership with the National Family Support Network (NFSN) and Casey Family Programs (CFP), on a well-established Family Resource Center in Teller County, Colorado found a “return of \$2.92 for every \$1 invested” in that program. An additional study conducted by the OMNI Institute on a network of FRCs in the urban area of Orange County, California, demonstrated the return of investment of 365%, with the child welfare system saving an estimated \$3.65 for every \$1 invested. The full reports can be found at [www.omni.org/wfrc-roi-es](http://www.omni.org/wfrc-roi-es).

PSF is seeking funding to help sustain our Gainesville Family FRCs and expand our reach to other high-risk, yet historically underserved communities within Alachua County. The proposed program will build upon the success of our existing Resource Center Model by allowing us to continue providing quality, place-based services through our three Gainesville sites; refining service provision at these locations to best meet community needs. Additionally, the



program will allow us to work with identified community partners to expand our reach to other historically underserved areas, including neighborhoods in Northwest, Northeast and East Gainesville, the City of Alachua, and the City of High Springs, along with the potential to reach other areas, as supported by need and relevant data.

A portion of the requested funds will supplement State and Federal dollars that have historically supported PSF's network of Family Resource Centers. With the loss of Title-IV-E child welfare dollars and implementation of the Family First Prevention Services Act (FFPSA), PSF will lose the flexibility to use these funds to support "primary" prevention efforts through our FRCs. While the law supports the provision of evidence-based prevention services, the focus, as it applies to this proposal, will be on children and families who are at "imminent risk of entering foster care;" whereas the FRCs seek to reach families prior to their experiencing the crises that may lead to formal child welfare involvement (no imminent risk is required). This loss of funding, combined with increased costs related to children in out of home care, is causing a significant strain on PSF's overall budget; in turn, impacting our ability to maintain daily operations of our FRCs.

To further expand our reach within Alachua County, and take full advantage of existing community resources, we are proposing the addition of a Community Resource Navigator to our existing Resource Center team. This professional staff, with the support of other team members, will provide place-based, family support services within several high-risk, yet historically underserved, communities. At the time of this writing, six community partners, from within different high-need areas, have stated a willingness to donate use of space, to assist with community outreach efforts, and/or to act as community consultants for the program (see Target Population, page 4). Past experiences have highlighted the need adapt to changes in community need, service utilization and program capacity. As such, program outcomes will focus on the number of individuals served, as opposed to the number of communities served. This being said, we anticipate serving between three and six additional communities within the first year of the program. Our Cone Park Library Resource Center is located within an area (32641) that has been determined to need additional support, so this Resource Center Manager will also provide services and supports at alternative locations, as identified in our Target Population, above. Additionally, our Community Support and Outreach Coordinator, currently funded by a federal grant through the Children's Bureau through September 30, 2024, will help to provide support for the program, including development of a Community Outreach Plan, assessment of on-going community needs, and data collection related to our performance measures.

If funded, the Community Resource Navigator (CRN) will work within the target communities to help families meet their immediate needs (e.g., food, clothing, housing), identify strengths and potential areas for improvement (e.g., financial stability, employment, education, mental health), set obtainable goals, and connect the families with existing resources, both through our FRCs and our network of community partners. The CRN will also help patrons to navigate existing systems and overcome common barriers to service attainment and on-going self-sufficiency. In addition, the CRN will assist with community outreach efforts, recruit potential program participants, develop and grow partnerships, and continually assess community needs, adjusting the service array (and possible service locations) to best meet these needs. The CRN will report directly to the Resource Center Manager.

## Performance Measures

<b>Quantity: How Much?</b>	<b>Year 1 Target</b>
Number of visits to the Gainesville Family Resource Centers.	<b>18,000 visits</b>
Number of contacts made through the Community Navigation (remote location) program component.	<b>750* contacts</b>
Number of services/supports provided through our Gainesville Family Resource Centers.	<b>20,000 services/supports</b>
Number of services/supports provided through the Community Navigation (remote location) program component.	<b>1,100* services/supports</b>
<b>Quality/Effort: How well are services provided?</b>	<b>Year 1 Target</b>
% of participants who were satisfied with the support received.	<b>85%</b>
% of program participants who would recommend the program to others.	<b>85%</b>
<b>Client Benefits: Is anyone better off?</b>	<b>Year 1 Target</b>
% of program participants who increased one or more protective factor(s), as measured by the Protective Factor Survey, pre and post. Note: Only families receiving services for 30 days or more will complete the post survey.	<b>80%</b>
% of program participants, who report a decrease in perceived stress, as measured by the Perceived Stress Scale.	<b>75%</b>
% of program participants, receiving support through the Resource Navigators, who self-report improvement in one or more areas (Finances, Work/School-Adults, School-Early Learning-Children, Relationships or Health) following program participation.	<b>75%</b>
* Please note, these are our Year 1 baseline measures.	

## Proposed Annual Budget

<b>Expenditure</b>	<b>Requested Amount</b>	<b>Total Program Cost</b>
Personnel/Salaries (Existing)	\$138,727	\$377,777
Personnel/Fringe	\$39,443	\$101,596
Facilities Costs	\$0	\$67,740
Contractual Services	\$2,160	\$17,380
Equipment	\$0	\$23,600
Supplies	\$0	\$13,500
Travel	\$2,136	\$8,336
Program/Services	\$0	\$83,000
Other	\$0	\$7,500
<b>Total Direct Costs</b>	<b>\$182,466</b>	<b>\$700,429</b>
Indirect Costs	\$9,123	\$103,658
<b>Total Program Costs:</b>		<b>\$804,087</b>
<b>Requested Total:</b>		<b>\$191,589</b>

## Budget Justification

(for requested funds)

We are requesting funding for a minimum of two years to help promote program continuity and allow us to adequately measure program effectiveness and impact, especially as related to the expansion of services to additional high need communities through the proposed Resource Navigation program component.

### A. Personnel/Salary – Total: \$138,727

**Resource Center Manager (1 FTE-Existing), Family Support Facilitator (1 FTE-Existing), Community Resource Navigator (1 FTE-New)** will spend 100% of their time conducting program-related tasks, including but not limited to, Resource Center and remote-site operations, family and community engagement, face-to-face consultations with program participants, identifying and making connections with other community resources, hosting special events/outreach activities, assessing community needs, and collecting and reporting on performance measures.

### B. Personnel/Fringe – Total: \$39,443

FICA will be paid for all salaries:  $\$138,727 \times .0765 = \$10,613$   
 Unemployment cost is  $\$138,727 \times .03 = \$4,162$   
 Retirement for full-time employees:  $\$138,727 \times .04 = \$5,549$   
 Health Insurance cost for full-time employees is the following:  
 $\$531.08 \times 12 \text{ months} \times 3 \text{ positions} = \$19,119$

### C. Contractual Services – Total: \$2,160

Includes costs related to phone service for the three grant-funded staff (approximately  $\$60 \times 12 \text{ months} \times 3 \text{ positions} = \$1560$ ).

### D. Travel – Total: \$2,136

The Community Resource Navigator and Cone Park Resource Center Manager are expected to travel to identified locations within Gainesville and Alachua County to consult with program participants, pick-up and deliver resources for participants, meet with program partners, and attend meetings and trainings. The agency reimbursement rate is 0.445 and not the Federal rate of 0.585.

The Community Resource Navigator will travel approximately 300 miles per month.  $300 \text{ miles} \times 12 \text{ months} \times 1 \text{ position} \times .445 = \$1602$ .

The Cone Park Resource Center Manager will travel approximately 100 miles per month.  $100 \text{ miles} \times 12 \text{ months} \times 1 \text{ position} \times .445 = \$534$ .

### E. Indirect Costs – Total: \$9,123

Includes administrative costs related to oversight and management of the program, including supervision of the three grant-funded positions, along with time allocated by finance, human resources, IT, and costs associated with rent, utilities, and equipment use. 5% of total Direct Costs.  $\$182,466 \times .05 = \$9,123$ .

**File Attachments for Item:**

12. CTAC Public Records Memo 11-12-21



# Alachua County Attorney's Office

Sylvia E. Torres, County Attorney

## MEMORANDUM

TO: Colin Murphy, Children's Trust of Alachua County Executive Director

FROM: Robert C. Swain, Deputy County Attorney *RS*

DATE: November 12, 2021

Re: Children's Trust of Alachua County Public Records

Upon further review, after the meeting of the Trust this past Monday, I have determined that within the statute creating children's service councils is a provision which keeps Personal Identifying Information of the children and parents exempt from public records disclosure under Florida law. This is the provision:

**125.901 (11) Personal identifying information of a child or the parent or guardian of the child, held by a council on children's services, juvenile welfare board, or other similar entity created under this section or by special law, or held by a service provider or researcher under contract with such entity, is exempt from s. 119.07(1) and s. 24(a), Art. I of the State Constitution. This exemption applies to such information held before, on, or after the effective date of this exemption.**

There is no specific definition of what "personal identifying information" is. Reading the term in context with other statutes protecting personal information, it is my opinion that it would be name, address, date of birth, and Social Security number. This is a non-exclusive list and there might be other items that fit this category on a case by case basis.

Under Florida law there is a difference between "exempt" and "confidential". Exempt means that the information does not have to be disclosed, but there is no penalty for disclosure. Confidential means that it may only be disclosed with a court order, or perhaps a release by the individual involved. It is significant that this information is merely exempt. A policy for safeguarding the information should be developed.

The fact that information is exempt in the hands of the vendor, does not mean that we are unable to obtain it. Under the public records law, government entities are generally able to obtain exempt information from other entities.

Should you have any questions, please contact me.

RCS: emg

Cc: Children's Trust of Alachua County Board Members

**File Attachments for Item:**

13. Program Calendar - FY 2021-2022

**Children's Trust of Alachua County  
FY22 Program Calendar**

Item 13.

Month/Date	Calendar Event
<b>September</b>	
Tuesday, September 14, 2021	Released – Youth Development Capacity Building Collaborative (YDCBC)
Tuesday, September 14, 2021	RFP Released – Help Me Grow Alachua
Wednesday, September 22, 2021	YDCBC Capacity Building – Information Session
<b>October</b>	
Friday, October 1, 2021	Help Me Grow Bidder's Conference
Friday, October 1, 2021	Contracts Begin for FY 22
Tuesday, October 5, 2021	End of the Year Reports Due
Wednesday, October 6, 2021	Review of End of the Year Reports Begin
<b>Monday, October 11, 2021 – BOARD MEETING</b>	<b>Approve Criteria for Continuation of Promising Programs 2021 Summer Programming Program Overview and Outcomes</b>
Wednesday, October 13, 2021	YDCBC Community of Practice – Doing Business with the Trust
Friday, October 15, 2021	Final Invoices Due from Contracts for FY 21
Friday, October 15, 2021	Invite providers to submit proposals for Continuation funding
Monday, October 18, 2021	YDCBC Community of Practice – Florida Afterschool Network
Wednesday, October 20, 2021	YDCBC Community of Practice – School Readiness Contracts
Wednesday, October 27, 2021	YDCBC Community of Practice – DCF Licensing
Thursday, October 28, 2021	Event – Lights on Afterschool
Friday, October 29, 2021	Continuation Funding Proposals Due – Review of Proposals Begins
<b>November</b>	
Tuesday, November 2, 2021	Data Collection and Invoicing Trainings for Afterschool contracted providers
Thursday, November 4, 2021	YDCBC Florida Afterschool Network – Building Better Afterschool Part 2
Thursday, November 4, 2021	Business Leadership Institute for Early Learning Recruitment and Kick-off Dinner
Friday, November 5, 2021	Business Leadership Institute for Early Learning Community Conversation
Friday, November 5, 2021	Continuation Funding public Evaluation for Stage 2 Proposals
<b>Monday, November 8, 2021 – BOARD MEETING</b>	<b>Approve Youth Development Capacity Building Collaborative ITN &amp; Recommendations for Continuation Funding</b>
Tuesday, November 9, 2021	Release Youth Development Capacity Building Collaborative ITN
Tuesday, November 9, 2021	YDCBC Capacity Building – Planning Session 1
Wednesday, November 10, 2021	Youth Development Capacity Building Collaborative ITN – Informational Session
Monday, November 15, 2021	Pritzker Children's Initiative (PCI) Partners Meeting
Friday, November 19, 2021	Pritzker Children's Initiative (PCI) Partners Meeting
<b>Friday, November 19, 2021</b>	<b>Submission Deadline – Youth Development Capacity Building Collaborative ITN</b>
Monday, November 22, 2021	Application Review Period – Youth Development Capacity Building Collaborative ITN
<b>December</b>	
Thursday, December 2, 2021	Public Evaluation of Application - Youth Development of Capacity Building Collaborative ITN
Friday, December 3, 2021	Public Evaluation of Application - Help Me Grow RFP
Thursday, December 9, 2021	Summer RFP Input Session with OST Providers
<b>Monday, December 13, 2021 - BOARD WORKSHOP</b>	Summer RFP Workshop
<b>Monday, December 13, 2021 - BOARD MEETING</b>	<b>Funding recommendations for Match Funding Proposals, Freedom School Summer Camp, Partnership For Strong Families, Youth Development of Capacity Building Collaborative ITN &amp; Help Me Grow</b>
Tuesday, December 14, 2021	Contract negotiations Begin - Help Me Grow
Wednesday, December 15, 2021	Contract negotiations Begin - Youth Development of Capacity Building Collaborative ITN
Friday, December 17, 2021	RFP Release - TeensWork Alachua
<b>January</b>	
Monday, January 3, 2022	Contract Begins- Help Me Grow Alachua
Monday, January 3, 2022	Interim Report Due for Pritzker Children's Initiative Community Grant
Tuesday, January 4, 2022	Youth Development Capacity Building Collaborative Meeting

**Children's Trust of Alachua County  
FY22 Program Calendar**

Item 13.

Thursday, January 5, 2021	Bidders' Conference - TeensWork Alachua
<b>Monday, January 10, 2022 - BOARD MEETING</b>	<b>TBD</b>
Monday, January 10, 2022	Contracts Begin - Youth Development of Capacity Building Collaborative ITN
<b>Friday, January 14, 2022</b>	<b>Submission Deadline - TeensWork Alachua</b>
Monday, January 17, 2022	Application Review Period -TeensWork Alachua
Friday, January 28, 2022	Public Evaluation of Applications - TeensWork Alachua
<b>February</b>	
Monday, February 7, 2022	RFP Release - Summer RFP 2022
Saturday, February 12, 2022	Business Leadership Institute for Early Learning Master Class Session 1
Monday, February 14, 2022	Funding Recommendations for TeensWork Alachua
Wednesday, February 16, 2022	Contract negotiations begin - TeensWork Alachua
<b>March</b>	
Tuesday, March 1, 2022	Contract Begin TeensWork Alachua
Saturday, March 5, 2022	Business Leadership Institute for Early Learning Master Class Session 2
<b>Monday, March 14, 2022 - BOARD MEETING</b>	<b>TBD</b>
<b>April</b>	
<b>April 2022 - BOARD MEETING</b>	<b>TBD</b>
Saturday, April 2, 2022	Business Leadership Institute for Early Learning Master Class Session 3
Saturday, April 30, 2022	Business Leadership Institute for Early Learning Master Class Session 4
<b>May</b>	
<b>May 2022 - BOARD MEETING</b>	<b>TBD</b>
May	Business Leadership Institute for Early Learning Master Class Series Graduation and Conference
<b>June</b>	
<b>June 2022 - BOARD MEETING</b>	<b>TBD</b>
June	Contract Begins for Out of School Time
June	Contract Begins for Youth Employment
<b>July</b>	
<b>July 2022 - BOARD MEETING</b>	<b>TBD</b>
July	Interim Report Due for Pritzker Children's Initiative Community Grant
<b>August</b>	
<b>August 2022 - BOARD MEETING</b>	<b>TBD</b>
<b>September</b>	
<b>September 2022 - BOARD MEETING</b>	<b>TBD</b>

\*Subject to change to reflect program updates



**File Attachments for Item:**

14. Communications Report - November 2021



**Item:**

Communications Report - November 2021

**Requested Action:**

N/A

**Background:**

The report highlights communications activities of the Children's Trust for the preceding month.

**Attachments:**

Communications Report – November 2021

**Programmatic Impact:**

N/A

**Fiscal Impact:**

N/A

**Recommendation:**

N/A



## Communications Report – November 2021

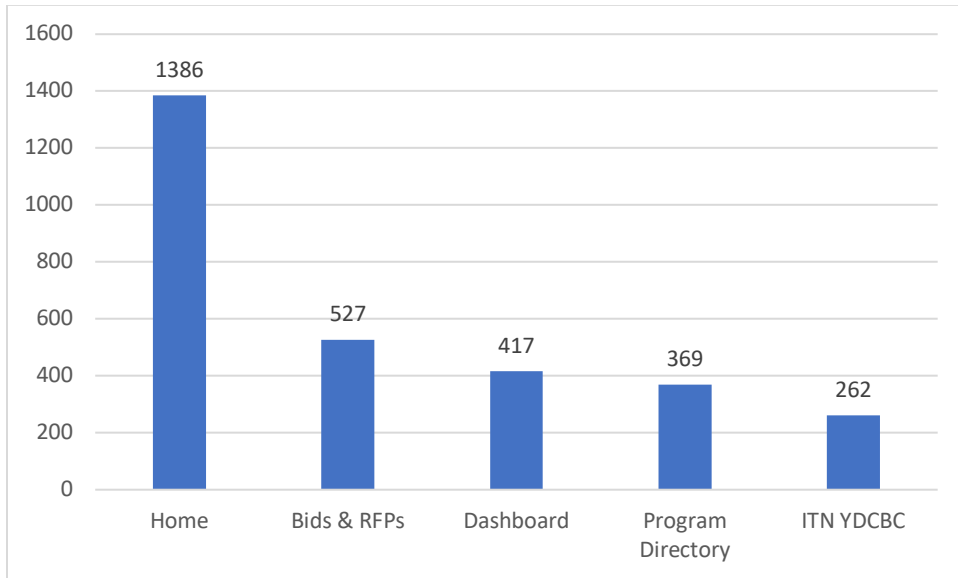
November 1, 2021 – November 30, 2021

### Website Dashboard





#### Website Traffic – Key Points

- Page Views 6,706
- Sessions 1,811
- New Users 721

#### Most Viewed Pages



## Followers

 Constant Contact	1120
	688
	155
	135
	109

## CTAC in the News

### Links and Attachments

[Children's Trust holds roundtable discussion with owners of early childcare centers](#)

[It's time to take big swings at our community's biggest problems](#)

[YMCA in Gainesville reimagines its mission with youth and teen center](#)

# The Gainesville Sun | Gainesville.com

## EDUCATION

# Children's Trust holds roundtable discussion with owners of early childcare centers

**Gershon Harrell** The Gainesville Sun

Published 5:35 p.m. ET Nov. 5, 2021

Many entrepreneurs running early childhood facilities — most of them women — gathered for a discussion at the Greater Gainesville Chamber City of Commerce to talk about two things: what it takes to run an early childhood facility and how to pay the bills.

The discussion was organized by the Children's Trust of Alachua County, the Business and Leadership Institute for Early Learning and the chamber, who wanted to hear what preschool business leaders need.

Robyn Perlman, president of the Business Leadership Institute, began the conversation with asking early if they felt valued. Some answered that they are valued by the children but sometimes looked on by parents as babysitters.

Perlman pointed that in low income communities, women who take up the mantle and jump into preschool work because they have a passion for the education field.

"They're willing to take the risk and they're willing to place themselves in a very vulnerable situation because not only are they being vulnerable for each of the children they serve because they don't have the financial resources. They're being vulnerable for themselves and their own families because they're living off of marginalized income," Perlman said.

Perlman made it clear to the business owners that resources such as the chamber and Children's Trust are a resource, but it is critical that they knew how much money they

needed to operate successfully.

"When they ask for help, we want them to know exactly what they're asking for, because when we translate that to our legislators, if they're going to make that change in the funding either on the state level or federal with those vouchers then we need to know the funding... it's really important to know your numbers just like any other business," said Eric Godet, chamber president and CEO.

Another big challenge for the preschool leaders is the workforce. Most educators teaching at an early childhood center begin at \$12 an hour, however it can be hard for to recruit staff when other businesses in the area are paying upwards of \$15 an hour.

"The reality is you have to have those wages to be competitive," Perlman said.

In order to compete with those other businesses, it's essential that early childcare facilities run the numbers so they can identify those shortfalls.

"And distinguish over a long period of time how am I going to incrementally going to get to where I need to be, and it is, I'm going to have to raise tuition, I'm going to have to perhaps put new programming in that brings in additional revenue, I'm going to have to really explain to my parents the value that our educators are bringing into the classroom for their children," Perlman said.

In the early childcare industry there is a hesitation to raise tuition rates for fear of losing parents.

Misty Smith, owner of Little Preparatory Preschool, a privately owned early learning center in Alachua County, began her journey in education after she found herself pregnant at 16 and began looking for ways to educate her son.

She opened up her center when she was 25 and the business has been running for three years.

The Little Preparatory School educates children starting shortly after birth to age 5. Smith said the school currently has 48 children enrolled and there are six educators in the building. Her starting range for teachers is \$12 an hour.

Parents have the option to pay weekly for the preschool services, which she said can vary from \$150 to \$255.

However she said what her preschool needs right now is stable funding.

Godet said it's thrilling that he got to hear from the early education centers in Alachua County because there aren't that many and they're essential to the community.

He said the next step is to go in front of legislators with some of the educators so they can speak directly to the officials about what it exactly they need.

" And that's why it's important for us to get those numbers so that they know exactly what they need to do to help them," Godet said.

**OPINION** *This piece expresses the views of its author(s), separate from those of this publication.*

## It's time to take big swings at our community's biggest problems

**Nathan Crabbe** Opinion editor

Published 6:02 a.m. ET Nov. 18, 2021

It's a good problem to have: There is so much money flowing from different sources that officials in Alachua County haven't figured out how to spend it all.

Local government and school district officials have millions in federal COVID-19 relief money to spend, while the recently signed infrastructure bill should bring even more federal funding locally. There are millions more dedicated to children's programs and redevelopment projects through local initiatives that also await spending decisions.

Some of the money needs to be spent quickly to help residents who are still recovering from the effects of the COVID-19 pandemic. But officials should also consider larger, longer-term projects that would bring transformational benefits to our community, rather than just a laundry list of small programs.

Take, for example, the Children's Trust of Alachua County, which nearly 62% of county voters approved creating in 2018. The vote allowed county property taxes to be increased up to a half mil annually over 12 years, raising around \$8 million each year to fund programs benefiting local children.

The Children's Trust got off to a slow start due to Gov. Ron DeSantis taking more than a year to name members to a board that oversees its spending. Much more has been happening this year, including aid to help nearly 1,200 local kids attend summer programs.



Children's Trust Executive Director Colin Murphy told a recent Gainesville for All meeting that other planned initiatives include helping early childhood education providers make improvements and a summer jobs program for young people. Murphy said other efforts still need to be determined, as the trust has collected millions more than it has spent.

The Children's Trust should fund some more substantial projects, especially if it wants voters to appreciate its value enough to continue its funding after 2030. My longtime hope is for area officials to agree on one collective goal — making sure all local students are reading proficient by third grade has been proposed before — and dedicate significant funding from across the community to achieve that goal.

Alachua County Public Schools have about \$61.5 million from the latest round of federal COVID-19 relief funding that could aid in such efforts. Florida was the last state to send the federal government a plan for the money, delaying the district from getting guidelines on spending.

Now that it has those guidelines, Superintendent Carlee Simon kicked off community engagement efforts on spending priorities with a "State of the District" speech Monday. The spending should include a few major initiatives to address longstanding problems such as racial and socioeconomic disparities.

Gainesville's Community Reinvestment Area is another place where significant money remains to be spent. The CRA was formerly comprised of four separate districts that each kept their own pots of money for projects within them. The districts were combined in 2019 so that increased tax revenue from rapidly developing neighborhoods such as the University of Florida campus area could be spent in places in greater need of redevelopment projects, such as east Gainesville.

The result is supposed to be \$70 million spent over 10 years. But a government reorganization under the former city manager stalled work over the past couple years on major projects in such areas as the Power District and the Eighth Avenue and Waldo Road area. The new interim city manager should make the changes needed to get these projects started as soon as possible.

The city could contribute additional funding to these projects through the more than \$32 million received from the American Rescue Plan and whatever comes from the recently signed infrastructure bill. But city commissioners' discussions of spending American Rescue Plan funding have so far been a jumbled mess, with debates over an east-side clinic and grocery

store putting off those efforts. Commissioners need to take advantage of having all of this money to fund longtime community priorities.

The pandemic created new challenges, but also an unprecedented opportunity to get major things accomplished. If local officials fail to use this moment to take big swings at our community's biggest problems, they might never again get the chance. The time is now to make some major investments so we can come out of the pandemic in a much stronger position.

*Nathan Crabbe is The Sun's opinion and engagement editor. Follow him at [twitter.com/nathancrabbe](https://twitter.com/nathancrabbe) and [facebook.com/nathancrabbe](https://facebook.com/nathancrabbe).*

## Join the conversation

Send a letter to the editor (up to 200 words) to [letters@gainesville.com](mailto:letters@gainesville.com). Letters must include the writer's full name and city of residence. Additional guidelines for submitting letters and longer guest columns can be found at [bit.ly/sunopinionguidelines](https://bit.ly/sunopinionguidelines).

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## EDUCATION

# YMCA in Gainesville reimagines its mission with youth and teen center

**[Gershon Harrell](#)** The Gainesville Sun

Published 8:03 p.m. ET Nov. 14, 2021

The YMCA in Gainesville is reimagining itself after several tough years, with a vision of branching out more into Alachua County to meet the needs of young people.

Angela Howard, CEO of the North Central Florida YMCA, the YMCA's goal is to strengthen the community through their three areas of focus: youth development, healthy living, and social responsibility.

"A lot of people aren't aware of our purpose and our three areas focus because they see us as a gym and a pool, so the last two words and our actual mission is for all," Howard said.

The new business model will be more inclusive and "purpose-driven" and will ensure that everyone throughout the county can participate in the YMCA's programs or participate in future programs that don't exist at the moment.

The YMCA here nearly closed in 2016, but donations have kept it afloat as it reorganized following the arrest of its former top executive on embezzlement charges.

"Underneath our Y we have a fairly large territory, because we have all of Alachua County. So that means our rural communities, looking at different areas of going into the rural communities and actually doing programming there," Howard said.

**Gainesville:** Community wants solutions for gun violence, disparities

The first step taken within their business model was creating and implementing the Youth and Teen Center with nonprofit organization Motive8U of North Central Florida.

The Youth and Teen Center launched in September and targets teenagers who ages 10-16.

Howard said there is a lot of programming for school-aged children, however; through her research, she saw that there wasn't much for preteens and teens.

"And so when we looked at this research and saw the juvenile arrest rates, and different stats, we said okay,... 10-16 is where we need to be," Howard said.

John S. Rollins, CEO of Motiv8U and interim operations director of the YMCA, said he has attended several meetings with groups in Alachua County such as Children's Trust, the Alachua County School Board and neighborhood associations where it was identified that a lot of youth don't have a safe place to go.

"The YMCA we have a huge facility, we have a lot of space. We have a mission that aligns with serving the community and it seemed like all the pieces come together here," Rollins said.

According to figures from the Florida Department of Juvenile Justice in the 2019-2020 fiscal year out of Alachua County's 20,968 youth population — for ages 10-17 — there were 699 juvenile arrests made. Black youth made up 83.3% of juvenile arrests, 15.2% of arrests were white and 1.4% were Hispanic youth.

The Youth and Teen Center program operates from 12 p.m. to 6:30 p.m. Monday through Friday, and on Saturday from 10 a.m. to 2 p.m.

The center hours start at noon so that the YMCA can cater to youth who may be homeschooled.

Students who come through the center have the opportunity to learn basic cooking skills and have had the opportunity to work in robotics. Currently, the students are working on painting a mural outside the YMCA.

"Their next project is they're going to go out and plant a garden and learn what it means to grow your own vegetables and tend to them," Howard said.

It's a safe place where youth can come and be a child, Rollins said. The YMCA is looking to expand the center to rural areas in Alachua County. However, there are barriers that the program faces such as transportation. If a child wants to participate in the program, their parent or guardian has to drop them off and pick them up.

"Our goal is to resolve our transportation issue and make transportation available because we've heard from many who are interested in what we're doing that's that the challenge they're experiencing. If we could help transport the students, we could probably serve more students," Rollins said.

The YMCA is still in their transitional phase but going into the next year they're planning to have more summer camps in the rural communities that want and need their services.

"I tell my team, 'okay, now, we're getting ready to transition. I need everybody to get their best tennis shoes out because once this transition starts moving, we are literally going to start running,'" Howard said.

# The Gainesville Sun | Gainesville.com

## EDUCATION

# Gainesville community wants solutions for gun violence, disparities

**[Gershon Harrell](#)** The Gainesville Sun

Published 12:18 p.m. ET July 15, 2021

In a small room at the North Central Florida YMCA, people from the community came together to discuss ways to put an end to disparities that affect them and a recent spate of gun violence.

The meeting was the second part of a Gun Violence Call to Action meeting organized by community activist Chanae Jackson. The first was held July 1 in response to the June 24 shooting of five teens that occurred at the American Legion on Sixth Street.

A 13-year-old boy died July 7 from his injuries. Four other teens were wounded.

**More:** Gainesville activist Chanae Jackson on her new book, 'Yeah, I said it, I don't give a D.A.M.N.'

**More:** Teenage boy shot at American Legion dies

**More:** Charges in teen party shooting upgraded to murder

"One of the issues is we're literally always being reactive, so we are working to try to and come up with solutions without actually figuring out what the root cause is," Jackson said.

She said the purpose of the event's second part was to educate and train people, and equip them with enough information so they can feel comfortable being part of the solution.

"They need to understand, number one, the root cause of things that are going on, they need to understand how things are interrelated in order to come up with viable solutions,"

Jackson said.

She identified poverty as being a root cause that affects the community.

"As it relates to people not being properly educated as a root cause, lack of housing is a root cause, literally the blight within our community. The disparities are our major contributory factors ... and those are uncomfortable conversations we're not willing to have," Jackson said.

Ronald Foxx, pastor at Shady Grove Primitive Baptist Church, said the teenagers inflicting the harm don't understand the damage they're doing and how it damages families.

"You may have shot someone, but you destroyed yourself and another family's kid," Foxx said.

Near the event's end, Jackson had attendees stand and face each other. A blue ball of yarn in her hand, she passed it around and asked everyone their thoughts on how they would better the community, then to pass the yarn to the next person.

Offering more mental health services, offering help to parents, more community engagement and youth engagement were among their suggestions.

"So the reason I had you all do this activity, it's for a few reasons, number one you how all of this yarn is interconnected, this our community," Jackson said.

Tiffany Phillips, an Alachua County community member, left the meeting feeling empowered.

"I do think it takes research within our community and hunkering down and finding out what's out there and before we got about creating new programs I think we need to have a better understanding of what's happening," Phillips said.

Jackson left members in attendance with immediate actions they could take to better serve the community, such as contacting five youth service organizations and figuring out what they offer, identify five youth families who may benefit from a conversation and identify a child who would benefit from speaking with a trusted adult.

She also asked that the community get involved by attending the Gainesville Commission meeting July 15 and ask that American Rescue Plan Funds — federal funds given to the Gainesville to address community issues worsened by the pandemic— be used for youth programs to decrease gun violence.