



CHILDREN'S TRUST
OF ALACHUA COUNTY

CHILDREN'S TRUST - SPECIAL JOINT MEETING WITH ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA

April 21, 2025 at 4:00 PM

County Administration Building, Grace Knight Conference Room, 12 SE 1st Street, 2nd Floor,
Gainesville, FL 32601

Call to Order

Roll Call

Agenda Review, Revision and Approval

Discussion Items

1. [Family Resource Centers \(Belita James & Kristy Goldwire\)](#)
2. [Community Foundation \(Center for Nonprofit Excellence\) Capacity Building \(Kristy Goldwire\)](#)
3. [Gun Violence Update - For Your Information \(Marsha Kiner & Carl Smart\)](#)
4. [Comprehensive Literacy Needs Assessment Report and Recommendation Overview \(Dr. Mary Bratsch-Hines, Dr. Pamela Chalfant, Mia Jones\)](#)

Board Member Comments

General Public Comments

Adjournment

Virtual Meeting Information

View or listen to the meeting on Cox Channel 12, AC TV app (Apple TV, Amazon Fire, Roku), the Alachua County's Facebook and YouTube sites, and the County's Video on Demand website.

Public Comments can be made in person or submitted online at
www.childrenstrustofalachuacounty.us/commentcard

File Attachments for Item:

1. Family Resource Centers (Belita James & Kristy Goldwire)



CHILDREN'S TRUST
OF ALACHUA COUNTY

A Trusted Partnership




HIGHLIGHTS & ACHIEVEMENTS

Prepared for the Children's Trust of Alachua County

Presented By:

Stacy Merritt, Director of Resource Centers

Chyna Miller, Prevention Consultant

(352) 244-1500 

www.pfsf.org 

Program Overview

As the lead community-based care agency responsible for providing child welfare services in 13 North Central Florida counties, Partnership for Strong Families' (PSF) mission is to enhance the community's ability to protect and nurture children by building, maintaining and constantly improving a network of family support services.

Funded Programs:

- ▶ **Family Resource Centers**
- ▶ **Community Resource Navigation**
- ▶ **Family Resource Center Consulting**
- ▶ **Help Me Grow Alachua (Coming April 2025)**





A Trusted Partnership

Family Resource Centers

PSF's network of Family Resource Centers offer place-based and community-driven services to families who may have experienced historically limited access to resources. Thanks to more than 100 community partners, all services are free of charge to the community and are tied to one of five protective factors research has shown decrease the risk of abuse and neglect.

FRC Locations

- Library Partnership Resource Center, Gainesville
- SWAG Family Resource Center, Gainesville
- Tri-County Community Resource Center, Chiefland
- NorthStar Family Resource Center, Lake City

NATIONALLY RECOGNIZED FRC MODEL



Strengthening Families Protective Factors Framework



Concrete Supports

“ ———
The Resource Center was an integral part of getting out of the homeless shelter because I was able to use the computer and apply for housing and EBT [electronic benefit transfer].



Knowledge of Parenting and Child Development

“ ———
I've picked up on cues that my son's quietness means he had a bad day ... and I remember, okay pay attention to the non-verbal communication as well as verbal communication.



Parental Resilience

“ ———
You may still feel overwhelmed at times, but you feel better, and you feel capable.



Social Connections

“ ———
[The FRC] has a welcoming feel, like a family, like you belong. Like it's not a 'you can't get this because of this', everybody's welcome and there's no turning anyone around.



Social and Emotional Competence of Children

“ ———
In reference to their child's Homework Help participation: That's a huge de-stressor for us, I can tell you right now because it's tough... It takes so much off of us when they can come here, and they can help so we can move on to something else.

For more information visit: www.cssp.org

Community Resource Navigation

The Community Resource Navigation (CRN) Program delivers essential family support services, such as concrete supports, employability skills, community referrals, and special events, to families residing throughout Alachua County, with a focus on reaching those in rural communities.

Co-located Sites

- Alachua Branch Library
- Hawthorne Area Resource Center
- High Springs Branch Library
- Porters Community Center
- Waldo City Square
- Willie Mae Stokes Family Resource Center (Micanopy)

Coming in 2025: Newberry Branch Library

FRC and CRN Outcomes

99% Patron Satisfaction

98% Partner Satisfaction

93% Successful Service Delivery

21,441 PATRON VISITS

23,691 SERVICE NEEDS ADDRESSED

1,718 PARENTS/CAREGIVERS SUPPORTED

635 ATTENDANCE AT PARENTING & CHILD DEVELOPMENT ACTIVITIES



“
I love this program and what it is doing for the community.” - FRC Partner Agency

Of participating families...

67% INCREASED IN ONE OR MORE PROTECTIVE FACTOR

76% MET AT LEAST ONE SELF-IDENTIFIED GOAL

77% REPORTED IMPROVEMENT IN ONE OF FIVE AREAS



“ ———
[SWAG FRC staff] don't just give you something, they show you how to be your own hero.
- SWAG FRC Patron

Family Success

One of our Family Resource Centers assisted a mother and her children after they left a family violence situation. With the assistance of multiple partners, the family was able to successfully move into a new home. The mother shared these words of appreciation with the Resource Center staff: *“We made it out. We're safe... We are moving forward, and I want to thank you for everything that you've done to help us out and get us connected to [community support]... You saved our lives.”*

FRC Consulting

The FRC Consulting Program was designed to assist public groups and organizations who are interested in developing or enhancing a Family Resource center within their own municipality. With the support of the Children's Trust of Alachua County, Partnership for Strong Families (PSF) has provided training, coaching, and consultation to two organizations in 2024, assisting with start-up and capacity building.

Two Consulting Partners:

**One Community
Family Resource
Center**

**Willie Mae Stokes
Family Resource
Center**



Consulting Outcomes

- ▶ **2 Newly Opened Family Resource Centers:** Serving East Gainesville and Micanopy
- ▶ **29 Consulting Meetings:** Hiring, Community Needs Assessment, Service Array, Collaborations, Data Collection, Sustainability, Customer Service, and More
- ▶ **3 Formal Trainings:** PSF Family Resource Center Model, Bringing the Protective Factors to Life In Your Work, Standards of Quality for Family Resource Centers



“ [This program] has been an asset to our development. The progress we have made is in part due to training and guidance provided by the consulting team. - Bishop Christopher Stokes ”

What's Next?

Expanding Our Reach



New Community Resource Navigation Sites
Newberry Branch Library - January 2025



Incorporation of Help Me Grow Alachua
Rolling out in April 2025, focusing on families with children ages 0-8



Additional Consulting Partners
Two new sites being identified by April 2025



Attachment B

Thank you for Applying for Funding from the Children's Trust of Alachua County. Please complete Sections of this work book that pertain to the funding needs you are interested in for your program.

**Program Budget Summary
FY 2024-2025**

NAME OF AGENCY (LEGAL NAME): Partnership for Strong Families, Inc.

PROGRAM NAME: Family Resource Centers /Community Resource Navigation Program/Help MeGrow

	Total Cost	Request from CTAC	Other Sources
Personnel Expenses			
Personnel	\$609,040.00	\$482,154.00	\$126,886.00
Fringe	\$190,301.78	\$190,301.78	\$0.00
Total Personnel Expenses	\$799,341.78	\$672,455.78	\$126,886.00

Operating Expenses			
Transportation	\$9,600.00	\$8,000.00	\$1,600.00
Office Supplies	\$0.00	\$0.00	\$0.00
Program Supplies	\$49,832.00	\$25,155.34	\$24,676.66
Contractual & Professional Services	\$5,000.00	\$5,000.00	\$0.00
Certifications & Training	\$6,100.00	\$4,500.00	\$1,600.00
Printing	\$0.00	\$0.00	\$0.00
Communications	\$5,040.00	\$5,040.00	\$0.00
Insurance	\$12,587.52		\$12,587.52
Equipment and Maintenance	\$5,226.00	\$5,226.00	\$0.00
Other Operating Expenses	\$50,832.72	\$39,600.00	\$11,232.72
Total Operating Expenses	\$144,218.24	\$92,521.34	\$51,696.90

Subtotal Personnel and Operating	\$943,560.02	\$764,977.12	\$178,582.90
Indirect Expenses (Maximum of 15%)**	\$141,534.00	\$98,499.88	
Total Expenses	\$1,085,094.02	\$863,477.00	\$178,582.90

INDIRECT EXPENSES**

Other Funding Sources or Revenues (include all revenue sources outside of CTAC)

SOURCE	AMOUNT
DCF Contract	\$140,306.48
Other Grants and Donations	\$38,276.42
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$178,582.90

DESCRIPTION

Other grants include but are not limited to CAPP funds recently awarded to support our Academic Success and Enrichment Program for children/youth at SWAG FRC and LP. Donors include the SW Advocacy Group, local businesses, and philanthropic organizations. We are constantly seeking small grant opportunities to support program and services at the FRCs.

INSURANCE

TYPE OF INSURANCE	QUANTITY	COST PER MONTH	TOTAL COST	REQUESTED FROM CTAC	OTHER SOURCES
<i>Example General Liability</i>	12	\$400.00	\$4,800.00	\$4,800.00	\$0.00
	12	\$1,048.96	\$12,587.52	\$0.00	\$12,587.52
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			0.00	\$0.00	\$0.00
			0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
TOTAL COST		\$1,048.96	\$12,587.52	\$0.00	\$12,587.52

Insurance – Liability and other types of insurance for your specific type of program is allowable. A copy of the policy with premium due dates and amounts must be included in the reimbursement submission each month that the coverage is in effect. Only the percentage of CTAC funds will be authorized for reimbursement.

JUSTIFICATION: Describe the purpose of the Insurance and how costs were determined. (insert justification below)

This is PSF's cost. We are not requesting Children's Trust funds for this expense.

INDIRECT COST WORKSHEET

Administrative Salaries & Wages	Annual SALARY	SOCIAL SECURITY	MEDICARE	LIFE & HEALTH INS	WORKERS' COMP	RETIREMENT	OTHER ¹	CTAC Program Allocation	Indirect Cost
	Enter rates by column →	6.20%	1.45%	15.00%	8.00%	10.00%	0.00%		
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00

Cost Components	Annual Amount	CTAC Program Allocation	Indirect Cost
Finance/Accounting	\$400,000.00	17.6%	\$70,231.87
Copy/Fax/Scanner Rental	\$5,640.00	100.0%	\$5,640.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
Total	\$405,640.00		\$75,871.87

OTHER ¹	
Description	Rate
	0.00%

Total Direct Cost	\$764,977.12	IDC Rate
Total Indirect Cost	\$98,499.88	12.88%
Total Contract Cost	\$863,477.00	

Attachment B

Item 1.

Thank you for Applying for Funding from the Children's Trust of Alachua County. Please complete Sections of this work book that pertain to the funding needs you are interested in for your program.

Program Budget Summary FY 2024-2025

NAME OF AGENCY (LEGAL NAME): Partnership for Strong Families, Inc.

PROGRAM NAME: Family Resource Center Consulting

	Total Cost	Request from CTAC	Other Sources
Personnel Expenses			
Personnel	\$105,001.20	\$93,925.16	\$11,076.04
Fringe	\$36,327.20	\$36,327.20	\$0.00
Total Personnel Expenses	\$141,328.40	\$130,252.36	\$11,076.04
Operating Expenses			
Transportation	\$2,100.00	\$2,100.00	\$0.00
Office Supplies	\$0.00	\$0.00	\$0.00
Program Supplies	\$9,000.00	\$9,000.00	\$0.00
Contractual & Professional Services	\$0.00	\$0.00	\$0.00
Certifications & Training	\$9,840.69	\$9,840.69	\$0.00
Printing	\$0.00	\$0.00	\$0.00
Communications	\$1,440.00	\$1,440.00	\$0.00
Insurance	\$1,788.72	\$0.00	\$1,788.72
Equipment and Maintenance	\$1,300.00	\$1,300.00	\$0.00
Other Operating Expenses	\$0.00	\$0.00	\$0.00
Total Operating Expenses	\$25,469.41	\$23,680.69	\$1,788.72
Subtotal Personnel and Operating	\$166,797.81	\$153,933.05	\$12,864.76
Indirect Expenses (Maximum of 15%)**	\$25,019.67	\$23,089.95	\$1,929.72
Total Expenses	\$191,817.49	\$177,023.00	\$14,794.48

INDIRECT EXPENSES**

Complete the Indirect Cost Worksheet

Indirect expenses are considered to be general and or shared use for the primary organization and may mutually benefit more than the CTAC awarded program. Indirect expenses are not directly needed for the operation of the CTAC program. Example: the HR Department, Accounting & Finance, Data/I.T., the CEO.

OFFICE SUPPLIES

ITEM	QUANTITY	COST PER UNIT	TOTAL COST	REQUESTED FROM CTAC	OTHER SOURCES
<i>Example Copy Paper</i>	12	\$50	\$600.00	\$300	\$300.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
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			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
TOTAL COST			\$0.00	\$0.00	\$0.00

Office Supplies – The purchase of generally recognized office supplies (i.e. pens, paper, printer ink, ink cartridges, etc.) is allowable. If you have specific supplies for your program, please indicate them under Program Supplies.

JUSTIFICATION: Describe the purpose of office supplies and how costs were determined. (insert justification below)

CONTRACTUAL & PROFESSIONAL SERVICES

NAME OF CONTRACT	SEESIONS OR HOURS	RATE	TOTAL COST	REQUESTED FROM CTAC	OTHER SOURCES
<i>Example Mental Health Counselor</i>	12	\$ 200.00	\$2,400.00	\$0	\$2,400.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
		TOTAL COST	\$0.00	\$0.00	\$0.00

Contract Services - A contractual arrangement to carry out a portion of the programmatic effort or for the acquisition of routine goods or services under this agreement. Such arrangements may be in the form of consortium agreements or contracts.

A copy of the signed agreement is required, along with a timesheet or other method of timekeeping, or the contractor’s detail invoice. These items are to be submitted with the reimbursement request. Lawn maintenance and land improvements are not allowed. General building maintenance, including pest control, is not allowed for non-program areas.

Professional Services-A consultant is an individual retained to provide professional advice or services for a fee. A copy of the contractual agreement is required, along with a timesheet or other method of timekeeping, or the Professional Service company’s detail invoice. These items are to be submitted with the reimbursement request.

Note: Please do not include regular employees in the section.

JUSTIFICATION: Describe the purpose of Contractual or Professional Service and how costs were determined. (insert justification below)

INSURANCE

TYPE OF INSURANCE	QUANTITY	COST PER MONTH	TOTAL COST	REQUESTED FROM CTAC	OTHER SOURCES
<i>Example General Liability</i>	12	\$400.00	\$4,800.00	\$4,800.00	\$0.00
General Liability	12	\$149.06	\$1,788.72	\$0.00	\$1,788.72
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			0.00	\$0.00	\$0.00
			0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
TOTAL COST		\$149.06	\$1,788.72	\$0.00	\$1,788.72

Insurance – Liability and other types of insurance for your specific type of program is allowable. A copy of the policy with premium due dates and amounts must be included in the reimbursement submission each month that the coverage is in effect. Only the percentage of CTAC funds will be authorized for reimbursement.

JUSTIFICATION: Describe the purpose of the Insurance and how costs were determined. (insert justification below)

INDIRECT COST WORKSHEET

Administrative Salaries & Wages	Annual SALARY	SOCIAL SECURITY	MEDICARE	LIFE & HEALTH INS	WORKERS' COMP	RETIREMENT	OTHER ¹	CTAC Program Allocation	Indirect Cost
	Enter rates by column →	6.20%	1.45%	15.00%	8.00%	10.00%	0.00%		
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	15.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00

Cost Components	Annual Amount	CTAC Program Allocation	Indirect Cost
Finance/Accounting	\$400,000.00	5.8%	\$23,089.95
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
Total	\$400,000.00		\$23,089.95

OTHER ¹	
Description	Rate

Total Direct Cost	\$153,933.05	IDC Rate
Total Indirect Cost	\$23,089.95	15.00%
Total Contract Cost	\$177,023.00	

Attachment B

Thank you for Applying for Funding from the Children's Trust of Alachua County. Please complete Sections of this work book that pertain to the funding needs you are interested in for your program.

**Program Budget Summary
FY 2024-2025**

NAME OF AGENCY (LEGAL NAME): The Willie Mae Stokes Community Center

PROGRAM NAME: The Willie Mae Stokes Family Resource Center

	Total Cost	Request from CTAC	Other Sources
Personnel Expenses			
Personnel	\$118,480.00	\$118,480.00	\$0.00
Fringe	\$9,063.72	\$9,063.72	\$0.00
Total Personnel Expenses	\$127,543.72	\$127,543.72	\$0.00
Operating Expenses			
Transportation	\$0.00	\$0.00	\$0.00
Office Supplies	\$5,160.00	\$5,160.00	\$0.00
Program Supplies	\$18,540.27	\$18,540.27	\$0.00
Contractual & Professional Services	\$0.00	\$0.00	\$0.00
Certifications & Training	\$148.00	\$148.00	\$0.00
Printing	\$164.00	\$164.00	\$0.00
Communications	\$2,400.00	\$2,400.00	\$0.00
Insurance	\$0.00	\$0.00	\$0.00
Equipment and Maintenance	\$3,400.00	\$3,400.00	\$0.00
Other Operating Expenses	\$144.00	\$144.00	\$0.00
Total Operating Expenses	\$29,956.27	\$29,956.27	\$0.00
Subtotal Personnel and Operating	\$157,499.99	\$157,499.99	\$0.00
Indirect Expenses (Maximum of 15%)**		\$0.00	
Total Expenses	\$157,499.99	\$157,499.99	\$0.00

INDIRECT EXPENSES**

Complete the Indirect Cost Worksheet

Indirect expenses are considered to be general and or shared use for the primary organization and may mutually benefit more than the CTAC awarded program. Indirect expenses are not directly needed for the operation of the CTAC program. Example: the HR Department, Accounting & Finance, Data/I.T., the CEO.

Other Funding Sources or Revenues (include all revenue sources outside of CTAC)

SOURCE		AMOUNT	
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
TOTAL			\$0.00

DESCRIPTION

PERSONNEL

POSITION TITLE	Annual Salary	% OF TIME ON THIS PROJECT	TOTAL COSTS	REQUESTED FROM CTAC	OTHER SOURCES
<i>Example Program Coordinator</i>	\$ 25,000.00	50%	\$ 12,500.00	\$ 6,250.00	\$ 6,250.00
Resource Center Manager	\$61,250	100%	\$ 61,250.00	\$ 61,250.00	\$ -
Family Support Coordinator	\$ 48,350.00	100%	\$ 48,350.00	\$ 48,350.00	\$ -
Data Manager	\$ 44,400.00	20%	\$ 8,880.00	\$ 8,880.00	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
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	\$ 154,000.00	TOTAL	\$ 118,480.00	\$ 118,480.00	\$ -

WAGES - Enter each position separately in the table above and indicate the gross wages associated with that position. If you are requesting funds for multiple people in a position, please identify the total number after the position title (i.e. Tutors (5)). In the justification area below, show the calculation method for that amount (i.e. 5 tutors at \$200.00/week for 52 weeks would be: 5 x \$200 x 52 = \$52,000.00). You may list each separately if you prefer. SAMIS requires that you list each separately.

If you are asking for fringe please complete the “fringe worksheet”.

The reimbursement amount for benefits should be calculated based on the EMPLOYER’S rate for single coverage, not the EMPLOYEE’S portion.

Please **DO NOT** include contract employees in this section.

JUSTIFICATION: Describe the role and responsibilities of each position. (insert justification here):

POSITION TITLE	DESCRIPTION
Resource Center Manager	Responsible for the daily operations of the Family Resource Ceneter, including program development, staff and volunteer management, partner engagement, and more.
Family Support Coordinator	Meets with patrons and families to determine needs, set goals, and provide family support services. Also helps with deveopment and facilitation of programs and special events. Please note, these positions were previously

INSURANCE

TYPE OF INSURANCE	QUANTITY	COST PER MONTH	TOTAL COST	REQUESTED FROM CTAC	OTHER SOURCES
<i>Example General Liability</i>	12	\$400.00	\$4,800.00	\$4,800.00	\$0.00
GENERAL LIABILITY INSURANCE			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			0.00	\$0.00	\$0.00
			0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
			\$0.00	\$0.00	\$0.00
TOTAL COST		\$0.00	\$0.00	\$0.00	\$0.00

Insurance – Liability and other types of insurance for your specific type of program is allowable. A copy of the policy with premium due dates and amounts must be included in the reimbursement submission each month that the coverage is in effect. Only the percentage of CTAC funds will be authorized for reimbursement.

JUSTIFICATION: Describe the purpose of the Insurance and how costs were determined. (insert justification below)

THIS INSURANCE PROVIDES THE REQUIRED PROFESSIONAL LIABILITY INSURANCE.

INDIRECT COST WORKSHEET

Administrative Salaries & Wages	Annual SALARY	SOCIAL SECURITY	MEDICARE	LIFE & HEALTH INS	WORKERS' COMP	RETIREMENT	OTHER ¹	CTAC Program Allocation	Indirect Cost
	Enter rates by column →	6.20%	1.45%	15.00%	8.00%	10.00%	0.00%		
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%	\$0.00

Cost Components	Annual Amount	CTAC Program Allocation	Indirect Cost
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
	\$0.00	0.0%	\$0.00
Total	\$0.00	0.0%	\$0.00

OTHER ¹	
Description	Rate
	0.00%

Total Direct Cost	\$157,499.99	IDC Rate
Total Indirect Cost	\$0.00	0.00%
Total Contract Cost	\$157,499.99	

Attachment B

Thank you for Applying for Funding from the Children's Trust of Alachua County. Please complete Sections of this work book that pertain to the funding needs you are interested in for your program.

Program Budget Summary FY 2024-2025

Pleasant Street Civil Rights and Cultural Arts Center

One Community Family Resource Center

	Total Cost	Request from CTAC	Other Sources
Personnel Expenses			
Personnel	\$123,000.00	\$123,000.00	\$0.00
Fringe	\$9,409.50	\$9,409.50	\$0.00
Total Personnel Expenses	\$132,409.50	\$132,409.50	\$0.00
Operating Expenses			
Transportation	\$0.00	\$0.00	\$0.00
Office Supplies	\$1,785.58	\$1,785.58	\$0.00
Program Supplies	\$1,434.68	\$1,434.68	\$0.00
Contractual & Professional Services	\$6,030.00	\$6,030.00	\$0.00
Certifications & Training	\$2,495.00	\$2,495.00	\$0.00
Printing	\$1,400.40	\$1,400.40	\$0.00
Communications	\$2,889.84	\$2,889.84	\$0.00
Insurance	\$2,595.00	\$2,595.00	\$0.00
Equipment and Maintenance	\$700.00	\$700.00	\$0.00
Other Operating Expenses	\$5,760.00	\$5,760.00	\$0.00
Total Operating Expenses	\$25,090.50	\$25,090.50	\$0.00
Subtotal Personnel and Operating	\$157,500.00	\$157,500.00	\$0.00
Indirect Expenses (Maximum of 10%)**	0	0	0
Total Expenses	\$157,500.00	\$157,500.00	\$0.00

INDIRECT EXPENSES**

Indirect expenses are considered to be general and or shared use for the primary organization and may mutually benefit more than the CTAC awarded program. Indirect expenses are not directly needed for the operation of the CTAC program. Example: a payroll company, the HR Department, Accounting & Finance, Data/I.T., the CEO.

Other Funding Sources or Revenues (include all revenue sources outside of CTAC)

SOURCE	AMOUNT
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$0.00

DESCRIPTION

Amgen Foundation Health Equity Challenge Grant Awarded \$99,600 ends 8/17/2023- 8/17/2024,

TRANSPORTATION

PURPOSE OF TRANSPORTATION	Estimated Monthly	NUMBER OF	TOTAL ANNUAL	REQUESTED	OTHER
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
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			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
			\$0.00	\$0	\$0.00
		TOTAL COST	\$0.00	\$0.00	\$0.00

Transportation –The purchase of vehicles is not allowed. Fuel is allowed only for program-related transportation. Rental of a vehicle is allowed for transporting program participant(s) to a program-related event(s). Insurance, taxes, and accessory coverage on rental vehicles are not billable. Vehicle-related expenses are not allowed for the transportation of non-program participants.

Please DO NOT include travel, certifications or training of employees in this section.

JUSTIFICATION: Describe the purpose of transportation and how costs were determined. (insert justification below)

OFFICE SUPPLIES

ITEM	QUANTITY	COST PER UNIT	TOTAL COST	REQUESTED	OTHER
Office Clipboard, 12-Pack	2	\$21.04	\$42.08	\$42.08	\$0.00
Ballpoint Stick Pens, 12-pack	12	\$6.53	\$78.36	\$78.36	\$0.00
Copy Printer Paper, 3 Reams/CRTN	4	\$27.06	\$108.24	\$108.24	\$0.00
Printer Ink, Commercial Monthly Packs	12	\$99.99	\$1,199.88	\$1,199.88	\$0.00
Desk Tape Dispenser, 3-Pack	2	\$15.89	\$31.78	\$31.78	\$0.00
Tape Refills for Dispenser, 15CT	2	\$6.93	\$13.86	\$13.86	\$0.00
Paper Clips, 1000CT	1	\$12.24	\$12.24	\$12.24	\$0.00
Permanent Markers, 24-Pack	2	\$12.94	\$25.88	\$25.88	\$0.00
Sticky Notes 3x3, 36 Pads	1	\$23.53	\$23.53	\$23.53	\$0.00
Office Stapler, 3-Pack	2	\$13.44	\$26.88	\$26.88	\$0.00
Standard Staples, 5 Boxes (5000CT)	1	\$10.58	\$10.58	\$10.58	\$0.00
Desk Calendar	4	\$11.71	\$46.84	\$46.84	\$0.00
business cards	5	\$14.99	\$74.95	\$74.95	\$0.00
Folders with Pockets, 100-Pack	1	\$43.54	\$43.54	\$43.54	\$0.00
Manila File Folders, 100-Pack	2	\$23.47	\$46.94	\$46.94	\$0.00
		TOTAL COST	\$1,785.58	\$1,785.58	\$0.00

Office Supplies – The purchase of generally recognized office supplies (i.e. pens, paper, printer ink, ink cartridges, etc.) is allowable.

If you have specific supplies for your program, please indicate them under Program Supplies.

JUSTIFICATION: Describe the purpose of office supplies and how costs were determined. (insert justification below)

Office supplies are essential for delivering services to patrons, including providing requested resource information, fax services, and printed materials. The pricing for these supplies was carefully determined by comparing costs from a variety of online and brick-and-mortar retailers, primarily using Amazon Basics products where shipping is included, ensuring both cost-effectiveness and accessibility.

COMMUNICATION

ITEM	NUMBER OF	COST PER UNIT	TOTAL COST	REQUESTED	OTHER
Viasat Business Internet and Viasat Voice Service	12	\$240.82	\$2,889.84	\$2,889.84	\$0.00
		TOTAL COST	\$2,889.84	\$2,889.84	\$0.00

Communications – You may be reimbursed for internet access if the internet access is required for the program. Office phones and cell phones are allowed if used for the purpose of the program. Only the percentage of CTAC funds will be authorized for reimbursement. Specific internet programs/services for the function are allowable (i.e., MailChimp, fitDegree, Cox, etc.).

JUSTIFICATION: Describe the purpose of communication item and how costs were determined. (insert justification below)

Reliable internet and telephone services are essential for the operation of our computer lab, enabling strong connections for online research, communication, and the use of our fax and copy machines. Telephone service is crucial for responding to patron inquiries and coordinating services. The costs were determined based on competitive rates for high-quality service providers, ensuring that our communication infrastructure meets the needs of both staff and patrons effectively.

INSURANCE

TYPE OF INSURANCE	QUANTITY	COST PER	TOTAL COST	REQUESTED	OTHER
General Liability - Hiscox	12	\$65.00	\$780.00	\$780.00	\$0.00
Worker's Comp and Employer Liability Insurance	12	\$151.25	\$1,815.00	\$1,815.00	
TOTAL COST			\$2,595.00	\$2,595.00	\$0.00

Insurance – Liability and other types of insurance for your specific type of program is allowable. A copy of the policy with premium due dates and amounts must be included in the reimbursement submission each month that the coverage is in effect.

JUSTIFICATION: Describe the purpose of the Insurance and how costs were determined. (insert justification below)

The General Liability insurance is essential for protecting the organization against potential claims related to bodily injury, property damage, and other liabilities that may arise during the course of operations. This coverage is necessary to ensure the safety and security of our staff, patrons, and assets. The costs were determined based on standard rates for comprehensive liability coverage for three employees, ensuring that the organization meets legal and financial obligations while safeguarding its operations.

NON-CAPITAL EQUIPMENT & MAINTENANCE

ITEM	QUANTITY	COST PER UNIT	TOTAL COST	REQUESTED	OTHER
T.V Monitor	2	\$350.00	\$700.00	\$700.00	\$0.00
		TOTAL COST	\$700.00	\$700.00	\$0.00

Non - Capital Equipment (< \$1000) - Maintenance, purchase or rental of office equipment is not allowed. Equipment that is utilized for the specific purpose of the program (printers, laptops, etc.) that can be used for several years are allowable expenditures. Any real property must have a CTAC logo displayed in a prominent location.

JUSTIFICATION: Describe the purpose of equipment or maintenance and how costs were determined. (insert justification below)

The staff computers and monitors are essential for facilitating teleconferences, virtual meetings, and other remote work activities. These tools are crucial for maintaining effective communication and collaboration, especially in environments where in-person meetings may not be feasible. The costs were determined based on current market prices for reliable, high-performance equipment that meets the needs of our staff. This investment ensures that our team can efficiently manage program activities, maintain client engagement, and coordinate with partners and stakeholders.

File Attachments for Item:

2. Community Foundation (Center for Nonprofit Excellence) Capacity Building (Kristy Goldwire)

CENTER FOR NONPROFIT EXCELLENCE UPDATE

Helping nonprofits do what they do, better

OCTOBER - MARCH 2024-2025

WWW.CNENCF.ORG



EXECUTIVE SUMMARY

The relaunch of the Center for Nonprofit Excellence as a staffed, full-time project of the Community Foundation and supported by The Children's Trust has been a success. We can measure this by 3 outcomes:

- Feedback from participants
- New and enhanced partnerships
- Requests for engagement

We have conducted 14 formal training sessions to 209 participants, including 89 (duplicated) CTAC attendees. In addition, 68 individual session support sessions, and 7 planning sessions have been provided, with 14 of these to CTAC funded programs.

FEEDBACK EXAMPLES

WHAT WAS HELPFUL ABOUT THE SESSION?

- My goal for the session was to get a clear understanding of what is expected and to find simplified means to gather the expected data. Success in both regards.
- Clearly defined outputs, outcomes, and impact. Examples for each and willingness to work through things we did not understand or our own data.
- Very helpful in identifying new results based outcomes and the session was very very informative for troubleshooting program specific challenges with data reporting.
- Thank you for the education and community you are building through these trainings! I am grateful!

PLEASE LIST 2-3 KEY TAKEAWAYS FROM THIS SESSION

- If you do not measure it, you cannot impact it
- Keep attending CNE trainings! There's always someone in the room who does something or knows something that will make my life easier.
- We need more collaboration.
- Working together enhances our organizations.
- There is enough need in the community that we don't need to compete, and collaboration increases capacity.
- Thank you so much for conducting these types of workshops. With each one I feel better able to do the jobs I am tasked with.

HOW CAN YOU IMPLEMENT THE INFORMATION FROM THIS SESSION IN YOUR WORK?

- From this workshop, I know I can share a clear understanding of what is meant by outcomes, outputs and impacts, and the means to demonstrate those in various ways.
- I'm going to look for Mission Moments to ensure I'm able to provide something to the board at most of the board meetings.
- I had a "difficult" conversation today with an employee. The conversation around emotional vulnerability was particularly helpful in preparing for the conversation and in having the conversation.
- We have acknowledged that we want to be able to tell our story better. We have talked about our website, social media, and printed materials. Data and deliverables is a critical piece to doing that well.

Operational Needs Highlights

- *Learning practices for better business management will make our work more sustainable. Having a passion isn't enough! We need to work on the topics CNE has identified to ensure we have the infrastructure to support our work.*
- *There is so much I was unaware of. Makes me want to go back and ask questions that I didn't know to ask to start with. Then begin discussions to identify and address gaps in our model and practices.*
- *The information Theresa presented was exactly the information I, and my board members, have been asking questions about. The new CNE model is such a great resource to the community. So grateful she's in this position and available to help us get better together!*

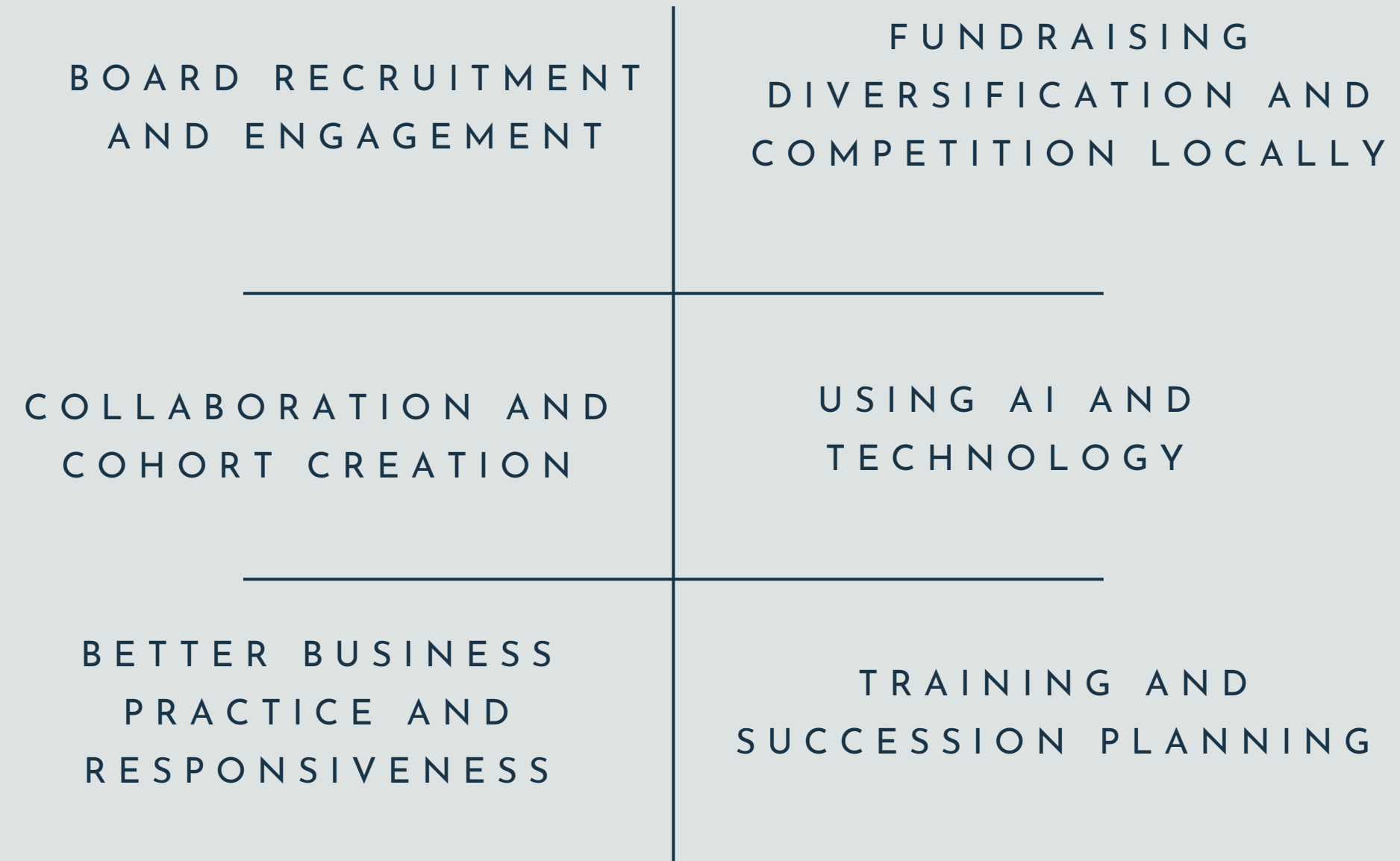
We are learning that the collaboration and learning opportunities give agencies the venue to validate, discuss, and problem solve on issues that impact their reporting, program development, and help them define their impact.




VISIONING FOR THE FUTURE

The CNE continues to develop strategies and create opportunities for the nonprofits in our sector to coordinate their efforts for maximum impact. Regardless of the focus of their mission, programs, and work, it is our belief that we can successfully build a Coordinated Community Response model that will allow our community to combine resources and programming whenever possible. Encouraging the practice that Collaboration is Key we can improve sustainability, capacity, and business acumen.

Here are the key topics that were identified in the two week visioning process we are undertaking to ensure validity and relevance of our work.



Recruitment Efforts



JOIN TODAY →

About

The Center for Nonprofit Excellence (CNE), a program of the Community Foundation of North Central Florida, empowers nonprofit leaders by providing Executive Directors, Staff, and Board members with valuable resources, best practices, and practical tools to strengthen organizational operations. Since 2015, CNE has been dedicated to enhancing the impact of local nonprofits by fostering professional growth, improving organizational effectiveness, and connecting communities to new avenues of support. Let us help you do what you do, better!

Core Strengths Sessions
1-4 hour learning experiences for staff and boards on critical topics, with local experts and guest speakers. Focus areas include:

- Capacity**
Strengthening organizational growth
- Operations**
Improving efficiency and effectiveness
- Responsiveness**
Enhancing adaptability to sector changes
- Excellence**
Cultivating high standards in leadership and performance

BENEFITS & FEATURES

Opportunities

CNE will provide opportunities for Education, Strategy, and Advocacy for local nonprofits committed to learning, growth, and impact

Education

- Develop critical skills for staff and leadership
- Foster and build innovation within the organization
- Implement mentoring programs and enhance cohorts for continuous learning

Strategy

- Develop operational policies and best practices
- Identify short- and long-term impact through measurable goals
- Create outcomes and deliverables that quantify and qualify the mission

Advocacy

- Encourage collaboration and establish forums for sharing knowledge and ideas
- Create community networking opportunities for recruiting board members and hiring staff
- Find and secure resources to support growth and stability

Program Fee

Annual membership dues are based on revenue according to line 12 on the IRS Form 990 or line 9 on Form 990-EZ for the most recent fiscal year.

*Benefit only for organizations \$2M+

ANNUAL OPERATING BUDGET	ANNUAL DUES
Under \$100,000	\$125
\$100,001-\$499,999	\$225
\$500,000-\$999,999	\$350
\$1M - \$1.999M	\$500
\$2M - \$4.999M	\$700
\$5M +	\$1,000



Events Include

- Conferences**
Learn from and connect with local experts on critical issues & topics.
- Executive Roundtables**
For organization leaders to learn with a directed conversation on essential topics.
- Information Sessions**
The Opportunity to discuss the ins and out of starting a nonprofit.
- Workshops**
Providing knowledge and skills on specific topics.

Contact us today to find out about upcoming training sessions, grant opportunities and other resources we provide in North Central Florida

office@cfncf.org 352-367-0060

Testimonials

“Clearly defined outputs, outcomes, and impact, and gave examples for each. Thank you for the education and community you are building through these training sessions. I am grateful!”

As a new nonprofit organization, it was helpful to get our name out there among some like minded community partners. I am grateful to have this opportunity. Thank you for hosting such a well organized, executed, and intentioned event

“Excellent opportunity to engage with nonprofit agencies in the Alachua community, exploring collaborations and ways we can support one another.”

Elevate Your Organization

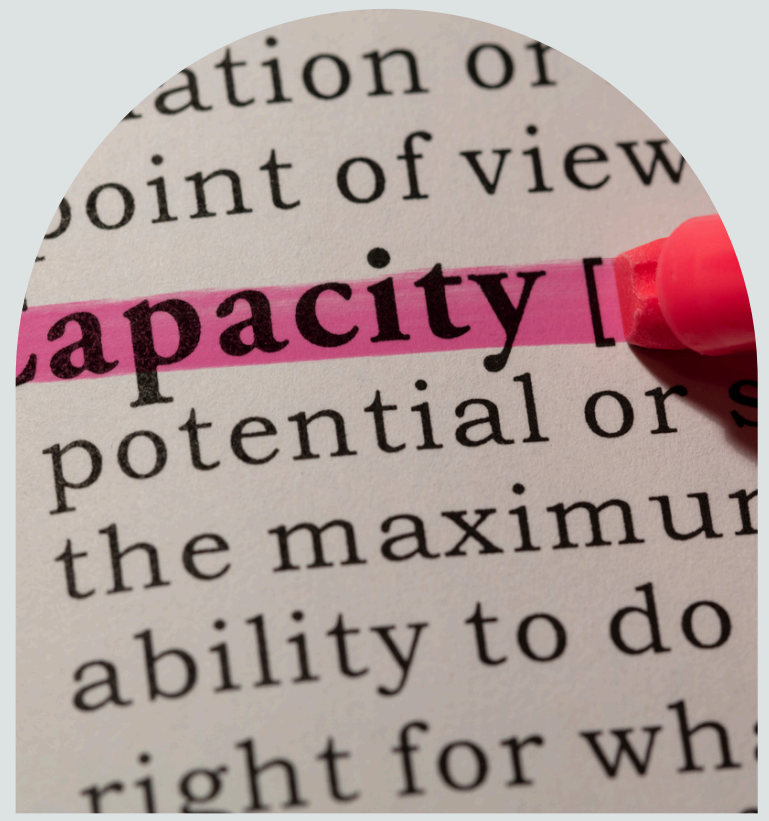
JOIN TODAY

Our vision at the CNE is to build a nonprofit ecosystem that has connection and collaboration at its core. By building nonprofit capacity and sustainability, we can shift the conversation and direction of funding and donor interaction from charity to investment. Join and become a part of the bigger work today.

COMMUNITY FOUNDATION of North Central Florida

We have reached out to 47 Hub and CTAC programs that are not current CNE members to encourage them to participate in the project and reach out for support as needed.

ONGOING FOCUS AREAS



CAPACITY



OPERATIONS



RESPONSIVENESS



EXCELLENCE

Working with the CNE Advisory Committee and through the visioning of the members, we are building relevant, actionable experiences that will create impact in our community.

THE PHILANTHROPY HUB

WHAT IS THE HUB?

- Our community's online searchable database of nonprofits
- Launched early 2020
- 120 Reporting Requirements to receive Verification: Management, Governance, Financials, Programs, Development
- Financials populated from IRS
- 200 organizations registered; 125 have been verified by CFNCF
- Process helps build capacity for orgs
- Transparency for donors and funders

HOW THE HUB CAN INFORM THE COUNTY

- Vetting of organizations for state and federal compliance
- Streamlines grant process for nonprofits
- Collaboration among funders in Alachua County, allowing for less duplicate funding
- Questions and vetting criteria can be added quickly
- Data collection of local funding
- Annual State of the Sector report for the economic and social impact of nonprofit sector

Check out the Hub at www.thephilanthropyhub.org

Community Indicators

Community Foundation's North Central Florida Community Indicators project, officially launched in October 2024. This initiative highlights our region's story, focusing on what sustains our community and the nonprofits that drive it forward.

In collaboration with local experts, the Community Foundation identified three primary fields of focus: Education, Health, and Livability.

Next steps: working with the Children’s Trust of Alachua County to highlight Community Indicators around CTAC’s three priorities

Access: The Community Indicators website, hosted on the Community Foundation’s webpage, is open to anyone, providing unrestricted access to data and insights about North Central Florida.



Thank you!

File Attachments for Item:

3. Gun Violence Update - For Your Information (Marsha Kiner & Carl Smart)

Children’s Trust of Alachua County

Gun Violence Prevention Program Funding

City of Gainesville

Report #1 – April 2025

The funding agreement between the Children’s Trust of Alachua County and the City of Gainesville was executed on February 12, 2025. Please find in this report the details of the project that have been completed since then.

Violence Interruption - \$150,000

a. Operations, Policies and Procedures

A collaborative effort between various City Departments, Community Stakeholders, and the Sherriff’s Department worked to establish effective policies and procedures for the Violence Interrupters prior to their start date.

b. Onboarding

The City of Gainesville initiated the onboarding process of four Violence Interrupters and one Program Coordinator to manage the initiative. All candidates successfully completed the hiring screening process and started employment with the City of Gainesville on March 24, 2025.

c. Training

The Program Coordinator and Violence Interrupters are receiving training over the next two weeks in order to ensure they are efficiently knowledgeable of the established procedures, safety guidelines, de-escalation methods (both verbal and physical), mental health concerns, life-saving procedures such as Narcan and CPR/First Aid, and more. After the core necessary trainings are completed, the program will be fully operational and cleared for community engagement.

Technology Hub Carts - \$50,400

The Technology Hub Carts are in the planning phase. Crime data will be used to identify areas throughout the county that have been disproportionately impacted by gun violence to determine cart locations. We will then work with stakeholders and community-based programs in those communities to gather feedback on locations where the carts can be effectively leveraged as a resource. This work will be done with input from Alliance stakeholders throughout the project.

In an effort to engage stakeholders county-wide the Alliance is meeting in locations throughout the Alachua County to encourage diverse participation and ensure inclusivity and access for neighbors in outlying areas. The first county-based meeting was held on March 10, 2025, in the City of Alachua.

The next Alliance meeting will be April 14, 2025 in High Springs, FL.

Additional Facilitator for the City of Gainesville Youth Steering Committee - \$4,750

Corey Collins was selected as the Additional Facilitator for the Youth Steering Committee given his specialized experience and knowledge of youth engagement practices, including connecting with youth who are at high risk or have been impacted by youth gun violence, his abilities to utilize a trauma informed approach, and experience working with youth and communities at high risk of gun violence.

The contract with Mr. Collins was executed on March 17th, 2025. His first Youth Steering Committee under contract was March 19th, 2025.

a. Time Log

Date	Task	Start Time	End Time	Daily Total
3/19/2025	Youth Steering Committee (YSC)	4:00	6:00	2
3/24/2025	Planning	3:15	4:15	1
3/27/2025	CommuniTEEN Kickback planning	2:00	3:00	1
				TOTAL: 4 hours

b. Summary of facilitator recruitment efforts to expand the committee

Mr. Collins spoke with youth at AMI Kids regarding membership in the City's Youth Steering Committee.

c. Report of discussion topics led by facilitator

At the March meeting of the Youth Steering Committee, discussion topics included finalizing the onboarding paperwork for new members. Additionally, facilitators received input from members about CommuniTeen Kickback event. This event will be held in partnership with the Residences at Oakview to gather information from teens on youth gun violence and is being planned by the City of Gainesville Youth Steering Committee.

d. Number of attendees of the Youth Steering Committee per month

There were four members in attendance at the March meeting of the Youth Steering Committee.

Strategic Planning Consultant - \$30,000

With recommendations from multiple Gun Violence Prevention Alliance stakeholder meetings, a Scope of Work and a Request for Proposals Solicitation for a Strategic Planning Consultant was drafted. City of Gainesville staff, Alachua County Staff, and Santa Fe College Staff also provided input and approved the final draft.

On Wednesday March 12th, 2025, the Request for Proposals for the county-wide gun violence strategic plan was posted and the notice of the imposition for the cone of silence was issued. Scope of work is attached.

The City of Gainesville will oversee procurement for the strategic planning process and report progress to the CTAC board.

Gun Violence Prevention Alliance - Strategic Plan Scope of Work

The Gainesville City Commission, the Alachua County Commission, and the United States Surgeon General all declared gun violence a public health crisis. Community and government participants in an August 2023 summit discussed gun-violence related topics and recommended a partnership anchored by a central clearinghouse, convener, and collaborator to share data pertaining to gun violence. In response, Alachua County (“the County”), the City of Gainesville (“the City”), and Santa Fe College (“the College”) formed the Community Gun Violence Prevention Alliance (“the Alliance”), to enhance cooperation and strengthen efforts to address gun violence, to improve systems and collaborative strategies to produce better outcomes for survivors of gun violence and those at risk, and to spearhead a collaborative group of community stakeholders.

The Alliance (GVA) is a collaborative initiative focused on addressing gun violence in Alachua County. This proposal seeks a qualified consultant or organization to develop a three to five-year comprehensive strategic plan to prevent and reduce gun violence using a public health approach, targeting all major causes and manifestations, including homicide, community-based violence, domestic/interpersonal violence, suicide, and accidental shootings. The plan will emphasize collaboration, community involvement, evidence-based approaches, and performance measurement. All activities will be conducted in a trauma-informed manner.

****Objectives:****

- Develop a county-wide strategic plan that addresses gun violence in all forms; homicide, community-based violence, domestic violence, suicide, and accidental shootings.
- Engage with community stakeholders throughout Alachua County municipalities; including Gainesville, Alachua, High Springs, Archer, Micanopy, Waldo, LaCross, Hawthorne, and Newberry as well as unincorporated areas to ensure the plan is informed by those most impacted, including youth.
- Align the plan with existing prevention and intervention efforts by the City of Gainesville, Alachua County, and Santa Fe College.
- Provide actionable recommendations that are feasible, sustainable, innovative, and culturally appropriate.
- Establish performance metrics to measure the effectiveness of implemented strategies.
- Identify opportunities for skill development for the workforce, policymakers, and others with respect to gun violence prevention
- Through the planning process strengthen the Alliance and Stakeholder group with respect to collaboration, coordination, and communication

- All community engagement activities need to be conducted in a trauma-informed manner.

****Scope of Work:****

Phase 1: Assessment and Data Collection

- **Review Existing Literature and Initiatives:** Assess current strategies, initiatives, and policies related to gun violence prevention within Alachua County and beyond. Identify gaps and areas for improvement.
- **Data Analysis:** Collect and analyze quantitative and qualitative data on gun violence incidents, patterns, and demographics from local law enforcement, healthcare providers, and community organizations. Collect and analyze data related to local resources for gun violence prevention to identify gaps, over and under utilized programs and activities. Utilize an equity lens in conducting all data analyses.
- **Community Engagement:** Use the design thinking process to conduct focus groups, interviews, and surveys with stakeholders, including residents, law enforcement, youth, healthcare providers, educators, faith-based organizations, and advocacy groups, to gather input and insights. Engagement will provide an opportunity for multiple ages and perspectives to be represented.

Phase 2: Plan Development

- **Strategic Framework Design:** Develop a framework that integrates violence prevention models, such as public health approaches and place-based policing, adapted to the context of Alachua County. Include primary, secondary, and tertiary approaches to prevention.
- **Identifying Priority Areas:** Based on data and stakeholder input, identify key focus areas for intervention, such as youth engagement, mental health, domestic violence prevention, and community policing.
- **Drafting Actionable Strategies:** Propose evidence-based actions, programs, and initiatives tailored to the priority areas. Ensure strategies are inclusive and considerate of cultural and socioeconomic factors.
- **Partnership and Resource Mapping:** Identify potential partners and resources, including federal, state, and local funding sources, that can support plan implementation.

Phase 3: Implementation and Monitoring Plan

- **Implementation Timeline:** Develop a phased implementation timeline that outlines short-term and long-term goals.

- Performance Metrics: Establish clear metrics and indicators to evaluate the success of the plan. Include mechanisms for regular review and adjustment based on outcomes.
- Capacity Building: Recommend capacity-building measures for local organizations and stakeholders involved in plan implementation.

****Deliverables:****

- A comprehensive report detailing findings, strategic framework, actionable strategies, implementation timeline, and performance metrics.
- Executive summary of the strategic plan for distribution to community stakeholders.
- Presentation materials for stakeholder meetings and public forums.
- Communication and engagement plan for ongoing collaboration with community partners.

****Proposal Requirements:****

- Qualifications: Provide relevant experience in developing strategic plans, particularly in public safety or public health contexts.
 - To include examples of past relevant work with clients (i.e., Youth, mental health, working with government entities and community stakeholders, addressing violence or other social issues)
- Approach: Outline the methodology and approach for each phase of the scope of work.
 - To include details around the community engagement methodologies
- Timeline: Include a proposed timeline for completing the project including an anticipated start date.
- Budget: Detail a budget, including a breakdown of costs for personnel, materials, and other expenses.

****Evaluation Criteria:****

Proposals will be evaluated by a representative from Alachua County, the City of Gainesville, and Santa Fe College based on:

- Demonstrated experience and expertise in similar projects.
- Understanding of community dynamics and local context.
- Feasibility and clarity of the proposed approach.
- Capacity to engage diverse stakeholders effectively.
- Cost-effectiveness.
- Anticipated start date and timeline.
- Familiarity with and knowledge of Alachua County, FL.

File Attachments for Item:

4. Comprehensive Literacy Needs Assessment Report and Recommendation Overview (Dr. Mary Bratsch-Hines, Dr. Pamela Chalfant, Mia Jones)



Item:

Comprehensive Literacy Needs Assessment Report and Recommendation Overview (Dr. Mary Bratsch-Hines, Dr. Pamela Chalfant, Mia Jones)

Requested Action:

The Board is asked to receive the report.

Background:

In May 2023 the Children’s Trust board had a joint meeting with the Alachua County Board of County Commissioners. During that meeting the Children’s Trust staff were tasked with creating a Comprehensive Literacy Plan.

It was determined that a comprehensive needs assessment was needed to help inform the development of a comprehensive literacy plan aimed at improving literacy achievement for all students. In October 2023, discussions were held with UF Lastinger Center about project coordination and developing the assessment.

Project Phases and Overview:

Three Phases of the Comprehensive Needs Assessment

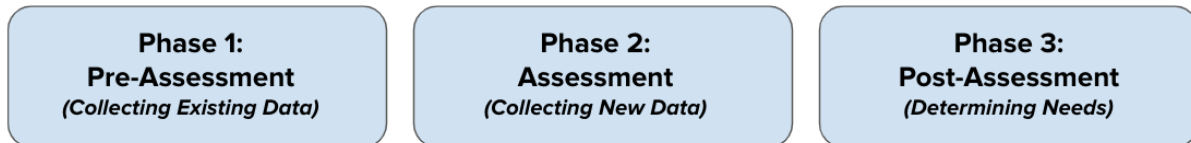


Figure 1: Three Phase of the Comprehensive Needs Assessment adapted from Witkin & Altschuld (1995).

We have completed all phases of the project plan.

Who’s at the Table:

We know that schools can't do it alone, and that it will take our entire community to reach our goal for children to be ready for kindergarten and 90% reading on grade-level by the end of third grade. We also know there are many adults in our community who are faced with literacy challenges. To help with the 3 phases of the Comprehensive Literacy Needs Assessment, expertise was received from:

Alachua County School District

Alachua County Public Library

United Way of North Central Florida

**Alachua County Campaign for Grade Level Reading
Advisory Board**

- UF Anita Zucker Center
- UF Lastinger Center
- Early Learning Coalition of Alachua County
- Gainesville Thrives
- Cuscowillia Nature and Retreat Center
- Episcopal Children’s Services
- Florida Campaign for Grade Level Reading
- Greater Gainesville Chamber of Commerce
- University of Florida Literacy Institute
- Peak Literacy
- One Community Health and Wellness Center

These organizations selected a representative with expertise in the space of early childhood learning, K-12 Education systems, adult literacy, and Community. A total of 15 meetings have been held with this committee.

Cost of Literacy Needs Assessment:

The total project cost was \$175,000.00 with approximately \$75,000 of in-kind services provided by the Lastinger Center. It was funded in collaboration as follows:

Children’s Trust of Alachua County	\$62,500.00
Alachua County Board of County Commission	\$62,500.00 (Received)
Alachua County School District	\$50,000.00
University of Florida Lastinger Center	\$75,000.00 In-kind support which includes 2 additional Lastinger Center team members and additional personnel support

Overview:

Today the Lastinger Center will provide an overview of the final report and recommendations. The Children’s Trust Project Manager will share CTAC next steps toward developing a literacy plan for the community.

Programmatic Impact:

Goal 2: Children & Youth Can Learn What They Need To Be Successful

Fiscal Impact:

\$175,000.00

Recommendation:

The Board is asked to receive the report.

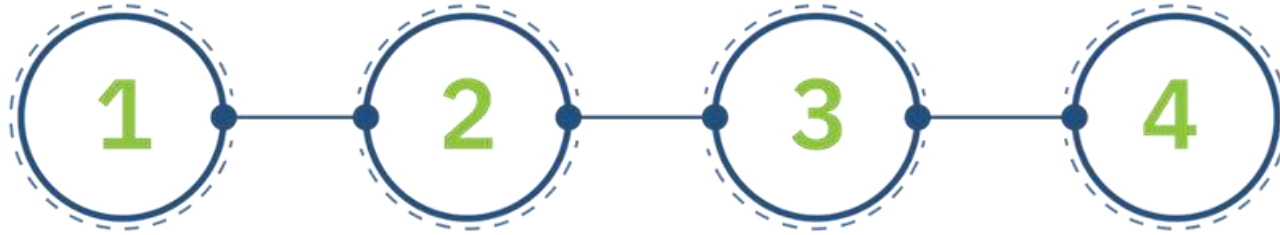
UF Lastinger Center and Children's Trust of Alachua County Comprehensive Literacy Needs Assessment



April & May 2025

UF | Lastinger Center for Learning
UNIVERSITY of FLORIDA

Project Goals (p. 3)



Solicit ideas for what the community *has done, is doing, or can do* to help children, youth, and adults in Alachua County achieve their full potential to read, write, and communicate.

Describe Alachua County's *existing needs* and possible improvements to meet those needs.

Create *specific recommendations* that, if acted upon, can promote literacy proficiency from birth through adulthood in Alachua County.

Provide a *comprehensive list* of organizations providing literacy-related programs, services, and resources in Alachua County.

Overview of Literacy Needs Assessment Activities (p. 4)

Table 1. *Literacy Needs Assessment Outreach and Activities*

Activity	Number
<i>Interviews</i>	74
ACPS Educators, Principals, and District Staff	14
Elected Officials	9
Committee and Community Organizations	51
<i>Focus Group Participants</i>	157
ACPS Educators and District Staff	41
Family Members	74
Community Members	42
<i>Survey Completers</i>	1,122
ACPS Educators and District Staff	157
ACPS Students	37
Family Members	740
Community Members	188
<i>Community Events</i>	11
<i>Classroom Visits</i>	3

April 8, 2024
Beginning of literacy needs assessment activities

Item 4.

April 15, 2024
First of monthly meetings with UF Lastinger Center, Children's Trust, and Committee members

April 29-May 3, 2024
Committee member interviews

May 6-July 12, 2024
Preparation of survey, interview, and focus group materials and processes

June 7-December 20, 2024
Community organization interviews

August 31, 2024
Original Requested End Date

June 7-December 20, 2024
Community surveys

September 15-December 6, 2024
Community focus groups

December 31, 2024
First Extension

July 25-December 16, 2024

ACPS project request process (from submission to University of Florida through ACPS approval)



December 16, 2024-January 13, 2025

ACPS surveys



December 18, 2024-January 16, 2025

ACPS interviews



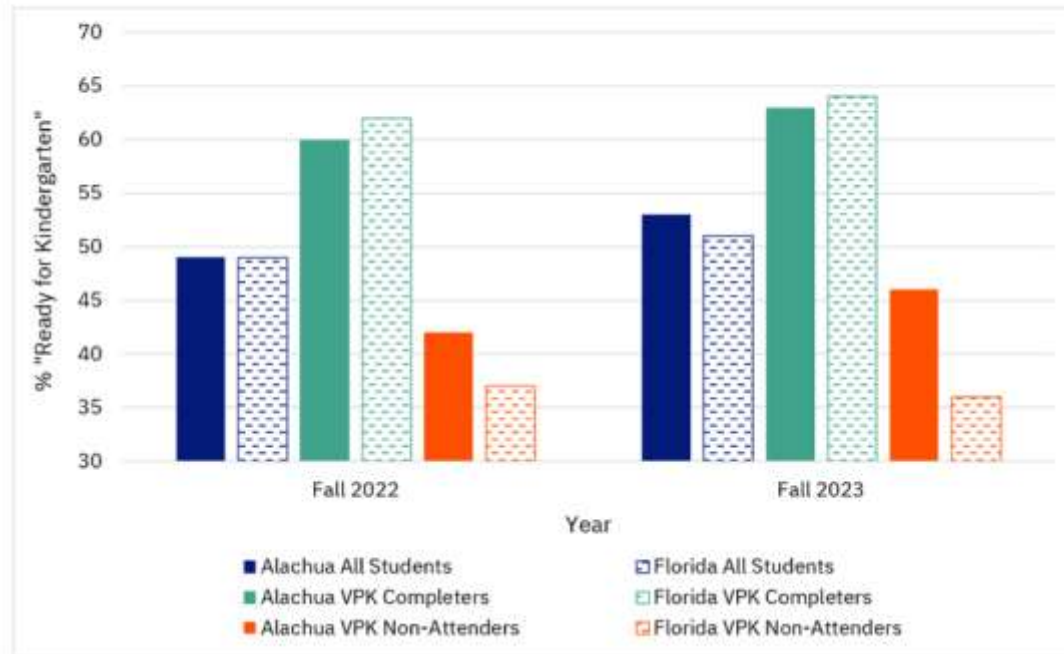
January 12-17, 2025

ACPS focus groups

March 31, 2025
Second Extension

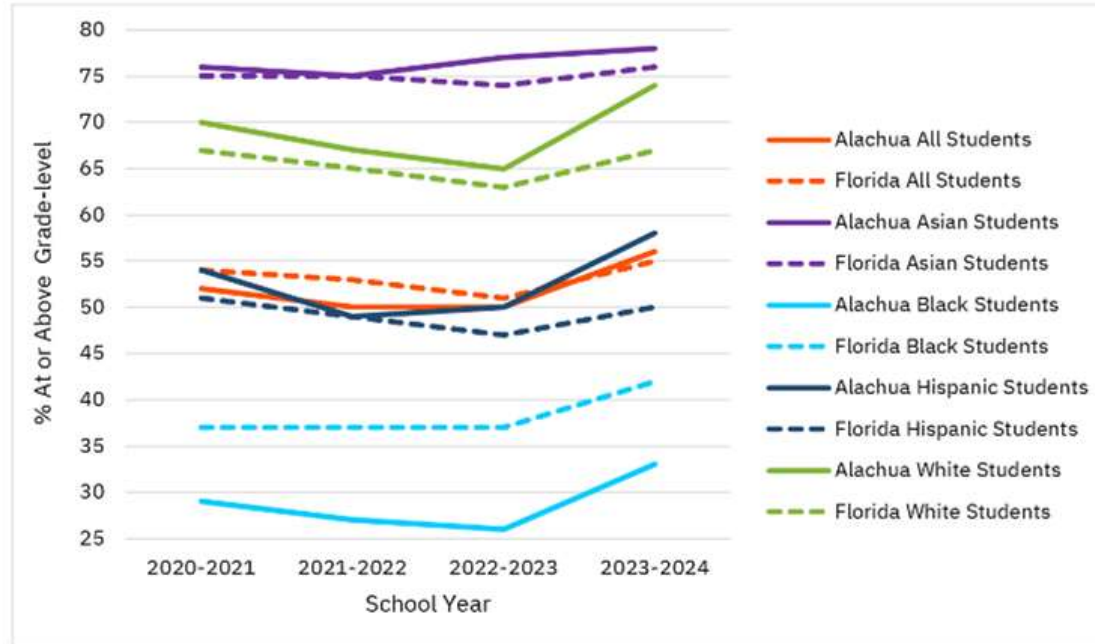
Kindergarten Readiness (p. 30)

Figure 8. Percent of Students "Ready for Kindergarten" Based on FAST Scores at Kindergarten Entry, including by VPK, Alachua County, Fall 2022 and Fall 2023



Reading on Grade Level by End of Third Grade (p. 34)

Figure 10. *Third Grade Reading (At or Above Grade Level) by Student Race/Ethnicity, Alachua and Florida, 2020-2021 through 2023-2024*



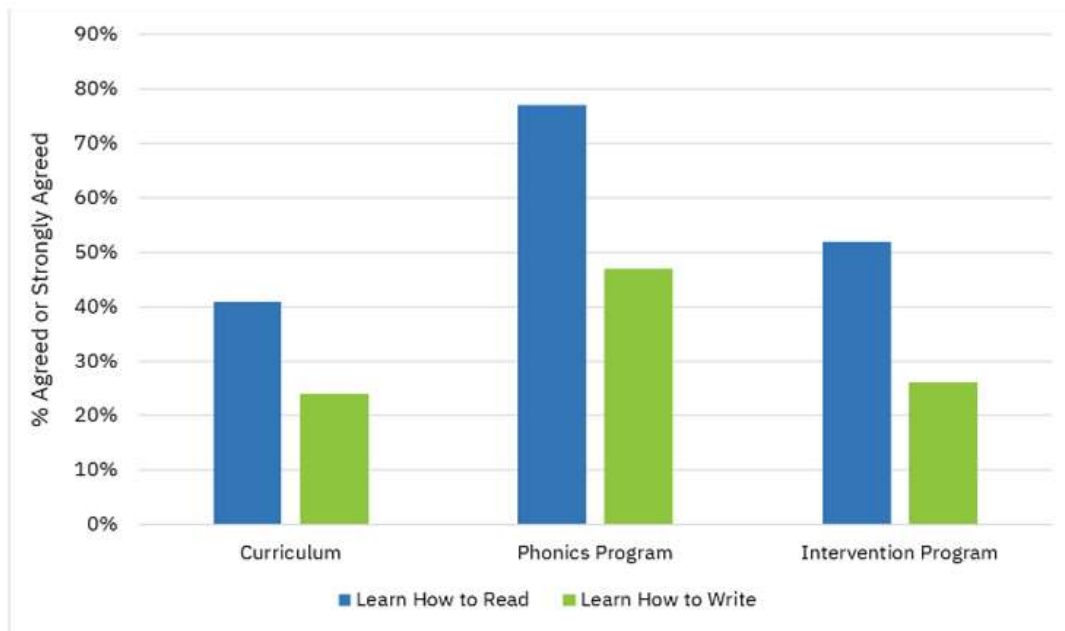
Survey Results: Family and Community Members (p. 60)

Figure 26. Percent of Respondents, by Respondent Type, Who “Agreed” or “Strongly Agreed” About **Children and Youth** Having Necessary Literacy Skills To:



Survey Results: ACPS Educators and District Staff (p. 67)

Figure 33. Percent of ACPS Elementary Educators Who “Agreed” or “Strongly Agreed” That Their School’s Literacy Programs Helps Students Learn How to Read or Write



Family Needs (p. 73)

Parental Guidance on Home Instruction and Supplementary Materials. Many family members also expressed frustration over inadequate knowledge or guidance on how to effectively support their children’s literacy at home. They described feeling unprepared to help with reading and writing activities, resulting in missed opportunities for their children to reinforce important skills outside the classroom.

““I didn’t grow up with strong literacy skills myself, so teaching reading feels overwhelming.”

– Focus Group Member

“Parents want to help, but they need accessible and practical guidance on supporting their children’s reading development.”

– Focus Group Member

Teacher Needs (p. 81)

Key Concerns:

- Inadequate training on new curriculum tools and assessment platforms, especially for new teachers.
- Lack of professional development on effective teaching practices, curricula, and practical tools teachers are expected to implement.
- Need for mentorship and peer collaboration.

“Many teachers are left to figure out instructional strategies on their own, which isn’t sustainable.”

– ACPS Educator

Organization Needs (p. 88)

“More funding would allow us to expand our literacy initiatives and offer high-quality resources to our students.”

– Staff at an Alachua Community Organization

“Better resource allocation can help us address the specific literacy needs of our students more effectively.”

– Staff at an Alachua Community Organization

Recommendations (p. 103)

1



Enhanced
Awareness and
Communication

2



Focused
Support

3



Expanded
Professional
Learning

1. Enhanced Awareness and Communication (pp. 104-107)

- Coordinate existing resources by building awareness within *organizations* and within the *community*
 - ◆ Name a central organization to serve as the linking mechanism between organizations; use existing organizations to inform coordination of county-wide literacy efforts and develop long-term solutions
 - ◆ Allocate funding for staff member(s) to create and maintain a centralized website and print materials that serve as a resource hub alerting Alachua County residents about existing programs, opportunities, and events
- Use public dollars wisely
 - ◆ Require organizations to show targeted literacy impacts to receive public funding
 - ◆ Provide sufficient technical assistance so organizations can succeed

2. Focused Support (pp. 108-112)

- Start early! Increase public investments in key early learning and intervention organizations to pay long-term dividends
- Provide ongoing evidence-based training for healthcare, education, and community providers serving multilingual learners, Black students, students experiencing poverty, and students with disabilities. Training topics would include the following:
 - ◆ Knowledge about how children best learn how to read and write
 - ◆ How to implement rigorous and systematic reading instruction
 - ◆ Understanding of the assets brought by each group
 - ◆ High expectations for attendance and learning

3. Expanded Professional Learning (pp. 113-118)

- Early learning providers, staff at community organizations, and ACPS educators all need targeted professional learning in key topics:
 - ◆ Providing evidence-based practices and strategies during reading instruction and support
 - ◆ Improving implementation of existing programs and technologies
 - ◆ Pacing and aligning instruction across grade levels to intensify learning
 - ◆ Developing a culture of data-driven decision making at all levels, including expanding access to data within and across organizations
- Other opportunities include the following:
 - ◆ Enhanced mentorship and collaboration at all levels
 - ◆ Increased opportunities for coaching
 - ◆ Better services for students with disabilities

Next Steps (p. 120)

Figure 37. Next Steps for Alachua County Literacy Improvements





CHILDREN'S TRUST

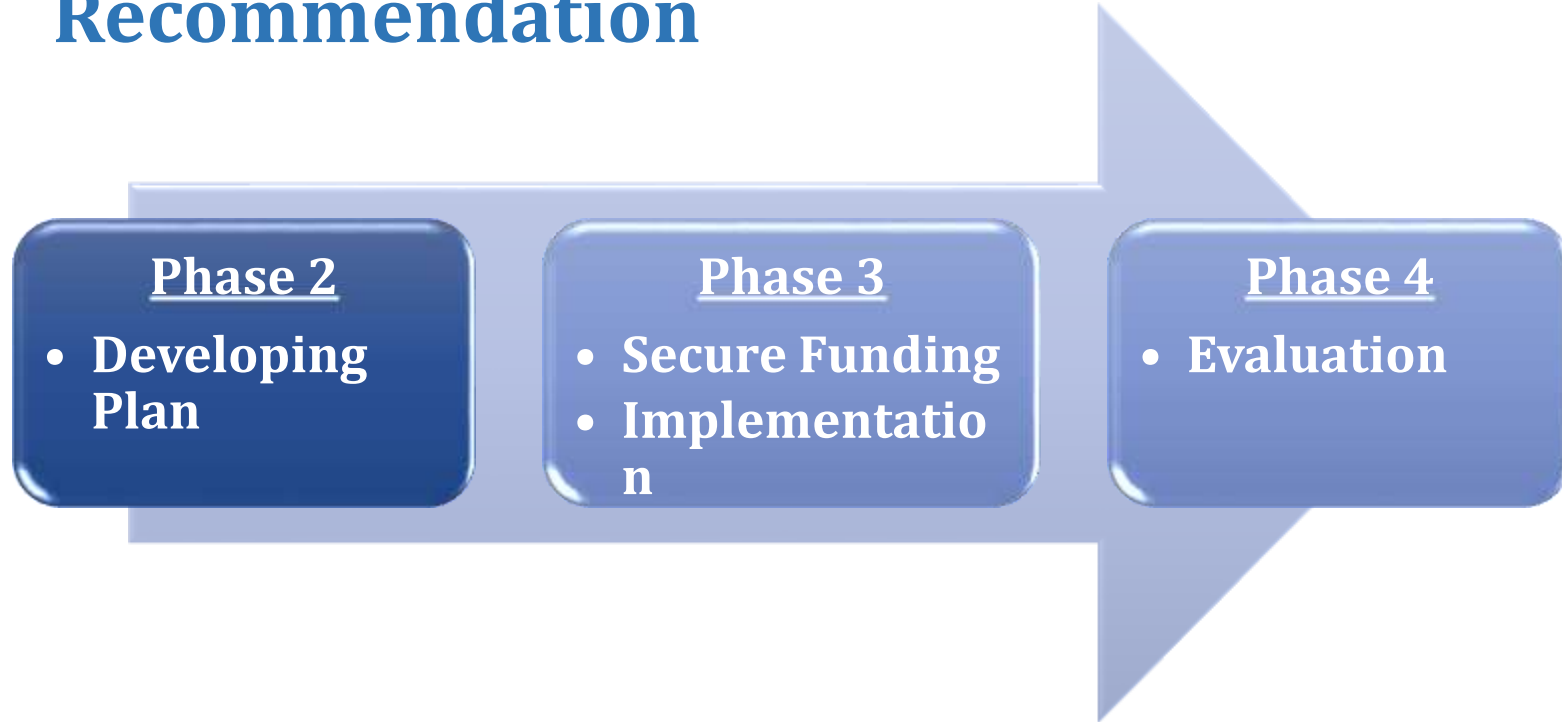
OF ALACHUA COUNTY

Comprehensive Literacy Needs Assessment

Children's Trust of Alachua County Next Steps and Recommendations



Phase 2: Next Steps and Recommendation





Phase 2: Next Steps

Next Step

Workshop
Facilitator

Host
Workshop

Develop plan

Time Frame

Estimate
3-5 months

Community Partners

Library

County/City Gov't

ELC & ECS4Kids

School District

Community

Housing