

SEMINOLE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT: 2005/2006 Community Services Block Grant Modification

DEPARTMENT: Community Services **DIVISION:** Community Assistance

AUTHORIZED BY: Phillip C. Stalvey **CONTACT:** David Medley **EXT.** 3363

| |
|--|
| Agenda Date <u>03-28-06</u> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/> Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/> |
|--|


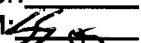

MOTION/RECOMMENDATION: Approval by the Board of County Commissioners of the attached CSBG Modification in the sum of \$228,094.00 and authorization for the Chairman to execute the grant application and related documents.

BACKGROUND:

On July 11, 2005, the Board of County Commissioners accepted the Community Services Block Grant award in the amount of \$228,094.00 and the local 2% match of \$ 4,562.00. On February 13, 2006, the Division of Community Assistance was notified of the availability of an additional \$1,979.00 to enhance direct services under this program. These new funds will require an additional \$39.00 in cash match.* The attached application proposes the following utilization of these funds:

| | 05/06 CSBG Contract | Proposed Modification |
|--|------------------------|--------------------------|
| Direct Services (Housing, & Utilities,) | \$ 143,794.00 | \$145,773.00 |
| Administration (2 Staff) | \$77,821.00 | \$ 77,821.00 |
| Intern/Training Program | \$4,500.00 | \$4,500.00 |
| <i>Subtotal:</i> | \$226,115.00 | \$228,094.00 |
| Cash Match * | \$4,523.00 | \$ 4,562.00 |
| In-Kind Match | \$40,700.00 | \$ 41,057.00 |
| TOTAL | \$271,338.00 | \$273,713.00 |

*The additional Cash Match will be identified in the existing division budget. **NO additional funds are being requested.**

| |
|---|
| Reviewed by: Co Atty:  DFS: _____ Other: _____ DCM:  CM:  File No. <u>CCS01</u> |
|---|

MODIFICATION OF AGREEMENT
BETWEEN
FLORIDA DEPARTMENT OF COMMUNITY AFFAIRS
AND
Seminole County

This Modification is made and entered into by and between the State of Florida, Department of Community Affairs, ("the Department"), and the Seminole County ("Recipient") to modify DCA Contract Number 06SB-5N-06-69-01-029 , ("the Agreement").

WHEREAS, the Department and the Recipient have entered into the Agreement, pursuant to which the Department provided a grant of \$ 226,115 to Recipient; and

NOW, THEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. Paragraph (17)(a) Funding/Consideration is hereby modified to read as follows:

"This is a cost-reimbursement Agreement. The Recipient shall be reimbursed for costs incurred in the satisfactory performance of work hereunder in an amount not to exceed \$228,094 subject to the availability of funds and appropriate budget authority." The Recipient is authorized to incur costs in an amount not to exceed \$189,318 until further notification is received. As funds and budget authority are available, changes to the costs the Recipient may incur will be accomplished by notice from the Department to the Recipient, in the form of certified mail, return receipt requested, to the Recipient's contact person identified in Attachment A, Recipient Information. The terms of the Agreement shall be considered to have been modified to allow the Recipient to incur additional costs upon the Recipient's receipt of the written notice from the Department." This revised contract amount includes:

- A. \$ 226,115 Current FFY 2005-2006 CSBG contract allocation
- B. +\$ 1,979 Carryover Funds from FFY 2004-2005

2. If applicable, Attachment A, Recipient Information, Attachment B-1, Budget Summary, Attachment B-2, Sub-Recipient Information, Attachment B-3, Budget Detail and Attachment B-4, Secondary Administration are hereby deleted in their entirety and replaced with amended Attachment A, Recipient Information, amended Attachment B-1, Budget Summary, amended Attachment B-2, Sub-Recipient Information, amended Attachment B-3 , Budget Detail and amended Attachment B-4, Secondary Administration as attached hereto and incorporated herein by reference.

3. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.
4. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

RECIPIENT

STATE OF FLORIDA

By: _____
Name

By: _____

Title

Kimball Love, Director
Division of Housing and Community Development

Date: _____

Date: _____

Federal Identification Number

**CSBG MODIFICATION
AMENDED ATTACHMENT B-1
BUDGET SUMMARY**

RECIPIENT:

| REVENUE SOURCES | | PERCENT | MATCH | TOTAL AMOUNT | NOTES: |
|---|---------------------------------|----------------------|---|---------------------------------------|--|
| 1. CSBG Grant Funds | | | | 228,094.00 | Round all figures up to the nearest dollar. |
| 2. Cash Match | | 2% | 4,562.00 | | Provide a minimum of 2% -Cash Match 20% - Total Match |
| 3. In-Kind Match | | 18% | 41,057.00 | | Do not under match. 1.99% Cash Match is unacceptable. |
| 4. TOTAL MATCH (Line 2 + Line 3) | | | | 45,619.00 | |
| 5. TOTAL FUNDS (Line 1 + Line 4) | | | | \$ 273,713.00 | Match amounts must agree with the amended totals reflected on the Modification Cover Page. |
| A | B | C | D | E | F |
| CSBG FUNDS ONLY EXPENSE CATEGORY | Last Approved CSBG Budget | Proposed Budget** | 2004-2005 Carryover Amount | Total CSBG Funds (Col. C +D) | CASH AND IN-KIND MATCH |
| TOTAL CSBG FUNDS | 226,115.00 | 226,115.00 | 1,979.00 | 228,094.00 | 45,619.00 |
| ADMINISTRATIVE | | | | | |
| 6. RECIPIENT EXPENSES (Salaries + Fringe, Rent, Utilities, Travel, Other) | \$4,500.00 | \$4,500 | \$0 | \$4,500.00 | \$41,057.00 |
| 7. SUB-RECIPIENT EXPENSES (Salaries + Fringe, Rent, Utilities, Travel, Other) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 8. TOTAL ADMINISTRATIVE EXPENSES (Line 6 + Line 7) See footnote * | \$4,500.00 | \$4,500 | \$0 | \$4,500.00 | \$41,057.00 |
| 9. ADMINISTRATIVE EXPENSE PERCENT [(Cell 8C divided by cell 18C) x 100] | 1.99% | \$0 | VALUE IN CELL 8C MAY NOT EXCEED 15% OF Cell 18C | | |
| PROGRAM | | | | | |
| 10. RECIPIENT DIRECT CLIENT ASSISTANCE | \$143,794.00 | \$143,794.00 | \$1,979.00 | \$145,773.00 | \$4,562.00 |
| 11. RECIPIENT OTHER PROGRAM EXPENSES (Salaries + Fringe, Rent, Utilities, Travel, Other) | \$77,821.00 | \$77,821.00 | \$0 | \$77,821.00 | \$0 |
| 12. SUBTOTAL RECIPIENT PROGRAM EXPENSES (Line 10 + Line 11) | \$221,615.00 | \$221,615.00 | \$1,979.00 | \$223,594.00 | \$4,562.00 |
| 13. SUB-RECIPIENT DIRECT CLIENT ASSISTANCE EXPENSES | \$0 | \$0 | \$0 | \$0 | \$0 |
| 14. SUB-RECIPIENT OTHER PROGRAM EXPENSES (Salaries + Fringe, Rent, Utilities, Travel, etc.) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 15. SUBTOTAL SUB-RECIPIENT PROGRAM EXPENSES (Line 14 + Line 15) | \$0 | \$0 | \$0 | \$0 | \$0 |
| 16. TOTAL PROGRAM (Line 12 + Line 15) | \$221,615.00 | \$221,615.00 | \$1,979.00 | \$223,594.00 | \$4,562.00 |
| 17. SECONDARY ADMINISTRATIVE EXPENSES | \$0 | \$0 | \$0 | \$0 | |
| 18. GRAND TOTAL EXPENSE: (Line 8 + Line 16 + Line 17) | \$226,115.00 | \$226,115.00 | \$1,979.00 | \$228,094.00 | \$45,619.00 |

*** THE AMOUNT IN CELL 8D CANNOT EXCEED THE UNSPENT ADMINISTRATIVE BALANCE FROM YOUR FY 2004-2005 CONTRACT CLOSE-OUT.**

****ADJUSTMENTS TO LAST APPROVED CSBG BUDGET MAY BE MADE IN COLUMN C.**

**CSBG MODIFICATION
 AMENDED ATTACHMENT B-2
 SUB-RECIPIENT INFORMATION
 (Complete this page for each sub-recipient)**

RECIPIENT: N/A

SUB-RECIPIENT INFORMATION:

NAME OF ENTITY

MAILING ADDRESS: _____ ZIPCODE _____

STREET ADDRESS (IF DIFFERENT): _____ ,FL ZIPCODE _____

CONTACT PERSON'S NAME AND TITLE:

TELEPHONE: _____ FAX: _____

NOTE: The following line items (7, 13, 14 and 15) must correspond to Attachment B-1, Budget Summary. If there is more than one sub-recipient, it is the Recipient's responsibility to ensure that the total of all sub-recipient budgets add correctly. Expenditures must be detailed in Attachment B-3.

| CSBG FUNDED PROGRAMS ONLY EXPENSE CATEGORY | (A) CSBG FUNDS | (B) CASH MATCH | (C) IN-KIND MATCH | (D) TOTAL |
|--|----------------------|----------------------|-------------------------|-----------|
| SUB-RECIPIENT ADMINISTRATIVE EXPENSES: | | | | |
| 7. SUB-RECIPIENT EXPENSES <i>(Salaries + Fringe, Rent, Utilities, Travel, Other)</i> | | | | |
| SUB-RECIPIENT PROGRAM EXPENSES: | | | | |
| 13. SUB-RECIPIENT DIRECT CLIENT ASSISTANCE EXPENSES | | | | |
| 14. SUB-RECIPIENT OTHER PROGRAM EXPENSES <i>(Salaries + Fringe, Rent, Utilities, Travel, etc)</i> | | | | |
| 15. SUBTOTAL SUB-RECIPIENT PROGRAM EXPENSES <i>(Line 13 + Line 14)</i> | | | | |
| TOTAL EXPENSES: (Line 7 + Line 15) | | | | |

The Recipient must have a written agreement with all subcontractors. The agreement must meet the requirements of section 14 of this agreement. A copy of the unsigned agreement with the subcontractor must be forwarded to the Department for review and approval along with this agreement.

CSBG MODIFICATION

**AMENDED ATTACHMENT B-3
BUDGET DETAIL**

| BUDGET LINE ITEM NUMBER | GOAL, OUTCOME, INDICATOR (For Direct Client Assistance Only) | EXPENDITURE DETAIL Round up line item totals to dollars. Do not use cents and decimals in totals. Administrative Expenses | BUDGETED EXPENDITURES | | |
|-------------------------------|--|--|--------------------------------|--------------------|--------------------|
| | | | CSBG FUNDS | CASH MATCH * | IN-KIND MATCH* |
| 6 | | Recipient Expenses Salaries: Intern \$9.25 per hour x20 hrs. per week=\$4,500.00 | \$4,500.00 | | |
| 3 | | Rent & Utilities: Source: Seminole County In-kind match Space, telephone, and utilities 2,500 sq. ft. @ \$12.00= \$30,000.00 <u>SUBTOTAL RENT & UTILITIES:</u> | | | \$30,000.00 |
| 3 | | Administrative Supervision Source=Seminole County In-kind Match Salaries for Division Manager/Program Manager 405 Hrs. (approximately 8 hrs per week) at 27:30 rounded | | | \$11,057.00 |
| | | <u>RECIPIENT EXPENSE TOTAL:</u> | \$4,500.00 | | \$41,057.00 |
| 11 | | RECIPIENT OTHER PROGRAM EXPENSES Salaries: <i>Case Manager</i> , 100% CSBG \$14.14 (rounded) per hour x 2080= \$29,411 Fringe Benefits: FICA, Health Insurance, Worker's comp and Retirement (\$9,008.00 Actual) Salaries: <i>Senior Staff Assistant</i> , 100% CSBG \$14.67 (rounded) per hour x 2080=\$30,514 Fringe Benefits: FICA, Health Insurance, Workers Comp and Retirement (\$8888) | \$38,419.00 \$39,402.00 | | |
| | | <u>RECIPIENT OTHER PROGRAM EXPENSE TOTAL</u> | \$77,812.00 | | |

*EXPLAIN SOURCES OF CASH AND IN-KIND MATCH

CSBG MODIFICATION

**AMENDED ATTACHMENT B-4
BUDGET DETAIL**

| BUDGET LINE ITEM NUMBER | GOAL, OUTCOME, INDICATOR | EXPENDITURE DETAIL Round up line item totals to dollars. Do not use cents and decimals in totals. | BUDGETED EXPENDITURES | | |
|-------------------------|----------------------------|---|----------------------------|-------------|-----------------|
| | | | CSBG FUNDS | CASH MATCH* | IN-KIND MAT CH* |
| | | <u>RECIPIENT DIRECT CLIENT ASSISTANCE</u> | | | |
| 10 | 1.2(h) 1.1(b) 1.1(c) | <i>Rental Assistance</i> 30 clients will receive rental/mortgage payments, in order to for clients acquire/maintain employment. 5 clients will be provided with rent/mortgage assistance, in order to complete post-secondary education certificate or diploma. | \$77,012.00 \$14,781.00 | | |
| 10 | 6.2(b) | <i>Utility Assistance</i> 45 clients will receive emergency utility payment in order in order to complete a post-secondary education certificate or in order to acquire or maintain employment. | \$3,991.00 | | |
| 10 & 2 | 1.2 (e) | <i>Childcare</i> 15 clients will be provided with childcare assistance, in order to acquire/maintain employment. | \$49,478.00 | \$4,562.00 | |
| | | <i>Improved Access</i> 10 clients will obtain employment through having a computer work space to access education and employment opportunities. | \$511.00 | | |
| 10 | 1.3 (b-3) | <u>Recipient Direct Client Assistance (total)</u> | \$145,773.00 | \$4,562.00 | |

*EXPLAIN SOURCES OF CASH AND IN-KIND MA

**CSBG MODIFICATION
AMENDED ATTACHMENT B-4
SECONDARY ADMINISTRATIVE EXPENSES**

Secondary Administrative Expense requested: Yes _____ No _____

Name of Recipient: _____

INSTRUCTIONS: If requesting Secondary Administrative Expenses, you must supply the following information for each secondary program for which administrative expenses are being requested. A "secondary program source" is the non-CSBG program that will receive administrative support from the use of CSBG funds. See Attachment G, Section D(13) for additional information.

| BUDGET INFORMATION | NAME OF SECONDARY PROGRAM: | NAME OF SECONDARY PROGRAM: | NAME OF SECONDARY PROGRAM: | TOTAL OF ALL PROGRAMS |
|--|--|--|--|------------------------------|
| | GRANT START DATE: END DATE: | GRANT START DATE: END DATE: | GRANT START DATE: END DATE: | |
| 1. Total cash budget for secondary program: | \$ _____ | \$ _____ | \$ _____ | |
| 2. Maximum percent administrative expense including indirect cost allowed by secondary program: | _____ % | _____ % | _____ % | |
| 3. Total administrative expense approved by secondary program funding sources: ¹ | \$ _____ | \$ _____ | \$ _____ | |
| 4. CSBG secondary administrative expense requested: ² | \$ _____ | \$ _____ | \$ _____ | \$ _____ |
| 5. Total administrative expense (Line 3 + Line 4): | \$ _____ | \$ _____ | \$ _____ | |
| 6. Percent of total administrative expense to total budget (Line 5 divided by Line 1). This total cannot exceed 15% of Line 1. | _____ % | _____ % | _____ % | |
| 7. CAP Plan Goals Supported by secondary program. | Goal # _____ Goal # _____ | Goal # _____ Goal # _____ | Goal # _____ Goal # _____ | |
| 8. Work Plan actions that address secondary programs activities: | Action # _____ Action # _____ | Action # _____ Action # _____ | Action # _____ Action # _____ | |

¹ The Recipient must take full advantage of all administrative and indirect dollars allowed by the secondary program's funding source before CSBG secondary administrative expenses are requested. For each secondary administration program, provide documentation of the maximum administrative limits of the secondary program and a copy of the contract budget detailing the amount of the contract and the administration funds provided by the secondary source.

² You are required to provide budget detail in Attachment B-3 for the amount on line 4 for each program above.

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
 FY 2005-2006 Workplan and Quarterly Report Form
 Community Action Goal 1 (Family) – Low-Income People Become Self-Sufficient**

AGENCY NAME:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|--|---|---|-------------------------|---|---|---|-------------------------|---|-------------------------|
| Goal 1: Low-Income People Become Self-Sufficient | WORKPLAN | Number of Participants at or Below 125% of Poverty | | | | Number of People Above 125% of Poverty | | Number of People for Whom no Income Information was Obtained | |
| National Performance Indicators: | Total Number of Participants Expected to Achieve Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | Still Progressing Toward Outcome | Exited Program Prior to Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome |
| 1.1 Employment 1.2 Employment Supports 1.3 Economic Asset Enhancement and Utilization <i>All agencies must report on at least one NPI in Goal 1.</i> | | | | | | | | | |
| NPI 1.1: EMPLOYMENT - The number of low-income participants in community action employment initiatives who get a job or become self-employed as measured by one or more of the following: | | | | | | | | | |
| A) Unemployed and obtained a job. (Unduplicated count.) | 0 | | | | | | | | |
| (1) Obtained part-time employment – less than 25 hours per week, at minimum wage or above (or its equivalent if employment includes tips/etc.) | | | | | | | | | |
| (2) Obtained part-time employment – equal to or greater than 25 hours per week, at minimum wage or above (or its equivalent if employment includes tips/etc.). | | | | | | | | | |
| (3) Obtained full-time employment – number of hours as defined by employer; at least minimum wage, without benefits. | | | | | | | | | |
| (4) Obtained full-time employment – number of hours defined by employer, at least minimum wage with benefits. | | | | | | | | | |
| (5) Became self-employed – and earned the equivalent of at least part-time employment. | | | | | | | | | |
| B) Employed and obtained an increase in employment income. (Unduplicated count.) | 15 | | | | | | | | |
| (1) Obtained part-time employment – less than 25 hours per week, at minimum wage or above (or its equivalent if employment includes tips/etc.) | | | | | | | | | |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
 FY 2005-2006 Workplan and Quarterly Report Form
 Community Action Goal 1 (Family) – *Low-Income People Become Self-Sufficient***

AGENCY NAME:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|--|---|---|-------------------------|---|---|---|-------------------------|---|-------------------------|
| Goal 1: Low-Income People Become Self-Sufficient | WORKPLAN | Number of Participants at or Below 125% of Poverty | | | | Number of People Above 125% of Poverty | | Number of People for Whom no Income Information was Obtained | |
| National Performance Indicators: | Total Number of Participants Expected to Achieve Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | Still Progressing Toward Outcome | Exited Program Prior to Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome |
| 1.1 Employment 1.2 Employment Supports 1.3 Economic Asset Enhancement and Utilization | | | | | | | | | |
| <i>Must report on at least one NPI in Goal 1.</i> | | | | | | | | | |
| (2) Obtained part-time employment – equal to or greater than 25 hours per week, at minimum wage or above (or its equivalent if employment includes tips/etc.). | | | | | | | | | |
| (3) Obtained full-time employment – number of hours as defined by employer; at least minimum wage. | | | | | | | | | |
| (4) Obtained full-time employment – number of hours defined by employer, above minimum wage and with benefits. | | | | | | | | | |
| (5) Became self-employed – and earned the equivalent of at least part-time employment. | | | | | | | | | |
| (6) Received an increase in income as a result of better wages, hours, or benefits. | | | | | | | | | |
| C) Achieved “living wage” employment and benefits. (See footnote.)¹ | 0 | | | | | | | | |
| D) Maintained Employment for at Least 90 days. | 0 | | | | | | | | |
| ¹ “Living Wage” must be an locally accepted rate as identified by government or coalition. | | | | | | | | | |
| NPI 1.2: EMPLOYMENT SUPPORTS – The number of low-income participants for whom barriers to initial or continuous employment are reduced or eliminated through assistance from community action measured by one or more of the following: | | | | | | | | | |
| A) Obtained pre-employment skills/competencies required for employment and received training program certificate or diploma. | 0 | | | | | | | | |
| (1) Obtained work experience as a non-paid volunteer and developed measurable identified skill(s). | | | | | | | | | |
| (2) Demonstrated a measurable increase in identified skills/competencies required for employment | | | | | | | | | |
| (3) Completed training program and received certificate or diploma required for employment. | | | | | | | | | |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
 FY 2005-2006 Workplan and Quarterly Report Form
 Community Action Goal 1 (Family) – *Low-Income People Become Self-Sufficient***

AGENCY NAME:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|---|------------------|----------------------------------|--|--|------------------|---|------------------|
| Goal 1: Low-Income People Become Self-Sufficient | WORKPLAN Total Number of Participants Expected to Achieve Outcome | Number of Participants at or Below 125% of Poverty | | | | Number of People Above 125% of Poverty | | Number of People for Whom no Income Information was Obtained | |
| National Performance Indicators: 1.1 Employment 1.2 Employment Supports 1.3 Economic Asset Enhancement and Utilization <i>Must report on at least one NPI in Goal 1.</i> | | Received Services (Participants Enrolled in Program) | Achieved Outcome | Still Progressing Toward Outcome | Exited Program Prior to Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome |
| NPI 1.2: EMPLOYMENT SUPPORTS – continued | | | | | | | | | |
| B) Completed ABE/GED and received certification or diploma. | 0 | | | | | | | | |
| C) Completed post-secondary education program and obtained certificate or diploma. | 5 | | | | | | | | |
| D) Enrolled children in “before” or “after” school programs, in order for parent to acquire or maintain employment. | 0 | | | | | | | | |
| E) Obtain care for child or other dependant in order for parent or caregiver to acquire or maintain employment. | 15 | | | | | | | | |
| F) Obtain access to reliable transportation and/or driver’s license in order to acquire or maintain employment. | 0 | | | | | | | | |
| G) Obtained health care services for themselves or a family member in support of employment stability. | 0 | | | | | | | | |
| H) Obtained safe and affordable housing in support of employment stability. | 30 | | | | | | | | |
| I) Obtained food assistance in support of employment stability. | 0 | | | | | | | | |
| J) Obtained identification or work permit documentation for employment. (social security card, work permit, legal immigration papers, drivers licenses, etc.) | 0 | | | | | | | | |

COMMENTS OR EXPLANATION:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
 FY 2005-2006 Workplan and Quarterly Report Form
 Community Action Goal 1 (Family) – Low-Income People Become Self-Sufficient**

AGENCY NAME:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |
|--|--|---|-----------------------------|---|-----------------------------|---|-----------------------------|---|
| Goal 1: Low-Income People Become Self-Sufficient | WORKPLAN Total Number of Participants Expected to Achieve Outcome | Number of Participants at or Below 125% of Poverty | | Number of People Above 125% of Poverty | | Number of People for Whom No Income Information was Obtained | | Aggregated Dollar Amounts (Payments, Credits or Savings) |
| National Performance Indicators: 1.1 Employment 1.2 Employment Supports 1.3 Economic Asset Enhancement and Utilization <i>Must report on at least one NPI in Goal 1.</i> | | Received Services (Participants Enrolled in Program) | Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | Received Services (Participants Enrolled in Program) | Achieved Outcome | |
| NPI 1.3: ECONOMIC ASSET ENHANCEMENT AND UTILIZATION – The number of low-income households that achieve an increase in financial assets and/or financial skills as a result of community action assistance, and the aggregated amount of those assets and resources for all participants achieving the outcome, as measured by one or more of the following. | | | | | | | | |
| A) Enhancement | | | | | | | | |
| (1) Number of participants in tax preparation programs who identify any type of Federal or State tax credit and the aggregated dollar amount of credits. | 0 | | | | | | | |
| (2) Number of participants who obtained court-ordered child support payments and expected annual aggregated dollar amount of payments. | 0 | | | | | | | |
| (3) Number of participants enrolled in telephone lifeline and/or energy discounts with the assistance of the agency and the expected aggregated dollar amount of savings. | 0 | | | | | | | |
| B) Utilization | | | | | | | | |
| (1) Number of participants demonstrating ability to complete and maintain a budget for over 90 days. | 0 | | | | | | | |
| (2) Number of participants opening an Individual Development Account (IDA) or other savings account and increased savings, and the aggregated amount of savings. | 0 | | | | | | | |
| (3) Of participants in a community action asset development program (IDA or others): | | | | | | | | |
| a) Number capitalizing a small business due to accumulated savings. | 0 | | | | | | | |
| b) Number pursuing post-secondary education due to savings. | 0 | | | | | | | |
| c) Number purchasing a home due to accumulated savings. | 0 | | | | | | | |

AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG) 2005-2006 WORKPLAN AND QUARTERLY REPORT

Community Action Goal 2 (Community) – *The Conditions in Which Low-Income People Live are Improved*

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 |
|---|--|------------------|--|-----------------|
| Goal 2: The Conditions in Which Low-Income People Are Improved | Number of Projects or Initiatives | | Number of Opportunities and/or Community Resources Preserved or Increased | |
| National Performance Indicators: 2.1 Community Improvement and Revitalization 2.2 Community Quality of Life and Assets All agencies must report on at least one NPI in Goal 2. | WORKPLAN Plan to Initiate | Initiated | WORKPLAN Plan to Achieve | Achieved |
| NPI 2.1: Community Improvement and Revitalization – Increase in, or preservation of opportunities and community resources or services for low-income people in the community as a result of community action projects/initiatives or advocacy with other public and private agencies, as measured by one or more of the following: | | | | |
| A) Accessible "living wage" ¹ jobs created or retained in the community. (See footnote.) | 0 | | 0 | |
| B) Safe and affordable housing units created in the community. | 0 | | 0 | |
| C) Safe and affordable housing units in the community preserved or improved through construction, weatherization or rehabilitation achieved by community action activity or advocacy. | 0 | | 0 | |
| D) Accessible and affordable health care services/facilities for low-income people created or maintained. | 0 | | 0 | |
| E) Accessible safe and affordable childcare or child development placement opportunities for low-income families created or maintained. | 0 | | 0 | |
| F) Accessible "before" school and "after" school program placement opportunities for low-income families created or maintained. | 0 | | 0 | |
| G) Assessable new, preserved, or expanded transportation resources available to low-income people, including public or private transportation. | 0 | | 0 | |
| H) Accessible preserved or increased educational and training placement opportunities for low-income people in the community, including vocational, literacy, and life skill training, ABE/GED, and post-secondary education. | 5 | | 10 | |
| ¹ "Living Wage" must be an accepted rate as identified and officially adopted by the local government or coalition. | | | | |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN AND QUARTERLY REPORT**

Community Action Goal 2 (Community) – The Conditions in Which Low-Income People Live are Improved

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 |
|--|--|-----------|--|----------|
| Goal 2: The Conditions in Which Low-Income People Are Improved | | | | |
| National Performance Indicators: | Number of Projects or Initiatives | | Number of Opportunities and/or Community Resources Preserved or Increased | |
| 2.1 Community Improvement and Revitalization 2.2 Community Quality of Life and Assets | Plan to Initiate | Initiated | Plan to Achieve | Achieved |
| All agencies must report on at least one NPI in Goal 2. | | | | |
| NPI 2.2: Community Quality of Life and Assets – The quality of life and assets in low-income neighborhoods are improved by community action initiatives or advocacy, as measured by one or more of the following: | | | | |
| A) Increases in community assets as a result of a change in law, regulation or policy, which results in improvements in quality of life and assets. | 0 | | 0 | |
| B) Increase in the availability or preservation of community facilities (schools, libraries, community centers, recreation, etc.) | 0 | | 0 | |
| C) Increase in the availability or preservation of community services to improve public health and safety. | 0 | | 0 | |
| D) Increase in the availability or preservation of commercial services within low-income neighborhoods. | 0 | | 0 | |
| E) Increase or preservation of neighborhood quality-of-life resources. | 0 | | 0 | |

Narrative Comments:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN
Goal 3 (Community): *Low-Income People Own a Stake in their Community***

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 |
|---|--|---|
| Goal 3: Low-Income People Own a Stake in their Community | WORKPLAN | Number of Low-Income People who Participated |
| National Performance Indicators: 3.1 Civic Investment 3.2 Community Empowerment through Maximum Feasible Participation <i>Reporting on NPI 3.2 is optional.</i> | Number of Low-Income People Expected to Participate | |
| NPI 3.2: Community Empowerment through Maximum Feasible Participation – The number of low-income people mobilized as a direct result of community action initiative to engage in activities that support and promote their own well-being and that of their community as measured by one or more of the following: | | |
| A) Number of low-income people participating in formal community organizations, government, boards or councils that provide input to decision-making and policy setting through community action efforts. | <input type="text"/> | |
| B) Number of low-income people acquiring businesses in their community as a result of community action assistance. | <input type="text"/> | |
| C) Number of low-income people purchasing their own homes in their community as a result of community action assistance. | <input type="text"/> | |
| D) Number of low-income people engaged in non-governance community activities or groups created or supported by community action. | <input type="text"/> | |

Narrative Comments:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2004-2005 WORKPLAN**

Community Action Goal 4 (Agency) – Partnerships Among Supporters and Providers of Services to Low-Income People are Achieved

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 |
|---|--|---|
| Goal 4: Partnerships Among Supporters and Providers of Services to Low-Income People are Achieved | Workplan | |
| NATIONAL PERFORMANCE INDICATORS: 4.1 Expanding Opportunities Through Community-Wide Partnerships <i>All agencies must report on NPI 4.</i> <i>(A partnership or collaboration is defined as a formal relationship documented by a written agreement such as a Memorandum of Understanding or formal membership in an organization.)</i> | Partnerships or Collaborations to be Maintained or Secured in 2005-2006 | Partnerships or Collaborations Maintained or Secured 2005-2006 |
| NPI 4.1: Expanding Opportunities through Community-Wide Partnerships – The number of organizations, both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes. | | |
| 1) Non-Profit | 16 | |
| 2) Faith Based | 2 | |
| 3) Local Government | 0 | |
| 4) State Government Entity | 0 | |
| 5) Federal Government Entity | 0 | |
| 6) For-Profit Business or Corporation | 0 | |
| 7) Coalition or collaborative (3 or more groups) | 0 | |
| 8) Others: Please identify. | 0 | |
| a) | 0 | |
| b) | 0 | |
| The number of organizations, both public and private, community action actively works with to expand resources and opportunities in order to achieve family and community outcomes. Provide an unduplicated count of the above organizations. | 18 | |

Narrative Comments:

AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG) 2005-2006 WORKPLAN

Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results

| Table 1 – Agencies Leverage External Resources to Increase Their Capacity to Serve Low-Income People | | | | |
|---|--|---|--|--|
| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 |
| Community Action Goal 5: Agencies Increase Their Capacity to Achieve Results | | | | |
| National Performance Indicators: | Funding Received by Source in 2004-2005 | Anticipated Funding by Source in 2005-2006 | Anticipated Increase or Decrease in Dollars | Actual Funding by Source in 2005-2006 |
| 5.1 Broadening the Resource Base – The number of dollars mobilized by community action. | | | | |
| <i>(All agencies must complete all Tables under Goal 5. Complete entire chart for Workplan. For further instructions, see Information System Survey Instructions, Part 1: Section F.)</i> | | | | |
| Funding Sources | | | | |
| A) Community Services Block Grant (CSBG) | 247,780.00 | 226,115.00 | -21,665.00 | 228,094.00 |
| B) Non-CSBG Federal Government Funds | | 0 | 0 | 0 |
| a) Weatherization Assistance Program funded by DOE through DCA | 0 | 0 | 0 | 0 |
| b) Low-Income Home Energy Assistance Program (through DCA) or Emergency Home Energy Assistance Program (through DEA) funded by HHS | 0 | 0 | 0 | 0 |
| b) Weatherization Assistance Program funded by LIHEAP through DCA | 0 | 0 | 0 | |
| c) Head Start | 0 | 0 | 0 | 0 |
| d) Early Head Start | 0 | | 0 | 0 |
| e) Older American Act | 0 | 0 | 0 | 0 |
| f) SSBG funded by HHS | 0 | 0 | 0 | 0 |
| g) Medicare/Medicaid funded by HHS | 0 | 0 | 0 | 0 |
| h) Community Food and Nutrition by HHS through DCA | 0 | 0 | 0 | 0 |
| i) Temporary Assistance to Needy Families from HHS through State TANF | 0 | 0 | 0 | 0 |
| j) Childcare Development Block Grant from HHS | 164,206.00 | 164,206.00 | 0 | 164,206.00 |
| k) Other HHS Resources | 0 | 0 | 0 | 0 |
| l) Women, Infant and Children nutrition program from USDA | 0 | 0 | 0 | 0 |
| j) USDA non-food programs | 0 | 0 | 0 | 0 |
| k) Community Development Block Grant funded by HUD directly or indirectly through state or local government | 0 | 0 | 0 | 0 |
| l) All other HUD programs | | 0 | 0 | 0 |
| m) Employment and Training Programs funded by the DOL JPTA whether funded through state agencies, or Workforce Investment Boards. | 0 | 0 | 0 | 0 |
| n) Other DOL programs | 0 | 0 | 0 | 0 |
| o) Corporation for National and Community Service Programs (AmeriCorps*Vista, AmeriCorps*NCCC; SeniorCorps; Foster Grandparent; RSVP; Senior Companion; Learn and Serve or America Reads) | 0 | 0 | 0 | 0 |
| p) FEMA | 32,207.00 | 32,207.00 | 0 | 32,207.00 |
| q) Transportation funded by U. S. DOT | 0 | 0 | 0 | 0 |
| r) Other Federal Sources: List by name of funding source. | 0 | 0 | 0 | 0 |
| 1) | 0 | 0 | 0 | 0 |
| 2) | 0 | 0 | 0 | 0 |
| 3) | 0 | 0 | 0 | 0 |
| TOTAL: NON-CSBG FEDERAL RESOURCES | 196,413.00 | 196,143.00 | 0 | 196,143.00 |

AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG) 2005-2006 WORKPLAN

Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results

| Table 1 – Agencies Leverage External Resources to Increase Their Capacity to Serve Low-Income People | | | | |
|---|--------------|--------------|------------|--------------|
| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 |
| Community Action Goal 5: Agencies Increase Their Capacity to Achieve Results | | | | |
| National Performance Indicators: | | | | |
| 5.1 Broadening the Resource Base – The number of dollars mobilized by community action. | | | | |
| <i>(All agencies must complete all Tables under Goal 5. Complete entire chart for Workplan. For further instructions, see Information System Survey Instructions, Part 1: Section F.)</i> | | | | |
| Funding Sources | | | | |
| C) State Resources (Non-federal, state-appropriated funds) | 0 | 0 | 0 | 0 |
| a) State Housing and Homeless Programs | 0 | 0 | 0 | 0 |
| b) State Nutrition Programs | | 0 | | 0 |
| c) State Day Care and Early Childhood Programs | 0 | 0 | 0 | 0 |
| d) State Energy Programs (do not include LIHEAP, EHEAP, WAP or WAP-LIHEAP) | 0 | | 0 | 0 |
| e) State Health Programs | 0 | 0 | 0 | 0 |
| f) State Youth Development Programs | 0 | 0 | 0 | 0 |
| g) State Employment and Training Programs | 0 | 0 | 0 | 0 |
| h) State Head Start Programs | | 0 | 0 | 0 |
| i) State Senior Services | 0 | 0 | 0 | |
| j) State Transportation Programs | 0 | 0 | 0 | 0 |
| k) State Education Programs | 0 | 0 | 0 | 0 |
| l) State Community and Economic Development Programs | 0 | 0 | 0 | 0 |
| m) State Rural Development Programs | 0 | 0 | 0 | 0 |
| n) Other State Funded Programs: List by name of funding source. | 0 | 0 | 0 | 0 |
| 1) | | | | |
| 2) | | | | |
| TOTAL: STATE RESOURCES | | | | |
| D) Local Government Resources | 2,650,658.00 | 2,946,708.00 | +29,605.00 | 2,946,708.00 |
| a) Unrestricted funds appropriated by local governments | 190,747.99 | 154,522.00 | -36,622.99 | 154,522.00 |
| b) Value of contracted services with local governments | 44,600.40 | 40,701.00 | -3,899.40 | 40,701.00 |
| c) Value of in-kind goods/services received from local governments | 0 | 0 | 0 | 0 |
| d) Other Local Government Resources: Give description or name of program. | 0 | 0 | 0 | 0 |
| 1) | 0 | 0 | 0 | 0 |
| 2) | 0 | 0 | 0 | 0 |
| TOTAL: LOCAL GOVERNMENT RESOURCES | 0 | 0 | 0 | 0 |
| E) Private Sector Resources | 0 | 0 | 0 | 0 |
| a) Funds from Foundations, Corporations, United Way, other non-profits | 0 | 0 | 0 | 0 |
| b) Other donated funds | 0 | 0 | 0 | 0 |
| c) Value of donated items, food, clothing, furniture, etc. | 0 | 0 | 0 | 0 |
| d) Value of in-kind services received from businesses | 0 | 0 | 0 | 0 |
| e) Fees paid by clients for services (Example, income through "sliding scale" fees allowed by some programs for medical care, mental health services, or legal/tax assistance.) | 0 | 0 | 0 | 0 |
| f) Payments by private entities for goods or services for low-income clients or communities | 0 | 0 | 0 | 0 |
| g) Other Private Sector Resources | 0 | 0 | 0 | 0 |
| TOTAL: PRIVATE SECTOR RESOURCES | 2886,006.39 | 3,306,137.00 | -4,333.00 | 3,306,137.00 |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN**

Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results

| Table 1 – Agencies Leverage External Resources to Increase Their Capacity to Serve Low-Income People | | | | |
|---|--|---|--|--|
| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 |
| Community Action Goal 5: Agencies Increase Their Capacity to Achieve Results | | | | |
| National Performance Indicators: | | | | |
| 5.1 Broadening the Resource Base – The number of dollars mobilized by community action. | | | | |
| <i>(All agencies must complete all Tables under Goal 5. Complete entire chart for Workplan. For further instructions, see Information System Survey Instructions, Part 1: Section F.)</i> | | | | |
| Funding Sources | Funding Received by Source in 2004-2005 | Anticipated Funding by Source in 2005-2006 | Anticipated Increase or Decrease in Dollars | Actual Funding by Source in 2005-2006 |
| TOTAL: ALL NON-CSBG RESOURCES (Non-CSBG Federal Resources + State Resources + Local Government Resources + Private Sector Resources) | 2,837,750.39 | 3,502,550.00 | -228,794.00 | |
| CSBG FUNDS FROM LINE 1 | 247,780.00 | 226,115.00 | -21,665.00 | |
| Total Agency Budget (If different from the sum of All Non-CSBG Resources plus CSBG Funds, provide an explanation below.) | 3,496,406.99 | 3,728,665.00 | -250,459.00 | |

Abbreviations:

- DCA – Florida Department of Community Affairs
- DEA – Florida Department of Elder Affairs
- DOE -- U. S. Department of Energy
- DOL – U.S. Department of Labor
- DOT – U. S. Department of Transportation
- FEMA – Federal Emergency Management Administration
- HHS -- U.S. Department of Health and Human Services
- HUD – U. S. Department of Housing and Urban Development
- JTPA – Job Training and Partnership Act
- LIHEAP – Low-Income Home Energy Assistance Program
- SSBG – Social Services Block Grant
- USDA – U. S. Department of Agriculture

Explanation:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN
Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results**

| Table 2 – Agencies Leverage External In-Kind and Donated Resources to Increase Their Capacity to Serve Low-Income People. | | | | | | |
|---|----------------------------|-------------------------|---|-------------------------|--|-------------------------|
| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 |
| Community Action Goal 5: Agencies Increase Their Capacity to Achieve Results | Number of Hours | | Estimated Average Value of Single Hour | | Total Value (Enter Column 2 x Column 3 Below) | |
| | Estimated 2005-2006 | Actual 2005-2006 | Estimated 2005-2006 | Actual 2005-2006 | Estimated 2005-2006 | Actual 2005-2006 |
| National Performance Indicators: | | | | | | |
| 5.1 Broadening the Resource Base – The number of dollars mobilized by community action. | | | | | | |
| <i>(All agencies must complete all Tables under Goal 5. Complete entire chart for Workplan)</i> | | | | | | |
| Volunteer or Donated Staff Hours | | | | | | |
| 1) In your agency or agency supported activities from the <i>general public</i> . | 440 | | 9 | | 3960 | |
| 2) In your agency or agency supported activities from your <i>clients</i> . | 5 | | 9 | | 45 | |
| 3) In your agency or agency supported activities from your <i>non-low income board members</i> . (Include volunteer hours of low-income board members in Goal 3.) | 15 | | 9 | | 135 | |
| 4) In your agency or agency supported activities from <i>other non-profit or government agencies</i> . | 15 | | 20 | | 300 | |
| 5) In your agency or agency supported activities from the <i>business community</i> . | 0 | | 0 | | 0 | |
| 6) Other (Please identify in "Explanation" below). | | | | | | |
| Total Value of Volunteer Time | 460 | | 47 | | 4440 | |

Explanation:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN
Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results**

| Table 3 – Agency Organizes and Operates its Programs, Services, and Activities Toward Accomplishing Family and Community Outcomes | | | |
|---|--------------------------------|--|-------------------------|
| FOCAS Outcomes Catalog | 2 | 3 | 4 |
| Goal 5: Agencies Increase Their Capacity to Achieve Results Agency has the Capacity to Measure Client Progress Towards Self-Sufficiency. <i>(All agencies must complete all Tables under Goal 5. Complete column 2 and 3 for Workplan.)</i> | Agency's Status as of 10/01/05 | Workplan Agency's Status at the End of this Contract | Agency's Current Status |
| A) Agency has the Capacity to Measure Client/Customer Progress Towards Self-Sufficiency. | | | |
| CAAs are organized in different ways depending on their configuration of programs and services. Please identify with an "X" the <u>ONE</u> statement below that <u>BEST</u> describes how your CAA's intake process is organized: | | | |
| 1) A common in-take process and common ID# is used for <u>all</u> clients of the CAA. | X | X | |
| 2) A common in-take process and common ID# is used for <u>some</u> clients of the CAA. | | | |
| 3) A separate in-take process and/or separate ID# is used for <u>each</u> program administered by the CAA. | | | |
| B) CAAs are organized in different ways depending on their configuration of programs and services: Please identify with an "X" the <u>ONE</u> statement below that <u>BEST</u> describes how your CAA manages client information and tracks client progress: | | | |
| 1) Agency utilizes a <i>database</i> for <u>all</u> clients of the agency for use in intake and assessment and provision of services. | X | X | |
| 2) Agency utilizes a <i>database</i> for <u>some</u> clients of the agency for use in intake and assessment and provision of services. | | | |
| 3) Agency utilizes a <i>database</i> for <u>all</u> clients of the agency for use in intake, assessment, provision of services and measurement of outcomes. | | | |
| 4) Agency utilizes a <i>database</i> for <u>some</u> clients of the agency for use in intake, assessment, provision of services and measurement of outcomes. | | | |
| C) What computer program(s) is used to manage client information and track client progress? | | | |
| 1) | X | X | |
| 2) | | | |

Explanation:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN
Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results**

| Table 4 – Agency Organizes and Operates its Programs, Services, and Activities Toward Accomplishing Family and Community Outcomes | | | |
|--|---------------------------------------|---|--------------------------------|
| FOCAS Outcomes Catalog | 2 | 3 | 4 |
| Goal 5: Agencies Increase Their Capacity to Achieve Results | | | |
| A. Agency has the Capacity to Report Client Progress Toward Self-Sufficiency. B. Agency has Provided Results-Oriented Management and Accountability Training. C. Agency Programs Achieved Accreditation Demonstrating That Program Meets or Exceeds Nationally Recognized Standards. D. Agency is Implementing ROMA tools and management practices. | Agency's Status as of 10/01/05 | Workplan Agency's Status at the End of this Contract | Agency's Current Status |
| <i>(All agencies must complete all Tables under Goal 5. Complete columns 2 and 3 for Workplan.)</i> | | | |
| A) Agency has the Capacity to Report Client/Customer Progress Toward Self-Sufficiency. (Answer Yes or No for each.) | | | |
| 1) Agency can report outcomes that measure progress towards self-sufficiency without use of an outcome scale. | No | Yes | |
| 2) Agency utilizes outcome scales to measure client movement toward self-sufficiency. (If yes, attach copy of scale with Workplan submission.) | Yes | Yes | |
| 3) Agency has capacity to derive unit cost statistics for efficiency: cost per service delivered or cost of service per client. | No | Yes | |
| 4) Agency has capacity to derive unit cost statistics for effectiveness: cost per outcome delivered. | No | Yes | |
| B) Agency has Provided Results-Oriented Management and Accountability Training. (Answer Yes or No for each.) | | | |
| 1) At least half of the Agency board has received ROMA training. | No | Yes | |
| 2) Agency management staff has received ROMA training. | Yes | Yes | |
| 3) Agency supervisory staff has received ROMA training. | Yes | Yes | |
| 4) Agency line staff has received ROMA training. | Yes | Yes | |
| C) Agency Programs Achieved Accreditation Demonstrating That Program Meets or Exceeds Nationally Recognized Standards. (Answer Yes or No for each.) | | | |
| 1) Early childhood care and education sites receive NAEYC or other recognized form of accreditation. | No | No | |
| 2) Programs achieve other form of recognized accreditation. (Please describe in the Narrative Comments below.) | No | No | |
| D) Agency is Implementing ROMA tools and management practices. (Answer Yes or No for each.) | | | |
| 1) Agency as adopted and implemented logic models for key programs and activities. | No | Yes | |
| 2) Agency programs and activities are evaluated using ROMA principals. | No | No | |

Narrative Comments:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
2005-2006 WORKPLAN
Community Action Goal 5 (Agency) – Agencies Increase Their Capacity to Achieve Results**

| Table 5 – Agency Staff Obtains Credentials that Improve Their Capacity to Achieve Results | | | |
|--|--|---|--|
| FOCAS Outcomes Catalog | 2 | 3 | 4 |
| Goal 5: Agencies Increase Their Capacity to Achieve Results | | | |
| Agency Staff Obtained Credentials That Improve Their Capacity to Achieve Results. (All agencies must complete all Tables under Goal 5. Complete Columns 2 and 3 for Workplan.) | Number of Staff Who Have Credentials as of 09/01/05 | Number of Staff Who Will Receive Credentials During the Year | Number of Staff Who Received Credentials During this Contract to Date |
| Agency Staff Obtained Credentials That Improve Their Capacity to Achieve Results. | | | |
| Staff who work with families obtain the Family Development Specialist credential. | 0 | 0 | |
| Staff who work with children obtain the Child Development Associate credential or higher form of credential/degree. | 0 | 0 | |
| Staff obtain G.E.D. | 0 | 0 | |
| Staff who received CCAP credentials. | 0 | 0 | |
| Staff who received Associates Degree. | 0 | 0 | |
| Staff who received Bachelors Degree. | 1 | 0 | |
| Staff who received Masters Degree. | 0 | 1 | |
| Staff who received Doctorate Degree. | 0 | 0 | |
| Staff who are certified ROMA Trainers. | 0 | 0 | |
| Agency staff obtained other credentials that increase their capacity to achieve results. (Please describe in the Narrative Comments below.) | 1 | 1 | |

Narrative Comments:

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
FY 2005-2006 Workplan**

**Community Action Goal 6 (Family) – Low-Income People, Especially vulnerable populations,
Achieve Their Potential by Strengthening of Family and Other Supportive Environments**

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
|---|---|--|------------------|----------------------------------|--|--|------------------|--|------------------|
| Goal 6: Low-Income People Especially Vulnerable Populations Achieve Their Potential by Strengthening Family and Other Supportive Systems National Performance Indicators: 6.1 Independent Living 6.2 Emergency Assistance 6.3 Child and Family Development <i>All agencies must report on at least one NPI in Goal 6.</i> | WORKPLAN Total Number of Participants Expected to Achieve Outcome | Number of People at or Below 125% of Poverty | | | | Number of People Above 125% of Poverty | | Number of People for Whom No Income Information was Obtained | |
| | | Received Services | Achieved Outcome | Still Progressing Toward Outcome | Exited Program Prior to Achieved Outcome | Received Services | Achieved Outcome | Received Services | Achieved Outcome |

NPI 6.1: INDEPENDENT LIVING – The number of vulnerable individuals receiving services from community action that maintain an independent living situation as a result of those services.

| | | | | | | | | | |
|---|---|--|--|--|--|--|--|--|--|
| A. Senior Citizens (55 or older) | 0 | | | | | | | | |
| B. Individuals with Disabilities | 0 | | | | | | | | |

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---|---|--|---------------------|--|----------------------|--|----------------------|
| Goal 6: Low-Income People Especially Vulnerable Populations Achieve Their Potential by Strengthening Family and Other Supportive Systems 6.1 Independent Living 6.2 Emergency Assistance 6.3 Child and Family Development | WORKPLAN Total Number of Participants Expected to Achieve Outcome | Number of People at or Below 125% of Poverty | | Number of People Above 125% of Poverty | | Number of People for Whom No Income Information was Obtained | |
| | | Sought Assistance | Received Assistance | Sought Assistance | Receiving Assistance | Sought Assistance | Receiving Assistance |

NPI 6.2: EMERGENCY ASSISTANCE – The number of low-income individuals served by community action that sought emergency assistance, and the number who received assistance, including services such as:

| | | | | | | | |
|---|---|--|--|--|--|--|--|
| A. Food | 0 | | | | | | |
| 1) Receive emergency/supplemental food from food pantry, commodities, vouchers, community farming, etc. (Proxy) | | | | | | | |
| 2) Senior congregate meal programs. (Proxy) | | | | | | | |
| 3) Meals on Wheels. (Proxy) | | | | | | | |
| 4) Summer Nutrition Program (Proxy) | | | | | | | |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
FY 2005-2006 Workplan**

Community Action Goal 6 (Family) – *Low-Income People, Especially vulnerable populations, Achieve Their Potential by Strengthening of Family and Other Supportive Environments*

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---|---|--|----------------------|--|----------------------|--|----------------------|
| Goal 6: Low-Income People Especially Vulnerable Populations Achieve Their Potential by Strengthening Family and Other Supportive Systems 6.1 Independent Living 6.2 Emergency Assistance 6.3 Child and Family Development | WORKPLAN Total Number of Participants Expected to Achieve Outcome | Number of People at or Below 125% of Poverty | | Number of People Above 125% of Poverty | | Number of People for Whom No Income Information was Obtained | |
| | | Seeking Assistance | Receiving Assistance | Seeking Assistance | Receiving Assistance | Seeking Assistance | Receiving Assistance |
| NPI 6.2 continued. | | | | | | | |
| B. Emergency Vendor Payments | 30 | | | | | | |
| 1) Home Energy Assistance funded by Low-Income Home Energy Assistance | | | | | | | |
| 2) Home Energy Assistance funded by public or private funds other than LIHEAP | | | | | | | |
| 2) Water Bill Assistance | | | | | | | |
| 3) Rent or Mortgage Assistance | | | | | | | |
| C. Temporary Shelter (motel, shelter placement, etc.) | 0 | | | | | | |
| D. Emergency Medical Care | 14 | | | | | | |
| E. Protection from Violence | 0 | | | | | | |
| F. Legal Assistance | 0 | | | | | | |
| G. Transportation | 14 | | | | | | |
| H. Disaster Relief | 0 | | | | | | |
| I. Provide translation assistance in order for person to receive emergency services. | 0 | | | | | | |
| J. Clothing | 0 | | | | | | |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
FY 2005-2006 Workplan**

Community Action Goal 6 (Family) – *Low-Income People, Especially vulnerable populations, Achieve Their Potential by Strengthening of Family and Other Supportive Environments*

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---|---|---|---------------------------------|---|---------------------------------|---|---------------------------------|
| Goal 6: Low-Income People Especially Vulnerable Populations Achieve Their Potential by Strengthening Family and Other Supportive Systems 6.1 Independent Living 6.2 Emergency Assistance 6.3 Child and Family Development | WORKPLAN | Number of People at or Below 125% of Poverty | | Number of People Above 125% of Poverty | | Number of People for Whom No Income Information was Obtained | |
| | Total Number of Participants Expected to Achieve Outcome | People Enrolled in Program(s) | People Achieving Outcome | People Enrolled in Program(s) | People Achieving Outcome | People Enrolled in Program(s) | People Achieving Outcome |
| NPI 6.3: CHILD AND FAMILY DEVELOPMENT – The number of all infants, children, youth, parents, and other adults participating in developmental or enrichment programs that achieve program goals, as measured by one or more of the following: | | | | | | | |
| A. Infant and Child | | | | | | | |
| 1) Infants and children obtain age appropriate immunizations, medical and dental care. | 0 | | | | | | |
| 2) Infants and children health and physical development are improved as a result of adequate nutrition. | 0 | | | | | | |
| 3) Children participate in pre-school activities to develop school readiness skills. | 0 | | | | | | |
| 4) Children who participate in pre-school activities are developmentally ready to enter Kindergarten or 1 st Grade. | 0 | | | | | | |

**AMENDED ATTACHMENT C - FLORIDA Community Services Block Grant (CSBG)
FY 2005-2006 Workplan**

Community Action Goal 6 (Family) – *Low-Income People, Especially vulnerable populations, Achieve Their Potential by Strengthening of Family and Other Supportive Environments*

Agency Name:

| FOCAS Outcomes Catalog | 2 | 3 | 4 | 5 | 6 | 7 | 8 |
|---|---|---|---------------------------------|---|---------------------------------|---|---------------------------------|
| Goal 6: Low-Income People Especially Vulnerable Populations Achieve Their Potential by Strengthening Family and Other Supportive Systems 6.1 Independent Living 6.2 Emergency Assistance 6.3 Child and Family Development | WORKPLAN | Number of People at or Below 125% of Poverty | | Number of People Above 125% of Poverty | | Number of People for Whom No Income Information was Obtained | |
| | Total Number of Participants Expected to Achieve Outcome | People Enrolled in Program(s) | People Achieving Outcome | People Enrolled in Program(s) | People Achieving Outcome | People Enrolled in Program(s) | People Achieving Outcome |
| NPI 6.3 continued. | | | | | | | |
| B. Youth | | | | | | | |
| 1) Youth improve physical health and development. | 0 | | | | | | |
| 2) Youth improve social/emotional development. | 0 | | | | | | |
| 3) Youth avoid risk-taking behavior for a defined period of time. | 0 | | | | | | |
| 4) Youth have reduced involvement with criminal justice system. | 0 | | | | | | |
| 5) Youth increase academic, athletic or social skills for school success by participating in before or after school programs. | 0 | | | | | | |
| C. Adult | | | | | | | |
| 1) Parents and other adults learn and exhibit improved parenting skills. | 0 | | | | | | |
| 2) Parents and other adults learn and exhibit improved family functioning skills. | 0 | | | | | | |