

SEMINOLE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT: Community Service Agency Partnership Grant Recommendation

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

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



Agenda Date	<u>10/11/05</u>	Regular	<input checked="" type="checkbox"/>	Consent	<input 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 staff recommendation for distribution of the Community Service Agency (C.S.A.) Partnership Grant funds in the amount of \$1,200,000 and authorization by the Board for the Chairman to execute contracts with approved agencies.

BACKGROUND: The Board of County Commissioners has approved \$1,200,000 to be awarded to local non-profit organizations for delivery of services to Seminole County residents from October 1, 2005 to September 30, 2006.

52 agencies indicated they would make formal applications, but only 28 requests were actually received and reviewed. Each application was independently reviewed and scored by 8 staff members in 6 criteria areas. Some of the highlights related to the recommendations are listed below:

- The funding available for distribution represents an increase of approximately 18% over the previous year.
- The United Arts contract was moved from the CSA process to The Tourism Department.
- 22 agencies are recommended for the 2005-2006 funding term which is an increase of 6 from the 2004-2005 funding term.
- Second Harvest, Rescue Outreach Mission, Pathways to Care, Girls & Boys Town of Central Florida, Community Based Care of Seminole, and Hospice of the Comforter are the 6 new agencies recommended for funding.
- 6 agencies were recommended for a funding increase, and no agencies were recommended for a funding decrease.

Reviewed by:
Co Atty: _____
DFS: _____
Other: _____
DCM:  _____
CM:  _____
File No. <u>RCS01</u>

2005-2006 CSA Partnership Grant

Agency	2004-2005 Funding	Letter of Intent	Application	Recommended Funding
211 Community Resources	\$25,000.00	\$55,000.00	\$102,614.00	\$25,000.00
4 Our Cookie	\$0.00	\$101,800.00	\$101,200.00	\$0.00
Alzheimer Resource Center	\$0.00	\$25,000.00	\$20,000.00	\$0.00
Boys & Girls Clubs of Central Florida	\$140,000.00	\$155,000.00	\$155,000.00	\$150,000.00
Christian Help/Central Florida Employment Council	\$0.00	\$20,000.00	\$36,000.00	\$0.00
Christian Sharing Center	\$50,000.00	\$75,000.00	\$75,000.00	\$50,000.00
Community Based Care of Seminole	\$0.00	\$75,000.00	\$75,000.00	\$50,000.00
Girls and Boys Town of Central Florida	\$0.00	\$77,000.00	\$80,000.00	\$33,000.00
Harvest Time International	\$25,000.00	\$50,000.00	\$50,000.00	\$25,000.00
Health Council of East Central Florida	\$0.00	\$35,000.00	\$35,000.00	\$0.00
Hospice of the Comforter	\$0.00	\$19,950.00	\$25,000.00	\$25,000.00
Jewish Family Services	\$15,000.00	\$28,224.00	\$29,400.00	\$15,000.00
Kids House of Seminole	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
Lighthouse Central Florida	\$24,840.00	\$30,000.00	\$30,000.00	\$30,000.00
Meals on Wheels, Etc.	\$200,000.00	\$240,000.00	\$240,000.00	\$215,000.00
Pathways to Care	\$0.00	\$75,000.00	\$73,562.55	\$20,000.00
Rescue Outreach Mission	\$0.00	\$70,000.00	\$46,726.00	\$20,000.00
Safehouse of Seminole	\$90,000.00	\$90,000.00	\$90,000.00	\$90,000.00
Salvation Army Family Focus Program	\$75,000.00	\$90,000.00	\$80,000.00	\$75,000.00
Second Harvest Food Bank	\$0.00	\$10,000.00	\$10,000.00	\$10,000.00
Seminole Community Volunteer Program	\$70,000.00	\$85,000.00	\$90,000.00	\$85,000.00
Seminole County Coalition for School Readiness	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
Seminole County Healthy Start Coalition	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
Seminole County Special Olympics	\$15,000.00	\$20,000.00	\$20,000.00	\$15,000.00
Seminole Work Opportunity Program	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00
STAR Behavioral Health Services	\$0.00	\$50,000.00	\$85,000.00	\$0.00
United Cerebral Palsy	\$15,000.00	\$50,000.00	\$30,000.00	\$20,000.00
Visiting Nurse Association	\$20,000.00	\$22,000.00	\$22,000.00	\$22,000.00
Altamonte Springs 4-H Club		\$15,000.00		
Attachment Services of Central Florida		\$11,160.00		
Building Relationships in Developing General Employment		\$201,000.00		
Center for Drug-Free Living		\$124,000.00		
Center for Independent Living		\$5,000.00		
Central Florida Dream Center		\$65,000.00		
Central Florida YMCA		\$60,000.00		
Deaf Service Bureau of West Central Florida		\$20,000.00		
Easy Access Resource		\$100,000.00		
Elizabeth House		\$29,200.00		
Goldsboro Front Porch Council		\$100,000.00		
Habitat for Humanity in Seminole County		\$15,000.00		
Latino Leadership		\$100,000.00		
Missing Children Center		\$15,000.00		
Sanford Christian Sharing Center		\$6,000.00		
Seminole County Guardian Ad Litem		\$10,000.00		
Seminole HEART		\$120,000.00		
Seminole Volunteer Enterprises		\$60,000.00		
Senior Education Foundation		\$80,000.00		
The PLACE of Comfort		\$45,000.00		
Women of Renewing Minds of Faith Bible Ministries		\$35,000.00		
Young People Enjoying Society		\$8,000.00		
TOTAL	\$989,840.00	\$2,998,334.00	\$1,826,502.55	\$1,200,000.00

Community Service Agency: Application Scores by Reviewer

Contract Year	Agency	Reviewer										Average	
		DM	RH	KM	ET	LT	JT	JB	BS				
2005/06	Meals on Wheels, Etc., Inc.	89	100	97	96	86	97	96	96	96	96	96	<u>94.63</u>
	Seminole Co. Victim's Rights Coalition (Safehouse)	93	100	94	89	94	97	91	96	96	96	96	<u>94.25</u>
	Seminole County Healthy Start Coalition, Inc.	92	100	89	95	91	95	87	97	97	97	97	<u>93.25</u>
	Hospice of the Comforter	91	100	100	68	97	91	98	99	99	99	99	<u>93.00</u>
	Christian Sharing Center, Inc. (The)	89	100	90	94	93	87	94	84	84	84	84	<u>91.38</u>
	School Readiness Coalition	96	100	93	93	80	87	92	90	90	90	90	<u>91.38</u>
	Boys & Girls Clubs of Central Florida, Inc.	97	97	84	90	85	85	96	94	94	94	94	<u>91.00</u>
	Visiting Nurse Association of Central Florida, Inc	94	97	91	83	92	90	77	97	97	97	97	<u>90.13</u>
	United Cerebral Palsy	87	100	82	87	92	86	90	96	96	96	96	<u>90.00</u>
	Kids House	85	100	84	79	90	90	92	98	98	98	98	<u>89.75</u>
	Seminole Community Volunteer Program, Inc.	75	100	92	87	86	81	80	99	99	99	99	<u>87.50</u>
	Jewish Family Services of Greater Orlando, Inc.	68	95	85	82	94	66	87	95	95	95	95	<u>84.00</u>
	Community Based Care of Seminole	75	100	73	62	87	81	82	96	96	96	96	<u>82.00</u>
	Lighthouse Central Florida	77	80	79	89	69	70	92	96	96	96	96	<u>81.50</u>
	Second Harvest Food Bank	62	98	67	81	93	63	88	95	95	95	95	<u>80.88</u>
	Girls and Boys Town of Central Florida	58	97	65	58	93	79	76	96	96	96	96	<u>77.75</u>
	Salvation Army	60	95	68	56	80	82	85	95	95	95	95	<u>77.63</u>
	Health Council of East Central Florida	78	71	87	54	78	78	88	86	86	86	86	<u>77.50</u>
	Alzheimer Resource Center (Development Office)	57	67	64	82	72	85	82	89	89	89	89	<u>74.75</u>
	Rescue Outreach Mission	45	85	58	48	85	84	80	95	95	95	95	<u>72.50</u>
	Community Services Network (CSN)	66	78	62	50	86	52	93	92	92	92	92	<u>72.38</u>
	Special Olympics	56	100	65	43	75	62	69	97	97	97	97	<u>70.88</u>
	Pathways To Care, Inc	53	67	71	59	75	72	75	93	93	93	93	<u>70.63</u>
	STAR Behavioral Health Services	33	59	67	49	88	83	94	91	91	91	91	<u>70.50</u>
	Seminole Work Opportunity Program	51	100	57	50	58	41	77	96	96	96	96	<u>66.25</u>
	Harvest Time International	58	87	56	59	79	65	87	33	33	33	33	<u>65.50</u>
	Christian Help	37	67	54	48	73	54	71	72	72	72	72	<u>59.50</u>
	4 Our Cookie, Inc	43	52	47	28	53	59	59	94	94	94	94	<u>54.38</u>
Average Score:		70.18	89.00	75.75	69.96	83.00	77.21	84.93	91.32	91.32	91.32	91.32	<u>80.17</u>

CRITERIA FOR APPLICATION SCORING

Seminole County Community Service Agency Partnership Grant Program

Each application will be scored on a 100 point scale, the points being designated within six categories as listed below. Points assigned per category will be added to produce a total application score. A total of 100 points is a perfect score.

1. PROGRAMMATIC (15 Possible Points) Schedules B,C,D,E,F

Description of organization's current program capacity and overall statement of the ability to carry out the proposed services.

The application will be scored on how well the organization articulates its mission and the manner in which the requested program addresses that mission. Reviewers will evaluate how clear the content and purpose of the program is expressed.

2. NEED (20 Possible Points) Schedules E(1,2)

Existing needs in the community and justification for proposed services are clearly demonstrated, with specific attention to data, needs assessments, goals, and objectives for Seminole County as a whole.

The application will be scored on how well the organization states the need for the proposed service in Seminole County. The reviewer will look for clarity in actual local needs and how that need is determined – such things as waiting list for services, duplication of services in the area, history and/or ability to link with other providers to maximize available resources, will be considered.

3. PLANNING (15 Possible Points) Schedules B(1),E(2),agency strategic plan

Agency provides a thorough description and documentation of existing planning strategies and processes used to provide services. Strategic plan must be included.

The application will be scored on the strength of the organizations planning process. The reviewer will consider the Strategic Plan (required) and how well it addresses service delivery, expansion of services, presence and strength of planning goals, objectives and outcomes.

4. FINANCIAL (20 Possible Points) Schedules G,H,I,J,K,L,M(1)

Application includes a complete description of agency financial status, funding diversification, and fund raising efforts with consideration on the agency's current fiscal standing.

The application will be scored on the strength and clarity of the financial information provided by the submitting organization. The reviewer will consider the diversification of the organizations funding streams, recent historical financial strength, availability of "matching funds", and available funding for the proposed program in addition to the local government request.

5. EVALUATION (20 Possible Points) Schedules E(3),N,O

Agency has an existing performance measurement system, conducted on a periodical basis, which identifies accomplished outcomes, areas of improvement, and provides for methods of achieving better results.

The application will be scored on the strength of the organizations program evaluation plan. The reviewer will consider how clear the organization presents its plan for determining the effectiveness of its services both short term and long term.

6. OVERALL PRESENTATION (10 Possible Points)

Application is complete, with all corresponding responses and requested documentation being provided. Responses are clearly written, all instructions are followed, and presentation of the document is done in a professional manner.

Department of Community Services
Community Assistance Division
Community Service Agency Partnership Grant
Quarterly Status Report – Quarter #3
Funding Year 2004/2005

HISTORY/BACKGROUND

On October 26, 2004 and November 9, 2004, the Board of County Commissioners approved \$1,044,840 in funds to 19 not-for-profit organizations that serve Seminole County residents (including The Grove, which also receives funding through the Drug Abuse Trust fund), all of which applied for funding from the Community Service Agency Partnership Grant (CSA). The following is a status report reflecting information on the CSA Grant for the second quarter (May – July 2005).

NARRATIVE

For the months of May, June, and July, a total of **49,194** service units were funded by Seminole County for services in child enrichment, community support, crisis intervention, family support, seniors, and special needs. Units vary depending on the service provided; for example, one unit of crisis intervention is measured differently than one unit of counseling. During this period, participating agencies served **25,161** Seminole County residents. Of this total, **5,423** residents or **22%** received services funded through the CSA Partnership Grant. Overall, **53,393** clients were served in the Central Florida region by these agencies with a total provision of **551,025** units of service. Eight of the nineteen agencies are either located or have additional offices outside of Seminole County.

AGENCY CONTRACT COMPLIANCE

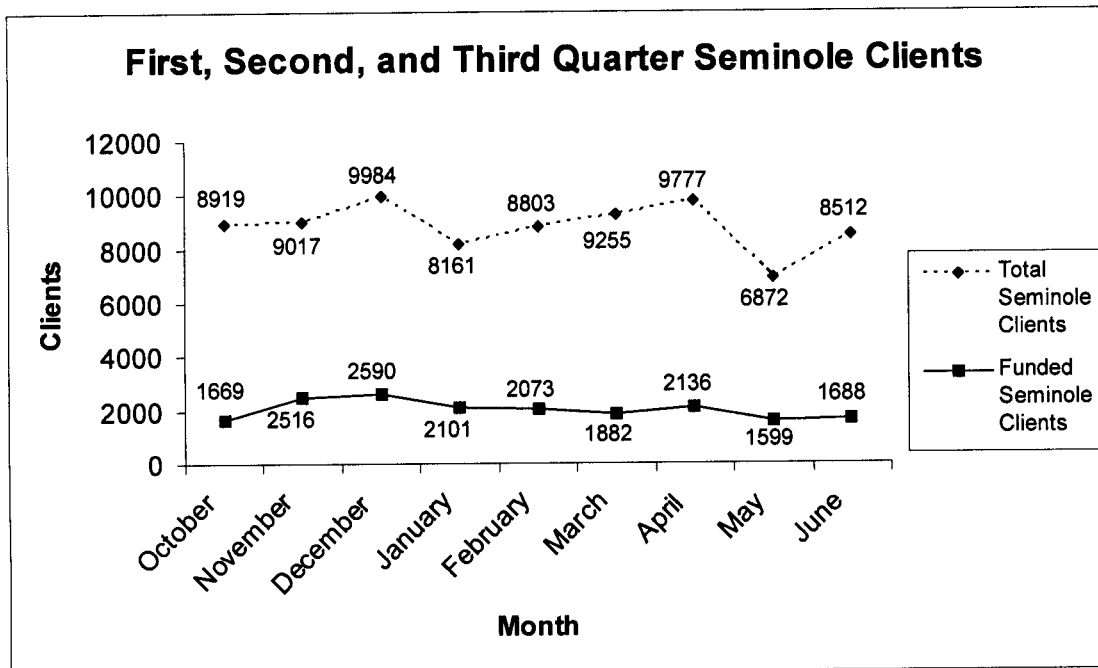
Agency monitoring continued this quarter to determine agency compliance. Monitoring consists of the Off-Site (completed in the division office) and On-Site Reviews (conducted at the agency). All agencies are required to submit a completed Off-Site Review form, which is made available at our web site. This form contains information regarding licenses, insurance, accreditations, and certificates required for operation. Agencies also provide information about board of director meetings, funding sources, and audits/reviews. The On-Site Review provides an opportunity to verify compliance with contract requirements. Currently, all agencies have submitted the Off-Site Review form; all of which are being processed and scored. In addition, monthly and quarterly reports from the agencies are received and scored for compliance. We are working with some of our currently funded agencies to develop alternative methods of measuring program statistics needed as a requirement for the Quarterly Logic Model Report. All of these scores from these reports are compiled at the end of the year to present an overall picture of agency performance during the contract term.

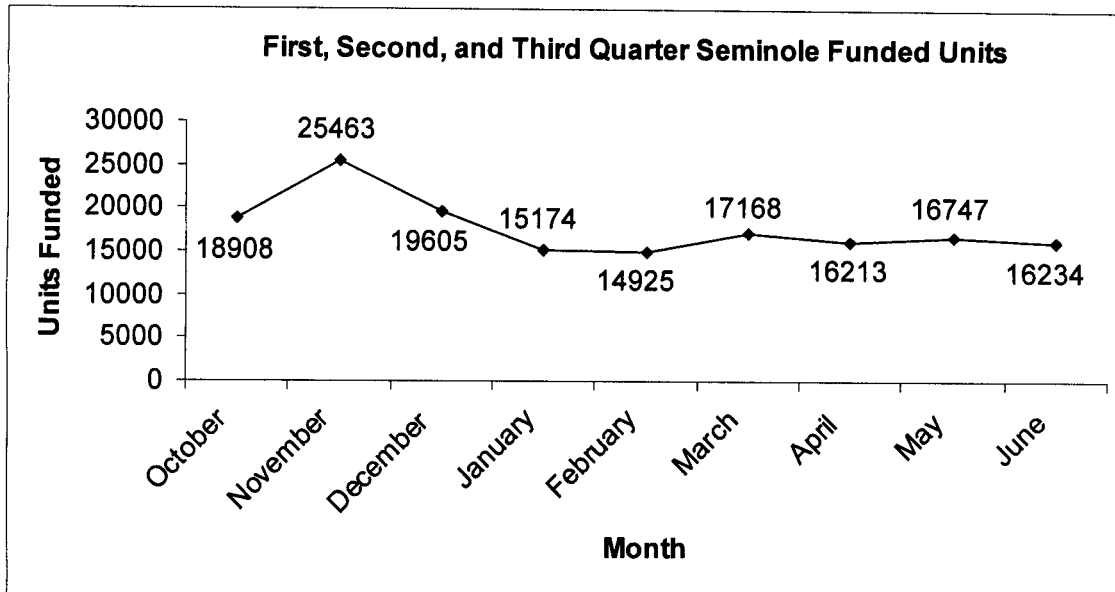
DIVISION ACTIVITIES & EVENTS

The CSA Grant Application for fiscal year 2005-2006 was distributed during the month of April to those agencies that submitted a letter of intent to apply for funds in March. The application was sent to almost fifty organizations. By the deadline of June 2nd, twenty-eight completed applications were received by the division. These submissions consisted of one electronic file of the application and two paper copies that included additional qualifying materials such as certifications, licenses, and insurance. An Application Review Team composed of eight staff members from different divisions began evaluating all applications in June and completed the task in August, when they met to discuss funding recommendations. On April 26th, the Division held a quarterly *Lunch & Learn!* session in which Department of Children and Families personnel discussed the new changes to its self-sufficiency program.

AGENCY OUTCOMES & ACCOMPLISHMENTS

- **Boys and Girls Clubs** – Surveys conducted at the E. Altamonte and Midway branches showed that 78% and 50% of participants, respectively, earned a GPA of 3.0 or higher during the last grading period.
- **Christian Sharing Center** – 80% or 656 clients resolved their food emergency after only one visit to the agency.
- **Community Services Network** – 1,894 calls from Seminole County residents were received and referred to appropriate agencies.
- **Harvest Time International** – 117 clients received food necessities and household supplies.
- **Jewish Family Services** – 93% of parents reported that their children demonstrated increased coping abilities following participation in the KidsKonnnect school-based divorce counseling program.
- **Kids House of Seminole** – 546 abused children received crisis intervention services during the quarter.
- **Lighthouse Central Florida** – Outreach services were held at Merrill Gardens in Sanford for vision impaired clients.
- **Meals on Wheels, Etc.** – 1,765 elderly residents were served with 37,556 units of congregate meals, home delivered meals and transportation services.
- **Salvation Army Family Focus** – 98% of parents that participated in parenting classes as a part of the supervised visitation program thoroughly completed the course with new positive skills.
- **Safehouse of Seminole** – 399 shelter nights were provided to women and children at the domestic abuse shelter. Safehouse received the Governor’s Peace at Home Award for providing survivor support.
- **Seminole Community Volunteer Program** – 587 senior volunteers contributed 34,153 hours to sixty Seminole County agencies.
- **Seminole Work Opportunity Program** – Of the 41 disabled clients rated, 39 maintained or increased work skills in their specific job areas.
- **School Readiness Coalition** – Over 2,400 children received services during the quarter. The waiting list for eligible birth to five year-olds was virtually eliminated.
- **The Grove Counseling** - 50% of clients (11 out of 22) successfully completed treatment with no drug/alcohol use during the month prior to discharge.





BUDGET STATUS

<u>Agency</u>	<u>Award</u>	<u>Total Spent</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>Balance</u>	<u>Spent to Date</u>
Boys & Girls Clubs of Central Florida	\$140,000.00	140,000.00	0.00	0.00	0.00	0.00	100.00%
Christian Sharing Center	\$50,000.00	45,054.00	5,004.00	5,004.00	5,004.00	4,946.00	90.11%
Community Services Network (CSN)	\$25,000.00	18,765.00	2,085.00	2,085.00	2,085.00	6,235.00	75.06%
Grove Counseling ¹	\$50,000.00	43,240.00	10,730.00	10,155.00	5,070.00	6,760.00	66.46%
Harvest Time International	\$25,000.00	14,900.00	1,200.00	1,260.00	3,120.00	10,100.00	37.28%
Jewish Family Services of Greater Orlando	\$15,000.00	9,630.00	1,930.00	1,170.00	0.00	5,370.00	64.20%
Kids House of Seminole	\$100,000.00	100,000.00	9,550.00	0.00	10,185.00	0.00	100.00%
Lighthouse Central Florida	\$24,840.00	20,555.00	2,210.00	2,325.00	2,695.00	4,285.00	82.75%
Meals on Wheels, Etc.	\$200,000.00	169,777.22	19,432.91	20,745.21	18,679.12	30,222.78	84.89%
Salvation Army	\$75,000.00	55,412.00	7,796.00	6,656.00	6,822.00	19,588.00	73.88%
Safehouse of Seminole	\$90,000.00	67,898.00	7,477.00	7,550.00	7,550.00	22,102.00	75.44%
School Readiness Coalition	\$60,000.00	39,894.41	8,391.30	9,973.92	9,667.50	20,105.59	66.49%
Seminole Community Volunteer Program	\$70,000.00	55,065.00	5,985.00	6,045.00	5,660.00	14,935.00	78.66%
Seminole County Healthy Start Coalition	\$20,000.00	20,000.00	3,600.00	0.00	0.00	0.00	100.00%
Seminole Work Opportunity Program	\$30,000.00	30,000.00	4,890.00	4,470.00	4,260.00	0.00	100.00%
Special Olympics	\$15,000.00	15,000.00	4,956.00	0.00	675.58	0.00	100.00%
United Cerebral Palsy	\$15,000.00	4,498.20	0.00	0.00	4,498.20	10,501.80	29.99%
Visiting Nurse Association of Central Florida	\$20,000.00	15,222.00	1,704.00	1,704.00	1,704.00	4,778.00	76.11%
Seminole County YMCA ²	\$20,000.00	0.00				20,000.00	0.00%
Total	\$1,044,840.00	\$864,910.83	\$96,941.57	\$79,143.13	\$87,675.40	\$179,929.17	73.75%

- ¹The Grove Counseling receives 50% of its total Seminole County grant from CSA funds. The other half is received from Drug Abuse Trust funds.
- ²Seminole County YMCA has not submitted any monthly reports for the quarter.