

**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

<b>Agenda Date</b> <u>10/14/03</u>	<b>Regular</b> <input checked="" type="checkbox"/>	<b>Consent</b> <input type="checkbox"/>	<b>Work Session</b> <input type="checkbox"/>	<b>Briefing</b> <input type="checkbox"/>
	<b>Public Hearing – 1:30</b> <input type="checkbox"/>		<b>Public Hearing – 7:00</b> <input type="checkbox"/>	

**MOTION/RECOMMENDATION:** Approval by the Board of County Commissioners of the attached staff recommendation for distribution of \$1,196,393 in Community Service Agency (C.S.A.) Partnership Grant funds and authorization by the Board for the Chairman to execute contracts with approved agencies.

**BACKGROUND:** Staff is recommending the distribution of \$1,196,393 to local non-profit organizations for delivery of services to Seminole County residents from October 1, 2003 to September 30, 2004. This amount includes \$213,600 previously committed to the Central Florida Zoo (fifth of a five year commitment), \$100,000 to United Arts, and \$30,793 to continue Seminole County matching funds support of the Florida Healthy Kids program. The staff recommendation is attached.

**Note:** Staff will bring to the Board of County Commissioner on October 28<sup>th</sup> a recommendation for funding substance abuse services separate from the Community Service Agency Grant program.

**Attachments:**

- Funding Recommendation
- Funding Recommendation Process
- Application Score Summary
- Summary of Agency Revenue Sources
- Volunteer Report

9-25-03

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

# 2003/04 Community Service Agency Recommendations

Agency	Current Grant	Intent	Actual Request	Recommendation
Central Florida Zoo	\$213,600	\$213,600	\$213,600	<u>\$213,600</u>
Meals on Wheels, Inc. (Better Living for Seniors)	\$193,400	\$230,000	\$230,000	<u>\$200,000</u>
Boys & Girls Clubs of Central Florida, Inc.	\$81,000	\$120,000	\$130,000	<u>\$125,000</u>
United Arts	\$100,000	\$100,000	\$100,000	<u>\$100,000</u>
Kid's House	\$80,000	\$90,000	\$90,000	<u>\$90,000</u>
Seminole Co. Victim's Rights Coalition (Safehouse)	\$90,000	\$134,200	\$90,000	<u>\$90,000</u>
Salvation Army	\$60,000	\$80,000	\$80,000	<u>\$75,000</u>
Seminole Community Volunteer Program, Inc.	\$65,000	\$75,000	\$75,000	<u>\$70,000</u>
School Readiness Coalition	\$44,000	\$44,000	\$44,000	<u>\$44,000</u>
Florida Healthy Kids	\$20,000	\$32,000	\$32,000	<u>\$30,793</u>
Seminole Work Opportunity Program	\$35,000	\$35,000	\$35,000	<u>\$30,000</u>
Christian Sharing Center, Inc. (The)	\$15,000	\$25,000	\$25,000	<u>\$25,000</u>
Seminole County Healthy Start Coalition, Inc.	\$15,000	\$20,000	\$20,000	<u>\$20,000</u>
CITE: The Lighthouse for Central Florida	\$15,000	\$20,000	\$20,000	<u>\$20,000</u>
Visiting Nurse Association of Central Florida, Inc	\$15,000	\$16,500	\$18,000	<u>\$18,000</u>
Seminole Volunteer Enterprises, Inc.	\$25,000	\$65,000	\$65,000	<u>\$15,000</u>
Special Olympics	\$15,000	\$20,000	\$20,000	<u>\$15,000</u>
Alzheimer Resource Center (Development Office)	\$15,000	\$50,000	\$17,350	<u>\$15,000</u>
Seminole Community Mental Health Center, Inc.	\$0	\$375,000	\$375,000	<u>\$0</u>
Grove Counseling Center, Inc. (The)	\$74,000	\$250,000	\$253,900	<u>\$0</u>
The Center For Drug Free Living	\$0	\$124,460	\$124,000	<u>\$0</u>
Girls and Boys Town of Central Florida	\$0	\$100,000	\$100,000	<u>\$0</u>
Specialized Treatment, Education, Prevention Ser.	\$0	\$50,195	\$50,195	<u>\$0</u>
Missing Children Center, Inc.	\$0	\$50,000	\$50,000	<u>\$0</u>
GoldenRule Housing & Community Development Corp.	\$0	\$50,000	\$50,000	<u>\$0</u>
Community Services Network (CSN)	\$0	\$50,000	\$50,000	<u>\$0</u>
Rescue Outreach Mission	\$0	\$70,000	\$47,632	<u>\$0</u>
JUTE	\$0	\$40,000	\$45,600	<u>\$0</u>
Sadie Holmes Help Service	\$0	\$35,000	\$35,000	<u>\$0</u>
Unto Him Ministries	\$0	\$9,990	\$29,200	<u>\$0</u>
Senior Education Foundation	\$0	\$20,000	\$19,753	<u>\$0</u>
Second Harvest Food Bank	\$0	\$10,000	\$10,000	<u>\$0</u>
Center for Independent Living in Central Florida	\$0	\$5,000	\$0	<u>\$0</u>
City of Winter Springs	\$0	\$65,000	\$0	<u>\$0</u>
Universal Needs Alliance	\$0	\$50,000	\$0	<u>\$0</u>
Teen Transformation	\$15,000	\$54,000	\$0	<u>\$0</u>
Harvest Time International	\$0	\$45,000	\$0	<u>\$0</u>
Habitat for Humanity	\$10,000	\$15,000	\$0	<u>\$0</u>
Ambassadors Christian Life Academy	\$0	\$50,000	\$0	<u>\$0</u>
	<b>\$1,196,000</b>	<b>\$2,888,945</b>	<b>\$2,545,230</b>	<b>\$1,196,393</b>

**DIVISION OF COMMUNITY ASSISTANCE**  
**C.S.A. Partnership Grant**  
**FUNDING RECOMMENDATION PROCESS**

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- “Letter of Intent” form distributed & posted on web page (3/1/03)
- “Letter of Intent” due (4/1/03)
- “Request For Funding (RFF)” (application) distributed to agencies that submitted “intent” letter by stated deadline (4/15/03)
- RFF/Application Training offered (4/22/03)
- Completed RFF/Application due (6/2/03 before 5:00pm)
- Application Review Team (A.R.T.)-1<sup>st</sup> meeting (6/5/03). Distributed applications and reviewed the following:
  1. summary of A.R.T. process
  2. Deadlines (forms & scores due 6/30/03)
  3. 12 review criteria (completeness, need, accessibility, duplication, eligibility criteria, performance measures, service costs, diversification, planning, collaboration, community involvement, special factors)
- A.R.T. members read & score applications independently and record scores on appropriate forms (6/5/03-6/30/03).
- Completed A.R.T. forms due (6/30/03)
- Division staff compile & record A.R.T. scores electronically. Individual Team member scores & recommendations averaged by computer & results compiled for distribution at 2<sup>nd</sup> A.R.T. meeting (6/30/03-7/29/03).
- Application Review Team (A.R.T.)-2<sup>nd</sup> meeting (7/29/03). Reviewed the following:
  1. Compilation of Team results to include agency raw scores, percentile scores, scoring comparison, final combined scores, ranking, breakdown by category and averaged funding recommendations.
  2. Compiled listing of all “supporting factors” & “Issues & concerns” for each agency.
  3. Agency “Performance History” scores for 2000-2001 & 2001-2002 contract term.
- Application Review Team (A.R.T.) reviews final compiled A.R.T. results & “Performance History” scores prior to making final funding recommendations (7/29/03).
- Final funding recommendations compiled and presented to BCC (7/29/02-10/14/02)
- All contracted agencies are subject to a formal monitoring process that includes:
  1. Review of monthly reporting process (reimbursement request)
  2. On-site review (review of services provided with County funds)
  3. Off-site review (insurance, licensure, tax exemption, etc.)
- Performance history scores are determined by combining & averaging: application score, contract compliance score & on/off-site review scores.

# **Community Service Agency: 2003/04 Application Scores**

<i>Contract Year</i>	<i>Agency</i>	<i>Reviewer</i>								<i>Average</i>
		<u>CH</u>	<u>DM</u>	<u>ET</u>	<u>KM</u>	<u>RH</u>	<u>SB</u>	<u>SS</u>	<u>LB</u>	
<i>2003/04</i>										
	Kid's House	108	112	103	118	111	118	112	104	<u>110.75</u>
	Seminole Co. Victim's Rights Coalition (Safehouse)	107	105	104	116	102	117	109	107	<u>108.38</u>
	CITE: The Lighthouse for Central Florida	98	94	114	116	103	118	109	104	<u>107.00</u>
	Meals on Wheels, Inc. (Better Living for Seniors)	107	103	113	106	100	119	111	97	<u>107.00</u>
	Seminole County Healthy Start Coalition, Inc.	104	101	99	114	96	111	114	97	<u>104.50</u>
	Boys & Girls Clubs of Central Florida, Inc.	96	104	102	100	96	116	107	95	<u>102.00</u>
	Visiting Nurse Association of Central Florida, Inc	95	98	103	111	94	109	105	93	<u>101.00</u>
	Seminole Community Volunteer Program, Inc.	99	93	98	101	104	103	108	101	<u>100.88</u>
	Specialized Treatment, Education, Prevention Ser.	92	87	108	111	81	119	110	89	<u>99.63</u>
	Second Harvest Food Bank	104	92	102	110	95	93	87	108	<u>98.88</u>
	Grove Counseling Center, Inc. (The)	101	91	87	110	94	116	91	90	<u>97.50</u>
	School Readiness Coalition	103	88	110	97	95	75	96	115	<u>97.38</u>
	Christian Sharing Center, Inc. (The)	91	89	103	101	90	99	96	106	<u>96.88</u>
	Salvation Army	102	85	92	105	90	105	94	95	<u>96.00</u>
	Alzheimer Resource Center (Development Office)	108	86	96	101	92	96	97	88	<u>95.50</u>
	The Center For Drug Free Living	90	86	102	109	78	95	107	94	<u>95.13</u>
	Special Olympics	96	86	92	109	105	97	94	73	<u>94.00</u>
	Community Services Network (CSN)	74	82	104	107	83	103	90	103	<u>93.25</u>
	Girls and Boys Town of Central Florida	91	92	85	111	85	90	86	85	<u>90.63</u>
	Seminole Community Mental Health Center, Inc.	93	97	86	91	87	87	91	89	<u>90.13</u>
	Missing Children Center, Inc.	95	80	84	96	91	94	92	72	<u>88.00</u>
	Rescue Outreach Mission	91	64	74	109	89	89	67	67	<u>81.25</u>
	GoldenRule Housing & Community Development Corp	72	64	84	86	76	87	84	72	<u>78.13</u>
	Seminole Work Opportunity Program	99	76	55	66	76	80	85	70	<u>75.88</u>
	Seminole Volunteer Enterprises, Inc.	78	65	66	72	75	68	69	68	<u>70.13</u>
	Unto Him Ministries	60	56	84	84	73	49	72	69	<u>68.38</u>
	JUTE	57	59	65	89	65	63	52	43	<u>61.63</u>
	Senior Education Foundation	52	44	74	100	0	100	66	41	<u>59.63</u>
	Sadie Holmes Help Service	23	41	65	78	0	21	50	49	<u>40.88</u>

*Average Score:* 90.01

# Volunteer Report

Application Year: 2003/04

Agency	Volunteers	Volunteer Hours
Seminole Community Volunteer Program, Inc.	1000	140,509
Christian Sharing Center, Inc. (The)	310	28,775
Meals on Wheels, Inc. (Better Living for Seniors)	450	28,000
Second Harvest Food Bank	7816	23,800
Boys & Girls Clubs of Central Florida, Inc.	972	23,141
School Readiness Coalition	838	20,486
Visiting Nurse Association of Central Florida, Inc	121	19,119
The Center For Drug Free Living	125	17,112
Special Olympics	155	12,778
Seminole Volunteer Enterprises, Inc.	1800	11,328
Missing Children Center, Inc.	327	4,500
CITE: The Lighthouse for Central Florida	74	3,858
Seminole Co. Victim's Rights Coalition (Safehouse)	47	3,640
Senior Education Foundation	20	3,600
Kid's House	656	2,876
Specialized Treatment, Education, Prevention Ser.	23	2,596
Alzheimer Resource Center (Development Office)	87	2,570
Seminole Work Opportunity Program	0	2,500
Sadie Holmes Help Service	15	2,080
GoldenRule Housing & Community Development Corp.	3	1,400
JUTE	5	1,200
Seminole County Healthy Start Coalition, Inc.	58	1,161
Girls and Boys Town of Central Florida	5	1,154
Salvation Army	40	832
Seminole Community Mental Health Center, Inc.	26	500
Rescue Outreach Mission	35	412
Community Services Network (CSN)	3	312
	15011	360,239

## Community Service Agency Funding by Revenue Sources

<i>Funding Year</i>	<i>Agency</i>	<i>Budget</i>	<i>Government</i>		<i>County Request</i>		<i>United Way</i>	<i>Individual Contrib.s</i>	<i>Grants/ Found.</i>	<i>Client Fees</i>	<i>Sales</i>	<i>Fund Raisers</i>	<i>Corporate Contribs.</i>
<i>2003/04</i>													
	Alzheimer Resource Center (Development Office)	512,000	17,350	3.4%	17,350	3.4%	87,431	35,000	0	12,000	0	30,000	45,000
	Boys & Girls Clubs of Central Florida, Inc.	5,504,311	3,000,236	54.5%	130,000	2.4%	821,869	143,450	148,754	392,375	0	379,000	291,550
	Christian Sharing Center, Inc. (The)	1,302,840	25,000	1.9%	25,000	1.9%	0	654,800	20,000	0	557,040	44,000	0
	CITE: The Lighthouse for Central Florida	2,036,161	932,620	45.8%	20,000	1.0%	186,270	125,040	0	24,885	35,000	0	10,000
	Community Services Network (CSN)	2,225,199	379,499	17.1%	50,000	2.2%	85,000	0	0	0	0	0	0
	Girls and Boys Town of Central Florida	5,020,381	2,155,220	42.9%	100,000	2.0%	0	0	6,000	8,443	331	0	0
	GoldenRule Housing & Community Development Co	185,000	112,500	60.8%	50,000	27.0%	0	0	35,000	4,000	50,000	25,000	0
	Grove Counseling Center, Inc. (The)	7,643,443	6,631,570	86.8%	253,900	3.3%	93,420	24,000	31,248	818,405	0	0	0
	JUTE	272,500	226,900	83.3%	45,600	16.7%	0	0	0	0	0	0	0
	Kid's House	599,100	214,000	35.7%	90,000	15.0%	0	72,000	70,000	0	0	30,000	72,500
	Meals on Wheels, Inc. (Better Living for Seniors)	2,104,569	1,056,199	50.2%	230,000	10.9%	80,000	50,000	75,000	16,000	35,000	26,000	83,000
	Missing Children Center, Inc.	125,000	52,000	41.6%	50,000	40.0%	0	10,000	0	0	13,000	1,000	18,500
	Rescue Outreach Mission	298,000	100,532	33.7%	47,632	16.0%	99,929	2,000	0	5,000	0	50,000	40,000
	Sadie Holmes Help Service	62,000	35,000	56.5%	35,000	56.5%	0	12,000	0	0	0	10,000	5,000
	Salvation Army	482,500	399,500	82.8%	80,000	16.6%	40,000	400	35,000	6,000	0	0	0
	School Readiness Coalition	8,957,890	8,816,489	98.4%	44,000	0.5%	141,401	0	0	0	0	0	0
	Second Harvest Food Bank	2,546,679	109,432	4.3%	10,000	0.4%	347,993	44,500	490,000	876,710	0	102,200	68,000
	Seminole Co. Victim's Rights Coalition (Safehouse)	1,838,775	1,487,985	80.9%	90,000	4.9%	118,540	50,000	119,500	0	0	25,000	36,750
	Seminole Community Mental Health Center, Inc.	9,642,864	7,819,179	81.1%	375,000	3.9%	0	17,000	0	798,250	0	0	0
	Seminole Community Volunteer Program, Inc.	196,595	140,068	71.2%	75,000	38.1%	39,000	1,000	0	0	0	8,027	2,000
	Seminole County Healthy Start Coalition, Inc.	582,563	498,063	85.5%	20,000	3.4%	0	1,000	74,500	0	0	3,000	1,000
	Seminole Volunteer Enterprises, Inc.	114,100	125,000	109.6%	65,000	57.0%	0	1,000	0	0	0	4,000	0
	Seminole Work Opportunity Program	1,579,924	723,000	45.8%	35,000	2.2%	70,000	41,500	0	44,640	0	5,000	0
	Senior Education Foundation	81,753	19,753	24.2%	19,753	24.2%	0	2,000	0	0	0	40,000	4,800
	Special Olympics	67,700	20,000	29.5%	20,000	29.5%	0	3,200	2,000	0	0	10,000	15,000
	Specialized Treatment, Education, Prevention Ser.	2,138,165	1,853,784	86.7%	50,195	2.3%	63,284	5,000	22,504	94,508	0	0	7,340
	The Center For Drug Free Living	33,136,370	31,612,653	95.4%	124,000	0.4%	524,542	0	71,093	980,336	0	30,000	66,000
	Unto Him Ministries	226,400	0	0.0%	29,200	12.9%	0	0	0	14,400	0	0	50,000
	Visiting Nurse Association of Central Florida, Inc	3,825,853	3,452,553	90.2%	18,000	0.5%	135,800	30,000	60,000	40,000	0	0	0
	<b>Grand Total</b>	<b>93,308,635</b>	<b>\$72,016,085</b>	<b>77.2%</b>	<b>\$2,199,630</b>	<b>2.4%</b>	<b>\$2,934,479</b>	<b>\$1,324,890</b>	<b>\$1,260,599</b>	<b>\$4,135,952</b>	<b>\$690,371</b>	<b>\$822,227</b>	<b>\$816,440</b>