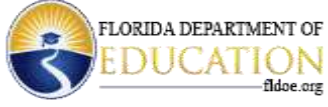


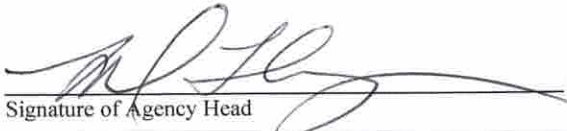
**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT First United Methodist Church of Eastpoint	2 PROJECT NUMBER 19B-2444B-4PRN1
3 PROJECT/PROGRAM TITLE Nita M. Lowey 21st Century Community Learning Centers (21st CCLC) - Renewability <p align="right">TAPS 24B146</p>	4 AUTHORITY 84.287C 21st CCLC ESSA, Title IV, Part B USDE or Appropriate Agency FAIN#: S287C230009
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 08/01/2023 - 07/31/2024 Program Period:08/01/2023 - 07/31/2024
7 AUTHORIZED FUNDING Current Approved Budget: \$700,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$700,000.00	8 REIMBURSEMENT OPTION Reimbursement with Performance
9 TIMELINES <ul style="list-style-type: none"> Last date for incurring expenditures and issuing purchase orders: <u>07/31/2024</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>09/20/2024</u> Last date for receipt of proposed budget and program amendments: <u>05/31/2024</u> Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date(s) for program reports: Federal Award Date : <u>07/01/2023</u> Last date for receipt of invoice : <u>07/31/2024</u> 	
10 DOE CONTACTS Program: Contobia Horsey-Adams Phone: (850) 245-9209 Email: contobia.horseadams@fldoe.org Grants Management: Unit B (850) 245-0735	Comptroller Office Phone: (850) 245-0401 UEI#: WRNNPAH3VPK9 FEIN#: F223937403001
11 TERMS AND SPECIAL CONDITIONS <ul style="list-style-type: none"> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs and the terms and requirements of the Request for Proposal or Request for Application, RFP/RFA, hereby incorporated by reference. For federal cash advance projects, expenditures must be recorded in the Florida Grants System (FLAGS) as close as is administratively feasible to when actual disbursements are made for this project. Cash transaction requests must be limited to amounts needed and be timed with the actual, immediate cash requirements to carry out the purpose of the approved project. All provisions not in conflict with any amendment(s) are still in full force and effect and are to be performed at the level specified in the project award notification. The Department's approval of this contract/grant does not excuse compliance with any law. Other: 	
12 APPROVED: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p align="center"><i>Andria G. Cole</i></p> <hr/> <p align="center">Authorized Official on behalf of the Commissioner of Education</p> </div> <div style="width: 45%; text-align: center;"> <p>11.2.23</p> <hr/> <p>Date of Signing</p> </div> <div style="width: 10%; text-align: right;">  <p align="right">FLORIDA DEPARTMENT OF EDUCATION <small>fldoe.org</small></p> </div> </div>	

INSTRUCTIONS
PROJECT AWARD NOTIFICATION

- 1** Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2** Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3** Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4** Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5** Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6** Project Periods: The periods for which the project budget and program are in effect.
- 7** Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8** Reimbursement Options:
 - Federal Cash Advance –On-Line Reporting required monthly to record expenditures.
 - Advance Payment – Upon receipt of the Project Award Notification, up to 25% of the total award may be advanced for the first payment period. To receive subsequent payments, 90% of previous expenditures must be documented and approved by the Department.
 - Quarterly Advance to Public Entity – For quarterly advances of non-federal funding to state agencies and LEAs made in accordance within the authority of the General Appropriations Act. Expenditures must be documented and reported to DOE at the end of the project period. If audited, the recipient must have expenditure detail documentation supporting the requested advances.
 - Reimbursement with Performance - Payment made upon submission of documented allowable expenditures, plus documentation of completion of specified performance objectives.
- 9** Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10** DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11** Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 12** Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

Please return to: Florida Department of Education Office of Grants Management Room 332 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 245-0735	A) Program Name: UMC Youth & Children's Center-The Nest Eastpoint, Florida 32328 TAPS NUMBER: 24B146	DOE USE ONLY Date Received Project Number (DOE Assigned) 19B-2444B-4PRN1 19B-2444B-4PRN1								
B) Name and Address of Eligible Applicant: First United Methodist Church of Eastpoint 317 Patton Drive Eastpoint, Florida 32328										
C) Total Funds Requested: \$700,000.00 <hr style="width: 20%; margin-left: 0;"/> <p style="text-align: center;">DOE USE ONLY</p> Total Approved Project: \$	D) Applicant Contact & Business Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Contact Name: Stephanie Howze</td> <td>Telephone Numbers:</td> </tr> <tr> <td>Fiscal Contact Name: Kimberly Bentley</td> <td>(850) 670-1030</td> </tr> <tr> <td>Mailing Address: P.O. Box 516 Eastpoint, Florida 32328</td> <td>E-mail Addresses: sghafterschool7@gmail.com sghafterschool@gmail.com</td> </tr> <tr> <td>Physical/Facility Address: 317 Patton Drive Eastpoint, Florida 32328</td> <td>UEI number: WRNNPAH3VPK9 FEIN number: F223937403001</td> </tr> </table>		Contact Name: Stephanie Howze	Telephone Numbers:	Fiscal Contact Name: Kimberly Bentley	(850) 670-1030	Mailing Address: P.O. Box 516 Eastpoint, Florida 32328	E-mail Addresses: sghafterschool7@gmail.com sghafterschool@gmail.com	Physical/Facility Address: 317 Patton Drive Eastpoint, Florida 32328	UEI number: WRNNPAH3VPK9 FEIN number: F223937403001
Contact Name: Stephanie Howze	Telephone Numbers:									
Fiscal Contact Name: Kimberly Bentley	(850) 670-1030									
Mailing Address: P.O. Box 516 Eastpoint, Florida 32328	E-mail Addresses: sghafterschool7@gmail.com sghafterschool@gmail.com									
Physical/Facility Address: 317 Patton Drive Eastpoint, Florida 32328	UEI number: WRNNPAH3VPK9 FEIN number: F223937403001									
CERTIFICATION										
<p>I, <u>Michael Thornburg</u>, (<i>Please Type Name</i>) as the official who is authorized to legally bind the agency/organization, do hereby certify to the best of my knowledge and belief that all the information and attachments submitted in this application are true, complete and accurate, for the purposes, and objectives, set forth in the RFA or RFP and are consistent with the statement of general assurances and specific programmatic assurances for this project. I am aware that any false, fictitious or fraudulent information or the omission of any material fact may subject me to criminal, or administrative penalties for the false statement, false claims or otherwise. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.</p> <p>Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.</p>										
E)  Signature of Agency Head	Chairman of the Board of Directors Title	5/04/23 Date								

Department of Education's General Education Provisions Act (GEPA)

Section 427 of the General Education and Provisions Act requires each applicant for funds (other than an individual person) includes in its application a description of the steps the applicant proposes to take to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers, and other program beneficiaries with special needs.

In the text area below, please provide a brief narrative outlining how your program will meet the requirements outlined in Section 427 of the General Education Provisions Act (GEPA).

The First United Methodist Church Eastpoint/ UMC Youth and Children's Center will take all necessary steps to ensure equitable access to, and participation in, its Federally assisted program for students, teachers, parents, other beneficiaries.

The FUMC will not discriminate or impede equitable access to the in school to the targeted population, and Throughout the community via flyers and scheduled meetings.

The FUMC will also provide timely and meaningful consultation to any private school within the targeted area To discuss and share information about the program and availability of services.

Materials provided at adult member activities will be made available for individuals. Instructional materials Be developed and presented in formats that are inclusive and will accommodate all students including those disabilities and/or special needs.

The program's character education curriculum will address bullying in all forms. It will teach tolerance of all Persons without prejudice of gender, race, national origin, color, disability, or age.

First United Methodist Church Eastpoint

Applicant Organization



Signature of Agency Head

Chairman of the Board of Directors

Title

May 4, 2023

Date Signed

Section D

Florida Department of Education General Assurances, Terms, and Conditions for Participation in Federal and State Programs

Authority for Data Collection: 20 USC 1232e (a)

Planned Use of Data: The requirements established in United States Code Annotated, Title 20, Education, Chapter 31, Subchapter III, Section 1232(e), stipulate that “[e]ach local education agency which participates in an applicable program under which federal funds are made available to such agency through a state agency shall submit, to such an agency, a general application containing the assurances set forth in subsection [1232e] (b).” The application shall cover the participation by the local education agency and all other organizations participating in state and federal programs administered by the Florida Department of Education. These assurances are set forth below in the “General Assurances” section.


Instructions: These general assurances will be in effect for the duration of the project it covers. The state agencies or boards administering the projects covered by the application shall not require the submission or amendment of such an application unless required by changes in federal or state law, or by other significant change in the circumstances affecting an assurance in such application. The superintendent, agency head, or other authorized officer must sign the certification and return it to the following address. No payment for project/grant awards will be made by this agency without a current signed General Assurances form on file. For further information, contact the Florida Department of Education, Bureau of the Comptroller, at (850) 245-0401.

Certification:

I, the undersigned official am legally authorized to bind the named agency/organization of the State of Florida, hereby apply for participation in federally funded and/or state-funded education programs on behalf of the named agency/organization below. I certify that the agency will adhere to and comply with the General Assurances, Terms, and Conditions and all requirements outlined in the “Project Application and Amendment Procedures for Federal and State Programs” (Green Book).

First United Methodist Church	19B	Michael Thornburg
Typed Agency Name	Agency Number	Typed Name and Title of Authorized Official (Agency Head)

I certify that the agency will adhere to each of the assurances contained in this set of *General Assurances, Terms, and Conditions for Participation in Federal and State Programs* as applicable to the project(s) for which this agency is responsible.

	5/04/23	(850)670-1030
Signature (must be original)	Date	Area Code/Telephone Number



2023-24 21st CCLC Subrecipient Assurances

The subrecipient agrees to the program requirements and expectations for the implementation of the 21st CCLC program as outlined in the Request for Proposals (RFP) and the assurances below. Each assurance must be initialed by the Agency Head. The final page must be signed by the agency head.

Program Operations

The 21st CCLC program will be fully operational and providing services to students within **30 calendar days** of receiving the DOE 200 award notification or within **14 calendar days** from the first day of incurring 21st CCLC expenditures, whichever is earlier. *MT*

Academic Focus

All academic services will be aligned with the curriculum in the core subject areas of each of the schools attended by the participating students. *MT*

Evidence-based Research

Program activities will be implemented based on evidence-based practices using the levels of evidence in the Every Student Succeeds Act. Activities must be based in evidence that shows that the students will meet challenging State academic standards. *MT*

Supplement, Not Supplant

Funds under this part will be used to increase the level of state, local and/or other non-federal funds that would, in the absence of funds under this part, be made available for programs and activities authorized under this part, and in no case supplant federal, state, local or non-federal funds. Subrecipients must also coordinate Federal, State, and local programs to make the most effective use of resources. *MT*

Facilities

Program facilities will be as available and accessible to participants as the students' local school. The facilities have sufficient resources to provide all proposed and required activities. The program will maintain equipment, security, resources and a clear strategy for the safe transportation of students to and from the center and home. The program will take place in a safe and easily accessible facility as outlined in the RFP, Florida Statutes and Florida Administrative Code. *MT*

Supplemental Meals

Students will be provided nutritious snacks and/or meals that meet the requirements of the United States Department of Agriculture (USDA) guidelines for afterschool snacks and summer meal supplements. A supplemental snack will be offered to each student, each day. A meal will be offered to each student when the program exceeds four hours of operation each day. Snacks/meals **cannot** be purchased with 21st CCLC funds and must come from other resources. Students will **not** be charged for costs associated with supplemental snacks/meals. *MT*

Students with Special Needs

Students with special needs will be afforded the same opportunities as children in the general population. Students with special needs include those who may be identified as English language learners (ELLs); homeless; migrant; or with physical, developmental, psychological, sensory or learning disabilities that result in significant difficulties in communication, self-care, attention or behavior, and are in need of more structured, intense supervision. Children with special needs shall not be excluded from the 21st CCLC program, regardless of the level or severity of need, provided that they can be safely accommodated. (M)

For Federal Programs - General Education Provisions Act (GEPA)

A concise description of the process to ensure equitable access to, and participation of students, teachers, and other program beneficiaries with special needs was submitted with the proposal. For details refer to Section 427 of GEPA, Public Law 103-382, at www2.ed.gov/fund/grant/apply/appforms/gepa427.doc. (M)

Collaboration with Schools

The program was developed and will be implemented in active collaboration with the schools attended by participating students and the community. (M)

Community Awareness

The subrecipient gave notice to the community of its intent to submit an application to operate a 21st CCLC program. The agency will provide for public availability and review of the application and any waiver request after submission. (M)

Property

Property acquired with 21st CCLC funds will remain within the appropriate facility for continued use in the 21st CCLC program until the funding period has expired. If the 21st CCLC program no longer exists at the end of the program period, all equipment will be distributed to another federal program. (M)

Records Retention

The subrecipient will retain all records relating to the 21st CCLC program for which federal funds are received for a period of five (5) years after the completion of the last activity of the program or until such time as all pending reviews or audits have been completed and resolved. (M)

Monitoring and Evaluation Activities

The subrecipient will fully cooperate with all monitoring, auditing, evaluation and reporting requirements established by the Florida Department of Education (FDOE) and/or authorized representatives. The program will submit all required data and reports, as required and/or requested, to the State of Florida (Florida Department of Financial Services and the Florida Department of Education) and the United States Education Department (USED). (M)

Student Safety

The subrecipient will ensure that all procedures and regulations for health, fire, safety, pick-ups, parental/guardian consents, transportation, field trips, food, medical and other

emergency procedures will be clearly listed and widely disseminated, and that they will conform to applicable local and state standards. *MT*

Suspension of the Grant

The department may suspend or terminate the grant with 30 days notice, in whole or in part, if federal funds supporting the grant are reduced or withdrawn, or for nonperformance by the subrecipient at any time during the term of the grant. The FDOE and the subrecipient may suspend or terminate the agreement, in whole or in part, upon mutual agreement. *MT*

Financial Consequences

If the subrecipient fails to meet and comply with the activities established in the approved application or make appropriate progress on the activities, and they are not resolved within two weeks of notification, the department will (1) approve a reduced payment, (2) request the applicant redo the work, if possible and/or (3) terminate the project. Activities subject to financial consequences include failure to meet student attendance targets, operate the program as indicated in the program schedule, report programmatic data, submit deliverables or meet the performance goals of the program. *MT*

By accepting grants funds, the undersigned hereby assures and agrees that, in accordance with statutes and regulations, the agency will comply with program assurances listed above; the approved application; the applicable rules, regulations and laws; and the rules, requirements, and expectations contained in the RFP.

Agency Name

First United Methodist Church Eastpoint

**Agency Head or Authorized
Agency Representative**



Signature

Michael Thornburg

Printed name

Title

Chairman of the Board of Directors

Date

5-4-23

Phone No.

850-670-1030

Email

mthorn7212@yahoo.com



**Assurance of Providing Equitable Services for Private Schools
(Private School Participation)**

21st CCLC programs are required to provide equitable services to eligible private school students, teachers and other education personnel. Applicants must assure that the agency has and will continue to ensure timely and meaningful consultation for equitable services to private school children and teachers within the local education service areas. 21st CCLC programs must, at a minimum, consult with officials from those private schools located in the specific geographic area(s) served by program site(s).

In accordance with 34 C.F.R. Part 76.656, provide the following information in reference to consultation and participation of eligible private schools in Title IV, Part B, 21st CCLC:

- (a) A description of how the applicant will meet the federal requirements for participation of students enrolled in private schools.

Program will create flyer describing programming available to private schools. Youth Director and/or Program Director will meet with school staff to inform them of programming available to their students.

- (b) The number of students enrolled in private schools who have been identified as eligible to benefits under the program.

22+ students

- (c) The places and times that the students will receive benefits under the program.

Programming will be held at the same places and times for private school students and for target school students.

- (d) The differences, if any, between the program benefits the applicant will provide to public and private school students, and the reasons for the differences.

There will be no differences in programming for students.

- Check this box if there are NO private schools located within the geographic area(s) of the site(s) where the 21st CCLC program is located.

Florida 21st Century Community Learning Centers (21st CCLC)
Program Year 2023-24



Agency Name

First United Methodist Church Eastpoint

Agency Head or Authorized
Agency Representative



Signature

Michael Thornburg

Printed name

Title

Chairman Board of Directors

Date

5-4-2023

Phone No.

850-670-1030

Email

mthorn7212@yahoo.com

21st Century Community Learning Centers

2018-2019 Request for Proposal

United Methodist Church Youth and Children's Center - The Nest

Narrative

3.1 Project Abstract

The United Methodist Church Youth and Children's Center partnering with Franklin County School District works to address the needs of Franklin County's most at-risk students with the 21st Century Community Learning Center after-school and summer programs, called "The Nest". The program uses homework assistance, tutoring and enrichment activities to improve student's grades, attendance, behavior and FSA performance. In addition to providing programming for students, the program offers adult family members activities to encourage their participation in their student's learning gains. All students within the Franklin County School District, grades Pre-K – 8, are eligible to participate. The Nest operates two sites: United Methodist Church Youth and Children's Center in Eastpoint and old Carrabelle High School Fieldhouse in Carrabelle. The program serves 120 students for after-school, holidays, teachers' work days and summer components. The program operates 180 days during the school year 3:30 – 6:30 P.M. The program is open on 10 holidays/teacher work days and summer for 39 days 8:00 A.M. – 5:30 P.M.

3.2 Community Notice and Needs Assessment:

3.2 a. Community Notice

The Nest prepared and ran advertisements in the community newspaper "The Apalachicola Times, broadcast and websites of local radio stations: Oyster Radio Advertisements were run the week of August 1 and 10, 2018. At the July 16th Franklin County

School Board workshop, a letter request partnership between the UMC Youth and Children's Center and Franklin County School District was presented. The MOU was placed on the July 26, 2018 FCS Board meeting agenda and approved. On July 31, 2018 a letter was sent to Franklin County Consolidated school, principal informing her of the intent to submit a proposal to serve their students as well as the Apalachicola Bay Charter school and the First Baptist Christian School. Letters included a request for input to, and teacher collaboration, in projects, activities and student success.

Once the RFP proposal is complete and submitted, no later than August 10, 2018, a copy will be supplied to the target school to post on the District website. The proposal will also be available on the programs current website. Newspaper and radio advertisements will include notice that the proposal will be available on the district's and program's website.

3.2.b. Needs Assessments

Franklin County is an economically depressed coastal community south of Tallahassee. Though the county jobless rate hovered at 3% in December 2017, many families working in the seafood industry, were heavily impacted by the BP oil spill, limited fresh water (Georgia, Alabama and Florida Water Wars), and oyster harvest restriction resulting in minimal earnings. According to 2016 US Census records, 23% of the county's 11,901 residents are below poverty level. Franklin County has the highest percentage of students in the state eligible for free and reduced-price lunch (100 percent). Franklin County schools also have a high percentage of students classified as homeless as defined by the Federal McKinney-Vento Homeless Assistance Act. Students who lack a fixed, regular and adequate nighttime residence are considered homeless, as well as those who, due to a loss of housing, must live in a shelter, motel, vehicle, campground, on the street, in abandoned buildings, or doubled-up with relatives or friends. According to reports submitted by district homeless liaison Sunny Stultz, 213 students qualified for homeless services during the 2017-18 school year (Rhonda Griffin,

personal communication, February 2018). In June of 2018 Franklin county experienced a wildfire due to a prescribed burn that destroyed over 900 acres and 48 homes. The fire left approximately 25 Franklin County School students homeless, many of these students were already residing in the homes of relatives. The fire left these students in both physical and emotional distress.

Because Franklin County is a rural area, many adults have only a high school diploma or less, literacy is an important concern. In 2014 The Franklin County Literacy Center closed, and the Gulf County Work Force began providing ABE classes and GED testing. As of 2017 The Franklin County School District created an Adult Education Program that works with adults to obtain basic competency in reading and to prepare for the GED test. According to Program Director, Nick O'Grady, the Adult Education Program worked with 32 adults on Adult Basic Education (ABE) and GED preparation (N. O'Grady, personal communication, March 2018). Adults TABE tested and placed in an online and one on one studies. The program offers both day and evening classes in order that students can prepare for GED testing. The Franklin County Adult Education program has an onsite GED testing Lab, staffed by Franklin County School District employees. Over the past year the program has served 32 students, 10 of which have tested and received their diploma. The program anticipates seeing 75 or more in the next year. There are plans to add a Citizenship program in the coming year. We look forward to working with the Districts Adult Education Program to meet the needs our adult family members.

In the previous 21st CCLC programs, parents have overwhelmingly asked for homework assistance during the after-school program, again the current survey also showed the number one need was for homework assistance, followed by holiday coverage and more days during the summer. Parents, students and community partners were asked for their input in creating the 21st CCLC plan. The program surveyed parents and students in March 2018 about their satisfaction with the previous school year's after-school programming and listened to their requests for homework assistance. It was determined that moving the program to the Franklin

County Consolidated School site would present hardship for many of the Eastpoint families. Project Impact, the county's 21st CCLC program in Apalachicola is 8-10 miles from Eastpoint and 22 miles from Carrabelle. The lack of transportation to and from the program and the limited number of available openings makes attending this program a hardship for the students of Eastpoint and Carrabelle. That the present time there are no other community resources available to cover the needs of these students. The End of Year surveys showed that without this program our students would stay with a neighbor or other family member or remain at home with no adult supervision.

In preparing this proposal a meeting was held with Dr. Sue Summers, Director of Curriculum and Special Programs, to discuss the needs of the district. The topics were dropout rate, absentee rate, and FSA performance. The dropout rate in Franklin County School District has increased significantly in the past five years to 10% and the absentee rate was 19.17% for 2016/2017 also increased over the previous five years. Students showing proficiency in reading were as follows: third grade, 35%; fourth grade, 41%, fifth grade, 25%; sixth grade, 19%; seventh grade, 23%; eighth grade, 44%. Third grades scores remained flat, while fourth grade saw a significant increase over last year, to 41% from 24%. Fifth grade increased by 16%, from 19% to 24%, while sixth and seventh decreased 37% to 19% and 30% to 22% respectively. The grade eight scores increased from 34.7% to 44%. Even though some grades saw increases, the percentage of student scoring 3 or better is low and needs improvement.

The percentage of students demonstrating proficiency in math showed an increase in grades third, fourth and seventh, from 37% (9% increase) in the seventh grade to 41% (17% increase) in the third grade, while grades fifth and sixth saw a decrease 21% (-3%) and 21% (-9%).

Once the grant is awarded the program will communicate with Principal Jill Rudd, asking for a meeting to discuss the development of the program that will meet the needs of the students of Franklin County PreK-12 Consolidated School.

At the July 16, 2016, Franklin County School Board workshop, the letter requesting partnership with the school district and UMC Youth and Children Center in 21st CCLC After school program as well as a presentation of how the program would be structured was presented. A request for the Memorandum of Understanding to be placed on the July 26, 2018 Board Meeting was requested on July 17, 2018.

The Crime rate in Franklin County in 2016 as reported by FDLE was down from 2015, however aggravated assault reports increased 69%, from 16 to 27. Domestic Violence was down by 9.7%, 56 from 62 (Crime in Florida Abstract, Jan- Dec. 2016, data as 5/27/17 FDLE). Even through there was a decrease in Domestic Violence many of our students were direct or indirect victims of these crimes. Many of our students have one or both parents incarcerated due to drug related crimes, have physically lost their parent to drug related deaths. In May 2017 Franklin County reported a 9% increase in overall crime (Tallahassee Democrat 5/22/18).

3.3 Dissemination of Information

Notices of registration drives, special events and program activities will be printed in the local newspaper, posted on the program website and program Facebook page and announced on the local radio station, as well as on the school district website and Facebook page. Parents, students, regular school day staff, community partners and other stakeholders will also be kept informed of program happenings via emails, letters, program website, and program Facebook.

A parent liaison at both sites will provide face-to-face interaction with adult family members and other stakeholders daily and personally invite them to participate in program events and activities. The program will continue using the current "The Nest" website, thenestprogram.org, using WIX. Modification and improvements will be made to the site to make it more user friendly and better maintain the required grant information. The site will include the individual site's address, phone number, hours of operation and contract information. There will

be information on School Break and Summer programs, dates and times. There will be a school day, school break and summer program schedule and registration forms. A page for Grant information will be added it will contain the Grant Request, Award, Objective and an Objective update (report card) as well as our Formative and Summative Evaluation along with the Mid-Year and End of the Year Data. The updated website will be launched within 30 days of the award notification. The program specialist with the help of individual Site Coordinator will maintain and update the website. In addition to the website the program will maintain a Facebook page "The Franklin Nest Program". We have found that this is one of the best ways to provide information and well as communicate with our parents and adult family members.

3.4 Target Population, Recruitment and Retention

All students within the Franklin County School District, grades Pre-K – 8, are eligible to participate. Students scoring level 1 & 2 on FSA, and those identified by school day staff as at-risk students will be given priority. Students with special needs identified by school district will also receive priority placement. Program staff will work closely with Franklin County School teachers and guidance counselors to identify and encourage students to participate in the program. Letters will be sent to the parents/adult family members of identified students with information on The Nest Afterschool Program and inviting them and their student to contact the afterschool program for more information and availability. Registration packets that outline program goals and offerings will be available at both sites, as well as the Franklin County School, to market the program to new participants. Notices of registration drives, special events and program activities will be printed in the local newspaper, posted on website and program Facebook page and announced on the local radio station. Due to no grant award prior to school beginning the program will not attend the school open house. However once awarded Nest Registration packets will be available in the school front office and will be available for new student registration packets. The program will attend all future open house functions. Parents

will be reminded at registration time that this is not a “Drop in Program” and that students will be at risk of losing their slot if they do not attend regularly. Parents will be notified in writing that slots will not be held for more than one week before being filled by students from the waiting list. Attendance and length of time at program will be monitored monthly by parent liaison. This report will be provided to the Site Coordinator to follow up with parent/adult family member as to any issues or concerns. Students that check out early or miss more than one day per week will be counseled that they will be at risk of losing their slot. A waiting list will be maintained, and students will be contacted on a first come first serve basis when slots are open. Our programming and activities will entice students to attend regularly and remain the full time.

3.5 Times and Frequency of Services Provision for Students and Adult Family Members

All students within the Franklin County School District, grades Pre-K – 8, are eligible to participate. The “Nest”, operating at two sites: **United Methodist Church Youth and Children’s Center** in Eastpoint and old Carrabelle High School Fieldhouse in Carrabelle serves 120 students for after-school, holidays and summer components. Services will be aligned with the school district calendar throughout the grant funding period of September 1-2018 – August 31, 2019. The after-school program consists of 36 weeks during the academic year, 3 days during the Winter/Christmas Break, 3 days during Spring Break, 4 teacher works/student holidays and an 8-week summer program running from June 5, 2019- August 2, 2019). The after-school programs will meet 180 total days (five days a week, Monday through Friday, for 3 hours a day), 3 days during Winter/Christmas Break (Wednesday - Friday, 9.5 hours per day), 3 days for Spring Break (Monday – Wednesday 9.5 hours per day), 4 teacher work days (9.5 hrs. per day) and the summer program will meet 39 total days (5 days a week, Monday through Friday, for 9.5 hours a day). After-school hours of operation are: United Methodist Church Youth and Children’s Center: 3:30-6:30 p.m. and The Old Carrabelle High School Fieldhouse,

3:30-6:30 p.m. There is need to remain open past 6:00 pm due to the work schedules and travel time of our parents. Many of our parents work, throughout the county, out of county or 12-hour shifts. Both sites will operate from 8:00 a.m. – 5:30 p.m. for 3 days during spring break, 8:00 a.m. – 5:30 p.m. for 3 days during Winter Break, 4 holiday/teacher work days and 8:00 a.m.- 5:30 p.m. for 39 days during the summer program.

The Adult Family Member Services programming plan will combine PBL culminating events with adult education opportunities tailored to adult needs and interests. The program will administer a family member interest survey in September at the Parent Information meeting. The survey will identify adult education opportunities that reflect our community's needs in the areas of adult literacy, poverty, unemployment and low standardized test scores. Program staff will meet to review survey results and create an adult education and involvement schedule. They will identify potential partners to help facilitate these activities. Each project plan will build in adult family member involvement activities at each project's culminating event. The first event will be an open house in September including; student registration, review of family hand book, requirement program participation of student and adult family member. The other 4 adult family member events will be offered in December, March, May and July. In addition, the topics from the survey, adult family member program will include; "The Importance of Your Involvement in Your Student's Education", "Your Students Health and Safety", "Out of School Programs and Preventing the Summer Slide". We will also partner with the school district Adult Education to serve those adult family members that would like to pursue their GED. The goal is by attending student presentation events adult family members will become more involved in their children's education.

3.6 Program Evaluation

The evaluation plan was designed in partnership with the Center for Assessment, Strategic Planning, Evaluation and Research (CASPER) to meet the 21st CCLC Principles of Effectiveness. As required by the grant guidelines, for programs PK-8, (9) objectives have been identified. Each objective is fully explored within a continuous improvement model, though limited space necessitates a more general discussion of the evaluation process. For each program objective, a series of specific evaluation questions will be answered to enable project leaders to assess progress toward goals, objectives, and milestones. The evaluation questions have been tailored to each objective, but limited space necessitates more general questions herein. Questions will include: (1) Was the objective met? (2) Were the baseline and quarterly data enough to show change? (3) Did the program follow the planned interventions and activities? (4) Which activities provided the highest impact? (5) Which strategies did not have impact (should they be removed, revised, or strengthened)? (6) How can the program improve general operations to meet this objective?

This 21st CCLC proposal is rooted in a commitment to continuous improvement of operations, services, and outcomes. The cornerstone is a logical process of planning, data collection, analysis, reporting, and refining. As such, evaluation will include three connected elements to help ensure the 21st CCLC model is effective, efficient, and sustainable: continuous improvement, formative evaluation, and summative evaluation. Ongoing evaluation will be conducted using the ***Continuous Improvement Model (CIM)***, a quality-based approach used within educational settings and effective for reducing achievement gaps between student subgroups. The model focuses upon individualized assessment using both formal (e.g., surveys) and informal (e.g., meetings) techniques to guide incremental changes within ongoing services, adopt new ways to improve and measure outcomes, discontinue or adapt activities, and increase emphasis on program objectives and outcomes. The immediate and individualized feedback provided through CIM is particularly important for implementation of this 21st CCLC model to help guide and ensure the highest impact for each student.

Evaluation will also be conducted through formative and summative evaluations, both of which incorporate elements from the CIM process and provide formal reports about processes and outcomes. The evaluation process will provide a structure for (1) generating information needed for ongoing program/activity refinement, (2) assessing progress in meeting outcomes, (3) documenting and analyzing how the model works in practice, and (4) documenting and analyzing changes in targeted student's actions, attitudes, knowledge, and performance. The schools have committed to providing necessary data on active 21st CCLC students, including attendance, behavior, grades, and other data to support this program.

Formative Evaluations will be completed no less than once per year (February), with additional interim evaluations completed after on-site visits to ensure immediate feedback and refinement of programming. Each formative report will include a review of operational accomplishments and challenges (e.g., staff, student recruitment/retention, partner board, etc.), actual versus proposed operation, objective progress, and recommendations for addressing any challenges. Summative Evaluations, completed in August of each year, will have additional information on program outcomes and those activities with the greatest impact. The purpose of the evaluation is aimed at recording and developing a model that can be applied in other settings. Summative evaluations will include all elements of program operation; activities; enrollment and attendance; measures of academic performance; federal teacher impact surveys; student and parent satisfaction surveys; feeder school information; staff information; and partnerships. Recommendations for program refinement will be based on both quantitative and qualitative data collected to assess progress on objectives. Focus groups with providers, school staff, students and parents may be conducted to collect additional qualitative and satisfaction data to help inform evaluations.

The program will input information and data annually in the 21st CCLC Annual Performance Report federal data collection system. The Director of the program has previous experience inputting required data and reporting into the 21APR.

The 21st CCLC program will make use of an external evaluator with demonstrated expertise in the proposed evaluation methodology. The Center for Assessment, Strategic Planning, Evaluation and Research (CASPER) will serve as the external evaluator and will oversee all aspects of program evaluation, including formative, summative, and data reporting. Franklin County School District has a long-standing relationship with the two lead evaluators of CASPER. The first evaluator was a middle school teacher, who has been conducting evaluations of educational programs for over 14 years (with the past ten focused on 21st CCLC) and sits on the Executive Board of the Florida Afterschool Network (FAN - the developer of the *Florida Standards for Quality Afterschool Programs*). The second is the prior Director of Evaluation for the Statewide Florida 21st CCLC Administrative Team. Led by professional evaluators and a licensed psychologist, CASPER has overseen the evaluation of over 400 educational programs. As an active member of the American Evaluation Association and American Psychological Association, all evaluations will be conducted under the ethics and procedures of these professional organizations.

3.6.a. Statewide Standard Objectives

The academic objectives are intended to address the Franklin County School's low performance on the FSA and increase graduation rate. With integrated academic instruction led by certified teachers, daily homework help, and one on one tutoring the program anticipates that 70% of regularly attending students will increase or maintain reading, fluency, math and science scores. Since the district is low-performing, the percentages were chosen to reflect the academic levels of the program's target population, while still providing a challenging goal.

Academic Objectives in Core Subjects

Objective 1: Students will improve English Language Arts performance to a satisfactory or above or maintain an above satisfactory level of performance. 70% of regularly attending students (those attending 30 or more program days) will improve to a satisfactory grade or above or maintain a high grade across the program year as determined by report card grades, or program created Pre-K & K assessments. Students will maintain an A/B grade or improve from a grade of C to B or a grade of D/F to C

Objective 2: Students will improve mathematics performance to a satisfactory level or above or maintain an above satisfactory level of performance. 70% of regularly attending students (those attending 30 or more program days) will improve to a satisfactory mathematic grade or above or maintain a high grade across the program year as demonstrated report card grades or program created Pre-K & K assessments. Students will maintain an A//B grade or improve from a grade of C to B or a grade of D/F to C

Objective 3: Improve science performance to a satisfactory level or higher or maintain an above satisfactory level of performance. 70% of regularly participating students will improve to a satisfactory science grade or above or maintain a high grade across the program year determined by report card grades. Maintain an A/B grade or improve from a grade of C to B or a grade of D/F of C.

3.6.b. Objective for Academic Benchmarks

The Nest afterschool program will serve PreK- 8 grade, we will address objectives 1 and 2 of the academic benchmarks.

Objective 1: Third Grade Promotion Improve the third-grade promotion rate on Florida Standard Assessment (FSA) requirements. 50% of regularly participating students (those

attending 30 or more program days) in third grade will achieve promotion based on their performance on the FSA.

Objective 2: Algebra 1 End-of-Course Exam: Improve the passing rate of the required Algebra 1 End-of-Course test for students enrolled in the course. 50% of regularly participating students (those attending 30 or more program days) enrolled in Algebra 1 will pass the Algebra 1 End-of-Course (EOC) exam.

3.6.c. Applicant-Specified Objectives

In addition to providing academic enrichment in math, reading and science the program will offer personal enrichment activities, as well as dropout, and college and career readiness. The program will offer adult family member programs that promote parental involvement and family literacy.

Objective 1 Personal Enrichment 1: Health and Fitness: Improve students' understanding and involvement in maintaining a healthy lifestyle. 60% of regularly participating students (those attending 30 or more program days) will improve understanding and participation in healthy lifestyle activities based on program developed Pre, Mid, and Post assessment and fitness logs.

Objective 2 Personal Enrichment 2: STEM: Improve students' involvement and understanding in STEM activities including computer science and robotics. 60% of regularly participating students (those attending 30 or more program days) will improve understanding and participation in STEM activities based on program developed Pre, Mid, and Post assessment and product rubric.

Objective 3 Dropout Prevention and College and Career Readiness: Improve students' involvement and understanding in preparing for college and/or career readiness. 60% of regularly attending middle students (those attending 30 or more program days) will improve their involvement and understanding of options available to them in areas of college and career readiness based on program developed Pre, Mid and Post assessment and product rubric.

Objective 4 family member performance objective: Improve adult family member involvement in their student's education. 50% of the regularly attending student (those attending 30 or more program days) will improve their involvement in their student's education based on a teacher surveys taken at end of the 1st 9 weeks, Midterm and End of year. Nest staff members will communicate with school day teachers to ensure that surveys are completed in effective and timely manner.

3.7 Approved Program Activities:

As the needs assessment shows, the students of Franklin County School need opportunities to receive tutoring and remedial education in areas of math, reading and science. Students will receive homework assistance daily, tutoring will be extended to those students identified by school day teachers and/or afterschool staff. Tutoring and remedial education activities will align with the State standards and the school day curricula to improve the students' academic achievement.

The Academic Activity Plans are designed for students to work in math, reading and science using hands on activities aligned to the school day curricula. Program will use Mango Math Games, Kidz Math, Crazy 8s Math Club, Scholastic LitCamp, and Kidz Science. The program will approach the school district about allowing middle school students to work for credit recovery during the out of school hours. Personal enrichment activities will include

activities promoting healthy and active lifestyle including nutrition and physical activities as well as STEM.

The program will be partnering with the Health Department, the Sheriff's office, and counselors to provide programming to encourage the prevention of drugs and violence. Both Gulf and Franklin County Health Departments have agreed to provide programming about drug and tobacco use.

Adult Family Member services will include presentation to encourage active involvement in students' education, such as reading and math programs, and understanding the impact of technology and social media on children's academics and safety. Other programs will be developed based on a needs survey conducted on the initial adult family member program.

3.8 Applicants Experience and Capacity

Qualified leadership is in place to effectively implement the program, with current pastor Reverend Brightly and Project Director Melonie Inzetta.

Reverend Brian Brightly, will hold the role of the grant administrator, he is currently pastor of the Lighthouse Methodist Church on St George Island. Prior to coming to Franklin County, he pastored the First Methodist Church in Boca Grande. Prior to pastoring he held positions in children broadcasting for both PBS and NPR. He has served in the mission field in Russia. His focus is to provide needed services to the children of Franklin County. Reverend Brightly has organized both daycare and accredited schools in Miramar and Lighthouse Point FL.

Melonie Inzetta has successfully managed the afterschool program for the Franklin County School District for 5 years. She has 11 years educational experience in Florida in middle school and adult education. Prior to her relocation to Florida she held a corporate position as Data Management Coordinator/Supervisor. She has managed the budget,

maintained, the records and document submission required by the Grant. Melonie Inzetta will hold the position of the Project Director, responsible for submitting documentation for funding reimbursement as well as the day to day operation of the sites. As part of partnership the Project Director and UMC finance director will consult with the local school district finance department and accountant in developing policies and procedures in the areas of cash management, allowability, time and effort, procurement, travel, and record retention. Monitoring and audits during the years 2016-2017 show there were no negative findings. Staff has responded positively to all evaluation data to improve the program and the student outcomes.

The UMC has a financial officer that will be included in the fiscal review of payroll and procurement of supplies. The program will employ a local accounting firm to oversee finances, conduct audits and manage payroll.

3.9 Staffing & Professional Development

Staffing numbers, qualification and training will be maintained to meet not only the student to adult ratios, (10:1 for academic enrichment and 20:1 for personal enrichment) but to ensure the success of the individual student and program. Each site will employ 2 certified teachers to supervise academic enrichment activities in Math English Language Arts, Science, homework and tutoring.

3.9.a. Staffing Plan

The Project Director will manage education programing and budget to ensure that the program meets responsibilities set in the grant. The Director will be responsible for collection and maintenance of data collection for objectives and evaluation

The program will employ the two Site Coordinators previously employed by the school district. The Site Coordinator will work closely with school-day teachers to identify student

needs, assist with homework and share information. Both Site Coordinators have experience leading after-school program and working with children. The Carrabelle Site Coordinator is not only a long - term health aide at Franklin County School, she has worked at the Nest since 2010 where she held the position of Enrichment leader and Parent Liaison. Prior to working at the Nest, she worked for the Boys and Girls Club from 2008. The Eastpoint Site Coordinator has previously held various positions at the "The Nest" including enrichment leader, parent liaison and Site Coordinator. She is also employed at Franklin County Schools as the front office receptionist, but has held various positions including substitute, para professional, and attendance officer. Both Site Coordinators have experience planning lessons and activities, leading staff trainings and professional development and monitoring student achievement via pre-, mid- and post assessments.

There will be a Program Specialist to assist both Project Director and Site Coordinators to ensure that the program meets the needs of the students, parents, the school and the community. The Program Specialist will work with the Site Coordinators to ensure pre, mid, and post assessments are administered in a timely manner. They will, along with Site Coordinators communicate with school day teachers to encourage collaboration in improving students' performance as identified in the needs assessments. The Program Specialist that will assist with planning and writing PBL plans, as well as any special programming. They will ensure that the programs academic and enrichment activities align with the needs assessments and school day activities.

As a member of ACSI all employees will be required to clear a level II background, through the Clearinghouse identified by DCF. Staff members will be required to take CPR and First Aid training leading to certification.

3.9.b. Professional Development

All employees will be required to complete 40 hours of training, consisting of Child Care Facility Rules, Health Safety and Nutrition, Identifying and Reporting Abuse and Neglect, Child Growth and Development, Behavioral Observation and Screening, and Understanding Developmentally Appropriate Practices – Preschool Appropriate Practices or School-Age Appropriate Practices. These are on-line courses presented by Florida Department of Children and Families. Employees will complete a minimum of 10 hours in-service training and recorded on CF-FSP Form 5268. In addition, employees will train in Fire Extinguisher Training as well as CPR and First Aid certification. These two trainings will be conducted face to face by certified trainers.

The Project Director, Program Specialist and the two Site Coordinator will attend Florida Afterschool Alliance conference in the Fall of 2018. Information received at the conference will be presented to other staff members upon return.

3.10 Facilities

United Methodist Church Youth and Children's Center in Eastpoint. The facility has adequate classroom space, a cafeteria, a common area, playground area, and program office. Two rooms measuring 650 square feet each, two rooms measuring 504 square feet each, one room measuring 300 square feet. The common area measures 2970 square feet, and the cafeteria measures 2430 square feet for serving student snack/meals. The UMC has installed new fencing around the playground area. They have invested in new roofing to ensure the quality of the facility. The common area will be utilized for student performances and parent nights. The entrance is secure, and camera monitored, and is handicap accessible. The partnership with Franklin County School District includes the use of the Carrabelle Field house on the site of the former Carrabelle High School and is centrally located within the city. The facility has been remodeled to include Three classrooms, computer lab, a program office and

area for serving meals/snack and common area, it also includes a large playground area. The building is easily accessible to students and parents, including safe parking areas. The UMC Youth Center is a member of Association of Christian Schools International (ACSI) and qualifies for a Child Care Religious Exemption from the Florida Department of Children and Families. An exemption has been requested and should be available by the August 31st deadline.

3.11 Safety and Student Transportation

Students in grades Pre-K-8 will be bused from the Franklin County School, using approved district buses and drivers, to both the United Methodist Church Youth and Children's Center and Carrabelle Fieldhouse. A staff member will be present at a secure location to check in students where the bus unloads, at both sites. Staff members will be assigned bus duty to ensure that students safely exit the bus and that all students assigned to the after - school program unload. The staff member will check the students in and direct them inside. The UMC Youth and Children's Center employs video camera to insure facility security both during and after student hours. The Carrabelle fieldhouse is a fenced area with limited access. Because both sites are centrally located within the Eastpoint and Carrabelle communities, parents will pick students up at the end of the program day, however due to the limited transportation and working hours of many of parents there will be after - school transportation supplied to students. For those students requiring transportation home after program house the program will contract with the school district transportation department to provide transportation. This service should increase not only student attendance but number of hours in attendance.

Both sites feature wheelchair accessible doors and bathrooms, no steps, and handicap accessible sidewalks and parking lots in compliance with the Americans with Disabilities Act (ADA).

The UMC Youth Center Nest places a premium on safety at our sites. All staff members (e.g., Site Coordinator, certified teachers, aides, parent liaisons, custodians and bus drivers) must pass a level two criminal background screening and 5-panel drug test, as required of all school district employees. The background screening includes fingerprinting, in accordance with the Jessica Lunsford Act.

A parent liaison at both sites will oversee student check-out by parents and authorized persons. Parent and guardian information is collected at the beginning of the school year and that information is used to determine the person(s) allowed to pick up 21st CCLC students. The student application will also indicate whether a child is authorized by parents or guardians to walk home from the site.

The registration form will include photo media release permission requiring additional signature to ensure that no students image will be included in press release or social media without parent/guardian permission.

We will ensure safe transportation by utilizing district school buses and certified drivers for all off-site activities and field trips. All students must return signed parent permission slips before attending any off-site activity or field trip. Staff members will be assigned to groups not exceeding 15 students, and will conduct head counts before, during and after the trip.

All staff members will be trained in emergency procedures, with safety drills conducted at both sites during program hours. Site Coordinator will maintain drill records and post dates, times and results of drills performed. The program will utilize the Franklin County School District safety manual, with safe locations noted at both sites. All staff members will utilize two-way radios to facilitate student check-out and in the event of emergencies. The site will always have at least one staff member trained in CPR/First Aid present, to ensure this, a minimum of 3 staff members will be trained in CPR/First Aid at each site. The Site Coordinator will maintain and monitor CPR training certificates. Names of all CPR trained staff members will be posted in all classrooms as well as common areas.

3.12 Partnerships Collaboration and Sustainability

3.12.a Partnerships

The program is partnering with the school district food service to provide afternoon snack for afterschool as well as breakfast and lunch on full day programming (holidays, teacher work days and summer programming hours). School district partnering includes program facility in Carrabelle and transportation to and from the program during both school days and summers.

The program has received a verbal commitment from the Sheriff's Department to provide special visits and activities to educate our students in drug prevention, as well as possible career choices. We have also received a partner letter from Gulf County Health department to bring in programming in drug, tobacco and alcohol prevention. We have received letters of partnership with the Franklin County Health Department and Franklin County Community Health Improvement Partners. We are expecting a letter from the Franklin County Extension Office within days of the submission of the application. Even though we have not received letters as of today we expect several of the partners that have supported us in the past, such as the Carrabelle Arts Association and Eastpoint Citizens Action Committee. We have also reached out and requested partnership with several new organizations.

We are hoping to grow a partnership with Carrabelle Care's and Carrabelle Riverfront providing opportunity to visit the Carrabelle Museum, and participate in the Riverfront Festival. Fort Gordon Johnston has also extended invitation to visit the World War II museum. We are happy to reconnect with the Bring Me a Book organization to provide reading programs to our Pre-K – Kindergartens. We are also reaching out to the local civic groups and business for funding for working capital to fund items not covered under the grants, such as cooking projects. Those that have not submitted their partner letters will be added to the partners list as they

come on board. Members of the UMC Lighthouse Church of St George Island have committed to volunteering to provide tutoring and special programs to our students.

The program will document volunteer services through sign-in sheets and invoices from the agency head noting hourly wage. Donations of goods will be documented on invoices by item name, cost and quality. A partnership spreadsheet will be generated from these documents and maintained by the project coordinator. The project will maintain partnerships through phone calls, emails and the sharing of evaluation finds. Representatives from the various partnerships will be recruited for the advisory councils at both project sites.

3.12.b. Collaboration

The Project Director and Program Specialist will maintain report card grades, FSA scores, attendance and referral data, to use for progress monitoring and required reports. The project designated staff member, teachers and/or Site Coordinator will maintain communication with school day staff, and will share information on student progress via emails, presentations at school faculty meetings, and requests for survey information.

Prior to beginning a new project plan, the Site Coordinators will send an email to all teachers outlining the project and asking them how the project might further enhance classroom instruction. The teachers' comments will be incorporated in the plans whenever possible, and outcomes will be shared with teachers via email and the program website.

The program will also directly support classroom instruction by providing homework assistance time at the start of each program day. The program will also provide one on one tutoring for students identified by school day teachers and/or program staff in specific academic subject areas. Teachers, designated staff and project director will communicate student needs and expectations.

The program will share character education activities and work with school administration to improve student school behavior issues to reduce discipline referrals and increase attendance numbers.

The program will work with the school staff and administration to see that parents are kept up to date with school activities, programs and needs. The program will work with the school to increase parent/guardian/adult family member involvement. The Site Coordinators will keep families informed of students' progress by sharing assessment scores and behavior updates via letters home and office visits.

The objectives are aligned with the risk factors outlined in the Project Need. Academic objectives are intended to address the Franklin County School's low performance on the FSA. With integrated academic instruction led by certified teachers, daily homework help, and one on one tutoring the program anticipates that 70% of regularly attending students will increase or maintain reading, fluency, math and science scores. Since the district is low-performing, the percentages were chosen to reflect the academic levels of the program's target population, while still providing a challenging goal. Percentages reflect those of the previous grant goals.

3.12.c. Sustainability

In preparation to sustain the 21st CCLC programing after funding ends the program will work with various resources in the community to ensure funds to continue programing to students. The program will establish an Advisory Board to ensure student, school and community involvement. The Board will consist of two parents, two students, one teacher from the Franklin County School PK-12, along with community members from both public and private sector. The board will meet four times per year to discuss the program needs, evaluation results, successful and not so successful project, and ideas on resources for sustainability in the future.

Section 4 Project Budget

The program is supported by several other school district funding sources that enhance our programs and provide quality professional development for our staff. Title 1, Title 2 and Title 6 grants pay teachers to provide academic tutoring at both program sites; pay for professional development for Franklin County teachers, whom we employ; and provide services for special education students who attend our sites. The district's food service program supports the program by providing after-school snacks, summer breakfasts and lunches, as well as cafeteria workers who prepare food for both program sites.

Funds available for the 21st Century programs supplement other district programs by providing high quality academic and enrichment instruction as well as homework assistance daily. The goals of the program support other district programs such as tutoring, which is aimed at increasing student performance on the FSA, and other school reading and math initiatives. Funds designated for the 21st CCLC program will not be used to supplant federal, state, local, non-federal funds or other projects of the UMC Youth Center. All the program staff will be paid entirely from 21st CCLC funds and these funds will not be used to pay staff salaries or materials for any other programs offered through the UMC Youth Center. The program will share their goals and objectives with the Franklin County School staff and actively recruit competent, dynamic teachers with experience teaching grades Pre-K-8. The program will strive to recruit teachers who can thrive in a project-based learning environment. The ideal candidate would be someone who can deliver core academic content while allowing students freedom to explore projects' driving questions in depth and create meaningful products. (Complete job descriptions and an organizational chart are included in Appendix B.)

The Budget Narrative Form (DOE101S) is attached. A cost analysis for all expenditures is included in Appendix B.

Cohort 17 (2018-19) RFP Scope of Work/Narrative Addendum

Agency Name: First United Methodist Church Eastpoint Project Number: NF4-2449B-9PCC1

Program Name: 21st CCLC

Use this form to add any parameters and information needed to satisfy the requirements included in the RFP. Add all items as bullet points including the section name and number.

This change includes: Additions Deletions Both

The following items are incorporated as part of the Scope of Work:

3.1 Summary

3.2(b) Needs Assessment

- Describe the data sources used for the needs assessment.
- Identify ways the 21st CCLC program supports the School Improvement Plans of the target schools.
- Describe how the program plans to close the gaps in services where the resources currently available are insufficient to meet the needs of the community
- Include description of the consultation with eligible private schools to determine the need for a 21st CCLC program

Using data from various sources; personal interviews with school district staff, Census reports, FDLE reports, and newspapers it was determined that Franklin County students in Eastpoint and Carrabelle could benefit from afterschool programing funded through the 21st CCLC grant.

Franklin County School District Homeless Liaison Sunny Stultz
Adult Education Program Director, Nick O'Grady
Dr. Sue Summers, Director of Curriculum and Special Programs

Requests have been made for the district to share the improvement plan with the program. The program will work with the district office staff to ensure that program activities align and support the Franklin County School Improvement Plan. The program will work with school day teachers, staff and guidance to identify students in need of tutoring and/or remedial work. If those students are not currently enrolled, the program will contact parents to encourage program participation in tutoring services. Program will also work with Rhonda Griffin, school district staff, and PAEC staff member assist to students in completing work for STEM certifications. The program also plans to work with the district Adult Education program to offer remote sites of study for GED.

The Pastor and Program Director both made several attempts to contact FBC Christian School, in Apalachicola. The program staff have not received any communication from them at this time. We will continue to attempt to make contact. Once program has been approved for start-up, a mailing will be made to notify them of the program offerings and that their students PK- 8th are eligible to attend free of cost.

Once the grant is awarded the program will communicate with Principal Jill Rudd, asking for a meeting to discuss the development of the program that will meet the needs of the students of Franklin County PreK-12 Consolidated School.

3.4 Time and Frequency of Service Provision for Students and Adult Family Members

- include information on how the families will be reached and engaged in the programming

The Adult Family Member Services programming plan will combine PBL culminating events with adult education opportunities tailored to adult needs and interests. The program will administer a family member interest survey in September at the Parent Information meeting. The survey will identify adult education opportunities that reflect our community's needs in the areas of adult literacy, poverty, unemployment and low standardized test scores. Program staff will meet to review survey results and create an adult education and involvement schedule. They will identify potential partners to help facilitate these activities. Each project plan will build in adult family member involvement activities at each project's culminating event. During the first event/orientation, families will be given a schedule of the events. Flyers will be posted at each site, of upcoming events. In addition, parents will be provided a reminder letter by the parent liaison one week prior to the event. The first event will be an open house in September including; student registration, review of family hand book, requirement program participation of student and adult family member. The other 4 adult family member events will be offered in December, March, May and July. In addition, the topics from the survey, adult family member program will include; "The Importance of Your Involvement in Your Student's Education", "Your Students Health and Safety", "Out of School Programs and Preventing the Summer Slide". We will also partner with the school district Adult Education to serve those adult family members that would like to pursue their GED. The goal is by attending student presentation events adult family members will become more involved in their children's education.

3.6 Program Evaluation

- Describe how the evaluation results will be used
- Describe how the evaluation results will be shared with the community

The program will use the evaluation to make modifications in the program activities, academic enrichment and tutoring services. The program will use evaluation results to re-allocate resources to the areas of need in order to achieve identified objectives.

Program evaluation results will be posted on the program website, available to parents and other stakeholders in program site offices. Results as well as program modification will be reviewed and discussed at the next family event. Results will also be shared with the school district in order to make needed changes within the program that align with school priorities.

3.8 Applicant's Experience and Capacity

- Describe what processes are in place to support the evaluation activities required
- Describe what pertinent experience the agency has in using evaluation data to improve program plans in an effort to improve program quality.

Monitoring and audits during the years 2016-2017 show there were no negative findings. Staff has responded positively to all evaluation data to improve the program and the student outcomes.

As the program coordinator for Franklin County Schools, Melonie Inzetta has experience in using evaluation data to modify/improve program plans in order to ensure positive outcomes. The program director and CASPER have worked together on previous grant objectives to ensure that the program meets and/or exceed program objectives

Once the program is up and running, the program director will contact CASPER and schedule dates of site visits for formative evaluation. As soon as the results have been received, the program staff will meet in order to review and modify program offerings and intensity as identified in evaluation.

3.9(a) Staffing Plan

- Identify staff who will be CPR certified
- Include the appropriate staff, both in numbers and qualifications, for the proposed activities and ratios
- Include a description ensuring Florida Professional/Temporary Educators are used to deliver activities aimed at improving academic performance

As a member of ACSI all employees will be required to clear a level II background check, through the Clearinghouse identified by DCF. All staff members will be required to take CPR and First Aid training leading to certification. This training will be offered to staff at no charge to them. All employee files will be reviewed quarterly to ensure that progress is being made on training and that files are up to date. In addition to all required training by DCF and ACSI, all teachers will be required to hold a valid Florida teaching certification. Employee files will be audited annually to ensure that all certifications are current. All teachers holding temporary certification will be flagged and a quarterly review conducted to ensure progress is being made in securing the Professional certification.

As set out in the budget, the ratio will be 1:10 and 1:20, based on the activity. Each site will employ 5 teacher's aids/paras and 2 teachers. This will allow for 1:10 in most activities held during the hours of 3:30 – 6:30.

3.12(c) Sustainability

- Describe agency's plan for continued sustainability of the 21st CCLC program.
- Describe what strategies are in place to develop continued support after the funding ends.

In preparation to sustain the 21st CCLC programming after funding ends the program will work with various resources in the community to ensure funds to continue programming to students. The program will establish an Advisory Board to ensure student, school and community involvement. The Board will consist of two parents, two students, one teacher from the Franklin County School PK-12, along with community members from both public and private sector. The board will meet four times per year to discuss the program needs, evaluation results, successful and not so successful project, and ideas on resources for sustainability in the future.

In addition to input from the Advisory Board, the Program Director, Pastor and other team members will work to solicit support from community members, both businesses as well private individuals. The program will also look for support in areas of large charitable organizations even though this will be difficult as we are a small remote rural area.

Appendix A Continuing Improvement 2019-20

Agency Name: First United Methodist Church Project Number: 19B-2440B-OPCC1
Program Name: UMC Youth and Children – The Nest

Reason(s) for the change:

The participation numbers have shifted based on our student population shift from one end of the county to the other. Our student interest have become more diverse. Even through we ere open only 5 months of the academic year our outcomes were not as good as we would like to have seen. Our children have also expressed more interest in music enrichment. In order to better serve the students PreK in our Districts, we have added a PreK corrinator

This change includes: € Additions € ~~Deletions~~ € Both

Narrative Language:

Due to the lack of gains in academic areas, the program plans on more intense homework assistance, and well as one on one tutoring. Enrichment activies will include more academic components, in reading and math. Our community has a large number of families that move from one part of the county to the other so our anticipated student enrollment have shifted and we will be enrolling a larger number in Eastpoint and less in Carabelle. The program will be expanding the offering of Art and Music to include piano. We will offer more STEM activities to cover the academic areas of enrichment. Our program will be using more STEM PBL to provide more academic enrichment as well as personal. The PreK Coordinator will work with staff in order to insure that the program provides activities to reinforce the daily school day activities.

Underscore reflects additions to the 2017-18 narrative.

~~Cross-out~~ reflects deletion of language in the 2017-18 narrative.

Appendix A Continuing Improvement 2020-21

Agency Name: First United Methodist Church

Project Number: 19B-2441B-1PCC1

Program Name: UMC Youth and Children – The Nest

Reason(s) for the change:

Even though we saw many of our students on track and making progress, the COVID19 school closure, will certainly wreak havoc on all student progress. Our students not only dealt with the academic issues of the COVID closure but the financial and emotional issues concerning the closures. Most of all parents were without work, and all experienced financial strains. Our students also had to deal with their parents' emotional stress of being without work and supporting their families. Because of this we plan to focus heavily on not only academics but our students' social emotional well-being.

This change includes: Additions ~~Deletions~~ Both

Narrative Language:

In order, to provide for academic losses due to COVID19 school closure, the program will focus heavy of academic enrichment. Even the personal enrichment activities will have academics included. We will use PBL activities to provide academic and personal enrichments, while actively engaging the students. Personal Enrichment will include SEL activities focusing on goal setting and achievement even in a turbulent time. We hope to provide opportunities for our students to work through some of the issues that we are experience due to the trauma brought on due to COVID 19 closures and stay at home orders.

Underscore reflects additions to the 2017-18 narrative.

~~Cross out~~ reflects deletion of language in the 2017-18 narrative.

Appendix A Continuing Improvement 2021-22

Agency Name: First United Methodist Church Project Number: 19B-2442B-2PCC1
Program Name: UMC Youth and Children – The Nest

Reason(s) for the change:

Program Evaluation

Reason for Change: In the 2021-22 program year, the GPRA measures for the 21st CCLC program changed per the USED. Due to those changes, the department realigned the state evaluation program to align with the new measures. See updated 2021-2022 program objectives/evaluation plan.

The external evaluator has been removed from the budget. Data collection and evaluation tasks have been delegated between the Project Director, Site Coordinators, and Certified Teachers.

This change includes: Additions ~~Deletions~~ Both

Narrative Language:

Underscore reflects additions to the 2017-18 narrative.
~~Cross-out~~ reflects deletion of language in the 2017-18 narrative.

Appendix A
Continuing Improvement 2023-24

Agency Name: First United Methodist Church Inc
Program Name: UMC Youth and Children- The Nest

Project Number: 19B2444-B-4PRN1

Reason(s) for the change:

Although we have not received scores data yet, data gathered through report cards and teacher feedback has indicated that our students still have deficits in reading and math. Attendance and behavior still seem to present a problem as well, and although the Covid pandemic has ended we are still experiencing the aftereffects. The effect has been noted not only academically but in our students' home life as well. We are experiencing an immense amount of student trauma as some students have one or both parents incarcerated, are living with relatives or in multi-family homes, or are homeless. Our county has experienced the financial effects of the Bay closing, the onset of a Meth epidemic, and a severe teacher shortage at our local schools, just to name a few. Long-term substitutes seem to be the norm in our local county school in place of the teacher shortage. Holistic student needs must be addressed more effectively in order to increase academic success. To more effectively reflect the duties of identified staff, budget narratives and job descriptions have been changed.

This change includes: **Additions** Deletions Both

Narrative Language:

Once scores are received, we will modify programming accordingly but in the interim we are addressing the ongoing teacher shortage not only within our local school system but in our program as well. We will work closely with Franklin County School officials to maximize efforts in finding certified teachers. Recruitment of volunteers who are former certified teachers to work one on one with our students for more tailored remedial instruction is a viable alternative in the meantime. We are adding the Remind App to be connected to all teachers at Franklin County Schools, Apalachicola Bay Charter School, and First Baptist Christian School so that we are aware of daily homework assignments and upcoming tests for students. Specifically, liaison and site directors will manage this app and communicate with teachers as needed but specifically to be proactive to identify a skill(s) that our students may not be mastering to zone in and correct this timelier. In addition, we will set up a Remind App with all parents to communicate more effectively and timely. Many students are picked up by someone other than the parent and the chance for communication at check out is minimal. The app will allow us to directly communicate in a non-intrusive way with our parents to announce specialized tutoring, reminder for completing unfinished homework or to allow the parent to inform us of needs.

All program activities will be tailored so that a reading activity is involved. Staff will regularly review the Florida B.E.5.T standards and gear all instruction in reading and math in a manner that provides consistent practice of the mastery of these standards. We will take a back to the basics approach for remedial tutoring, striving to fill the gap that Covid has left.

Safe spaces will be implemented in each classroom for students in need. The Program Director and Parent Liaison at both sites will act as school liaison until a permanent school liaison can be acquired.

The above-mentioned job description changes were conducted in Program Specialist and Parent Liaison and updated descriptions are attached.

Underscore reflects additions to the previous narrative.
reflects deletion of language in the previous narrative.

Florida's Nita M. Lowey 21st Century Community Learning Centers Evaluation Plan

Objective Category	Objective Number	Domain	Required Objective	Required Measure
1. Academic Achievement	1.A.1	English Language Arts (ELA)	75% of students will show gains in ELA performance on the F.A.S.T.	ELA Florida Assessment of Student Thinking (F.A.S.T.) scores will be collected for all students participating in FAST.
	1.A.2	English Language Arts (ELA)	75% of students will show gains in ELA on an evidence-based progress monitoring system supported by the department's contractor	Regular progress monitoring data will be collected for students in all grades periodically
	1.A.3	English Language Arts (ELA)	75% of students will show improvement in ELA grades	<u>Student grades and progress reports</u> will be collected for all students during the school year each grading period
	1.B.1	Mathematics	75% of students will show improvement in Math performance on the F.A.S.T.	Math Florida Assessment of Student Thinking (F.A.S.T.) scores will be collected for all students participating in FAST.
	1.B.2	Mathematics	75% of students will show gains in mathematics on an evidence-based progress monitoring system supported by the department's contractor	Regular progress monitoring data will be collected for students in all grades periodically
	1.B.3	Mathematics	75% of students will show improvement in mathematic grades	<u>Student grades and progress reports</u> will be collected for all students during the school year each grading period
	1.C.	Grade Point Average (GPA)-Secondary Only	75% of students will improve their cumulative GPA by at least 0.1 point annually	GPA will be collected for all students who receive a GPA annually
2. Dropout Prevention	2.A.	Attendance/Dropout Prevention	75% of students will improve their school day attendance annually	School day attendance rate will be collected for all students annually
3. Behavior	3.A.	Behavior	75% of students will improve their behavior annually	Data report on in-school suspension and discipline referrals will be collected for all students monthly
4. Engagement/ Safe and Supportive Relationships	4.A.1	Engagement/Safe and Supportive Relationships	75% of students will increase their safe and supportive relationships with peers and adults annually	Stakeholder Surveys (day school teachers on engagement) will be collected for all students annually
	4.A.2	Engagement/Safe and Supportive Relationships	75% of students will increase their engagement in school annually	Stakeholder Surveys (day school teachers on engagement) will be collected for all students annually





PROPOSED
Florida's 21st Century Community Learning Centers
Continuation Attendance-Based Funding Worksheet
2023-2024

This worksheet is designed to bring all 21st CCLC subgrantees into minimum compliance with the attendance thresholds established by the Request for proposals/Applications. It is a standardized process to establish the maximum funding for which the continuing program is eligible. Every 21st CCLC program proposed to provide services to a specific number of students at specific sites on a daily basis (Average Daily Attendance - ADA), and was funded based on this proposed ADA. Due to varied attendance patterns during the year, funding adjustments for attendance been waived for the 2023-2024 program year.

First United Methodist Church	19B-2444B-4PRN1
Agency Name	2022-2023 Project Number
\$700,000.00	2
2022-2023 Award Amount (DOE200)	Number of Sites
	17
	Cohort

Agency entering Year 6 of funding.

Program-Level Analysis -- Overall Average Daily Attendance by Component

Component	Proposed Daily Attendance	Reported Daily Attendance	Overall Performance (Reported/Proposed)	Subject to Site-Level Adjustment?
Before School	0	n/a	n/a	no
Afterschool	120	n/a	n/a	no
Weekend	0	n/a	n/a	no
School Breaks/ Holidays	120	n/a	n/a	no
Summer	120	n/a	n/a	no

Site-Level Funding Summary (Individual Site Analysis Attached)

Site Name	2023-2024 Max. Site Funding
Carrabelle	\$ 350,000.00
Eastpoint	\$ 350,000.00
	\$ -
	\$ -

2023-2024 Maximum Funding Amount

\$700,000.00

2023-24 Maximum Funding Amount reflects performance levels.

Special Notes / Comments



Florida's 21st Century Community Learning Centers
Site-Level Average Daily Attendance - Funding Worksheet

Agency Name: First United Methodist Church
 2023-24 Project # 19B-2444B-4PRN1

Cohort: 17

2
of Sites

Carrabelle													
2021-2022			Review			2023-2024							
Proposed (Most Recent)	Reported (As submitted through April 2021)		Min Red ADA %	Subject to Adjustment	Transportation	New Funding Request Guide					Maximum Funding (Proportion Applied)		
	# Students	ADA				% Perform	# Students	Hrs/Day	# Days	Base Rate		Adj. Rate	Service Total
Before School		n/a	n/a	n/a	no	--	0			\$2.00	\$2.00	\$ -	\$ -
Afterschool Group 1	60	n/a	n/a	n/a	no	yes	60	3	180	\$5.00	\$5.00	\$ 162,000.00	\$ 158,596.96
Group 2		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
Group 3		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
Early Release		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
Weekend Days		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
School Break/Hol	60	n/a	n/a	n/a	no	yes	60	9.5	10	\$7.00	\$7.00	\$ 39,900.00	\$ 39,061.84
Summer	60	n/a	n/a	n/a	no	yes	60	9.5	39	\$7.00	\$7.00	\$ 155,610.00	\$ 152,341.19
												\$ 357,510.00	\$ 350,000.00

Eastpoint													
2021-2022			Review			2023-2024							
Proposed (Most Recent)	Reported (As submitted through April 2021)		Method of Review	Subject to Adjustment	Transportation	New Funding Request Guide					Maximum Funding (Proportion Applied)		
	# Students	ADA				% Perform	# Students	Hrs/Day	# Days	Base Rate		Adj. Rate	Service Total
Before School		n/a	n/a	n/a	no		0			\$2.00	\$2.00	\$ -	\$ -
Afterschool Group 1	60	n/a	n/a	n/a	no	yes	60	3	180	\$5.00	\$5.00	\$ 162,000.00	\$ 158,596.96
Group 2		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
Group 3		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
Early Release		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
Weekend Days		n/a	n/a	n/a	no	no	0			\$4.00	\$4.00	\$ -	\$ -
School Breaks/Hol.	60	n/a	n/a	n/a	no	yes	60	9.5	10	\$7.00	\$7.00	\$ 39,900.00	\$ 39,061.84
Summer	60	n/a	n/a	n/a	no	yes	60	9.5	39	\$7.00	\$7.00	\$ 155,610.00	\$ 152,341.19
												\$ 357,510.00	\$ 350,000.00

Calculating the Ratio

Total Services Proposed	\$ 715,020.00
Maximum Funding	\$ 700,000.00

Proportion to Unit Cost 97.90%

This proportion must be applied every year of funding

The proportion must reflect the scenario most beneficial for the department (the best deal). If a program increases the level of services, the ratio must be revised to reflect the lower proportion. The proportion cannot be increased.



2023-2024 SITE PROFILE

Agency Name	First United Methodist Church Eastpoint	Project Number			
Site Name	UMC Youth and Children Center-FUMC Carrabelle	Zip Code	32328		
Site Address:	1581 Hwy 98	City	Carrabelle	County	Franklin
Site Contact Name:	Stephanie Howze	Phone	850-670-1030	Email	sghafterschool@gmail.com

TARGET SCHOOLS									
School Name	School-wide Information			# Targeted Students					
	Grades Served by School	Enrollment	Free and Reduced Lunch Rate	Grades Served by Program	BS	AS	SUM	W	H
Franklin County School	PreK- 12			PreK-8		55	55		55
TOTAL						55	55		55

BEFORE SCHOOL SITE OPERATIONS							
Start Date			End Date			Total Number of Service Days	
Non-service days							
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Before School services per typical week.	
Start Time							
End Time							
Hours							

AFTER SCHOOL SITE OPERATIONS							
Start Date	08/10/23	End Date	5/28/24	Total Number of Service Days	180		
Non-service days	9/4/23, 11/11/23, 11/22/23, 11/23/23, 11/24/23, 12/22/23, 12/25/23, 12/26/23, 12/27/23, 12/28/23, 12/29/23, 1/15/24, 3/11/24, 3/12/24, 3/13/24, 3/14/24, 3/15/24, 3/29/24, 5/27/24.						
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of After School services per typical week.	
Start Time	3:00	3:00	3:00	3:00	3:00		
End Time	6:00	6:00	6:00	6:00	6:00		
Hours	3	3	3	3	3		
Early Release Dates	9/20/23, 9/22/23, 10/18/23, 11/15/23, 12/15/23, 1/31/24, 2/28/24, 3/20/24, 4/17/24, 5/3/24, 5/28/24			Total Service Days	11	Hours/Day	5

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS							
Service days	11/3/23, 11/20/23, 11/21/23, 12/18/23, 12/19/23, 12/20/23, 12/21/23, 1/2/23, 2/19/23, 4/1/23						
	Holidays/Break	Total number of Holiday, School Break service days.				Saturday	Total number of Weekend service days.
Start Time	8:00am		Start Time				
End Time	5:30pm		End Time				
Hours	9.5		Hours				

SUMMER SITE OPERATIONS							
Start Date	6/3/24	End Date	7/31/24	Total Number of Service Days	39		
Non-service days	7/2/24, 7/3/24, 7/4/24, 7/5/24						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total hours of Summer services per typical week.
Start Time	8:00am	8:00 am	8:00 am	8:00 am	8:00 am		
End Time	5:30 pm	5:30 pm	5:30 pm	5:30 pm	5:30 pm		
Hours	9.5	9.5	9.5	9.5	9.5		

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	August, October, December, February, April, July @ 1 hour each session		
Total Number of Sessions	6	Total Number of Adult Family Members Served	

STUDENT/TEACHER RATIO			
Academic Ratio	1:10	Personal Enrichment Ratio	1:15



2023-2024 SITE PROFILE

Agency Name	First United Methodist Church Eastpoint	Project Number			
Site Name	UMC Youth and Children Center-FUMC Eastpoint	Zip Code	32328		
Site Address:	317 Patton Drive	City	Eastpoint	County	Franklin
Site Contact Name:	Stephanie Howze	Phone	850-670-1030	Email	sghafterschool@gmail.com

TARGET SCHOOLS									
School Name	School-wide Information			# Targeted Students					
	Grades Served by School	Enrollment	Free and Reduced Lunch Rate	Grades Served by Program	BS	AS	SUM	W	H
Franklin County School	PreK- 12			PreK-8		65	65		65
TOTAL						65	65		65

BEFORE SCHOOL SITE OPERATIONS							
Start Date			End Date			Total Number of Service Days	
Non-service days							
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Before School services per typical week.	
Start Time							
End Time							
Hours							

AFTER SCHOOL SITE OPERATIONS							
Start Date	08/10/23	End Date	5/28/24	Total Number of Service Days	180		
Non-service days	9/4/23, 11/11/23, 11/22/23, 11/23/23, 11/24/23, 12/22/23, 12/25/23, 12/26/23, 12/27/23, 12/28/23, 12/29/23, 1/15/24, 3/11/24, 3/12/24, 3/13/24, 3/14/24, 3/15/24, 3/29/24, 5/27/24.						
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of After School services per typical week.	
Start Time	3:00	3:00	3:00	3:00	3:00		
End Time	6:00	6:00	6:00	6:00	6:00		
Hours	3	3	3	3	3		
Early Release Dates	9/20/23, 9/22/23, 10/18/23, 11/15/23, 12/15/23, 1/31/24, 2/28/24, 3/20/24, 4/17/24, 5/3/24, 5/28/24			Total Service Days	11	Hours/Day	5

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS						
Service days	11/3/23, 11/20/23, 11/21/23, 12/18/23, 12/19/23, 12/20/23, 12/21/23, 1/2/23, 2/19/23, 4/1/23					
	Holidays/Break	Total number of Holiday, School Break service days.			Saturday	Total number of Weekend service days.
Start Time	8:00am		Start Time			
End Time	5:30pm		End Time			
Hours	9.5		Hours			

SUMMER SITE OPERATIONS							
Start Date	6/3/24	End Date	7/31/24	Total Number of Service Days	39		
Non-service days	7/2/24, 7/3/24, 7/4/24, 7/5/24						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total hours of Summer services per typical week.
Start Time	8:00am	8:00 am	8:00 am	8:00 am	8:00 am		
End Time	5:30 pm	5:30 pm	5:30 pm	5:30 pm	5:30 pm		
Hours	9.5	9.5	9.5	9.5	9.5		

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	August, October, December, February, April, July @ 1 hour each session		
Total Number of Sessions	6	Total Number of Adult Family Members Served	

STUDENT/TEACHER RATIO			
Academic Ratio	1:10	Personal Enrichment Ratio	1:15



**State of Florida
Department of Children and Families**

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

**NOTICE OF CHILD CARE FACILITY OPERATION
RELIGIOUS EXEMPTION FROM LICENSURE CONFIRMATION**

October 5th, 2023

UMC Youth Center – Carrabelle X02FR0003
1581 Highway 98 W,
Carrabelle FL, 32322

Dear Provider,

The Department of Children and Families has processed the Notification of Child Care Facility Operation Religious Exemption from Licensure for **DCF ID # X02FR0003**. Your record has been updated. The effective date of your religious exemption notification from licensure is **11/12/2023** and the expiration date is **11/11/2024**. This letter serves as official recognition of your exemption from licensure and that your facility complies with the requirements in section 402.316, Florida Statutes.

This exemption is valid for one year and is not transferable to another facility or any other location. If you discontinue the operation of your program, please notify the childcare program office,

Department of Children and Families-
Office of childcare Regulation
2415 North Monroe Street, Suite 400,
Tallahassee, Florida 32303-4190.

If you need further assistance or have any additional questions regarding your exemption from licensure, please contact the Child Care Program Office at (850) 488-4900.

Thank you,

Jose J Colon

Child Care Program Specialist

2415 North Monroe Street, Suite 400, Tallahassee, Florida 32303-4190

Mission: Work in Partnership with Local Communities to Protect the Vulnerable, Promote Strong and Economically Self-Sufficient Families, and Advance Personal and Family Recovery and Resiliency



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

PROVISIONAL RELIGIOUS EXEMPTION CONFIRMATION

September 21, 2023

First United Methodist Church Eastpoint / The Nest, X02FR0001
317 Patton Dr,
Eastpoint FL, 32328

Dear Dana Pautnal,

The Department of Children and Families has processed the Notification of Child Care Facility Operation Religious Exemption from Licensure for **DCF ID # X02FR0001**. Your record has been approved and you have been issued a provisional exemption for a period of six months. The effective date is **9/24/2023** with an expiration date of **3/24/2024**.

This exemption is valid for a period of up to six months and is not transferable to another facility or any other location. If you discontinue the operation of your program, please notify the child care program office, 2415 North Monroe Street, Suite 400, Tallahassee, Florida 32303-4190.

If you need further assistance or have any additional questions regarding your exemption from licensure, please contact the Child Care Program Office at (850) 488-4900.

Sincerely,

Yessenia Gonzalez
Child Care Program Specialist

2415 N. Monroe Street, Tallahassee, FL 32303



January, 2023

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- Adventure Zone
- Imagine If
- Fair Fanatic
- Creature Features
- We Built This City
- All in a Day's Work
- Creation Station
- Sights to See

MindWorks Resources Imagine Kits

- Express Yourself
- Dream Teams
- SteamMaker
- Passport
- Construction Zone
- Game Day
- Brain Gains
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- Kidfit
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- Totally Gross
- Road Trip
- Free Play
- Exploratorium
- Path Finders
- Investigation Station
- Emote Control

Brain Boost

- Language
- Math

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- One Academic Enrichment Kit
- Two Imagine Kits

MindWorks Resources Imagine, Jr Kits

- WordWise
- Mighty Math

MindWorks Resources Engage

- Projects
- Family

Shannon Wynn-Cannon

VP of Operations, MindWorks Resources



P: 1.888.440.MIND (6463)
F: 214.206.1758

P.O. Box 2771
Coppell, TX 75019

FLORIDA DEPARTMENT OF EDUCATION

- A) Name of Eligible Recipient/Fiscal Agent:
- B) DOE Assigned Project Number:
- C) TAPS Number:

First United Methodist Church of Eastpoint
 19B-2444B-4PRN1
 24B146

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
6300	110	<p>Salaries: Project Director The Project Director will be directly responsible for the entire 21st CCLC grant to include supervision of all 21st CCLC staff, development and implementation of staff development, 21st CCLC program design and implementation, establishing and coordinating consortium and parent committee meetings, oversee all 21st CCLC data collection, analysis and reporting, maintain positive and engaging relationships with school administration and provide direct service to 21st CCLC students as needed. The Project Director will be responsible for the site operations to include functions such as coordination of meals and snacks; acquiring project materials for PBL; communicating with parents; communicating with school day teachers; and management of student behavior. Program Director will work with teachers, site coordinators and program specialist in evaluating students progress and program project effectiveness</p> <p>\$62,000.00/year = 12 months x \$5166.00/month</p> <p><i>2% Administration = \$1,240</i> <i>5% Evaluation = \$3,100</i></p>	1	\$ 62,000.00	100%			
6300	220	<p>Benefits: FICA Project Director \$62,000.00 x 7.65% = \$ 4743.00</p> <p><i>2% Administration = \$95</i> <i>5% Evaluation = \$237</i></p>		\$ 4,743.00	100%			
5100	221	<p>Insurance: Workman's Compensation: 1 employee x \$125.00 per employee per year = \$125</p> <p><i>2% Administration = \$3</i> <i>5% Evaluation = \$6</i></p>		\$ 125.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	120	<p>Salaries: Site Coordinators will be responsible for creation and review of all PBL lesson plans and related 21st CCLC program activities. This position will assure the successful delivery of all lesson plans and train staff on implementation of 21st CCLC curricula. Site coordinator will assist Director in development and compiling items for deliverables. Coordinator will work with Director in analyzing and monitoring budget. The site coordinator will also work closely with 21st CCLC community partners to identify and refer 21st CCLC students and parents who may need additional specialized services. This position will also be a parent liaison during the day and schedule all parent workshops. Site Coordinators will work with Project Director in evaluation student progress and program effectiveness in lieu of outside evaluator. Position is salaried.</p> <p>Eastpoint Site: \$42,000.00 After School 8 hours per day x 180 days Holidays = 10 hours per day x 10 days Summer = 10 hours per day x 39 days 20 hours professional development 20 hours prep days (project/lesson planning) \$3,500/ month x 12 months = \$42,000</p> <p>Carrabelle Site: \$42,00.00 After School 8 hours per day x 180 days Holidays 10 hours per day x 10 days Summer 10 hours per day 39 days 20 hours professional development 20 hours prep days (project/lesson planning) \$3,500/ month x 12 months = \$42000.00</p> <p>5% Evaluation = \$4,200</p>	1.11	\$ 84,000.00	100%			
5100	220	<p>Benefits: FICA Site Coordinators \$84,000.00 x 7.65% = \$6,426.00</p> <p>5% Evaluation = \$321</p>		\$ 6,426.00	100%			
5100	221	<p>Insurance: Workman's Compensation: 2 employees x \$125.00 per employee per year = \$250</p> <p>5% Evaluation = \$13</p>		\$ 250.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	120	<p>Salaries: Certified Teachers Certified Teachers will provide academic enrichment and remedial educational services and activities exclusively to actively participating 21st CCLC students and solely during 21st CCLC program operational hours. One certified teacher at each 21st CCLC site will serve as the Lead Teacher to assist the Site Coordinator oversee 21st CCLC activities , prepare lessons and activities for the next program day, ensure all participating students safely dismiss from the 21st CCLC site and communicate with parents regarding student progress. Teachers will provide input as to student progress and effectiveness of project relating to program objectives, in lieu of outside evaluator.</p> <p><u>Easpoint Site: \$21,800.00</u> Afterschool: 1 CT x \$25/hr x 2hr x180 days = \$9,000.00 1 CT x \$25.x 2hrs x 90 days = \$4,500.00 Summer: 2 CT 25/hr x 4hr x 39 days =\$7800.00 Professional Development: 2CT x 10 hrs x \$25.00 = 500.00</p> <p><u>Carrabelle Site: \$21,800.00</u> Afterschool: 1 CT x \$25/hr x 2hr x180 days = \$9,000.00 1 CT x \$25 x 2hrs x 90 days = \$4500.00 Summer: 2 CT \$25/hr x 4/hr x 39 days = \$7800.00 Professional Development: 2 CT x 10 hrs x \$25.00 = 500.00</p>		\$ 43,600.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	220	Benefits: FICA Certified Teachers \$43,600.00 x 7.65% = \$3335.40		\$ 3,335.00	100%			
5100	221	Insurance: Workman's Compensation: 4 employees x \$125.00 per employee per year = \$500		\$ 500.00	100%			
7100	310	Salaries: Program Specialist Work with site coordinator to create project plans and activities that cover objectives for submission to State. Since Specialist will not be in classrooms on regular basis they will work with Project Director during evaluation process to provide outside objective evaluation of program effectiveness and provide insight in program changes as needed, in lieu to outside evaluator. Maintain website and facebook page. Work with Project Director on submission of RFA. Afterschool and Summer: 1 PS x \$25/hr x 4hr x 165 days = \$16,500. 10% Evaluation = \$1,650	0.64	\$ 16,500.00	100%			
5100	220	Benefits: FICA Program Specialist \$16,500 x 7.65% = \$1,262.25 10% Evaluation = \$126		\$ 1,262.00	100%			
5100	221	Insurance: Workman's Compensation: 1 employee x \$125.00 per employee per year = \$125 10% Evaluation = \$15.00		\$ 125.00	100%			
5100	150	Salaries: Teacher's Aides To provide direct instruction and activities following an established curriculum exclusively to actively participating 21st CCLC students and their adult family members during 21st CCLC program hours. Easpoint Site: \$135,882 Afterschool: 5 TA x \$18/hr x 180 days x 3.75 hrs = \$60,750.00 2TA x \$18 x 2 hr/day x 180 days = \$12,960.00 Professional Development: 7 TA x \$18/hr x 10 hrs = \$1,260 Holidays: 7 TA x \$18/hr x 10 days x 8 hrs = \$10,080.00 Summer: 7 TA x \$18/hr x 39 days x 8 hrs = \$ 39,312.00 Pre K additional TA: 1 TA 180 days x 4 hrs x \$16.00 = \$11,520 Carrabelle Site: \$96,930 Afterschool: 5 TA x \$18/hr x 180 days x 3.75hrs = \$60,750.00 Professional Development: 5 TA x \$18/hr x 10 hrs = \$900 Holidays: 5 TA x \$18/hr x 10 days x 8 hrs = \$7,200.00 Summer: 5 TA x \$18/hr x 39 days x 8 hrs = \$ 28,080.00 \$135,882.00 + \$96,930= \$232,812.00		\$ 232,812.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	220	Benefits: FICA Teachers Aides \$232,812.00 x 7.65% = \$17,810.12		\$ 17,810.00	100%			
5100	221	Insurance: Workman's Compensation: 14 employees x \$125.00 per employee per year = \$1,750		\$ 1,750.00	100%			
7100	310	Salaries: Tutors (Contracted) Tutors will be contracted to provide small group tutoring to indentified students, 2 hours per day 2 days a week days, to be determined, beginning in August to address learning loss and insure student success throughout the year. Carrabelle: 1 Tutors x 45 days x 2hrs x \$30.00/hr = \$2,700.00 Eastpoint: 2 Tutorsx 45 days x 2hrs x \$30.00/hr = \$5,100.00 \$5,400.00 + \$2,700= \$8,100.00		\$ 8,100.00	100%			
5100	150	Salaries: Parent Liaison Responsible for inputing all student data into EZ, coordinating student check-in/out, coordinating parent nights and adult education classes and serving as a substitute or aide when needed. Adminstrative assistant duties as needed. Two early release days provided in-kind. Easpoint Site: \$26,724.00 Parent Liaison Level 2 In addition to the above responsiblities the Parent Liason 2, is responsible for weekly payroll for both sites as well as completing, reviewing and submitting meal count reports to Franklin County District Food Service. Afterschool: 1 PL x \$17/hr x 180 days x 6.5 hrs = \$19,890.00 Professional Development: 1 PL x \$17.00/hr x 10 hrs = \$170.00 Holidays: 1 PL x \$17.00/hr x 10 days x 8 hrs = \$1,360.00 Summer: 1 PL x \$17.00/hr x 39 days x 8 hrs = \$5,304.00 Carrabelle Site: \$15,744.00 Parent Liaison Level 1: Responsibitlies as listed above. Afterschool: 1 PL x \$17.00/hr x 180 days x 3 hrs = \$9,180.00 Professional Development: 1 PL x \$17.00/hr x 10 hrs = \$170 Holidays: 1 PL x \$17.00/hr x 10 days x 8 hrs = \$1,360.00 Summer: 1 PL x \$17.00/hr x 39 days x 8 hrs = \$ 5,304.00 \$26,724.00 + \$15,744.00 = \$42,468.00	0.83	\$ 42,468.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	220	Benefits: FICA Parent Liason \$42,468.00 x 7.65% = \$3248.80		\$ 3,249.00	100%			
5100	221	Insurance: Workman's Compensation: 2 employees x \$125.00 per employee per year = \$250		\$ 250.00	100%			
7900	160	Salaries: Custodians To provide a clean and safe environment for actively participating 21st CCLC students and staff. Eastpoint Site: \$7020.00 Afterschool: 1 C x \$15/hr x 180 days x 2 hrs = \$5400.00 Holidays: 1 C x \$15/hr x 10 days x 2 hrs = \$300.00 Summer: 1 C x \$15/hr x 39 days x 2 hrs = \$1,170.00 End of Summer Cleaning 1 C x \$15/hr x 10 hrs = \$150.00 Carrabelle Site: \$7020.00 Afterschool: 1 C x \$15/hr x 180 days x 2 hrs = \$5400.00 Holidays: 1 C x \$15/hr x 10 days x 2 hrs = \$300.00 Summer: 1 C x \$15/hr x 39 days x 2 hrs = \$1,170.00 End of Summer Cleaning 1 C x \$15/hr x 10 hrs = \$150.00 \$7,020.00 + \$7,020.00= \$14,040.00	0.5	\$ 14,040.00	100%			
7900	220	Benefits: FICA Custodians \$14,040.00 x .0765 = 1,074.06		\$ 1,074.00	100%			
5100	221	Insurance: Workman's Compensation: 2 employee x \$125.00 per employee per year = \$250		\$ 250.00	100%			
7900	510	Janitorial Supplies: Costs for cleaning supplies to facilitate cleaning of the Carrabelle and FUMC Eastpoint center throughout the afterschool and summer programs. Bulk tash bags, toilet tissue, paper towels, cleaning/disinfecting supplies,mops, brooms. \$1,250/site x 2 sites = \$2,500		\$ 2,500.00	100%			
5100	510	Materials and Supplies (consumables): Needed to facilitate project-based learning at both program sites. All materials will be used exclusively by actively participating 21st CCLC students. Art supplies: clay, paper, paint, brushes, canvases, STEM building items Raw material for healthy cooking: to be reviewed by DOE before purchasing (fruit, vegetables, flour, eggs, milk etc.) Sewing supplies: Fabric, patterns, sewing supplies Classroom Supplies: Pencils, paper, pencil sharpeners, staplers 120 students x \$19.29/student = \$2314.80		\$ 2,315.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	510	<p>Materials and Supplies (PBL kits and software): \$14,246.00 Needed to facilitate project-based learning at both program sites. All materials will be used exclusively by actively participating 21st CCLC students.</p> <p>Art Curriculum: \$350.00 Reading Software: \$500.00 Share between both sites Education.com: \$600.00 Shared between both sites Books for ELA projects \$1,000.00 Mindworks Kits \$2,824.00 ea x4 = \$11296 Supplies/Plans for Misc projects 500.00</p>		\$ 14,246.00	100%			
5100	644	<p>Technology: All technology is for the exclusive use of actively participating 21st CCLC students and staff. Technology equipment will be stored in a locked closet when not in use by 21st CCLC students or staff. To replace any Laptop that may become inoperational throughout the year. To purchase Boogies Board Blackboard for student to use during math and writing times</p> <p>Student laptops 4 x \$287.50=\$1150.00 Boogie Board Blackboards- 50 x \$37.00= \$1850.00</p>		\$ 3,000.00	100%			
7900	370	<p>Telephone/Internet: Costs for internet and landline telephone to exclusively support the 21st CCLC program \$250/month x 12 months x 3 buildings = \$9,000.00</p> <p>100% Admin = \$9000</p>		\$ 9,000.00	100%			
7900	380	<p>Utilities: Electricity Eastpoint site: \$600/month x 12 months = \$7,200.00 Carrabelle site: \$400/month x 12 month = \$4,800.00</p> <p>\$6,000 + \$4,800= \$10,800.00</p> <p>100% Admin = 12,000</p>		\$ 12,000.00	100%			
7900	380	<p>Utilities: Water/Sewer Eastpoint site: \$80/month x 12 months = \$960.00 Carrabelle site: \$42/month x 12 months = \$504.00</p> <p>\$960 + \$504= \$1464.00</p> <p>100% Admin = \$1,464.00</p>		\$ 1,464.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
6300	510	Office Supplies: Cost for office supplies used by Project Director and two Site Coordinators for operations of the 21st CCLC program. Copy paper and toner, pencils, pens, pencil sharpeners, staplers, printer toner \$166.67/month x 12 months = \$2,000.00 10% Administrative = \$200.00		\$ 2,000.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
5100	330	Special Programs/Field Trips: Art Programs/STEAM program: 40 sessions x \$61.50 each= 2460.00 Yoga 64 sessions x \$50 each= \$3200.00 Jiu Jitsue 64 sessions x \$50 each=\$3200.00 Field Trip to Musuem - Lesson Plans submitted with field trip approve request. 120 students x 9.50 admission fee = 1140.00		\$ 10,000.00	100%			
7710	310	Contracted Services: Accounting Bank Statement reconcillation, payroll processing, processing reimbursement reports. \$1,150/mth x 12 months = \$13,800 Payroll process \$50.00 x 12 months = \$600.00 Postage \$15.00 x 12/months = \$180.00 \$13,800.00 + \$600.00 + \$180.00 = \$14,400.00 <i>100% Administrative = \$14,400.00</i>		\$ 14,400.00	100%			
5100	314	Staff Training/Professional Development: CPR/First Aid \$30.00 x 5 staff members = \$150.00 (used for new hires and those requiring renewal of CPR/First Aid) DCF new staff training: 7 classes x \$10.00 x 4 staff members = \$280.00 (this is a estimated based on turnover) On going DCF required training for staff 2 classess x \$10.00 x 20 staffers = \$400.00 \$150.00 + \$280.00 + \$400.00 = \$1,120		\$ 830.00	100%			
5100	513	Safety: First Aid supplies - band aide, eye wash, gloves, wipes, hand sanitizer = \$50.00 x 2 sites = \$100.00 Cold Packs 1 case (125 per pks) x \$100 x 2 sites = \$200 \$100 + \$200 = \$300		\$ 300.00	100%			
7710	330	Travel: Out of County <u>21st CCLC Fall TA Meeting</u> Hotel: \$179.00/night x 3 nights = \$ 537.00 Meals: \$36.00/day x 3 meals x 3 days = \$324.00 Mileage: 291 x2 x \$0.445/mile = \$258.99 537.00 + 324.00+ 258.99= \$1,119.99		\$ 1,120.00				

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
7900	160	<p>Transportation: Provided by school district with MOU Bus transportation from program to local bus stop for the exclusive transportation of actively participating 21st CCLC students.</p> <p><u>Afterschool - school year</u> Carrabelle 12 miles x \$4.25 per mile x 180 days = \$9,180.00 Eastpoint 12 miles x \$4.25 per mile x 180 days = \$9,180.00</p> <p><u>Holidays:</u> Round trip to and from program from local bus stop Carrabelle 24 miles x \$ 4.25 per mile x 10 days = \$1,020.00 Eastpoint: 24 miles x \$ 4.25 per mile x 10 days = \$1,020.00</p> <p><u>Summer:</u> Round trip to and from program from local bus stop Carrabelle 24 miles x \$4.25 x 39 days = \$3,978.00 Eastpoint: 24 miles x \$4.25 x 39 days = \$3,978.00</p> <p>\$9,180.00 + \$9,180.00 + \$1,020.00 + \$1,020.00 + \$3,978.00 + \$3,978.00 = \$28,356.00</p>		\$ 28,356.00	100%			
77100	360	<p>Facilities Rental: Eastpoint/Carrabelle Additional space needed for student participation numbers. Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility.</p> <p>Church Parsonage building: \$900.00 per month 12mo x \$900.00 = \$10,800.00 Carrabelle Facility rental \$1,500.00 x 12 months = \$18,000</p> <p>\$10,800.00 + \$18,000.00 = \$28,800</p> <p>20% Admin = \$5,760</p>		\$ 28,800.00	100%			

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
FUNCTION	OBJECT	ACCOUNT TITLE AND NARRATIVE	FTE POSITION	AMOUNT	ALLOCATED to this PROJECT	ALLOWABLE DOE USE ONLY	REASONABLE DOE USE ONLY	NECESSARY DOE USE ONLY
77100	350	General Maintenance: Building complex in Eastpoint and Carrabelle are used exclusively for 21st CCLC programing. Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. Landscaping \$150.00 x 15 weeks x 2 sites = \$4,500.00 Annual Fire inspection of buildings and extinguisher inspection \$400/site x 2 sites = \$800.00. Misc maintenance of buildings \$250.00 site x 2 sites = \$500.00 $\$4,500.00 + \$800.00 + \$500.00 = \$5,800.00$ 100% Admin = \$5,800		\$ 5,800.00	100%			
7900	300	Garbage Service: Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. Carrabelle: \$350.00 per month x 12 months = \$4,200.00 Eastpoint: \$250.00 per month x 12 months = \$3,000.00 $\$4,200.00 + \$3,000.00 = \$7,200.00$ 100% Admin = \$7,200		\$ 7,200.00	100%			
77100	700	Insurance Liability: 2 locations Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. Carrabelle \$3,500/year + Eastpoint \$8,500/year = \$12,000.00 100% Admin = \$12,000		\$ 12,000.00	100%			
						Admin %	Eval %	
			TOTAL	\$ 700,000.00		9.88%	1.38%	
						\$ 69,162.00	\$ 9,668.00	