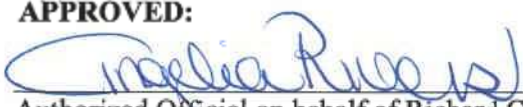



**Florida Department of Education
Project Award Notification**

1 PROJECT RECIPIENT First United Methodist Church of Eastpoint	2 PROJECT NUMBER 19B-2440B-0PCC1
3 PROJECT/PROGRAM TITLE 21st Century Community Learning Centers-RFA-Continuations <p align="right">TAPS 20B031</p>	4 AUTHORITY 84.287C 21st CCLC NCLB, ATD, Title IV, Part B USDE or Appropriate Agency FAIN#: S287C190009
5 AMENDMENT INFORMATION Amendment Number: Type of Amendment: Effective Date:	6 PROJECT PERIODS Budget Period: 10/01/2019 - 07/31/2020 Program Period: 10/01/2019 - 07/31/2020
7 AUTHORIZED FUNDING Current Approved Budget: \$560,000.00 Amendment Amount: Estimated Roll Forward: Certified Roll Amount: Total Project Amount: \$560,000.00	8 REIMBURSEMENT OPTION Reimbursement with Performance
9 TIMELINES <ul style="list-style-type: none"> • Last date for incurring expenditures and issuing purchase orders: <u>07/31/2020</u> • Date that all obligations are to be liquidated and final disbursement reports submitted: <u>09/20/2020</u> • Last date for receipt of proposed budget and program amendments: <u>06/30/2020</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>07/01/2019</u> • Last date for receipt of invoice : <u>07/31/2020</u> 	
10 DOE CONTACTS Program: Kimberly Berry Phone: (850) 245-0821 Email: Kimberly.Berry@fldoe.org Grants Management: Unit B (850) 245-0496	Comptroller Office Phone: (850) 245-0401 Duns#: 006684799 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. • Other: See Page 2, Line 11 for Terms and Special Conditions 	
12 APPROVED: <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  Authorized Official on behalf of Richard Corcoran Commissioner of Education </div> <div style="text-align: center;"> <u>1/17/2020</u> Date of Signing </div> <div style="text-align: right;">  <small>FLORIDA DEPARTMENT OF EDUCATION fldoe.org</small> </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.

To ensure compliance with the Florida Department of Financial Services, Comptroller/Chief Financial Officer Memoranda Number(s) CFOM # 01 & 02, 2012-2013 the department will initiate amendments for project products and services as necessary. Please contact Angelia Rivers at (850) 245-0853, Angelia.Rivers@fldoe.org

Required Deliverables

All agencies are required to submit all deliverables and evidence of activities as required to the 21st CCLC Program Office at the FDOE by the 15th of each month.

Financial Consequences

The Florida Department of Education's 21st CCLC Program Office shall periodically review the progress made on the activities and deliverables listed in the Project Deliverable and Invoice Form. If the applicant fails to meet and comply with the activities/deliverables (example: daily attendance numbers, amount of days and time of operation, required reporting, required submission of deliverables, proposed activities and/or proposed goals/objectives) established in the approved application, or to make appropriate progress on the activities and/or towards the deliverables, and they are not resolved within two weeks of notification, the 21st CCLC Program Office may approve a reduced payment, or request the applicant redo and resubmit the work, or terminate the project altogether.

Subsequent award years

The 21st CCLC program period is a maximum of five years contingent upon: (1) availability of funding from the USED; (2) satisfactory performance by the sub-grantee as evaluated by the FDOE; (3) submission of annual renewal documents as required by FDOE; (4) compliance with all grant requirements and conditions set forth within the most current RFP/RFA and supplements.

- 12 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.

FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

2019 OCT -2 AM 4:23
COUNTY OF FLORIDA DEPARTMENT OF EDUCATION

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) 245-0496	A) Program Name: UMC Youth & Children's Center- Nest TAPS NUMBER: 20B031	DOE USE ONLY Date Received <div style="font-size: 2em; color: blue;">10/1/19</div>								
B) Name and Address of Eligible Applicant: UMC Youth & Children's Center 317 Patton Dr Eastpoint, FL 32328		Project Number (DOE Assigned) 19B-2440B-0BCC1								
C) Total Funds Requested: \$ 560,000 <hr style="width: 50%; margin: 0 auto;"/> DOE USE ONLY Total Approved Project: \$ 560,000	D) Applicant Contact & Business Information <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Contact Name: Melonie Inzetta</td> <td style="width: 50%;">Telephone Numbers: 850 670 1030 770 262 1762</td> </tr> <tr> <td>Fiscal Contact Name: Kim Bentley</td> <td>E-mail Addresses: mkiafterschool</td> </tr> <tr> <td>Mailing Address: P.O Box 516 Eastpoint FL 32328</td> <td>DUNS number: 006684799</td> </tr> <tr> <td>Physical/Facility Address: 317 Patton Dr</td> <td>FEIN number: F223937403001</td> </tr> </table>		Contact Name: Melonie Inzetta	Telephone Numbers: 850 670 1030 770 262 1762	Fiscal Contact Name: Kim Bentley	E-mail Addresses: mkiafterschool	Mailing Address: P.O Box 516 Eastpoint FL 32328	DUNS number: 006684799	Physical/Facility Address: 317 Patton Dr	FEIN number: F223937403001
Contact Name: Melonie Inzetta	Telephone Numbers: 850 670 1030 770 262 1762									
Fiscal Contact Name: Kim Bentley	E-mail Addresses: mkiafterschool									
Mailing Address: P.O Box 516 Eastpoint FL 32328	DUNS number: 006684799									
Physical/Facility Address: 317 Patton Dr	FEIN number: F223937403001									
CERTIFICATION I, <u>Brian Brightly</u> , (Please Type Name) 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 P.O 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. 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.										
E) [Signature] Signature of Agency Head	Pastor Title	9/19/19 Date								



008

Vendor/Subrecipient Determination for Federally Funded Programs

Non-State Organization: First United Methodist Church – Youth and Children's Center - Nest

Non-State Organization Type:

- State/Local Government Public Edu. Agency (LEA/College/University) Nonprofit For-Profit

Federal Program Administrating Agency: US Department of Education

CFDA No. (Catalog of Federal Financial Assistance No.): 84-287C

Contract No. 19B-2440B-0PCC1 Contract Agreement Period: From 10/01/2019 To 07/31/2020

Part A: Check either Vendor or Subrecipient based upon an analysis of the defining characteristics for each.

1. Vendor (check all that apply):

- Provides the goods and services within normal business operations
- Provides similar goods or services to many purchasers
- Operates in a competitive environment
- Provides goods or services that are ancillary to (in support of) the operation of the Federal program
- Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons

2. Subrecipient (check all that apply):

- Determines who is eligible to receive what Federal assistance
- Has its performance measured in relation to whether objectives of a Federal program were met
- Has responsibility for programmatic decision making
- Is responsible for adherence to applicable Federal program requirements specified in the Federal award
- Uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity

Part B: Conclusion.

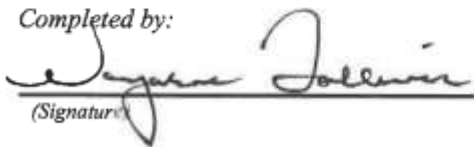
Use of judgment in making determination. In determining whether an agreement between your agency and another organization casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and your agency must use judgment in classifying each agreement as a subaward or a procurement contract. (2 C.F.R. Part 200.330(c))

Based on your analysis of the responses to Part A indicate your evaluation of the organization for this contract:

- (check one) Subrecipient
 Vendor

Comments:

Completed by:


(Signature)

Wavarne Tolliver
(Name)

Contract and Grant Manager
21st CCLC and BFCO Grants
(Title)

1/6/20
(Date)

NOTES:

- (1) This checklist is a tool for individuals managing contracts to determine a provider's status as either a Vendor or a Subrecipient as defined in 2 C.F.R. Part 200.330.
- (2) 21st CCLC subrecipients are not permitted to issue sub-awards. If you determine that the relationship between your agency and another non-federal entity casts the latter as a subrecipient you must take steps to correct this area of non-compliance.

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 UMC Youth and Children's Center will take appropriate steps to ensure equitable access to, and participation in, its Federally-assisted program for students, teachers and other beneficiaries.

The UMC will not discriminate or impede equitable access to the Federally-assisted program based on gender, race, national origin, color, disability or age.

The UMC will disseminate information about the Federally-assisted program in school to the targeted population, and throughout the community via flyers and scheduled meetings. The district 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 with limited English.

Instructional material will be available/presented in formats that accommodate students with disabilities/special needs.

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

UMC Youth and Children's Center

Applicant Organization


Signature of Agency Head

PASTOR
Title

9/19/19
Date Signed



21st CCLC Subrecipient Assurances

The Subrecipient Assurances Signature Page certifies the applicant's agreement to the assurances outlined below. These Assurances must be signed by the Agency Head or the Agency's Authorized Representative. **Each page must be initialed in the bottom right corner.**

PLEASE READ COMPLETELY BEFORE SIGNING.

21st CCLC Program Assurances

Description: Program specific assurances.

The agency understands that the Request for Proposals (RFP)/Request for Applications (RFA) describes the program requirements and expectations for the implementation of the 21st CCLC Program.

Program Operations

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.

Academic Focus

All 21st CCLC programs are required to operate in a manner that will maximize the program's impact on the academic performance of the participating students. Programs will **provide a breadth of activities and services that offer opportunities** for students to learn new skills, develop creative ways to approach challenges and achieve academic success.

All academic services will be aligned with the curriculum in the core subject areas of each of the schools attended by the participating students. Lesson and/or unit plans for academic enrichment activities will be required as part of the deliverables. **Each student in the program must be afforded of the full breadth of programming each week as described in the RFP/RFA.**

Services and benefits provided must be secular, neutral and non-ideological. No funds provided pursuant to this program shall be expended to support religious practices, such as religious instruction, worship or prayer. Faith-based organizations (FBOs) may offer such practices, but not as part of the program receiving assistance and FBOs should comply with generally applicable cost accounting requirements to ensure that funds are not used to support these activities.

Evidence-based Research

The agency will implement activities based on evidence-based research – The authorizing statute provides principles of effectiveness to guide applicants in successfully identifying and implementing programs and activities that can directly enhance student learning, one of which includes activities based on evidence-based research. The programs or activities must be based in research that shows that the students will meet challenging State academic standards.

RFB 11/19/19



Property Under the 21st CCLC

Property acquired (e.g., computers, classroom desks, tables) under the 21st CCLC program will remain within the appropriate facility for continued use in the 21st CCLC program after the funding period has expired. If the 21st CCLC program at the facility(ies) is not maintained after federal funding expires, all equipment will be used and/or distributed in accordance with EDGAR, 34 CFR, Subpart C, Sections 74.30-74.37 and 80.31-80.33.

Record Retention

Programs must 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, typically the submission of the final Project Disbursement Report or until such time as all pending reviews or audits have been completed and resolved.

Monitoring and Evaluation Activities

The subrecipient agrees to fully cooperate with all monitoring, auditing, evaluation and reporting requirements established by the FDOE and/or authorized representatives. The subrecipient agrees to participate in all statewide evaluation activities (e.g., cooperate with site visits, responding to data requests, submitting accurate data).

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 USED.

The program understands that the formative and summative evaluation report are **required** of all 21st CCLC programs, that the reports will be compared to all data submitted to the FDOE and USED, that this report may be used to determine continuation of funding and that adequate progress has been defined as achieving 85% of approved objectives.

Student Safety

Ensure that all procedures and regulations for health, fire, safety, pick-ups, parental/guardian consents, transportation, field trips, food, medical and other emergency procedures, etc. will be clearly listed and widely disseminated, and that they will conform to applicable local and state standards.

Suspension of the Grant

The FDOE 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.

Prohibition of Text Messaging and Emailing While Driving During Official Federal Grant Business

Federal grant subrecipients, and their grant personnel are prohibited from text messaging while driving a government-owned vehicle, or while driving their own privately-owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email while driving.

Subrecipients must comply with these conditions under Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," October 1, 2009.

BEB
11/19



Statement of Assurance for Evaluation Data

Description: While the 21st CCLC grant may include up to five (5) years of funding, the years following the initial year are dependent upon the evaluation of data supporting successful program implementation aligned with the components of the Request for Proposal (RFP) and Request for Application (RFA) submitted.

- By accepting grant funds, subrecipients agree to participate in both the federal and state evaluation of the Florida 21st CCLC program.
- Subrecipient must submit the Objective and Performance Indicator data to the Florida Department of Education (FDOE); and submit all federally required 21st CCLC program data to the United States Department of Education, as required and outlined in the RFP/RFA.
- Agency understands that if evaluation data does not support program progress as required, the FDOE may reduce and/or terminate future funding.

Project Deliverable Assurance

Description: All subrecipients must collect, submit online and keep copies on file, all required deliverables for each performance period. All required deliverables will be submitted on the 21st CCLC web-based system by their respective due date as outlined in the RFP/RFA.

Required Deliverables

All agencies are **required** to submit all deliverables and evidence of activities as required by the **Reporting Outcomes** section of this RFP to the assigned FDOE Program Development Specialist for submission to the FDOE by the 15th of each month.

Financial Consequences

The Florida Department of Education, 21st CCLC Program Office, shall periodically review the progress made on the activities and deliverables listed. If the applicant fails to meet and comply with the activities/deliverables (example: daily attendance numbers, amount of days and time of operation, required reporting, required submission of deliverable, proposed activities and/or proposed goals/objectives) established in the approved application or to make appropriate progress on the activities and/or towards the deliverables, and they are not resolved within two weeks of notification, the 21st CCLC Program Office will (1) approve a reduced payment, (2) request the applicant redo the work and/or (3) terminate the project.

By accepting grant funds, the agency agrees to submit the required project deliverables for Florida 21st CCLC program as outlined in the 2019-2020 RFP/RFA. The agency understands that if the deliverables do not support program progress as required, the FDOE will reduce and/or terminate future funding.

BEB
11/19/19



Supplement, Not Supplant

Funds under this part will be used to increase the level of state, local and/or other nonfederal 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. Programs must also coordinate Federal, State, and local programs to make the most effective use of resources (ESSA Section 4204(b)(2)(C)). Programs are prohibited from using 21st CCLC funds to pay for existing levels of service; rather, grant funds must supplement, not supplant, existing services (21st CCLC NonRegulatory Guidance, Section G-7). Funds may be used to expand or enhance current activities, or to establish programs in non-participating schools within a local education agency (LEA) that has a 21st CCLC grant.

Facilities

Program facility(ies) will be as available and accessible to participants as the students' local school. The facility(ies) have sufficient resources to provide all proposed and required activities, such as a computer lab, library, eating facility, safe recreational area and study area. 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/RFA and in Florida's child care law ([§402.301-319 or regulations for School-Age Child Care [6A-6.0910, Florida Administrative Code]).

Supplemental Meals

The program will provide 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. Depending on when the 21st CCLC program operates, a supplemental snack and/or meal must be offered to each student, each day. Snacks/meals **cannot** be purchased with 21st CCLC funds and must come from other resources. Students shall **not** be charged for costs associated with supplemental snacks/meals. Documentation of meeting supplemental snack/meal requirements will be required as part of the deliverables.

Students with Special Needs

In accordance with state and federal laws, children with special needs must 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. Description of services to students with special needs will be required as part of the deliverables.

- Title X, Part C: Homeless Education Program:
<http://www.fldoe.org/schools/familycommunity/activities-programs/homeless-edu-program.shtml>

BEB 11/19/19



- Council for Exceptional Children: <http://www.cec.sped.org/>
Bureau of Exceptional Education and Student Services:
<http://www.fldoe.org/academics/exceptional-student-edu/>

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/application. For details refer to Section 427 of GEPA, Public Law 103-382, at www2.ed.gov/fund/grant/apply/appforms/gepa427.doc.

Professional Development

The program has a professional development plan that is responsive to the needs of its staff, and identifies the professional development activities for staff delivering program activities. Conferences and trainings will be linked to the 21st CCLC funding purpose as outlined in the application. 21st CCLC orientation/professional development and evidence of staff training will be required as part of the deliverables.

Collaboration with Schools

The agency will operate the 21st CCLC program in active collaboration with the school attended by the participating students. Adequate communication between the 21st CCLC program staff and the students' regular school day teachers, school administrators and family members is critical to ensure student needs are addressed in the 21st CCLC program. The agency has a written communication plan to identify how these groups will share information about the needs and performance of 21st CCLC students. Communication plans include how the regular school lessons will be identified and reinforced during the 21st CCLC program.

The program was developed and will be implemented in active collaboration with the schools attended by participating students (ESSA, Section 4204(b)(2)(D)) as outlined in the RFP/RFA.

21st CCLC Advisory Board

The agency will establish a local 21st CCLC Advisory Board comprised of students, teachers, parents and members of community agencies and businesses. The agency will collect and maintain documentation of board meetings, such as minutes and attendance lists. The Advisory Board will consider such topics as program needs and concerns, operations and sustainability. The Advisory Board will include **at least two parents and two students (if the program is serving middle or high school students)**.

Documentation supporting 21st CCLC advisory board meetings will be required as part of the deliverables.

Community Awareness

The agency 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. (ESSA, section 4204(b)(2)(L)).

BEB 11/19/19



**Subrecipient Assurances
Signature Page**

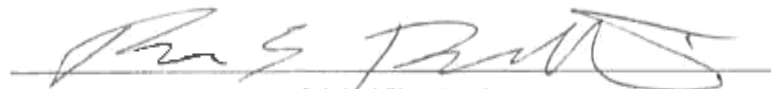
All information requested below must be provided.

By accepting grants funds, the undersigned hereby assures and agrees that, in accordance with statutes and regulations, the agency shall comply with the program assurances listed above; the approved application; the applicable rules, regulations and laws; and the rules, requirements, and expectations contained in the Request for Proposal (RFP)/Request for Application (RFA).

Agency Name

Fume one youth & Children Ctr

**Agency Head or
Authorized Agency
Representative**



Original Signature*

Brian Brightly

Printed Name

Title

Pastor / Admin

Date

11/19/19

Phone No.

Email

**Please note that only original signatures will be accepted. Stamped or electronic signatures are not allowable. Blue ink is preferred.*


11/19/19

**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).

UMC Youth and Children's Center

Typed Agency Name

[Empty box for Agency Number]

Agency Number

Brian Brightly

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.



Signature (must be original)

9/19/19

Date

850-670-1030

Area Code/Telephone Number



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

Description:

Both ESSA and the Education Department General Administrative Regulations (EDGAR) require that 21st CCLC funded programs provide equitable services to eligible private school students, teachers and other education personnel. The applicant 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 agency(ies) (LEA) service areas. Documentation supporting private school consultation will be requested as part of the deliverables.

For more information, see SEC. 9501. PARTICIPATION BY PRIVATE SCHOOL CHILDREN AND TEACHERS at www.ed.gov/policy/elsec/leq/esea02/pg111.html.

The FDOE Project Application and Amendment Procedures for Federal and State Programs (Green Book) General Assurances states: "After timely and meaningful consultation, the recipient will provide the opportunity for children enrolled in private, non-profit schools, and the educational personnel of such schools, equitable participation in the activities and services provided by these federal funds, and will notify the officials of the private schools of said opportunity." 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.
Flyers and applications will be provided to the private school for any student wishing to attend the UMC Youth and Children's Center Afterschool Program
- (b) The number of students enrolled in private schools who have been identified as eligible to benefits under the program.
50 students
- (c) The number of students enrolled in private schools who will receive benefits under the program.
Approximately 45 students will benefit under this program. Currently we have 1 student enrolled from the private school.
- (d) The basis the applicant used to select the students. All students will be accepted based on available openings

**Florida 21st Century Community Learning Centers (21st CCLC)
Program Year 2019-2020**



- (e) The manner and extent to which the applicant complied with § 76.652 (consultation). Program Director and Administrator will contact Carline Kembro, by phone and email to discuss the grant award and student eligibility to participate. Flyers will be emailed to school administration containing program information for afterschool and summer programming
- (f) The places and times that the students will receive benefits under the program. Students will attend afterschool, holidays/teacher workdays and summer hours in Eastpoint and Carrabelle. Afterschool hours are 3:00 – 6:00 in Eastpoint and 3:15 – 6:15 in Carrabelle, holidays and summer hours are 8:00 – 5:30 Monday – Friday.
- (g) The differences, if any, between the program benefits the applicant will provide to public and private school students, and the reasons for the differences. Both public and private school students will receive the same program benefits and services.
- 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.

Agency Name FUMC Eastpoint, UMC Youth and Children Center

Agency Head or Authorized Agency Representative 
Signature

Brian Brightly
Printed name

Title Pastor

Date 11/19/19

Phone No. 941-214-0335

Email Brightlybrian@gmail.com

**Please note that only original signatures will be accepted. Stamped or electronic signatures are not allowable. Blue ink is preferred.*

**FLORIDA DEPARTMENT OF EDUCATION
BUDGET NARRATIVE FORM**

A) Name of Eligible Recipient/Fiscal Agent:

First United Methodist Church of Eastpoint

B) DOE Assigned Project Number:

19B-2440B-0PCC1

C) TAPS Number:

20B031

(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	120	<p>Salaries: Program Director The Program 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 Program 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.</p> <p>\$45,000.00/year 10 months x 100% for 21st CCLC = \$37,500</p> <p><i>5% Administration = \$1,875</i> <i>5% Evaluation = \$1,875</i></p>	1	\$ 37,500.00	100%			
6300	220	<p>Benefits: FICA Project Director \$37500.00 x 7.65% = \$2868.75</p> <p><i>5% Administration = \$143</i> <i>5% Evaluation = \$143</i></p>		\$ 2,869.00	100%			
5100	221	<p>Insurance: Workman's Compensation: 1 employee x \$100.00 per employee per year = \$100</p> <p><i>5% Administration = \$5</i> <i>5% Evaluation = \$5</i></p>		\$ 100.00	100%			

5100	120	<p>Salaries: Site Coordinators This Certified Teacher 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. 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 liason during the day and schedule all parent workshops.</p> <p>Eastpoint Site: \$29,992.00 Afterschool: 1 SC x \$23/hr x 142 days x 6 hrs = \$ 19,596.00 Professional Development: 1 SC x \$23/hr x 40 hrs = \$920.00 Holidays: 1 SC x \$23/hr x 10 days x 10 hrs = \$2,300.00 Summer: 1 SC x \$23/hr x 39 days x 8 hrs = \$ 7176.00</p> <p>Carrabelle Site: \$29,992.00 Afterschool: 1 SC x \$23/hr x 142 days x 6 hrs = \$19,596.00 Professional Development: 1 SC x \$23/hr x 40 hrs = \$920.00 Holidays: 1 SC x \$23/hr x 10 days x 10 hrs = \$2,300.00 Summer: 1 SC x \$23/hr x 39 days x 8 hrs = \$ 7176.00</p> <p>\$29,992.00 + \$32,010.25 = \$59,984.00</p>	1.11	\$	59,984.00	100%		
5100	220	<p>Benefits: FICA Site Coordinators \$59,984 x 7.65% = \$ 4588.77</p>		\$	4,589.00	100%		
5100	221	<p>Insurance: Workman's Compensation: 2 employees x \$100.00 per employee per year = \$200</p>		\$	200.00	100%		

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</p> <p>Easpoint Site: \$30,600 Afterschool: 2 CT x \$25/hr x 124 days x 2 hrs = \$12,400 Professional Development: 2 CT x \$25/hr x 20 hrs = \$1,000 Holidays: 2 CT x \$25/hr x 8 days x 4 hrs = \$1,600 Summer: 2 CT x \$25/hr x 39 days x 8 hrs = \$15,600</p> <p>Carrabelle Site: \$31,000 Afterschool: 2 CT x \$25/hr x 124 days x 2 hrs = \$12,400 Professional Development: 2 CT x \$25/hr x 20 hrs = \$1,000 Holidays: 2 CT x \$25/hr x 10 days x 4 hrs = \$2,000 Summer: 2 CT x \$25/hr x 39 days x 8 hrs = \$15,600</p> <p>\$30,600 + \$31,000 = \$61,600.00</p>	1.18	\$ 61,600.00	100%			
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5100	220	Benefits: FICA Certified Teachers \$61,600 x 7.65% = \$4,712		\$	4,712.00	100%		
5100	221	Insurance: Workman's Compensation: 4 employees x \$100.00 per employee per year = \$400		\$	400.00	100%		
5100	120	Salaries: Program Specialist Afterschool and Summer: 1 PS x \$25/hr x 170 days x 6 hrs = \$25,500.00 Professional Development: 1 PS x \$25/hr x 40 hrs = \$1,000 \$25,500.00 + 1000.00 = \$26,500.00	0.51	\$	26,500.00	100%		
5100	220	Benefits: FICA Program Specialist \$26,500.00 x 7.65% = \$2027.25		\$	2,027.00	100%		
5100	221	Insurance: Workman's Compensation: 1 employee x \$100.00 per employee per year = \$100		\$	100.00	100%		
5100	120	Salaries: Pre K Coordinator Afterschool: 1 Prek Coordinator x \$25.00/hr x 142 x 1.5 hrs = \$5,325.00 Holidays 1 PreK Coord x \$25.00 x 6 days x 2 hrs = \$ 300.00 Summer: 1 Pre K Coord x \$25.00 x 39 days x 3 hrs = \$ 2,925.00 Total \$8,550	0.16	\$	8,550.00	100%		
5100	120	Benefits: FICA Pre K Coordinator \$8550.00 X 7.65% = \$654.08		\$	654.00	100%		
5100	221	Insurance: Workman's Compensation: 1 employee x \$100.00 per employee per year = \$100		\$	100.00	100%		

5100	150	<p>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.</p> <p>Eastpoint Site: \$98,055.00 Afterschool: 7 TA x \$15/hr x 140 days x 3 hrs = \$44,100.00 Professional Development: 7 TA x \$15/hr x 30 hrs = \$3,150 Release: 7 TA x \$15/hr x 2 days x 5 hrs = \$1,050.00 Holidays: 7 TA x \$15/hr x 10 days x 9.5 hrs = \$9,975.00 Summer: 7 TA x \$15/hr x 39 days x 8 hrs = \$ 32,760.00 Summer: 3 TA X \$ 15/hr x 39 days x 4 hrs = \$7,020.00</p> <p>Carrabelle Site: \$82,710.00 Afterschool: 6 TA x \$15/hr x 140 days x 3 hrs = \$37,800.00 Early Release: 6 TA x \$15/hr x 2 days x 5 hrs = 900.00 Professional Development: 6 TA x \$15/hr x 30 hrs = \$2,700 Holidays: 6 TA x \$15/hr x 10 days x 9.5 hrs = \$8,550.00. Summer: 6 TA x \$15/hr x 39 days x 8 hrs = \$ 28,080.00 Summer : 2 TA x \$15/hr x 39 days x 4 hrs = \$ 4,680.00</p> <p>\$98,055.00 + \$82,710.00 = \$180,765.00</p>	5.79	\$ 180,765.00	100%		
5100	220	<p>Benefits: FICA Teachers Aides \$178,335.00 x 7.65% = \$13,828.52</p>		\$ 13,829.00	100%		0
5100	221	<p>Insurance: Workman's Compensation: 13 employees x \$100.00 per employee per year = \$1300</p>		\$ 1,300.00	100%		
5100	120	<p>Tutors: Carrabelle: 1 Certified Teacher x 60 days x 2 hrs x \$25.00/hr = 3,000.00 Eastpoint: 1 Certified Teachers x 60 days x 2 hrs x \$25.00/hr = 3000.00 \$3,000 + \$3,000.00 = \$6,000.00</p>		\$ 6,000.00	100%		
5100	220	<p>Benefits: FICA Tutors: \$6,000.00 x 7.65% = \$459</p>		\$ 459.00	100%		
5100	221	<p>Insurance: Workman's Compensation: 2 employees x \$100.00 per employee per year = \$200</p>		\$ 200.00	100%		

5100	150	<p>Salaries: Parent Ljason Responsible for coordinating student check-in/out, coordinating parent nights and adult education classes and serving as a substitute or aide when needed.</p> <p><u>Easpoint Site: \$18,855.00</u> Afterschool: 1 PL x \$15/hr x 142 days x 6 hrs = \$12,780.00 Professional Development: 1 PL x \$15/hr x 30 hrs = \$450 Holidays: 1 PL x \$15/hr x 7 days x 9 hrs = \$945.00 Summer: 1 PL x \$15/hr x 39 days x 8 hrs = \$ 4680.00</p> <p><u>Carrabelle Site: \$12,465.00</u> Afterschool: 1 PL x \$15/hr x 142 days x 3 hrs = \$6390 Professional Development: 1 PL x \$15/hr x 30 hrs = \$450 Holidays: 1 PL x \$15/hr x 7 days x 9 hrs = \$945.00 Summer: 1 PL x \$15/hr x 39 days x 8 hrs = \$ 4,680.00</p> <p>\$18,855.00 + 12,465.00 = \$31,320.00</p>	1	\$ 31,320.00	100%			
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5100	220	Benefits: FICA Parent Liason \$31,320.00 x 7.65% = \$2395.98			\$	2,396.00	100%		
5100	221	Insurance: Workman's Compensation: 2 employees x \$100.00 per employee per year = \$200			\$	200.00	100%		
7900	160	Salaries: Custodians To provide a clean and safe environment for actively participating 21st CCLC students and staff. Easpoint Site: \$5,616 Afterschool: 1 C x \$12/hr x 142 days x 2 hrs = \$3408. Holidays: 1 C x \$12/hr x 7 days x 2 hrs = \$168 Summer: 1 C x \$12/hr x 40 days x 4 hrs = \$ 1920.00 End of Summer Cleaning 1 C x \$12/hr x 10 hrs = \$120.00 Carrabelle Site: \$5,616 Afterschool: 1 C x \$12/hr x 142 days x 2 hrs = \$3408. Holidays: 1 C x \$12/hr x 7 days x 2 hrs = \$168 Summer: 1 C x \$12/hr x 40 days x 4 hrs = \$ 1920.00 End of Summer Cleaning 1 C x \$12/hr x 10 hrs = \$120.00 \$5,616.00 + \$5,616.00= \$11,232.00	0.45		\$	11,232.00	100%		
7900	220	Benefits: FICA Custodians \$11232 x .0765 = 859.25			\$	859.00	100%		
5100	221	Insurance: Workman's Compensation: 1 employee x \$100.00 per employee per year = \$100			\$	100.00	100%		
7900	510	Janitorial Supplies: Costs for cleaning supplies to facilitate cleaning of the Carrabelle Municipal Complex and the Franklin County Learning Center throughout the afterschool and summer programs. Bulk tash bags, toilet tissue, paper towels, cleaning supplies, 2 vacuum cleaners, mop buckets, mops, brooms. \$500.00/site x 2 sites = \$1000			\$	1,000.00	100%		

5100	510	<p>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.</p> <p>Art supplies: clay, paper, paint, brushes, canvases, Raw material for healthy cooking: to be review by DOE before purchasing (fruit, vegetables, flour, eggs, milk etc.) Sewing supplies: Fabric, patterns, sewing supplies Classroom Supplies: Pencils, paper, pencil sharpeners, staplers</p> <p>120 students x \$37.5333/student = \$4,503.99</p>		\$ 4,504.00	100%			
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5100	510	<p>Materials and Supplies (PBL kits and software): Needed to facilitate project-based learning at both program sites. All materials will be used exclusively by actively participating 21st CCLC students.</p> <p>PE Equipment: \$1500 x 2 sites = 3,000 Art Curriculum \$320.00 Assorted Music/Piano books 10 books x 10.00 = 100.00 Coding Healthy Sewing Curriculum 200.00 Cooking Curriculum 150.00 Curriculum 150.00 Social Emotional Learning/Character Education Curriculum: 500.00</p> <p>\$3,000 + \$320 + \$100 + \$200 + \$150 + \$150 + \$500 = \$4420.00</p>	\$	4,420.00	100%			
5100	511	<p>Technology: All technology is for the exclusive use of 21st CCLC students and staff.</p> <p>60" Smart TV \$600.00 x 2 = 1200.00 Piano Keyboard \$200.00 x 2 = 400.00 Wireless Projector \$150.00 x 2 = \$300</p> <p>\$1200.00 + \$400 + \$300 = \$1900.00</p>	\$	1,900.00	100%			
7710	310	<p>Contracted Services: Evaluator Contract with CASPER to complete the formative and summative reports, as well as to provide the project with support and assistance in completing other required state and federal reports. Includes two site visits.</p> <p>Formative Report Fee: \$5,500 Summative Report Fee: \$5,500</p> <p>100% Evaluation = \$11,000</p>	\$	11,000.00	100%			
7900	370	<p>Telephone/Internet: Costs for internet and landline telephone to exclusively support the 21st CCLC program</p> <p>\$300/month x 10 months x 2 sites = \$ 6000.00</p> <p>100% Admin = \$6,000</p>	\$	6,000.00	100%			

7900	380	<p>Utilities: Electricity Eastpoint site: \$800/month x 10 months = \$ 8000 Carrabelle site: \$850/month x 10 month = \$8500 \$8,000 + \$8500 = \$16,500 100% Admin = \$16,500</p>	\$	16,500.00	100%			
7900	390	<p>Utilities: Water/Sewer Eastpoint site: \$100/month x 10 months = \$1000 Carrabelle site: \$100/month x 10 months = \$1000 \$1000 + \$1000 = \$2000 100% Admin = \$2,000</p>	\$	2,000.00	100%			
6300	510	<p>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 \$200/month x 10 months = \$2000.00 10% Administrative = \$200.00</p>	\$	2,000.00	100%			
5100	330	<p>Special Programs/Field Trips: Animal Tales in-house field trip: \$272.50/site x 2 sites = \$545 Art Programs 2 session X 500.00 ea = 1000.00 STEM program 2 sessions X 500.00 ea = 1000.00 \$545 + 1000.00+1000.00 = \$ 2545.00</p>	\$	2,545.00	100%			

7710	310	Contracted Services: Accounting Bank Statement reconciliation, payroll processing, processing reimbursement reports. Postage 10.00 x 10/months = 100.00 \$1,000/month x 10 months + \$100.0 = \$10,100 100% Admin = \$10,100	\$	10,100.00	100%			
5100	314	Staff Training/Professional Development: CPR/First Aid \$30.00 x 15 staff members = 450.00 (used for new hires and those requiring renewal of CPR/First Aid Bloodborne Pathogens Training/Red Cross 25.00 x 20 staff members = 500.00 (required by DCF)	\$	950.00	100%			
5100	513	Safety: First Aid supplies - band aide, eye wash, gloves, wipes, hand sanitizer = 150.00 x 2 = 300.00 Cold Packs 1 case (125 per pks) x 65.00 x 2 sites = \$130 \$300 + \$130= \$ 430.00	\$	430.00	100%			
7900	160	Transportation: Provided by school district with MOU Bus transportation from program to local bus stop Afterschool - school year Carrabelle 5 miles x \$4.25 per mile x 142 days = 3,017.50 Eastpoint 5 miles x \$4.25 per mile x 142 days = \$3,017.50 Holidays: Round trip to and from program from local bus stop Carrabelle 10 miles x \$ 4.25 per mile x 10 days = \$425.00 Eastpoint: 10 miles x \$ 4.25 per mile x 10 days = \$425.00 Summer: Round trip to and from program from local bus stop Carrabelle 10 miles x \$4.25 x 39 days = \$1,657.50 Eastpoint: 10 miles x \$4.25 x 39 days = \$1,657.50 3,017.50 + 3017.50 + 425.00 + 425.00 + 1,657.50 + 1,657.50 = \$10,200.00	\$	10,200.00	100%			

77100	360	<p>Facilities Rental: Eastpoint/Carrabelle - Additional to needed to needed for student participation numbers - Church Parsonage building 650.00 per month 10mo x \$650.00 = \$6500.00 Carrabelle Facility rental \$1000.00 x 10 months = 10,000.00 Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. \$6,500 + \$10,000 = \$16,500 45% Admin = \$7,425</p>	\$	16,500.00	100%			
77100	350	<p>General Maintenance: Building complex in Eastpoint and Carrabelle are used exclusively for 21st CCLC programming: Landscaping Eastpoint site 80.00 x 13 weeks = 1040.00 + Annual Fire inspection of buildings and extinguisher inspection 500.00. Misc maintenance of buildings 1000.00 1040.00 + 500.00 + 1000.00 = \$2540.00 Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. 100% Admin = \$2,540</p>	\$	2,540.00	100%			
7900	340	<p>Garbage Service: Carrabelle: 160.00 per month x 10 months = 1600.00 Eastpoint: 160.00 per month x 10 months 1600.00 \$1600.00 + \$1600.00 = 3200.00 Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. 100% Admin = \$3,200</p>	\$	3,200.00	100%			

77100	361	Insurance Liability: 2 locations Carabelle- 1438.38 + Eastpoint 4228.08 - 5666.46 Program is currently the only tenant occupying the building, so there is no cost-sharing of the facility. 100% Admin = \$5,666	\$	5,666.00	100%		
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TOTAL	\$	560,000.00	Admin: \$55,654 (9.93%) Eval: \$13,023 (2.32%)
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DOE 101S- Print version - Page 1 of 2
September 2011

DOE USE ONLY (Program)

I certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable and necessary as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Printed Name: Kimberly Berry
Signature: [Handwritten Signature]
Title: Assistant Bureau Chief
Date: 9 Jun 2020

DOE USE ONLY (Grants Management)

I certify that the cost for each line item budget category has been evaluated and determined to be allowable as required by Section 216.3475, Florida Statutes. Documentation is on file evidencing the methodology used and the conclusions reached.

Printed Name: LUCINDA GUYERSTON
Signature: [Handwritten Signature]
Title: Educational Consultant
Date: 11/15/20

DOE 101S- Print version - Page 2 of 2
September 2011

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 is 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 through 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 programming 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 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.

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 corrdinator

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.



2019-20 Request for Proposal (RFP), 21st Century Community Learning Centers
Measurable Objectives and Assessments

First United Methodist Church of Eastpoint (Cohort 17) – NF4-2440B-0PCC1

STATEWIDE STANDARD OBJECTIVES

Academic Objectives in Core Subjects (All Programs)

Objective Domain Area	Objective 1: English Language Arts/Writing	Objective 2: Mathematics	Objective 3: Science
Objective Narrative	Improve English Language Arts performance to a satisfactory level or above or maintain an above satisfactory level of performance.	Improve mathematics to a satisfactory level or above or maintain an above satisfactory level of performance.	Improve science to a satisfactory level or above or maintain an above satisfactory level of performance.
Objective Assessment	75% of regularly participating students will improve to a satisfactory English Language Arts grade or above, or maintain a high grade across the program year.	75% of regularly participating students will improve to a satisfactory mathematics grade or above, or maintain a high grade across the program year.	75% of regularly participating students will improve to a satisfactory science grade or above, or maintain a high grade across the program year.
Measure	Academic Report Card Grades	Academic Report Card Grades	Academic Report Card Grades
Standard for Success for graded courses using A-F grading scale	Maintain an A/B grade or improve from a grade of C to B or a grade of D/F to C (or grading scale equivalents)	Maintain an A/B grade or improve from a grade of C to B or a grade of D/F to C (or grading scale equivalents)	Maintain an A/B grade or improve from a grade of C to B or a grade of D/F to C (or grading scale equivalents)
Student Grade Groups Measured	All grade levels	All grade levels	All grade levels
Benchmark	75	75	75
Justify the Benchmark	Based on the previous cohort's end-of-year performance for the 2017-2018 year on ELA report card grades of students at the targeted school, an average of 81% of students met the standard of success. Allotting for growth, the benchmark of 75% will provide a challenging yet achievable goal for our student.	Based on the previous cohort's end-of-year performance for the 2017-2018 year on math report card grades of students at the targeted school, an average of 73% of students met the standard of success. Allotting for growth, the benchmark of 75% will provide a challenging yet achievable goal for our student.	Based on the previous cohort's end-of-year performance for the 2017-2018 year on science report card grades of students at the targeted school, an average of 85% of students met the standard of success. Allotting for growth, the benchmark of 75% will provide a challenging yet achievable goal for our student.
Person(s) Responsible for Data Collection	Program Director will be responsible for data collection. Program Specialist and Site directors will assist with collection and input.	Program Director will be responsible for data collection. Program Specialist and Site directors will assist with collection and input.	Program Director will be responsible for data collection. Program Specialist and Site directors will assist with collection and input.
Plan for Obtaining Data	At the end of each grading period a request will be made for the school district to provide grades for all current program students. Grade levels that do not issue grades, program developed assessment will be conducted at the end of each grading period.	At the end of each grading period a request will be made for the school district to provide grades for all current program students. Grade levels that do not issue grades, program developed assessment will be conducted at the end of each grading period.	At the end of each grading period a request will be made for the school district to provide grades for all current program students. Grade levels that do not issue grades, program developed assessment will be conducted at the end of each grading period.
Data Collection Points	Academic grades for quarters 1, 2, and 4.	Academic grades for quarters 1, 2, and 4.	Academic grades for quarters 1, 2, and 4.



2019-20 Request for Proposal (RFP), 21st Century Community Learning Centers
Measurable Objectives and Assessments

Mid-Year Change Measured	Change in academic grades from quarter 1 to quarter 2.	Change in academic grades from quarter 1 to quarter 2.	Change in academic grades from quarter 1 to quarter 2.
End-of-Year Change Measured	Change in academic grades from quarter 1 to quarter 4.	Change in academic grades from quarter 1 to quarter 4.	Change in academic grades from quarter 1 to quarter 4.

Objectives for Academic Benchmarks (All Programs)

Objective Domain Area	Objective 4a: Third Grade Promotion	Objective 4b: Algebra I End-of-Course Exam	
Objective Narrative	Improve the third grade promotion rate based on Florida Standard Assessment (FSA) requirements.	Improve the passing rate of the required Algebra I End-of-Course test for students enrolled in the course.	
Objective Assessment	75% of regularly participating students in third grade will achieve promotion based on their performance on the FSA.	70% of regularly participating students ¹ enrolled in Algebra I will pass the Algebra I End-of-Course (EOC) exam.	
Measure	FSA Score	Algebra I EOC Score	
Standard for Success	Students achieve an FSA score sufficient to achieve promotion to fourth grade.	Students achieve an Algebra I EOC score sufficient to pass this requirement.	
Student Grade Groups Measured	3rd Grade	Middle and High School	
Benchmark	75	70	
Justify the Benchmark	Based on students 2018 FSA data for ELA and the criteria for third grade promotion (Level 2 or above), 73% of third graders met the standard of success. Allotting for growth, the benchmark of 75% will provide a challenging yet achievable goal for our students.	Based on the students' performance on Algebra I EOC of 39%, 70% will provide a challenging yet achievable goal for our students.	
Person(s) Responsible for Data Collection	Program Director will be responsible for data collection. Program Specialist and Site directors will assist with collection and input.	Program Director will be responsible for data collection. Program Specialist and Site directors will assist with collection and input.	
Plan for Obtaining Data	Request will made in mid-year for school district to provide progress assessment scores and FSA scores at end of school year.	Request will made in mid-year for school district to provide progress assessment scores and End of Course scores at end of school year.	
Data Collection Points	December, End of School Year	December, End of School Year	
Mid-Year Change Measured	Progress monitoring assessment, if applicable	Progress monitoring assessment, if applicable	
End-of-Year Change Measured	FSA Score	Algebra I EOC Score	



2019-20 Request for Proposal (RFP), 21st Century Community Learning Centers
Measurable Objectives and Assessments

APPLICANT-SPECIFIED OBJECTIVES

Objective 5: Personal Enrichment (All Programs)

Objective Narrative	demonstrate visual arts skills
Domain Area	Personal Enrichment - Arts & Culture
Grade Levels Served	Elementary and Middle School
Student Grade Levels for Each Measure	PreK, K, 1 st , 2 nd , 3 rd , 4 th , 5 th , 6 th , 7 th , 8 th
Objective Assessment	75% of regularly participating students will demonstrate their visual arts skills as measured by journals.
Benchmark(s)	75
Justify the Benchmark(s)	Based on the previous cohort's end-of-year performance for the 2017-2018 year on knowledge in visual arts, 78% of students demonstrated improvement in their skills. Allotting for growth, the benchmark of 75% will provide a challenging but achievable goal.
Content Area	visual arts skills
Participant Group	regularly participating students
Intended Program Impact for Each Measure	demonstrate
Measure Category	journals
Name of the Measure If unknown, provide details on the type.	Program pre, mid, post assessments, student journals and portfolios on art skills covered. Rubric will be used to score written and example entries.
Plan for Mid-Year Progress for Each Measure	Mid assessment will be compared with pre assessment to determine progress. Journals will be reviewed periodically and then mid-year journal entries will be assessed using a rubric to determine progress and items that will need to be revisited. Assessment scores and journal scores will be combined to arrive at an average overall score.
Plan for End-of-Year Performance for Each Measure	Post assessment will be compared to pre assessment. Journals will be reviewed against rubric to determine project impact on student learning. Students will also present journals, portfolios and art works at community/adult family member function. Assessment scores, journal scores and portfolios will be combined to arrive at an average overall score.
Plan for Obtaining Data for Each Measure	Site Directors and teachers will be responsible for reviewing journals and portfolios in timely manner at beginning, middle and end of project.

Objective 6: Personal Enrichment (If Serving Elementary Programs)

Objective Narrative	improve physical activity
Domain Area	Personal Enrichment - Health & Nutrition
Grade Levels Served	Elementary and Middle School
Student Grade Levels for Each Measure	PreK, K, 1 st , 2 nd , 3 rd , 4 th , 5 th , 6 th , 7 th , 8 th
Objective Assessment	80% of regularly participating students will improve their physical activity as measured by logs.
Benchmark(s)	80
Justify the Benchmark(s)	Research show that less than 25% of students 5-10 years of age get 60 minutes of physical activity. Middle school students average only one quarter of PE a year. The obesity rate in children is 20%. Based on this information and the program's intent to expose students to more physical activity opportunities, it is believed that the majority of students will increase their knowledge of the importance of physical activity.
Content Area	physical activity
Participant Group	regularly participating students
Intended Program Impact for Each Measure	improve
Measure Category	logs
Name of the Measure	Physical Activity Log



2019-20 Request for Proposal (RFP), 21st Century Community Learning Centers
Measurable Objectives and Assessments

If unknown, provide details on the type.	
Plan for Mid-Year Progress for Each Measure	Mid-year logs will be reviewed and benchmarks assessed to determine what improvement has been made. Pre assessment of physical activity and fitness levels will be compared to mid-year assessment to measure progress. Students will log their activities and performance. Logs will demonstrate increased activity levels as well as progress in the performance of those activities. Students will be given benchmarks/goal to work toward achieving.
Plan for End-of-Year Performance for Each Measure	End of year logs will be reviewed and benchmarks assessed to determine level of improvement has been made. Pre assessment of physical activity and fitness levels will be compared to end of year assessments to measure progress. Students will log their activities and performance. Logs will demonstrate increased activity levels as well as progress in the performance of those activities. Students will be given benchmarks/goal to work toward achieving.
Plan for Obtaining Data for Each Measure	Site Directors and teachers will be responsible for reviewing logs in timely manner at beginning, middle, and end of project.

Objective 7: Dropout Prevention & College/Career Readiness (If Serving Middle/High School)

Objective Narrative	improve engagement in career exploration
Domain Area	College & Career Readiness
Grade Levels Served	Elementary and Middle School
Student Grade Levels for Each Measure	5 th , 6 th , 7 th , 8 th
Objective Assessment	80% of regularly participating students will improve their engagement in career exploration as measured by curriculum-based assessment.
Benchmark(s)	80
Justify the Benchmark(s)	ACT reports, as of 2018, only 26% of high school graduates have foundations skills for 9 of 10 job industries and that 8 of 10 middle school students are not on target for high school work. Based on this information and assessment of middle school students on career skillsets, students have limited exposure to and knowledge of the skillsets needed to attain local jobs. The program's intent is that the majority of students will improve their knowledge of career readiness and be prepared for whatever path they chose to follow.
Content Area	engagement in career exploration
Participant Group	regularly participating students
Intended Program Impact for Each Measure	improve
Measure Category	curriculum-based assessment
Name of the Measure	Pre, mid and post assessment and journals
If unknown, provide details on the type.	
Plan for Mid-Year Progress for Each Measure	Mid assessment will be administered and compared to pre-assessment to determine student progress, halfway through project. Journals will also be reviewed using program developed benchmarks to assess student progress. Assessment scores, journal scores and project progress will be combined for an overall average score. Pre and mid assessment scores will be used to determine progress.
Plan for End-of-Year Performance for Each Measure	In addition to post assessment, students will submit their journals. Students will also make presentation of their choice to demonstrate their understanding of career options available. Journals and presentation will be measured using program developed rubric. Post assessment, journal and project rubric scores will be combined for an overall average score. Pre and post assessment scores will be compared to determine improvement.
Plan for Obtaining Data for Each Measure	Site Directors and teachers will be responsible for reviewing assessments and journals in timely manner at beginning, middle, and end of project.



2019-20 Request for Proposal (RFP), 21st Century Community Learning Centers
Measurable Objectives and Assessments

Objective 8: Adult Family Services (All Programs)

Objective Narrative	meet or exceed proficiency in involvement in student education
Domain Area	Parental Involvement
Grade Levels Served	Elementary and Middle School
Student Grade Levels for Each Measure	PreK, K, 1 st , 2 nd , 3 rd , 4 th , 5 th , 6 th , 7 th , 8 th
Objective Assessment	80% of adult family members of regularly participating students will meet or exceed proficiency in their involvement in student education as measured by perceptual survey (teacher).
Benchmark(s)	80
Justify the Benchmark(s)	Adult family member participation in our school is low; based on our previous cohort only 36% of adult family members increased their involvement in their child's education. Even though we did not meet our previous cohort goal of 70%, we are confident that we can meet this challenging but achievable goal of 80% through family engagement activities. We are working with the school on ideas to improve adult family member involvement.
Content Area	involvement in student education
Participant Group	adult family members of regularly participating students
Intended Program Impact for Each Measure	meet or exceed proficiency in
Measure Category	perceptual survey (teacher)
Name of the Measure If unknown, provide details on the type.	Teacher surveys on parental involvement
Plan for Mid-Year Progress for Each Measure	Baseline surveys will be conducted at the end of the 1 st quarter to acquire the benchmark of adult family member involvement. Mid-year survey will be conducted within the first week of school after the end of the 1 st semester. Teacher surveys will be conducted to measure progress of adult family member involvement. Baseline (pre) surveys results will be compared to mid-year surveys results.
Plan for End-of-Year Performance for Each Measure	End of year survey will be conducted in May to acquire performance data to determine performance numbers. Pre and post surveys will be compared to determine if family members met or exceed proficiency in student education involvement.
Plan for Obtaining Data for Each Measure	Site Director, program specialist, teachers will be involved in gathering surveys from teachers in all three survey periods. Program Director will oversee input of data

Objective 9: Additional Objectives

Objective Narrative	improve computer/technology skills
Domain Area	Academic - Other
Grade Levels Served	Elementary and Middle School
Student Grade Levels for Each Measure	PreK, K, 1 st , 2 nd , 3 rd , 4 th , 5 th , 6 th , 7 th , 8 th
Objective Assessment	80% of regularly participating students will improve their computer/technology skills as measured by authentic assessment.
Benchmark(s)	80
Justify the Benchmark(s)	Our school district has very little in the way of STEM so the determination of the base will exclusively use programed development assessment. The school is however working with PAEC for the acquisition of STEM certifications. The program will assist with student acquiring these certifications as such, the number of student certifications to determine mid-year and year end progress. Improvement in math and science report card grades will also be used to show progress in the area of STEM.
Content Area	computer/technology skills
Participant Group	regularly participating students
Intended Program Impact for Each Measure	improve



2019-20 Request for Proposal (RFP), 21st Century Community Learning Centers
Measurable Objectives and Assessments

Measure Category	authentic assessment
Name of the Measure If unknown, provide details on the type.	Program will create a pre, mid and post assessment on basic knowledge of STEM. Students will create projects that will be scored based on a rubric. Student will acquire STEM certificates and improve math and science report card grades
Plan for Mid-Year Progress for Each Measure	Mid assessment will be compared with pre assessment to determine progress. Program will administer a mid-assessment on basic knowledge of STEM. Students will created projects progress will be scored using a rubric. Math and science report card grades will be reviewed for improvement. Number of certificate acquired by students will be reviewed. All measures will be combined as to determine an overall score.
Plan for End-of-Year Performance for Each Measure	Post assessment will be compared to pre assessment. Program will administer a post assessment on basic knowledge of STEM. Students will created projects will be scored using a rubric. Math and science end of year report card grades as well as total number of STEM certificates acquired will used to determine the end of year progress. All measurements will be combined to develop an overall average score to determine an overall score.
Plan for Obtaining Data for Each Measure	Class teacher/ enrichment leader will administer the assessment and provide the scores to Site Coordinator for input into the database



PROPOSED

**Florida's 21st Century Community Learning Centers
Continuation Attendance-Based Funding Worksheet
2019-2020**

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. Programs not meeting minimum ADA thresholds are required to adjust 2019-2020 proposed daily attendance to better reflect the performance of the program.

First United Methodist Church

Agency Name

19B-2440B-0PCC1

2019-2020 Project Number

\$700,000.00

2

17

2018-19 Award Amount (DOE200)

Number of Sites

Cohort

Agency entering Year 2 of funding.

2018-2019 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	0	N/A	--
Afterschool	120	120	100.0%	No
Weekend	0	0	N/A	-
School Breaks/ Holidays	120	120	100.0%	No
Summer	120	120	100.0%	No

Site-Level Funding Summary (Individual Site Analysis Attached)

Site Name	2019-2020 Max. Site Funding
Carrabelle	\$ 350,000.00
Eastpoint	\$ 350,000.00
	\$ -
	\$ -
	\$ -

2019-2020 Maximum Funding Amount

\$560,000.00

2019-20 Max. Funding Amount reflects performance levels and automatic reductions.
Automatic reductions are applied to Cohorts 14, 15 and 16 (80%).

KRB 10/16/19

Special Notes / Comments

2019-2020 Maximum Funding Amount does not include any financial consequences received in 2018-2019.

The 2019-2020 Maximum Funding Amount was calculated at 80% of the annual funding amount for October 1, 2019 to July 31st 2020. The program received a cost extension for 2018-2019 with 20% of funds for August - September 2019.



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

Agency Name: First United Methodist Church
 2019-20 Project # 19B-2440B-0PCCI

Cohort: 17

2 # of Sites

Carrabelle

2018-2019		Review			2019-2020								
Proposed (Most Recent) # Students	Reported (As submitted through April 2019)		Min Red ADA %	Subject to Adjustment	Transportation	New Funding Request Guide (Based on ADA Performance Metric - 75% Threshold)					Maximum Funding (Proportion Applied) 97.90%		
	ADA	% Perform				# Students	Hrs/Day	# Days	Base Rate	Adj. Rate		Service Total	
Before School		N/A	75%	--	--				\$2.00	\$2.00	\$ -	\$ -	
Afterschool Group 1	60	60	100%	75%	No	yes	60	3	180	\$5.00	\$5.00	\$ 162,000.00	\$ 158,596.96
Group 2		N/A	75%	--	no				\$4.00	\$4.00	\$ -	\$ -	
Group 3		N/A	75%	--	no				\$4.00	\$4.00	\$ -	\$ -	
Early Release		N/A	75%	--	no				\$4.00	\$4.00	\$ -	\$ -	
Weekend Days		N/A	75%	--	no				\$4.00	\$4.00	\$ -	\$ -	
School Break/Hol	60	60	100%	75%	No	yes	60	9.5	10	\$7.00	\$7.00	\$ 39,900.00	\$ 39,061.84
Summer	60	60	100%	75%	No	yes	60	9.5	39	\$7.00	\$7.00	\$ 155,610.00	\$ 152,341.19
											\$ 357,510.00	\$ 350,000.00	

Summer ADA estimated based on the ADA reported for the Afterschool component and the proportion of proposed ADA for Summer vs Afterschool.

Eastpoint

2018-2019		Review			2019-2020								
Proposed (Most Recent) # Students	Reported (As submitted through April 2019)		Method of Review	Subject to Adjustment	Transportation	New Funding Request Guide (Based on ADA Performance Metric - 75% Threshold)					Maximum Funding (Proportion Applied) 97.90%		
	ADA	% Perform				# Students	Hrs/Day	# Days	Base Rate	Adj. Rate		Service Total	
Before School		N/A	75%	--						\$2.00	\$2.00	\$ -	\$ -
Afterschool Group 1	60	60	100%	75%	No	yes	60	3	180	\$5.00	\$5.00	\$ 162,000.00	\$ 158,596.96
Group 2		N/A	75%	--	no					\$4.00	\$4.00	\$ -	\$ -
Group 3		N/A	75%	--	no					\$4.00	\$4.00	\$ -	\$ -
Early Release		N/A	75%	--	no					\$4.00	\$4.00	\$ -	\$ -
Weekend Days		N/A	75%	--	no					\$4.00	\$4.00	\$ -	\$ -
School Breaks/Hol	60	60	100%	75%	No	yes	60	9.5	10	\$7.00	\$7.00	\$ 39,900.00	\$ 39,061.84
Summer	60	60	100%	75%	No	yes	60	9.5	39	\$7.00	\$7.00	\$ 155,610.00	\$ 152,341.19
											\$ 357,510.00	\$ 350,000.00	

Summer ADA estimated based on the ADA reported for the Afterschool component and the proportion of proposed ADA for Summer vs Afterschool.

Calculating the Ratio

Total Services Proposed	\$ 715,020.00
Maximum Funding	<u>\$ 700,000.00</u>

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.



2019-20 SITE PROFILE

Agency Name	First United Methodist Church Eastpoint	Project Number	19B-2440B-0PCC1		
Site Name	UMC Youth and Children Center – Carrabelle Field House Carrabelle				
Site Address:	807 Patton Dr.	City	Carrabelle	County	Franklin
Site Contact Name:	Rachel Benjamin	Phone	850 697 2177	Email	

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	Pk- 12	1000	100	PK -8		60	60		60
TOTAL						60	60		60

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	10-1-2019	End Date	5-22-19	Total Number of Service Days		142	
Non-service days	11/1, 11/11, 11/27, 11/28, 11/29, 12/23, 12/24, 12/25, 12/26, 12/27, 12/30, 12/31, 1/1/20, 1/20, 3/19, 3/20, 4/10						
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of After School services per typical week.	
Start Time	3:15	3:15	3:15	3:15	3:15		
End Time	6:15	6:15	6:15	6:15	6:15		
Hours	3	3	3	3	3		
Early Release Dates	1/20, 5/22			Total Service Days	2	Hours/Day	5

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS						
Service days	10/14, 1/2/2020, 1/3, 1/6, 2/17, 3/16, 3/17, 3/18, 3/23, 4/13					
	Holidays/Break	Total number of Holiday, School Break service days.		Saturday		Total number of Weekend service days.
Start Time	8:00		Start Time			
End Time	5:30		End Time			
Hours	9.5		Hours			

SUMMER SITE OPERATIONS						
Start Date	6/8/2020	End Date	7/31/2020	Total Number of Service Days		39
Non-service days	7/3/2020					
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Summer services per typical week.
Start Time	8:00	8:00	8:00	8:00	8:00	
End Time	5:30	5:30	5:30	5:30	5:30	
Hours	9.5	9.5	9.5	9.5	9.5	

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	The program will provide adult family activities every other month October – May, lasting approximately one hour each.		
Total Number of Sessions	4	Total Number of Adult Family Members Served	30

STUDENT/TEACHER RATIO			
Academic Ratio	10:1	Personal Enrichment Ratio	20:1



2019-20 SITE PROFILE

Agency Name	First United Methodist Church Eastpoint	Project Number	19B-2440B-0PCC1		
Site Name	UMC Youth and Children Center Eastpoint				
Site Address:	317 Patton Dr.	City	Eastpoint	County	Franklin
Site Contact Name:	Stormie Carlson	Phone	850 670 1030	Email	

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	Pk- 12	1000	100	PK -8		60	60		60
TOTAL						60	60		60

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	10-1-19	End Date	5-22-19	Total Number of Service Days		142	
Non-service days	11/1, 11/11, 11/27, 11/28, 11/28, 12/23, 12/24, 12/25, 12/26, 12/27, 12/30, 12/31, 1/1/20, 1/20, 3/19, 3/20, 4/10						
	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	12/20, 5/22			Total Service Days	3	Hours/Day	5

WEEKEND, HOLIDAY, SCHOOL BREAK SITE OPERATIONS						
Service days	10/14, 1/2/2020, 1/3, 1/6, 2/17, 3/16, 3/17, 3/18, 3/23, 4/13					
	Holidays/Break	Total number of Holiday, School Break service days.	Saturday			Total number of Weekend service days.
Start Time	8:00		Start Time			
End Time	5:30		End Time			
Hours	9.5		Hours			

SUMMER SITE OPERATIONS						
Start Date	6/8/2020	End Date	7/31/2020	Total Number of Service Days		39
Non-service days	7/3/2020					
	Monday	Tuesday	Wednesday	Thursday	Friday	Total hours of Summer services per typical week.
Start Time	8:00	8:00	8:00	8:00	8:00	
End Time	5:30	5:30	5:30	5:30	5:30	
Hours	9.5	9.5	9.5	9.5	9.5	

ADULT FAMILY MEMBER SERVICES			
Describe Frequency, Duration, and Dosage:	The program will provide adult family activities every other month October – May, lasting approximately one hour each.		
Total Number of Sessions	4	Total Number of Adult Family Members Served	30

STUDENT/TEACHER RATIO			
Academic Ratio	10:1	Personal Enrichment Ratio	20:1



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Chad Poppell
Secretary

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

April 5, 2019

UMC Youth Center - Carrabelle
807 Gray Ave.
Carrabelle, FL 32322

Dear Ms. Inzetta,

The Department of Children and Families has processed the Notification of Child Care Facility Operation Religious Exemption from Licensure for **DCF ID # X02FR0002**. Your record has been updated. The effective date of your religious exemption notification from licensure is **4/5/2019** and the expiration date is **4/4/2020**. 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.

Our records indicate that your accreditation expires on **9/30/2019**. Please send a copy of your new certificate as soon as you receive it.

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 child care program office, 1317 Winewood Blvd., Building 6, Room 389, Tallahassee, Florida, 32399.

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,

Santos Ramirez
Child Care Program Specialist

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

Mission: 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

Chad Poppell
Secretary

RELIGIOUS EXEMPTION FROM LICENSURE CONFIRMATION

9/19/2019

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

Melonie Inzetta,

The Department of Children and Families has processed the Notification of Religious Exemption from Licensure Annual Statement Operation First United Methodist Church Eastpoint / The Nest, DCF ID X02FR0001. Your record has been updated. The effective date of your religious exemption notification from licensure is **9/24/2019** and the expiration date is **9/23/2020**. This letter serves as official recognition of exemption from licensure and that your facility complies with the requirements in section 402.316, Florida Statutes.

Our records indicate that your accreditation expires on **9/30/2020**. Please send a copy of your new certificate as soon as you receive it.

This exemption is valid for one year, provided you maintain accreditation, 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, 1317 Winewood Blvd., Building 6, Room 389, Tallahassee, Florida, 32399.

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

Thank you,

Mayra Bonilla

Child Care Program Specialist

1317 Winewood Boulevard, Tallahassee, Florida 32399-0700

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



The Nest



**FUMC Youth and Children's Center
Carrabelle Site
After School Sample Schedule**

	<u>Group 1</u> Pre-K - K	<u>Group 2</u> 1-3	<u>Group 3</u> 4-8
3:15-4:30 Snack/Homework <i>Staff/Student Ratio: 1:20</i>	Aide 1	Aide 3	Aide 5
4:30-5:30 Project-Based Activities Academic/Personal Enrichment <i>Staff/Student Ratio: 1:10</i>	Teacher 1 + Aide 1 & 2	Teacher 1 + Aide 3 & 4	Teacher 2 + Aide 5 & 6
5:30-6:15 Physical Education- Special Activities <i>Staff/Student Ratio: 1:20</i>	Aide 1	Aide 3	Aide 5



The Nest



FUMC Youth and Children's Center Eastpoint Site After School Sample Schedule

	<u>Group 1</u> Pre-K – K	<u>Group 2</u> 1-3	<u>Group 3</u> 4-8
3:00-4:15 Snack/Homework <i>Staff/Student Ratio: 1:20</i>	Aide 1	Aide 3	Aide 5
4:15-5:15 Project-Based Activities Academic/Personal Enrichment <i>Staff/Student Ratio: 1:10</i>	Teacher 1 + Aide 1 & 2	Teacher 1 + Aide 3 & 4	Teacher 2 + Aide 5 & 6
5:15-6:00 Physical Education- Special Activities <i>Staff/Student Ratio: 1:20</i>	Aide 1	Aide 3	Aide 5



The Nest of Carrabelle/Eastpoint Summer Schedule 2020



Monday	Tuesday	Wednesday	Thursday
Breakfast 8:00-8:45	Breakfast 8:00-8:45	Breakfast 8:00-8:45	Breakfast 8:00-8:45
8:45-9:45 Reading (Group 1) Math: (Group 2) Character Ed: (Group 3)	8:45-9:45 Music/Art: (Group 1) Math: (Group 2) Character Ed: (Group 3)	8:45-9:45 Music/Art: (Group 1) Math: (Group 2) Character Ed: (Group 3)	8:45-9:45 Music/Art: (Group 1) Math: (Group 2) Character Ed: (Group 3)
9:45-10:45 Math (Group 1) Character Ed: (Group 2) Art: (Group 3)	9:45-10:45 Math/Music: (Group 1) Character Ed: (Group 2) Art: (Group 3)	9:45-10:45 Math/Music: (Group 1) Character Ed: (Group 2) Art: (Group 3)	9:45-10:45 Math/Music: (Group 1) Character Ed: (Group 2) Art: (Group 3)
10:45 – 11:00 All groups outdoor activities	10:45 – 11:00 All groups outdoor activities	10:45 – 11:00 All groups outdoor activities	10:45 – 11:00 All groups outdoor activities
11:00 -12:00 Character Ed: (Group 1) Music: (Group 3) Art: (Group 2)	11:00 -12:00 Character Ed/Math: (Group 1) Music: (Group 3) Art: (Group 2)	11:00 -12:00 Character Ed/Math: (Group 1) Music: (Group 3) Art: (Group 2)	11:00 -12:00 Character Ed/Math: (Group 1) Music: (Group 3) Art: (Group 2)
12:00-1:00 Lunch	12:00-1:00 Lunch	12:00-1:00 Lunch	12:00-1:00 Lunch
1:00-1:45 Story Time/PBL (Group 1) Reading: (Group 2) Reading (Group 3)	1:00-1:45 Story Time/PBL (Group 1) Reading: (Group 2) Reading (Group 3)	1:00-1:45 Story Time/PBL (Group 1) Reading: (Group 2) Reading (Group 3)	1:00-1:45 Story Time/PBL (Group 1) Reading: (Group 2) Reading (Group 3)
1:45-2:30 PE (Group 1) Drama (Group 2) Math (Group 3)	1:45-2:30 Reading/PE (Group 1) Drama (Group 2) Math (Group 3)	1:45-2:30 Reading/PE (Group 1) Drama (Group 2) Math (Group 3)	1:45-2:30 Reading/PE (Group 1) Drama (Group 2) Math (Group 3)
2:30- 3:30 Drama/ Production: (Group 2) Math: (Group 3) PBL- Science : (Group 1)	2:30- 3:30 Drama/ Production: (Group 2) Math: (Group 3) Reading/PBL: (Group 1)	2:30- 3:30 Drama/ Production: (Group 2) Math: (Group 3) Reading/PBL: (Group 1)	2:30- 3:30 Drama/ Production: (Group 2) Math: (Group 3) Reading/PBL: (Group 1)



The Nest of Carrabelle/Eastpoint Summer Schedule 2020

3:30-4:15 Drama/Production: (Group 3) Character Ed/PE: (Group 1) PBL: (Group 2)	3:30-4:15 Drama/Production: (Group 3) Character Ed/PE: (Group 1) PBL: (Group 2)	3:30-4:15 Drama/Production: (Group 3) Character Ed/PE: (Group 1) PBL: (Group 2)	3:30-4:15 Drama/Production: (Group 3) Character Ed/PE: (Group 1) PBL: (Group 2)
4:15-4:30 Snack	4:15-4:30 Snack	4:15-4:30 Snack	4:15-4:30 Snack
4:30-5:15 Drama/ Production/Art: (Group1) P.E.: (Group 2) PBL: (Group 3)	4:30-5:15 Drama/ Production/Art: (Group1) P.E.: (Group 2) PBL: (Group 3)	4:30-5:15 Drama/ Production/Art: (Group1) P.E.: (Group 2) PBL: (Group 3)	4:30-5:15 Drama/Production/Art: (Group1) P.E.: (Group 2) PBL: (Group 3)
5:15-5:30 All groups choice	5:15-5:30 All groups choice	5:15-5:30 All groups choice	5:15-5:30 All groups choice



The Nest



UMC Youth and Children's Center

Adult Family Member Activity 2019-2020 Schedule

Literacy- Reading

October - Carrabelle 5:30 pm

October - Eastpoint 6:00 pm

Math Literacy

December - Eastpoint 5:30 pm

December - Carrabelle 6:00 pm

Health and Fitness – Heart Month

February - Carrabelle 5:30 pm

February - Eastpoint 6:00 pm

Summer Slide/ Early Summer Registration

April - Eastpoint 5:30 pm

April - Carrabelle 6:00 pm

Mental Health Awareness

May – Eastpoint 5:30 pm

May – Carrabelle 6:00 pm

2019-20 21st CCLC Partners Table

Agency Name: First United Methodist Church Eastpoint/Youth and Children Center

Program Name: UMC Nest Carrabelle and Eastpoint

Partner Agency Name	Agency Type	Contribution Type	Contribution Description	Align to Need/Goal	Letter of Commitment
Franklin County School District	SD	In Kind	Facility for Carrabelle site	Provide programming in the students' community	No
Franklin County Health Department	CNT	In Kind	Training/Programming for Adult Family Member/Parent/Event SWAT Program	Parents will improve involvement in their student's education	Yes
Franklin County Community Health Improvement Partners	CNT	In Kind	Training/Programming for Adult Family Member/Parent/Event	Parents will improve involvement in their student's education Health and Fitness	No
Gulf County Health Department	CNT	In Kind	Adult Family Members and Students Program	Health and Fitness Drug prevention	No
Franklin County Sheriff's Department	CNT	In Kind	Programming for Students in Drug Prevention and Career options, as well providing for safety of sites	Provide safe environment, promote health and fitness College and Career	No
UMC St George Island	FBO	In Kind	Volunteers to assist with homework and tutoring	Improve student's academic performances on report cards and FSA	No
UMC Eastpoint	FBO	In Kind	Volunteers to assist with homework and tutoring	Improve student's academic performances on report cards and FSA	No

Mission:

To protect, promote & improve the health of all people in Florida through integrated state, county & community efforts.



Rick Scott
Governor

Celeste Philip, MD, MPH
Surgeon General and Secretary

Vision: To be the Healthiest State in the Nation

July 23, 2018

Melanie Inzetta, Director
UMC Youth & Children's Center
317 Patton Drive
Eastpoint, FL 32328

Dear Mrs. Inzetta,

The Florida Department of Health in Franklin County's Health Education Program is pleased to announce the support of your efforts to seek continued funding for the UMC, Youth and Children Center, a 21st Century Community Learning Center Grant. The program has been extremely beneficial to the parents and youth of Franklin County.

The Department has established a solid pledge to continue support of the program. We have partnered with the program in the past years on various parent night activities, which included, health education activities and presentations with the parents and youth of Franklin County. We look forward to partnering with UMC, Youth and Children Center in the future on implementation of project goals and objectives.

As a public health agency, we know the importance of youth having a strong educational foundation and a safe learning environment, and we support the UMC Youth and Children Center's continued efforts to implement strong leadership development among youth in Franklin County.

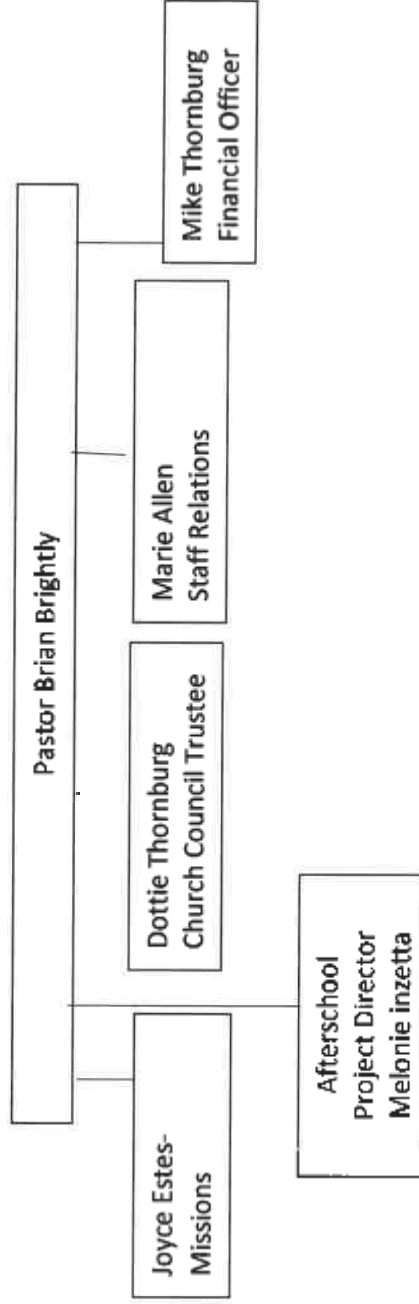
In closing, we completely support the 21st Century CCLC program and encourage the approval of this application. We look forward to a long relationship and we support your efforts in obtaining continued funding for the UMC, Youth and Children Center Initiatives. If we can be of any further assistance, please do not hesitate to contact me at the address below.

Sincerely,

A handwritten signature in black ink that reads "Talitha Robinson, BS".

Talitha Robinson, BS
Program Coordinator – Closing the Gap Program
Florida Department of Health – Franklin County
850-653-2111 ext. 6002

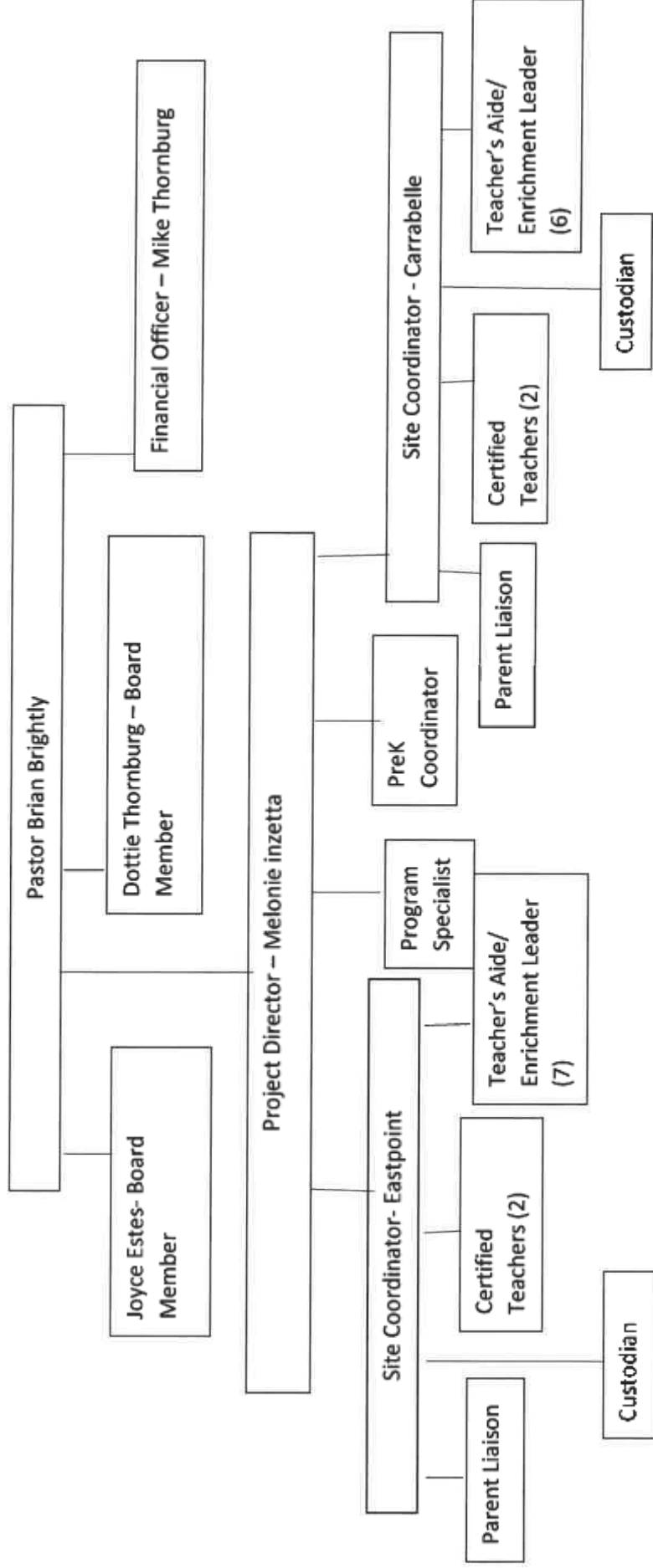
**First United Methodist Church
Youth Center**



UMC Youth Center

21st CCLC

The Nest



2019-20 Cost Analysis Worksheet

Agency Name: First United Methodist Church – Youth center

Project Name: The Nest

Per the 2019-20 Request for Proposals, applicants must maintain a cost analysis for all expenditures that ensures each cost is allowable, reasonable and necessary as required by Section 216.3475, F.S. A cost analysis must be included in the application as an attachment for the following cost items:

- salaries of the agency leadership positions if any portion of that salary is included in the program budget.
- equipment with a unit cost of \$1,000 or more
- contractors with an agreement totaling \$5,000 or more on an annual basis.

Instructions: Please conduct a cost analysis for each applicable line item in your budget outlined in the DOE 101S that fits the categories above. For each expenditure, please list the vendor or name of each applicable line item, the vendor or source of the quote, the actual quoted amount, your agency's selection, your rationale for selection and, if applicable, whether the vendor has been suspended or debarred. Please attach supporting documentation for each line item.

Account Title from DOE 101S	Vendor or Source Name #1	Amount of Quote #1	Vendor or Source Name #2	Amount of Quote #2	Vendor or Source Name #3	Amount of Quote #3	Which vendor or amount did you select?	Why did you select this vendor or amount?	According to SAM.gov, has this vendor been suspended or debarred?
Evaluator	CASPER	11,000.00	Nina Brown	10,000.00	EduMatrix	9,000.00	Casper	Casper is the current evaluator, and the quote is in line with other vendors so we will remain with Casper.	No
Accountant	Bentley	\$1,000	Fisher and Friedman	\$825	Roberson & Associates	Did not respond to Inquiry	Bentley	Bentley is the current accountant for the Church. Due to this, she already has access to accounts. She bills by the hour, and fees are always less than the \$1,000 per month allotment.	No

KIMBERLY C BENTLEY CPA, LLC

171 US Highway 98 Ste D
Eastpoint, Florida 32328

Estimate

Date	Estimate #
11/8/2019	2

Name / Address
FUMC Eastpoint-Youth Center Po Box 516 Eastpoint, FL 32328

Project

Description	Qty	Rate	Total
\$75/hour not to exceed 1,000 per month	13.3333	75.00	1,000.00
Total			\$1,000.00

FISHER & FRIEDMAN, PA, CPAs
PO BOX 310
171 US HWY 98, SUITE K
EASTPOINT, FL 32328
850-670-4016
laura@fisher-friedman.com

December 9, 2019

*Estimated Monthly Quote on Accounting Services for UMC Youth and Children Center 21st CCLC
Afterschool Program*

Report financial status monthly, based on budget	\$100
Maintain all basic financial reports (bookkeeping)	100
Cut checks upon request	50
Maintain Payroll for approximately 28 employees monthly	approx 375
(\$150 pay period, \$75 quarterly reports, \$300 yearend reports)	
Prepare monthly reimbursement forms and submit to DOE	100
Create monthly and YTD statement of financial position, and activities	100
Estimated maximum monthly total:	\$825

The above figures are only approximate but can be discussed at a later date if necessary.

Laura B. Fisher,
Certified Public Accountant

Section 9: 2019-20 Deliverables and Financial Consequences

Deliverables

The subrecipients will implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students during non-school hours. Subrecipients may have one or multiple centers/sites which may be located in schools, community facilities and/or faith-based facilities, to provide these services from October 1, 2019 – July 31, 2020. The purposes of the 21st CCLC program are as followed:

- 1) Provide opportunities for academic enrichment by implementing activities to the identified students during out-of-school time and dates as outlined in the agreement.
- 2) Subrecipients must also offer students a broad array of additional services, programs and activities, such as positive youth development activities, drug and violence prevention programs, counseling programs, art, music, recreation programs, technology education programs and character education programs that are designed to reinforce and complement the regular academic program of participating students.
- 3) Subrecipients will offer a minimum number of opportunities related to literacy and educational development to the adult family members of students served by 21st CCLC programs as proposed in their original proposal.

To accomplish these purposes, 21st CCLC subrecipients must provide a range of high-quality, problem/project based, diverse services that support student learning and development. Program organizational types included school districts, community-based organizations, faith-based organizations, colleges and universities, and city or county governmental entities.

Source of Requirements

- 21st CCLC Request for Application
- Approved Application Scope of Work Narrative and Addendum
- Approved Application Site Profile Worksheet

Financial Consequences

EDGAR 34 CFR 80.43(a), states, "If a grantee or subrecipient materially fails to comply with any term of an award, whether stated in a Federal statute or regulation, an assurance, in a State plan or application, a notice of award, or elsewhere, the awarding agency may take one or more of the following actions, as appropriate in the circumstances:

- (1) Temporarily withhold cash payments pending correction of the deficiency by the grantee or subrecipient or more severe enforcement action by the awarding agency,
- (2) Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance,
- (3) Wholly or partly suspend or terminate the current award for the grantee's or subrecipient's program,
- (4) Withhold further awards for the program, or
- (5) Take other remedies that may be legally available."

Projects identified as high risk by FDOE may be subject to additional conditions as identified in FDOE's Green Book, Section G.

Documentation submitted to support the completion of tasks will be reviewed on a monthly basis within five (5) days of submittal or the listed due date. Financial consequences will be applied as follows:

- Programs entering years 4 or 5 of funding:

- If program has reported average daily attendance (ADA) at 95% or higher of the proposed level, they will be funded at the same level attendance as approved in the application of the previous year.
- If program has reported average daily attendance (ADA) below 95%, they will be funded proportionally to the reported ADA (reported ADA / 0.95).
- Programs entering year 3 of funding:
 - If program has reported average daily attendance (ADA) at 85% or higher of the proposed level, they will be funded at the same level of attendance as approved in the application of the previous year.
 - If program has reported average daily attendance (ADA) below 85%, they will be funded proportionally to the reported ADA (reported ADA / 0.85).
- Programs entering year 2 of funding:
 - If program has reported average daily attendance (ADA) at 75% or higher of the proposed level, they will be funded at the same level attendance as approved in the application of the previous year.
 - If program has reported average daily attendance (ADA) below 75%, they will be funded proportionally to the reported ADA (reported ADA / 0.75).
- Programs that do not complete the proposed adult family member activities may receive a reduction in funding of one-half (.5) percent per occurrence.
- Programs that do not submit the required evaluation deliverables or federally required data in an approvable form within the given time frame as approved by the program office, may receive a reduction in funding of two (2) percent per occurrence.
- Programs that do not submit the Formative Evaluation Summary, in an acceptable form within the given time frame as approved by the program office, may receive a reduction in funding of two (2) percent per occurrence or the budget amount related to the activity, whichever is larger.
- Programs that do not submit the Summative Evaluation Report, in an acceptable form within the given time frame as approved by the program office, will not receive any additional funding until all reporting obligations have been met and deemed acceptable by the 21st CCLC program office.

Programs that improve attendance may be eligible for an increase in funding up to the originally proposed level of service. Programs will have to provide documentation to support sustained attendance for a minimum of 90 days before requests may be considered by the 21st CCLC program office.

Demonstrated performance of the required deliverables, as well as the timely submission of the documentation to evidence the completion of tasks, will be considered in the development of funding recommendations for subsequent years – years two (2) through five (5) of this project – and funding recommendations for other 21st CCLC Request for Proposals.

Deliverable Due Date	Method of Payment	Deliverables	Performance Metric Documentation to Evidence the Completion of Tasks																		
Nov. 15, 2019		<p>October 1 – 31, 2019</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none"> Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table border="1" data-bbox="506 957 727 1566"> <thead> <tr> <th>Component</th> <th>Number of Participants</th> <th>Number of Days/Activities</th> </tr> </thead> <tbody> <tr> <td>Before School</td> <td></td> <td></td> </tr> <tr> <td>After school</td> <td></td> <td></td> </tr> <tr> <td>Weekend/Holidays</td> <td></td> <td></td> </tr> <tr> <td>Summer</td> <td></td> <td></td> </tr> <tr> <td>Family Activities</td> <td></td> <td></td> </tr> </tbody> </table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none"> Monthly Attendance Submission (each site) <p>In addition to the items above, all subrecipients must submit the following:</p> <ul style="list-style-type: none"> Baseline Data Codebook Evidence of provision of Supplemental Snacks/Meals Requirement Letter outlining screening and training of all staff and volunteers <p>In addition to tasks listed above, agencies exempt from DCF licensing must also submit:</p> <ul style="list-style-type: none"> A copy of the current and approved annual fire inspection report by a certified fire inspector (or exemption) Occupant load certificate
Component	Number of Participants	Number of Days/Activities																			
Before School																					
After school																					
Weekend/Holidays																					
Summer																					
Family Activities																					
Dec. 15, 2019		<p>November 1 – 30, 2019</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none"> Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table border="1" data-bbox="1091 957 1312 1566"> <thead> <tr> <th>Component</th> <th>Number of Participants</th> <th>Number of Days/Activities</th> </tr> </thead> <tbody> <tr> <td>Before School</td> <td></td> <td></td> </tr> <tr> <td>After school</td> <td></td> <td></td> </tr> <tr> <td>Weekend/Holidays</td> <td></td> <td></td> </tr> <tr> <td>Summer</td> <td></td> <td></td> </tr> <tr> <td>Family Activities</td> <td></td> <td></td> </tr> </tbody> </table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p>All subrecipients must submit the following source documentation on a monthly basis:</p> <ul style="list-style-type: none"> Monthly Attendance Submission (each site) <p>In addition to the items above, all subrecipients must submit the following:</p> <ul style="list-style-type: none"> Baseline Data SLDRT Evidence of Collaboration with Regular School-day Staff Website and documentation supporting the dissemination of information about the 21st CCLC program
Component	Number of Participants	Number of Days/Activities																			
Before School																					
After school																					
Weekend/Holidays																					
Summer																					
Family Activities																					

Deliverable Due Date	Method of Payment	Deliverables	Performance Metric Documentation to Evidence the Completion of Tasks																		
Jan. 15, 2020		<p>December 1 – 31, 2019</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none"> Number of students, adult family members, number of service days and number of service hours for the period as defined in the Site Profile Worksheet(s). <table border="1" data-bbox="467 953 695 1566"> <thead> <tr> <th>Component</th> <th>Number of Participants</th> <th>Number of Days/Activities</th> </tr> </thead> <tbody> <tr> <td>Before School</td> <td></td> <td></td> </tr> <tr> <td>After school</td> <td></td> <td></td> </tr> <tr> <td>Weekend/Holidays</td> <td></td> <td></td> </tr> <tr> <td>Summer</td> <td></td> <td></td> </tr> <tr> <td>Family Activities</td> <td></td> <td></td> </tr> </tbody> </table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p><i>All subrecipients must submit the following source documentation on a monthly basis:</i></p> <ul style="list-style-type: none"> Monthly Attendance Submission (each site) <p><i>In addition to the items above, all subrecipients must submit the following:</i></p> <ul style="list-style-type: none"> Documentation of teacher certifications
Component	Number of Participants	Number of Days/Activities																			
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Feb. 15, 2020		<p>January 1 – 31, 2020</p> <p>Implement the Title IV, Part B, 21st Century Community Learning Centers (21st CCLC) program in a safe environment for students and adult family members.</p> <ul style="list-style-type: none"> Number of students, adult family members, number of service days, and number of service hours for the period as defined in the Site Profile Worksheet(s). <table border="1" data-bbox="1008 953 1235 1566"> <thead> <tr> <th>Component</th> <th>Number of Participants</th> <th>Number of Days/Activities</th> </tr> </thead> <tbody> <tr> <td>Before School</td> <td></td> <td></td> </tr> <tr> <td>After school</td> <td></td> <td></td> </tr> <tr> <td>Weekend/Holidays</td> <td></td> <td></td> </tr> <tr> <td>Summer</td> <td></td> <td></td> </tr> <tr> <td>Family Activities</td> <td></td> <td></td> </tr> </tbody> </table>	Component	Number of Participants	Number of Days/Activities	Before School			After school			Weekend/Holidays			Summer			Family Activities			<p><i>All subrecipients must submit the following source documentation on a monthly basis:</i></p> <ul style="list-style-type: none"> Monthly Attendance Submission (each site) <p><i>In addition to the items above, all subrecipients must submit the following:</i></p> <ul style="list-style-type: none"> Evidence of collaboration with regular school day staff Academic and personal enrichment activities to date
Component	Number of Participants	Number of Days/Activities																			
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Component	Number of Participants	Number of Days/Activities																			
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Component	Number of Participants	Number of Days/Activities																			
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Component	Number of Participants	Number of Days/Activities																			
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