

May 20, 2008

STAFF REPORT

MEMO TO: SUTTER COUNTY CHILDREN & FAMILIES COMMISSION
FROM: DEB COULTER, EXECUTIVE DIRECTOR
SUBJECT: COMMUNITY AND CHILDCARE PROVIDER MINI GRANT FUNDING RECOMMENDATIONS

BACKGROUND: The Sutter County Children & Families Commission approved the release of \$75,000 in funding for the Mini Grant RFP in FY 07/08. The Mini Grant RFP was advertised in a variety of ways including direct mail, email, web postings and newspaper advertisements. Mandatory grant application workshops were held on two different dates and applications were received for three types of Mini Grants – Community, New Provider Start UP Packs and Creating Great Starts.

CURRENT PROPOSAL: The Executive Director recommends funding the mini grants as listed below, with the following contingencies-

1. **Community Mini Grants** – Community mini grant applicants
 - will provide the Commission with demographic information consistent with the state requirements (demographic data including # of Sutter County families with children 0-5 served)
 - will submit a final report to Commission office in format to be defined by Commission staff and may require any of the following: copies of attendance sheets, examples of specific activities conducted, outreach efforts, specific list of items purchased.
 - site visits will be conducted for all approved mini grant applicants
 - will submit insurance certificate
 - Commission office staff will meet with approved grantees to discuss purchasing options and assist with other grant requirements and implementation starting on June 2, 2008.

Applicant Name	Project	Funding Amount	Funding Contingencies
Children's Hope FFA	Infant Stimuli	\$3,000.00	<ul style="list-style-type: none">• ED recommends in house training on program use to all foster parents using the program and continued TA support to families
Hands of Hope	Learning/Resource Room	\$2,994.00	<ul style="list-style-type: none">• Release of funding is dependent on facility opening and securing licensing• Final report to include information on other funding sources/donations that support the learning/resource room
Sutter/Yuba Friday Night Live	Celebrating Families	\$3,000.00	<ul style="list-style-type: none">• Final report to include other funding sources that support Celebrating Families• Food costs listed in budget will be reimbursed based on % of Sutter County families with children 0-5 served by program up to \$1000.00
Kids Time Preschool	Getting Ahead of the Game	\$3,000.00	<ul style="list-style-type: none">• ED suggests purchase of CD listening center rather than cassettes
Family SOUP	From Heartache to Hope	\$2479.00	<ul style="list-style-type: none">• ED suggests use of Commission office whisper system to provide assistance to limited English

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			proficiency participants
Jack and Jill Playschool	Learning Library	\$3,000.00	
School Readiness, Bridge St School	Make it, Take it	\$3,000.00	<ul style="list-style-type: none"> Grantee to submit information regarding outreach efforts/advertising and class attendance sheets
Jennifer Rizzuti	Bringing Baby Home Workshops	\$2,800.00	<ul style="list-style-type: none"> Commission staff to assist with outreach efforts
TCAEYC	Month of the Child	\$3,000.00	<ul style="list-style-type: none"> Funding to be encumbered and released to grantee pending approved 2009 MOC Budget
Jill Wheaton	Baby Boot Camp	\$3,000.00	<ul style="list-style-type: none"> Outreach to be conducted by Commission office with Health Dept. prenatal class and WIC participants to determine interest and possible scholarship recipients Attendance to be monitored, if student drops commission office will recruit replacement Evaluation form to be developed and provided to scholarship recipients and submitted with final report
Sutter Co. Health Dept	Reach out and read	\$1,000.00	<ul style="list-style-type: none"> Commission staff to purchase 800 books for grantee from commission vendor
Live Oak Medical Clinic	Reach out and read	\$1,000.00	<ul style="list-style-type: none"> Commission staff to purchase 800 books for grantee from commission vendor
Sutter County Library	Literacy Program	\$3,000.00	<ul style="list-style-type: none"> Final report to include class attendance sheets
Sutter County Library	Picture Books	\$3,000.00	<ul style="list-style-type: none"> Final report to include list of books purchased
Sutter Co. Public Health	Healthy Moms, Healthy Babies	\$2,500.00	<p>ED recommends not funding purchase of folic acid supplements. Commission office recognizes the importance of public outreach for this topic and recommends a change in the scope of work for project to a public awareness campaign and offers to fund applicant up to \$2500. Commission suggests applicant partner with March of Dimes</p>
TOTAL		\$39,773.00	

2. **New Provider Start UP Packs** – the Executive Director recommends funding the following applicants for New Provider Start UP Packs. Start UP Pack recipients will be required to-
- attend a training presentation with School Readiness activity suggestions on June 4, 2008 6pm.
 - Site visits will be conducted for all Start UP Pack recipients.
 - submit a narrative final report outlining school readiness activities conducted in their childcare practice by December 15, 2008.
 - Provider licenses will be verified

Start UP Pack list of items and books is attached.

Applicant	Start UP Pack Size
Denise Sutcliffe	Large - \$850.00
Yolanda Heredia	Small - \$650.00
Alicia Chavez	Large - \$850.00
Sally McCurry	Small - \$650.00
Billie Jo Burns	Small - \$650.00

Maria Chavez	Large - \$850.00
Christina Mireles	Small - \$650.00
Gift Certificates \$150 x 7	\$1050.00
TOTAL	\$6200.00

3. **Creating Great Starts** – The Executive Director recommends funding the following applicants for Creating Great Starts. Applicants will be required to-
- attend provider training meetings (dates included in application)
 - complete course evaluation surveys at each provider meeting and at the end of the program.
 - Provider licenses will be verified

List of Creating Starts books attached.

Applicants	
Linda Klempau	Tracie Viada
Michele Lightle	Charlene Register
Heather Westmoreland	Rachel Dressel
Michelle Chandler	Tresia Filby
Kimberlee Friesen	Erika Kraus
Maria Vaca	Camille Coxe
Sherril Wunder	
Cost per participant \$1500	
TOTAL	\$21,000.00

RECOMMENDATION: The executive director recommends the Commission approve the mini grant funding recommendation as submitted.

IMPACT ON COMMISSION RESOURCES:

Mini Grant Option	Amount
Community Mini Grants	\$39,773.00
New Provider Start UP Packs	\$6,200.00
Creating Great Starts	\$21,000.00
TOTAL	\$66,973.00

POLICY ACTION REQUESTED: Approval of executive director's recommendation.

DC:bd