



Agenda

Children and Families Advisory Board

Wednesday, November 1, 2023

Volusia County Historic Courthouse

2nd Floor Training Room

125 W. New York Ave, DeLand

Board Members

Dr. Mary Bruno, Chair
Charles Moskowitz
Joseph Hearn
Sara Howeller
Amber Marshall
Derrick Collins

Staff

Carmen Hall, Community Assistance Director
Maureen Sikora, Assistant County Attorney
Brittany Louis, Housing and Grants
Administration Manager
Eva Colee, Grants Planner
William Mollentze, Grants Coordinator

Call to Order

Roll Call

Public Participation

Public participation is encouraged on matters on the agenda. If you desire to be recognized by the chair, please fill out a request form and present it to one of the staff members present. Public comment on issues on the agenda or public participation shall be limited to three minutes.

Item 1 – Election of Vice-Chair

The board will vote to elect a Vice-Chair for the remainder of the term.

Item 2 – Previous Meeting Minutes

The CFAB will review and discuss the draft minutes for August 8, 2023 meeting.

Item 3 – CFAB Annual Report 2023

Staff will present an annual report of fiscal year 2022/23 accomplishments for the board members to review.

Item 4 – FY 2022/23 Program Expenditures

Staff will provide an overview of all CFAB program expenditures for FY 2022/23.

Item 5 – RSQ Process Proposal

Staff will present an overview of the Request for Statement of Qualifications process and a proposed timeline for direction by the board.

Item 6 – Summer Camp Scholarship Program Annual Report 2023

Staff will present an annual report for the summer camp scholarship program and propose recommendations for the 2024 program.

Item 7 – Summer Camp Scholarship Program 2024

Board members will review the proposed summer camp requirements, provider application, and evaluation criteria for the upcoming year.

Discussion by board members of matters not on the agenda

Items for staff discussion

Adjournment

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT (TITLE II)

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the County of Volusia ("County") will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of County, should contact the office of the County's ADA Title II Coordinator, Jim Corbett, at (386) 248-1760 as soon as possible but no later than 2 business days before the scheduled event or meeting. This paragraph shall likewise apply to written requests by a physically handicapped person needing a special accommodation to attend a public meeting in accordance with section 286.26, Florida Statutes.

A copy of the County's Notice under the Americans with Disabilities Act (Title II) can be obtained at <https://www.volusia.org/ada> or requested from the County's ADA Title II Coordinator at the telephone number listed above.

NOTICE UNDER SECTION 286.0105, FLORIDA STATUTES

If a person decides to appeal a decision made by the Children and Families Advisory Board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.



**Minutes
Children and Families Advisory Board
Tuesday, August 8, 2023
Volusia County Historic Courthouse
2nd Floor Training Room
125 W. New York Ave, DeLand**

BOARD MEMBERS

Dr. Mary Bruno, Chair
Charles Puckett, Vice-Chair
Charles Moskowitz
Joseph Hearn
Sara Howeller
Amber Marshall
Derrick Collins

STAFF

Carmen Hall, Community Assistance Director
Maureen Sikora, Assistant County Attorney
Brittany Louis, Housing and Grants
Administration Manager
Eva Colee, Grants Planner
William Mollentze, Grants Coordinator

CALL TO ORDER

Dr. Mary Bruno, Chair, called the meeting to order at 1:30 p.m.

ROLL CALL

William Mollentze, Grants Coordinator, called the roll. Derrick Collins and Charles Moskowitz were not present at the time of roll call. There was a physical quorum.

PUBLIC PARTICIPATION

There was no public comment during the meeting.

APPROVAL OF JUNE 13, 2023 MINUTES

Sarah Howeller made a **MOTION** to approve the minutes from the June 13, 2023 meeting. Joseph Hearn seconded the motion. Discussion of changes were made by board members.

Charles Puckett requested revision of the minutes from the June 13th, 2023 meeting regarding the motion to redistribute \$13,800 in FY 2022/23 contingency award funds from the Children's Home Society to the following organizations: Healthy Start, Early Learning Coalition, Easterseals, and Volusia Literacy Council. Mr. Puckett stated that he did not intend to include Early Learning Coalition in his motion due to a conflict of interest and the vote on the motion should have been 6-0-1 with Charles Puckett abstaining.

Charles Puckett made a **MOTION** to approve the minutes from the June 13, 2023 meeting with the changes discussed. Joseph Hearn seconded the motion. The motion carried unanimously 5-0.

NEW BUSINESS

FY 2023/24 RSQ Contract Negotiations

Chair Bruno gave a brief overview of the item before calling each agency to give a brief presentation regarding their contract negotiations for FY 2023/24.

Joe Sullivan, Executive Director representing the Boys and Girls Club of Volusia Flagler Counties, provided an overview of the programs they implement as the lead agency for the Youth Development Services category. Mr. Sullivan spoke about the mission of the organization and how they focus on academics, building character, and living a healthy lifestyle. Mr. Sullivan explained the requested changes for their FY 2023/24 contract. The board did not have any questions.

DJ Lebo, Chief Executive Officer representing Early Learning Coalition provided an overview of the services and programs implemented under the Family Support and Services category. Ms. Lebo spoke about the agency's plans for swimming lessons for the community and land purchased for additional programs. DJ Lebo explained the changes requested for their FY 2023/24 contract and how they planned to move funds for the upcoming award in order to ensure success amongst their subrecipients.

Chair Bruno asked for clarification regarding the remaining balance for Early Learning Coalition's FY 2022/23 award. DJ Lebo explained that the agency had requested an amendment to move funds between different programs in order to expend all the money by the award end date.

The Co-Executive Directors Eveline Kraljic and Terri Karol with the Director of Programs Heather Haroldson representing the Council on Aging provided an overview of the programs implemented under the Services for Seniors category. They spoke about the agency's goals and how they work to keep those they serve in their home whenever possible. They also spoke about the different community partners they have and what services they bring to the community. There were no questions or discussion by the board following the presentation.

Harry Cole, Executive Director representing Volusia/Flagler Coalition for the Homeless provided an overview of the services and programs they implement under the Basic Needs Services category. Mr. Cole spoke about the community partners the agency works with to provide services and how they have exceeded the goals set at the beginning of the year. Harry Cole also explained the proposed changes to their FY 2023/24 contract.

Dr. Bruno disclosed that she volunteers often with the Coalition for the Homeless and VCAN. Maureen Sikora, Assistant County Attorney, explained that volunteering with an organization would not constitute a conflict of interest.

Melissa Chesley, Chief Financial Officer representing Easterseals Northeast Central Florida provided an overview of the programs implemented under the Services for Persons with Disabilities category. Ms. Chesley spoke about the new programs the organization is implementing within the community. There were no questions or discussions by the board following the presentation.

Sara Howeller made a **MOTION** to accept the proposed changes for the Boys and Girls Club of Volusia and Flagler Counties' FY 2023/24 RSQ contract. Charles Puckett seconded the motion. Joseph Hearn abstained from the vote due to a conflict of interest. The motion carried 4-0-1.

Charles Puckett made a **MOTION** to accept the proposed changes for the Council on Aging of Volusia County's FY 2023/24 RSQ contract. Sara Howeller seconded the motion. The motion

carried unanimously 5-0.

Joseph Hearn made a **MOTION** to accept the proposed changes for The Early Learning Coalition of Flager and Volusia Counties FY 2023/24 RSQ contract. Amber Marshall seconded the motion. Charles Puckett abstained from the vote due to a conflict of interest. The motion carried 4-0-1.

Amber Marshall made a **MOTION** to accept the proposed changes for Easterseals of Northeast Central Florida's FY 2023/24 RSQ contract. Charles Puckett seconded the motion. The motion carried unanimously 5-0.

Charles Puckett made a **MOTION** to accept the proposed changes for Volusia/Flager Coalition for the Homeless' FY 2023/24 RSQ contract. Sara Howeller seconded the motion. The motion carried unanimously 5-0.

Review and Updates of FY 2022/23 Programs

Brittany Louis, Housing and Grants Administration Manager provided an overview of the CFAB budget summary for FY 2022/23. Ms. Louis reviewed each funding category and gave updates as needed.

William Mollentze provided an update on the 2023 Summer Camp Scholarship Program. Mr. Mollentze informed the board that at the time of the meeting, the county had received over 1,000 applications and 729 scholarship vouchers had been issued with 512 of those vouchers currently being utilized.

Eva Colee, Grants Planner, provided an update on the expenditures of the awarded agencies receiving Contingency and RSQ funds for FY 2022/23. Ms. Colee explained that the agencies awarded Contingency funds had received the reallocation of funds from Children's Home Society as discussed at the previous meeting and informed the board that all agencies were on track to expend the full awards.

FY 2023/24 Meeting Schedule

The board discussed the proposed meeting schedule for FY 2023/24. Staff asked for consensus on which proposed November meeting date the board would prefer. Charles Puckett made a **MOTION** to accept the meeting schedule with Wednesday November 1, 2023 as the next meeting. Amber Marshall seconded the motion. The motion carried unanimously 5-0.

DISCUSSION BY BOARD MEMBERS OF MATTERS NOT ON THE AGENDA

There were no matters discussed by board members not on the agenda.

ITEMS FOR STAFF DISCUSSION

There were no items for staff discussion.

ADJOURNMENT

Charles made a **MOTION** to adjourn the meeting. Amber Marshall seconded the motion. The motion carried unanimously 5-0. The meeting was adjourned at 2:36 p.m.

CHILDREN AND FAMILIES ADVISORY BOARD ANNUAL REPORT 2023

Board Members

Dr. Mary Bruno, Chair
Charles Moskowitz
Joseph Hearn
Sara Howeller
Amber Marshall
Derrick Collins

Staff

Carmen Hall, Community Assistance Director
Maureen Sikora, Assistant County Attorney
Brittany Louis, Housing and Grants
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OVERALL MISSION STATEMENT

The mission of the Children and Families Advisory Board (CFAB) is to promote healthy children and develop strong families who contribute to their communities.

The Board meets at least quarterly, consists of up to nine members appointed by the County Council, and is responsible for:

- Assessing and evaluating children and community needs;
- Developing strategies to meet these needs;
- Establishing program outcomes;
- Monitoring program compliance;
- Advertising funding availability;
- Recommending appropriations for various programs servicing children and families;
- Provide advice and recommendations to the County Council on children and family matters.

2023 ACHIEVEMENTS

#1. Assess and evaluate children and community needs

The Children and Families Advisory Board completed a needs re-assessment in 2020 that resulted in the approval of five new Request for Statement of Qualifications (RSQ) service categories. Service categories remained the same for 2023 to include the following:

- Services for Persons with Disabilities
- Services for Seniors
- Youth Development Services
- Basic Needs Services
- Family Support and Services

The process to reevaluate community needs will begin in 2024. If new services categories are identified, they would go into effect beginning with the 2025/26 fiscal year.

#2. Develop strategies to meet these needs

On August 8, 2023, CFAB board members reviewed a summary of lead agency reports and surveys for the Request for Statement of Qualifications (RSQ) awarded agencies. No changes to the risk factors, scope of work or service category budgets were made by the board for FY 2023/24 contract negotiations. The Children and Families Advisory Board will complete a needs re-assessment in order to determine five new Request for Statement of Qualifications (RSQ) service categories or approve the current service categories:

- Services for Persons with Disabilities
- Services for Seniors
- Youth Development Services
- Basic Needs Services
- Family Support and Services

#3. Establishing program outcomes

The board reviewed program outcomes and goals based upon the need for services identified for the RSQ program. In 2023, there were no major changes identified that needed to be implemented.

#4. Monitoring program compliance

A monitoring tool is used to monitor agencies for compliance in the following five areas:

- Administration
- Regulatory compliance
- Internal control/Financial management
- Staffing/Personnel
- Program Implementation

Agencies are typically monitored on an annual basis and if problems are identified, technical assistance is provided to the agency to correct the deficiency. Monthly desk monitorings were conducted since on-site monitorings didn't occur during the reporting period. Technical assistance was provided to lead agencies about adequate supporting documentation needed to accompany funding requests. On-site monitorings are planned to resume in FY 2023/24.

#5. Advertising funding availability

Contingency Funds were made available for programs falling outside the scope of the prioritized service categories and funding for the sickle cell services special contract. Advertisements for the funds were distributed through the Volusia County website, emails, press releases, and Community Connector.

#6. Recommending appropriations for various programs servicing children and families

Annual RSQ Amendment: The board recommended lead agency contract renewals in all five service categories that were identified as priorities in the amount of \$1,759,615.

Special contracts: The board recommended that \$231,885 be allocated towards two special contracts for Affordable Quality Childcare and sickle cell services.

Contingency funding: Generally, funds are set aside for contingency funding for agencies that provide unique services that do not fit within the scope of the Request for Statement of Qualifications and special contracts issued by the county. The Children and Families Advisory Board allocated \$79,567 to be used for six agencies toward these unique services in FY 2022/23. In June, the board made a motion to reduce the funding of one agency and reallocate funds to four approved agencies. The decision was made to ensure all agencies could expend their full awards by the end of the fiscal year. The board also reviewed and recommended funding for three agencies for upcoming FY 2023/24.

Summer camp: The board recommended allocating \$349,405 for summer camp scholarships. A recommendation was made to Volusia County Council to approve sixteen organizations to serve as providers for the summer camp scholarship program based on the review done by CFAB. Funding was used to provide summer camp scholarships to 784 children at 57 sites. Approximately \$303,341 was spent on scholarships and \$46,064 was unused from the total budget.

Justice Assistance Grant (JAG): The board recommended that anticipated funds in the amount of \$147,710 be allocated towards two agencies SMA Healthcare and the House Next Door for FY 2022/23. Due to an increase in Volusia County's allocation, excess funds were divided evenly between both agencies as recommended by the board.

#7. Provide advice and recommendations to the County Council on children and families matters.

The board continues to implement the request for statement of qualifications process and make their funding recommendations based upon the five service categories identified and approved by the county council as priorities. The board also continues to provide funding recommendations for contingency funding, special contracts, the summer camp scholarship program, and JAG.

CFAB Funding Summary

Category	FY 22/23 Awards	FY 22/23 Expenditures	Unexpended Funds
RSQ – Easterseals - Services for Persons with Disabilities	\$197,065	\$197,065	\$0.00
RSQ - Council on Aging - Services for Seniors	\$181,270	\$181,270	\$0.00
RSQ - Boys and Girls Club - Youth Development Services	\$571,724	\$ 571,724	\$0.00
RSQ – VFCCH - Basic Needs Services	\$321,233	\$316,473	\$4,760
RSQ – ELC Family Support and Services	\$488,323	\$488,319	\$4.00
RSQ Subtotal	\$1,759,615	\$1,754,851	\$4,764
Special Contract – Early Learning Coalition - Affordable Quality Childcare	\$219,385	\$219,385	\$0.00
Special Contract – Health Department - Sickie Cell Services	\$12,500	\$0.00	\$12,500
CFAB Special Contract Subtotal	\$231,885	\$219,385	\$12,500
Contingency – Easterseals	\$18,450	\$18,450	\$0.00
Contingency – Junior League of Daytona Beach	\$2,500	\$2,500	\$0.00
Contingency – Early Learning Coalition	\$10,950	\$10,950	\$0.00
Contingency – Healthy Start	\$12,800	\$12,800	\$0.00
Contingency – Children’s Home Society	\$6,200	\$6,196	\$4.00
Contingency – Volusia Literacy Council	\$28,667	\$28,667	\$0.00
Contingency Funding Subtotal	\$79,567	\$79,563	\$4.00
Summer Camp Scholarship Funding	\$349,405	\$303,341	\$46,064
CFAB Funding Grand Total	\$2,420,472	\$2,357,140	\$63,332

Other Funding Recommended by CFAB

Category	Program Year 21/22 Award	Program Year 21/22 Expenditures	Unexpended Funds
JAG – SMA- Adult Drug Court Program	\$139,627	\$103,163	\$36,464
20/21 JAG Funding Total	\$139,627	\$103,163	\$36,464

RSQ Proposal

Purpose

Staff is seeking preliminary direction from the board to implement a process to ensure that 2024-2025 CFAB RSQs and subsequent funding recommendations effectively meet the current priority needs.

RSQ components that will need to be determined,

- Service categories
- Number of solicitations
- Funding allocation (percent per service category)

A goal of the process will be to ensure that proposed service categories, risk factors, and scopes of work are very well-defined for future contingency proposal evaluation.

While the overall process will not need to be completed until September 2025, staff is looking to start the process to allow sufficient time for the board to carry out all proposed activities.

Potential Activities

- Review available demographic, primary and secondary data
 - One Voice for Volusia has offered to assist with data collection through the Community Health Needs Assessment and Community Health Improvement Plan
- Consider funder/system leader feedback
- Consider other county investments
- Engage stakeholders through surveys and workshops
- Review past performance and funding utilization

Proposed timeline

Staff has prepared a timeline based on how the process has been completed previously. The timeline will be updated based on direction by the board but gives a general idea of the steps to be completed.

Task	Timeframe
CFAB elects a subcommittee for the new RSQ cycle	February 2024
Collection of data and research of community needs	March 2024 – April 2024
Subcommittee meetings to compile data and prepare plan	May 2024 – July 2024
Committee presents plan to CFAB for input and finalization	August 2024
Various activities based on direction of CFAB	September 2024 – December 2024
Solicitation for RSQ proposals	January 2025 – March 2025
CFAB evaluates RSQ proposals to recommend award	April 2025
Recommended RSQ proposals go to the County Council	July 2025
Execute agreements to award approved RSQ lead agencies	September 2025

CFAB - RSQ Service Categories – Risk Factors & Scopes of Work

Service Category	Risk Factors	Scope of Work
1.) Services for persons with disabilities	1.) Lack of services to match the specific needs of persons with disabilities to promote their desired level of independence (case management, medical services, job and occupational supports, medical surrogates and legal guardianship)	1.) Provide individualized case management services for persons with disabilities to assist them with accessing support services, including: medical services; job and occupational supports; independent living supports; medical surrogates; and legal guardianship
2.) Services for Seniors	1.) Lack of services to match the specific needs of seniors to promote their health and desired level of independence (case management, nutrition, personal care services, home modifications and medical transportation)	1.) Provide individualized case management services for seniors to assist them with accessing support services, including: nutrition; personal care services; home modifications; and medical transportation
3.) Youth Development Services (Kindergarten through high school graduation)	1.) Lack of affordable, quality non-school hour care (including weekends, after school, non-school days and summer) 2.) Lack of transportation to youth programs/services 3.) Lack of youth programs that are accessible for youth with disabilities 4.) Lack of youth development services to promote leadership, learning and employability 5.) Lack of parent engagement in youth programming 6.) Lack of opportunities for adolescents to learn employability skills through paid internships and work experience opportunities	1.) Provide affordable, quality non-school hour programs 2.) Reduce transportation barriers to youth programs 3.) Provide youth programs that are accessible for youth with disabilities 4.) Provide youth development programming focused on leadership, learning and employability 5.) Engage parents in youth programs 6.) Provide opportunities for job training and placement, including those that enhance vocational opportunities
4.) Basic Needs	1.) Lack of services and supports for individuals, families, and pregnant and post-partum women who are at risk of homelessness or who are literally homeless	1.) Provide a centralized organization or a collaborative of many organizations to: <ol style="list-style-type: none"> Provide supplementary food Identify standard criteria and oversee distribution of rent/mortgage assistance funds and utility assistance for all populations
5.) Family Support and Services	1.) Lack of individualized case management and supports and services for vulnerable families 2.) Lack of sexual abuse treatment and trauma counseling/services	1.) Provide generalized family case management and support services, including prenatal supports and parenting education and supports 2.) Provide specialized case management and cross-system coordination for the most vulnerable families 3.) Provide specialized trauma counseling and services



Summer Camp Scholarship Program 2023 Final Report

11/1/2023

Prepared for:

Children and Families Advisory Board

Prepared by:

County of Volusia

Community Assistance Division

Housing and Grants

Table of Contents

Section 1 – 2023 Program Overview	3
Section 2 – Summary of Changes Implemented by CFAB for 2023.....	7
Section 3 – Proposed Changes for 2024	8
Section 4 – Summary of Proposed Requirements for 2024	9

Section 1 – 2023 Program Overview

The 2023 summer camp scholarship program provided funding for 784 local children to attend summer camp at one of the 57 approved summer camp sites. Vouchers were provided for children to attend summer camp from June 5, 2023- August 11, 2023. The following tables and narrative will provide a general overview of the program accomplishments, characteristics of applicants and agency performance.

A. Applications

The following table provides an overview of the status of applications received and processed during the 2023 summer camp scholarship program.

Application Status	Applicants
Active Voucher	717
Canceled Vouchers*	67
Expired Voucher	356
Withdrawn	12
Denied	411
Waitlisted (Never received voucher)	173
Total Number of Children	1736

Table 1

*Children who received some funding but voucher was cancelled due to attendance.

The following table provides an overview of the reasons for denial during the 2023 summer camp scholarship program.

Reason for Denial	Applicants
Over Income	91
Under Grade Level	15
Over/Under Age Limit	41
Failure to Submit Documents	254
Non-Resident	10
Total	411

Table 2

A change implemented by staff for the 2023 program was the addition of an expiration date for issued vouchers. Most vouchers expired if not utilized within 30 days, unless an extension was requested by the applicant. This change allowed a large number of children to be pulled from the waitlist and issued vouchers throughout the summer. Once summer began, vouchers issued for those on the waitlist expired if not used within one week.

Waitlist Status	Children
Placed on Waitlist	581
Pulled from Waitlist and Issued Voucher	408
Remaining on Waitlist	173

Table 3

B. Fees Charged by Providers

Approved vouchers could be utilized for up to \$80 per week. The table below provides a summary of the weekly fee and registration fee for each approved provider during the 2023 program. The registration fee is the responsibility of the family and not something covered by a scholarship voucher. If a child is attending a camp with a weekly fee higher than \$80, the family must cover the difference. If a child is attending a camp with a weekly fee lower than \$80, the voucher covers the full cost.

Agency	Weekly Fee	Registration Fee
360 Prep Academy	\$100.00	\$40.00
Arts of Transforming Our Tomorrow	\$165.00	\$50.00
Blue Jay Academy	\$150.00	\$25.00
Boys and Girls Club of Volusia/Flagler Counties	\$65.00	\$20.00
Chase Academy	\$125.00-\$160.00	\$40.00
City of Daytona Beach	\$27.00-\$30.00	\$0.00
City of New Smyrna Beach	\$60.00-\$65.00	\$25.00
City of Ormond Beach	\$87.00-\$177.00	\$0.00
Discovery Academy	\$100.00	\$50.00
Florida United Methodist Children Home	\$90.00	\$45.00
Mt. Calvary Academy	\$70.00	\$45.00
New Horizon's Youth Academy	\$95.00	\$35.00
Reign Homeschooling Academy	\$90.00	\$45.00
Salvation Army West Volusia	\$80.00	\$40.00
Temple of God Church	\$90.00	\$15.00
Volusia County Parks, Recreation and Culture	\$80.00	\$20.00
Volusia County Schools	\$90.00	\$25.00
YMCA: Volusia Flagler Family	\$95.00	\$50.00

Table 4

C. Agency Performance

The following table provides the performance of each approved summer camp provider including the difference between 2022 and 2023 total scholarship expenditures for agencies who participated in both years. Several agencies were able to meet or exceed the previous year's total expenditures.

Agency	2022 Expenditures	2023 Expenditures
Boys and Girls Club of Volusia/Flagler Counties	\$63,970.00	\$48,360.00
Chase Academy	\$1,995.00	\$1,040.00
City of Daytona Beach	\$11,751.00	\$17,991.00
City of New Smyrna Beach	\$11,570.00	\$7,150.00
City of Ormond Beach	\$880.00	\$2,400.00
Florida United Methodist Children Home	\$4,825.00	\$4,000.00
Mt. Calvary Academy	\$4,445.00	\$6,300.00
New Horizon's Youth Academy	\$1,598.00	\$2,320.00
Reign Homeschooling Academy	\$6,480.00	\$0.00
Salvation Army West Volusia	\$2,690.00	\$2,240.00
Temple of God Church	\$2,015.00	\$2,400.00
Volusia County Parks, Recreation and Culture	\$103,300.00	\$103,520.00
Volusia County Schools	\$33,445.00	\$71,680.00
YMCA: Volusia Flagler Family	\$9,595.00	\$29,460.00
360 Prep Academy*	N/A	\$0.00
Arts of Transforming Our Tomorrow*	N/A	\$0.00
Blue Jay Academy*	N/A	\$4,000.00
Discovery Academy*	N/A	\$480.00
DME Sports Academy**	\$2,365.00	N/A
Victory Global Academy**	\$7,505.00	N/A
Total	\$268,429.00	\$303,341.00

Table 5

* Agencies did not participate in the 2022 program.

**Agencies did not participate in the 2023 program.

Over 70% of all vouchers that were used during summer camp scholarship program in 2023 were paid to private funders. The other 30% of vouchers were used at a Volusia County Parks, Recreation, and Culture summer camp site.

Provider Type	Active Vouchers
Private Provider	561
Volusia County Parks, Recreation and Culture	223

Table 6

D. Geographic Areas Served

The following table shows where applicants were located, and the number of children served by quadrant and city. The data is based on where the family lives, not where the camp they attended or applied for was located. The applicants could be unserved for any of the following reasons; ineligible, denied, waitlisted, expired voucher, or chose not to use scholarship.

Location of Child Applying for Scholarship	Not Served	Served	Grand Total
Northeast (43% of applicants)	415	331	746
Daytona Beach	249	182	431
Daytona Beach Shores	0	0	0
Holly Hill	43	47	90
Ormond Beach	31	32	63
Ponce Inlet	2	0	2
Port Orange	76	44	120
South Daytona	14	26	40
Northwest (19% of applicants)	178	153	331
Astor	1	0	1
DeLand	147	142	289
DeLeon Springs	11	6	17
Pierson	13	5	18
Seville	6	0	6
Southeast (10% of applicants)	99	76	175
Edgewater	36	43	79
New Smyrna Beach	52	29	81
Oak Hill	11	4	15
Southwest (27% of applicants)	237	224	461
DeBary	11	10	21
Deltona	161	170	331
Enterprise	0	0	0
Lake Helen	14	6	20
Orange City	48	37	85
Cassadaga	1	0	1
Osteen	2	1	3
Nonresident (0.5% of applicants)	10	0	10
Information not provided (0.5% of applicants)	13	0	13
Total	952	784	1,736

Table 8

Section 2 – Summary of Changes Implemented by CFAB for 2023

A. CFAB Program Implementation Recommendations

The board made the recommendation to increase the maximum eligible age from 12 to 14. This change was implemented, and an additional 14 children were awarded vouchers who would have previously been denied. The board also made the recommendation to remove the grade maximum to allow students who met the age requirement but were in a higher grade level to participate. An additional 19 children were awarded scholarship vouchers who would have previously been denied.

The board made the recommendation to increase the weekly voucher rate up to \$80 for all eligible applicants. Previously, the rates were determined by income level at \$75 for households at or below 100% federal poverty or \$55 for households at or below 200% poverty level. Increasing the weekly rate for all eligible children simplified the process and allowed staff to expend 13% more in 2023 than the previous year.

The board made the recommendation to update the attendance requirements to terminate vouchers if three or more consecutive days were missed in a week on two occurrences that were not pre-approved by the camp provider. Previously, a voucher was terminated if three or more consecutive days were missed in one week. This change allowed for fewer vouchers to be terminated while also still allowing for children to be pulled from the waitlist in the case of cancelled vouchers.

The board made the recommendation to extend the scholarship program to the full length of summer break based on the Volusia County Schools calendar. This change increased the number of weeks for the scholarship program from seven to ten. This change allowed ten providers to be reimbursed for weeks not previously covered and awarded an additional \$31,000 in scholarships.

Section 3 – Proposed Changes for 2024

A. Removal of the Grade Minimum Requirement

Historically, the requirement has been that children must be at least 5 years old and have completed Kindergarten in order to be eligible for a scholarship voucher. The board asked staff to research whether this requirement could be eliminated. County staff reviewed the Florida State Statutes and National Quality Standards which determined no definitive reason why this has to be a requirement. Staff is recommending removing the requirement for children having to complete Kindergarten prior to summer camp and going forward with no grade minimum or maximum. Providers may require that children have completed Kindergarten but it would not be a requirement to be approved for a scholarship voucher. The minimum age requirement would still be in place meaning children would have to be at least 5 years old by the first Monday of summer break to be eligible which would be June 3rd for the 2024 program.

Staff recommends keeping the report card requirement in place to support the age provided by the parent on the application and to ensure the parent applying is the child's primary caregiver. For children who are 5 years old who have not completed Kindergarten and may not have a report card, documentation verifying the child's age would be required. Documents verifying proof of age could include a birth certificate, immunization records, or any other official document showing the child's date of birth.

B. Priority for Working Families once a Waitlist is Established

While the application has asked how many adults in the household are employed, this information has not been taken into consideration to prioritize families for scholarship vouchers. Staff is recommending that once a waitlist is established, households with at least one working adult are prioritized. Staff would still take into consideration when the household was deemed eligible and added to the waitlist but would award scholarships to working families first. Staff believes that this change to the waitlist will ensure that the families in need of childcare will be served. Almost 80% of the overall waitlist for 2023 included children with at least one working parent. From that percentage, 22% were never awarded a scholarship during the summer.

Section 4 – Summary of Proposed Requirements for 2024

A. Proposed voucher rate:

1. Weekly rate- \$80
 - a. If provider weekly rate is less than \$80, the full rate will be paid
 - b. If provider weekly rate is less than \$80, parent will cover the difference

B. To be eligible, providers must:

1. Operate a camp that is a minimum of six weeks long during Volusia County Schools summer break (estimated to be June 3rd- August 9th)
 - a. Number of weeks requirement waived for special needs
2. Provide fire inspection reports for all camp locations
3. Provide background check verifications for staff
4. If first time applying, attend a mandatory new applicant workshop
5. Provide clear registration instructions and rates to be distributed to scholarship eligible families
6. Submit one original signed application and ten copies
7. Have one year of experience with a summer camp program or similar services
8. Have the ability to fund the summer camp prior to receiving reimbursement
9. Have the ability to submit vouchers for every child receiving a scholarship
10. Have the ability to submit week one voucher no less than one week prior to first week of scholarship terms
11. Attend a mandatory approved provider workshop prior to the summer
12. Have the ability to fully execute an agreement with Community Assistance
13. Have the ability to submit complete weekly attendance sheets electronically

C. To be eligible, scholarship applicants must:

1. Live in Volusia County
2. Be 5-14 years of age at the start of summer break
 - a. Age limit of 17 for special needs
3. Provide proof of family size, proof of income, and report card for each child applying
 - a. If a child is 5 years old and does not have a report card, parent would need to provide proof of age
4. Meet income eligibility requirements
 - a. Waived for foster parents if Letter of Assurance is provided
5. If offered a scholarship voucher:
 - a. Register for camp with an approved provider no later than the date that the voucher expires, as clearly noted on the received voucher letter
 - b. Once registered, a scholarship cannot be transferred to a different provider but can be transferred to a different site with the same provider
6. Attend camp regularly:
 - a. Absences of three or more consecutive days on two occurrences will be cause for termination from the program if not pre-approved by the summer camp provider



**2024 SUMMER CAMP
SERVICE PROVIDER
APPLICATION FOR
FUNDING**

2024 Summer Camp Service Provider Application for Funding

Applications will not be accepted or considered for funding if the application is incomplete or does not include the required information listed below.

Application Checklist

- ☐ Applications with required supporting documents may be submitted:
- Electronically (.pdf) with digital signatures and supporting materials emailed to Wmollentze@volusia.org on or before Friday, January 26, 2024 by 2:00 p.m.
- OR**
- Electronically (.pdf) without signatures **and** a scanned copy of the signed application and supporting materials emailed to Wmollentze@volusia.org on or before Friday, January 26, 2024 by 2:00 p.m.

A copy of the signed application and supporting documents can also be submitted in person or by mail to William Mollentze at 121 West Rich Avenue, Deland, FL 32720.

The application is needed in an electronic format to meet ADA requirements.

- ☐ Current fire inspection report for each camp location must be provided with your application. If report notes deficiencies, proof of correction must be provided prior to entering into an agreement with Community Assistance.
- ☐ Proof of Liability Insurance with the County of Volusia listed, as additional insured must be provided prior to entering into an agreement with Community Assistance.
- ☐ Current IRS W-9 form.

2024 Summer Camp Service Provider Application for Funding

Legal Name of Organization

(Name on W9):

Name of Camp

(If different than above):

Mailing Address:

Telephone:

Fax:

Email:

Executive Director:

Contact Person:

Contact Person's Telephone:

Contact

Person's Email:

Backup Contact Person:

Backup Contact Person's

Telephone:

Backup Contact

Person's Email:

Backup Contact Person's

Email:

Background Check:

All employees of this agency working near children have undergone a level 2 background screening through the Florida Department of Law Enforcement (FDLE) for child abuse involvement. A level 2 background screen includes a fingerprint check of state and federal criminal history information conducted through FDLE and the Federal Bureau of Investigation. Records of this action are on file with the agency. A list of summer camp staff will be provided by start of camp.

Yes ☐

No ☐

If any employees have not gone through the screening process, please explain why below:

This agency is in good standing with the County of Volusia and local governments and has not had a contract(s) for service terminated for cause.

Yes ☐

No ☐

Certification:

I certify that the statements herein are true and correct, and are the established policies of my agency, to the best of my knowledge and belief.

Agency Executive Director

Date

Agency Board President

Date

2024 Summer Camp Service Provider Application for Funding

7. Provide the weekly rate and registration fee:

If your agency offers discounted rates, include a clear description of the discount. Rates submitted in this application will be published as a part of the summer camp scholarship provider list exactly as submitted and approved. If changes are made after the application has been submitted, the provider must inform county staff.

8. Describe your agency's funding procedures:

This is a reimbursement program; providers will be reimbursed twice during Ten (10) week period. The first reimbursement request is to be submitted after week four (5) and the final reimbursement request is to be submitted after camp is over and the final documentation is submitted. Explain how you will pay for staff and camp operations prior to receiving a reimbursement.

9. What procedures will be used to ensure that vouchers are collected, completed, and submitted to Community Assistance? Please provide the name and phone number of the person responsible for this task.

Vouchers must be returned to the Community Assistance Division office in order for your organization to be credited for serving scholarship recipients.

2024 Summer Camp Service Provider Application for Funding

10. What procedures will you use to submit your signed reimbursement requests?

Original signed reimbursement requests must be submitted to the Community Assistance Division office by mail or hand delivery by the dates in your Memorandum of Understanding.

11. Have you complied with the requirement to have Level 2 Background Screenings completed for owners, employees and volunteers of your camp?

If you have not yet hired employees, please describe the procedure you will use to ensure the screenings are completed prior to starting camp.

12. Please describe your organization's emergency plan.

If you currently do not have an emergency plan in place, please describe how your organization will implement an emergency plan.

2024 Summer Camp Service Provider Application for Funding

13. Please describe your organizations employee training process.

DRAFT

2024 Summer Camp Service Provider Application for Funding

II. Staff to Child Ratio and Additional Supports.

1. Provide the child to staff ratio: *National quality standards recommend between 1-to-8 and 1-to-15 for children ages 5 – teen. Department of Children and Families recommend 1-to-6 and 1-to-10 for school age children.*

Include any explanation you feel is necessary.

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2. Provide a list of staffing positions:

Add pages if needed.

Title/Position	Number of Staff

3. How will you determine the number of staff needed?

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4. What types of training to you offer for your staff? Do you require your staff to have any specific certifications?

Please Describe.

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2024 Summer Camp Service Provider Application for Funding

III. Planned Activities

1. Provide a tentative daily schedule of planned activities:

For example, 8:00 – 9:00 Arrival time/arts and crafts or 9:00 – 11:00 outside play (weather permitting).

Time	Description

2. Does your agency provide food?

Yes ☐ No ☐

i. If yes, what meals are provided daily?

Breakfast ☐ Snack ☐ Lunch ☐

ii. Provide a description of meals:

If meals are provided, please explain the source of provided foods, if meals are not provided, please explain the accommodations made for children to bring their own food.

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3. Does your agency offer field trips during summer camp?

Yes ☐ No ☐

i. If yes, please describe the field trips you offered last summer:

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2024 Summer Camp Service Provider Application for Funding

ii. Describe the field trips planned for this summer:

iii. Are there additional charges for the field trips?

Yes ☐ No ☐

iv. Is there an alternate plan for children not participating in the field trips?

Yes ☐ No ☐

If yes, describe below:

v. What type of transportation do you use for field trips?

2024 Summer Camp Service Provider Application for Funding

IV. Agency History and Problem Solving Techniques

1. Provide a brief summary of the agency's summer camp history and accomplishments.

How long has the agency provided camp or a similar program? If the agency has not provided a summer camp in the past, please describe the similar program. What age group has been served? Have you had any special achievements, service projects or educational successes?

2. Provide a brief summary of the agency's summer camp scholarship program history:

If you have participated in the scholarship program in the past, provide a brief summary of your experience, including the number of scholarship children you served last year. If you have not participated in the program before provide an explanation of how you will incorporate the scholarship program into your current program, including the number of children your facility can serve.

3. Provide a brief explanation of any accidents/problems that occurred at your sites during the last summer cycle.

Include how the problem was resolved. If there were no accidents last year, explain the procedures you have in place for dealing with potential accidents.

2024 Summer Camp Scholarship Provider Eligibility Criteria

Applicant Name: _____

Yes	No	Eligibility Criteria (to be filled out by County staff)
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has attended the mandatory application workshop, if first time applying.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant submitted their application on or before the required deadline.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has provided/agreed to provide current fire inspection(s) for all camp location(s).
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has provided/agreed to provide Proof of Liability Insurance with the County of Volusia listed as additional insured.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has submitted a current W-9 form.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant agrees to comply with the requirement to have Level 2 Background screenings.

CFAB Member: _____

Yes	No	Eligibility Criteria (to be filled out by board member)
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has a stated mission.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant will offer camp during the required dates and times as determined by staff.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has a clear procedure for collecting and completing vouchers, including providing the name and contact information of the person responsible for completing the task.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant ensures staff to child ratio established by DCF is met.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has provided an explanation of the different types of training offered and required for employees.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has a schedule of planned activities.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant identifies food service plans/protocols.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant identifies field trip plans/protocols.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has had at least one year of experience working with a summer camp or similar services.
<input type="checkbox"/>	<input type="checkbox"/>	The applicant has provided an explanation of an incident and/or emergency response protocol plan.

Comments:
