Meeting Agenda
First 5 Merced County
January 13, 2020
3:00 PM
Merced Department of Public Health
260 E. 15th Street
Merced, CA 95341

I. Call to Order

II. Pledge of Allegiance

III. Commissioners Roll Call

IV. Opportunity for Public Comment
Members of the public may comment on any item under the Board’s jurisdiction. Matters presented under this item will not be discussed or acted upon by the Board at this time. For agenda items, the public may make comments at the time the item comes up for Board consideration. Persons addressing the Board will be limited to a maximum of three (3) minutes in total. Please state your name for the record.

V. Consent Calendar
All items listed under the consent calendar are considered to be routine and will be enacted by one motion if no member of the Commission or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Commission concerning the item before action is taken.

P. 003 2020-01-038 Approval of Minutes for the December 2, 2019 Commission Meeting
P. 013 2020-01-039 Approval of Expenditure through November 30, 2019
P. 015 2020-01-040 Approval of Expenditure through December 31, 2019

VI. Action Items
P. 017 2020-01-041 Strategic Planning Update: Commission to review and discuss Strategic Planning with an update by Barbara Aved from Barbara Aved Associates.
P. 021 **2020-01-042 Mini-Grant Cycle 2**: Commission to review, discuss and consider approving funding for FY 19/20 Mini-Grants.

P. 062 **2020-01-043 Translation of First 5 Merced Agenda**: Commission to review, discuss and consider approving the translation of the First 5 Merced Agenda.

P. 066 **2020-01-044 Joint Funding Request – 2020 Parent Institute**: Commission to review, discuss and consider approving funding for the 2020 Parent Institute.

P. 070 **2020-01-045 Joint Funding Request – 2020 Workforce Develop Summit**: Commission to review, discuss and consider approving funding for the Workforce Development Summit.

VII. **Informational Agenda Items**

P. 078 **Study Session Spotlight on Service**: Staff from Merced County Office of Education will present an overview of the funded project Caring for Our Black Children.

P. 081 **Staff Report**: January 2020

VIII. **Future Agenda Items**

February 2020

- Minutes from January 13, 2020 Commission Meeting
- Approval of Expenditure through January 31, 2020
- G.R.O.W. Funding Applications (if Necessary)
- Strategic Planning Update
- Spotlight on Service: TBD

IX. **Commissioner Reports**

X. **Review Next Meeting Date & Adjournment**

- February 10, 2020 at 3:00 PM

**Public Comment is Taken on Each Agenda Item**

Please note that the order in which the agenda items are considered may be subject to change.

All supporting documentation is available for public review at 260 E. 15th Street, Merced, California during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

Any material related to an item on this Agenda submitted to the First 5 Commissioners after distribution of the Agenda packet is available for public inspection at 260 E. 15th Street, Merced, California.

The Agenda is available online at [http://www.first5mercedcounty.org/](http://www.first5mercedcounty.org/)

**First 5 Merced County proudly supports the Children’s Bill of Rights for Merced County**

**Hearing Assistance Devices Are Available for Public Use Inquire Within First 5 Merced County.**

Persons who require accommodation for any audio, visual or other disability in order to review an agenda, or to participate in a meeting of First 5 Merced County per the American Disabilities Act (ADA), may obtain assistance by requesting such accommodation in writing addressed to 260 E. 15th Street, Merced, California 95341 or telephonically by calling (209) 385-7337. Any such request for accommodation should be made at least 48 hours prior to the scheduled meeting for which assistance is requested.
2020-01-038

Approval of Minutes for the December 2, 2019 Commission Meeting
Commission Members Present:

- Lee Lor
- Eva de Long
- Iantha Thompson
- Shirley Brown
- Scott Pettygrove
- Dr. Gordon Arakawa
- Aaron Lequia
- Paula Smith
- Yvonnia Brown

Staff Present: Scott Waite, Marie Pickney, Forrest Hansen, Kat Zimmerman, Xee Lor

Guests: Monica Adrian, Maribel Haro, Tamara Hamai, Tashelle Wright, Carla Williams, Bounsavanh Lor, and Kaseryia Thao

Call to Order

Commission Vice-Chair, Yvonnia Brown, called the Commission meeting to order at 3:02 PM.

Pledge of Allegiance, and Roll Call

The Pledge of Allegiance was led by: Commissioner Scott Pettygrove

Attendance results noted above; a quorum was present.

Commissioner Eva de Long arrived and joined the meeting at 3:10 PM.

SCHEDULED ITEMS:

Public Opportunity to Speak on Any Matter within the Commission’s Jurisdiction

Members of the public were invited to come forward to speak.

Bounsavanh Lor, Program Director, of Hmong Culture Camp funded by First 5 wanted to give the Commission an update.

Y. Brown stated that this item is already on the agenda and will be discussed at that time.

No other members of the public came forward to speak.
Additions/ Deletions to the Agenda:
There were no additions/deletions to the agenda.

CONSENT CALENDAR:

2019-10-028 Approval of Minutes for the October 28, 2019 Commission Meeting
2019-10-029 Approval of Expenditure through October 31, 2019

Commissioner Scott Pettygrove asked to pull the Expenditure Report. Pettygrove asked for clarification on the low numbers for the end of November. Waite went over the fiscal report and explained the purpose of the numbers on the report.

Commissioner Scott Pettygrove moved to approve Items #028-029.

Motion seconded by: Commissioner Iantha Thompson. The motion was unanimously passed with 8 in favor, 0 opposed.

PUBLIC HEARING:

2019-10-30 Public Hearing for First 5 Merced County Conflict of Interest Policy

Y. Brown opened the Public Hearing at 3:09 PM.

Waite outlined that in his review of the old policy and the old agendas, it wasn't clear if the First 5 Merced County Conflict of Interest Policy was adopted during a public hearing. Commission staff is requesting the Commission conduct a public hearing for the First 5 Merced Conflict of Interest.

Waite stated that there are a few corrections on the packet. On paragraph 7 under Procedures for Disclosure Reporting, “County Executive Officer (CEO)” should say “Executive Director”. The date should reflect today's date for this update and the Commission Chair should be changed to Lee Lor. No other changes or corrections were made.

Waite stated that the Form 805 allows the Executive Director to review the scope of work of the consultant and determine if there is a potential conflict of interest so the consultant does not have to complete the Form 700.

Y. Brown asked for questions or comments from the Commission. There were no questions or comments from the Commission.
Y. Brown asked for questions or comments from the public. There were none.

Y. Brown closed the Public Hearing at 3:11 PM.

Commissioner Scott Pettygrove moved to approve Item #10-30.

Motion seconded by: Commissioner Eva de Long. The motion was unanimously passed with 8 in favor, 0 opposed.

2019-10-031 Public Hearing for First 5 Merced County Contracting and Procurement Policy

Y. Brown opened the Public Hearing at 3:12 PM.

Waite stated that there is no proposed changes to the First 5 Merced County Contracting and Procurement Policy and will remain the way it is written. This policy recognizes that First 5 Merced County (F5MC) will comply with the County of Merced’s Contracting and Procurement Policy.

Y. Brown asked for questions and comments from the Commission. There were none.

Y. Brown asked for questions and comments from the public. There were none.

Y. Brown closed the Public Hearing at 3:13 PM.

Commissioner Dr. Gordon Arakawa moved to approve Item #10-31.

Motion seconded by: Commissioner Shirley Brown. The motion was unanimously passed with 8 in favor, 0 opposed.

2019-10-032 Public Hearing for First 5 Merced County Administrative Cost Limit

Y. Brown opened the Public Hearing at 3:13 PM.

Waite stated that F5MC is required to adopt an Administrative Cost Limit Policy under the Children and Families Act of California (Prop 10). Waite stated in the packet, this is Health and Safety Code 130140(d)(5), discussing the Administrative Cost Limit. Currently, F5MC is capped at 10% and has not gone above 10%. The Administrative Cost Limit Policy defines terms and sets the maximum limit. Waite states that at this time there is no need to revise or update the policy.

Y. Brown asked for questions and comments from the Commission. There were none.
Y. Brown asked for questions and comments from the public. There were none.

Y. Brown closed the Public Hearing at 3:14 PM.

Commissioner Iantha Thompson moved to approve Item #10-32.

Motion seconded by: Commissioner Shirley Brown. The motion was unanimously passed with 8 in favor, 0 opposed.

2019-10-33 Public Hearing for First 5 Merced County Salaries and Benefit Policy

Y. Brown opened the Public Hearing at 3:15 PM.

Waite states that this policy is similar to the Contracting and Procurement Policy to be in compliance with Health and Safety Code 130140(d)(6) to adopt a Salaries and Benefit Policy. Waite states that First 5 is deferring to the Salaries and Benefits Policy of Merced County.

Y. Brown asked for questions and comments from the Commission. There were none.

Y. Brown asked for questions and comments from the public. There were none.

Y. Brown closed the Public Hearing at 3:15 PM.

Commissioner Shirley Brown moved to approve Item #10-33.

Motion seconded by: Commissioner Dr. Gordon Arakawa. The motion was unanimously passed with 8 in favor, 0 opposed.

2019-10-034 Public Hearing for First 5 Merced County Long-Range Financial Plan

Y. Brown opened up the Public Hearing at 3:16 PM.

Waite stated that this F5MC Long-Range Financial Plan was adopted in June of 2019, it outlines F5MC expenditures from FY16/17 through FY20/21. The first years, FY16/17 – FY17/18 included the actuals, FY18/19 showed the estimated at the time the policy was adopted, included is also the proposed financial for FY19/20, and then the projected financial plan for FY20/21. The plan for FY20/21 can vary greatly and will be updated once the Strategic Plan is in place. Commission staff is requesting the Commission conduct a public hearing regarding the First 5 Merced Long-Range Financial Plan.

Y. Brown asked for questions and comments from the Commission.
Pettygrove asked for clarification on the fund balance. Waite clarified the amount and stated that this public hearing is being conducted in compliance to the adopted policy in June 2019. Waite also stated that once the Strategic Planning is complete the numbers will be inputted to reflect the fund balance.

Y. Brown asked for questions and comments from the public. There were none.

Y. Brown closed the public hearing at 3:18 PM.

Commissioner Eva de Long moved to approve Item #10-34. Motion seconded by: Commissioner Iantha Thompson. The motion was unanimously passed with 8 in favor, 0 opposed.

**Action Items:**

**2019-10-035 Mini-Grant Cycle 2**

Waite outlined the Mini-Grant Cycle 2. Waite stated that there are 4 mini-grant proposals for Cycle 2. Each proposal is attached for the Commission’s review. Waite stated that the mini-grant Cycle 3 is due February 21, 2020. Waite stated that he has the score sheet results for the 4 proposals and was not able to meet with de Long to get her results before the meeting.

Lequia recused himself because he is associated with Merced Youth Connect.

Y. Brown wanted to vote on the first 3 mini-grant proposals first and then vote on the Merced Youth Connect proposal where Lequia will be recused.

Y. Brown asked for questions or comments from the Commission.

Thompson stated that she noticed that Reviewer #1 scored the Merced Breastfeeding Summit lower than the other reviewers.

Waite stated that there were 3 reviewers but he did not bring his entire notes. Scott stated that there is a score that was significantly higher than the other two. Typically, a score of 70% is a fundable project.

Y. Brown wanted to confirm the standard score of approval. Waite reiterated that the standard score is a 70% but is not a requirement. If the project is new, extra points are added but if the project has been funded in the past points are removed. Waite stated that the reason for this is to make the mini-grant proposals innovative and new.

Pettygrove asked about the scoring and recommendations of the proposals. Waite stated
that the Breastfeeding Summit scored an 81% and would be recommended for funding. The proposal from United Way for the Early Learning and Care Hmong Calendar Project scored a 67%, which is below the threshold and would not be funded. And then, the Play Adventures proposal scored a 77% so would be funded.

Waite stated that since he was not able to meet with de Long for her results, this would identify her scores as separate.

The Commission recommended to revisit this item in the January 2020 meeting so that all the notes are included and the scores tallied for presentation to the Commission with all the appropriate information in order to make an informed decision.

Y. Brown asked for questions or comments from the Commission. There were none.

Y. Brown asked for question or comments from the public. There were none.

Commissioner Dr. Gordon Arakawa moved to approve Item #10-35.

Motion seconded by: Commissioner Shirley Brown. The motion was unanimously passed with 8 in favor, 0 opposed.

2019-10-036 Strategic Planning Timeline

Waite presented that at the October 2019 Commission meeting, the Commission approved going into contract with Barbara Aved Associates for Strategic Planning. Waite stated that the proposal work plan will take us to June 30, 2020 to complete the Strategic Plan. The plan will lunch this week with a meeting with Barbara Aved this Wednesday. In the proposal the primary activities are outlined and shows that the dates of the activities have been accelerated so that the final plan will be ready no later than May 31, 2020. All activities would need to be complete and a strategic plan would need to be adopted at the June 2020 Commission Meeting for existing contracts to be in place by July 1, 2020.

Y. Brown asked if there are any timeline or item about community input or transparency perspective.

Waite responded that there are a number of community input opportunities under #10, set up and collect stakeholder/other key informant interviews. Waite stated these are private community and primary data input set up which will include parents. Also, a Strategic Planning meeting will be held with F5MC staff and the Commission conducted on a Brown Act meeting. Waite stated that the Learning Group meeting discussion this morning was positive and centered on how the currently funded partners would like to be represented and what they would like the see in Strategic Planning.

Y. Brown asked for questions or comments from the Commission. There were none.
Y. Brown asked for question or comments from the public. There were none.

Commissioner Iantha Thompson moved to approve Item #10-36.

Motion seconded by: Commissioner Aaron Lequia. The motion was unanimously passed with 8 in favor, 0 opposed.

2019-10-037 Match Requirement for United Way - Hmong Culture Camp

B. Lor presented a Power Point on the Hmong Culture Camp program.

Waite presented the Commission a brief overview on the history of the Hmong Culture Camp direct-services funding stream. This program is required to meet a match requirement schedule which Waite summarized. Waite stated that in early August 2019, First 5 received a notice of hardship for United Way Merced regarding the match requirement for year 3 of this contract. It has been communicated to Commission staff that if nothing changes, United Way will provide a 30 day termination of contract as soon as December 2019.

Waite made some recommendations to the Commission to consider prior to the next meeting. Potential action would affect January 1, 2020 to December 31, 2020.

Pettygrove asked for clarification on the methodology of matching.

Waite clarified the matching requirements.

B. Lor asked for clear clarification/definition of what is considered match funding and what is not considered match funding so that she can start to accumulate in-kind donations.

In-kind definitions were discussed and will need to be determined before funding so that our contractors have a clear definition. A policy on matching funds will also need to be established.

The Commission recommended to table this action and bring it back in the January 2020 meeting for deliberation and action.

Y. Brown asked for questions or comments from the Commission. There were none.

Y. Brown asked for questions or comments from the public. There were none.

Commissioner Dr. Gordon Arakawa moved to approve Item #10-37.
Motion seconded by: Commissioner Aaron Lequia. The motion was unanimously passed with 8 in favor, 0 opposed.

INFORMATIONAL AGENDA ITEMS

Staff Report

Waite reported that the budget process for FY 20/21 has started. First 5 staff attended an initial budget meeting with the Health Department staff to outline the requirements and deadlines for budget action. First 5 staff have outlined the basics of the budget, additional detail will not be available until Strategic Planning is underway.

Waite reported that the contract with Barbara Aved Associates has been finalized and executed with work scheduled to begin the first week of December. Staff will be meeting with Barbara on December 4th to discuss the timeline and process. Barbara has provided a few samples of various formats that can be used in the final report. It would be helpful to provide guidance to create a consistent look throughout the document. Samples were attached.

Waite reported that the 2020 Children’s Summit planning has started and will be meeting on December 6th. A group of 14 participants has been invited to attend and provide input into the event.

Waite reported that staff has started to work with the Merced County Office of Education on the development of the Week of the Young Child Event and Hands on Heroes projects. Staff identifies working to develop contracts to guide these events. It is anticipated that these contracts will be ready for the January Commission meeting.

Waite also thanked Pettygrove for his time with the Commission and his time with Merced County.

Pettygrove announced that Y. Brown will be taking over his place as the Director of Merced County Human Services Agency (HSA).

Commissioner’s Report

Y. Brown thanked Pettygrove for his work with HSA and the community. Y. Brown appreciates all the work that Pettygrove has done. Y. Brown informed the Commission that she will be transitioning to HSA as of January and will be still also be representing Behavioral Health until the position is filled. Y. Brown started as a social worker so she will be going back to where her passion began, so she is excited to be back.

De Long wished everyone a happy holidays. She wished Pettygrove a happy retirement. De Long wanted to clarify that she was not late on the mini-grant results.
Thompson welcomed Pettygrove to retirement.

Smith congratulated Pettygrove on his retirement. She thanked Pettygrove for making the meetings lively.

Lequia congratulated Pettygrove on his retirement and he appreciates the impact Pettygrove has made at HSA.

S. Brown congratulated Pettygrove on his retirement and appreciated his intake during the meetings. She wished Y. Brown a good and well deserved position. S. Brown also stated that she enjoyed the Hmong Culture Camp presentation and hopes that staff will be able to help rectify the match requirements.

Gordon congratulated Pettygrove on his retirement and has learned a lot from him by his poignant comments and inputs. Gordon would like Pettygrove to stay in touch. Gordon congratulated Y. Brown on her new position and enjoyed the commodore during the meetings.

Marie Pickney, First 5 Merced County, congratulated Pettygrove on his retirement and commended his amazing work at HSA. She appreciated Pettygrove on his insight and questions.

Pettygrove praised Y. Brown for succeeding him and how much she will be an asset to HSA especially with her background in social work. Pettygrove has enjoyed his time with HSA.

Meeting adjourned at 5:03 PM.

**POSSIBLE DIRECTION FOR FUTURE AGENDA ITEMS**

The next regularly scheduled meeting will be held on:

**Monday, January 13, 2020**

3:00 PM

Merced County

Location: Merced County Public Health Department

260 E. 15th Street

Merced, CA 95341
2020-01-039

Approval of Expenditures through November 30, 2019
### Revenues

<table>
<thead>
<tr>
<th>Prog 10 Revenues</th>
<th>$2,406,695</th>
<th>NA</th>
<th>$</th>
<th>$ (128,555)</th>
<th>$2,535,250</th>
<th>-5.3%</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPACT</td>
<td>$548,643</td>
<td>NA</td>
<td>$</td>
<td>$ (2,353)</td>
<td>$550,996</td>
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<tr>
<td>Interest</td>
<td>$200,000</td>
<td>NA</td>
<td>$</td>
<td>$59,230</td>
<td>$140,770</td>
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<tr>
<td>Aid from Other Govt. Agencies</td>
<td>$</td>
<td>NA</td>
<td>$</td>
<td>$</td>
<td>$</td>
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<tr>
<td>Other Revenue</td>
<td>-</td>
<td>NA</td>
<td>$</td>
<td>$</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other Revenue - Donations</td>
<td>-</td>
<td>NA</td>
<td>$</td>
<td>$</td>
<td>0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$3,155,338</strong></td>
<td>-</td>
<td>$</td>
<td>$ (71,678)</td>
<td><strong>$3,227,016</strong></td>
<td>-2.3%</td>
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### Operating Expenses

#### Salary & Benefits

<table>
<thead>
<tr>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance</th>
<th>Percentag e Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary and Wages</td>
<td>$501,850</td>
<td>-</td>
<td>$36,542</td>
<td>$125,368</td>
<td>$376,482</td>
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<tr>
<td>Retirement</td>
<td>$238,745</td>
<td>-</td>
<td>$17,684</td>
<td>$59,564</td>
<td>$179,181</td>
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<tr>
<td>Employee Benefits</td>
<td>$165,238</td>
<td>-</td>
<td>$11,622</td>
<td>$39,698</td>
<td>$125,540</td>
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<tr>
<td>Worker's Comp.</td>
<td>$165,238</td>
<td>-</td>
<td>$11,622</td>
<td>$39,698</td>
<td>$125,540</td>
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<tr>
<td><strong>Total Salaries &amp; Benefits</strong></td>
<td><strong>$921,374</strong></td>
<td>-</td>
<td><strong>$66,330</strong></td>
<td><strong>$226,284</strong></td>
<td><strong>$695,090</strong></td>
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#### Operations

<table>
<thead>
<tr>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance</th>
<th>Percentag e Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications</td>
<td>$4,968</td>
<td>-</td>
<td>$366</td>
<td>$1,022</td>
<td>$3,946</td>
</tr>
<tr>
<td>Household Expense</td>
<td>$8,800</td>
<td>-</td>
<td>$417</td>
<td>$1,429</td>
<td>$4,211</td>
</tr>
<tr>
<td>Insurance - General Liability</td>
<td>$2,280</td>
<td>-</td>
<td>$ -</td>
<td>$2,280</td>
<td>0.0%</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$6,500</td>
<td>-</td>
<td>$ -</td>
<td>$6,500</td>
<td>-</td>
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<tr>
<td>Office Expense</td>
<td>$9,000</td>
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<td>$716</td>
<td>$590</td>
<td>$8,410</td>
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<tr>
<td>Professional Special Svc Audits</td>
<td>$12,030</td>
<td>-</td>
<td>$ -</td>
<td>$12,030</td>
<td>0.0%</td>
</tr>
<tr>
<td>Professional Special Svc Contracts</td>
<td>$25,000</td>
<td>-</td>
<td>$ -</td>
<td>$25,000</td>
<td>0.0%</td>
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<tr>
<td>Professional Special Svc Other</td>
<td>$81,157</td>
<td>-</td>
<td>$2,587</td>
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<tr>
<td>Publication and Legal Notice</td>
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<td>$68</td>
<td>$ -</td>
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<tr>
<td>Rents and Leases</td>
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<td>$2,704</td>
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<td>$1,479</td>
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<td>Special Department Expense</td>
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<td>$6,647</td>
<td>$33,885</td>
<td>$48,420</td>
<td>41.2%</td>
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<td>Special Department Expense Insurance</td>
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<td>$ -</td>
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<tr>
<td>Special Department Expense Software</td>
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<td>$1,740</td>
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<tr>
<td>Transportation and Travel</td>
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<td>$192</td>
<td>$559</td>
<td>$1,527</td>
<td>$20,931</td>
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<tr>
<td>Transportation and Travel-Staff Developmen</td>
<td>$900</td>
<td>$ -</td>
<td>$ -</td>
<td>$900</td>
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<tr>
<td>Utilities</td>
<td>$(95,091)</td>
<td>$ -</td>
<td>$ -</td>
<td>$(95,091)</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Operations</strong></td>
<td><strong>$225,477</strong></td>
<td>$2,963</td>
<td><strong>$11,960</strong></td>
<td><strong>$57,761</strong></td>
<td><strong>$164,753</strong></td>
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#### Program Expenses

<table>
<thead>
<tr>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balances Remaining</th>
<th>Percentag e Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPACT</td>
<td>$590,796</td>
<td>$4,647</td>
<td>$1,200</td>
<td>$1,818</td>
<td>$584,330</td>
</tr>
<tr>
<td>Community Initiatives</td>
<td>$2,654,168</td>
<td>$181,332</td>
<td>$77,260</td>
<td>$101,790</td>
<td>$2,374,826</td>
</tr>
<tr>
<td><strong>Total Program Expenses</strong></td>
<td><strong>$3,244,964</strong></td>
<td><strong>185,980</strong></td>
<td><strong>78,460</strong></td>
<td><strong>103,608</strong></td>
<td><strong>2,959,155</strong></td>
</tr>
</tbody>
</table>

#### TOTAL

**$4,391,815** | **188,943** | **156,750** | **387,653** | **3,818,998** | **8.8%**

### Trust Fund Balance

**Beginning Fund Balance** | **$10,892,147** | **$ -** | **$156,750** | **$10,735,397**
2020-01-040

Approval of Expenditures through December 31, 2019
### Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>Projection</th>
<th>Encumbered</th>
<th>Monthly Deposits</th>
<th>Cumulative Totals</th>
<th>Balance Pending</th>
<th>Percentage Received</th>
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</thead>
<tbody>
<tr>
<td>Prop 10 Revenues</td>
<td>$2,406,695</td>
<td>NA</td>
<td>$177,377</td>
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<td>IMPACT</td>
<td>$548,643</td>
<td>NA</td>
<td>$2,443</td>
<td>$121,768</td>
<td>$500,996</td>
<td>-0.4%</td>
</tr>
<tr>
<td>Interest</td>
<td>$200,000</td>
<td>NA</td>
<td>$62,537</td>
<td>$78,232</td>
<td>$155,389</td>
<td>60.9%</td>
</tr>
<tr>
<td>Aid from Other Govt. Agencies</td>
<td>$</td>
<td>NA</td>
<td>$</td>
<td>$</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other Revenue</td>
<td>$</td>
<td>NA</td>
<td>$</td>
<td>$</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td>Other Revenue - Donations</td>
<td>$</td>
<td>NA</td>
<td>$</td>
<td>$</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>$3,155,338</td>
<td>$239,914</td>
<td>$168,236</td>
<td>$2,987,102</td>
<td></td>
<td>5.3%</td>
</tr>
</tbody>
</table>

### Operating Expenses

#### Salary & Benefits

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>Encumbrances</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary and Wages</td>
<td>$501,850</td>
<td>-</td>
<td>$24,286</td>
<td>$149,654</td>
<td>$352,196</td>
<td>29.8%</td>
</tr>
<tr>
<td>Vacation/Sick Leave Payout</td>
<td>$8,800</td>
<td>-</td>
<td>$2,443</td>
<td>$2,443</td>
<td>$6,357</td>
<td>27.8%</td>
</tr>
<tr>
<td>Retirement</td>
<td>$238,745</td>
<td>-</td>
<td>$12,969</td>
<td>$72,533</td>
<td>$166,212</td>
<td>30.4%</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>$165,238</td>
<td>-</td>
<td>$7,967</td>
<td>$47,665</td>
<td>$117,573</td>
<td>28.8%</td>
</tr>
<tr>
<td>Worker's Comp.</td>
<td>$6,741</td>
<td>-</td>
<td>$353</td>
<td>$2,006</td>
<td>$4,735</td>
<td>29.8%</td>
</tr>
<tr>
<td><strong>Total Salaries &amp; Benefits</strong></td>
<td>$921,374</td>
<td>-</td>
<td>$48,017</td>
<td>$274,301</td>
<td>$647,073</td>
<td>29.8%</td>
</tr>
</tbody>
</table>

#### Operations

<table>
<thead>
<tr>
<th>Description</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications</td>
<td>$4,968</td>
<td>$1,689</td>
<td>$3,279</td>
<td>34.0%</td>
</tr>
<tr>
<td>Household Expense</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>0.0%</td>
</tr>
<tr>
<td>Insurance - General Liability</td>
<td>$5,640</td>
<td>$1,734</td>
<td>$3,906</td>
<td>30.7%</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$2,280</td>
<td>$2,280</td>
<td>$2,280</td>
<td>0.0%</td>
</tr>
<tr>
<td>Memberships</td>
<td>$6,500</td>
<td>$6,500</td>
<td>$100.0%</td>
<td></td>
</tr>
<tr>
<td>Office Expense</td>
<td>$9,000</td>
<td>$1,624</td>
<td>$7,376</td>
<td>18.0%</td>
</tr>
<tr>
<td>Professional Special Svc Audits</td>
<td>$12,030</td>
<td>$12,030</td>
<td>$12,030</td>
<td>0.0%</td>
</tr>
<tr>
<td>Professional Special Svc Contracts</td>
<td>$25,000</td>
<td>$25,000</td>
<td>$25,000</td>
<td>0.0%</td>
</tr>
<tr>
<td>Professional Special Svc Other</td>
<td>$81,157</td>
<td>$68,410</td>
<td>$68,410</td>
<td>15.7%</td>
</tr>
<tr>
<td>Publication and Legal Notice</td>
<td>$2,000</td>
<td>$12,193</td>
<td>$12,193</td>
<td>0.6%</td>
</tr>
<tr>
<td>Rents and Leases</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>0.0%</td>
</tr>
<tr>
<td>Special Department Expense</td>
<td>$56,100</td>
<td>$4,223</td>
<td>$51,877</td>
<td>7.5%</td>
</tr>
<tr>
<td>Special Dept. Expense Cost Alloc.</td>
<td>$82,285</td>
<td>$33,885</td>
<td>$48,420</td>
<td>41.2%</td>
</tr>
<tr>
<td>Special Department Expense Insurance</td>
<td>$8,318</td>
<td>$4,886</td>
<td>$3,452</td>
<td>58.5%</td>
</tr>
<tr>
<td>Special Department Expense Software</td>
<td>$1,740</td>
<td>-$</td>
<td>$1,740</td>
<td>0.0%</td>
</tr>
<tr>
<td>Transportation and Travel</td>
<td>$22,650</td>
<td>$2,772</td>
<td>$19,878</td>
<td>12.2%</td>
</tr>
<tr>
<td>Transportation and Travel-Staff Developm</td>
<td>$900</td>
<td>$900</td>
<td>$900</td>
<td>0.0%</td>
</tr>
<tr>
<td>Utilities</td>
<td>$ -</td>
<td>$ -</td>
<td>$ -</td>
<td>0.0%</td>
</tr>
<tr>
<td>Intrafund Transfer In</td>
<td>$(95,091)</td>
<td>$(95,091)</td>
<td>$0</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Operations</strong></td>
<td>$225,477</td>
<td>$12,272</td>
<td>$70,033</td>
<td>31.1%</td>
</tr>
</tbody>
</table>

#### Program Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balances Remaining</th>
<th>Percentage Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPACT</td>
<td>$590,796</td>
<td>$9,012</td>
<td>$6,910</td>
<td>$173,866</td>
</tr>
<tr>
<td>Community Initiatives</td>
<td>$2,657,948</td>
<td>$10,500</td>
<td>$112,290</td>
<td>$2,296,119</td>
</tr>
<tr>
<td><strong>Total Program Expenses</strong></td>
<td>$3,248,744</td>
<td>$15,592</td>
<td>$119,200</td>
<td>$2,470,000</td>
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</tbody>
</table>

#### TOTAL

<table>
<thead>
<tr>
<th>Description</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balances Remaining</th>
<th>Percentage Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TOTAL</strong></td>
<td>$4,395,595</td>
<td>$75,881</td>
<td>$463,533</td>
<td>$3,272,467</td>
</tr>
</tbody>
</table>

### Trust Fund Balance

<table>
<thead>
<tr>
<th>Description</th>
<th>Beginning Fund Balance</th>
<th>Total Monthly Revenues</th>
<th>Total Monthly Expenditures</th>
<th>Ending Fund Balance</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trust Fund Balance</strong></td>
<td>$10,735,397</td>
<td>$239,914</td>
<td>$75,881</td>
<td>$10,899,431</td>
<td>10.5%</td>
</tr>
</tbody>
</table>
2020-01-041

Strategic Planning Update
AGENDA ITEM: Strategic Planning Update

A. Background/History:

Proposition 10: Requires all county commissions to “adopt an adequate and complete County Strategic Plan for the support and improvement of early childhood development within the county. The strategic plan must include a description of the goals and objectives proposed to be attained, a description of the programs, services, and projects proposed to be provided, sponsored or facilitated; and a description of how measurable results of such programs, services, and projects will be determined by the County Commission using appropriate and reliable indicators.

At the August 2019 Commission meeting during a study session the Commission requested that staff develop proposal to develop the required Strategic Plan. The Commission approved the release of a Request for Proposals (RFP) at the September 2019 Commission meeting.

At the October 2019 Commission meeting the Commission approved a contract with Barbara Aved Associates for Strategic Planning Services.

Barbara Aved will present to the Commission on the current status of Strategic Planning.

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:

Staff requests that the commission review and discuss the attached Strategic Plan Table of Contents.

C. Timeframe:

The new strategic plan would start implementation July 1, 2020. All activities would need to be complete and a strategic plan would need to be adopted at the June 2020 commission meeting for existing contracts to be in place by July 1, 2020 (if necessary). The current timeline for Strategic Planning is scheduled to have the final version completed by May 31, 2020

D. Costs:

This line item creates no additional costs for the commission.

E. Staff Recommendation:

Staff recommends that the Commission review and discuss the Strategic Plan Table of Contents presented for the Strategic Plan.
F. Attachments:
   - First 5 Merced County Strategic Plan Table of Contents (DRAFT)
FIRST 5 MERCED COUNTY
STRATEGIC PLAN TABLE OF CONTENTS

INTRODUCTION ..............................................................................................................
DATA SOURCES AND PROCESS ....................................................................................
FINDINGS ........................................................................................................................
PART I: STATISTICAL DATA (Secondary Data)
    Data Dashboard ........................................................................................................
PART II: COMMUNITY INPUT (Primary Data)
    Key Informant Interviews ..........................................................................................
    Commission Interviews/Surveys ...............................................................................  
    Provider Focus Groups ............................................................................................
    Parent Survey ..........................................................................................................  
PART III: GRANT PROGRAM ANALYSIS
    Evaluation Highlights ..............................................................................................
    Operational Efficiencies and Alignment with Priorities ............................................
PART IV: BEST PRACTICE INTERVENTIONS
    Others’ Successful System-Level Approaches/Interventions ...................................
    Sustainability/Revenue Maximization Strategies ......................................................
CONCLUSION ..................................................................................................................
ATTACHMENTS .............................................................................................................
    Key Informants ........................................................................................................
    Copy of Parent Survey ............................................................................................

<table>
<thead>
<tr>
<th>Timeline</th>
<th>Send to Commission</th>
<th>For Presentation/Discussion</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part I</td>
<td>April 1</td>
<td>April 13 Commission meeting</td>
</tr>
<tr>
<td>Part III</td>
<td>April 1</td>
<td>April 13 Commission meeting</td>
</tr>
<tr>
<td>Part II</td>
<td>May 1</td>
<td>May 11 Commission meeting/retreat</td>
</tr>
<tr>
<td>Part IV+</td>
<td>May 1</td>
<td>May 11 Commission meeting/retreat</td>
</tr>
</tbody>
</table>
2020-01-042

Mini-Grants Cycle 2
AGENDA ITEM: Approval of General Mini-Grants (Cycle 2) for FY 2019-2020

A. Background/History:
   At the June 2019 Commission meeting, the Commission approved the Small Grants Program components, which included the Funding Guidelines and Criteria for the General Mini-Grants Program for 2019/20. Funding previously approved for Mini-Grants this fiscal year is $45,000.00 with a maximum award per recipient of $3,000.00. Based on the approved guidelines, staff developed and released a Request for Applications for all three mini-grant cycles, this is cycle II and proposals were due November 15, 2019. Remaining deadline to apply for a mini-grant is Friday February 21, 2020, 4:00 P.M.

   In cycle I, no proposals were received and the Commission awarded $0.00. In cycle II a total of 4 proposals for funding were received, with a total requested amount of $10,800.00. This leaves $34,200.00 available for the final cycle of mini grants.

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:
   Staff requests the Commission authorize the Executive Director to sign agreements between First 5 Merced County and the following:
   - United Way of Merced County - $3,000
   - Play Adventures - $3,000
   - Merced Youth Connect - $3,000
   - Merced County Breastfeeding Café - $1,800

C. Timeframe:
   Mini-Grants would begin upon execution of the contract and be completed by June 30, 2020.

D. Costs:
   The approval of these Mini-Grants would cost the Commission up to $10,800 depending on the number of proposals approved, contained in the FY 19/20 adopted budget.

E. Staff Recommendation:
   Staff recommends that the Commission review, discuss and approve the Executive Director to sign an agreement between First 5 Merced County and up to 4 Mini-Grants in the amount of $3,000 each for a total of $10,800.

F. Attachments:
- Mini-Grant Proposal Summary Sheet for FY 19/20 Cycle 2
- Proposal submitted by United Way of Merced County
- Proposal submitted by Play Adventures
- Proposal submitted by Merced County Breastfeeding Café
- Proposal submitted by Merced Youth Connect
<table>
<thead>
<tr>
<th>Agency</th>
<th>Amount</th>
<th>Project Description</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merced Youth Connect</td>
<td>$3,000</td>
<td>Merced Youth Connect is working to continue to build on current relationships and increase the base of consistent App users, specifically families with children ages 0-5. Our plan for growth will prioritize enhancing the effectiveness of our digital presence and expanding access to media and information we manage. We will also develop and release an expanded version of the MYC App accessible from desktop computers to be available free of charge. The desktop version is perfect for families who do not have access to a smartphone and can be featured on public computers at the Merced county Library, for example. Significant investment will be made in the development of a streamlined, automated, and fully branded print and digital outreach program that attracts potential users at various stages of interest to drive increased downs and utilization.</td>
<td>Yes</td>
</tr>
<tr>
<td>United Way of Merced County Early Learning and Care Hmong Calendar Project</td>
<td>$3,000</td>
<td>The Mini-Grant will complement existing program funds to create a special Hmong ELC Calendar. This is a Hmong-focused calendar for 2020 to 1) Promote early learning and care programs and services (e.g., preschool, early learning at home, healthy child development), 2) Publicize events, program and services for children ages 0-5 and to strengthen family capacity for early learning and care, and 3) To honor and appreciate Hmong language and culture (a key determinant for stronger Hmong families). The Merced Hmong ELC 2020 Calendar will raise awareness for First 5 goals and programs for over 2,000 Hmong families in Merced County. Most Hmong homes and businesses display calendars. The Hmong ELC Calendar will promote the ELC message and information about First 5 and other Merced County ELC programs throughout the year. For twelve months, the calendar will encourage people to take actions such as reading to their children, enrolling their children in ELC programs, playing and interacting with their children in activities that stimulate brain development, and advocating and volunteering for ELC and HHC programs for children ages 0-5. The Hmong ELC Calendar will give Hmong families an</td>
<td>Yes</td>
</tr>
<tr>
<td>Agency</td>
<td>Amount</td>
<td>Project Description</td>
<td>Recommendation</td>
</tr>
<tr>
<td>--------------------------------------------</td>
<td>------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>opportunity to introduce HHC, First 5 and ELC to their friends and family in a natural and easy way.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Average Reviewer Score: 73.25</td>
<td></td>
</tr>
<tr>
<td>Play Adventures Clubhouse</td>
<td>$3,000</td>
<td>Pop Up Play Days, which give the children and youth an opportunity to play, discover and explore based on their personal interests and intrinsic motivations using raw materials. PAC morning Program is open twice a week specifically for the younger population who are not yet in school. Additionally, they can still come during our homeschool day or our afterschool program with their parents or guardian. We plan to extend the morning hours when we see the turnout has increased.</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Average Reviewer Score: 75.75</td>
<td></td>
</tr>
<tr>
<td>Merced County Breastfeeding Cafe</td>
<td>$1,800.00</td>
<td>The breastfeeding peer counselors from Merced County's Breastfeeding Café are requesting to attend the California Breastfeeding Summit. The California Breastfeeding Summit is a unique statewide forum that convenes over 500 diverse people and organization to evaluate our current state of breastfeeding, explore best practice, acquire new skills, share resources and tools, network and establish new relationships, inspire and motivate action. The goal of for this year’s summit is to cultivate and sustain a collaborative community of advocates in California to achieve health equity and continuity of care for breastfeeding families. Our current three breastfeeding peer counselors wish to attend the summit to continue their breastfeeding education and learn additional skills to help support Merced County mothers. The summit will be taking place on January 21-23 in Sacramento California and will directly deal with issues regarding breastfeeding and advocating for breastfeeding. Breastfeeding tools and skills are a unique subject; California is recognized as one of the leading states in breastfeeding education and practice. These peer counselors will be able to attend the multiple sessions offered by the conference that they would not have access to anywhere else. Some of these sessions include, birth equity, breastfeeding safe practices, supporting mothers after loss, maternal mental health, labor support, and breastfeeding during emergencies.</td>
<td>Yes</td>
</tr>
<tr>
<td>Agency</td>
<td>Amount</td>
<td>Project Description</td>
<td>Recommendation</td>
</tr>
<tr>
<td>--------</td>
<td>------------</td>
<td>----------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Average Reviewer Score: 84.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>$10,800.00</td>
<td>TOTAL RECOMMENDED</td>
<td></td>
</tr>
</tbody>
</table>
ATTACHMENTS

<table>
<thead>
<tr>
<th>Attachment A:</th>
<th>Application Cover Sheet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attachment B:</td>
<td>Project Narrative</td>
</tr>
<tr>
<td>Attachment C:</td>
<td>Budget Form &amp; Sample Budget</td>
</tr>
<tr>
<td>Attachment D:</td>
<td>Agreements and Certifications</td>
</tr>
<tr>
<td>Attachment E:</td>
<td>Draft Mini-Grants Program Agreement</td>
</tr>
</tbody>
</table>
# ATTACHMENT A: APPLICATION COVER SHEET

**Applicant/Agency Name:** Merced Youth Connect  
**Name of Project:** 2020 Merced Youth Connect App Outreach

## CONTACT PERSON FOR THIS APPLICATION:

<table>
<thead>
<tr>
<th>Contact Person &amp; Title</th>
<th>Emily Tolsma, Chief Communications Officer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>1735 M Street, Box 17</td>
</tr>
<tr>
<td>City</td>
<td>Merced</td>
</tr>
<tr>
<td>Zip Code</td>
<td>95340</td>
</tr>
<tr>
<td>Phone Number</td>
<td>(209)777-0312</td>
</tr>
<tr>
<td>Cell Number</td>
<td>N/A</td>
</tr>
<tr>
<td>Fax Number</td>
<td>N/A</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:tolsmae@mercedyouthconnect.com">tolsmae@mercedyouthconnect.com</a></td>
</tr>
</tbody>
</table>

**Type of Applicant Agency:**  
- [x] 501 (c) (3) organization  
- [ ] Governmental Unit  
- [ ] Business License holder  

**Federal ID No.** ____________

**Has your agency received General Mini-Grant funding from First 5 Merced County within the past 24 months?**  
- [x] No  
- [ ] Yes

**Is your agency currently receiving First 5 funding for any projects/services?**  
- [x] No  
- [ ] Yes, Please list currently funded project(s) name and amount awarded

<table>
<thead>
<tr>
<th>Total Annual Budget for the Organization/Program:</th>
<th>$10,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Request for Mini-Grant Funding:</td>
<td>$3,000</td>
</tr>
</tbody>
</table>

I certify that the information contained in this proposal is true and accurate to the best of my knowledge and belief. I further certify that this grant application is submitted with the full knowledge and endorsement of the governing board of this organization, which is empowered to enforce compliance with all contract conditions.

**Signature(s):** ________________  
**Date:** 11/14/19  
**Name:** Emily Tolsma  
**Title:** Chief Communications Officer
ATTACHMENT B: PROJECT NARRATIVE

On a separate sheet of paper, please describe your proposed project by responding to the following items. Use no more than two single-spaced pages for your project narrative, with the sections sequentially numbered and titled as indicated below.

1. **Organization Capacity**
   Briefly describe the purpose and primary activities of your organization, and your history in providing similar services to those you intend to implement with this funding.

2. **Project Plan**
   Please describe the proposed project or event your group aims to support with these funds. Include the following in your response:
   - What are the project activities?
   - What needs will you address? How will you address them?
   - Who is your specific and/or primary target audience?
   - Provide a timeline detailing when this project/event will take place. Include any key dates (e.g. start or ending dates) as appropriate.

3. **Benefiting Children 0-5**
   Explain how your project or event will directly benefit children 0-5 years and their families.

4. **Identification of Outcomes**
   What do you hope to accomplish and how will you know if the project has been a success? Please identify at least one or two results you hope to see.

5. **Funding Plan/Financial Viability**
   Describe the total cost of the project/event and identify any other sources of funding to be used in meeting the budget needs. This section should correspond to Attachment C “Budget Form”.
# ATTACHMENT C: BUDGET FORM

<table>
<thead>
<tr>
<th>Line Item Budget</th>
<th>Budget Justification (Detailed Narrative)</th>
<th>Funds Requested from the Commission</th>
<th>Funds from Other Sources (Include in-kind, if appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The MYC App</td>
<td>First 5 dollars will be combined with other funding received to pay the annual subscription cost of the MYC App platform and development of desktop version, ensuring access to the public remains free of charge.</td>
<td>$2,000</td>
<td>$3,850 City of Merced Merced County District 2 Discretionary Funding</td>
</tr>
<tr>
<td>3. Marketing Campaign - Print Material/Advertising</td>
<td>Various flyers, brochures and promotional material will be purchased and distributed throughout 2020 at local family-serving agencies, businesses and events.</td>
<td>$1,000</td>
<td>$1,500 In-Kind donation of professional marketing services from Black Sheep Consulting</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Total Grant Requested From Commission</th>
<th>$3,000</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total Funds from Other Sources</td>
<td>$6,850</td>
</tr>
<tr>
<td></td>
<td>Total Project Cost</td>
<td>$9,850.00</td>
</tr>
</tbody>
</table>

Page Number: 30
Merced County First 5 Mini Grant Application
Attachment B: Project Narrative

2020 Merced Youth Connect App Outreach

1. Organizational Capacity

Merced Youth Connect is a local, non-profit organization committed to serving families in Merced. Our organization was founded in late 2016 by a small but passionate team of people working to bridge the gap between youth and families in Merced and local service providers. We’ve grown to include 10 Executive Board Members, all volunteering to contribute time and effort as we learn and build together. This skilled group of individuals from diverse personal backgrounds partner to bring expertise from the social service, law enforcement, educational, and public health sectors. These helping professionals are supported by members who offer their knowledge of the law, accounting, technology, project management, information management, and customer service. In collaboration, our team reflects the community we serve and is an extraordinary example of the strength and value of connection in Merced County.

Our purpose is to build collaborative partnerships that create opportunities for Merced County families and children to connect with activities, services, opportunities, and mentors. We have seen that by creating a forum for these connections, opportunities for parents and young children to live, laugh, and learn together expand. We can partner with Merced County First 5 to help all children thrive in a supportive, loving, nurturing environment, and enter school healthy, ready to learn, become productive, and well-adjusted members of society.

Merced Youth Connect currently manages a free mobile app that families in Merced can download and use to find out about local events, activities, and services. Available to both Apple and Android Users, the MYC App currently serves as the City of Merced’s only comprehensive, on-going listing of youth and family activities, events, and services. The interactive MYC App organizes listings allowing users to easily browse listings and search for local events as well as access to maps, schedules, and contact information. As of November 2019, the MYC App features 30 different menu items, including 294 individual menu listings and hundreds of unique calendar listings. In total, the App has 990 unique user downloads, which generated 9,852 individual guide sessions.

Listings are currently managed by a committed network of MYC volunteers who diligently seek out up-to-date information and maintain relationships with all our featured providers to ensure accuracy and relevance. Once created, each provider can control, update, and edit information included in their listing or can rely on an MYC volunteer for maintenance.

Experience during the first 18 months of implementation of the MYC App has grown passionate support from individual users of all ages and the family-serving community of providers, which include private business owners, staff from educational institutions, and government agencies.

2. Project Plan

Merced Youth Connect is working to continue to build on current relationships and increase the base of consistent App users, specifically families with children ages 0-5. Our plan for growth will prioritize enhancing the effectiveness of our digital presence and expanding access to media and information we manage.

We will also develop and release an expanded version of the MYC App accessible from desktop computers to be available free of charge. The desktop version is perfect for families who do not have access to a smartphone and can be featured on public computers at the Merced County Library, for example.

Significant investment will be made in the development of a streamlined, automated, and fully branded print and digital outreach program that attracts potential users at various stages of interest to drive increased downs and utilization.
3. Benefiting Children and Their Families Directly

Merced Youth Connect will continue to feature events, activities, and programs specific to parents of children ages 0-5. These menu items include: Made for Mom, Rad Dads, Read with Me, Play Groups for Little Ones, Museums, Theatres & Art Galleries, Find Farm Fresh Fruits & Veggies, Just for Fun, and Wellness for All. As part of this effort, activities and programs funded through Merced County First 5 will be prominently featured using prioritized positioning within the App Listings, push notifications, and email outreach. We will work with the Merced County Library and other relevant service providers to market directly to parents of children ages 0-5. Continuing to make information consistently accurate, easy to access, and free will ensure that all families in Merced County can find information about the many amazing opportunities available in our community.

4. Outcomes/Impact

Increase the community of Users, reflected by the number of MYC App downloads
Increase the number of sessions per App user
Increase the visibility of Merced County First 5 hosted or sponsored events and activities
Increase the number of event, activity and provider listings featured on the MYC App for children age 0-5

5. Financial Viability

Merced Youth Connect intends to rely heavily on institutional support for the first three years of operation. As our Community of actively engaged Users grows, we will offer opportunities for advertising and begin requesting an annual contribution from featured partners. Additionally, the Board of Directors of Merced Youth Connect and supporting Volunteers work to raise donated funds throughout the year. Funds received from Merced County First 5 will be used to pay a portion of the 2020 annual subscription amount for the Merced Youth Connect App Platform and targeted marketing campaign, totaling $9,850.00.

<table>
<thead>
<tr>
<th>Action Steps</th>
<th>Resources</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secure Funding for 2020 Annual Subscription to App Platform</td>
<td>$5,850 Current Contributors (Funds received): City of Merced, Merced County</td>
<td>December 2019</td>
</tr>
<tr>
<td></td>
<td>District 2 Discretionary Funding Previous Contributors (2019 Annual Subscription Cost): Merced Sunrise Rotary, Community Foundation of Merced County</td>
<td></td>
</tr>
<tr>
<td>Deploy targeting marketing campaign to increase number of Users and build viable audience for future advertising sales to financially sustain future operating costs</td>
<td>$2,500 Current Contributors: MYC Board of Directors fundraising efforts, private donors In-Kind Donation: $1,500 in services from Black Sheep Consulting Potential Partners: Merced Sunrise Rotary Interact Club Members, Merced County First 5</td>
<td>July 2020</td>
</tr>
<tr>
<td>Leverage active User base and collaborative network of local service providers to secure ongoing annual sponsorship support from Merced area business and featured partners</td>
<td>Potential Partners: Merced area business including real estate/insurance agents, featured partners, educational institutions &amp; government agencies</td>
<td>December 2020</td>
</tr>
</tbody>
</table>
# SAMPLE BUDGET FORM

<table>
<thead>
<tr>
<th>Line Item Budget</th>
<th>Budget Justification (Detailed Narrative)</th>
<th>Funds Requested from the Commission</th>
<th>Funds from Other Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Child care</td>
<td>Child care will be provide to children ages 0-5 for families attending the event</td>
<td>$170.00</td>
<td></td>
</tr>
<tr>
<td>2. Set-up and clean up</td>
<td></td>
<td></td>
<td>Kiwanis Club students</td>
</tr>
<tr>
<td>3. Printing</td>
<td>150 flyers will be printed at Kinko's to promote the event through the months of Jan &amp; Feb.</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>4. Outreach Staff</td>
<td></td>
<td></td>
<td>Community members</td>
</tr>
<tr>
<td>5. Facility</td>
<td>UC facility has been secured and partial funding through First 5 dollars will pay the cost of the rental fee</td>
<td>$100.00</td>
<td>$100.00 donation from other parents</td>
</tr>
<tr>
<td>6. Incentives for participants</td>
<td>Pencils, growth charts, and other educational material will be purchased and given to each child at the end of the event</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>7. Workshop instructor</td>
<td>Hired trainer specialized in ASQ-SE from Fresno County will be given a stipend for services to provide a 5 hour workshop for parents and an 1 hour Q &amp; A session following the training</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>8. Binders/markers/post-its/pencils for parents</td>
<td>Supplies will be purchased for participants of the training</td>
<td>$400.00</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Total Grant Requested From Commission</th>
<th>$1,120.00</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Total Funds from Other Sources</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total Project Cost</td>
<td>$1,220.00</td>
<td></td>
</tr>
</tbody>
</table>
A. I have reviewed the Expectations for Successful Applicants presented in this document, including contract requirements for successful grantees. I understand that selection of an applicant for funding does not constitute a contract, and the contract to be developed will not be binding on either the Commission or the applicant until executed by each.

B. I understand that in developing contract terms and negotiating a County Contract Agreement, certain evaluation trainings and/or informational meetings will be mandatory for successful applicants.

C. Contract negotiation may include, but is not limited to, agreement to collect and report additional information and data that will be necessary for the evaluation of, and ongoing reporting on, the proposed project.

D. I certify that all Proposition 10 funds will be used only to supplement existing levels of service and not to fund existing levels of service. No moneys shall be used to supplant state or local general fund money for any purpose, pursuant to Revenue and Taxation Code section 30131.4.

Revenue and Taxation Code section 30131.4 identifies the specific manner in which moneys raised by the Children and Families Act of 1998 shall be appropriated and expended. Section 30131.4 not only requires that expenditures must be for the purposes expressed in the Act, but such moneys "shall be used only to supplement existing levels of services and not to fund existing levels of services. No moneys in the California Children and Families Trust Fund shall be used to supplant state or local General Fund money for any purpose." All moneys raised pursuant to the Act shall be appropriated and expended only to supplement (add to or augment) existing levels of services. In contrast, the Act specifically prohibits appropriation and expenditures of such moneys to supplant (replace) state or local General fund money. Further, moneys are prohibited to be used to fund any existing levels of service.

Emily Tolsma, Chief Communications Officer
Typed Name and Title of Individual Authorized to sign Contracts

Authorized Signature Date 11/14/2019
1. Development of a Comprehensive Smoke-Free Environment Policy

All contractors receiving funding and/or services from the Merced County Children and Families Commission must provide a written copy of an established comprehensive tobacco-free policy prior to the disbursement of granted funds.

This policy shall prohibit the use of tobacco products at any time inside agency vehicles and buildings, or outside within 15 feet of facilities or 25 feet of children's play areas and shall prohibit smoking as required by law.

Note: Family day care homes and licensed day care centers. California law prohibits smoking of tobacco in a private residence during the hours of operation as a licensed family day care home and in those areas of the licensed family day care home where children are present. The law also prohibits smoking of tobacco on the premises of a licensed day care center. Health and Safety Code section 1596.795.

The policy shall have clear procedures for implementation, protocols for monitoring compliance, reporting of violations and instituting sanctions.

The following activities should be included in the implementation of the policy:

a. Information about the policy and enforcement procedures shall be communicated by administration clearly to staff, parents, and/or clients within the larger community.

b. Signs stating "NO SMOKING" shall be prominently displayed at all entrances of building property. Additional "NO SMOKING" signs shall be posted in restrooms and other areas as appropriate, such as windows through which secondhand smoke can enter and playground areas.

c. Information about smoking cessation and support programs shall be made available and promoted for staff, parents, and/or clients at intake and on a continuing basis when appropriate.

d. Information about secondhand smoke and children shall be made available and promoted for staff, parents, and/or clients.

e. Families with small children will be encouraged, and in some cases will be required, not to allow smoking in their homes, and whenever and wherever children are present, including outdoors.

Motion by: Fox  
Second by: Melville  
Ayes: Brown, Fox, Goodger, Melville, Mochel, Nevatt, Pagan and Quigley  
Adopted: September 26, 2002  
Amended: December 2, 2002

ATTEST: Jerald O'Banion  
Supervisor Jerald O'Banion  
First 5 Merced County Chair

Merced Youth Connect will adopt this policy regarding a smoke-free environment for all physically located events.  

Emily Tisma  
NYC, CCO
Exempt Acknowledgement Letter

We have received your federal determination letter that shows tax exemption under Internal Revenue Code (IRC) Section 501(c)(3).

Under California law, Revenue and Taxation Code (R&TC) Section 23701d provides that an organization is exempt from taxes imposed under Part 11 upon submission of the federal determination letter approving the organization's tax-exempt status.

Generally, the effective date of an organization's California tax-exempt status is the same date as the federal tax-exempt status.

To retain tax-exempt status, the organization must be organized and operating for nonprofit purposes within the provisions of the above R&TC section. An inactive organization is not entitled to tax-exempt status.

In order for us to determine any effect on the tax-exempt status, the organization must immediately report to us any change in:

- Operation
- Character
- Purpose
- Name
- Address
Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.
ATTACHMENT A: APPLICATION COVER SHEET

Applicant/Agency Name: United Way of Merced County
Name of Project: Early Learning and Care Among Calendar Project

CONTACT PERSON FOR THIS APPLICATION:

<table>
<thead>
<tr>
<th>Contact Person &amp; Title</th>
<th>Linda Xiong, Co-Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>936 W. 18th St.</td>
</tr>
<tr>
<td>City</td>
<td>Merced</td>
</tr>
<tr>
<td>Zip Code</td>
<td>95340</td>
</tr>
<tr>
<td>Phone Number</td>
<td>(209) 724-0913</td>
</tr>
<tr>
<td>Cell Number</td>
<td>530-9024966</td>
</tr>
<tr>
<td>Fax Number</td>
<td></td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:lindaex@gmail.com">lindaex@gmail.com</a></td>
</tr>
</tbody>
</table>

Type of Applicant Agency (Check one):
- [✓] 501 (c) (3) organization (include copy of tax exempt status documentation)
- [ ] Governmental Unit
- [ ] Business License holder (include copy of Business License)

Federal ID No. ____________________________

Has your agency received General Mini-Grant funding from First 5 Merced County within the past 24 months?
- [✓] No
- [ ] Yes

Is your agency currently receiving First 5 funding for any projects/services?
- [ ] No
- [✓] Yes, Please list currently funded project(s) name and amount awarded
  - Nurturing Among Children, Impowering Among Caregivers $7,500

Total Annual Budget for the Organization/Program: $1,111,111
Total Request for Mini-Grant Funding: $3,000 (Maximum $3,000.00)

I certify that the information contained in this proposal is true and accurate to the best of my knowledge and belief. I further certify that this grant application is submitted with the full knowledge and endorsement of the governing board of this organization, which is empowered to enforce compliance with all contract conditions.

Signature(s): ____________________________ Date: 11/12/19
Name: Jeremy McFaddin Title: CEO
ATTACHMENT B: PROJECT NARRATIVE:
Merced Hmong 2020 Calendar for Early Learning and Care (ELC)

1. Organization Capacity
Hlub Hmong Center (HHC; formerly Project Prevention Coalition) began in 2010 as a result of the first-ever San Joaquin Valley Hmong Health Disparities Conference. HHC’s mission is to ensure equity and prosperity for the Hmong living in Merced through education, research, advocacy, and entrepreneurship. HHC is Merced County’s only Hmong coalition led by an intergenerational, multi-gender team. Our work is implemented by Hmong bilingual/bicultural staff and volunteers. HHC has worked with the United Way of Merced County as its fiscal sponsor since 2010. The United Way and HHC are in good standing and qualified to enter into contracts and provide services in Merced County.

HHC is entrusted for bridging cultural and linguistic gaps between the Merced Hmong community and mainstream public agencies and institutions. With support from Merced County First 5 and other sources, HHC has led several projects that offer ideas, resources, and relationships to succeed with the proposed mini-grant project.

1. With First 5 Mini-Grant and later Direct Service grant, established first-ever Hmong Culture Camp, a dual-language/culture learning program for children ages 0 to 5.
2. With First 5 Systems grant, created family groups to increase engagement of Hmong children in early learning and preschool, including dual-language learning.
3. Created HHC ELC Advisory Group with Hmong leaders from government, education, business, nonprofits, faith-based, and advocacy groups from Fresno, Merced, and Sacramento (the three largest Hmong communities in California).
4. Launched first-ever Merced Hmong Calendar for Early Learning and Care (for 2019).
5. Launched first-ever Merced Hmong Children’s Day in collaboration with Merced County’s Week of the Young Child (April 2019).

2. Project Plan
The Mini-Grant will complement existing program funds to create a special Hmong ELC calendar. This is a Hmong-focused calendar for 2020 to 1) promote early learning and care programs and services (e.g., preschool, early learning at home, healthy child development), 2) publicize events, program and services for children ages 0-5 and to strengthen family capacity for early learning and care, and 3) to honor and appreciate Hmong language and culture (a key determinant for stronger Hmong families). The Merced Hmong ELC 2020 Calendar will raise awareness for First 5 goals and programs for over 2,000 Hmong families in Merced County. Most Hmong homes and businesses display calendars. The Hmong ELC Calendar will promote the ELC message and information about First 5 and other Merced County ELC programs throughout the year. For twelve months, the calendar will encourage people to take actions such as reading to their children, enrolling their children in ELC programs, playing and interacting with their children in activities that stimulate brain development, and advocating and volunteering for ELC and HHC programs for children ages 0-5. The Hmong ELC Calendar will give Hmong families an opportunity to introduce HHC, First 5 and ELC to their friends and family in a natural and easy way.
Project Timeline

October 2019: With donations and other program resources, HHC began to organize key 2020 dates, formatting, and production schedule and costs for the calendar.

November 2019: Compile and organize dates, photos and information to produce the calendar.

December 2019: Contingent on funding, print 2,000-3,000 calendars. Disseminate the calendar at Merced Hmong New Year (Dec. 20-22), to key ELC programs (e.g., Head Start, Early Head Start, state preschools), and Hmong businesses and community organizations.

January-March 2020: Continue to outreach with and distribute the calendar to local Hmong-led and ELC settings with larger Hmong clientele (e.g., WIC, HSA) and local flea markets.

April 2020: Promote the calendar at HHC Hmong Children’s Day and Week of the Young Child.

May 2020: Conduct a survey of at least 40 Hmong families who received a calendar to evaluate its effectiveness and gain recommendations for future calendars and projects.

June 2020: Summarize the mini-grant lessons and share the with First 5 and other stakeholders.

3. Benefiting Children 0-5

Local Early Head Start and Head Start partners have informed us that Hmong families with children 0-5 have low rates of enrollment in preschool and ELC programs. In our prior First 5-funded projects (Hmong literacy “Learn and Play” group and Hmong Culture Camp), less than 20% of children 3-5 years old had been in preschool. Hmong working parents rely mostly on grandparents and relatives as caregivers. Most are unaware of the importance of ELC for successful development during ages 0-5. Merced’s Hmong community is seeing younger generations lose their Hmong culture and language. As a result, too many Hmong children are unsure of their cultural identity. These challenges led to the idea for the Hmong ELC Calendar to include information and key dates about enrollment of ELC programs, preschool, and activities. The calendar will also include special days of cultural/historical significance such as Hmong New Year, the first arrival of Hmong to the U.S. and Merced, dates of when local Hmong-led organizations started, feature local Hmong heroes/leaders, and many more.

4. Identification of Outcomes

The target accomplishments are that more Hmong families with children ages 0-5 will 1) know about and use ELC programs and services promoted in the calendar and 2) show signs of dual language-culture ELC in their homes. Tangible examples of these include more Hmong parents reporting to enroll their children in preschool and more Hmong families reporting reading to their children in Hmong and English. HHC will survey at least 40 families who received a calendar to understand progress toward these outcomes.

5. Funding Plan/Financial Viability

Total project costs are estimated at $13,099.70: $3,800 for printing, $7,200 for staff time (e.g., to gain photos, calendar dates and events) and graphic consultants. An estimated $2,099.70 is needed for mileage and other resources for distribution of the calendar. HHC started to fundraise for the calendar in September and has identified other program resources to printing to complement First 5 funding. The Hmong Calendar is growing an important way to honor and celebrate Hmong culture, children and families in Merced. This will allow HHC to continue fundraising for this and future calendars.
## ATTACHMENT C: BUDGET FORM

<table>
<thead>
<tr>
<th>Line Item Budget</th>
<th>Budget Justification (Detailed Narrative)</th>
<th>Funds Requested from the Commision</th>
<th>Funds from Other Sources (Include in-kind, if appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Printing</strong></td>
<td>2,500 calendars with explanatory inserts for key dates printed by professional printing company</td>
<td>$2,000.00</td>
<td>$1,800.00</td>
</tr>
<tr>
<td><strong>2. Supplies</strong></td>
<td>Paper and toner costs for preparing calendar drafts. Crayons and kids supplies for outreach events to disseminate calendars.</td>
<td>$127.00</td>
<td>$400.00</td>
</tr>
<tr>
<td><strong>3. Incentives</strong></td>
<td>Balloons, magnets, pencils and other promotional items to use at outreach events to disseminate calendar and use calendar to highlight key ELC events and services.</td>
<td>$400.00</td>
<td>$600.00</td>
</tr>
<tr>
<td><strong>4. Local mileage</strong></td>
<td>Banners, brochures, and signage to promote Hlub Hmong Center and Early Learning and Care</td>
<td>$200.00</td>
<td>$100.00</td>
</tr>
<tr>
<td><strong>5. Staffing</strong></td>
<td>Staff time to develop and disseminate the calendar and then outreach to educate the community with the calendar.</td>
<td>$0</td>
<td>$7,200.00</td>
</tr>
<tr>
<td><strong>Subtotal (pre-indirect)</strong></td>
<td></td>
<td>$2,727.00</td>
<td>$10,100.00</td>
</tr>
<tr>
<td><strong>6. Indirect costs for fiscal sponsor</strong></td>
<td>United Way indirect rate as fiscal sponsor is 10% of total project costs</td>
<td>$272.20</td>
<td></td>
</tr>
<tr>
<td><strong>Total Grant Requested From Commision</strong></td>
<td></td>
<td>$2,999.70</td>
<td></td>
</tr>
<tr>
<td><strong>Total Funds from Other Sources</strong></td>
<td></td>
<td></td>
<td>$10,100.00</td>
</tr>
<tr>
<td><strong>Total Project Cost</strong></td>
<td></td>
<td></td>
<td>$13,099.70</td>
</tr>
</tbody>
</table>
ATTACHMENT D: AGREEMENTS AND CERTIFICATIONS

Applicant/Agency Name: United Way of Merced County
Project/Program Title: Early Learning and Care Hmong Calendar Project
Address: 936 W. 18th St.
Street/P.O. Box
City Merced
State CA
Zip Code 95340

A. I have reviewed the Expectations for Successful Applicants presented in this document, including contract requirements for successful grantees. I understand that selection of an applicant for funding does not constitute a contract, and the contract to be developed will not be binding on either the Commission or the applicant until executed by each.

B. I understand that in developing contract terms and negotiating a County Contract Agreement, certain evaluation trainings and/or informational meetings will be mandatory for successful applicants.

C. Contract negotiation may include, but is not limited to, agreement to collect and report additional information and data that will be necessary for the evaluation of, and ongoing reporting on, the proposed project.

D. I certify that all Proposition 10 funds will be used only to supplement existing levels of service and not to fund existing levels of service. No moneys shall be used to supplant state or local general fund money for any purpose, pursuant to Revenue and Taxation Code section 30131.4.

Revenue and Taxation Code section 30131.4 identifies the specific manner in which moneys raised by the Children and Families Act of 1998 shall be appropriated and expended. Section 30131.4 not only requires that expenditures must be for the purposes expressed in the Act, but such moneys “shall be used only to supplement existing levels of services and not to fund existing levels of services. No moneys in the California Children and Families Trust Fund shall be used to supplant state or local General Fund money for any purpose.” All moneys raised pursuant to the Act shall be appropriated and expended only to supplement (add to or augment) existing levels of services. In contrast, the Act specifically prohibits appropriation and expenditures of such moneys to supplant (replace) state or local General fund money. Further, moneys are prohibited to be used to fund any existing levels of service.

Jeremy Martinez / CEO
Typed Name and Title of Individual Authorized to sign Contracts

Authorized Signature

Date 11/2/15

Page Number: 42
appropriate places within and around company buildings. The only exceptions to this policy include private areas of restrooms, showers and/or dressing rooms.

4.10 Drug Free Workplace Policy

Use of alcohol or any illegal substance or the illegal use of a legal substance on the job adversely affects your work performance, efficiency, safety and health and the well-being of others. Our workforce and workplace must be free of illegal substances (any drug which (a) is not legally obtainable or (b) is legally obtainable but has not been legally obtained. The term includes prescribed drugs not legally obtained and prescribed drugs not being used for the prescribed purposes.) This requirement is based upon the fact that any measurable amount of an illegal drug may render the employee physically or mentally impaired. While we recognize your right to your own lifestyle, we will not accept the risk that on-the-job or off-the-job drug abuse by you may cause or contribute to accidents or other job performance problems. Cannabis is considered an illegal drug under this policy because it is illegal under federal law.

Furthermore, the use or being under the influence of any legally obtained drugs by you while performing Company business or while in our facility is prohibited when the use or influence may affect the safety of co-workers, members of the public, your job performance or the safe or efficient operation of our facility. If you feel or have been informed that the use of a legal drug may present a safety risk, you are to report such drug use to your Supervisor, who will discuss possible accommodations with you. You may be required to provide information from your medical provider about whether you can safely perform your job duties and whether there are any accommodations that can be made.

In order to provide you with some guidance concerning unacceptable behavior, we strictly prohibit the following:

- Possession, use, or working under the influence of alcohol and/or an illegal substance.
- Distribution, sale, dispensing, manufacture or purchase of illegal controlled substances or controlled substances used in an illegal way at the worksite.
- Driving a Company vehicle at any time or your personal vehicle on Company business while under the influence of alcohol or an illegal substance.
- The use of, or working under the influence of, any illegal substance or a prescription drug, if such use or influence may affect the safety of co-workers, members of the public, your job performance or the safe or efficient operation of our facility.

If you have chemical dependencies (alcohol or drugs) we will encourage you to seek treatment and/or rehabilitation. To this end, if you desire such assistance you should request a treatment or rehabilitation leave.

If you violate the above rules and standards of conduct we may bring the matter to the attention of appropriate law enforcement authorities.
Dear Sir or Madam:

This is in response to your request of April 19, 2007, regarding your organization's tax-exempt status.

In July 1971 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations 1
MISSION
Our aim is to incorporate self-directed play opportunities for children and adolescents using loose parts, under the supervision of trained playworkers, cultivating a community that understands and values the importance of play.

Naomi Sukenik
Founder and Director
Playadventures2@gmail.com
www.playadventures.org
2176074902
ATTACHMENT A: APPLICATION COVER SHEET

Applicant/Agency Name: Play Adventures
Name of Project: Play Adventures Clubhouse

CONTACT PERSON FOR THIS APPLICATION:

Contact Person & Title: Naomi Sukenik- Founder and Executive Director
Address: 3214 Brookdale CT
City: Merced
Zip Code: 95340
Phone Number: Cell Number: 2176074902
Fax Number:
Email: playadventures2@gmail.com

Type of Applicant Agency (Check one):
☐ 501 (c) (3) organization (include copy of tax exempt status documentation)
☐ Governmental Unit
☒ Business License holder (include copy of Business License)
Federal ID No. 

Has your agency received General Mini-Grant funding from First 5 Merced County within the past 24 months?
☐ No
☑ Yes

Is your agency currently receiving First 5 funding for any projects/services?
☐ No
☑ Yes, Please list currently funded project(s) name and amount awarded
  Community Funds for Specific Events

Total Annual Budget for the Organization/Program: 10,000- multiple programs to fulfill many needs
Total Request for Mini-Grant Funding: $ 3000 (Maximum $3,000.00)

I certify that the information contained in this proposal is true and accurate to the best of my knowledge and belief. I further certify that this grant application is submitted with the full knowledge and endorsement of the governing board of this organization, which is empowered to enforce compliance with all contract conditions.

Signature(s): Naomi Sukenik
Date 11.15.19

Name: Naomi Sukenik
Title: Founder and Executive Director
Attachment B: Project Narrative

Financial Viability- The total budget would include $3,000. These funds would go to families of low income to help subsidize entrance fees into our Play Adventures Club House mornings aimed for ages 0-5. Additionally, the funds will go towards a professional development course and partial in-training staffing costs.

Program Quality and Integrity-

Play Adventures has already began implementing self-directed play opportunities for children and youth using loose parts therefore cultivating a playful community. Sponsored by First Five and Merced Parks and Recreation we arrive in various parks and set up Pop Up Play Days which give the children and youth an opportunity to play, discover and explore based on their personal interests and intrinsic motivations using raw materials. At each Pop Up we have had nice turnouts and several returning faces. We also held a Presidents Week Camp in collaboration with Merced Zoo which was full to capacity and was enjoyed immensely based on parental and child verbal feedback. Since then we have opened our Play Adventures Clubhouse welcoming young children and their parents to come and explore. In January we will implement an afterschool program as well. We continue to offer camps during school breaks in collaboration with Merced Parks and Recreation.

We have run programs in collaboration with the Merced County of Education and continue to fortify strong relationships. We have consulted with Merced Public Services regarding play spaces and environments as well as with public school preschools and kindergartens. Naomi has given workshops about Playwork and Adventure Playgrounds, spoken at multiple conferences and continues to advocate for children’s rights. We are collaborating with Professors from Stanislaus State and UC Merced to obtain professionalism and research credibility for our program.

Project Plan & Impact- PAC morning Program is open twice a week specifically for the younger population who are not yet in school. Additionally, they can still come during our homeschool day or our afterschool program with their parents or guardian. We plan on extending the morning hours when we see the turnout has increased.

The staff on the adventure playground are called playworkers. A profession developed in England and is offered as a PhD but not in the United States. Pop Up Adventure Play is an organization based out of England and the USA filling that gap between the countries offering playwork training. Playwork is based on the recognition that children and young people’s capacity for positive development will be enhanced if given the broadest range of environments and play opportunities. Translating this thinking into planning, policy, strategy, education and training is the best way to ensure the quality of playwork as a profession, the quality of delivery of play opportunities, and to secure quality play provision for all children.

The PAC service we provide for children 0-5 and professionalism obtained by the Playwork course will ensure children are able to positively take control of a microcosm of their worlds by having an environment for their interests, desires and play needs. Parents can stay in our PAC lounge or engage and play with their children, take part in workshops, if they let them lead. The children will have the opportunity to problem solve, socialize, try out STEAM concepts, learn and develop through self-directed play, ample time and a supportive, non-judgmental adult.

Sources of Funding

Our multi-tiered strategy to secure funding for the low-income families for our camps and our ongoing programming will give the children participating in our events and programs an opportunity to play in enticing environments with professional playworkers. As of now, we have trained our playworkers to understand the basic concepts of playwork but want to delve deeper into the philosophy. This strategy will secure funding from multiple agencies. Pop Up Play Adventures has given a significant discount on their
professional development course to become a playworker. Play Adventures is also adding funding of their own to pay for one of the staff, yet we need additional funds to secure the training of both playworkers in training. We have received another sponsorship for our camps from Merced Park and Recreation for low income families as well as funds from Merced City to implement 5 additional free pop-up play day opportunities around the city for all.

**Program Sustainability**

Play Adventures is a pending non-profit, although currently we still work under the sole proprietorship. We have Merced Youth Connect as a fiscal sponsor if needed for this funding. Our new board will help secure funding through fundraisers, grants, minimal service fees, and continual engagement through the community.

**Identification of Outcomes**. The purpose of the program is to emphasize the need for children and youth to have a safe and supportive place to play their way in an environment staffed with professionals and conducive to the many play types for all ages. We will follow up with parents of children and youth attending, with a poll about their overall feeling of their child’s play experience, their comfort level with the safety and possibilities of dissemination of this type of play opportunity in our lives to create a thriving, healthy and playful community.

**Funding Plan/Financial Viability**. The total Budget would include $3000. The money would pay for the professional development, financial subsidization for families with kids aged 0-5, of low income. The program will run year-long throughout the different seasons and outdoors. All other grants have already been granted.
### Attachment C: Budget Form

<table>
<thead>
<tr>
<th>Line Item</th>
<th>Budget Justification</th>
<th>Pop Up Adventure Play</th>
<th>Funds from First Five</th>
<th>Play Adventures</th>
<th>District 2 Community Fund</th>
<th>Merced Parks and Rec</th>
</tr>
</thead>
<tbody>
<tr>
<td>Professional</td>
<td>To learn to see children through the eyes of play, to understand the play process, and support their play needs</td>
<td>$600</td>
<td>1300</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Development</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarships</td>
<td>Families of low income can take advantage of this space by these secured funds specially for them</td>
<td>$1000</td>
<td></td>
<td>Donation based</td>
<td></td>
<td></td>
</tr>
<tr>
<td>In-house internship</td>
<td>To practice what is learned in the course including weekly reflections led by a lead playworker</td>
<td>$700</td>
<td>$700</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pop Ups</td>
<td>5 more free PopUpPlayDays around the city of Merced allowing all to have an opportunity to play</td>
<td></td>
<td>3000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarships</td>
<td>Camp scholarships for low income families during school breaks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$2500</td>
</tr>
</tbody>
</table>

**Total requested from Commission**: $3000  
**Total from other sources**: $6800  
**Total**: $9800

ATTACHMENT D: AGREEMENTS AND CERTIFICATIONS

Applicant/Agency Name: Play Adventures

Project/Program Title: Play Adventures Clubhouse

Address: 3214 Brookdale Ct

Street/P.O. Box

MercedCA95340

CityStateZip Code

A. I have reviewed the Expectations for Successful Applicants presented in this document, including contract requirements for successful grantees. I understand that selection of an applicant for funding does not constitute a contract, and the contract to be developed will not be binding on either the Commission or the applicant until executed by each.

B. I understand that in developing contract terms and negotiating a County Contract Agreement, certain evaluation trainings and/or informational meetings will be mandatory for successful applicants.

C. Contract negotiation may include, but is not limited to, agreement to collect and report additional information and data that will be necessary for the evaluation of, and ongoing reporting on, the proposed project.

D. I certify that all Proposition 10 funds will be used only to supplement existing levels of service and not to fund existing levels of service. No moneys shall be used to supplant state or local general fund money for any purpose, pursuant to Revenue and Taxation Code section 30131.4.

Revenue and Taxation Code section 30131.4 identifies the specific manner in which moneys raised by the Children and Families Act of 1998 shall be appropriated and expended. Section 30131.4 not only requires that expenditures must be for the purposes expressed in the Act, but such moneys "shall be used only to supplement existing levels of services and not to fund existing levels of services. No moneys in the California Children and Families Trust Fund shall be used to supplant state or local General Fund money for any purpose." All moneys raised pursuant to the Act shall be appropriated and expended only to supplement (add to or augment) existing levels of services. In contrast, the Act specifically prohibits appropriation and expenditures of such moneys to supplant (replace) state or local General fund money. Further, moneys are prohibited to be used to fund any existing levels of service.

Play Adventures - Executive Director

Typed Name and Title of Individual Authorized to sign Contracts

Naomi Suenik

Authorized Signature 11.15.19

Date

We adopt First Fruits Policy or Tobacco Free Environment 11.15.19 Naomi Suenik
BUSINESS LICENSE TAX RECEIPT
CITY OF MERCED, CALIFORNIA
678 W. 18TH ST. DEPT. BL, MERCED, CA 95340

RETURN SERVICE REQUESTED

NO. 24599     ACCOUNT NO. 62063
FOR PERIOD: 7/1/2019 TO 6/30/2020

TYPE OF BUSINESS: HOME OCCUPATION BUSINESS

LOCATION: 3214 BROOKDALE CT

LICENSE TYPE: GROSS RECEIPTS LICENSE
The licensee, named herein, having paid the amount of license tax thereon, is/are authorized to carry on a business as described in Section 5.04.050 for the period shown below, being the time for which the receipt is issued. Issuance of business license tax receipt does not indicate compliance with all zoning, building, fire or other City ordinances. This license tax receipt is issued without verification that the licensee is subject to or exempt from licensing by the State of California.

FINANCE OFFICER

BUSINESS LICENSE TAX RECEIPT
CITY OF MERCED, CALIFORNIA
678 W. 18TH ST. DEPT. BL
MERCED, CA 95340

Business name : PLAY ADVENTURES
Location addr. : 3214 BROOKDALE CT
Lic Nbr/Class : 19 00062063 HOME OCCUPATION BUSINESS
Issue date : 1/25/19 Expiration date : 6/30/19

ADDRESS CORRECTION REQUESTED
PLAY ADVENTURES
3214 BROOKDALE CT
MERCED CA 95340

The license, named herein, having paid the amount of license tax thereon, is/are authorized to carry on a business as described in Section 5.04.050 for the period shown below, being the time for which the receipt is issued. Issuance of business license tax receipt does not indicate compliance with all zoning, building, fire or other City ordinances. This license tax receipt is issued without verification that the licensee is subject to or exempt from licensing by the State of California.
ATTACHMENTS

Attachment A: Application Cover Sheet
Attachment B: Project Narrative
Attachment C: Budget Form & Sample Budget
Attachment D: Agreements and Certifications
Attachment E: Draft Mini-Grants Program Agreement
ATTACHMENT A: APPLICATION COVER SHEET

Applicant/Agency Name: Merced County Breastfeeding Cafe
Name of Project: California Breastfeeding Summit

CONTACT PERSON FOR THIS APPLICATION:
Contact Person & Title: Karen Lopez-Conde, Regional Breastfeeding Liaison
Address: 1235 W. Main St City: Merced Zip Code: 95340
Phone Number: 209-383-4859 Cell Number: Fax Number:
Email: klopez@mercedcaa.org

Type of Applicant Agency (Check one):
X 501 (c) (3) organization (include copy of tax exempt status documentation)
☐ Governmental Unit
☐ Business License holder (include copy of Business License)
Federal ID No. 94-2143244

Has your agency received General Mini-Grant funding from First 5 Merced County within the past 24 months?
☐ No
☑ Yes

Is your agency currently receiving First 5 funding for any projects/services?
☐ No
☐ Yes, Please list currently funded project(s) name and amount awarded

Total Annual Budget for the Organization/Program: $75,000
Total Request for Mini-Grant Funding: $1875 (Maximum $3,000.00)

I certify that the information contained in this proposal is true and accurate to the best of my knowledge and belief. I further certify that this grant application is submitted with the full knowledge and endorsement of the governing board of this organization, which is empowered to enforce compliance with all contract conditions.

Signature(s): __________________________ Date: 11/14/16

Name: Karen Lopez-Conde Title: Regional Breastfeeding Liaison
Attachment B: Project Narrative

Merced Breastfeeding Café to California Breastfeeding Summit

1. Organization Capacity

Merced County Community Action WIC Program hosts a number of activities to support breastfeeding mothers in our community. Last year WIC along with the help of Mercy Medical Center established and opened its very own Breastfeeding Café. The Merced Breastfeeding Café is a breastfeeding support group that meets every single week. Currently in Merced County we have two Breastfeeding Cafes, one in Merced at Dignity Health Outpatient Center, and one in Los Banos at the Los Banos WIC classroom.

Each support group is run by local moms; these mothers were put through extensive breastfeeding training provided by WIC and became WIC certified breastfeeding peer counselors. The peer counselors host weekly support groups and run a 24/7 Facebook help page. The work these peer counselors do go beyond the Breastfeeding Café, these local mothers take part and are active members of The Merced County’s Breastfeeding Network, they help with education, advocacy, and special planning. These mothers have hosted a number of events throughout the county including Merced and Los Banos Big Latch On, Breastfeeding Graduations, and online education for mothers via Facebook live.

The Breastfeeding Café is in direct contact with local moms. These peer counselors use the tools and education they receive to inform our community of mothers. This is important because as we know it is very hard to reach local moms and get them involved, especially in something that can help both themselves but also the future health of their children. The Breastfeeding Café has been very successful; it has helped and supported our breastfeeding community very much. These women will continue to impact families in our community by serving as a knowledgeable resource for local moms.

2. Project Plan

The breastfeeding peer counselors from Merced County’s Breastfeeding Café are requesting to attend the California Breastfeeding Summit. The California Breastfeeding Summit is a unique statewide forum that convenes over 500 diverse people and organization to: evaluate our current state of breastfeeding, explore best practice, acquire new skills, share resources and tools, network and establish new relationships, inspire and motivate action. The goal of for this year’s summit is to cultivate and sustain a collaborative community of advocates in California to achieve health equity and continuity of care for breastfeeding families.

Our current three breastfeeding peer counselors wish to attend the summit to continue their breastfeeding education and learn additional skills to help support
Merced County mothers. The summit will be taking place on January 21st-23rd in Sacramento California and will directly deal with issues regarding breastfeeding and advocating for breastfeeding. Breastfeeding tools and skills are a unique subject; California is recognized as one of the leading states in breastfeeding education and practice. These peer counselors will be able to attend the multiple sessions offered by the conference that they would not have access to anywhere else. Some of these sessions include, birth equity, breastfeeding safe practices, supporting mothers after loss, maternal mental health, labor support, and breastfeeding during emergencies.

3. **Benefitting Children 0-5**

   Services for breastfeeding in Merced County are very limited; with the start of the breastfeeding café it has added one more resource for local moms. The education these women will receive at the California Breastfeeding Summit will be an asset to helping them at the breastfeeding café. Each week groups of moms seek help with breastfeeding. The peer counselors would not only use their education to help these mothers but they will also be networking with our community to make breastfeeding services more accessible to women in our county. Currently the amount of people working and networking to make breastfeeding a priority to women in Merced County is limited. The ideas and education they will receive from the summit will allow these mothers to both feel empowered and knowledgeable to make a difference in Merced County. As a result of their attendance we hope that the peer counselors will have better practice in understanding how to support breastfeeding moms and thus resulting in more children being breastfeed in Merced County.

4. **Identification of Outcome**

   One way to measure the outcome as a result of their attendance to the California Breastfeeding Summit is the education that comes along with attendance. The Breastfeeding Café Peer Counselors host weekly support groups where each week they have a new topic. They host online “Live” segments for mothers who are unable to attend in person. The education from the summit will be spread via support groups but also in a variety of other ways. These peer counselors serve as advocates in our community as result of these peer counselors attending the California Breastfeeding Summit they will be able to contribute and help make changes in the community.

5. **Funding Plan/Financial Viability**

   The total cost of this project is $2097.75. We are asking First Five for $1875 to cover the cost of conference registration fees and hotel expenses for two nights. MCCAA will cover expenses for travel in the amount of $222.75.
## ATTACHMENT C: BUDGET FORM

<table>
<thead>
<tr>
<th>Line Item Budget</th>
<th>Budget Justification (Detailed Narrative)</th>
<th>Funds Requested from the Commission</th>
<th>Funds from Other Sources (Include in-kind, if appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. California Breastfeeding Summit 3 Day Pass x3</td>
<td>3 day passes for the Summit would be purchased for each attendee</td>
<td>$975</td>
<td></td>
</tr>
<tr>
<td>2. Hotel for California Breastfeeding Summit x 3</td>
<td>Lodging will be provided to attendees. Summit will be taking place in Sacramento, CA</td>
<td>$900</td>
<td></td>
</tr>
<tr>
<td>3. Travel/Milage</td>
<td>Travel/Milage will be covered for attendees.</td>
<td>$222.75</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Grant Requested From Commission</strong></td>
<td>$1,675</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Funds from Other Sources</strong></td>
<td>$222.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Project Cost</strong></td>
<td>$2,097.75</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Line Item Budget</td>
<td>Budget Justification (Detailed Narrative)</td>
<td>Funds Requested from Other Sources</td>
<td></td>
</tr>
<tr>
<td>-----------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-----------------------------------</td>
<td></td>
</tr>
<tr>
<td>1. Child care</td>
<td>Child care will be provided to children ages 0-5 for families attending the event</td>
<td>$170.00</td>
<td></td>
</tr>
<tr>
<td>2. Set-up and clean up</td>
<td></td>
<td>Kiwanis Club students</td>
<td></td>
</tr>
<tr>
<td>3. Printing</td>
<td>150 flyers will be printed at Kinko's to promote the event through the months of Jan &amp; Feb.</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>4. Outreach Staff</td>
<td></td>
<td>Community members</td>
<td></td>
</tr>
<tr>
<td>5. Facility</td>
<td>UC facility has been secured and partial funding through First 5 dollars will pay the cost of the rental fee</td>
<td>$100.00 $100.00 donation from other parents</td>
<td></td>
</tr>
<tr>
<td>6. Incentives for participants</td>
<td>Pencils, growth charts, and other educational material will be purchased and given to each child at the end of the event</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>7. Workshop instructor</td>
<td>Hired trainer specialized in ASQ-SE from Fresno County will be given a stipend for services to provide a 5 hour workshop for parents and an 1 hour Q &amp; A session following the training</td>
<td>$200.00</td>
<td></td>
</tr>
<tr>
<td>8. Binders/markers/post-its/pencils for parents</td>
<td>Supplies will be purchased for participants of the training</td>
<td>$400.00</td>
<td></td>
</tr>
</tbody>
</table>

Total Grant Requested From Commission $1,120.00
Total Funds from Other Sources $100.00
Total Project Cost $1,220.00
ATTACHMENT D: AGREEMENTS AND CERTIFICATIONS

<table>
<thead>
<tr>
<th>Applicant/Agency Name:</th>
<th>Merced County Breastfeeding Cafe</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project/Program Title:</td>
<td>California Breastfeeding Summit</td>
</tr>
<tr>
<td>Address:</td>
<td>1235 W. Main St.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street/P.O. Box</th>
<th>CA</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merced</td>
<td></td>
<td>95340</td>
</tr>
</tbody>
</table>

A. I have reviewed the Expectations for Successful Applicants presented in this document, including contract requirements for successful grantees. I understand that selection of an applicant for funding does not constitute a contract, and the contract to be developed will not be binding on either the Commission or the applicant until executed by each.

B. I understand that in developing contract terms and negotiating a County Contract Agreement, certain evaluation trainings and/or informational meetings will be mandatory for successful applicants.

C. Contract negotiation may include, but is not limited to, agreement to collect and report additional information and data that will be necessary for the evaluation of, and ongoing reporting on, the proposed project.

D. I certify that all Proposition 10 funds will be used only to supplement existing levels of service and not to fund existing levels of service. No moneys shall be used to supplant state or local general fund money for any purpose, pursuant to Revenue and Taxation Code section 30131.4.

Revenue and Taxation Code section 30131.4 identifies the specific manner in which moneys raised by the Children and Families Act of 1998 shall be appropriated and expended. Section 30131.4 not only requires that expenditures must be for the purposes expressed in the Act, but such moneys "shall be used only to supplement existing levels of services and not to fund existing levels of services. No moneys in the California Children and Families Trust Fund shall be used to supplant state or local General Fund money for any purpose." All moneys raised pursuant to the Act shall be appropriated and expended only to supplement (add to or augment) existing levels of services. In contrast, the Act specifically prohibits appropriation and expenditures of such moneys to supplant (replace) state or local General fund money. Further, moneys are prohibited to be used to fund any existing levels of service.

Karen Simmons Gillian, MPH, RDN, WIC Director
Typed Name and Title of Individual Authorized to sign Contracts
1. Development of a Comprehensive Smoke-Free Environment Policy

All contractors receiving funding and/or services from the Merced County Children and Families Commission must provide a written copy of an established comprehensive tobacco-free policy prior to the disbursement of granted funds.

This policy shall prohibit the use of tobacco products at any time inside agency vehicles and buildings, or outside within 15 feet of facilities or 25 feet of children’s play areas and shall prohibit smoking as required by law.

Note: Family day care homes and licensed day care centers. California law prohibits smoking of tobacco in a private residence during the hours of operation as a licensed family day care home and in those areas of the licensed family day care home where children are present. The law also prohibits smoking of tobacco on the premises of a licensed day care center. Health and Safety Code section 1596.795.

The policy shall have clear procedures for implementation, protocols for monitoring compliance, reporting of violations and instituting sanctions.

The following activities should be included in the implementation of the policy:

a. Information about the policy and enforcement procedures shall be communicated by administration clearly to staff, parents, and/or clients within the larger community.

b. Signs stating “NO SMOKING” shall be prominently displayed at all entrances of building property. Additional “NO SMOKING” signs shall be posted in restrooms and other areas as appropriate, such as windows through which secondhand smoke can enter and playground areas.

c. Information about smoking cessation and support programs shall be made available and promoted for staff, parents, and/or clients at intake and on a continuing basis when appropriate.

d. Information about secondhand smoke and children shall be made available and promoted for staff, parents, and/or clients.

e. Families with small children will be encouraged, and in some cases will be required, not to allow smoking in their homes, and whenever and wherever children are present, including outdoors.

Motion by: Fox  
Second by: Melville  
Ayes: Brown, Fox, Goodger, Melville, Mochel, Nevatt, Pagan and Quigley  
Adopted: September 26, 2002  
Amended: December 2, 2002

ATTEST: Jerald O’Banion  
Supervisor Jerald O’Banion  
First 5 Merced County Chair
NO SMOKING POLICY
Revised June 24, 2009

It is the policy of the Agency to promote a safe, healthy workplace. In keeping with this philosophy, it is important that the entire workplace reflect the Agency’s concern for the health of its employees.

The use of tobacco products is therefore prohibited on work time and in all work areas. This includes the interior of all buildings, including temporary buildings and areas under construction, agency vehicles and other enclosed areas or outside within 15 feet of facilities or 25 feet of children’s play areas and shall prohibit smoking as require by law.

Note: Child Development and State Preschool centers: California law prohibits smoking of tobacco during the hours of operation anywhere children are present. Health and Safety Code section 1596.795.

Tobacco products include cigarettes, cigars and chewing tobacco.

Employees may smoke away from work areas and vehicles during rest and lunch breaks at least 15 feet away from buildings and at least 25 feet away from children’s play areas.

The effective date of this policy is June 24, 2009.

Any employee who fails to comply with this policy can expect discipline up to and including possible discharge.

EMPLOYEE ACKNOWLEDGMENT

I acknowledge that I have received a copy of this policy for my records. I agree to abide by the conditions of this policy.

_________________________________________                ____________
Employee Signature                                 Date

_________________________________________
Employee Printed Name

_________________________________________                ____________
Witness Signature                                Date
Dear Taxpayer:

This is in response to your Jan. 16, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in February 1974.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.
2020-01-043

Translation of First 5 Agenda
AGENDA ITEM: Translation of First 5 Merced Commission Meeting Agenda

A. Background/History:
   Recently a Commissioner has requested that staff have a portion of the First 5 Agenda translated into other languages. The request is that the American’s with Disabilities Act (ADA) portion of the agenda would be provided in English, Spanish, Hmong, and Punjabi. While this would lengthen the agenda it would allow monolingual non-English speaking community members to access these accommodations. The cost to translate the Agenda Template would be a one-time cost.

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:
   Staff requests that the commission review, discuss, and consider authorizing staff to translate portions of the First 5 Merced Commission Meeting Agenda.

C. Timeframe:
   If approved, this practice would begin at the February 2020 Commission Meeting and continue until additional action is taken by the Commission to stop this practice.

D. Costs:
   This agenda item would cost the commission approximately $200 to translate the recommended portion of the First 5 Merced Commission Agenda template.

E. Staff Recommendation:
   Staff recommends that the Commission review, discuss and consider taking action to approve the translation of discuss the timeline presented for strategic planning.

F. Attachments:
   - First 5 Merced Commission Meeting Agenda Template with Notes
Meeting Agenda
First 5 Merced County

Date of Meeting
3:00 PM
Merced Department of Public Health
260 E. 15th Street
Merced, CA 95341

I. Call to Order

II. Pledge of Allegiance

III. Commissioners Roll Call

IV. Opportunity for Public Comment
Members of the public may comment on any item under the Board’s jurisdiction. Matters presented under this item will not be discussed or acted upon by the Board at this time. For agenda items, the public may make comments at the time the item comes up for Board consideration. Persons addressing the Board will be limited to a maximum of three (3) minutes in total. Please state your name for the record.

V. Consent Calendar
All items listed under the consent calendar are considered to be routine and will be enacted by one motion if no member of the Commission or audience wishes to comment or ask questions. If comment or discussion is desired by anyone, the item will be removed from the consent agenda and will be considered in the listed sequence with an opportunity for any member of the public to address the Commission concerning the item before action is taken.

P. xxx XXX-XX-XXX Consent Calendar Item #1
P. xxx XXX-XX-XXX Consent Calendar Item #2

VI. Action Items
P. xxx XXX-XX-XXX Action Item #1: Item Summary and Description

P. xxx XXX-XX-XXX Action Item #2: Item Summary and Description

P. xxx XXX-XX-XXX Action Item #3: Item Summary and Description
VII. **Informational Agenda Items**
P. xxx XXX-XX-XXX **Information Item #1**: Item Summary and Description

P. xxx XXX-XX-XXX **Information Item #2**: Item Summary and Description

P. xxx **Study Session Spotlight on Service**: Description of Spotlight Project

P. xxx **Staff Report**: Month and Year of Report

VIII. **Future Agenda Items**
Next Meeting Month and Year
- Future Agenda Item #1
- Future Agenda Item #2
- Future Agenda Item #3

IX. **Commissioner Reports**

X. **Review Next Meeting Date & Adjournment**
- Next Meeting Date and Time

**Public Comment is Taken on Each Agenda Item**
Please note that the order in which the agenda items are considered may be subject to change.

All supporting documentation is available for public review at 260 E. 15th Street, Merced, California during regular business hours, 8:00 a.m. – 5:00 p.m., Monday through Friday.

Any material related to an item on this Agenda submitted to the First 5 Commissioners after distribution of the Agenda packet is available for public inspection at 260 E. 15th Street, Merced, California.

The Agenda is available online at [http://www.first5mercedcounty.org/](http://www.first5mercedcounty.org/)

_**First 5 Merced County proudly supports the Children’s Bill of Rights for Merced County**_

_Hearing Assistance Devices Are Available for Public Use Inquire Within First 5 Merced County._

Persons who require accommodation for any audio, visual or other disability in order to review an agenda, or to participate in a meeting of First 5 Merced County per the American Disabilities Act (ADA), may obtain assistance by requesting such accommodation in writing addressed to 260 E. 15th Street, Merced, California 95341 or telephonically by calling (209) 385-7337. Any such request for accommodation should be made at least 48 hours prior to the scheduled meeting for which assistance is requested.

This portion of the agenda would be translated into Spanish, Hmong, and Punjab.
2020-01-044

Joint Funding Request:
2020 Parent Institute
AGENDA ITEM: Joint Funding Request – MCOE 2020 Parent Institute

A. Background/History:
The 2020 Merced County Parent Institute (one-day event) will be held March 7, 2020 from 8:00 am to 2:30 pm. The event is conference style and open to parents countywide; structured with a variety of speakers and breakout sessions, focused on leadership and healthy living. It is expected that over 500 parents will attend. The event will help inspire and call attention to the important role parents play in the lives of their children and the community. Veteran parents along with emerging parent leaders will have the opportunity to connect with other parents who are interested and invested in improving the well-being of children and their community.

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:
Staff requests the Commission authorize the Executive Director to sign an agreement between First 5 Merced County and the Merced County Office of Education, for an amount not to exceed $5,000.00. Funding will be used by MCOE to facilitate the 2020 Parent Institute.

C. Timeframe:
The 2020 Parent Institute is scheduled for March 7, 2020 from 8:00 AM to 2:30 PM.

D. Costs:
If approved by the Commission this agenda item would cost the Commission $5,000 contained in the FY 19/20 adopted budget. The total budget for the 2020 Parent Institute is $49,360.

E. Staff Recommendation:
Staff recommends that the Commission review, discuss and approve the Executive Director to sign an agreement between First 5 Merced County and the Merced County Office of Education for Joint-Funding of the 2020 Parent Institute.

F. Attachments:
- Joint Funding Request from Merced County Office of Education for the 2020 Parent Institute
December 4, 2019

Scott Waite, Director
First 5 Merced County
260 E 15th Street
Merced, CA 95341

Re: Joint Funding Partnership for Merced County Parent Institute

Dear Mr. Waite:

MCOE – Early Education Department on behalf of the Merced County Parent Institute Committee is requesting funds to support the 7th Annual Merced County Parent Institute Conference. Merced County is home to a diverse population of parents, many of whom are low income, have less than a high school education and English is their second language. These factors contribute to parent’s hesitation to engage; become leaders and advocate for their children and family; and live a less than healthy life. Therefore, it is our goal to support parents in refining their natural leadership skills and provide them with the necessary tools and resources to become change agents addressing issue that impact children’s, health, safety and education which will ultimately result in a healthier community.

The 2020 Merced County Parent Institute (one-day event) will be held March 7, 2020 from 8:00 am to 2:30 pm. The event is conference style and open to parents countywide; structured with a variety of speakers and breakout sessions, focused on leadership and healthy living. It is expected that over 500 parents will attend. The event will help inspire and call attention to the important role parents play in the lives of their children and the community. Veteran parents along with emerging parent leaders will have the opportunity to connect with other parents who are interested and invested in improving the well-being of children and their community.

Research indicates that health is linked to employment, education, economic opportunity, housing and the environment. This conference will focus on providing parents with information that can be used to improve their health, as well, as their families overall health. During the conference there will be over several breakout sessions. There will be sessions in English, Hmong and Spanish in order to meet the needs of the community. There will also be over 90 exhibitors (business and service providers) present. Giving parents the opportunity to learn more about the services available to them. During this event we will provide child care for children ages three to twelve years old. They too have a day filled with activities and learning opportunities.

The Parent Institute Chair is committed to work with existing programs within the community; collaboration will be essential in the success of this conference. Some of the partners, include,
but not limited to Human Services Agency, Merced Union High School District, Los Banos Unified School District and the Migrant Program. All twenty School Districts (Pre K-12) will be approached to solicit participation and help with parent recruitment.

The Merced County Parent Institute objectives align with the Merced County First 5 Core Priority Areas: Strong Families, High Quality Early Learning and Children’s Health and Development. Parents will become leading advocates for children and be a part of California’s shared vision of community health. Participants will play a fundamental role in moving forward many of the 10 Children’s Bill of Rights. In particular, Bill 1: Knowledgeable and Prepared Parent and Primary Caregivers; Bill 3: Rich and Meaningful Life Experiences; Bill 9: Dream Big! and Bill 10: The Community’s Highest Priority.

We are committed to collaborative partnerships and have a history of successful implementation of many programs. We are convinced that we will outreach to and successfully engage a large population of parents in Merced County to become change agents and focus their advocacy efforts on the key elements that make up a “healthy community for ALL children.”

Parents will have the opportunity to attend this free conference and receive materials and information that will help them advocate for a healthier community. Children will participate in meaningful activities that will encourage them to Dream Big! To implement this project we are requesting funds in the amount of $5,000.00 from Frist 5 Merced County (refer to table below).

<table>
<thead>
<tr>
<th>Expense</th>
<th>Cost</th>
</tr>
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<tbody>
<tr>
<td>Site Staff (Golden Valley High School)</td>
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<td>Equipment</td>
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<td>Child Care (Activities and staff)</td>
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<tr>
<td>Advertising/Marketing</td>
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<tr>
<td>Refreshments (breakfast, snacks and lunch)</td>
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<tr>
<td>Other (t-shirts for volunteers, books, cups and padfolios)</td>
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<tr>
<td>Speakers</td>
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<tr>
<td>Miscellaneous materials (name tag and ribbons)</td>
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<tr>
<td>Flyers and Program</td>
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<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$49,360</strong></td>
</tr>
</tbody>
</table>

*Requesting First 5 support of 5,000*

Contact:

Rosa Barragan, Program Manger
209.381.6797 ext. 6161
rbarragan@mcoe.org
Joint Funding Request: 2020 Workforce Development Conference
AGENDA ITEM: Joint Funding Request – MCOE 2020 Workforce Development Conference

A. Background/History:
Merced County Office of Education (MCOE): Early Education Department and the Collaborative for Children and Families, AB212 and the Workforce Development Subcommittee will sponsor the Annual State of Quality Early Education and Training Institute (EEI). The EEI 5 day institute will provide Merced County Early Educators access to high quality professional development aligned with First 5 Merced County’s Strategic Plan, Desired Outcome 2: Children Have Access to High Quality Early Learning Opportunities. The EEI is aligned with the Children’s Bill of Rights, knowledgeable and prepared caregivers; stable and nurturing relationships; home environments that make learning a priority; rich and meaningful life experiences and exceptional care, education and guidance. The EEI is also aligned with 6 of 7 Quality Counts Merced County QRIS Rating Matrix elements (Child Observation, Development and Health Screenings, Minimal Qualifications for Teachers and Family Child Care Providers [21 hours of annual PD], Effective Teacher-Child Interactions, Program Environment and Director Qualification).

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:
Staff requests the Commission authorize the Executive Director to sign an agreement between First 5 Merced County and the Merced County Office of Education, for an amount not to exceed $10,000.00. Funding will be used by MCOE to facilitate the 2020 Workforce Development Conference.

C. Timeframe:
The Workforce Development Conference is a 5-day conference scheduled for June 2020.

D. Costs:
If approved by the Commission this agenda item would cost the Commission $10,000 contained in the FY 19/20 adopted budget. The total budget for the Workforce Development conference is $36,000.

E. Staff Recommendation:
Staff recommends that the Commission review, discuss and approve the Executive Director to sign an agreement between First 5 Merced County and the Merced County Office of Education for Joint-Funding of the 2020 Workforce Development Conference.

F. Attachments:
- Joint Funding Request from Merced County Office of Education for the 2020 Workforce Development Conference
RE: Request for Joint Funding by Merced County Office of Education: Early Education Department and the Collaborative for Children and Families, AB212 and the Workforce Development Subcommittee.

PRESENTED BY: ANDREA CRUTHIRD-MAYS
MERCED COUNTY OFFICE OF EDUCATION: EARLY EDUCATION
1850 WARDROBE AVE., MERCED, CA 95341
Introduction:
Merced County Office of Education (MCOE): Early Education Department and the Collaborative for Children and Families, AB212 and the Workforce Development Subcommittee will sponsor the Annual State of Quality Early Education and Training Institute (EEI). The EEI 5 day institute will provide Merced County Early Educators access to high quality professional development aligned with First 5 Merced County’s Strategic Plan, Desired Outcome 2: Children Have Access to High Quality Early Learning Opportunities. The EEI is aligned with the Children’s Bill of Rights, knowledgeable and prepared caregivers; stable and nurturing relationships; home environments that make learning a priority; rich and meaningful life experiences and exceptional care, education and guidance. The EEI is also aligned with 6 of 7 Quality Counts Merced County QRIS Rating Matrix elements (Child Observation, Development and Health Screenings, Minimal Qualifications for Teachers and Family Child Care Providers [21 hours of annual PD], Effective Teacher-Child Interactions, Program Environment and Director Qualification).

Target Population:
MCOE is seeking joint funding to increase access. Currently, AB 212 is the primary funding stream for this event. AB212 is a workforce retention project designed to support early education professionals from state-funded, center-based programs. The joint funding would allow the event to be open and available to all of the early education landscape and provide access to (FFN, Family Child Care, Alternative Setting Staff, Home Visitors, Social Workers, Health Providers, Special Education, College Students, Head Start and Private Center-Based Staff).

Event Structure:
The theme this year All Means All: Equity and Inclusion. The structure for the 5 day event is a follows:

- On Tuesday evening the keynote speaker will kick off the event with a two session presentation (capacity for 100). (Topic TBD)
- Wednesday the Keynote Speaker provide a full day, 6 hour training. Dr. Angela Searcy will also be available for book signing. The topic: Are you more like Captain Kirk or Mr. Spock? Five lessons from the Starship Enterprise that Help Educators the Push Past Implicit Bias and Facilitate
Self-Reflection and Behavior Planning when Children Exhibit Challenging Behaviors and will have (capacity for 100).

- Thursday and Friday there will be two to three Am sessions (times will vary based on the content offered) and two to three PM sessions (which will start at 6pm and range from 2 to 3 hours). Each training session will have (capacity for 30).
- Valley Community School is available and secured for the event, however, additional possible options are being explored.
- The EEI will end on Saturday with one full day, 6-hour session (capacity for 100).
- Every effort will be made to provide trainings in languages other than English and to offer translation support during the Keynote and 2 full day trainings.

MCOE will contract with Dr. Angela Searcy from Simple Solutions Educational Services and Author of the book Push Past it: A Positive Approach to Challenging Classroom Behaviors. Dr. Searcy is also Adjunct Professor at the Erikson Institute in Chicago. She is a Certified Affiliate CLASS Training on the Infant, Toddler and Pre-k tools. Holds an Illinois Early Intervention Developmental Therapy and Evaluator Credential. She also has an Illinois 09 Teacher Certification in English and Secondary Education. She has presented at national conferences such as National Black Child Development Institute, the Association for the Education of Young Children National (NAEYC) Conferences, InterAct CLASS Summit, Zero to Three, Learning and the Brain Society Conference at Stanford & Harvard and Catholic Charities Mid-Year Conference. Dr Searcy will provide a keynote and full day workshop. The EEI will end on Saturday with a full day Building Blocks: For Teaching Children with Special Needs conducted by a local expert Monica Adrian. Additional training sessions/topics and presenters still to be determined.

The theme and topics/sessions are based on identified areas of interest from the 2019 Early Education Workforce Development Survey which was completed by Parents, College Students, Family Child Care Providers, Center Based Program Staff (Private, Faith, Head Start, State Preschool) College Faculty, Child Support Staff, Health Care Provider, and Dual Language Early Education Program Staff. The zip-codes represented Merced, Atwater, Los Banos, Livingston, Dos Palos, Mariposa and Delhi. The populations of children served by respondents are
infant/toddler, Preschool, School-Age, Children with Special Needs/Challenging Behaviors and Dual Language Learners.

**Joint Funding Request:**

MCOE: Early Education is requesting $10,000 in joint funding from F5 Merced County. The current allocation for this event is $20,000 through Department of Education AB212 funding. In addition to approximately $6,000 from the Inclusive Early Learning and Care Coordination Grant. MCOE and F5 funding would provide a total budget of $36,000 for this event.

The funding will be used to for the following:

- The Keynote Speaker and full day workshop estimated at $8,000 (includes the presenters time and travel)
- The purchase of 100 Push Past It Book for the full day session estimated at $2,000 and paid for with inclusion funding. Additional funding would allow for additional books to be purchased, so that attends at the keynote would also receive a copy of the book. (estimated additional $1,000)
- Purchase of a light meal/snack for the keynote and evening sessions (TBD)
- The purchase of 100 Building Blocks Book for the full day Saturday session estimated at $4,000 and paid for with inclusion funding.
- Building Custodial Fees for evening and Saturday (TBD)
- Cost for translation support (TBD)
- Material/Items that correlate to the each session would be provided. These materials will support implementation of ideas and strategies learned in the training and can be taken back to the classroom, family child care home or alternative settings to be used with children. Items might include (books, printed materials, children’s toys, games, books, etc.). (TBD)
- Historically, local experts and trainers have provided their services as in-kind and at no cost, so materials and/or supplies they need for their training session might be purchased. Supplies for sessions might include (chart paper, markers, pencils, highlighters, post-it, paint, tape etc.). (TBD)
- If funding allows bags with the Quality Counts and sponsors logs will be purchased and provided to each attendee. (TBD and based on funding allocation).
Conclusion:
Merced County Office of Education, in conjunction with First 5 Merced County, has funded the State of Quality Early Education and Training Institute in the past. The institute is an opportunity for the early education landscape to receive high quality professional development focused on young children. *All Means All: Equity and Inclusion*, young children regardless of their early learning setting have a right to high quality interactions and meaningful experiences from the adults they interact with daily.

The request for funding will allow the State of Quality Early Education and Training Institute will increase access to family child care homes, private/faith-based centers, FFN’s, Head Start/Early Head Start, college students, Special Education Early Childhood Credentialed teachers, home visitors, social workers, health care providers and alternative settings. Currently, the funding used to support the institute is for state funded preschool and migrant programs and would leave out a significate part of our workforce.
Study Session

Spotlight on Service: Merced County Office of Education

Caring for Our Black Children
AGENDA ITEM: Spotlight on Service: Merced County Department of Public Health - Healthy Families America Project

A. Background/History:

The First 5 Merced Commission has incorporated program presentations by funded programs into the monthly Commission meetings. This offers grantees the opportunity to share their successes, achievements, and progress from the last year. This month the Merced County Office of Education will be presenting regarding the Caring for Our Black Children project.

The "Caring for our Black Children" project is a dual capacity-building approach seeking to increase cultural sensitivity and awareness of implicit bias toward black children. First, by building a foundation for social trust among our black community and educational systems, starting with early education programs, partners and practitioners who serve children, ages 0-5. Awareness of the disadvantaged reality for our black families requires an emphasis and prioritizing of cultural competence (institutionally, personally, and instructionally) within educational systems. Second, by engaging and empowering caregivers of black children through a culturally responsive framework which builds their capacity in parenting, advocating and partnering for increased student achievement and improved experiences with in educational systems.

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:

Staff request the Commission review and discuss the information provided by the Merced County Office of Education regarding the Caring for Our Black Children project.

C. Timeframe:

The Merced County Office of Education – Caring for Our Black Children project is funded under systems change for FY 17/18, FY 18/19, and FY 19/20.

D. Costs:

There are no costs associated with this agenda item.

E. Staff Recommendation:

Staff recommends that the commission review the information provided by the Merced County Department of Public Health regarding the Healthy Families America project.

F. Attachments:

- PowerPoint Presentation by Caring for Our Black Children
Celebrating the African American Child with Barry E. Knight

Barry E. Knight is the founder and CEO of BEK Impact Company, a leadership and social transformation company that helps leaders, teams, and multi-sector collaboratives build the right vision, frameworks, and behaviors to lead transformational change and achieve and sustain greater performance and outcomes for the people they serve. As a minister and servant leader, he is a leading voice in designing innovative solutions that elevate human achievement and prosperity. He has coached and consulted with leaders in the US, Canada, Mexico, and South Africa to help them grow and massively impact their organizations, cities, and nations. He speaks and writes on subjects such as vision, leadership, social engagement, performance, and racial equity.

Save the Date
— February 22, 2020 —
AN EVENT FOR THE COMMUNITY

SEEKING COSPONSORS

Samantha Thompson, MBA
Program Manager | Early Education
209.381.6719
sthompson@mcoe.org

MERCE COUNTY
Office of Education
NURTURE • SERVE • LEAD
Steve M. Tietjen, Ed.D. | County Superintendent of Schools

FIRST 5 MERCE COUNTY
www.first5mercedcounty.org
Study Session

Staff Report:
January 2020
Executive Director -

- **IMPACT 2020**
  - First 5 California has released the projected funding amounts and site targets for the upcoming IMPACT 2020 Request for Applications (RFA). Merced County is scheduled to receive $1,075,536 over the next three fiscal years. This grant opportunity has a 4:1 match requirement it would require First 5 Merced to contribute up to $268,884 of local Prop 10 funds. First 5 Merced would be required to engage 90 sites made up of Family Childcare Homes (FCC), Family Friend and Neighbors (FFN), and private daycare/preschools. First 5 California recently notified counties that the RFA would be released 1/31/2020 with a letter of intent due 3/1/2020 and the completed application is due by 4/15/2020. Staff has started working with MCOE to complete the application and develop the program for the next three years.

- **Strategic Planning**
  - Staff has been supplying Barbara Aved and Associates with lots of documentation for review. The consultant has started scheduling key informant interview with community members. Additionally the consultant has been reaching out to Commissioners to schedule interviews as well. On January 6, 2020, the community survey was kick‐off via conference call. Staff is working with the following to gather as much community feedback as possible:
    - WIC
    - All Moms Matter
    - All Dads Matter
    - MCOE Family Resource Center
    - Head Start
    - Atwater Preschools
    - Home Visitation Programs
    - ACE Overcomers
Children’s Summit
  o Planning has continued on the 2020 Children’s Summit. The second first planning meeting took place January 10, 2020. The initial save the date has been publish and distributed. The Children’s Summit will be held April 9, 2020 and the theme will be “Building Resilient Communities.” Staff and the planning community are working to identify and secure a keynote speaker, content area experts, and entertainment. I have attached the Save The Date flyer to this report for reference.

Hands on Heroes and Week of the Young Child Events
  o Staff has been working closely with MCOE to develop project plans and timelines for these events. Staff is working to incorporate lessons learned from past years and make these two project excel.

Diaper Box Distribution
  o First 5 Merced is hoping to partner with First 5 California and SupplyBank.org to bring Diaper Kits to Merced County. This potential program goal is to increase the resources available to low-income children and families on a previously unreachable scale. Materials are acquired for pennies on the dollar by centralizing procurement and in-kind gifts in the welfare space similarly to how food banks operate with farmers and other food producers, and then distributed through agencies that serve verified low-income clients. By providing basic material necessities such as diapers and other hygiene supplies it vastly increases the resources of low-income families and enables them to budget for other needs. I have attached an informational sheet from SupplyBank.org demonstrating the need and cost of diapers.

ACES Aware RFP
  o The Office of the California Surgeon General (CA-OSG) and the California Department of Health Care Services (DHCS) are looking for partners to join the movement to ensure everyone is ACEs Aware. The ACEs Aware Initiative will fund organizations to help extend the reach and impact of this initiative to Medi-Cal providers and organizations that serve Medi-Cal beneficiaries. ACEs Aware seeks to support the training and engagement of a wide range of providers and other professionals as well as encourage collaboration among organizations to build networks of care. First 5 Merced is currently exploring this opportunity to identify what role we can play going forward.
• First 5 Merced in the News
  o In November 2019, an article was published by the Merced County Times that highlights the Kid’s Discovery Station. First 5 Merced County was highlighted for contribution $100,000 to create the Little Explores Planet exhibit.
~ SAVE THE DATE ~

CHILDREN’S SUMMIT

BUILDING RESILIENT COMMUNITIES

APRIL 9, 2020

YOSEMITE CHURCH
2230 East Yosemite Avenue
Merced, CA 95340

LUNCH PROVIDED • FREE EVENT

For additional information contact:
Xee Lor, First 5 (209) 385-7337
Xee.Lor@countyofmerced.com
Merced County’s first kids’ museum set to open next spring

By Yanira Ledezma  On Nov 21, 2019

The first-ever children’s museum in Merced County is set to open this coming spring, giving all wonderers and little explorers an opportunity to learn through play and discovery.

The project was spearheaded by Mayya Tokman, UC Merced professor of Applied Mathematics and director of the CalTeach program at the UC, her husband Angelo Kyrilov, professor of Computer Science at UC Merced, and Merced County Supervisor Lee Lor.

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The mission of the proposed museum, The Kids Discovery Station (KiDS), is to allow a space to release and use their creativity and imagination, all while introducing them to different environments, experiences, and information.

“I have a 7-year-old who was born and raised here,” Tokman said of the driving force behind the idea of creating a children’s museum. “I didn’t know about children’s museums until I had a child. It’s 120 degrees outside in the summer, no one wants to go and play outside on a hot playground. Merced does offer options for family fun, but nothing like a children’s museum would. The museum will create a place where kids can learn while having fun with the family.”

Token explained that the museum is much needed in our community. The closest museum to Merced County is the Fresno Discovery Center which is already over 60 miles away from Merced. A local kids museum would allow a nearer opportunity for families to engage in learning together. The museum has been in the planning stages for a little over a year and is being projected forward with the support of the community.

Just this last September, Steve Tietjen, superintendent at the Merced County Office of Education, signed a no-cost lease for the museum which will be located inside one of the Merced Office of Education buildings at 350 W. Yosemite Ave.

Planning for the educational center began in early 2018. Project coordinators slowly began introducing the public to the goals of the museum with KiDS exhibit pop-ups, aimed to introduce participants to new ideas, opportunities, and environments through learn-play, interactive exhibits, and educational activities.

Merced’s Multicultural Arts Center hosted the first pilot exhibit through UC Merced’s CalTeach program. The program ran for two weeks, giving participants a chance to interact with a mock kitchen setup, train station, and veterinary clinic that made up the exhibit.

A kitchen stocked with plastic food and lunch tables, a microwave, and oven, surrounded the café area that aimed to teach children about nutrition and the process food goes through from kitchen to plate. The vet exhibit featured X-rays; introducing participants to bone structures and how they differ from animal to animal. A projected 910 visitors engaged in the MAC exhibit that ran from May 26 through June 8, 2018.

The Merced County Library hosted the following exhibit with funding from CalTeach and a grant from First 5 Merced County. Continuing the theme of learning through play and interaction, exhibitions at the library included a green screen, virtual reality, and a sand pendulum along with other attractions. The exhibition ran from Aug 1 through the 21, 2018 and attracted an estimated 1,700 visitors.

The last KiDS exhibition was held at the Merced County Fair just this year at the STEM pavilion. An estimated 4,000 visitors interacted with the exhibit that ran from June 5 through the 9.
With more than 6,000 visitors to the pop-up exhibits, Tokman envisions that the future museum will continually bring out families for continued fun and entertainment in Merced County.

“We are two-thirds into our fundraising goal,” Tokman explained. “We have quite a few sponsors already and are inviting founding partners to join with an opportunity to be on our founding plaque that will be in the museum forever.”

First 5 Merced County has already donated $100,000 to create the Little Explorers Planet, an exhibit focused on children aged 0-5. Golden Valley Health Clinics is sponsoring a health center exhibit in the museum that will include a mock doctor’s office. Other sponsors include Merced Lions Club and the CoreHR team.

Tokman mentioned that the People’s Budget, a participatory budgeting process led by Supervisor Lor, allowed residents the opportunity to decide where a certain amount of public funds would be spent. She said a $10,000 grant was approved that will allow community members free entry to the museum on a Saturday, once a month, for 10 months.

“All our founding partners and organizations who have worked with us have been wonderful,” Tokman concluded. “We are still looking for more sponsors and hope to meet our goal in time to open next Spring.”

For more information on the Kids Discovery Station, you can visit their website at: kidsdiscoverystation.org.

Yanira Ledezma - 26 Posts

Yanira Ledezma serves as a freelance writer and photographer for the Merced County Times. She is new to the paper and excited to be shining light on community events held throughout Merced County and the residents that reside within. She can be contacted by calling (209) 628-7512 or by email at yaniraledesma@gmail.com.
About SupplyBank.Org

SupplyBank.Org is building the nation’s first brick and mortar “supply bank” to increase the resources available to low-income children and families on a previously unreachable scale. Materials are acquired for pennies on the dollar by centralizing procurement and in-kind gifts in the welfare space similarly to how food banks operate with farmers and other food producers, and then distributed through agencies that serve verified low-income clients. By providing basic material necessities such as diapers, other hygiene supplies and school supplies, SupplyBank.Org vastly increases the resources of low-income families and enables them to budget for other needs.

The Problem

“Diaper need,” or an insufficient supply of diapers to keep babies clean and dry, affects 1 in 3 mothers in the U.S. Diapers for one child can cost up to $100/month, making diapers the 3rd or 4th greatest cost burden for many families on CalWORKs after rent, food and sometimes transportation. Diaper need causes severe health consequences for infants and toddlers, significant costs to the county and barriers to childcare and thus employment. We believe the SupplyBank.Org Diaper Kit Program offers a unique and scalable solution to this problem.

Cost Burden for Merced County Families Receiving Welfare

Diapers for one child can account for up to 14% of the monthly budget of CalWORKs families in the lowest income quintile. Despite being critical to the health and hygiene of young children, diapers are not covered by state and federal assistance programs such as CalFresh or Women, Infants & Children (WIC). While CalWORKs does now provide a $30 monthly diaper credit to working CalWORKs clients, its benefit is limited to an extremely small portion of low-income parents because of CalWORKs’ stringent program restrictions, and also requires families to pay the full retail price of diapers.

<table>
<thead>
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<th>Program</th>
<th>Monthly Income Limit</th>
<th>Percentage of Federal Poverty Line</th>
<th>Minimum Percentage of Income Spent on Diapers ($100/month)</th>
</tr>
</thead>
<tbody>
<tr>
<td>CalWORKs (Cash Aid Only)</td>
<td>$704</td>
<td>42%</td>
<td>14.2%</td>
</tr>
<tr>
<td>CalWORKs (Cash Aid &amp; Employment Earnings)</td>
<td>$1,292</td>
<td>77%</td>
<td>7.7%</td>
</tr>
</tbody>
</table>

Consequences of Diaper Need in Merced County

According to the California Office of Statewide Health Planning and Development, more than 538 instances of conditions known to be caused by diaper need were treated in Merced County in 2017, with approximately 80% of these cases treated in emergency rooms. A range of health system financial reports and studies have found that the average cost of an emergency room visit averages from $1,500 to $2,000, meaning diaper need related emergency visits can cost Merced County between $807,000 and $1,076,000 per year. There were more than 35,498 hospital visits related to diaper need statewide in 2017, costing California at least $53 million in emergency room medical expenses alone.
Current Diaper Kit Program

SupplyBank.org has been able to distribute more than 3,500 diaper kits a month to WIC and FRCs throughout Northern California. Working with 14 First 5 County Commissions, SupplyBank.Org administered a survey to 462 participants in the program with some of the results provided. The First 5 Diaper Kit program seamlessly integrates with WIC and First 5 Family Resource Centers’ programs in six counties to provide parents with diapers and baby wipes at locations where they receive other vital benefits and services. The program currently provides families with a monthly diaper kit containing 80-100 diapers and 200 baby wipes. Each diaper kit is designed with colorful bilingual messaging from First 5’s award winning Talk. Read. Sing. campaign, which encourages critical daily brain-boosting interactions between parents and babies.
## Solving Diaper Need in Merced County: The Diaper Kit Program

### Summary of First 5 California Diaper Kit Survey Responses Highlights

*462 Responses*

*10/11/2018 - 11/13/2018*

### Raw Data

#### How has your child’s or children’s health improved since starting to pick up diapers for your child or children?

<table>
<thead>
<tr>
<th>Response</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very large improvement</td>
<td>28.73%</td>
</tr>
<tr>
<td>Large improvement</td>
<td>22.03%</td>
</tr>
<tr>
<td>Moderately improved</td>
<td>12.74%</td>
</tr>
<tr>
<td>Improved somewhat</td>
<td>9.72%</td>
</tr>
<tr>
<td>No improvement at all</td>
<td>10.15%</td>
</tr>
<tr>
<td>Does not apply to me</td>
<td>16.63%</td>
</tr>
</tbody>
</table>

#### How has your overall stress level improved since starting to pick up diapers for your child or children?

<table>
<thead>
<tr>
<th>Response</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Very large improvement</td>
<td>29.78%</td>
</tr>
<tr>
<td>Large improvement</td>
<td>21.96%</td>
</tr>
<tr>
<td>Moderately improved</td>
<td>14.57%</td>
</tr>
<tr>
<td>Improved somewhat</td>
<td>11.30%</td>
</tr>
<tr>
<td>No improvement at all</td>
<td>8.70%</td>
</tr>
<tr>
<td>Does not apply to me</td>
<td>13.70%</td>
</tr>
</tbody>
</table>

#### I have more money to buy other necessities like baby food and clothes

<table>
<thead>
<tr>
<th>Response</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strongly agree</td>
<td>70.73%</td>
</tr>
<tr>
<td>Somewhat agree</td>
<td>15.17%</td>
</tr>
<tr>
<td>Neither agree nor disagree</td>
<td>4.27%</td>
</tr>
<tr>
<td>Somewhat disagree</td>
<td>1.92%</td>
</tr>
<tr>
<td>Strongly disagree</td>
<td>3.21%</td>
</tr>
<tr>
<td>Does not apply to me</td>
<td>4.70%</td>
</tr>
</tbody>
</table>

#### It is easy to access diapers through this service

<table>
<thead>
<tr>
<th>Response</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strongly agree</td>
<td>89.01%</td>
</tr>
<tr>
<td>Somewhat agree</td>
<td>6.68%</td>
</tr>
<tr>
<td>Neither agree nor disagree</td>
<td>1.51%</td>
</tr>
<tr>
<td>Somewhat disagree</td>
<td>0.43%</td>
</tr>
<tr>
<td>Strongly disagree</td>
<td>1.51%</td>
</tr>
<tr>
<td>Does not apply to me</td>
<td>0.86%</td>
</tr>
</tbody>
</table>

#### How satisfied are you with the Quality of diapers?

<table>
<thead>
<tr>
<th>Response</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extremely satisfied</td>
<td>39.96%</td>
</tr>
<tr>
<td>Very satisfied</td>
<td>25.05%</td>
</tr>
<tr>
<td>Satisfied</td>
<td>22.46%</td>
</tr>
<tr>
<td>Somewhat satisfied</td>
<td>6.05%</td>
</tr>
<tr>
<td>Not at all satisfied</td>
<td>2.81%</td>
</tr>
<tr>
<td>Does not apply to me</td>
<td>3.67%</td>
</tr>
</tbody>
</table>
## IMPACT 2020 County Funding Allocation and Participation Targets

<table>
<thead>
<tr>
<th>County</th>
<th>IMPACT 2020 Allocation (3-Year Total)</th>
<th>Match Ratio (State:Local)</th>
<th>Required Local Match Amount (3-Year Total)</th>
<th>IMPACT 2020 Site Participation Target (meet by FY 2022–23)</th>
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</thead>
<tbody>
<tr>
<td>Alameda</td>
<td>$2,917,703</td>
<td>2:1</td>
<td>$1,458,852</td>
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<tr>
<td>Alpine</td>
<td>$31,554</td>
<td>6:1</td>
<td>$5,259</td>
<td>2</td>
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<tr>
<td>Amador</td>
<td>$212,601</td>
<td>6:1</td>
<td>$35,434</td>
<td>18</td>
</tr>
<tr>
<td>Butte</td>
<td>$433,656</td>
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<td>$108,414</td>
<td>29</td>
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<td>Calaveras</td>
<td>$227,248</td>
<td>5:1</td>
<td>$45,450</td>
<td>18</td>
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<tr>
<td>Colusa</td>
<td>$188,620</td>
<td>5:1</td>
<td>$37,724</td>
<td>16</td>
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<tr>
<td>Contra Costa</td>
<td>$2,185,071</td>
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<td>$728,357</td>
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<td>5:1</td>
<td>$40,074</td>
<td>15</td>
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<tr>
<td>El Dorado</td>
<td>$953,631</td>
<td>5:1</td>
<td>$190,726</td>
<td>76</td>
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<td>Fresno</td>
<td>$1,717,874</td>
<td>3:1</td>
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<td>Glenn</td>
<td>$289,502</td>
<td>5:1</td>
<td>$57,900</td>
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<td>Humboldt</td>
<td>$345,261</td>
<td>4:1</td>
<td>$86,315</td>
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<td>Imperial</td>
<td>$960,034</td>
<td>4:1</td>
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<td>6:1</td>
<td>$34,962</td>
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<td>Kern</td>
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<td>Lake</td>
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<td>Lassen</td>
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<tr>
<td>Los Angeles</td>
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</tr>
<tr>
<td>County</td>
<td>Budget</td>
<td>Debt Ratio</td>
<td>Debt Service</td>
<td>Bond Rating</td>
</tr>
<tr>
<td>----------------</td>
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<tr>
<td>Placer</td>
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<td>Plumas</td>
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<td>Riverside</td>
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<td>Sacramento</td>
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<td>San Benito</td>
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<td>San Bernardino</td>
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<td>San Diego</td>
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<td>Sonoma</td>
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<td>$318,712</td>
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<td>Stanislaus</td>
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<td>5:1</td>
<td>$70,445</td>
<td>29</td>
</tr>
</tbody>
</table>