Meeting Agenda
First 5 Merced County
March 9, 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. 004 2020-01-046 Approval of Minutes for the January 13, 2020 Commission Meeting
P. 013 2020-01-047 Approval of Expenditure through January 31, 2020
P. 015 2020-01-048 Approval of Expenditure through February 29, 2020

VI. Action Items
P. 017 2020-03-049 Mini-Grant Cycle 3: Commission to review, discuss and consider approving funding for FY 19/20 Mini-Grants.
2020-03-050 Improve and Maximize Programs so All Children Thrive (IMPACT)  
**2020 Request for Applications (RFA):** Commission to review, discuss and consider authorizing First 5 staff to respond to the Quality Counts California (QCC) Local Consortia and Partnership Grants RFA.

2020-03-051 Improve and Maximize Programs so All Children Thrive (IMPACT)  
**2020 Sub-Contract with Merced County Office of Education:** Commission to review, discuss and consider authorizing the Executive Director to sign a Contract with MCOE for FY 20/21.

2020-03-052 United Way Merced County - Hmong Culture Camp:  
Commission to review, discuss and consider approving a modification to the FY 18/19 Contract between United Way Merced County and First 5 Merced.

2020-03-053 Merced Youth Connect a Fiscal Agent for Hmong Culture Camp:  
Commission to review, discuss and consider approving match requirements and Merced Youth Connect to act as the fiscal agent for the Hmong Culture Camp.

2020-03-054 GROW Funding Application – Merced County Food Bank – GROW the Access to Nutritional Food for Hungry Preschool Children in Merced:  
Commission to review, discuss and consider approving funding for Merced County Food Bank – GROW the Access to Nutritional Food for Hungry Preschool Children in Merced project.

2020-03-055 GROW Funding Application – Merced County Office of Education – Home Visitation Support:  
Commission to review, discuss and consider approving funding for Merced County Office of Education – Home Visitation Support.

2020-03-056 GROW Funding Application – Weaver School District – Preschool Enhancement:  
Commission to review, discuss and consider approving funding for Weaver School District – Preschool Enhancement.

2020-03-057 Joint Funding Request – Merced Hmong Children’s Day 2020:  
Commission to review, discuss and consider approving funding for the Merced Hmong Children’s Day 2020.

### VII. Informational Agenda Items

#### P. 150 Study Session Spotlight on Service:  
Staff from ACE Overcomers Center for Resiliency will present an overview of the funded project ACE Overcomers.

P. 162 **Staff Report:** January 2020

### VIII. Future Agenda Items

#### April 2020

- Minutes from March 9, 2020 Commission Meeting
- Approval of Expenditure through March 31, 2020
- G.R.O.W. Funding Applications (if Necessary)
- Public Hearing: First 5 California Annual Report
- IMPACT 2020 RFA (if Necessary)
- Strategic Planning Presentation - Data Dashboard
- Spotlight on Service: TBD

### IX. Commissioner Reports
X. **Review Next Meeting Date & Adjournment**
   - April 13, 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/)

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**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.

**Dispositivos De Asistencia Auditiva Están Disponibles Para Uso Público Dentro de First 5 Merced County.** Personas que requieren acomodación por cualquier discapacidad auditiva, visual o de otro tipo para revisar una agenda, o para participar en una reunión de First 5 en el Condado de Merced según la Ley de Estadounidenses con Discapacidades (ADA), pueden obtener asistencia solicitando está acomodación por escrito dirigida a 260 E. 15th Street, Merced, California 95341 o por teléfono llamando al (209) 385-7337. Cualquier solicitud debe hacerse al menos 48 horas antes de la reunión programada para la cual se solicita asistencia.
2020-03-046

Approval of Minutes for the January 13, 2019 Commission Meeting
Commission Meeting Minutes
January 13, 2020
Meeting location: 260 E. 15th Street, Merced, CA 95341

Commission Members Present:

☒ Lee Lor ☒ Eva de Long ☒ Iantha Thompson ☐ Shirley Brown ☐ Vacant - BHRS Director

☒ Dr. Gordon Arakawa ☒ Aaron Lequia ☐ Paula Smith ☒ Yvonnia Brown

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

Guests: Samantha Thompson, Monica Adrian, Jenna Nunes, Rosa Barragan, Barbara Aved, Andrea Cruthird-Mays, and Steve Tietjen

Call to Order

Commission Chair, Lee Lor, called the Commission meeting to order at 3:01 PM.

Pledge of Allegiance, and Roll Call

The Pledge of Allegiance was led by: Commissioner Yvonnia Brown

Attendance results noted above; a quorum was present.

Commissioner Aaron Lequia arrived and joined the meeting at 3:08 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.

Monica Adrian, Early Childhood Program Manager, with Merced County Office of Education inquired if the next meeting fell on a holiday. The next scheduled meeting is on February 10, 2020 and does not fall on a holiday.

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:

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

Lor asked clarification on the bylaws regarding quorum if she recused herself from approving Items #038-040 because of her absence at the December meeting. There is quorum without Lor’s motion.

Commissioner Yvonnia Brown moved to approve Items #038-040.

Motion seconded by: Commissioner Iantha Thompson. The motion was unanimously passed with 5 in favor, 0 opposed.

ACTION ITEMS:

2020-01-041 Strategic Planning Update

Scott Waite, First 5 Merced Executive Director, gave the Commission an update on that the Strategic Planning that is under way. Staff is working with Barbara Aved Associates from Sacramento to lead the process. A community survey for parents is being conducted with various programs at the Merced County Office of Education (MCOE), currently funded programs, All Moms and All Dads Matter Program at Human Services, WIC on their 0-5 population, Merced preschools, and the Head Start Program at MCOE. Relevant information from various data sources around Merced County is being collected from hospitals, community health improvement plans, the local Child Planning Counsel, and Head Start. Staff will also be scheduling interviews with Commissioners, conducting focus groups with providers, and finally there will be a Commission retreat. Waite introduced Barbara Aved, who gave a PowerPoint presentation of the Strategic Plan Table of Contents.

Y. Brown inquired about the surveys being on social media. Waite stated that the surveys are not on social media yet. The surveys are being distributed through community partners with an instruction sheet, both are in English and Spanish.

Y. Brown suggested sending surveys to Behavioral Health and Recovery Services 0-5 Program and the Human Services Agency Foster parents with 0-5 population. Waite will send an electronic copy of the survey to Y. Brown.
Lor suggested staff to draft an email that the Commission can be easily forward. Waite will draft email.

Lor asked for any questions or comments from the Commission.

Commissioner Eva de Long suggested surveys be sent to the Livingston Community Health as well.

Lor asked for questions or comments from the public.

Samantha Thompson, MCOE Early Education Program Manager, asked once the surveys are out in the community how to avoid duplication.

Aved replied that the First 5 Merced logo and the picture of a family on the survey will help parents identify the survey and not take it twice. Aved also states that these surveys work best if the person conducting the survey take the survey back from the parent when complete.

Before continuing to next item, Lor wanted to look at the minutes from the last meeting on the Consent Calendar. Lor wanted clarification on the action taken on item# 2019-10-037. Lor stated that the minutes will be taken up again for consideration to revise the last sentence on page 10 to reflect the motion of tabling the action and bringing it back to the January 2020 meeting for deliberation and action.

Commissioner Yvonnia Brown moved to approve the revision of the minutes to reflect the motion to table item# 2019-10-037 and bring it back for deliberation and action.

Lor abstained from motion.

Motion seconded by: Commissioner Iantha Thompson. The motion was unanimously passed with 5 in favor, 0 opposed.

**2020-01-042 Mini-Grant Cycle 2**

Waite outlined the Funding Guidelines and Criteria for the General Mini-Grants Program for 19/20. There were no proposals received for Cycle I and in Cycle II there were a total of 4 proposals for funding. The proposals were from United Way of Merced County, Play Adventures, Merced Youth Connect, and Merced County Breastfeeding Café. Commissioner Aaron Lequia recused himself from Merced Youth Connect and Play Adventures.

Waite went over the United Way of Merced County Early Learning and Care Hmong Calendar Project (Hmong ELC) proposal. Waite also presented the scoring for this
Thompson asked about the evaluation to supplement the calendars. Waite stated that the number of calendars distributed to the community can be reported but does not express if they any one attended the events listed on the calendar. Waite stated that this was an informational calendar.

Y. Brown also followed up with a question on how the events are being captured. Waite stated that the events aren't actually held by Hmong ELC but the calendar does show different events held in the community throughout the year on it. Y. Brown suggested capturing the number of attendees that show up to these events on the calendar to show how this benefits the community. Waite suggested adding a column to capture how the community learned about event at the Kid’s Day event during the Week of the Young Child.

De Long commented that when this proposal was being scored, the main object of this calendar was very specific to the Hmong culture and community.

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

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

Lor commented that the Hmong calendar does not necessarily coincide with the mainstream calendar. Lor recommended to have the Hmong calendar included in this year’s calendar as a multi-purpose calendar.

Waite went over the proposal for Merced County Breastfeeding Café. The breastfeeding peer counselors for the Merced County Breastfeeding Café are requesting to attend the California Breastfeeding Summit Sacramento to help with lactation support. Waite went over the scoring of this proposal. Waite noted that because of the delay, the early bird registration for this summit has passed so the cost will be slightly higher but still under the Min-Grant maximum award.

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

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

Lor asked how we measure the work and impact of this proposal which will set a precedent for future organizations should this proposal be approved today. Lor wanted to highlight that if there is no expectations beyond attendance at a conference then the same consideration should also be considered for other organizations as well.

There was more discussion on the expectation and output of this proposal.
Waite stated that staff will go back to the potential contractor or grantee and negotiate what the output will be or evidence of the outcome from this proposal.

Commissioner Yvonnia Brown moved to approve mini-grant applications for United Way of Merced County Early Learning and Care Hmong Calendar Project and Merced County Breastfeeding Café.

Motion seconded by: Commissioner Dr. Gordon Arakawa. The motion was unanimously passed with 6 in favor, 0 opposed.

Waite went over the proposal for Merced Youth Connect (MYC). Waite noted that the proposal reviewing committee requested that this be combined with various community calendars and events. This App does indirect and direct work where it does connect users to childcare. The reviewers indicated that the challenge was the tracking of the number of users that actually attained the services. Waite went over the scoring of the proposal.

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

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

Lor indicated that she does have the App and uses it occasionally. Lor stated the challenge with multiple community calendars is the unfollowing of followers to other community calendars. The Volunteer Board posts events on this App. Lor is excited for the Desktop version that is being developed.

Waite went over the proposal for Play Adventures. Waite went over the scoring of the proposal.

Lor asked for questions or comments from the Commission.

Y. Brown asked for the number of individuals that will be sent for professional development training course. Waite stated that there would be one staff sent to the play work course to become a play worker. Y. Brown asked with the one staff how many additional play groups/opportunities will be added. Waite will ask Play Adventures for the numbers.

Y. Brown requested for a presentation from Play Adventures. Waite will schedule Play Adventures for the February Spotlight on Service.

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

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

Commissioner Eva De Long moved to approve mini-grant applications for Merced Youth
Connect and Play Adventures.

Motion seconded by: Commissioner Iantha Thompson. The motion was unanimously passed with 5 in favor, 0 approved.

2020-01-043 Translation of First 5 Merced Agenda

Waite stated that 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. This would allow monolingual non-English speaking community members to access the accommodations and the fee would be a one-time cost.

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

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

Commissioner Iantha Thompson moved to approve Item #043.

Motion seconded by: Commissioner Aaron Lequia. The motion was unanimously passed with 6 in favor, 0 opposed.

2020-01-044 Joint Funding Request - 2020 Parent Institute

Waite outlined the joint funding request application from MCOE for the 2020 Parent Institute. The 2020 Parent Institute is scheduled for March 7, 2020 from 8:00 AM to 2:30 PM.

Lor asked for questions or comments from the Commission.

De Long commented that this one-day event is a great event for the community. There is a vast number of community attendees to this event.

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

Lor recalled volunteering for the first Parent Institute and there were was a tremendous amount of parents and children that attended. This is an event that the community looks forward to.

Commissioner Yvonnia Brown moved to approve Item #044.

Motion seconded by: Commissioner Eva De Long. The motion was unanimously passed with 6 in favor, 0 opposed.
2020-01-045 Joint Funding Request – 2020 Workforce Development Summit

Waite outlined the joint funding request application from MCOE for the 2020 Workforce Development Summit. This is a 5-day conference scheduled for June 2020.

Lor asked for questions or comments from the Commission.

De Long stated that this is a great development conference for early education educators and providers.

Andrea Cruthird-Mays, Program Manager for MCOE Early Education, briefly outlined the activities and workshops during the conference.

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

Commissioner Aaron Lequia moved to approve Item #045.

Motion seconded by: Commissioner Yvonnia Brown. The motion was unanimously passed with 6 in favor, 0 opposed.

INFORMATIONAL AGENDA ITEMS

Study Session Spotlight on Service: MCOE Caring for Our Black Children

Samantha Thompson gave a PowerPoint presentation on Caring for Our Black Children project funded under First 5 Merced systems change FY17/18, FY 18/19, and FY 19/20.

Staff Report

Waite outlined the January 2020 Staff Report. Waite also reported on First 5 Revenue back fill from Prop 56. Waite also reported that United Way will no longer be acting as the fiscal agent for The Hmong Culture Camp program due to staff transition there. Waite also reported that besides the minutes, expenditure reports, and strategic plan updates staff has not received any GROW applications to date. This may result in the cancellation of the February Commission meeting if there are no GROW applications received or action items.

Commissioners Report

Y. Brown reported that she is officially reporting as the Director of Human Services Agency but still acting as the Director for Behavioral Health Recovery Services until filled.

Arakawa reported that flu activity has increased this year but no deaths have been reported thus far. Arakawa encourages vaccination for those that have not received the
flu vaccination.

Meeting adjourned at 5:00 PM

**POSSIBLE DIRECTION FOR FUTURE AGENDA ITEMS**

The next regularly scheduled meeting will be held on:

**Monday, February 10, 2020**
**3:00 PM**
**Location: Merced County Public Health Department**
**260 E. 15th Street**
**Merced, CA  95341**
2020-03-047

Approval of Expenditure through January 31, 2020
### 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>Percentages</th>
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<tbody>
<tr>
<td>Prop 10 Revenues</td>
<td>$2,406,695</td>
<td>NA</td>
<td>$210,912</td>
<td>$259,734</td>
<td>$2,146,961</td>
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<tr>
<td>IMPACT</td>
<td>$548,643</td>
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<td>$(2,353)</td>
<td>$550,996</td>
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<tr>
<td>Interest</td>
<td>$200,000</td>
<td>NA</td>
<td>$121,768</td>
<td>$78,232</td>
<td>$100%</td>
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<tr>
<td>Aid from Other Govt. Agencies</td>
<td>-</td>
<td>NA</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Other Revenue-Prop 56</td>
<td>-</td>
<td>NA</td>
<td>$649,749</td>
<td>$649,748</td>
<td>$(649,748)</td>
<td>0.0%</td>
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<tr>
<td>Other Revenue - Donations</td>
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<td>NA</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
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<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>$3,155,338</strong></td>
<td><strong>$860,661</strong></td>
<td><strong>$1,028,897</strong></td>
<td><strong>$2,126,441</strong></td>
<td><strong>$32.6%</strong></td>
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### Operating Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary and Wages</td>
<td>$501,850</td>
<td>$-</td>
<td>$24,213</td>
<td>$173,867</td>
<td>$327,983</td>
<td>34.6%</td>
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<tr>
<td>Vacation/Sick Leave Payout</td>
<td>$8,800</td>
<td>$-</td>
<td>$-</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>$-</td>
<td>$84,294</td>
<td>$154,451</td>
<td>35.3%</td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>$165,238</td>
<td>$-</td>
<td>$7,741</td>
<td>$55,406</td>
<td>$109,832</td>
<td>33.5%</td>
</tr>
<tr>
<td>Worker’s Comp.</td>
<td>$6,741</td>
<td>$-</td>
<td>$320</td>
<td>$2,326</td>
<td>$4,415</td>
<td>34.5%</td>
</tr>
<tr>
<td><strong>Total Salaries &amp; Benefits</strong></td>
<td><strong>$921,374</strong></td>
<td><strong>$-</strong></td>
<td><strong>$44,035</strong></td>
<td><strong>$318,335</strong></td>
<td><strong>$603,039</strong></td>
<td><strong>34.6%</strong></td>
</tr>
</tbody>
</table>

### Operations

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications</td>
<td>$4,968</td>
<td>$-</td>
<td>$343</td>
<td>$2,033</td>
<td>$2,935</td>
<td>40.9%</td>
</tr>
<tr>
<td>Household Expense</td>
<td>-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Insurance - General Liability</td>
<td>$5,640</td>
<td>$-</td>
<td>$276</td>
<td>$2,010</td>
<td>$3,630</td>
<td>35.6%</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$2,280</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$2,280</td>
<td>0.0%</td>
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<tr>
<td>Memberships</td>
<td>$6,500</td>
<td>$-</td>
<td>$-</td>
<td>$6,500</td>
<td>$-</td>
<td>100.0%</td>
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<tr>
<td>Office Expense</td>
<td>$9,000</td>
<td>$-</td>
<td>$95</td>
<td>$1,719</td>
<td>$7,281</td>
<td>19.1%</td>
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<tr>
<td>Professional Special Svc Audits</td>
<td>$12,030</td>
<td>$-</td>
<td>$-</td>
<td>$12,030</td>
<td>$-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Professional Special Svc Contracts</td>
<td>$25,000</td>
<td>$-</td>
<td>$-</td>
<td>$25,000</td>
<td>$-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Professional Special Svc Other</td>
<td>$81,157</td>
<td>$-</td>
<td>$4,780</td>
<td>$17,527</td>
<td>$63,630</td>
<td>21.6%</td>
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<tr>
<td>Publication and Legal Notice</td>
<td>$2,000</td>
<td>$-</td>
<td>$6</td>
<td>$19</td>
<td>$1,933</td>
<td>0.9%</td>
</tr>
<tr>
<td>Rents and Leases</td>
<td>-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>0.0%</td>
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<tr>
<td>Special Department Expense</td>
<td>$56,100</td>
<td>$-</td>
<td>$20</td>
<td>$4,243</td>
<td>$51,857</td>
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<tr>
<td>Special Dept. Expense Cost Alloc.</td>
<td>$82,285</td>
<td>$-</td>
<td>$13,294</td>
<td>$47,159</td>
<td>$35,126</td>
<td>57.3%</td>
</tr>
<tr>
<td>Special Department Expense Insurance</td>
<td>$8,318</td>
<td>$-</td>
<td>$-</td>
<td>$4,886</td>
<td>$3,432</td>
<td>58.5%</td>
</tr>
<tr>
<td>Special Department Expense Software</td>
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<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$1,740</td>
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</tr>
<tr>
<td>Transportation and Travel</td>
<td>$22,650</td>
<td>$-</td>
<td>$841</td>
<td>$3,613</td>
<td>$19,037</td>
<td>15.9%</td>
</tr>
<tr>
<td>Transportation and Travel-Staff Developmen</td>
<td>$900</td>
<td>$-</td>
<td>$-</td>
<td>$900</td>
<td>$-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Utilities</td>
<td>-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Intrafund Transfer In</td>
<td>$(95,091)</td>
<td>$-</td>
<td>$-</td>
<td>$(95,091)</td>
<td>$-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Operations</strong></td>
<td><strong>$225,477</strong></td>
<td><strong>$-</strong></td>
<td><strong>$19,655</strong></td>
<td><strong>$89,688</strong></td>
<td><strong>$135,740</strong></td>
<td><strong>39.8%</strong></td>
</tr>
</tbody>
</table>

### Total Operating Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td><strong>$1,146,851</strong></td>
<td><strong>$49</strong></td>
<td><strong>$63,690</strong></td>
<td><strong>$408,023</strong></td>
<td><strong>$738,779</strong></td>
<td><strong>35.6%</strong></td>
</tr>
</tbody>
</table>

### Program Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>PO Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPACT</td>
<td>$590,796</td>
<td>$332,414</td>
<td>$78,691</td>
<td>$85,601</td>
<td>$172,782</td>
<td>14.5%</td>
</tr>
<tr>
<td>Community Initiatives</td>
<td>$2,657,948</td>
<td>$374,510</td>
<td>$113,943</td>
<td>$225,233</td>
<td>$2,057,205</td>
<td>8.5%</td>
</tr>
<tr>
<td><strong>Total Program Expenses</strong></td>
<td><strong>$3,248,744</strong></td>
<td><strong>$706,924</strong></td>
<td><strong>192,634</strong></td>
<td><strong>310,834</strong></td>
<td><strong>2,299,987</strong></td>
<td><strong>9.6%</strong></td>
</tr>
</tbody>
</table>

<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>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Trust Fund Balance</strong></td>
<td><strong>$10,899,431</strong></td>
<td><strong>$860,661</strong></td>
<td><strong>$256,324</strong></td>
<td><strong>$11,503,768</strong></td>
</tr>
</tbody>
</table>
2020-03-048

Approval of Expenditure through February 29, 2020
### First 5 Merced County

#### Fiscal Report

**February 2020**

66.67%

#### 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>Percentages Received</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prop 10 Revenues</td>
<td>$2,406,695</td>
<td>NA</td>
<td>$401,763</td>
<td>$661,497</td>
<td>$1,745,198</td>
<td>27.5%</td>
</tr>
<tr>
<td>IMPACT</td>
<td>$548,643</td>
<td>NA</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-4.4%</td>
</tr>
<tr>
<td>Interest</td>
<td>$200,000</td>
<td>NA</td>
<td>-</td>
<td>$121,768</td>
<td>$78,232</td>
<td>60.9%</td>
</tr>
<tr>
<td>Aid from Other Govt. Agencies</td>
<td>-</td>
<td>NA</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Other Revenue-Prop 56</td>
<td>-</td>
<td>NA</td>
<td>-</td>
<td>$649,748</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Other Revenue - Donations</td>
<td>-</td>
<td>NA</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
</tbody>
</table>

**Total Revenues**

| $3,155,338                     | $401,763 | $1,430,659 | $1,724,679 | 45.3% |

#### Operating Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary &amp; Benefits</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salary and Wages</td>
<td>$501,850</td>
<td>$24,169</td>
<td>$198,036</td>
<td>$303,814</td>
<td>39.5%</td>
<td></td>
</tr>
<tr>
<td>Vacation/Sick Leave Payout</td>
<td>$8,800</td>
<td>$276</td>
<td>$2,286</td>
<td>$3,354</td>
<td>40.5%</td>
<td></td>
</tr>
<tr>
<td>Retirement</td>
<td>$238,745</td>
<td>$11,741</td>
<td>$96,035</td>
<td>$142,710</td>
<td>40.2%</td>
<td></td>
</tr>
<tr>
<td>Employee Benefits</td>
<td>$165,238</td>
<td>$7,737</td>
<td>$63,142</td>
<td>$102,096</td>
<td>38.2%</td>
<td></td>
</tr>
<tr>
<td>Worker’s Comp.</td>
<td>$6,741</td>
<td>$319</td>
<td>$2,645</td>
<td>$4,096</td>
<td>39.2%</td>
<td></td>
</tr>
</tbody>
</table>

**Total Salaries & Benefits**

| $921,374 | $43,966 | $362,301 | $559,073 | 39.3% |

#### Operations

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communications</td>
<td>$4,968</td>
<td>$345</td>
<td>$2,378</td>
<td>$2,590</td>
<td>47.9%</td>
<td></td>
</tr>
<tr>
<td>Household Expense</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Insurance - General Liability</td>
<td>$5,640</td>
<td>$276</td>
<td>$2,286</td>
<td>$3,354</td>
<td>40.5%</td>
<td></td>
</tr>
<tr>
<td>Maintenance</td>
<td>$2,280</td>
<td>$273</td>
<td>$2,286</td>
<td>$2,007</td>
<td>12.0%</td>
<td></td>
</tr>
<tr>
<td>Memberships</td>
<td>$6,500</td>
<td>$6,500</td>
<td>$6,500</td>
<td>$100.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Office Expense</td>
<td>$9,000</td>
<td>$646</td>
<td>$2,313</td>
<td>$6,041</td>
<td>25.7%</td>
<td></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>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Special Svc Contracts</td>
<td>$25,000</td>
<td>$6,500</td>
<td>$6,500</td>
<td>26.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Professional Special Svc Other</td>
<td>$81,157</td>
<td>$1,755</td>
<td>$19,282</td>
<td>$61,875</td>
<td>23.8%</td>
<td></td>
</tr>
<tr>
<td>Publication and Legal Notice</td>
<td>$2,000</td>
<td>$19</td>
<td>$1,933</td>
<td>0.9%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rents and Leases</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Special Department Expense</td>
<td>$56,100</td>
<td>$112</td>
<td>$4,355</td>
<td>$51,745</td>
<td>7.8%</td>
<td></td>
</tr>
<tr>
<td>Special Dept. Expense Cost Alloc.</td>
<td>$82,285</td>
<td>$6,467</td>
<td>$53,806</td>
<td>$28,479</td>
<td>65.4%</td>
<td></td>
</tr>
<tr>
<td>Special Department Expense Insurance</td>
<td>$8,318</td>
<td>$273</td>
<td>$4,352</td>
<td>58.5%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special Department Expense Software</td>
<td>$1,740</td>
<td>$999</td>
<td>$741</td>
<td>57.4%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation and Travel</td>
<td>$22,650</td>
<td>$1,626</td>
<td>$17,050</td>
<td>23.1%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transportation and Travel-Staff Developm</td>
<td>$900</td>
<td>-</td>
<td>$900</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Utilities</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td></td>
</tr>
<tr>
<td>Intrafund Transfer In</td>
<td>$(95,091)</td>
<td>-</td>
<td>$(95,091)</td>
<td>0.0%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Operations**

| $225,477 | $19,556 | $19,127 | $108,815 | 48.3% |

#### Program Expenses

<table>
<thead>
<tr>
<th>Description</th>
<th>Current Year Appropriated</th>
<th>Encumbrance</th>
<th>Monthly Expenditures</th>
<th>Cumulative Expenditures</th>
<th>CY Balance Remaining</th>
<th>Percentages Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMPACT</td>
<td>$590,796</td>
<td>$227,230</td>
<td>$104,984</td>
<td>$190,584</td>
<td>$172,982</td>
<td>32.3%</td>
</tr>
<tr>
<td>Community Initiatives</td>
<td>$2,657,948</td>
<td>$351,110</td>
<td>$34,266</td>
<td>$259,499</td>
<td>$2,046,339</td>
<td>9.8%</td>
</tr>
</tbody>
</table>

**Total Program Expenses**

| $3,248,744 | $578,340 | $139,250 | $450,083 | $2,219,321 | 13.9% |

#### Total Revenues

| $4,395,595 | $597,896 | $202,342 | $921,199 | $2,875,500 | 21.0% |

#### 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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$11,503,768</td>
<td>$401,763</td>
<td>$202,342</td>
<td>$11,703,188</td>
</tr>
</tbody>
</table>

First 5 Merced County

Fiscal Report

February 2020

66.67%
2020-03-049

Mini-Grants Cycle 3
AGENDA ITEM: Approval of General Mini-Grants (Cycle 3) 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 III and proposals were due February 21, 2019.

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 and the Commission awarded $10,800. In cycle III the Commission received 3 proposals requesting a total of $8,342.

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
- Rainbow Valley Foster Care - $2,342
- Merced County Spring Fair Heritage Foundation - $3,000

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 $8,342 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 3 Mini-Grants in the amount requested for a total of $8,342.

F. Attachments:
- Mini-Grant Proposal Summary Sheet for FY 19/20 Cycle 3
- Proposal submitted by United Way of Merced County
- Proposal submitted by Rainbow Valley Foster Care
- Proposal submitted by Merced County Spring Fair Heritage Foundation
## Summary of Applicants and Mini-Grant Recommendations
### Recommended for 2019/20 Cycle 3 Funding

<table>
<thead>
<tr>
<th>Agency</th>
<th>Amount</th>
<th>Project Description</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Merced County Spring Fair Heritage Foundation Little Hands for Ag Educational Exhibit</td>
<td>$3,000</td>
<td>The Merced County Spring Fair Heritage Foundation is continuing to increase access for young children and their families to the Little Hands for Ag exhibit at the Merced County Spring Fair. One aspect is to add signage with pictures to the newly updated seed planting area and add technology increase the interactive access for young children who are under the age of five. Little Hands is an interactive agricultural education display that is visited by over 10,000 children and families each year. Families and their children are the primary target audience for the display. We are continuing to improve access through the updating of the seed planting area by removing all sand, which was a barrier to children with disabilities, including asthma. We plan to make improvements from March 2020 to the opening of the exhibit on April 28, 2020.</td>
<td></td>
</tr>
<tr>
<td>Average Reviewer Score: 81.50</td>
<td></td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Rainbow Valley Foster Care Foster/Adoptive Parent and Foster/Adoptive Child Engagement Eggtastic</td>
<td>$2,342</td>
<td>We are humbly requesting funds for a very special event for our foster children called &quot;The Fun Bunny Eggtastic Fair Event&quot;. We plan to host this egg hunt and provide foster parents and other children with games, crafts, reading with the bunny and offer resources for foster families. This event is a healthy environment for foster children 0-5 affected by trauma and their foster parents. The Eggtastic Fair Event is planned for Saturday March 22, 2020 from 11AM to 4 PM. We are making this a secular event and not an Easter religious event but rather more of a fun traditional activity so any culture can enjoy and parents and children may enjoy interacting together. We will have fun games that involve children and their foster parents as well as children interacting with other children and fun age-appropriate games that will engage physical activity as well as challenge a child's agility utilizing eye, hand coordination, color and numbers. They will be doing a variety of age-appropriate and related games. We will have a special table for fun calming toys for children addressing self-regulation and trauma. We will have a Big Bunny in costume that will read a story from a very big book and teach them to breath. We will have resource tents that will provide important information for the foster parents and their children. We will have a fun bunny time, egg hunt, games, sports, face painting, music, entertainment, art and crafts, food and drink.</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>United Way Merced County Hmong Educators’ Day for Early Education</td>
<td>$3,000</td>
<td>This Mini-Grant proposal builds on HHC lessons and partnerships, which emphasize the powerful role of Hmong staff in educational institutions. Hmong people working in educational institutions (as teachers, librarians, tutors, and support staff) hold a respected status (similar to health providers). Because they are affiliated with educational institutions, they are seen as trusted providers for Hmong children and people who do good for the Hmong community. They are entrusted as role models, formal and informal gatekeepers, and influential change agents in the Hmong community and within educational institutions. With Hmong and mainstream agency partners, HHC will plan and implement a Hmong Educators for ELC Day to organize and mobilize these powerful voices of Hmong staff in educational institutions in Merced. The event will launch a Hmong Educators for ELC Coalition and action plan. Of approximately 120 Hmong staff in educational institutions (identified to date), we anticipate at least 50 will attend the Saturday event. The event will use interactive exercises, speakers and coaches, and facilitated-conversations to understand Hmong ELC priorities and to create an action plan to guide the coalition's efforts through 2020. The event and resulting action plan will focus on how the coalition will advocate for and increase participation in ELC for Hmong families and children. The event is planned for May 16 (the day after the National Hmong Veteran's Recognition Day) at Joe Stefani Elementary with the leadership of Principal Rick Her, a valued local Hmong educator. Joe Stefani is located in a Hmong-dense community. The coalition of Hmong education staff emerging from the first Hmong Educators Day will coordinate and mobilize valued leaders in our community to reach out to their Hmong families and peers in the mainstream community to advocate for and increase participation in ELC for the Hmong community. As with Hmong Children's Day, HHC will continue Hmong Educators for ELC Day annually with workshops and action items throughout the year.</td>
<td>No</td>
</tr>
</tbody>
</table>

Average Reviewer Score: 90.00

Average Reviewer Score: 65.75

$8,342 TOTAL RECOMMENDED
ATTACHMENT A: APPLICATION COVER SHEET

Applicant/Agency Name: Merced County Spring Fair Heritage Foundation
Name of Project: Little Hands for Ag Educational Exhibit

CONTACT PERSON FOR THIS APPLICATION:

Contact Person & Title: Cannon Michael, President, Heritage Foundation
Address: 403 F Street
City: Los Banos
Zip Code: 93635
Phone Number: 826.5166
Cell Number: 209.564.1168
Fax Number: 826.8737

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: $100,000.00
Total Request for Mini-Grant Funding: $3,000.00 (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: February 18, 2020

Name: Cannon Michael
Title: President, Heritage Foundation
ATTACHMENT B: PROJECT NARRATIVE

1. **Organization Capacity:** The Heritage Foundation has been in existence for eight (8) years to benefit youth, the understanding of agriculture in Merced County, and the fair. We are partnering with the Merced County Spring Fair to update Little Hands. The Little Hands display has been run by the fair for the past 14 years and has been visited by thousands for children and families each year.

2. **Project Plan:** The Merced County Spring Fair Heritage Foundation is continuing to increase access for young children and their families to the Little Hands for Ag exhibit at the Merced County Spring Fair. One aspect is to add signage with pictures to the newly updated seed planting area and add technology to increase the interactive access for young children who are under the age of five. Little Hands is an interactive agricultural education display that is visited by over 10,000 children and families each year. Families and their children are the primary target audience for the display. We are continuing to improve access through the updating of the seed planting area by removing all sand, which was a barrier to children with disabilities, including asthma. We plan to make improvements from March 2020 to the opening of the exhibit on April 28, 2020.

3. **Benefiting Children 0-5:** With the addition of the updated picture signage for the seed planting area for young children, who do not yet read, will be able to associate the items in the Little Hands exhibit with the pictures, thus providing them with a better understanding of where their food and water come from. Technology updates will further improve the interactive nature of the display for young children.

4. **Identification of Outcomes:** We have identified that Little Hands is a successful exhibit for families based on many years of positive feedback from families and community members. We realize that we must continue to increase access for young children and their families and that requires updating exhibits, adding new activities for young children ages 0-5. With input from educational specialists, we hope to make the Little Hands display as educational for the 0-5 year olds as it is for the older children that are able to read and interact with the Little Hands activities.

5. **Funding Plan/Financial Viability:** The funding of $3,000 will be used for updated signage and technology for young children. This year, in addition to the signage and technology, we continue to make additional infrastructure improvements to the Little Hands display.
### 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. Update Signage</td>
<td>Change signage in the seed planting area. All sand has been removed to allow for increased access for children of all abilities.</td>
<td>$2,000.00</td>
<td>$5,000.00 from the Heritage Foundation</td>
</tr>
<tr>
<td>2. Update Technology</td>
<td>Provide technology in new areas of the exhibit to increase access for young children.</td>
<td>$1,000.00</td>
<td>$5,000.00 from the Heritage Foundation</td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td></td>
<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>
</tbody>
</table>

| Total Grant Requested From Commission | $3,000.00 |
| Total Funds from Other Sources   | $10,000   |
| Total Project Cost                 | $13,000.00 |
ATTACHMENT D: AGREEMENTS AND CERTIFICATIONS

Applicant/Agency Name: Merced County Spring Fair Heritage Foundation

Project/Program Title: Little Hands for Agriculture Exhibit

Address: 403 F Street
Street/P.O. Box
Los Banos
City
CA
State
93635
Zip 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.

Cannon Michael, President
Typed Name and Title of Individual
Authorized to sign Contracts

Authorized Signature

Feb. 18, 2020
Date
MERCED COUNTY
CHILDREN AND FAMILIES COMMISSION
POLICY ON TOBACCO FREE ENVIRONMENT

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
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:** Rainbow Valley Foster Care

**Name of Project:** Foster /Adopt Parent and Foster/Adopt Child Engagement Eggtastic

### CONTACT PERSON FOR THIS APPLICATION:

<table>
<thead>
<tr>
<th>Contact Person &amp; Title</th>
<th>Foster Parent Trainer and Recruiter</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Toni Borges</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Address:</strong> 2841 G ST,</td>
<td></td>
</tr>
<tr>
<td><strong>City:</strong> Merced</td>
<td></td>
</tr>
<tr>
<td><strong>Zip Code:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Phone Number:</strong> 209 617 4475</td>
<td></td>
</tr>
<tr>
<td><strong>Cell Number:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Fax Number:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Email:</strong> <a href="mailto:Dennistoni1@hotmail.com">Dennistoni1@hotmail.com</a></td>
<td></td>
</tr>
</tbody>
</table>

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

**Federal ID No.** EIN 77-0240414

**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
  - [ ] N/A

**Total Annual Budget for the Organization/Program:** $950,000

**Total Request for Mini-Grant Funding:** $2,342,00.  (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:** 2/20/20

**Name:** Toni Borges

**Title:** TRAINER
Dear First 5 Merced County,

1. Rainbow Valley Group Homes and Foster Family Agency is a private, non-profit agency and has had its door open for 30 years. Rainbow Valley Foster Care primary goal is to provide specialized care services for children birth to 21 years of age, who have been physically, mentally, and sexually abused. Rainbow Valley FFA also takes pride in honoring and addressing the unique needs of sibling groups and teen mothers.

Rainbow Valley provides therapeutic services to children in both foster homes and in Residential Treatment Centers. We believe that all children and young adults deserve stable, caring and safe environments in which to live. Our Residential Treatment Centers focus on helping teen girls heal from the abuse and neglect they have suffered, and prepare them to live in a family environment.

Rainbow Valley believes that trained, professional foster parents and staff can assist children in working through their past traumas, and learn to trust again. It is our intention to prepare children and young adults for reciprocal, giving relationships with others. The lessons our young people learn about being loved without being hurt will be passed down for generations to come. Rainbow Valley has been around for 30 years and hope to be here for many years to come in continuing to help children to heal through their trauma.

2. We are humbly requesting funds for a very special event for our foster children called “The Fun Bunny Eggtastic Fair Event”. We plan to host this egg hunt and provide foster parents and other children with games, crafts, reading with the bunny and offer resources for foster families. This event is a healthy environment for foster children 0-5 affected by trauma and their foster parents. The Eggtastic Fair Event is planned for Saturday March 22, 2020 from 11AM to 4 PM. We are making this a secular event and not an Easter religious event but rather more of a fun traditional activity so any culture can enjoy and parents and children may enjoy interacting together. We will have fun games that involve children and their foster parents as well as children interacting with other children and fun age-appropriate games that will engage physical activity as well as challenge a child’s agility utilizing eye, hand coordination, color and numbers. They will be doing a variety of age-appropriate and related games. We will have a special table for fun calming toys for children addressing self-regulation and trauma. We will have a Big Bunny in costume that will read a story from a very big book and teach them to breathe. We will have resource tents that will provide important information for the foster parents and their children. We will have a fun bunny time, egg hunt, games, sports, face painting, music, entertainment, art and crafts, food and drink.
3. The specific needs we are aiming to meet is the positive engagement of foster/adopt children and their foster/adopt parents as well as engagement of other foster/adopt children and their foster/adopt parents. In traumatized children attachment problems is one of the main causes of mental health problems with these children and cannot go understated. Events like these implicitly offer connection to their new families. We believe we can offer a positive opportunity to bond and attach with family while having fun, rich and meaningful life experiences. Other foster/adopt children can meet up with other foster/adopt children and open them up for play dates with a demographic much like themselves. These children have a background of trauma and foster parents are there to help them through and provide love, safety and freedom from abuse and violence and this event offers a positive opportunity to bond and attached with them That is not always easy for these traumatized children. It offers fun and pleasant memories and in its own way offer small and new glimmers of hope that things can be good and they you can have positive connections. It helps with connecting up with other foster parents to enhance community and interpersonal support in a fun and safe way. Also, this kind of event offers a relaxed environment to browse tables with needed resources for these families they might not otherwise get. Our vendors can provide very important resources for these foster parents that help meet their unique needs in a variety of ways. That helps them navigate the system and offer better well-being and health to the children. The vendors can provide knowledge and information resources and prepare parents and caregivers with parenting ideas, assessment information and even offer trauma informed lens to these parents and see they can be supported by those resources. As an agency Rainbow Valley foster Care also will have a table that reminds our parents that we provide support with training, weekly social workers to help them and seasoned veteran foster/adopt parents help that can help every step of the way. These foster/adopt community events act as an important vehicle for resource outreach and are indispensable in helping families and their children access resources and experience a fun way to connect and build bonds with stable and nurturing relationships that bring with it rich and meaningful life experiences. All children in Merced County should thrive in supportive, loving and nurturing environments, enter school healthy and ready to learn and become productive, well-adjusted members of society. These children need a little more help with that and we believe we must do our best as a agency and as a community to give those who are traumatize through no fault of their own as many positive opportunities to engage in fun and be a child in a uplifting and safe setting with nurturing and caring parents.

While we are submitting only for this year, It will fortunately enable us to get the items for which we will be able to use them over and over again and have this event annually. I have personally done this for another community and that is exactly what it has done and it continued to provide added experiences of joy for many years. We are submitting for a Bunny suit, games and durable decorations that we will be able to use for this event and year after year and therefore continue to give these fun bonding and resource advantages to these foster/adopt children 0-5 and their families yearly.

We will display the big Children’s Bill of Rights where the Bunny sits, and will have a discussion about Bill of rights. The two Bill of Rights we are effectively addressing are: 1. With the event having its cultural and artistic elements the right to participate in varied and meaningful enrichment experiences introducing them to art, nature science and cultures
which demonstrate life beauty richness and human potential. And, 2. Given the access to various health agencies and all children have the right to affordable and accessible physical, dental, and mental health care, including early identification and timely services. Our desired outcome is for families to be able to raise their children in safe, stable, nurturing homes, decrease in rates of child abuse and neglect, provide healthy ways to attach and Bond to Foster Parents, and enhance the system of effective family support and strengthening programs. Last using the framework of a yearly event will help adopt common standards and practices for family support and strengthening programs in a fun and healthy way and distribute and nd provide needed resources to the foster families and foster children.

4. We will know it is successful by full participation and engagement of foster/adopt youth and foster/adopt parents. In addition, it will be successful as parents engage in receiving and utilizing resources from vendors for their foster/adopt children.

5. Total cost of this event will be $2,342.00. The other funding sources are McDonalds, Dignity Heath and Rainbow and Leo volunteers.
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
Please list the items for which you are requesting funds. (E.g., Supplies, equipment, other. See Sample Budget for examples.)

<table>
<thead>
<tr>
<th>Item Description</th>
<th>(Detailed Narrative)</th>
<th>Requested from the Commission</th>
<th>Sources (Include in-kind, if appropriate)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Bunny Suit for Egg-tastic</td>
<td>This is a very good quality bunny suit.</td>
<td>$589,00</td>
<td>Dignity Health will pay for half Bunny suit. $244,00;</td>
</tr>
<tr>
<td>2. Baskets and Eggs/Grass</td>
<td>Baskets Eggs stuffed with toys</td>
<td>$72.00</td>
<td>Dignity health will take care of $100.00</td>
</tr>
<tr>
<td>3. Food and Drink</td>
<td>This will be the food and drink given to parents and children for the day. Beans, hamburgers/ hot dogs and Nachos and water and Capris, Welches Fruit snacks / sun chips</td>
<td>$350.00</td>
<td></td>
</tr>
<tr>
<td>4. Games/sports</td>
<td>Sack race bags 3 legged race, bunny bowling, bunny rings, tug of war rope, small basket ball game, pin the tail on the bunny, skeet, headbands, jumbo go fish Jumbo connect four, bow game, Duck game, and sports, kites etc.</td>
<td>$794.00</td>
<td></td>
</tr>
<tr>
<td>5. Incentives for calming kids</td>
<td>Calming toys for trauma- calming water bead, fidget toys, baby stuffed animals, pinwheel to show how to breath, twisters, liquid motion and wands, stretch balls</td>
<td>$400.00</td>
<td>Mc Donald gave $100.00 for ice cream coupons</td>
</tr>
<tr>
<td>6. Crafts</td>
<td>Crafts eggs, egg ornaments, frames, canvas, paint,</td>
<td>$170.00</td>
<td></td>
</tr>
<tr>
<td>decorations</td>
<td></td>
<td>$125.00</td>
<td></td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
<td>Cost</td>
<td>Payment Source</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>7. Music</td>
<td>This will be used for music for the function. Face painting children</td>
<td>$120.00</td>
<td>$50.00 Rainbow Valley</td>
</tr>
<tr>
<td>Face painting</td>
<td></td>
<td>$70</td>
<td></td>
</tr>
<tr>
<td>8. Park cost</td>
<td>Rainbow will pay for park /printing /</td>
<td>$70.00</td>
<td>$70.00 Rainbow Valley</td>
</tr>
<tr>
<td>Printing.</td>
<td></td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td>Porta Poty.</td>
<td></td>
<td>$125.00</td>
<td>$125.00 Rainbow Valley</td>
</tr>
<tr>
<td>Leo kids set up and tear down</td>
<td></td>
<td>Volunteer to do games and hunt</td>
<td>$50.00 Rainbow Valley pay</td>
</tr>
</tbody>
</table>

| Total Grant Requested From Commission | $ 2,3420.00 | $ 689.00 |
| Total Funds from Other Sources        | $            |
| Total Project Cost                    | $ 2,859.00  |
**Rainbow Valley Foster Care**

**ATTACHMENT D: AGREEMENTS AND CERTIFICATIONS**

Applicant/Agency Name: Rainbow Valley Foster Care

Project/Program: Foster/Adopt Parent and Foster/Adopt Children Engagement Eggstatic

Event Title:

Address: 2841 G St

Street/P.O. Box

Merced, CA 95340

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.

A. 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.

B. 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.

C. 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.

Toni Borges Foster-Trainer and Recruit

Typed Name and Title of Individual: Toni Borges Foster-Trainer and Recruit

Authorized Signature: [Signature]

Date: 2/19/2020
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
Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Sincerely,

Tamera Reppond

Director, Exempt Organizations

Enclosure: Publication 4221-PC
Based on the information submitted with your application, we approved your request for reinstatement under Revenue Procedure 2014-11. Your effective date of exemption, as shown in the heading of this letter, is retroactive to the date of revocation.
ATTACHMENT A: APPLICATION COVER SHEET

<table>
<thead>
<tr>
<th>Applicant/Agency Name:</th>
<th>United Way of Merced County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of Project:</td>
<td>Among Educators' Day for Early Education</td>
</tr>
</tbody>
</table>

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>930 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) 385-7337</td>
</tr>
<tr>
<td>Cell Number:</td>
<td>(530) 902-4166</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:lindanex@gmail.com">lindanex@gmail.com</a>, <a href="mailto:sia.uye@hubhmonycenter.org">sia.uye@hubhmonycenter.org</a></td>
</tr>
</tbody>
</table>

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.

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

Is your agency currently receiving First 5 funding for any projects/services?
- [ ] No
- [x] Yes, Please list currently funded project(s) name and amount awarded
  - Nurturing Among Children, Improving Among And Caregivers - $75,000

Total Annual Budget for the Organization/Program: $1.1M
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): [Signature]
Date: 2/20/23
Name: Manuel Alvarado
Title: CEO
ATTACHMENT B: PROJECT NARRATIVE
2020 Hmong Educators for Early Learning and Care (ELC) Day

1. Organization Capacity. Since 2010, Hlub Hmong Center (HHC) has served its mission to ensure equity and prosperity for the Hmong living in Merced County through education, research, advocacy, and entrepreneurship. HHC is proud to be led by a Hmong-driven, intergenerational, multi-gender team. HHC has successfully implemented projects managing federal, state, and local governmental and philanthropic grants. 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. Since 2015, HHC has been bridging cultural and linguistic gaps between the Merced Hmong community and mainstream public institutions to improve early learning and care (ELC) with a focus on dual language (Hmong-English) for children ages 0-5 years old. With support from Merced County First 5, HHC has led projects that ensure success in the proposed project.

1. Established first-ever Hmong Culture Camp for children ages 0 to 5.
2. Created ongoing Hmong family groups to increase engagement of Hmong children in early learning programs and preschool, including dual-language learning.
3. Created HHC Early Learning and Care 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. Created first-ever Merced Hmong Calendar for Early Learning and Care in 2019 and the second calendar in 2020, engaging local Hmong and mainstream institutions.
5. Implemented first-ever Merced Hmong Children’s Day in collaboration with Merced County’s Week of the Young Child (April 2019), and with 2020 implementation on the way.

2. Project Plan. This Mini-Grant proposal builds on HHC lessons and partnerships which emphasize the powerful role of Hmong staff in educational institutions. Hmong people working in educational institutions (as teachers, librarians, tutors, and support staff) hold a respected status (similar to health providers). Because they are affiliated with educational institutions, they are seen as trusted providers for Hmong children and people who do good for the Hmong community. They are entrusted as role models, formal and informal gatekeepers, and influential change agents in the Hmong community and within educational institutions. With Hmong and mainstream agency partners, HHC will plan and implement a Hmong Educators for ELC Day to organize and mobilize these powerful voices of Hmong staff in educational institutions in Merced. The event will launch a Hmong Educators for ELC Coalition and action plan. Of approximately 120 Hmong staff in educational institutions (identified to date) we anticipate at least 50 will attend the Saturday event. The event will use interactive exercises, speakers and coaches, and facilitated-conversations to understand Hmong ELC priorities and to create an action plan to guide the coalition’s efforts through 2020. The event and resulting action plan will focus on how the coalition will advocate for and increase participation in ELC for Hmong families and children. The event is planned for May 16 (the day after the National Hmong Veteran’s Recognition Day) at Joe Stefani Elementary with the leadership of Principal Rick Her, a valued local Hmong educator. Joe Stefani is located in a Hmong-dense community. The coalition of
Hmong education staff emerging from the first Hmong Educators Day will coordinate and mobilize valued leaders in our community to reach out to their Hmong families and peers in the mainstream community to advocate for and increase participation in ELC for the Hmong community. As with Hmong Children’s Day, HHC will continue Hmong Educators for ELC Day annually with workshops and action items throughout the year.

Project Timeline: February – June 2020
Feb - Mar: Through HHC’s event planning committee, recruit additional volunteers (speakers, facilitators), finalize event agenda and implementation plan, and begin organizing resources for the event. Launch advertising/ outreach to Hmong staff at all academic institutions.
Mar-Apr: Finalize facility permits, insurance, and other location requirements. Finalize all materials, handouts, and resources to use for the event, including event evaluation. Prepare event volunteers and facilitators.
Apr-May: Continue volunteer and facilitator prep. Print all materials. Implement event (May 16). Summarize event evaluation and follow-up with all participants.
May-Jun: Prepare a formal event summary report. Disseminate lessons through the First 5 family and other early education stakeholders. Use lessons and results to plan and support actions through 2020 and beyond.

3. Benefiting Children 0-5. Local ELC partners (e.g., Early Head Start and Head Start, Caring Kids, state-funded preschools) consistently document low participation by Hmong children and families. In HHC’s First 5-funded projects, less than 20% of children 3-5 years old have 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, language, and Hmong identity. The coalition of Hmong education staff emerging from the Hmong Educators for ELC Day will coordinate and mobilize valued leaders in our community to reach out to their Hmong families and peers in the mainstream community to advocate for and increase participation in ELC for the Hmong community.

4. Identification of Outcomes. The primary outcome is that HHC will organize and support an ongoing Hmong Educators for ELC Coalition to advocate for ELC for all Hmong children through HHC, their family and social networks, their own institutions, and other channels of influence. The MiniGrant-supported event will serve as the first gathering of these powerful voices for ELC in the Hmong community. The event will build awareness and partnership among Hmong leaders for ELC and produce an action plan to increase awareness of and participation in ELC by Hmong families in Merced. Through online and in-person events, HHC will continue to grow and support the coalition to act on and refine the action plan.

5. Funding Plan/ Financial Viability. MiniGrant funds are 20% of the overall budget (which includes 33% in-kind costs of volunteer time). MiniGrant funds will support printing and duplication costs, consumable and non-consumable participant incentives (e.g., event lunch), staffing, and facility costs. Additional funding for the event comes from one state and one philanthropic grant, and HHC donations.
# 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. Printing</td>
<td>Cost of 2 set of color printer toner and 10 250-page reams of paper for recruitment, materials, planning documents, and information printed for the event.</td>
<td>$100.00</td>
<td>$250.00</td>
</tr>
<tr>
<td>2. Supplies</td>
<td>Pamphlets and materials on Hmong early education and dual-language education.</td>
<td>$115.00</td>
<td>$200.00</td>
</tr>
<tr>
<td>3. Incentives</td>
<td>Purchases of consumables and non-consumables to serve as tokens of appreciation for participation and action.</td>
<td>$1,400.00</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>4. Local Mileage</td>
<td>Local travel to gain event support, contributions, and to implement events.</td>
<td>$0</td>
<td>$150.00</td>
</tr>
<tr>
<td>5. Staffing</td>
<td>Time for 3 bilingual-bicultural staff and administrative oversight to plan and implement the event, including facilitation of the event planning committee (estimated at</td>
<td>$1000.00</td>
<td>$4,800.00</td>
</tr>
<tr>
<td>6. Facility</td>
<td>Joe Stefani Elementary has been secured for the event. Costs include rental fee, permits, and supplementary insurance.</td>
<td>$112.00</td>
<td>$240.00</td>
</tr>
<tr>
<td>7. Volunteer Staff</td>
<td>Engagement of at least 8 volunteers on the event planning committee with approximately 12 volunteers during the event day for implementation.</td>
<td>$0</td>
<td>$6,000</td>
</tr>
<tr>
<td><strong>Subtotal (pre-indirect)</strong></td>
<td></td>
<td>$2,727.00</td>
<td>$13,640.00</td>
</tr>
<tr>
<td>8. Indirect costs for fiscal agent</td>
<td>United Way indirect rate as fiscal agent is 10% of total project costs.</td>
<td>$272.70</td>
<td>$1,364</td>
</tr>
<tr>
<td><strong>Total Grant Requested From Commision</strong></td>
<td></td>
<td>$2,999.70</td>
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</tr>
<tr>
<td><strong>Total Funds from Other Sources</strong></td>
<td></td>
<td></td>
<td>$15,004.00</td>
</tr>
<tr>
<td><strong>Total Project Cost</strong></td>
<td></td>
<td></td>
<td>$18,003.70</td>
</tr>
</tbody>
</table>
ATTACHMENT D: AGREEMENTS AND CERTIFICATIONS

Applicant/Agency Name: United Way of Merced County
Project/Program Title: Strong Educators' Day for Early Education
Address: 936 W. 18th St.

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.

Typed Name and Title of Individual: Manuel Alvarado
Authorized to sign Contracts: Manuel Alvarado
Authorized Signature: Manuel Alvarado
Date: 2/20/20
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
Entity Status Letter

Date: 12/4/2019
ESL ID: 5656241510

According to our records, the following entity information is true and accurate as of the date of this letter.

Entity ID: 4035574
Entity Name: COMMUNITY INITIATIVES FOR COLLECTIVE IMPACT

1. The entity is in good standing with the Franchise Tax Board.
2. The entity is not in good standing with the Franchise Tax Board.
3. The entity is currently exempt from tax under Revenue and Taxation Code (R&TC) Section 23701.
4. We do not have current information about the entity.

The above information does not necessarily reflect:
- The entity’s status with any other agency of the State of California or other government agency.
- If the entity’s powers, rights, and privileges were suspended or forfeited at any time in the past, or the entity did business in California at a time when it was not qualified or not registered to do business in California:
  - The status or voidability of any contracts made in California by the entity at a time when the entity was suspended or forfeited (R&TC Sections 23304.1, 23304.5, 23305a, 23305.1).
  - For entities revived under R&TC Section 23305b, any time limitations on the revivor or limitation of the functions that can be performed by the entity.

Connect With Us
Web: ftb.ca.gov
Phone: 800.852.5711 from 7 a.m. to 5 p.m. weekdays, except state holidays
       916.845.6500 from outside the United States
TTY/TDD: 800.822.6268 for persons with hearing or speech impairments

FTB 4263A WEB (REV 02-2019)
2020-03-050

Improve and Maximize Programs so All Children Thrive (IMPACT) 2020 Request for Applications (RFA)
AGENDA ITEM: Improve and Maximize Programs so All Children Thrive (IMPACT) 2020 Request for Applications (RFA)

A. Background/History:

The California Department of Education (CDE) and First 5 California (F5CA) have released a Request for Applications (RFA) to local qualifying agencies to apply for Quality Counts California (QCC) Local Consortia. This RFA reflects an evolution of the QCC system and unifies funds from:

- F5CA IMPACT (Improve and Maximize Programs so All Children Thrive) 2020
- CDE QCC Block Grant (now including the California Migrant Program (CMIG) Block Grant)
- CDE California State Preschool Program (CSPP) Quality Rating and Improvement System (QRIS) Block Grant, and
- The federal Preschool Development Grant Birth through Five (B-5) Renewal (PDG-R).

Quality Counts California is designed to support continuous quality improvement of early learning and care (ELC) programs across the continuum of ELC setting types. QCC is a statewide system of quality supports with activities at the state, regional, and local level. QCC helps enhance the quality of ELC programs and informs families about the meaning of different quality levels for children’s ELC experiences. The QCC Framework, which was initially developed as part of the Race to the Top–Early Learning Challenge (RTT-ELC) grant and which has evolved over time, sets the foundation for the quality improvement continuum. These combined efforts have resulted in a significant increase in provider participation in quality improvement activities in recent years. This RFA represents the next iteration of IMPACT.

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

This item is being brought to the Commission to approve the submission of the Quality Counts California Request for Application for IMPACT 2020 funding.

C. Timeframe:

The Quality Counts California Request for Applications is due by April 15, 2020 and the funding for IMPACT 2020 would be effective from July 1, 2020 through June 30, 2023.

D. Costs:

The Quality Counts California Request for Applications allocates $1,075,536 over the next 3 fiscal years; a 4 to 1 match is required and would cost the Commission $268,884 in Proposition 10 funds over the 3 fiscal years.
E. **Staff Recommendation:**

Staff recommends that the Commission authorize the Executive Director to sign and submit the Quality Counts California Request for Application.

F. **Attachments:**

- System-Wide Minimum Site Participation Targets
- IMPCAT 2020 County Funding Allocation (3-Year Total)
Appendix B: Local Consortia Lead Agency Minimum Participation Targets

System-wide Minimum Site Participation Targets

All minimum site participation targets must be met by FY 2022–23.

<table>
<thead>
<tr>
<th>County</th>
<th>IMPACT 2020 Site Participation Target</th>
<th>QCC-PDG-R BG Site Participation Target</th>
<th>CSPP BG Site Participation Target</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>Alameda</td>
<td>243</td>
<td>112</td>
<td>147</td>
<td>502</td>
</tr>
<tr>
<td>Alpine</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>6</td>
</tr>
<tr>
<td>Amador</td>
<td>18</td>
<td>8</td>
<td>10</td>
<td>36</td>
</tr>
<tr>
<td>Butte</td>
<td>29</td>
<td>19</td>
<td>20</td>
<td>68</td>
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<td>Calaveras</td>
<td>18</td>
<td>5</td>
<td>5</td>
<td>28</td>
</tr>
<tr>
<td>Colusa</td>
<td>16</td>
<td>5</td>
<td>5</td>
<td>26</td>
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<tr>
<td>Contra Costa</td>
<td>163</td>
<td>73</td>
<td>51</td>
<td>287</td>
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<tr>
<td>Del Norte</td>
<td>15</td>
<td>5</td>
<td>4</td>
<td>24</td>
</tr>
<tr>
<td>El Dorado</td>
<td>76</td>
<td>10</td>
<td>23</td>
<td>109</td>
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<tr>
<td>Fresno</td>
<td>105</td>
<td>77</td>
<td>143</td>
<td>325</td>
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<td>Glenn</td>
<td>24</td>
<td>5</td>
<td>5</td>
<td>34</td>
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<tr>
<td>Humboldt</td>
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<td>13</td>
<td>54</td>
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<tr>
<td>Imperial</td>
<td>58</td>
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<td>102</td>
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<tr>
<td>Inyo</td>
<td>17</td>
<td>5</td>
<td>4</td>
<td>26</td>
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<tr>
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<td>62</td>
<td>242</td>
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<td>61</td>
<td>17</td>
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<td>5</td>
<td>3</td>
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<td>Los Angeles</td>
<td>502</td>
<td>618</td>
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<td>Madera</td>
<td>39</td>
<td>14</td>
<td>14</td>
<td>67</td>
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<tr>
<td>Marin</td>
<td>62</td>
<td>16</td>
<td>22</td>
<td>100</td>
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<tr>
<td>Mariposa</td>
<td>11</td>
<td>3</td>
<td>0</td>
<td>14</td>
</tr>
<tr>
<td>Mendocino</td>
<td>21</td>
<td>9</td>
<td>18</td>
<td>48</td>
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<tr>
<td><strong>Merced</strong></td>
<td><strong>90</strong></td>
<td><strong>25</strong></td>
<td><strong>32</strong></td>
<td><strong>147</strong></td>
</tr>
<tr>
<td>Modoc</td>
<td>15</td>
<td>3</td>
<td>4</td>
<td>22</td>
</tr>
<tr>
<td>Mono</td>
<td>13</td>
<td>5</td>
<td>6</td>
<td>24</td>
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<td>Monterey</td>
<td>48</td>
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<td>43</td>
<td>116</td>
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<td>Napa</td>
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<td>Nevada</td>
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<td>7</td>
<td>7</td>
<td>45</td>
</tr>
<tr>
<td>Orange</td>
<td>272</td>
<td>99</td>
<td>157</td>
<td>528</td>
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<tr>
<td>Placer</td>
<td>84</td>
<td>28</td>
<td>13</td>
<td>125</td>
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<tr>
<td>Plumas</td>
<td>14</td>
<td>5</td>
<td>10</td>
<td>29</td>
</tr>
<tr>
<td>Riverside</td>
<td>284</td>
<td>94</td>
<td>138</td>
<td>516</td>
</tr>
</tbody>
</table>
• Other Gifts

Lead agencies must engage multiple partners to acquire resources and secure a minimum of one non-state resource to meet match requirements. F5CA will determine an overpayment has occurred if a lead agency does not secure adequate matching funds. Overpayment remedies are covered later in this appendix.

**IMPACT 2020 County Funding Allocation (3-Year Total)**

<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>Optional Multi-County Consortium Supplement (3-Year Total)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alameda</td>
<td>$2,917,703</td>
<td>2:1</td>
<td>$1,458,852</td>
<td>$150,000</td>
</tr>
<tr>
<td>Alpine</td>
<td>$31,554</td>
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<td>$5,259</td>
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<td>$212,601</td>
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<td>$35,434</td>
<td>$61,551</td>
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<td>$433,656</td>
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<td>$108,414</td>
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<tr>
<td>Calaveras</td>
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<td>$45,450</td>
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<tr>
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<td>$188,620</td>
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<td>$37,724</td>
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<td>El Dorado</td>
<td>$953,631</td>
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<td>$57,900</td>
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<td>4:1</td>
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<td><strong>4:1</strong></td>
<td><strong>$268,884</strong></td>
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<td>$61,545</td>
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2020-03-051

IMPACT 2020 Sub-Contract
with
Merced County Office of Education
AGENDA ITEM: IMPACT 2020 – Sub-Contract with Merced County Office of Education

A. Background/History:

The IMPACT grant between First 5 Merced and First 5 California is scheduled to end June 30, 2020. First 5 California has released a Request for Applications (RFA) for three additional years. Due to the timeline of the RFA and the administrative requirements of the Merced County Office of Education, lay-off notices would be sent to staff associated with the IMPACT grant in mid-March.

The intention of IMPACT 2020 is to support a network of local quality improvement systems to better coordinate, assess and improve the quality of early learning settings. The IMPACT grant is designed to support quality in variety of settings, including Family Child Care Homes, Family, Friend and Neighbor Care, Private Centers and alternative settings such as Libraries.

The Merced County Office of Education, Early Education Department (MCOE EE Department) provides coaching, technical assistance, professional development, assessment and support to sites in Merced County participating in IMPACT. Support will include strategies to increase program quality and improve family engagement. These sites could include licensed Family Child Care Homes, Family Friend and Neighbor Care, Private Centers, State Preschool Sites, Alternative sites and Libraries.

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 Merced County of Education.

C. Timeframe:

If approved this contract would go into effect July 1, 2020 through September 31, 2020.

D. Costs:

The approval of this Contract would cost the Commission up to $89,628 from the FY 20/21 Budget; these funds would be eligible to meet the match requirements from the IMPACT 2020 funding stream.

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 in the amount of $89,628.
F. Attachments:
   - Proposed Budget for IMPACT 2020 (7/1/2020 to 9/31, 2020)
   - Proposed Scope of Work for IMPACT 2020 (7/1/2020 to 9/31, 2020)
<table>
<thead>
<tr>
<th>Category Description</th>
<th>FY 19-20</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PERSONNEL:</strong></td>
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</tr>
<tr>
<td>Salaries and Wages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Manager/Behavior Support Specialist</td>
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<td>$10,769</td>
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<td>Early Learning Coach</td>
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<tr>
<td>Early Learning Coach</td>
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<td>R&amp;R/AP Enrollment Manager</td>
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<td><strong>Sub-Total Salaries and Wages:</strong></td>
<td>$50,795</td>
<td>$50,795</td>
</tr>
<tr>
<td><strong>Benefits</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Program Manager/Behavior Support Specialist</td>
<td>$4,926</td>
<td>$4,926</td>
</tr>
<tr>
<td>Early Learning Coach</td>
<td>$4,300</td>
<td>$4,300</td>
</tr>
<tr>
<td>Early Learning Coach</td>
<td>$6,230</td>
<td>$6,230</td>
</tr>
<tr>
<td>Early Learning Coach</td>
<td>$2,204</td>
<td>$2,204</td>
</tr>
<tr>
<td>Early Learning Coach</td>
<td>$7,480</td>
<td>$7,480</td>
</tr>
<tr>
<td>Early Learning Coach</td>
<td>$3,073</td>
<td>$3,073</td>
</tr>
<tr>
<td>R&amp;R/AP Enrollment Manager</td>
<td>$1,139</td>
<td>$1,139</td>
</tr>
<tr>
<td><strong>Sub-Total Benefits:</strong></td>
<td>$29,351</td>
<td>$29,351</td>
</tr>
<tr>
<td><strong>SUB-TOAL PERSONNEL:</strong></td>
<td>$80,146</td>
<td>$80,146</td>
</tr>
<tr>
<td><strong>OPERATING EXPENSES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rent/Space</td>
<td>$3,213</td>
<td>$3,213</td>
</tr>
<tr>
<td>Utilities</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Office Expense (postage, printing, etc.)</td>
<td>$815</td>
<td>$815</td>
</tr>
<tr>
<td>Program Expenses</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Travel and Training</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Audit Costs</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Communications</td>
<td>$375</td>
<td>$375</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Sub-Total Operating Expenses:</strong></td>
<td>$4,403</td>
<td>$4,403</td>
</tr>
<tr>
<td><strong>INDIRECT COSTS:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(not to exceed 10% of personnel costs - less fringe benefits)</td>
<td>$5,079</td>
<td>$5,079</td>
</tr>
<tr>
<td><strong>Sub-Total Indirect Costs:</strong></td>
<td>$5,079</td>
<td>$5,079</td>
</tr>
<tr>
<td><strong>TOTAL FUNDS REQUESTED:</strong></td>
<td>$89,628</td>
<td>$89,628</td>
</tr>
</tbody>
</table>
SCOPE OF WORK

AGENCY NAME: Merced County Office of Education – Early Education Department

CONTRACT NUMBER: Click here to enter text.

PROGRAM NAME: Merced IMPACT Professional Development Support

PROGRAM DESCRIPTION: Improve and Maximize Programs so All Children Thrive

DESIRED OUTCOME: 2: Children have access to high-quality early learning opportunities.

OBJECTIVE: 2.1 Support and enhance local implementation of the California Quality Rating and Improvement System, or CA-QRIS (Rating Matrix and Continuous Quality Improvement Pathways).

STRATEGY: 2.1a Expand and adapt current QRIS activities with a particular emphasis on family child care and license-exempt providers.

<table>
<thead>
<tr>
<th>ACTIVITIES AND TASKS</th>
<th>TIMELINE</th>
<th>OUTPUTS AND DELIVERABLES</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Recruit and provide intake for IMPACT</td>
<td>July 1, 2020 – September 31, 2020</td>
<td>• Initiate the process of enrolling 90 sites to be served by IMPACT</td>
</tr>
<tr>
<td>• Engage in outreach activities to identify potential participants</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Recruit agencies and providers at the various Step levels to participate</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Enroll providers into IMPACT</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

REPORTING REQUIREMENTS: Input data into iPinwheel data management system. Use Agency, Sites, Sessions, Staff and any other relevant tabs/fields upon program enrollment. The number of students at participating sites should also be included. Submit a program narrative describing outreach efforts and outlining progress toward target numbers.

1.2 In collaboration with local Consortia partners, complete required assessments for participating providers/sites. Assessments include but are not limited to:
<table>
<thead>
<tr>
<th>ACTIVITIES AND TASKS</th>
<th>TIMELINE</th>
<th>OUTPUTS AND DELIVERABLES</th>
</tr>
</thead>
<tbody>
<tr>
<td>• ERS &amp; CLASS</td>
<td>July 1, 2020 – September 31, 2020</td>
<td>• Assessment scores</td>
</tr>
<tr>
<td>Assessments will be completed consistent with the CA QRIS Implementation Guide and Quality Counts! Guidelines.</td>
<td></td>
<td>• Assessment summary sheets</td>
</tr>
</tbody>
</table>

REPORTING REQUIREMENTS: Input into iPinwheel data management system.
**SCOPE OF WORK**  

**DESIRED OUTCOME:** 2: Children have access to high-quality early learning opportunities.

**OBJECTIVE:** 2.1 Support and enhance local implementation of the California Quality Rating and Improvement System, or CA-QRIS (Rating Matrix and Continuous Quality Improvement Pathways).

**STRATEGY:** 2.1b Work with partners to strengthen the infrastructure for ECE professional development and educational attainment.

<table>
<thead>
<tr>
<th>ACTIVITIES AND TASKS</th>
<th>TIMELINE</th>
<th>OUTPUTS AND DELIVERABLES</th>
</tr>
</thead>
</table>
| 1.2 Provide coaching support to enrolled IMPACT providers.  
  - Provide individual and small group coaching and technical assistance.  
  - Organize coaching groups by experience/step level and geographic location.  
  - Individual sessions can be in-person, by conference call, or virtual. Sessions may take place between or after group coaching sessions.  
  *QRIS Element 4, 5, 6* | July 1, 2020 – September 31, 2020 |  
  - Individual coaching on a monthly basis to a minimum of 40 providers  
  - Small group sessions on a monthly basis to a minimum of 40 providers. Each group may have a maximum of 20 providers. (Changes to group coaching dosage may be considered by First 5 Merced County based on group need and experience level.)  
  - *|

**REPORTING:** Input data into the Coach Logs and Quality Improvement Plans tabs in iPinwheel data management system.

| 1.3 Provide support and development opportunities to Program/Center Directors. Align with QRIS Director training/development/support.  
  - Reflective practice and strength-based coaching  
  *QRIS Element 7* | July 1, 2020 – September 31, 2020 |  
  - Support a Program/Center Directors each year.  
  - Trainings for Program/Center Directors will be provided twice per year. Training topics will be based on needs identified by Directors and Coaches. Provide coaching quarterly |

**REPORTING:** Input data into the Coaching and Workshop tabs in the iPinwheel data management system.
## SCOPE OF WORK

### DESIRED OUTCOME: Administrative

### OBJECTIVE: Program Implementation and Evaluation

<table>
<thead>
<tr>
<th>ACTIVITIES AND TASKS</th>
<th>TIMELINE</th>
</tr>
</thead>
</table>
| 1.1 Attend meetings to support program planning, implementation and evaluation. Meetings include but are not limited to:  
• Meetings with First 5 Merced County, as needed  
• Local Consortia meetings  
• Regional Hub meetings  
• Identified state IMPACT and QRIS meetings | July 1, 2020 – September 31, 2020 |

**REPORTING:** List of meetings attended, names of staff in attendance and topics discussed.

<table>
<thead>
<tr>
<th>ACTIVITIES AND TASKS</th>
<th>TIMELINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.2 Participate in trainings to support IMPACT implementation. Trainings must directly support implementation of the program.</td>
<td>July 1, 2020 – September 31, 2020</td>
</tr>
</tbody>
</table>

**REPORTING:** List of trainings and names of staff trained.

<table>
<thead>
<tr>
<th>ACTIVITIES AND TASKS</th>
<th>TIMELINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.3 Conduct required evaluation and data collection activities for First 5 California and First 5 Merced County evaluation efforts.</td>
<td>July 1, 2020 – September 31, 2020</td>
</tr>
</tbody>
</table>

**REPORTING:** Complete Annual Evaluation Summary Report

*Note: Requirements are subject to change as the First 5 evaluation design is finalized.*
2020-03-052

Contract Modification with United Way Merced County for Hmong Culture Camp
A. Background/History:

First 5 Merced County approved the Hmong Culture Camp program in December 2017 as a recipient of the Direct Service funding stream. The approved contract from January 1, 2018 to December 31, 2021. Language in the contract specifically allocates funding per fiscal year. While this language protects First 5 Merced form unauthorized expenditures and cost over-run, it also creates a conundrum as programs can spend within budget but not evenly allocated over fiscal years.

To correct this issue and allow for the final payment from the program year that starts 01/01/2019 and ends 12/31/2019, a modification to the contract is required. This modification reallocates the funding between fiscal years but does not change the total grant award.

In no event shall the total payments exceed $261,781.00 for the entirety of the contract term.

Additionally, unless otherwise modified as allowed under the terms of this Agreement, in no event shall the payments for any fiscal year within the contract term (if applicable) exceed the amounts as shown in Exhibit B, Budget, and below:

- Fiscal year 2017/2018: $142,449.00
- Fiscal year 2018/2019: $72,606.00
- Fiscal year 2019/2020: $46,726.00
- Fiscal year 2020/2021: $0.00

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

Staff requests the Commission review, discuss and consider approving a modification to contract #17-204 with United Way Merced County for Hmong Culture Camp.

- FY 2017/2018 - $0
- FY 2018/2019 - $27,949
- FY 2019/2020 - $52,203

C. Timeframe:

This agenda item would take effect immediately upon approval and allow the Commission to process the final payment for Program Year 2019.
D. Costs:
The proposed agenda item would have no additional cost to the Commission. The 4-year budget for Hmong Culture Camp would remain $261,781.

E. Staff Recommendation:
Staff recommends the Commission review, discuss and authorize the Executive Director to modify the United Way Merced County – Hmong Culture Camp contract to the proposed Fiscal Year breakdown.

F. Attachments:
- Contract Amendment between First 5 Merced and United Way Merced County
AMENDMENT #1
TO
CONTRACT NO. 17-204
BETWEEN
FIRST 5 MERCED COUNTY
AND
UNITED WAY MERCED COUNTY

THIS Amendment to Contract #17-204, is executed by and between First 5 Merced County, a political subdivision of the State of California, (hereinafter called "COMMISSION"), and United Way Merced County 531 W. Main Street, Merced, CA 95340 (hereinafter called "CONTRACTOR").

This Amendment is hereby annexed to and made a part of the printed part of the Agreement to which it is attached, or modifies the existing Agreement between the parties. In each instance in which the provisions of this Amendment shall contradict or be inconsistent with the provisions of the printed portion of the Agreement, the provision of this Amendment shall prevail and govern and the contradicted or inconsistent provisions shall be deemed amended accordingly. Both parties agree that there is new and adequate consideration for this Amendment.

This Amendment shall be deemed to have been duly approved when executed by both parties to the original Agreement. Once duly approved, this Amendment shall become effective as of the date signed by the Executive Director of the COMMISSION.

MODIFICATIONS:

1. Section 4. “Compensation” is amended in part to read as follows:

   In no event shall the total payments exceed $157,065.00 for the entirety of the contract term.
   Additionally, unless otherwise modified as allowed under the terms of this Agreement, in no event shall the payments for any fiscal year within the contract term (if applicable) exceed the amounts as shown in Exhibit B, budget narrative, and below:

   o Fiscal year 2017/18:  $ 0.00  
   o Fiscal year 2018/19:  $ 27,949.00  
   o Fiscal year 2019/20:  $ 52,203.00

COMMISSION

Date: ____________ Signature: Scott Waite, Executive Director  
Chair, First 5 Merced County
CONTRACTOR

Date: ___________  Signature: ________________
Manuel Alvarado, CEO
United Way Merced County

APPROVED AS TO LEGALITY AND FORM

James N. Fincher,
Merced County Counsel

Date: ___________  Signature: ________________
Forrest W. Hansen,
Counsel for First 5 Merced County
2020-03-053

Merced Youth Connect as a Fiscal Agent for Hmong Culture Camp
AGENDA ITEM:  Merced Youth Connect to Serve as Fiscal Agent for Hmong culture Camp

A. Background/History:

First 5 Merced County approved the Hmong Culture Camp program in December 2017 as a recipient of the Direct Service funding stream. The approved contract from January 1, 2018 to December 31, 2021.

In August of 2019, First 5 Merced received a notice of hardship for United Way Merced County regarding the match requirement for year 3 of this contract. In December 2019, First 5 Merced received official notice that United Way would not serve as fiscal agent for Hmong Culture Camp after 12/31/19.

After an extensive search by First 5 Merced Staff and Staff from Hmong Culture Camp Merced Youth Connect has agreed to serve as a fiscal agent for the remainder of the grant term. Merced Youth Connect has requested 3 modifications to the standard contract used by First 5.

- Waiver from the audit requirement due to organization size and limited budget
- Waiver of Vehicle Insurance Requirement – will be maintained by sub-contractor
- Reduce the aggregate insurance requirement from $3,000,000 to $2,000,000

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

Staff requests the Commission review, discuss and consider approving a new contract with Merced Youth Connect to serve as Fiscal Agent for Hmong Culture Camp.

C. Timeframe:

This action would take effect upon approval and run through December 31, 2020.

D. Costs:

The proposed agenda item would have no additional cost to the Commission. The 4-year budget for Hmong Culture Camp would remain $261,781.

E. Staff Recommendation:

Staff recommends the Commission review, discuss and authorize the Executive Director to execute a contract with Merced Youth Connect for Hmong Culture Camp.

F. Attachments:
- Contract with Merced youth Connect for Hmong Culture Camp
March 4, 2020

To Whom It May Concern:

Merced Youth Connect is honored to provide fiscal sponsorship for the Hmong Culture Camp Project during the 2020 calendar & fiscal year. We carefully consider all potential partnerships and are committed to working only on projects and with providers who operate with integrity, professionalism and positively contribute to our community.

Merced Youth Connect will administer any funds received in support of this project. As fiscal sponsor, we will offer close fiscal oversight as well as advice and feedback regarding responsible accounting practices and appropriate recordkeeping. We will closely monitor the progress of the project and maintain consistent communication with the project provider.

Please contact MYC Representative Emily Tolsma, Chief Communications Officer at (209) 777-0312 or via email to tolsmae@mercedyouthconnect.com with any questions or concerns.

Gratefully,

Emily Tolsma
Chief Communications Officer
MERCED COUNTY
CONTRACT NO. 19-206

AGREEMENT BETWEEN MERCED COUNTY,
ON BEHALF OF FIRST 5 MERCED COUNTY

AND

MERCED YOUTH CONNECT

THIS AGREEMENT is made and entered into this 1st day of January 2020, by and between the County of Merced, a political subdivision of the State of California (hereinafter referred to as “COUNTY”) on behalf of First 5 Merced County, established pursuant to County Ordinance 1747 in compliance with the Children and Families First Act of 1998 (hereinafter referred to as COMMISSION), Merced CA 95340 (hereinafter referred to as CONTRACTOR).

WHEREAS, COMMISSION has received funds under the Children and Families First Act of 1998 (Proposition 10) to enhance and improve early childhood development for children age 0 through 5 and their families, within Merced County, and

WHEREAS, the Strategic Plan provides for procurement processes for the COMMISSION to select projects for funding to achieve desired services and programs, and

WHEREAS, COMMISSION desires to contract with CONTRACTOR as fiscal agent, and

WHEREAS, CONTRACTOR is specially trained, experienced, and competent to perform such services in connection with providing coordination and disbursement of funds as fiscal agent for COMMISSION and other community partners, and

WHEREAS, the parties desire to set forth herein the terms and conditions under which said services shall be furnished.

WHEREAS, COMMISSION utilizes relevant administrative structure, policies and procedures of the County to distribute those funds, and

NOW THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties agree as follows:

1. **GENERAL**

   CONTRACTOR shall provide such services in a good and professional manner in accordance with the terms and conditions stated herein, and any specifically referenced attachments hereto. The following exhibits are specifically incorporated by reference, attached hereto, and made a part hereof, except when in conflict with this agreement or modified herein:
CONTRACTOR warrants it has the expertise, appropriate licenses, support staff and facilities necessary to provide the services described in this Agreement.

2. **SCOPE OF WORK**

Services to be provided under this agreement by CONTRACTOR shall include all necessary services to fulfill the SCOPE OF WORK, Exhibit A, as set forth herein, and made part of this agreement. CONTRACTOR shall perform all such services as an independent CONTRACTOR; not as an agent or employee of the COUNTY.

CONTRACTOR shall conduct the approved project as stated in Exhibits A, B, and C.

3. **TERM**

The term of this agreement shall commence on the 1st day of January, 2020 and end the 30th day of June, 2020, unless sooner terminated in accordance with Sections TERMINATION FOR CONVENIENCE, TERMINATION FOR CAUSE, and/or CONDITION SUBSEQUENT / NON-APPROPRIATION OF FUNDING as specified elsewhere in this agreement.

4. **COMPENSATION**

In consideration of CONTRACTOR performing such work as set forth under Section 2: SCOPE OF WORK, COMMISSION shall, through the County Auditor-Controller, pay CONTRACTOR for actual project expenses in accordance with the categories and amounts established in the line item budget attached as Exhibit B, Budget/Budget Narrative.

In no event shall the total payments exceed $51,232.07 for the entirety of the contract term.

Additionally, unless otherwise modified as allowed under the terms of this Agreement, in no event shall the payments for any fiscal year within the contract term (if applicable) exceed the amounts as shown in Exhibit B, Budget, and below:

- **FY 2019/2020 & FY 2020/2021:** $ 51,232.07

No other expenses shall be paid to CONTRACTOR without formal approval by the COMMISSION and amendment of this agreement.

CONTRACTOR may request revisions in the line item budget for the project as included in Exhibit B, Budget/Budget Narrative, during the term of this agreement in accordance with COMMISSION’S budget revision procedures.

Indirect costs cannot exceed ten percent (10%) of personnel costs less fringe benefits.
If any funds have not been completely expended as approved, or otherwise modified and subsequently approved, at the end of any fiscal year within the term as described in Exhibit B, Budget/Budget Narrative, or at the end of the term of this agreement, CONTRACTOR shall return such funds to the COMMISSION.

CONTRACTOR warrants that no employee, volunteer, agent or independent subcontractor of CONTRACTOR who has been convicted of a felony or against whom a civil judgment has been entered based upon misappropriation of funds or similar action shall have authority or discretion in any way relating to funding provided to CONTRACTOR by COMMISSION such to be able to control disbursements/withdrawals of said funds.

CONTRACTOR warrants that all employees and volunteers, and employees and volunteers of agents or subcontractors of CONTRACTOR, who will have direct contact with service recipients in the course of providing services outlined in the Scope of Work, shall have fingerprint clearance through an entity determined by COMMISSION, prior to direct contact with service recipients. Documentation demonstrating this clearance shall be kept on file for examination by COMMISSION at its discretion.

5. **TERMS OF PAYMENT**

Payment for project expenses and satisfactory performance of such services set forth in Section 2: SCOPE OF WORK of this agreement shall be made in the following manner:

CONTRACTOR shall submit invoices, using Exhibit C, Invoice Form, on a quarterly basis, unless otherwise directed on an alternative schedule, for reimbursement of actual project expenses incurred during the previous period.

Invoices required quarterly are to be submitted by the following dates each fiscal year:

- October 15 for program expenses from July 1 – September 30
- January 15 for program expenses from October 1 – December 31
- April 15 for program expenses from January 1 – March 31
- July 15 for program expenses from April 1 – June 30

Invoices are to be accompanied by all required supporting documentation necessary to demonstrate that expenses incurred are consistent with the approved budget and budget narrative in this agreement.

In order to be considered complete for processing for payment, invoices shall be prepared in accordance with Exhibit C, Invoice Form.

The COMMISSION may request any additional information or supporting data as deemed necessary for COMMISSION to properly evaluate or process CONTRACTOR’S invoice.

Upon approval by COMMISSION, the sum due hereunder shall be paid to CONTRACTOR through the disbursement process of the COUNTY in a timely
manner. Payments will be withheld if CONTRACTOR is delinquent with any required reports or other submission requirements under this agreement.

Failure to comply with invoice submission and all related submittal requirements may result in the assessment of a late fee that reduces the amount of payment due to CONTRACTOR, per the COMMISSION’S procedures for late submission penalties.

Address for the purpose of remitting payment is as follows:

<table>
<thead>
<tr>
<th>Merced Youth Connect</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td></td>
</tr>
</tbody>
</table>

If no expenses are incurred by CONTRACTOR in any reporting period, CONTRACTOR shall submit a letter to COMMISSION by the invoice submission deadlines, stating such.

CONTRACTOR may receive an advance payment of funds provided for under the Compensation section of this Agreement when deemed to be in the interests of furthering the aims of the COMMISSION’s strategic plan and subsequent to COMMISSION’S approval.

6. NON-SUPPLANTATION

CONTRACTOR shall abide by the intent of the California Children and Families Act of 1998, and Section 30131.4 of the Revenue and Taxation Code which states: “All moneys raised pursuant to taxes imposed by Section 30131.2 shall be appropriated and expended only for the purposes expressed in the California Children and Families Act, and shall be used only to supplement existing levels of service and not to fund existing levels of service.”

CONTRACTOR warrants that no funds provided by COMMISSION shall be used to supplant existing funds from any source for any purpose.

7. SERVICES FOR CHILDREN AGE 0-5 YEARS AND THEIR FAMILIES

CONTRACTOR shall abide by the intent of the California Children and Families Act of 1998, and Section 130100 of the Health and Safety Code, which states the program is created for the “purposes of promoting, supporting, and improving the early development of children from the prenatal stage to five years of age. Funds provided under this agreement shall be used solely for the benefit of, and/or services to, children 0-5 and their families.

8. EVALUATION AND MONITORING

Services provided by CONTRACTOR shall be evaluated. CONTRACTOR shall
submit evaluation data and related reports, and otherwise participate in the First 5 evaluation, using approved evaluation methods.

Required evaluation data shall be submitted on a regular basis as determined by the First 5 evaluation requirements to ensure compliance with contractual obligations.

Services provided by CONTRACTOR shall be monitored through program progress reporting and site visits on a quarterly basis or as COMMISSION requires.

At least once per year, the COMMISSION shall conduct a site visit as part of this monitoring process. Unless exercised sooner in accordance with Section 21: RECORDS AND INSPECTION, the COMMISSION may include the examination and auditing of records relating to program services during site visits.

Any deficiencies noted in the provision of services may be addressed by COMMISSION through a corrective action plan in order to remedy any identified deficiency(-ies).

Payments will be withheld if CONTRACTOR is delinquent in submitting any required reports or other requirements under this agreement or otherwise fails to address any deficiencies noted in the provision of services.

9. **TOBACCO & NUTRITION**

During the term of this agreement, CONTRACTOR agrees to:

Maintain a tobacco free environment on CONTRACTOR’S property including inside agency buildings and vehicles, and outside of building entrances within 15 feet of facilities or 25 feet of children’s play areas, and as otherwise required by law.

Provide referral information to staff and/or clients on smoking cessation and support programs, and the dangers of second hand smoke, as applicable.

If CONTRACTOR is a family day care provider, CONTRACTOR acknowledges that smoking in a private residence during the hours of operation as a licensed family day care home is prohibited by California law.

If CONTRACTOR is a licensed childcare center, CONTRACTOR acknowledges that smoking on the premises is prohibited by California law.

Provide healthy food, snack and beverage options in accordance with COMMISSION nutrition guidelines when meals or foods are provided during the course of implementing the Scope of Work, per the approved Budget/Budget Narrative, Exhibit B.

10. **AUDITS & REPORTS**

    Annually, CONTRACTOR shall be responsible for the procurement and performance of an independent fiscal and compliance audit. Any audit undertaken must be performed in accordance with the following standards: Generally Accepted Auditing Standards, Governmental Auditing Standards, and OMB Circular A-133.
CONTRACTOR shall submit to COMMISSION within one hundred twenty (120) days of CONTRACTOR'S fiscal year-end the completed audit for the prior year.

An audit of a public agency, when performed pursuant to state law, will meet the requirements of this section.

COMMISSION reserves the right to require a program specific audit at COMMISSION’S discretion.

COMMISSION may request additional reports as deemed necessary or as required by the California State Children and Families Commission.

11. **TERMINATION FOR CONVENIENCE**

This Agreement, notwithstanding anything to the contrary herein above or hereinafter set forth, may be terminated by COMMISSION at any time without cause or legal excuse by providing the other party with thirty (30) calendar days written notice of such termination.

Upon effective date of termination, COMMISSION shall have no further liability to CONTRACTOR except for payment for actual services incurred during the performance hereunder. Such liability is limited to the time specified in said notice and for services not previously reimbursed by COMMISSION. Such liability is further limited to the extent such costs are actual, necessary, reasonable, and verifiable costs and have been incurred by CONTRACTOR prior to, and in connection with, discontinuing the work hereunder.

12. **TERMINATION FOR CAUSE**

The COMMISSION may terminate this Agreement for and be relieved of making any payments to CONTRACTOR, and all duties to contractor should the CONTRACTOR fail to perform any material duty or obligation of the Agreement. Notice shall be given as otherwise provided herein. In the event of such termination the COMMISSION may proceed with the work in any manner deemed proper by the COMMISSION. All costs to the COMMISSION shall be deducted from any sum otherwise due the contractor and the balance, if any, shall be paid to the CONTRACTOR upon demand. Such remedy is in addition to such other remedies as may be available to the COMMISSION provided by law.

13. **CONDITION SUBSEQUENT / NON-APPROPRIATION OF FUNDING**

The compensation paid to CONTRACTOR pursuant to this Agreement is based on COMMISSION’S continued appropriation of funding for the purpose of this Agreement, as well as the receipt of local, COMMISSION, state and/or federal funding for this purpose. The parties acknowledge that the nature of government finance is unpredictable, and that the rights and obligations set forth in this Agreement are therefore contingent upon the receipt and/or appropriation and/or continued retention of the necessary funds. In the event that funding is terminated and/or previously approved funds are de-appropriated or otherwise recaptured by the original funding entity, in whole or in part, for any reason, at any time, this Agreement and all obligations of the COMMISSION arising from this Agreement
shall be immediately discharged. COMMISSION agrees to inform CONTRACTOR no later than ten (10) calendar days after the COMMISSION determines, in its sole judgment, that funding will be terminated and the final date for which funding will be available. Under these circumstances, all billing or other claims for compensation or reimbursement by CONTRACTOR arising out of performance of this Agreement must be submitted to COMMISSION prior to the final date for which funding is available. In the alternative, COMMISSION and CONTRACTOR may agree, in such circumstance, to a suspension or modification of either party's rights and obligations under this Agreement. Such a modification, if the parties agree thereto, may permit a restoration of previous contract terms in the event funding is reinstated. Also in the alternative, the COMMISSION may, if funding is provided to the COMMISSION in the form of promises to pay at a later date, whether referred to as “government warrants,” “IOUs,” or by any other name, the COMMISSION may, in its sole discretion, provide similar promises to pay to the CONTRACTOR, which the CONTRACTOR hereby agrees to accept as sufficient payment until cash funding becomes available.

14. ASSESSMENT FOR LEVERAGING FUNDING

CONTRACTOR agrees to partner with COMMISSION in participating in necessary activities to assess opportunities for, and leverage external funding from, non-First 5 funding sources, as may be available for services described in CONTRACTOR' S Scope of Work.

15. PARTICIPATION IN MEDI-CAL ADMINISTRATIVE ACTIVITIES

The unique relationship that CONTRACTOR has with Medi-Cal eligible and potentially eligible individuals and families is fully recognized, as is the expertise of CONTRACTOR in identifying, assessing and coordinating the health care needs of individuals and families it serves. In order to take advantage of this expertise and relationship, CONTRACTOR participation in federal, state and local leveraging opportunities, including Medi-Cal Administrative Activities (MAA) shall be supported and encouraged. Such participation shall include appropriate staff training and coordination, reporting and documentation of allowable MAA activities and associated costs, including the tracking of staff time through time survey instruments.

In providing services under this Agreement, CONTRACTOR staff shall exercise due professional care to provide basic health and benefit information and perform health advocacy to ensure the health and well being of the target population and their families being served through this agreement. Outreach activities shall include information about health and Medi-Cal services that will benefit individuals and families to allow them to lead healthy and productive lives. CONTRACTOR shall provide to clients an explanation of the benefits derived from accessing local health, mental health and substance abuse services and encourage and assist clients and families to utilize these services. CONTRACTOR shall maintain a current familiarity with available health services, locations of provider sites, and how individuals and families can access these services. CONTRACTOR shall assist families to understand basic Medi-Cal and other relevant insurance information, and/or refer clients to eligibility sites where these activities may occur. CONTRACTOR program
services shall include, as appropriate: health and Medi-Cal outreach, information, referral, eligibility, access assistance, planning and MAA coordination activities.

16. **EXTENSION OF CONTRACT**

In the event the CONTRACTOR offers to supply their service for the same price as awarded from the result of this proposal for any succeeding period, or in the event the CONTRACTOR is willing to negotiate any justifiable price increase at the time of any succeeding Contract renewal period, if applicable, and it would be economical and in the best interest of COMMISSION, and provided the services have been to the satisfaction of COMMISSION, COMMISSION reserves the right to extend any Contract resulting from this proposal on a term-by-term basis to the CONTRACTOR awarded the Contract.

17. **MODIFICATION OF AGREEMENT**

Notwithstanding any of the provisions of this agreement, the parties hereafter, by mutual consent, may agree to modifications hereof or additions hereto, in writing, which are not forbidden by law and which are signed by both parties. For any proposed revisions, CONTRACTOR shall submit a revised Scope of Work, Budget and/or Budget Narrative, for review and action by COMMISSION and/or COMMISSION Executive Director, per COMMISSION’S contract revision processes. In the event of any proposed modifications to CONTRACTOR’S budget, a budget revision must be approved prior to the expenditure of any funds in excess of prior-approved amounts.

18. **DURABLE EQUIPMENT**

Any equipment, materials, supplies, or property of any kind purchased for or financed from funds provided under this Agreement, excepting any funds received for indirect expenses pursuant to the budget document attached as Exhibit B, having a useful life of three (3) years or greater or a value in excess of Five Thousand Dollars ($5,000.00), shall be defined as an inventory item. All inventory items not fully consumed in the work described herein shall be the property of the COMMISSION at the termination of this Agreement unless the COMMISSION, at its sole discretion, makes an alternative disposition.

19. **CHANGES IN CONDITION**

CONTRACTOR agrees to provide written notice within 14 calendar days to the COMMISSION if significant changes or events occur during the term of this agreement which could potentially impact CONTRACTOR’S progress toward, or completion of, the Scope of Work, including, but not limited to changes in CONTRACTOR’S management personnel, loss of funding, or revocation of the CONTRACTOR’S tax-exempt status, business license or permit.

20. **ATTRIBUTION**

CONTRACTOR will ensure that all publications, including but not limited to media activities, posters, conferences, brochures that are used in the approved project
shall include a statement that the project is funded by “FIRST 5 Merced County” with the official COMMISSION logo. (Official logo shall be provided CONTRACTOR for such use). The cost for any materials that do not meet the above provisions may not be reimbursed under this Agreement at the sole discretion of COMMISSION.

CONTRACTOR shall be required on occasion to disseminate COMMISSION materials on various issues to further the objectives of COMMISSION’S Strategic Plan. Such materials will be provided to CONTRACTOR with reasonable notice and instructions for dissemination.

21. **PROGRAM INCOME**

In the event that any funds provided under this agreement result in program income for CONTRACTOR (i.e., funds received from third party payor sources of any nature), COMMISSION may off-set future disbursements to CONTRACTOR in an amount up to the program income amount, at the COMMISSION’S sole discretion. CONTRACTOR shall notify and receive COMMISSION approval, prior to incurring any expenses of COMMISSION funds that may result in the earning of program income that COMMISSION may deduct from future disbursements.

22. **INSURANCE**

CONTRACTOR shall purchase and maintain the following type of insurance for minimum limits indicated during the term of this agreement and provide Certificates of Insurance evidencing such coverage to the COMMISSION Attn: Certificates of Insurance, 260 E. 15th St., Merced, California 95341. Certificates of Insurance shall be submitted to the COMMISSION within the first 90 calendar days of the contract term.

- **Comprehensive General Broad Form or Commercial General Liability:** $1,000,000 combined single limits per occurrence and $2,000,000 annual aggregate covering bodily injury, personal injury and property damage.

- **Automobile Liability:** $1,000,000 combined single limit per accident for bodily injury and property damage, or split limits of $500,000 per person, $1,000,000 per accident for bodily injury and $250,000 per accident for property damage.

- **Workers Compensation:** Statutory coverage, if and as required according to the California Labor Code, including Employers Liability limits of $1,000,000 per accident. The policy shall be endorsed to waive the insurers' subrogation rights against the COUNTY and the COMMISSION.

- **Professional Liability:** $1,000,000 limit per occurrence and $3,000,000 annual aggregate limit covering CONTRACTORS wrongful acts, errors and omissions.

Insurance Conditions
Insurance is to be placed with admitted insurers rated by A.M. Best Co. As A:VII or higher. Lower rated, or approved but not admitted insurers, may be accepted if prior approval is given by the COUNTY Risk Manager.

Each of the above required policies shall be endorsed to provide the COUNTY and the COMMISSION with 30 days prior written notice of cancellation. Neither the County nor the COMMISSION is liable for the payment of premiums or assessments on the policy. No cancellation provisions in the insurance policy shall be construed in derogation of the continuing duty of CONTRACTOR to furnish insurance during the term of this agreement.

23. **INDEMNIFICATION**

CONTRACTOR has the contracted duty (hereinafter "the duty") to indemnify, defend and hold harmless COMMISSION, its governing board, officers, employees, agents and assigns from and against any and all claims, demands, liability, judgments, awards, interest, attorney’s fees, costs, experts’ fees and expenses of whatsoever kind or nature, at any time arising out of or in any way connected with the performance of this Agreement, whether in tort, contract or otherwise. This duty shall include, but not be limited to, claims for bodily injury, property damage, personal injury, and contractual damages or otherwise alleged to be caused to any person or entity including, but not limited to employees, agents and officers of CONTRACTOR.

CONTRACTOR’S liability for indemnity under this Agreement shall apply, regardless of fault, to any acts or omissions, willful misconduct or negligent conduct of any kind, on the part of the CONTRACTOR, its agents, subcontractors and employees. The duty shall extend to any allegation or claim of liability except in circumstances found by a jury or judge to be the sole and legal result of the willful misconduct of COMMISSION. This duty shall arise at the first claim or allegation of liability against COMMISSION. CONTRACTOR will on request and at its expense, defend any action suit or proceeding arising hereunder. This clause for indemnification shall be interpreted to the broadest extent permitted.

24. **INDEPENDENT CONTRACTOR**

It is mutually understood and agreed that CONTRACTOR is an independent CONTRACTOR in the performance of the work duties and obligations devolving upon CONTRACTOR under this agreement. COUNTY and/or COMMISSION shall neither have, nor exercise any control or direction over the methods by which CONTRACTOR shall perform his professional work and functions. The sole interest and responsibility of the COUNTY and the COMMISSION is to assure that the services covered by this agreement shall be performed and rendered in a competent, efficient and satisfactory manner.

It is mutually understood and agreed that no employer-employee relationship is created and CONTRACTOR shall hold COUNTY and COMMISSION harmless and be solely responsible for withholding, reporting and payment of any federal, state or local taxes, contributions or premiums imposed or required by workers compensation, unemployment insurance, social security, income tax, other statutes
or codes applying to CONTRACTOR, or its sub-CONTRACTORS and employees, if any.

It is mutually agreed and understood that CONTRACTOR, its sub-CONTRACTORS and employees, if any, shall have no claim under this agreement or otherwise against the COUNTY or the COMMISSION for vacation pay, sick leave, retirement or social security benefits, occupational or non-occupational injury, disability or illness, or loss of life or income, by whatever cause.

25. **RECORDS AND INSPECTIONS**

CONTRACTOR shall maintain full and accurate records with respect to all matters covered under this agreement. To the extent permitted by law, the COUNTY and/or the COMMISSION shall have free access at all proper times or until the expiration of seven (7) years after the furnishing of services to such records, and the right to examine and audit the same and to make transcripts therefrom, and to inspect all data, documents, premises, procedures, and activities pertaining to this agreement.

26. **QUALITY OF SERVICE**

CONTRACTOR shall comply with all applicable Federal, State and local laws, ordinances, codes and regulations in performing its services. CONTRACTOR shall, without additional compensation, correct or revise any errors or deficiencies in its reports, and other related items or services.

27. **PERSONAL SATISFACTION AS A CONDITION PRECEDENT**

The obligations of the COUNTY and/or the COMMISSION as provided in this agreement are expressly conditioned upon the CONTRACTORS compliance with the provisions of the contract to the personal satisfaction of the COMMISSION and the COMMISSION shall determine compliance in good faith and as a reasonable person would under the circumstances.

28. **COMPLETENESS OF AGREEMENT**

This agreement and any additional or supplementary document or documents incorporated herein by specific reference contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of the agreement or any part thereof shall have any validity or bind any of the parties hereto.

29. **COUNTY NOT OBLIGATED TO THIRD PARTIES**

Neither the COUNTY nor the COMMISSION shall be obligated or liable hereunder to any party other than CONTRACTOR.

30. **COMPLIANCE WITH STATE LAWS AND REGULATIONS**
The CONTRACTOR, the COUNTY and the COMMISSION agree to comply with all State laws and regulations that pertain to construction, health and safety, labor, fair employment practice, equal opportunity, lobbying, and all other matters applicable to the CONTRACTOR, COUNTY and the COMMISSION, their sub-grantees, CONTRACTORS, or subcontractor and their work.

31. **COUNTY’S AND COMMISSION’S RIGHTS NOT WAIVED BY PAYMENTS**

In no event shall the making, by the COMMISSION, of any payment to CONTRACTOR constitute, or be construed as, a waiver by the COMMISSION or the COUNTY of any breach of covenant, or any default which may then exist, on the part of the CONTRACTOR, and the making of any such payment by the COMMISSION while any such breach or default shall not be construed as acceptance of substandard or careless work or as relieving CONTRACTOR from its full responsibility under the agreement.

32. **SUBCONTRACTS**

CONTRACTOR assumes full responsibility for all services and activities covered by this Agreement, whether or not directly provided by CONTRACTOR. CONTRACTOR shall be considered the sole point of contact regarding contractual matters, including payment of any and all charges resulting from this Agreement.

If CONTRACTOR should propose to subcontract with one or more third parties to carry out a portion of those services covered by this Agreement, any such subcontract in excess of $5,000 shall be in writing, containing a proposed Scope of Work and Budget, and be subject to the review and action by COMMISSION prior to approval and execution.

COMMISSION shall have the right to reject any such proposed subcontract. Any such subcontract, together with all other activities by or caused by CONTRACTOR, shall not require compensation greater than the approved total program budget as set forth in Attachment B to this Agreement.

CONTRACTOR shall be responsible to COMMISSION for the proper performance of any subcontract.

Subcontractors shall be subject to the same terms, conditions, data collection, and other reporting requirements, that CONTRACTOR is subject to under this Agreement.

33. **PERSONNEL**

CONTRACTOR represents that it has, or will secure at its own expense, all personnel required in performing the services under this agreement. All of the services required hereunder will be performed by CONTRACTOR or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. CONTRACTOR’S personnel are expressly agreed to be the employees of the CONTRACTOR and not the employees of the COUNTY.

34. **NOTICES**
All notices, requests, demands or other communications under this agreement shall be in writing. Notice shall be sufficiently given for all purposes as follows:

1) Personal delivery. When personally delivered to the recipient. Notice is effective upon delivery.

2) First class mail. When mailed first class to the last address of the recipient known to the party giving notice. Notice is effective three mail delivery days after deposit in a United States Postal Service office or mailbox.

3) Certified mail. When mailed certified mail, return receipt requested. Notice is effective upon receipt, if delivery is confirmed by a return receipt.

4) Overnight delivery. When delivered by an overnight delivery service, charges prepaid or charged to the senders account. Notice is effective on delivery, if delivery is confirmed by the delivery service.

5) Facsimile transmission. When sent by fax to the last fax number of the recipient known to the party giving notice. Notice is effective upon receipt, provided that: a) a duplicate copy of the notice is promptly given by first class mail or certified mail or by overnight delivery, or b) the receiving party delivers a written confirmation of receipt. Any notice given by fax shall be deemed received on the next business day if received after 5:00 p.m. (recipient’s time) or on a non-business day.

Addresses for purposes of giving notice are as follows:

**COMMISSION**

First 5 Merced County
260 E. 15th St
Merced, CA 95341
Attn: Executive Director

**CONTRACTOR**

Any correctly addressed notice that is refused, unclaimed or undeliverable because of an act or omission by the party to be notified shall be deemed effective as of the first date that the notice was refused, unclaimed or deemed undeliverable by the postal authorities, messengers or overnight delivery services.

Any party may changes its address or fax number by giving the other party notice of the change in any manner permitted by this agreement.

35. **APPLICABLE LAW**

All parties agree that this agreement and all documents issued or executed pursuant hereto and the rights and obligations of the parties to this agreement are subject to and governed by the laws of the State of California in all respects as to interpretation, construction, operation, effect and performance.

Notwithstanding any other provisions of this agreement, any dispute concerning any
question of fact or law arising under this agreement, which is not disposed of by agreement between the parties shall be decided by a Court of competent jurisdiction of the State of California.

36. **WAIVER**

Both parties reserve the right to waive any breach of this agreement and no waiver of any breach, failure of any term or any right to remedy contained in or granted by this agreement will be effective unless it is in writing and signed by the party waiving the breach, failure, right or remedy. This waiver shall not be construed as a waiver of any subsequent breach or failure of the same term, provision or condition or a waiver of any other term or condition in this agreement. This waiver does not establish or evidence any course of dealing between the parties.

37. **BREACH OF CONTRACT**

Upon breach of the agreement by CONTRACTOR, the COUNTY and the COMMISSION shall have all remedies, both in equity and/or at law, necessary to recover and satisfy CONTRACTOR’S obligation which it failed to provide as prescribed under the agreement.

38. **REMEDY FOR BREACH AND RIGHT TO CURE**

If CONTRACTOR fails to perform any agreement or obligation contained in this agreement, the COMMISSION may itself perform, or cause the performance of, such agreement and obligation. In that event, CONTRACTOR will on demand, fully reimburse the COMMISSION for all such expenditures. Alternatively, the COMMISSION at its option, may deduct from any funds owed to CONTRACTOR the amount necessary to cover any expenditures under this provision. This is in addition to any other remedies available to the COMMISSION by law or as otherwise stated in this agreement.

39. **SUCCESSORS IN INTEREST**

All the terms, covenant, and conditions of the agreement shall be binding and in full force and effect and inure to the benefit of the successors in interest and assigns of the parties hereto. This paragraph shall not be deemed as a waiver of any of the conditions against assignment set forth herein.

40. **CONFLICT OF INTEREST**

CONTRACTOR warrants and covenants that no official or employee of the COUNTY, or the COMMISSION nor any business entity in which an official of the COUNTY or the COMMISSION has an interest has been employed or retained to solicit or aid in the procuring of the agreement, nor that any such person will be employed in the performance of such agreement without immediate divulgence of such fact to the COMMISSION.

41. **EQUAL EMPLOYMENT OPPORTUNITY**
CONTRACTOR shall comply with U.S. Executive Order 11246 entitled, Equal Employment Opportunity as amended by U.S. Executive Order 11375, and as supplemented in U.S. Department of Labor Regulations (41 CFC Chapter 60).

42. **UNRUH CIVIL RIGHTS ACT**

Pursuant to §51.5 of the California Civil Code, CONTRACTOR shall not discriminate or in any way limit access to the business services to be performed under this agreement on the basis of race, creed, religion, color, national origin, sex, disability or medical condition.

43. **SECULAR ACTIVITIES**

CONTRACTOR, in the performance of the services pursuant to this agreement, shall refrain from any religious teaching, instruction, indoctrination, proselytizing, exposure or discussion. All services provided shall be secular and CONTRACTOR shall have the obligation to ensure compliance with this provision by employees or anyone under CONTRACTOR’S control. The failure of CONTRACTOR to comply with this provision shall be deemed a material breach of this agreement.

44. **DRUG-FREE WORK PLACE**

CONTRACTOR shall comply with the provisions for a drug-free workplace as set forth by the Federal Drug-Free Workplace Act of 1988 or as last revised.

45. **CAPTIONS**

The captions of each paragraph in the agreement are inserted as a matter of convenience and reference only, and in no way define, limit, or describe the scope or intent of the agreement or in any way affect it.

46. **ASSIGNMENT**

CONTRACTOR shall not subcontract or consign this agreement, or any part thereof, or interest therein, directly or indirectly, voluntarily or involuntarily, to any person without obtaining written consent by COUNTY and COMMISSION.

47. **FEDERAL, STATE, AND LOCAL TAXES**

CONTRACTOR shall pay all taxes lawfully imposed upon it with respect to this agreement or any product delivered with respect to this agreement. COUNTY and COMMISSION make no representation whatsoever as to the exemption from liability to any tax imposed by any government entity on CONTRACTOR.

48. **SEVERABILITY**

If a court or an arbitrator of competent jurisdiction holds any provision of this agreement to be illegal, unenforceable or invalid, in whole or in part, for any reason, the validity and enforceability of the remaining provisions, or portions of them, will not be affected.
49. **COPIES OF AGREEMENT**

This agreement is executed in counterparts, each of which shall be deemed a duplicate original.

**COMMISSION**

Date: ____________  Signature: ________________________________

Scott Waite, Executive Director
First 5 Merced County

**CONTRACTOR**

Date: ____________  Signature: ________________________________

**APPROVED AS TO LEGALITY AND FORM**

Date: ____________  Signature: ________________________________

Forest W. Hansen
Counsel for First 5 Merced County
2020-03-054

G.R.O.W. Application

Merced County Food Bank
A. Background/History:

At the August 2019 First 5 Merced Commission Meeting, the Commission approved the application and funding criteria for the Grants Responsive to Our Work (GROW) Initiative. The intent of this initiative is to allow the community to access Proposition 10 funding to address emerging community needs.

At this time the Commission has approved one GROW application for the Kids Discovery Station. This leaves up to $900,000 available for additional grants though the end of FY 19/20.

This application concentrates on helping more kids age 0-5 find sources of food and take advantage of existing sources of food. In the next three years with our project partners we will:

- Increase the knowledge of food and available food sources by Merced County residents
- Provide training and education on food nutrition, food preparation
- Increase the number of families with children from 0-5 that know how apply for and receive WIC, SNAP and other benefits they are eligible for

The primary means of accomplishing these goals will be to produce 40 videos from 2 to 10 minutes each that will be available to as many Merced County residents as possible. Videos will be professionally produced and of high quality. Topics will range from people eating healthy to how to cook healthy with ingredients you get from a Food Bank, to making your own baby food to instruction on available food sources and how to apply for and obtain them.

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

Staff requests the Commission review, discuss, and consider approving the funding application submitted by the Merced County Food Bank.

C. Timeframe:

This G.R.O.W. grant would begin upon execution of the contract and be completed by June 30, 2020.

D. Costs:

The approval of this grant proposal would cost the Commission up to $100,000 from the Emerging Community Needs line item from the FY 19/20 adopted budget. It would not increase the adopted budget for FY 19/20.
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 Food Bank in the amount requested for a total of $100,000

F. **Attachments:**
- G.R.O.W. Funding Application submitted by the Merced County Food Bank
G.R.O.W. APPLICATION

Please completed all requested information.

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<thead>
<tr>
<th>Name</th>
<th>Email Address</th>
<th>Website address</th>
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<tbody>
<tr>
<td>Joseph Hypes</td>
<td><a href="mailto:Jth@mmcfb.org">Jth@mmcfb.org</a></td>
<td><a href="http://mmcfb.org/">http://mmcfb.org/</a></td>
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<th>Address: Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
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<tbody>
<tr>
<td>2000 W Olive Avenue</td>
<td>Merced</td>
<td>CA</td>
<td>95348</td>
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<tr>
<th>Telephone #:</th>
<th>Fax #:</th>
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<tbody>
<tr>
<td>209-726-3363</td>
<td>None</td>
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<tr>
<th>Vendor: SSN#</th>
<th>Vendor: FIN#</th>
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<td>80-0093563</td>
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Authorized Signature
(Authorized person who can legally bind vendor into a contract. Please print out form and sign.)

Joseph Hypes

Print Name
(Name of authorized person to be used on contract)

Joseph T. Hypes

Print Title

Director of Development

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Title</th>
<th>Telephone</th>
<th>Email Address</th>
</tr>
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<tbody>
<tr>
<td>Joseph Hypes</td>
<td>Director of Development</td>
<td>209-726-3363</td>
<td><a href="mailto:Jth@mmcfb.org">Jth@mmcfb.org</a></td>
</tr>
</tbody>
</table>

Type of Provider (check one)

- [x] Incorporated, non-profit, tax exempt
- [ ] Unincorporated Group
1. **Indicate which First 5 Priority Area your project will address.** (Provide a clear and concise description of the service or product to be provided by your organization. Describe your organization’s overall philosophy and goals in functional and operating terms; state what *you will do, not what might be done* in carrying out the First 5 Merced County’s objectives. Address each of the activities to be undertaken as a means of reaching First 5 Merced County’s strategic objectives.)

We believe our proposed project will address First 5’s priority areas consisting of Strong Families, and Children’s Health 

**Our project, GROW the Access to Nutritional Food for Hungry Pre School Children in Merced (A Video Educational and Training Project),** and the mission of the Merced County Food Bank (MCFB), align perfectly with the mission and vision of First 5’s
priority area, and the guidelines for this grant. To paraphrase an excerpt from the First 5 Vision Statement, “All children living in Merced County will live in an environment that has adequate food, clothing and shelter.” This Vision excerpt by First 5 overlays perfectly with the MCFB Mission to “improve the health and well-being of Merced & Mariposa County residents affected by hunger”. Additionally, what we do at the Foodbank and what we are proposing in this project is not only “beneficial for children ages 0-5 years and their families”, but a project that can reduce child hunger in Merced County.

Research and what we’ve learned from thousands of people we serve each year shows:

(1) Poverty and the multiple barriers poverty causes often result in people going hungry
(2) People also go hungry because they lack the knowledge/skills needed to access available food sources

Our vision and mission align with First 5’s objectives, as our mission is to:
(1) Improve the health and well-being of Merced & Mariposa County residents affected by hunger; through the acquisition, storage, and distribution of nutritious food.
(2) To provide and advocate for, increased access to, and consumption of, nutritious fruits, vegetables, nuts and other foods.
(3) To integrate, facilitate and advocate for programs and services that address hunger’s underlying and related issues.

Over the last 15 years MCFB has distributed over 25 million pounds of food. We provide food for approximately 17,000 people every month. All are low-income and many live in poverty. As an organization, we are committed to helping those that need help the most and trying to do all we can to alleviate poverty. Comments we hear most often, particularly from our poorest clients are:

I didn’t know about that.
That would help me a lot. I have heard of it but do not know how to get it.
I have never been taught to do that and I wish someone would show me how.
I did not know that food was not healthy and nutritious.
I did not know that it was healthier if you prepared food that way.

Most of these comments refer to food, existing sources for food, the nutritional value of food, or how to prepare food. Another consistent theme in comments is a lack of knowledge about things such as how to apply for available programs like the Special Supplemental Nutrition Program for Women, Infants and Children (WIC) or the Supplemental Nutrition Assistance Program (SNAP).

A few facts about the problem all of us face in Merced County and the problem this project hopes to alleviate are:

Merced County has one of the largest percentages of hungry children in California, according to a recent report from Feeding America, a national hunger-relief
organization. The study reported that about 21,870 or 27.3 percent of children in **Merced County** don't have access to enough food. That percentage was third worst in California. Merced County is among the top 10 percent in the nation with the largest percentages of hungry children, according to the report.

More than half of people in Merced County, 53.1 percent, live under the Federal Poverty Line, according to the **2016 Community Health Assessment**, from the Merced County Department of Public Health. The assessment also reported that two out of every three children in Merced County live in poverty.

Poor families frequently are forced to feed their children the most affordable food, not the most nutritious,

Merced County ranks 50 out of 58 California Counties in those eligible for WIC that are not being served

Merced County ranks 54 in those eligible for CalFresh or SNAP that are not being served, even though SNAP benefits go to 55,800 people in Merced, more than 1 in 5 of everyone who lives in the County. Two-thirds of all Merced SNAP recipients are children.

SNAP reaches only 74% of the eligible in Merced. If SNAP reached 100% of those eligible, Merced County would annually see an additional $21 million in benefits and $38 million in total economic activity.

In raw numbers new residents large areas like Los Angeles dwarf areas like Merced County. However, in growth percentage Merced County’s outpaced every other county in the state last year according to the California Department of Finance.

**GROW the Access to Nutritional Food for Hungry Pre School Children in Merced (A Video Educational and Training Project)** concentrates on helping more kids age 0-5 find sources of food and take advantage of existing sources of food. In the next three years with our project partners we will:

Increase the knowledge of food and available food sources by Merced County residents

Provide training and education on food nutrition, food preparation

Increase the number of families with children from 0-5 that know how apply for and receive WIC, SNAP and other benefits they are eligible for

Our primary means of accomplishing these goals will be to produce 40 videos from 2 to 10 minutes each that will be available to as many Merced County residents as possible. These videos will cover the general the areas listed earlier. Videos will be professionally produced and of high quality. Topics will range from people eating healthy to how to cook healthy with ingredients you get from a Food Bank, to making your own baby food to instruction on available food sources and how to apply and obtain them. This in an
inventive and new project with several Merced County organizations participating with us. Most videos will be filmed at the Food Bank, but some will be filmed by our project partners at locations chosen by them and others will be filmed in various parts of Merced County and sites compatible with the video subject. Some of these sites will incur location fee costs. Two of our project partners, Merced College & METV at the Merced County Office of Education will film videos and help us in the distribution to the public and mass dissemination across the County. In today’s society, just about everyone, regardless of economic status, is connected on Facebook or other social media and has a way to view the videos we will produce. The MCFB Project Director is uniquely qualified for this project. He has an acute understanding of the issues in Merced County, particularly hunger with his work the past two years at the MCFB. He also has an extensive background in video and artistic development and is connected throughout the Merced Community.

2. **List the detailed need for support from First 5 Merced County.** (Detail the specific purpose for which funds will be used and how these funds will launch your project. Include, in detail, how children 0-5 years and their families will be impacted. List any specific equipment or other items to be purchased. *It is essential that you include and clearly detail all costs and provide a narrative with a thorough explanation.*

In answer to the previous question we detailed the need for the project and the need for support from First 5 Merced County. We also provided details on the impact of the project on children from ages 0-5 and their families. In this section we will provide details on project costs. The major portion will consist of production of 25-30 videos over an 18 month period at a cost of $70,000. In addition to the $70,000 we are requesting an additional $30,000 to develop an in house video capability and ensure sustainability of this innovative project. Before we provide a line item explanation of each expense area, some information about the cost and quality of video production is required. Most sources classify videos into five categories:

**Amateur, Do it Your Self:** Less than $200 to produce a 2 minute video if you have the equipment

**Semi-Pro:** Some Experience & more sophisticated equipment, $500 for 2 minute video

**Professional:** Experienced team using state-of-the-art equipment $1,000 to 10,000 for 2 minutes

**Premium:** $25,000 or more for a 2 minute video

**Hollywood Quality:** $100,000 for 2 minute video

While this project is dedicated to providing the highest quality videos possible, cost must also be consisted. During an 18 month period we will shoot from 25-30 videos that will vary in length from 2 minutes to 10 minutes. Most of the videos will fall in to the lower level of the professional category at about $1,000 each (does not include location costs). For the bulk of the videos we will contract with a local firm that MCFB has used in the past and that we have been pleased with the quality and professionalism of the products. They are giving us a special nonprofit cost if they are the primary contractor for approximately 25 videos.
Following is a line by line narrative of project expenses.

Line Item 1, Project Coordinator: As discussed in the previous section the individual conducting this project is uniquely qualified to conduct it. During the initial 18 month project period it is estimated that the Coordinator will spend 30 hours per month of dedicated time on this project or 540 total hours. At his current pay rate and benefit level this equates to $13,500.

Line Item 2: Merced College: Merced College has agreed to partner in this project and help in several ways. They will shoot and produce one of the initial videos on site at their campus. Total cost of Merced College participation is $4,500.

Line Item 3: Merced Education Television (METV), a division of the Merced County Office of Education, has agreed to partner in this project and help in several ways. They will shoot and produce one of the initial videos at a site of their selection to cover a particular agreed upon high priority subject. They will also assist throughout the project by providing a distribution outlet for videos as METV is the manager of Public Access, Education and Government (PEG) channels in Merced County. Their expertise will be invaluable in ensuring the quality of our videos. Cost for this line item is $5,500.

Line Item 4: In addition to the marketing and distribution support of METV it is envisioned that other online marketing and social media services will be required. We are budgeting $6,000 for this line item.

Line Item 5: A large percentage of the videos in this project will be shot onsite at MCFB and there will be no location fees for these. However, we anticipate approximately 10 videos will be shot at other venues across Merced County in restaurants or other cooking facilities, informational videos at various agencies, or outdoor locations involved in food production. While location site fees vary, the average rate at the current time is approximately $550 or a total cost of $5,500 for 10 location shootings. Closing down a restaurant or other similar site for a shoot creates a financial burden on the business and many businesses want some type of compensation for doing this.

Line Item 6: As discussed previously after the initial 18 months we will produce approximately 25 videos at a cost per video of $1,000 and a total cost of $25,000.

Line Item 7: In addition to video production costs, during the initial 18 months of this project materials such as food, food related projects, and other equipment will be required. For the planned 15 professionally produced videos shot at MCFB we know that purchasing food and other items will be required. We are estimating that a total of $10,000 will be required for this line item.

The total cost of the first 7 project live items is $70,000. In addition to this cost, one of the designs of this project is to ensure that it is a sustainable project not just for the 18 months of the major activity, but long term for several years. To do this we believe
requires two other major expense line items.

Line Item 8: As part of this project we want to develop an in house capability to shoot, edit, produce and distribute videos. Often hot tops arise that need to be disseminated to as many county residents as possible quickly, topics such as changes in SNAP, WIC or MCFB guidelines or regulations. In today’s internet and social media age short videos are perhaps the best way to do quickly reach a large audience. Everyone is connected in some way with either a phone or other source. To develop this project sustainability feature requires the following items:

- Video Camera Equipment w/ lenses: $21,000
- Microphone & Other Sound Equipment: $3,000
- Tripod & Gimbal Stablizer: $1,500
- Video Editing Software: $750
- Dedicated Computer for Editing: $3,750

**Total Line Item Cost:** $30,000

3. If you have received a grant from First 5 Merced County in the past, please explain how funding received was specifically used and whether this request for funding relates to past funding requests. N/A

4. What geographic areas of Merced County do you plan to serve? Explain whether all children Merced County will have access and how. If your service delivery is solely in the city of Merced, explain any plans to move, or replicate elsewhere. This will serve all geographic locations in Merced County.

5. Are there any restrictions on the availability of your services such as eligibility, criteria, service area, minimum number of units or maximum number of units?

   - [ ] NO    [ ] Yes   If yes, provide explanation.
6. If applicable, what type of business or professional license(s) is held by your organization?

<table>
<thead>
<tr>
<th>Type</th>
<th>License Number</th>
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</thead>
<tbody>
<tr>
<td>Business 063</td>
<td>BL13-0189</td>
</tr>
<tr>
<td>Health Permit</td>
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</tr>
<tr>
<td>0121 Food Bank/Pantry</td>
<td>PT0012539</td>
</tr>
</tbody>
</table>

7. **Staff Service Providers**: List the number of Position Titles of all staff (paid or volunteer) to be involved in providing services to children and families. List the Position Title and the Number of Staff in that position and whether staff are paid or volunteers.

<table>
<thead>
<tr>
<th>Position Title</th>
<th># of Staff</th>
<th>Paid / Volunteer</th>
<th>List Professional Certificate/License/ Degree (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director of Development</td>
<td>1</td>
<td>Paid</td>
<td>BFA in Theatre/Video Production</td>
</tr>
</tbody>
</table>
8. Describe the organization’s general fiscal methods and procedures. Merced County Food Bank follows the general GAP Accounting procedures.

9. **Insurance**: List the carrier name, carrier number, policy number and coverage limits for each type of insurance your organization maintains. **Please attach a copy of the current certificate of proof of coverage.**

<table>
<thead>
<tr>
<th>TYPE</th>
<th>Carrier Name</th>
<th>Carrier #</th>
<th>Policy #</th>
<th>Coverage</th>
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<tr>
<td>Comprehensive/General Liability</td>
<td>Great America Insurance Group</td>
<td>PAC 160314704</td>
<td>PAC 160314704</td>
<td>$1,000,000.00</td>
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<td>Professional Liability</td>
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<tr>
<td>Performance</td>
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<td>Auto</td>
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</tr>
<tr>
<td>Other</td>
<td></td>
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</tbody>
</table>

10. **Background & Experience**: Summarize your organization’s experience in the provision of services to children 0 – 5 years and their families. MCFB provides foods and nutritional education to children 0-5 years, as well as referrals for families to government agencies that can also help with food acquisition.

11. **References**: List two or more organizations/individuals which can comment on your organization’s experience and quality of service provision.

<table>
<thead>
<tr>
<th>Name of Individual/Organization</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vernette Doty U.C. Merced</td>
<td>5200 Lake Road, Merced, CA 95343</td>
<td>(209) 228-4201</td>
</tr>
<tr>
<td>Jeremy Martinez United Way of Merced</td>
<td>531 W Main Street, Merced, CA 95340</td>
<td>(209) 383-4242</td>
</tr>
<tr>
<td>Robert McCune Apostolic Tabernacle</td>
<td>2745 E State Hwy 140, Merced, CA 95340</td>
<td>(925) 565-2049</td>
</tr>
</tbody>
</table>
12. I certify that the above is true to the best of my knowledge.

<table>
<thead>
<tr>
<th>Authorized Signature</th>
<th>Joseph Hypes</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Authorized person who can legally bind vendor into a contract. Please print out form and sign.)</td>
<td></td>
</tr>
<tr>
<td>Print Name</td>
<td>Joseph T. Hypes</td>
</tr>
<tr>
<td>(Name of authorized person to be used on contract)</td>
<td></td>
</tr>
<tr>
<td>Print Title</td>
<td>Director of Development</td>
</tr>
<tr>
<td>Date:</td>
<td>02/10/2020</td>
</tr>
</tbody>
</table>
2020-03-055

G.R.O.W. Application

Merced County Office of Education – Home Visitation Support
A. Background/History:

At the August 2019 First 5 Merced Commission Meeting, the Commission approved the application and funding criteria for the Grants Responsive to Our Work (GROW) Initiative. The intent of this initiative is to allow the community to access Proposition 10 funding to address emerging community needs.

At this time the Commission has approved one GROW application for the Kids Discovery Station. This leaves up to $900,000 available for additional grants through the end of FY 19/20.

The (Merced County Office of Education (MCOE)/Strong Beginnings) home visiting staff and Head Start Home Visitors employ the Strengthening Families approach, which is a research-based, cost-effective strategy that is aimed at increasing family stability, enhancing child development, and reducing child abuse and neglect. The goal is to improve each family’s protective factors. This model aims to improve positive early experience to promote optimal brain development of infants and toddlers and to support families in order to prevent early experiences, which negatively influence brain development. This model is embedded in the Parents as Teachers Curriculum.

MCOE is requesting $44,000 to purchase two vehicles that can be housed at the Atwater H.S.A. site and assigned to the Strong Beginnings Home Visiting Program. This will eliminate the need for the home visitors to travel to Merced to get and return cars and gas cards each day. MCOE estimates that each home visitor will be able to add at least eight (8) families to each caseload (for a total of 16 new families to be served).

MCOE is requesting $11,550 to secure training in the Parents as Teachers model and curriculum for 4 Head Start Home Visitors (serves 48 families), the Home-Based Coordinator, and the Training Coordinator this will provide ongoing support, coaching and training to Home Visitation staff. Head Start will be able to pay the ongoing costs for training to sustain utilization of the curriculum but does not have sufficient funds to pay for the initial required training.

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

Staff requests the Commission review, discuss, and consider approving the funding application submitted by the Merced County Office of Education.

C. Timeframe:

This G.R.O.W. grant would begin upon execution of the contract and be completed by June 30, 2020.
D. Costs:

The approval of this grant proposal would cost the Commission up to $55,550 from the Emerging Community Needs line item from the FY 19/20 adopted budget. It would not increase the adopted budget for FY 19/20.

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 in the amount requested for a total of $55,550.

F. Attachments:

- GROW Funding Application submitted by the Merced County Office of Education
G.R.O.W. APPLICATION

Please completed all requested information.

<table>
<thead>
<tr>
<th>Name</th>
<th>Email Address</th>
<th>Website address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica Adrian</td>
<td><a href="mailto:madrian@mcoe.org">madrian@mcoe.org</a></td>
<td>N/A</td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Address: Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>1850 Wardrobe Ave.</td>
<td>Merced</td>
<td>CA</td>
<td>95341</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone #:</th>
<th>Fax #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(209) 381-6790 ext. 6146</td>
<td>(209) 381-6758</td>
</tr>
</tbody>
</table>

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<tr>
<th>Vendor: SSN#</th>
<th>Vendor: FIN#</th>
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</table>

Authorized Signature

(Authorized person who can legally bind vendor into a contract. Please print out form and sign.)

Print Name

(Name of authorized person to be used on contract)

Print Title

Merced County Superintendent of Schools

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Title</th>
<th>Telephone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monica Adrian</td>
<td>Behavior Support Specialist</td>
<td>(209) 381-6790 ext. 6146</td>
<td><a href="mailto:madrian@mcoe.org">madrian@mcoe.org</a></td>
</tr>
</tbody>
</table>

Type of Provider (check one)

- [ ] Incorporated, non-profit, tax exempt
- [ ] Government Agency
- [ ] Unincorporated Group
- [ ] Project Agency
- [ ] Other _____
### Priority Area

<table>
<thead>
<tr>
<th>Priority Area</th>
<th>Objective</th>
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</thead>
<tbody>
<tr>
<td><strong>Strong Families: Desired Outcome 1</strong> - Families raise their children in safe, stable, nurturing homes.</td>
<td>1.1 Enhance the system of effective family support and strengthening programs.</td>
</tr>
<tr>
<td><strong>High Quality Early Learning: Desired Outcome 2</strong> - Children have access to high-quality early learning opportunities.</td>
<td>1.2 Support families in building and enhancing the 5 protective factors that promote optimal development.</td>
</tr>
<tr>
<td>2.1b Work with partners to strengthen the infrastructure for ECE professional development</td>
<td>2.2 Increase awareness of and support for high-quality ECE among parents and policymakers.</td>
</tr>
</tbody>
</table>

### Plan

- Increase the number of families served with the evidenced-based *Parents as Teachers* home visiting model, under the Strong Beginnings home visiting program.
- Since March 2019, under the auspices of The Caring Kids Program, the Merced County Office of Education in partnership with the Merced County Human Services Agency implements the evidenced-based home-visiting model, *Parents as Teachers*, as part of the statewide home visiting program (HVP). The Merced County Public Health Department is another partner in this work, locally called *The Strong Beginnings Program*.
- MCOE Head Start wishes to begin utilizing the Parents as Teachers home visiting model, and will do so, after

### Measurement/Outcome

- Increased number of families served by each of the two (2) home visitors by at least eight (8) families each by June 30, 2020
- Increase in parents' awareness of how to identify and select high-quality ECE programs.
receiving training funded by this proposal. Currently, Head Start does not have funding available to cover the costs of training or purchase of the curriculum.

Indicate which First 5 Priority Area your project will address. (Provide a clear and concise description of the service or product to be provided by your organization. Describe your organization’s overall philosophy and goals in functional and operating terms; state what you will do, not what might be done in carrying out the First 5 Merced County’s objectives. Address each of the activities to be undertaken as a means of reaching First 5 Merced County’s strategic objectives.)

1.2 Support families in building and enhancing the five protective factors that promote optimal development.

- The (Merced County Office of Education (MCOE)/Strong Beginnings) home visiting staff and Head Start Home Visitors employ the Strengthening Families approach, which is a research-based, cost-effective strategy that is aimed at increasing family stability, enhancing child development, and reducing child abuse and neglect. The goal is to improve each family’s protective factors. This model aims to improve positive early experience to promote optimal brain development of infants and toddlers and to support families in order to prevent early experiences, which negatively influence brain development. This model is embedded in the Parents as Teachers Curriculum.

- This model promotes parent-child interaction and provides parent education and support. The home visitors help parents build their skills to promote their children’s school readiness. The home visitors conduct health, developmental, and social/emotional screenings and make referrals as needed to other agencies and services. The Parents as Teachers curriculum provides detailed instruction and guidance to home visitors to support their work with families in this area.

2.2 Increase awareness of and support for high-quality ECE among parents and policymakers.

The Strong Beginnings Program staff members and Head Start staff have longstanding collaborative relationships with a range of community partners. We will continue to build on these partnerships by attending networking meetings and events. The program supervisor will keep informed of new service opportunities for young children and families we serve.

- The home visitors will use a community resources checklist to review service provision options with families. When a family would like a referral for outside services, the home visitor will discuss the potential referral with the supervisor. The next step would be to make the referral to the service provider. We would then follow up with the family to ensure that the new services are being received. If a referral that has been made does not result in services for the family, the home visitor can act as a liaison between family and the service provider to help get the family connected to the requested services or identify another option.
• With parent consent, all children will be referred to Early Head Start Services and WIC services.
• If child-care is needed, the families will be referred to our county Resource and Referral Agency and/or the Head Start program.
• All children will receive ongoing developmental and health screening as participants in *Parents as Teachers* model. When concerns are present, referrals will be made as needed. We will reference our general referral flow chart for guidance on where the referrals should be made.
• All families will be invited to attend our inclusive social skills building playgroups.
• Parents will be provided information about various parent education classes offered in our county.
• All families will be given information about our library services including story time.

Families will be given information about the importance of high quality early learning settings. Ongoing conversations about early brain development and the importance of early experiences will occur during each visit. The home visitor can escort the family on site visits to learn more about educational setting options. The home visitors can also escort the family to community playgroups and library story times.

• California Department of Education and First 5 California are partnered to help ensure all young children receive quality early childhood experiences. The *Strong Beginnings* Program and the Head Start Program collaborate closely with our local programs: Quality Rating and Improvement System (QRIS) and Improve and Maximize Programs so All Children Thrive (IMPACT). Participating children and families will be connected to settings that are associated with the QRIS or IMPACT programs.

1. **List the detailed need for support from First 5 Merced County.** (Detail the specific purpose for which funds will be used and how these funds will launch your project. Include, in detail, how children 0-5 years and their families will be impacted. List any specific equipment or other items to be purchased. *It is essential that you include and clearly detail all costs and provide a narrative with a thorough explanation.*

• The (Merced County Office of Education (MCOE)/Strong Beginnings) home visitors have been conducting home visits under the Home Visiting Program (HVP) since April 2019. Two MCOE home visitors are housed at the Atwater H.S.A. site. This placement allows for optimal interagency collaboration and communication. However, we have been presented with a significant unintended barrier. The cars that the MCOE staff use to drive to home visits are located in Merced. Staff must then travel from the Atwater office to Merced to get a car and it has been calculated to take an average of ten hours per week to reserve a car, get/return a gas card (located at a separate location), drive to pick up/drop off car, gas the car, and return to the Atwater office. This is time that can be used instead to serve more families through home visits.
• One home visitor is currently housed in Merced; however, the intent is to move her to the Atwater H.S.A. location by July 2020.
• MCOE vehicles are typically not assigned to specific programs.
• We are requesting $44,000 to purchase two (2) vehicles that can be housed at the Atwater H.S.A. site and assigned to the Strong Beginnings Home Visiting Program (see attached estimate). This will eliminate the need for the home visitors to travel to Merced to get and return cars and gas cards each day.

• We estimate that each home visitor will be able to add at least eight (8) families to each caseload (for a total of at least 16 new families who can be served) by reducing the number of trips to check out a vehicle.

• The two (2) home visitors housed at the Atwater H.S.A. currently serve 17 families between the two of them. The purchase of two (2) vehicles for each of them to use will bring the total families they serve to a minimum 33 families. Families will be served for two years, once enrolled.

• A decal identifying the funder (First 5 Merced County) will be attached to each car.

• We are requesting $11,550 to secure training in the Parents as Teachers model and curriculum for 4 Head Start Home Visitors, the Home-based Coordinator, and the Training Coordinator that will provide ongoing support, coaching and training to the others. This is based on $1,175 per person for 6 staff to participate in a 3 Day Foundations 1 Training, and $750 per person for 6 staff to participate in a 2-day Foundations 2 Training. This training is a mandatory requirement for programs that wish to utilize the P.A.T. curriculum. Head Start will be able to pay the ongoing costs for training to sustain utilization of the curriculum but does not have sufficient funds to pay for the initial required training.

2. If you have received a grant from First 5 Merced County in the past, please explain how funding received was specifically used and whether this request for funding relates to past funding requests.

The Caring Kids Program received funding to provide direct services to parents and early childhood educators from First 5 Merced County from 2003-2016. The current Parent as Teachers work under Strong Beginnings is an extension of the Caring Kids work. However, they are two distinct programs and serve different populations.

The Head Start program previously received funds to implement the Power of Preschool (PoP) and PoP Bridge programs. This request is unrelated.

3. What geographic areas of Merced County do you plan to serve? Explain whether all children Merced County will have access and how. If your service delivery is solely in the city of Merced, explain any plans to move, or replicate elsewhere.

The home visitors with the Strong Beginnings Program and the Head Start Home Visitors serve families throughout Merced County. Participants receive services in their homes. We come to them.

The service population includes families on CalWORKs (cash aid) within Merced County. Referrals for the program will originate from the Human Services Agency (H.S.A.). H.S.A. identifies those who meet the criteria.
4. Are there any restrictions on the availability of your services such as eligibility, criteria, service area, minimum number of units or maximum number of units?

☐ NO  ☑ Yes  If yes, provide explanation.

The service population includes families on CalWORKs (cash aid) within Merced County who have children under two years old. The Head Start Home-Based option serves families of 3-5 year olds who meet Federal Poverty guidelines.

5. If applicable, what type of business or professional license(s) is held by your organization?

<table>
<thead>
<tr>
<th>Type</th>
<th>License Number</th>
</tr>
</thead>
<tbody>
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</table>

6. **Staff Service Providers:** List the number of Position Titles of all staff (paid or volunteer) to be involved in providing services to children and families. List the Position Title and the Number of Staff in that position and whether staff are paid or volunteers.

<table>
<thead>
<tr>
<th>Position Title</th>
<th># of Staff</th>
<th>Paid / Volunteer</th>
<th>List Professional Certificate/License/ Degree (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Behavior Support Specialist</td>
<td>1</td>
<td>paid</td>
<td>Ms. Adrian received her bachelor's degree in Liberal Studies with a concentration in Child Development, Education Specialist Credentials, and a Multiple Subjects Teaching Credential from California State University Stanislaus. She has obtained a master's degree in Special Education with an emphasis in Early Childhood from Brandman University.</td>
</tr>
</tbody>
</table>
Describe the organization’s general fiscal methods and procedures.

The County Superintendent as the highest level of decision-making authority, has adopted a resolution to comply with Governmental Accounting Standards Board (GASB) 54 effective July 1, 2010. Merced County Office of Education (MCOE) Policy 3100, Budget, reflects the provisions of GASB 54. This regulation determines how MCOE will implement the Fund Balance Policy. The Fund Balance Policy is intended to provide guidelines during the preparation and execution of the annual budget to ensure that sufficient reserves are maintained for unanticipated expenditures or revenue shortfalls. It also is intended to preserve flexibility throughout the fiscal year to make adjustments in funding for programs approved in connection with the annual budget. The policy is based upon a long-term perspective recognizing that stated thresholds are considered minimum balances. The main objective of establishing and maintaining this policy is for MCOE to be in a strong fiscal position that will allow for better position to weather negative economic trends. This policy also authorizes and directs the Assistant Superintendent of Business Services to prepare financial reports, which accurately categorize fund balance as per GASB Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. The Fund Balance consists of five categories: Nonspendable, Restricted, Committed, Assigned, and Unassigned.

7. **Insurance**: List the carrier name, carrier number, policy number and coverage limits for each type of insurance your organization maintains. Please attach a copy of the current certificate of proof of coverage.

<table>
<thead>
<tr>
<th>TYPE</th>
<th>Carrier Name</th>
<th>Carrier #</th>
<th>Policy #</th>
<th>Coverage</th>
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</thead>
<tbody>
<tr>
<td>Comprehensive/General Liability</td>
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<td>SLP 7119 20</td>
<td>SLP 7119 20</td>
<td>$1,750,000</td>
</tr>
<tr>
<td>Professional Liability</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
8. **Background & Experience:** Summarize your organization’s experience in the provision of services to children 0 – 5 years and their families.

The Merced County Office of Education’s (MCOE) Early Education Department has served families participating in CalWORKs in a variety of capacities since 2005. MCOE has helped connect these families to needed childcare funding and services. Since 2003, MCOE’s Caring Kids Program has promoted the social-emotional development of “at risk” children ages 0-5 throughout Merced County by providing services to children and to those who care for them including parents, child care providers, and teachers. MCOE’s Caring Kids Program has been in operation since 2003 and initially funded by First 5 Merced County (Prop 10). In July 2009, Caring Kids began receiving funding from Merced County Mental Health with the Mental Health Services Act, Prevention and Early Intervention (PEI) funds (Prop 63). Targeted individualized intervention services have been provided to children with social-emotional special needs that have not qualify for mental health or special education services.

Since March 2019, under the auspices of The Caring Kids Program, the Merced County Office of Education in partnership with the Merced County Human Services Agency implements the evidenced-based home-visiting model, Parents as Teachers, as part of the statewide home visiting program (HVP). The Merced County Public Health Department is another partner in this work, locally called The Strong Beginnings Program.

The Head Start Program has also operated under the auspices of MCOE since 2005. Head Start provides educational and comprehensive services to 1157 children ages 0-5 via home-base services, center-based services and Family Child Care.

The home visiting staff is multicultural and multilingual. Bilingual staff will provide services in a child’s or family’s native language when needed or preferred. All written materials and videos are provided in multiple languages.
9. **References:** List two or more organizations/individuals which can comment on your organization's experience and quality of service provision.

<table>
<thead>
<tr>
<th>Name of Individual/Organization</th>
<th>Address</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kimiko Vang/Merced County</td>
<td>2115 Wardrobe Ave</td>
<td>209.385.3000</td>
</tr>
<tr>
<td>Human Services Agency</td>
<td>Merced, CA 95341</td>
<td></td>
</tr>
<tr>
<td>Donna Chin/Merced County</td>
<td>260 E. 15th Street</td>
<td>209.381.1200</td>
</tr>
<tr>
<td>Public Health</td>
<td>Merced, CA 95341</td>
<td></td>
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</table>

12. I **certify that the above is true to the best of my knowledge.**

**Authorized Signature**

(Authorized person who can legally bind vendor into a contract. Please print out form and sign.)

(Handwritten signature)

**Print Name**

(Name of authorized person to be used on contract)

Steve M. Tietjen

**Print Title**

Merced County Superintendent of Schools

**Date:**

02.18.2020
**G.R.O.W (Grants Responsive to Our Work)**
**MERCED COUNTY OFFICE OF EDUCATION**
**EARLY EDUCATION DEPARTMENT**
**2019-2020**

<table>
<thead>
<tr>
<th>LINE ITEM</th>
<th>BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PERSONNEL</strong></td>
<td></td>
</tr>
<tr>
<td>Salary</td>
<td>$</td>
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<tr>
<td>Benefits</td>
<td>$</td>
</tr>
<tr>
<td><strong>Subtotal Personnel</strong></td>
<td>$</td>
</tr>
<tr>
<td><strong>OPERATING</strong></td>
<td></td>
</tr>
<tr>
<td>Supplies/Materials</td>
<td>$</td>
</tr>
<tr>
<td>Professional Development/Training</td>
<td>$ 11,550</td>
</tr>
<tr>
<td>Equipment (2 vehicles)</td>
<td>$ 44,000</td>
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<tr>
<td><strong>Subtotal Operating</strong></td>
<td>$ 55,550</td>
</tr>
<tr>
<td><strong>Total Personnel &amp; Operating</strong></td>
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</tr>
<tr>
<td><strong>INDIRECT COST 7.73%</strong></td>
<td>$</td>
</tr>
<tr>
<td><em>(only 10% on Salary)</em></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL CONTRACT</strong></td>
<td>$ 55,550</td>
</tr>
</tbody>
</table>
CERTIFICATE OF LIABILITY COVERAGE

COVERAGE PROVIDER:
Self-Insured Schools of CA
2000 K Street
Bakersfield CA 93301

NAMED COVERED MEMBER DISTRICT
Merced County Office of Education
632 West 13th Street
Merced CA 95340

THE REFERENCED MEMORANDUM OF COVERAGE(S) ('MOC') AND/OR INSURANCE POLICY(IES) EXTEND INDEMNITY PROTECTION TO THE NAMED COVERED MEMBER IN KEEPING WITH THE TERMS AND CONDITIONS OF THE COVERAGE AGREEMENTS/ POLICIES FOR THE EFFECTIVE COVERAGE DATES AND WITH THE STATED COVERAGE LIMITS. COVERAGE PROVIDED BY MOC(S) IS EXTENDED PURSUANT TO THE RIGHTS AND LIMITATIONS OF CALIFORNIA GOVT CODE § 990 & 6500 ET SEQ.

CERTIFICATE NUMBER 42

<table>
<thead>
<tr>
<th>TYPE OF COVERAGE</th>
<th>COVERAGE AFFORDED</th>
<th>MOC/POLICY NUMBER</th>
<th>EFFECTIVE DATE(S)</th>
<th>EXPIRATION DATE(S)</th>
<th>LIMITS (Each Occurrence)</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL LIABILITY</td>
<td>General Liability</td>
<td>SLP 7119 20</td>
<td>07/01/2019</td>
<td>07/01/2020</td>
<td>$1,750,000</td>
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<td>Employment Practices</td>
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<tr>
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<td>Educators' Legal Liability</td>
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<td></td>
<td>$1,000 Deductible</td>
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<tr>
<td>AUTOMOBILE LIABILITY</td>
<td>Automobile Liability (All Owned, Hired, Leased, and Borrowed)</td>
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<td>07/01/2019</td>
<td>07/01/2020</td>
<td>$1,750,000</td>
</tr>
<tr>
<td>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</td>
<td>E.L. Each Accident E.L. Disease - Es. Employee E.L. Disease - Policy Limit</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BLANKET BUILDINGS &amp; PROPERTY</td>
<td>Blanket Buildings &amp; Contents Replacement Cost Rental Interruption, Actual Loss Sustained</td>
<td>SPP 7119 20</td>
<td>07/01/2019</td>
<td>07/01/2020</td>
<td>$250,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

THIS CERTIFICATE CONFERS NO RIGHT. BENEFIT, OR INTEREST IN THE REFERENCED MEMORANDUM(S) OF COVERAGE OR INSURANCE POLICY(IES). NOR DOES IT AMEND, MODIFY, ENLARGE OR ALTER THE COVERAGE AFFORDED BY SUCH DOCUMENTS. IF THE CERTIFICATE HOLDER IS CONTRACTUALLY ENTITLED TO BE NAMED AS AN ADDITIONAL COVERED MEMBER ('ACM') UNDER ANY COVERAGE AGREEMENT OR POLICY, THE CONTRACT IMPOSING THE OBLIGATION MUST BE PROVIDED TO THE NAMED COVERED MEMBER LISTED ABOVE FOR REVIEW AND APPROVAL BEFORE SUCH AN ENDORSEMENT WILL BE ISSUED. ACM COVERAGE IS NOT AUTOMATICALLY GRANTED.

Description and Date(s) of Event/Operations/Locations/Vehicle

*Agreement for Prop 10 funding during the policy year which the First 5 Merced County, County of Merced, its officers, employees, and agents are named as additional insured, as respects to written contract with the insured. Includes Professional Liability.

CERTIFICATE HOLDER:
First 5 Merced County
County of Merced
200 E 15th St
Merced CA 95341

CANCELLATION OF COVERAGE: If any of the policies described herein be cancelled before their expiration dates, notice will be delivered in accordance with policy provisions.

Issuer of this Certificate:
SELF-INSURED SCHOOLS OF CA (SISC II)
2000 K STREET
BAKERSFIELD CA 93301
PHONE (661) 636-4495  FAX (661) 636-4868
E-mail Address: sisc.pl@kern.org
ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies coverage provided under the following:
Self-Insured Schools of California
School Liability Program
SLP 7119 20

Schedule

Name of Additional Covered Person(s) or Organization(s):
AS PER WRITTEN CONTRACT

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

As requested by the Named Covered Party, the following changes are made to the Liability Memorandum of Coverage:

1. Section V – Covered Parties is amended to include as an additional covered party the person(s) or organization(s) shown in the Schedule, but only with respect to a claim or suit for bodily injury or property damage caused in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
   A. In the performance of your ongoing operations; or
   B. In connection with your premises owned by or rented to you.

   However:
   A. The coverage afforded to such an additional covered party only applies to the extent permitted by law; and
   B. If coverage provided to the additional covered party is required by a contract or agreement, the coverage afforded to such additional covered party will not be broader than that which you are required by the contract or agreement to provide for such covered party.

2. With respect to the coverage afforded to these additional covered parties, the following is added to Section III – The Authority’s Limit of Liability

   The most we will pay on behalf of the additional covered party is the amount of coverage:
   A. Required by the contract or agreement; or
   B. $1,750,000 per occurrence, whichever is less.

This endorsement shall not increase the applicable Limits of Liability shown in the Declarations.

This endorsement does not provide or broaden any coverage not afforded in the underlying Memorandum of Coverage.
G.R.O.W. Application

Weaver School District – Preschool Enhancements
AGENDA ITEM: GROW Funding Application – Weaver United School District – Preschool Enhancement

A. Background/History:

At the August 2019 First 5 Merced Commission Meeting, the Commission approved the application and funding criteria for the Grants Responsive to Our Work (GROW) Initiative. The intent of this initiative is to allow the community to access Proposition 10 funding to address emerging community needs.

At this time the Commission has approved one GROW application for the Kids Discovery Station. This leaves up to $900,000 available for additional grants though the end of FY 19/20.

The Weaver USD Preschool goal is to create and sustain a stronger community with parents, providers, educators, and children. These relationships are essential in this process. Starting a Family Resource Center will allow more opportunities for families to build stronger relationships among one another and with staff. Classroom Assessment Scoring System (CLASS) describes emotional support as specific adult-child interactions and behaviors that help children develop warm, supportive relationships, experience enjoyment and excitement about learning, feel comfortable in the classroom, and experience appropriate levels of autonomy and independence. Since 90% of the brain develops the first five years, it is imperative that we make the most out of a young child's daily interaction.

Everyday moments are teachable opportunities. Weaver USD Preschool currently serves 120 preschoolers on a non-traditional school year calendar. Their mission is to empower families and educators through connections, trainings, and coaching on developmentally appropriate practices. Just recently, parents from Weaver USO participated in choosing a quote that resonated with them. The winning quote states, "When parents or guardians and teachers work together well, everyone wins." –Julie Thompson, ED Week teacher. Family engagement matters. It extends teaching outside of the classroom, communicates goals, and improves student success. Investing in our preschool children will not only prevent our achievement gap, but it will improve health outcomes for our children.

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

Staff requests the Commission review, discuss, and consider approving the funding application submitted by the Weaver United School District.

C. Timeframe:

This G.R.O.W. grant would begin upon execution of the contract and be completed by June 30, 2020.
D. Costs:
The approval of this grant proposal would cost the Commission up to $100,000 from the Emerging Community Needs line item from the FY 19/20 adopted budget. It would not increase the adopted budget for FY 19/20.

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 Weaver United School District in the amount requested for a total of $100,000.

F. Attachments:
- GROW Funding Application submitted by the Weaver United School District
- PowerPoint Presentation submitted by the Weaver United School District
G.R.O.W. APPLICATION

Please completed all requested information.

<table>
<thead>
<tr>
<th>Name</th>
<th>Email Address</th>
<th>Website address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weaver USD Preschool</td>
<td><a href="mailto:slee@weaverusd.org">slee@weaverusd.org</a></td>
<td><a href="http://www.weaverusd.org">www.weaverusd.org</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address: Street</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>2950 E. Gerard Avenue</td>
<td>Merced</td>
<td>CA</td>
<td>95341</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Telephone #:</th>
<th>Fax #:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(209) 725-7125</td>
<td>(209) 725-7128</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vendor: SSN#</th>
<th>Vendor: FIN#</th>
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</thead>
<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>Authorized Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Authorized person who can legally bind vendor into a contract. Please print out form and sign.)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Print Name</th>
<th>Print Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Weber</td>
<td>Preschool Director/Assistant Superintendent</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact Person</th>
<th>Title</th>
<th>Telephone</th>
<th>Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandra Lee</td>
<td>Preschool Coordinator</td>
<td>(209) 631-0445</td>
<td><a href="mailto:slee@weaverusd.org">slee@weaverusd.org</a></td>
</tr>
</tbody>
</table>
Type of Provider (check one)

☐ Incorporated, non-profit, tax exempt  ☐ Unincorporated Group
☒ Government Agency ☐ Project Agency
☐ Other _____

Social Media Account(s)

Website: www.weaverusd.org
Facebook: NA
Twitter: NA
Instagram: NA

<table>
<thead>
<tr>
<th>Priority Area</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Family Resource Center</td>
<td>To provide high quality learning environments for children, families, and staff.</td>
</tr>
<tr>
<td>P1 Pioneer Preschool</td>
<td></td>
</tr>
<tr>
<td>P2 Pioneer Preschool</td>
<td></td>
</tr>
<tr>
<td>Farmdale Preschool</td>
<td></td>
</tr>
</tbody>
</table>

Plan

Renovate current work room at Pioneer Preschool to transform it into a Family Resource Center.
Add storage lockers and shelves (cabinets)
Purchase tables and chairs
Purchase standing desks
Family engagement packs to increase interactions among parents/guardians/children
Purchase new furniture for classrooms to maximize space indoors and make supervision easier.
Purchase smaller tables and chairs to provide

Measurement/Outcome

Adding a Family Resource Center into our workroom will give us the capability to host parent workshops, staff trainings, Parent Action Committee Meetings, IEPs, 1:1 coaching space, health screenings, and speech services. This room will serve as a dual purpose room for Family Resource Center for families and a Professional Development Center for staff.

Workshop topics include:
- Implicit Bias
- Strengthening Families
- CLASS
more space in the classroom.
Purchase new area rugs.
Purchase furniture that is neutral so children are not overstimulated by environment.
Purchase lower shelves so staff can supervise while and see children while they are playing on the floor.
Purchase iPads and Surface Pro laptops for classrooms to support DRDP, ECERS, CLASS, and higher education opportunities

<table>
<thead>
<tr>
<th>Developmental Milestones</th>
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<tbody>
<tr>
<td>ECERS</td>
</tr>
<tr>
<td>Conscious Discipline</td>
</tr>
<tr>
<td>Caring for Our Black Children (Partnering with MCOE)</td>
</tr>
<tr>
<td>STEAM</td>
</tr>
<tr>
<td>DRDP with Learning Genie</td>
</tr>
<tr>
<td>Curriculum Training</td>
</tr>
</tbody>
</table>

1. **Indicate which First 5 Priority Area your project will address.** (Provide a clear and concise description of the service or product to be provided by your organization. Describe your organization’s overall philosophy and goals in functional and operating terms; state what you will do, not what might be done in carrying out the First 5 Merced County’s objectives. Address each of the activities to be undertaken as a means of reaching First 5 Merced County’s strategic objectives.)

At Weaver USO Preschool, our goal is to create and sustain a stronger community with parents, providers, educators, and children. We know relationships are essential in this process. Starting a Family Resource Center will allow more opportunities for families to build stronger relationships among one another and with staff. CLASS describes emotional support as specific adult-child interactions and behaviors that help children develop warm, supportive relationships, experience enjoyment and excitement about learning, feel comfortable in the classroom, and experience appropriate levels of autonomy and independence. We believe a parent or guardian is a child’s first teacher. Since 90% of the brain develops the first five years, it is imperative that we make the most out of a young child’s daily interaction. Everyday moments are teachable opportunities.

Weaver USO Preschool currently serves 120 preschoolers on a non-traditional school year calendar. Our mission is to empower families and educators through connections, trainings, and coaching on developmentally appropriate practices. Just recently, parents from Weaver USO participated in choosing a quote that resonated with them. The winning quote states “When parents or guardians and teachers work together well, everyone wins.” -Julie Thompson, ED Week teacher. Family engagement matters. It extends teaching outside of the classroom, communicates goals, and improves student success. Investing in our preschool children will not only prevent our achievement gap, but it will improve health outcomes for our children.
GROW can help us achieve all three Priority Areas by helping us furnish a Family Resource Center and all three of our classrooms. The 3 Priorities we will address include:

Priority Area 1: Strong Families
Priority Area 2: High Quality Early Learning
Priority Area 3: Children’s Health and Development

Priority Area 1: Strong Families

Having a Family Resource Room on site will allow Weaver USD Preschool to create a space that can be utilized to bridge the gap and strengthen the relationship between families and the school district. This room will be utilized for families to collaborate with one another through PAC (Parent Action Committee) meetings, parent-teacher conferences, or parent workshops.

One curriculum we would like to implement with our parents is Strengthening Families. This seven course curriculum, *Bringing the Protective Factors Framework to Life in Your Work: A Resource for Action*, helps anyone who works with children and families, including parents, practitioners, and supervisors. Five protective factors taught in this program are parental resilience, social connections, knowledge of parenting and child development, concrete support in times of need, social and emotional competence of children. This program prioritizes families by changing perspectives on how we view families. The new furniture promotes group learning and encourages Parent Café discussions. It allows for learning to happen in small groups, which are more effective. Topics such as implicit bias and equity will be addressed in these workshops.

Priority Area 2: High Quality Early Learning

Weaver USD Preschool is constantly looking at ways we can systemically change to improve our outcomes of High Quality Early Learning. We are participants in Quality Counts California (QCC). Two elements of the rating matrix include CLASS and ECERS. CLASS focuses on the effectiveness of classroom interactions among teachers and children. These daily interactions promote children’s social and cognitive development. ECERS focuses the quality of learning environment with a strong emphasis in physical environment. Subscales in this tool include space and furnishings, personal care routines, language-reasoning, activities, interaction, program structure, and parents and staff. Currently our classrooms have 24 children. The furniture is oversized, making it feel crowded. Supervision is also a constant challenge due to high shelves. GROW can help us purchase lower shelves and neutral colored tables and chairs so children are not over stimulated.

Having a high quality learning environment for adults is equally as important as having a high quality learning environment for children. We want to establish a center where families feel welcomed. Our parents need a safe place to learn. Quality learning environments for families will allow us to educate each other about what is best for the child(ren). Parents need to feel comfortable in any program. A Family Resource Center will create an inviting environment for
families to learn in. It can also create opportunities for families to bond with one another through family engagement activities.

Not only do we need to educate families, but we constantly have to reflect on our own practices. Our Family Resource Center can dually serve as a Professional Development Center. Early Educators can receive on-going training through our program. The staff in our preschool program can only get better if there is proper training and coaching for them. This year, Weaver hired Sandra Lee as their Preschool Coordinator. Sandra is at Train the Trainer in CLASS Pre-K. She is also one of few people in Merced County that is anchored and able to train others to reliability in ECERS, FCCERS, and ITERS. She is an authorized trainer in Teaching Pyramid, Ages and Stages, and Strengthening Families. Our plan is to train our teachers in all of these tools so they can provide the best care to our children. Building more reliable assessors in the county will not only build sustainability, but it will give teachers a deeper understanding of each of these tools. Creating a Family Resource Center will not only be used by families, but will also be used by staff as well for trainings and conferences.

Priority Area 3: Children’s Health and Development

Our Family Resource Center can be used for health and developmental screenings. We will run ASQ workshops to screen children with families. We can also hold vision, hearing and dental screenings in our Family Resource Center. The Family Resource Center can also be utilized for Special Education services, such as IEP meetings or speech services. On average, we service about 60 preschoolers with IEPs through our district. Currently, finding a comfortable meeting room can be challenging. A Family Resource Center will allow our families to meet in a secure, relaxed environment.

Often times in a classroom, behavior management can be an issue, but as we dig deeper, we sometimes discover a larger issue that stems from outside the classroom. Adverse Childhood Experiences, better known as ACEs, are traumatic events that occur in a child’s lifetime (age 0-17). High ACEs scores are directly correlated to chronic health problems and mental illness in adulthood. ACEs are preventable. Toxic stress can be buffered through systematic changes, connections, and awareness.

2. List the detailed need for support from First 5 Merced County. (Detail the specific purpose for which funds will be used and how these funds will launch your project. Include, in detail, how children 0-5 years and their families will be impacted. List any specific equipment or other items to be purchased. **It is essential that you include and clearly detail all costs and provide a narrative with a thorough explanation.**

Weaver USD is asking First 5 Merced County purchase furniture for the Family Resource Center, and 3 classrooms to create high-quality learning environments.

Please see attachment for purchases and costs.
3. If you have received a grant from First 5 Merced County in the past, please explain how funding received was specifically used and whether this request for funding relates to past funding requests.

NA

4. What geographic areas of Merced County do you plan to serve? Explain whether all children Merced County will have access and how. If your service delivery is solely in the city of Merced, explain any plans to move, or replicate elsewhere.

We serve children in South Merced in our Weaver district. We also serve any children in the county requesting IEP services even if they are not enrolled in our program. We will prioritize trainings within our district, but if they are not full, we will open them up to other districts (MCSD, Los Banos, Livingston, Atwater, etc...).

We will work with other programs throughout Merced County to serve as a mentor site.

5. Are there any restrictions on the availability of your services such as eligibility, criteria, service area, minimum number of units or maximum number of units?

☐ NO  ☐ Yes If yes, provide explanation.

6. If applicable, what type of business or professional license(s) is held by your organization?

<table>
<thead>
<tr>
<th>Type</th>
<th>License Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Weaver Preschool</td>
<td>243810049</td>
</tr>
<tr>
<td>Farmdale Preschool</td>
<td>243808915</td>
</tr>
</tbody>
</table>

7. **Staff Service Providers**: List the number of Position Titles of all staff (paid or volunteer) to be involved in providing services to children and families. List the Position Title and the Number of Staff in that position and whether staff are paid or volunteers.

<table>
<thead>
<tr>
<th>Position Title</th>
<th># of Staff</th>
<th>Paid / Volunteer</th>
<th>List Professional Certificate/License/ Degree (if applicable)</th>
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</thead>
</table>
| Program Director         | 1          | Paid             | California Teaching Credential
<p>|                           |            |                  | Administrative Services Credential |</p>
<table>
<thead>
<tr>
<th>Position</th>
<th>Quantity</th>
<th>Pay Status</th>
<th>Education/Permit Details</th>
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</thead>
<tbody>
<tr>
<td>Program Coordinator</td>
<td>1</td>
<td>Paid</td>
<td>BA in Political Science&lt;br&gt;Child Development Site Supervisor Permit 190134263</td>
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<tr>
<td>Program Secretary</td>
<td>1</td>
<td>Paid</td>
<td>AA Business Administration</td>
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<tr>
<td>Lead Teacher</td>
<td>5</td>
<td>Paid</td>
<td>Miranda - Child Development Master Teacher Permit 170184829&lt;br&gt;Xiong – Child Development Teacher Permit 160002395&lt;br&gt;Avila – Child Development Master Teacher Permit 170044516&lt;br&gt;Vang – Child Development Site Supervisor Permit 150056228&lt;br&gt;Charo – Child Development Site Supervisor Permit 160156208 / Child Development Program Director Permit 190220755</td>
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<tr>
<td>Instructional Aide</td>
<td>12</td>
<td>Paid</td>
<td>Balance – Child Development Teacher Permit 170083602 / Child Development Master Teacher Permit 180055531 / Child Development Site Supervisor Permit 180055528&lt;br&gt;Goodman – Child Development Teacher Permit 190027725&lt;br&gt;Moua – BA in Liberal Studies&lt;br&gt;Pulido – Child Development Teacher Permit 180131871&lt;br&gt;Salamanca – Child Development Associate Teacher Permit 190190660&lt;br&gt;Thao – BA in Early Child Development&lt;br&gt;Valencia – BA in Child Development / Child Development Teacher Permit 170228150&lt;br&gt;Vang – Child Development Site Supervisor Permit 190190667&lt;br&gt;Zamora – AA in Child Development</td>
</tr>
</tbody>
</table>

8. Describe the organization’s general fiscal methods and procedures.
Weaver Union School District develops its budgets using a chart of accounts that corresponds with the standardized account code structure (SACS) provided by the California Department of Education. The Budget is updated and approved by the Board of Trustees, in a public meeting, four times in a year. (Budget Adoption, 1st Interim, 2nd Interim and Unaudited Actuals). The District contracts with an audit firm, that prepares the annual audit to insure all state and federal compliance requirements are being met.

9. **Insurance**: List the carrier name, carrier number, policy number and coverage limits for each type of insurance your organization maintains. **Please attach a copy of the current certificate of proof of coverage.**

<table>
<thead>
<tr>
<th>TYPE</th>
<th>Carrier Name</th>
<th>Carrier #</th>
<th>Policy #</th>
<th>Coverage</th>
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<tbody>
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<td>Self-Insured School of California</td>
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<td>SLP 711920</td>
<td>$1,750.00</td>
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<td>Professional Liability</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Performance</td>
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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>Auto</td>
<td>Self-Insured School of California</td>
<td>N/A</td>
<td>SAP 711920</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>Other - Property</td>
<td>Self-Insured School of California</td>
<td>N/A</td>
<td>SPP 711920</td>
<td>$250.00</td>
</tr>
</tbody>
</table>

10. **Background & Experience**: Summarize your organization’s experience in the provision of services to children 0 – 5 years and their families.

We currently have five 3.5 hour sessions, serving 24 students per session. We serve 120 students and have the capability to expand to one more session. Weaver is part of QCC and has just been recently awarded with a tier 4 rating at Farmdale Preschool and a tier 5 rating at Weaver Preschool (located at Pioneer Elementary).

11. **References**: List two or more organizations/individuals which can comment on your organization’s experience and quality of service provision.
<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camille Mays, ECE Coaching</td>
<td>1128 Paseo Verde Drive, Merced, CA 95348</td>
<td>(209) 756-4640</td>
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<tr>
<td>Specialist, Individual</td>
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<td>Contractor</td>
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<td>Stephanie Aguilar, Director</td>
<td>248 Blue Gum Ave, John Muir 248, Modesto,</td>
<td>(209) 261-6585</td>
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<td>CDTC</td>
<td>CA 95358</td>
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<tr>
<td>Melanie Cole, Director,</td>
<td>211 E. 11th Street, Merced, CA 95341</td>
<td>(209) 385-6619</td>
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<td>Merced City School District</td>
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12. I certify that the above is true to the best of my knowledge.

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<tr>
<th>Authorized Signature</th>
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<td>(Authorized person who can legally bind vendor into a contract. Please print out form and sign.)</td>
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<tr>
<td>Print Name</td>
<td>Mike Weber</td>
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<td>(Name of authorized person to be used on contract)</td>
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<tr>
<td>Print Title</td>
<td>Director</td>
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<td>Date:</td>
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CERTIFICATE OF LIABILITY COVERAGE

THE REFERENCED MEMORANDUM OF COVERAGE(S) ("MOC") AND/OR INSURANCE POLICY(IES) EXTEND INDEMNITY PROTECTION TO THE NAMED COVERED MEMBER IN KEEPING WITH THE TERMS AND CONDITIONS OF THE COVERAGE AGREEMENTS/ POLICIES FOR THE EFFECTIVE COVERAGE DATES AND WITH THE STATED COVERAGE LIMITS. COVERAGE PROVIDED BY MOC(S) IS EXTENDED PURSUANT TO THE RIGHTS AND LIMITATIONS OF CALIFORNIA GOV'T CODE § 990 & 6500 ET SEQ.

CERTIFICATE NUMBER: 4

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<th>TYPE OF COVERAGE</th>
<th>COVERAGE AFFORDED</th>
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<th>EFFECTIVE DATE(S)</th>
<th>EXPIRATION DATE(S)</th>
<th>LIMITS (Each Occurrence)</th>
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<td>AND EMPLOYERS LIABILITY</td>
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THIS CERTIFICATE CONFER NO RIGHT, BENEFIT, OR INTEREST IN THE REFERENCED MEMORANDUM(S) OF COVERAGE OR INSURANCE POLICY(IES), NOR DOES IT AMEND, MODIFY, ENLARGE OR ALTER THE COVERAGE AFFORDED BY SUCH DOCUMENTS. IF THE CERTIFICATE HOLDER IS CONTRACTUALLY ENTITLED TO BE NAMED AS AN ADDITIONAL COVERED MEMBER ("ACM") UNDER ANY COVERAGE AGREEMENT OR POLICY, THE CONTRACT IMPOSING THE OBLIGATION MUST BE PROVIDED TO THE NAMED COVERED MEMBER LISTED ABOVE FOR REVIEW AND APPROVAL BEFORE SUCH AN ENDORSEMENT WILL BE ISSUED; ACM COVERAGE IS NOT AUTOMATICALLY GRANTED.

Description and Date(s) of Event/Operations/Locations/Vehicle (Additional remarks/schedule may be attached if more space is needed)

**This serves as basic proof of coverage. A few select districts have elected for higher property deductibles. Once a certificate is issued to naming an additional insured, the insured district's deductible option will be reflected on the issued evidence of property coverage form.

CERTIFICATE HOLDER:

SISC MEMBER DISTRICTS
(See Attached List)

CANCELLATION OF COVERAGE: If any of the policies described herein be cancelled before their expiration dates, notice will be delivered in accordance with policy provisions.

Issuer of this Certificate:

SELF-INSURED SCHOOLS OF CA
2000 K STREET
BAKERSFIELD CA 93301
PHONE (661) 636-4495  FAX (661) 636-4638
E-mail Address: sisc_pl@kern.org
Self-Insured Schools of CA
Property, Liability, and Auto
Fiscal Year 2019/2020

ALPINE (2)
Alpine COE
Alpine Co. Unified SD

AMADOR (2)
Amador COE
Amador Co. Unified SD

CALAVERAS (5)
Bret Harte Union HSD
Calaveras COE
Calaveras Unified SD
Mark Twain Union Elem SD
Vallecito Union SD

KINGS (5)
Central Union SD
Hanford Joint Union High SD
Kings County Office of Education
Pioneer Union Elementary SD
Reef-Sunset Unified SD

LAKE (1)
Konocti Unified SD

LOS ANGELES (4)
Antelope Valley SELPA
Antelope Valley Union HSD
Palmdale SDs
Westside Union SD

MERCED (7)
Delhi Unified SD
McSwain Union SD
Merced County Office of Education
Merced Co. Schools JPA
Merced Union High SD
Merced River Union Elem
Weaver Union
Winton

RIVERSIDE (1)
Lake Elsinore SD

SAN BERNARDINO (1)
Upland Unified SD

SAN JOAQUIN (1)
New Jerusalem SD

SAN LUIS OBISPO (13)
Atascadero Unified SD
Cayucos SD
Coast Unified SD
Guadalupe Elementary SD
Lucia Mar Unified SD
Northern SIPE
Paso Robles Jr Unified SD
Pleasant Valley SD
San Luis Obispo County of Education
San Miguel Joint Union SD
Shandon Unified SD
Templeton Unified SD

SANTA BARBARA (22)
Ballard SD
Blochman Union SD
Buellton Union SD
Carpinteria Unified SD
Casmalia SD
Cold Spring SD
College Elementary SD
Cuyama Joint Unified SD
Goleta Union SD
Guadalupe Union SD
Hope SD
Los Alamos SD
Los Olivos SD
Montecito Union SD
Orcutt Union SD
Santa Barbara County Education Office
Santa Barbara SELPA
Santa Maria Jr. Union High SD
Santa Maria-Bonita SD
Santa Ynez Valley Charter School
Santa Ynez Valley High SD
Solvang SD
Southern SIPE
Vista del Mar SD

TULARE COE (1)
Tulare Superintendent of Schools

TUOLUMNE (12)
Belleview SD
Big Oak Flat-Groveland Unified SD
Columbia Union SD
Curtis Creek Elem SD
Jamestown Elem SD
Sonora Elem SD
Sonora Union High SD
Soulsbyville Elem SD
Summerville Elem SD
Summerville Union High SD
Tuolumne Supt. of Schools
Twain Harte SD

ALL COUNTIES (1)
California Association of School
Transportation Officials (CASTO)

Updated 5/10/2019
SD: School District
### Suggested Materials for Weaver USD

Recommended furnishings for a parent resource center with a capacity of 40. **OPTION 2**

When purchasing this Complete Classroom, complimentary white-glove services are available, including:
- Free shipping
- Unpacking and assembly
- Supervised Classroom setup

### Lounge and Soft Seating Areas

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<th>Description</th>
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<th>EL Page</th>
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### Tables and Seating

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### Room Storage

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**Please include appropriate sales tax for your area or provide us with your sales tax exempt number.**

When placing your order please reference proposal # c.747 on your purchase order.

Complete Classrooms service is provided for orders of $10,000 or more that ship to a single location in the contiguous United States. Additional charges may apply for remote locations.

Prices are subject to change. Please check our website for the most up-to-date pricing.
Suggested Materials for Weaver USD
Recommended furnishings for a preschool classroom. Enrollment of 24

When purchasing this Complete Classroom, complimentary white-glove services are available, including:
- Free shipping
- Unpacking and assembly
- Supervised Classroom setup

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Color Code:
- Lakeshore Exclusive Items
- Shown in Design Layout

Lakeshore Learning Materials
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<td>$279.00</td>
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</tr>
<tr>
<td>KX23</td>
<td>Flannel Board - 24&quot; x 36&quot;</td>
<td>200</td>
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**Art Center**

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
<th>EC Page</th>
<th>EL Page</th>
<th>Price</th>
<th>Qty</th>
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</tr>
</thead>
<tbody>
<tr>
<td>JJ760</td>
<td>Classic Birch Cubbies &amp; Shelves Low Storage Unit</td>
<td>84</td>
<td>0</td>
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<td>2</td>
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<tr>
<td>LM102</td>
<td>Clear-View Bins - Set of 6</td>
<td>84</td>
<td>0</td>
<td>$41.50</td>
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<td>$83.00</td>
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</tr>
<tr>
<td>JJ791</td>
<td>Classic Birch Rectangular Table - 60&quot; x 30&quot; x 21&quot;h</td>
<td>91</td>
<td>0</td>
<td>$319.00</td>
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<td>$319.00</td>
<td>GREENGUARD* Certified</td>
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<tr>
<td>DG511</td>
<td>Heavy-Duty Stacking Chair - 11 1/2&quot;</td>
<td>77</td>
<td>0</td>
<td>$61.99</td>
<td>8</td>
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<td>JJ167</td>
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<td>DG517</td>
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**Sand, Water & Science Discovery Center**

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<td>LL543</td>
<td>Color-Changing Light Table</td>
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<tr>
<td>JJ771</td>
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<td>DG511</td>
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</table>

**Personal Space/Cubbies**

<table>
<thead>
<tr>
<th>Item #</th>
<th>Description</th>
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</tr>
</thead>
<tbody>
<tr>
<td>JJ378</td>
<td>Classic Birch Individual Coat Lockers for 8</td>
<td>84</td>
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<td>3</td>
<td>$1,497.00</td>
<td>GREENGUARD* Certified</td>
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</table>

Subtotal $15,462.03

**Please include appropriate sales tax for your area or provide us with your sales tax exempt number.**

When placing your order please reference proposal # c.747 on your purchase order.

Complete Classrooms service is provided for orders of $10,000 or more that ship to a single location in the contiguous United States. Additional charges may apply for remote locations.

Prices are subject to change. Please check our website for the most up-to-date pricing.
High Quality Learning Environments

Weaver Preschool USD

BY SANDRA LEE
What can a community build for you?
Family Resource Room
Family Resource Center

- Parent Workshops
- PAC Meetings
- Parent Teacher Conferences
- Parent Café Discussions
- Family Engagement Nights
- Increase Parenting Skills
- Professional Development
Training Topics

- DRDP
- ECERS
- CLASS
- ASQ
- Developmental Milestones
- Cultural Awareness
- Implicit Bias
- STEAM
- Language and Literacy
- Positive Discipline
- Strengthening Families
- Social Emotional
- Conscious Discipline
High Quality Classrooms
Learning Environments Matter

- Increase quality of supervision with lower shelving
- Increase interactions with children with seating that encourages teachers to sit at tables with children
- Create less crowding in classrooms with smaller sized furniture
- Create a neutral colored environment so children are not over stimulated
Technology for Teachers

Goal: To increase efficiency and teacher-child interactions through technology.

DRDP
Learning Genie
iPinwheel
ECERS
CLASS
ASQ
Reflective Coaching
Curriculum
Music and Movement
2020-03-057

Joint Funding Request:
Hlub Hmong Center –
Merced Hmong Children’s Day 2020
AGENDA ITEM: Joint Funding Request – Hlub Hmong Center – Merced Hmong Children’s Day 2020

A. Background/History:
Hlub Hmong Center is leading the celebration of the 2nd Annual Merced County Hmong Children’s Day on April 4, 2020 at Rahilly Park from 10 am to 3 pm. The first-ever Hmong Children’s Day was launched in 2019 with support from First 5 Merced County as part of Merced’s celebration of the National Week of the Young Child. We would greatly appreciate support for Hmong Children’s Day through the First 5 Joint Funding Partnership fund.

B. Summary of Request, Description of Project and/or Primary Goals of Agenda Item:
Staff requests the Commission review, discuss, and consider approving the Joint Funding application submitted by the Hlub Hmong Center for the Merced Hmong Children’s Day 2020.

C. Timeframe:
Merced Hmong Children’s Day 2020 will take place April 4, 2020.

D. Costs:
If approved by the Commission this agenda item would cost the Commission $3,000 contained in the FY 19/20 adopted budget. The total budget for the Merced Hmong Children’s Day is $14,765.

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 Hlub Hmong Center for Joint-Funding of the Merced Hmong Children’s Day 2020.

F. Attachments:
- Joint Funding Request from Hlub Hmong Center for the Merced Hmong Children’s Day 2020
March 5, 2020

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

Re: Joint Funding Partnership for Merced Hmong Children’s Day, 2020

Dear Mr. Waite,

Hlub Hmong Center is leading the celebration of the 2nd Annual Merced County Hmong Children’s Day on April 4, 2020 at Rahilly Park from 10 am to 3 pm. The first-ever Hmong Children’s Day was launched in 2019 with support from First 5 Merced County as part of Merced’s celebration of the National Week of the Young Child. We would greatly appreciate support for Hmong Children’s Day through the First 5 Joint Funding Partnership fund.

The idea and launch for an annual Hmong Children’s Day stem from the need to overcome severe and urgent gaps in early learning and care faced by Merced’s Hmong community. Merced County is one of the founding and most-populous Hmong communities in the US. Yet, 40-plus years after forced refuge to the US, Hmong working parents rely mostly on grandparents and relatives as caregivers. Most are unaware of the importance of early learning and care for successful development during ages 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 own dual-language early learning and care programs, less than 20% of children 3-5 years old had been in preschool. As this year’s preschool registration begins, there is a great need to increase awareness and enrollment within our Hmong community. In addition to barriers to early learning and care overall, 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.

Hlub Hmong Center (hlub means love in Hmong) is one of two non-profit organizations in Merced focusing entirely on serving the Hmong Community and the only one with a specific goal to improve Hmong access to and benefits from early learning and care. We believe organizing the community to create an annual Hmong Children’s Day was an essential systems change for our early learning and care community and an important cultural change for our Hmong community.

Hmong Children’s Day was created to celebrate our Hmong culture by celebrating our children. This celebration of culture through our children is used to raise awareness to the importance of and engagement in early learning and care. Hmong arts, music, dance, story-telling, and other traditions are used to showcase children and early learning. Events throughout the day are designed to help families with children ages 0-5 take away at least one or more of our three ideas: 1) the ways to practice and promote early learning at home and in the community, both in English and in Hmong, 2) the opportunities to participate in quality childcare (e.g., promoting current enrollment in Preschool, Early Head Start, and Head Start), and 3) how to assess developmental milestones and get help for potential learning and developmental delays.

The vision and goals for Hmong Children’s Day are well aligned with Merced County First 5 Priority Areas: Strong Families, High Quality Early Learning, and Children’s Health and Development. The day will advance Merced County’s Children’s Bill of Rights: 1) Rich and Meaningful Life Experience- All children have the right
to participate in varied and meaningful enrichment experiences introducing them to the arts, nature, sciences, and cultures, which demonstrate life’s beauty, richness, and human potential and 2) DREAM BIG!- All children have the right to be encouraged to “dream big”, to be challenged, and to live their lives with hope and inspiration.

Hmong Children’s Day is strategically before the larger Week of the Young Child in order to stimulate more Hmong participation in that week’s events. The weekend of April 4 was selected rather than April 11 because a substantial number of Hmong families celebrate Easter and would not be available that weekend.

The 2020 Hmong Children’s Day is anticipated to draw over 500 families throughout the day, based on a similar attendance last year. During the 2019 Hmong Children’s Day at Applegate Park, of the 384 individuals that signed in during the event, most brought several children and family members. Similar to last year, this year’s event will include:

- Fun, interactive games and activities for children ages 0-5 (e.g.,
- Booths with vendors from local education, health, human services, and other early learning and care providers and agencies
- Entertainers and key speakers (including youth) from Hmong cultural groups and organizations, and
- Families and children voluntering to showcase children ages 0-3 who are speaking, reading, counting, and other skills in English, Hmong, or both.

The overall approach for the day is to have local Hmong representatives (e.g., families, children, educators, and trusted decision-makers) to lead the day’s events, share their gifts, and celebrate children. The event is free and open to the public. A supply of water, child-healthy snacks, and educational materials for children and families will also be available for free. A Planning Committee has been meeting since early February and is engaging all major Hmong organizations and grassroots groups. Over 20 volunteers (so far) and the Leo’s are ready. The team is gaining more donations and in-kind support each day. As the day is part of our existing First 5 programming, the team has included First 5 Merced County in advertising and outreach materials (with First 5’s approval). The costs for the day are supported by community donations and two multi-year grants related to early learning. What we seek from First 5’s Joint Funding is a small supplement to strengthen the activities and enjoyment of the day for children and families (describe in the following table).

**Hmong Children’s Day Budget: $14,765 (**First 5 funds of $3,000 would support the marked areas.)**

<table>
<thead>
<tr>
<th>Expense</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marketing (flyers, banner, signage)</td>
<td>$1,000*</td>
</tr>
<tr>
<td>Supplies and copies (educational materials, paper, copies, chairs, and tables)</td>
<td>$1,200*</td>
</tr>
<tr>
<td>Incentives (Consumables and non-consumables, crayons, early reader books, parent early ed/milestone bags, snacks, waters)</td>
<td>$3,400*</td>
</tr>
<tr>
<td>Facility and permits</td>
<td>$320</td>
</tr>
<tr>
<td>Staffing</td>
<td>$7,975</td>
</tr>
<tr>
<td>Volunteer time (in-kind), including speakers, entertainers, and operational support</td>
<td>$4,800</td>
</tr>
<tr>
<td>Local mileage</td>
<td>$200</td>
</tr>
<tr>
<td>Indirect Cost (United Way 10% Rate)</td>
<td>$270</td>
</tr>
</tbody>
</table>

Please Contact:
Linda Xiong, Co-Founder and Co-Director or Sia Vue, Administrative Assistant
lindanex@gmail.com or sia.vue@hlubhmongcenter.org
209-769-3231, 936 W 18th St, Merced, CA 95340
Study Session

Spotlight on Service:
ACE Overcomers
AGENDA ITEM: Spotlight on Service: ACE Overcomers – ACE Overcomers

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 ACE Overcomers will be presenting regarding their project.

Adverse Childhood Experience (ACE) Overcomers – To break the generational cycle of child abuse, neglect and household dysfunction; and ensure every child has a fair chance of living a healthy, nurturing and productive life by helping parents and providers understand the effects of adverse childhood experiences (ACEs) and overcome the effects of childhood trauma through the utilization of evidence based interventions and prevention curriculum. This program serves Parents, Children & Siblings, Service Providers, Professionals & Educators of Children 0-5 years old.

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 ACE Overcomers regarding their project.

C. Timeframe:

ACE Overcomers project is funded under direct services funding stream for FY 17/18, FY 18/19, FY 19/20, and FY 20/21.

D. Costs:

There are no costs associated with this agenda item.

E. Staff Recommendation:

Staff recommends that the commission review the information provided by ACE Overcomers and their project.

F. Attachments:

- PowerPoint Presentation by ACE Overcomers
Building Healthy Life Skills
Trauma-Informed Parenting Class
Classes in English and Spanish

BUILDING HEALTHY LIFE SKILLS
Books 1 & 2 for Students
A Life-Changing Curriculum

BUILDING HEALTHY LIFE SKILLS
Libros 1 y 2 para estudiantes
Un plan de estudios que cambia la vida
Trauma-informed and Resiliency Focused

- Helps parents understand their childhood
- Teaches M & M (Monitor & Moderate)
- Self-Awareness & Self-Regulation
- Overcomes ANGER & Depression
- Learn Emotion Connectivity
Parent & Child Learn Resilience

1. Discover the Effects of Trauma
2. Take Charge of Thoughts and Speech
3. Mindfulness & Emotion Regulation
4. Developing Emotional Connectivity
5. Relational Parenting Skills
6. Resilient Families & Successful Children

- Developing Emotional Connectivity
- Relational Parenting Skills
- Resilient Families & Successful Children
- Mindfulness & Emotion Regulation
- Take Charge of Thoughts and Speech
- Discover The Effects of Trauma
Adults and Children Served

<table>
<thead>
<tr>
<th>Class</th>
<th>Adults</th>
<th>Children</th>
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<tbody>
<tr>
<td>Class 1</td>
<td>22</td>
<td>13</td>
</tr>
<tr>
<td>Class 2</td>
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<td>15</td>
</tr>
<tr>
<td>Class 3</td>
<td>21</td>
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</tr>
<tr>
<td>Class 7</td>
<td>45</td>
<td>38</td>
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</table>
Graduate Students Observe Every Class

Pre and Post tests conducted by University California Merced to Demonstrate Evidence-Based Effectiveness
Sustainability:

We have expanded to provide services to parents on probation.

We will soon see the Building Healthy Life Skills class provided to incarcerated teens and adults.

We train professionals in trauma-informed service.
The Future:

We will continue to provide parenting class in Merced but must charge for services unless partially funded.

We see a great need for parenting classes on the west side of Merced County.
A hearty THANKS to First Five
For funding ACE Overcomers and the Building Healthy Life Skills Parenting Class.

Many families have been changed and many children have been saved from a traumatic childhood.
Study Session

Staff Report

March 2020
Executive Director -

**IMPACT 2020**

- First 5 California has released the Request for Applications (RFA) in partnership with the California Department of Education. The result of this partnership is a joint RFA that blends four separate funding streams to build the current iteration of the Quality Rating Improvement System (QRIS) in California. Staff has been working with the Merced County Office of Education (MCOE) to write the RFA that is due to the state on or before April 15, 2020.
- Merced County is eligible to receive $1,075,536 over the next three fiscal years. This grant opportunity has a 4:1 match requirement; First 5 Merced would need to contribute $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.

**Strategic Planning**

- Staff continues to work with Barbara Aved Associates to implement the Strategic Planning timeline. At this time, we are on schedule to complete a draft of the Strategic Plan by the end of May and finalize it at the June Commission meeting.
- The consultant is continuing to conduct interviews with community members, Commissioners and Staff.
- Staff is continuing to distribute and collect Community Assessment surveys. At this time we have received more than 600 responses well exceeding the target goal of 200 to 300.
- First 5 Merced and the consultant have scheduled two focus groups for currently funded programs and community partners. These sessions will be held March 24, 2020 at 11:00 AM and April 2, 2020 at 1:00 PM.
- At the April Commission meeting the Barbara Aved will present the data dashboard that she has been developing over the last few months.
• **Children’s Summit**
  o Planning continues for the 2020 Children’s Summit. At this point, staff is holding planning meetings every two weeks. The following logistics have been established:
    ▪ Location and facilities
    ▪ Keynote speaker
    ▪ Food and Lunch
    ▪ Program throughout the day
    ▪ Decorations and table center pieces
    ▪ Interactive art installation
  o Registration was opened on March 2, 2020 and we are currently working to fill all the seats for this exciting day. I have attached the flyer for the event to my report.

• **Budget**
  o Staff has been working with the Department of Public Health to develop the budget for FY 20/21. At this time, we have submitted a “status quo” budget based on FY 19/20. It is anticipated that major changes will be required once the 2020-2025 Strategic Plan has been completed.
CHILDREN’S SUMMIT
BUILDING RESILIENT COMMUNITIES
APRIL 9, 2020

YOSEMITE CHURCH
2230 East Yosemite Avenue
Merced, CA 95340
LUNCH PROVIDED • FREE EVENT
8:30 AM—9:00 AM Networking
9:00 AM—3:00 PM Program

PRE-REGISTRATION REQUIRED:
Register Online:
https://www.eventbrite.com/e/childrens-summit-2020-tickets-88019746431

KEYNOTE SPEAKER
Marc Robert Thibault, M.A., is a Management Consultant with a career working nationally with public and private children’s health, education, and social service agencies and providers. Mr. Thibault is the Project Director for the Kern County Medically Vulnerable Care Coordination Project and has facilitated the Trauma-Informed Kern County (TIKC) Initiative, funded by Kaiser Permanente and First 5 Kern. The TIKC Initiative is focused on the importance of early, collaborative intervention and support for children and families overcoming challenges resulting from Adverse Childhood Experiences in order to build personal resiliency for life and sustain system change.

For additional information contact: Xee Lor, First 5 (209) 385-7337 • Xee.Lor@countyofmerced.com