

## **Triumph Gulf Coast, Inc. Trust Fund Application for Funds**

Proposal Instructions: The Triumph Gulf Coast, Inc. Trust Fund Grant Application (this document) must be completed by the entity applying for the grant and signed, as applicable, by either the individual applying for funds, an individual authorized to bind the entity applying for funds, a chief elected official, the administrator for the governmental entity or their designee. Please read the Application carefully as some questions may require a separate narrative to be completed. In addition, please complete all Addendums that may be applicable to the proposed project or program.

Triumph Gulf Coast, Inc. will make awards from available funds to projects or programs that meet the priorities for economic recovery, diversification, and enhancement of the disproportionately affected counties. Triumph Gulf Coast, Inc. may make awards for:

- Ad valorem tax rate reduction within disproportionately affected counties;
- Local match requirements of s. 288.0655 for projects in the disproportionately affected counties;
- Public infrastructure projects for construction, expansion, or maintenance which are shown to enhance economic recovery, diversification, and enhancement of the disproportionately affected counties;
- Grants to local governments in the disproportionately affected counties to establish and maintain equipment and trained personnel for local action plans of response to respond to disasters, such as plans created for the Coastal Impacts Assistance Program;
- Grants to support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties. Eligible programs include those that increase students' technology skills and knowledge; encourage industry certifications; provide rigorous, alternative pathways for students to meet high school graduation requirements; strengthen career readiness initiatives; fund high-demand programs of emphasis at the bachelor's and master's level designated by the Board of Governors; and, similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission of Education; encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties;
- Grants to support programs that provide participants in the disproportionately affected counties with transferable, sustainable workforce skills that are not confined to a single employer; and
- Grants to the tourism entity created under s. 288.1226 for the purpose of advertising and promoting tourism and Fresh From Florida, and grants to promote workforce and infrastructure, on behalf of all of the disproportionately affected counties.

Pursuant to Florida Law, Triumph Gulf Coast, Inc. will provide priority consideration to Applications for projects or programs that:

- Generate maximum estimated economic benefits, based on tools and models not generally employed by economic input-output analyses, including cost-benefit, return-on-investment, or dynamic scoring techniques to determine how the long-term economic growth potential of the disproportionately affected counties may be enhanced by the investment.
- Increase household income in the disproportionately affected counties above national average household income.
- Leverage or further enhance key regional assets, including educational institutions, research facilities, and military bases.
- Partner with local governments to provide funds, infrastructure, land, or other assistance for the project.
- Benefit the environment, in addition to the economy.
- Provide outcome measures.
- Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.
- Are recommended by the board of county commissioners of the county in which the project or program will be located.
- Partner with convention and visitor bureaus, tourist development councils, or chambers of commerce located within the disproportionately affected counties.

Additionally, the Board of Triumph Gulf Coast, Inc. may provide discretionary priority to consideration of Applications for projects and programs that:

- Are considered transformational for the future of the Northwest Florida region.
- May be consummated quickly and efficiently.
- Promote net-new jobs in the private sector with an income above regional average household income.
- Align with Northwest Florida FORWARD, the regional strategic initiative for Northwest Florida economic transformation.
- Create net-new jobs in targeted industries to include: aerospace and defense, financial services/shared services, water transportation, artificial intelligence, cybersecurity, information technology, manufacturing, and robotics.
- Promote industry cluster impact for unique targeted industries.
- Create net-new jobs with wages above national average wage (*e.g.*, similar to EFI QTI program, measured on graduated scale).
- Are located in Rural Area of Opportunity as defined by the State of Florida (DEO).
- Provide a wider regional impact versus solely local impact.
- Align with other similar programs across the regions for greater regional impact, and not be duplicative of other existing projects or programs.
- Enhance research and innovative technologies in the region.
- Enhance a targeted industry cluster or create a Center of Excellence unique to Northwest Florida.

- Create a unique asset in the region that can be leveraged for regional growth of targeted industries.
- Demonstrate long-term financial sustainability following Triumph Gulf Coast, Inc. funding.
- Leverage funding from other government and private entity sources.
- Provide local investment and spending.
- Are supported by more than one governmental entity and/or private sector companies, in particular proposed projects or programs supported by more than one county in the region.
- Provide clear performance metrics over duration of project or program.
- Include deliverables-based payment system dependent upon achievement of interim performance metrics.
- Provide capacity building support for regional economic growth.
- Are environmentally conscious and business focused.
- Include Applicant and selected partners/vendors located in Northwest Florida.

Applications will be evaluated and scored based on compliance with the statutory requirements of the Triumph Gulf Coast legislation, including but not limited to the priorities identified therein and the geographic region served by the proposed project or program.

## **Applicant Information**

**Name of Entity/Organization:** Children's Home Society of Florida

### **Background of Applicant Individual/Entity/Organization:**

From the modest beginnings of a home for orphans, Children's Home Society of Florida (CHS) has developed into the largest private non-profit, child-focused organization in Florida meeting the needs of children and families across the state. CHS operates 11 regions; each with varying community needs and resources. Despite being a statewide organization, CHS maintains a local leadership presence so that programs can be matched to community needs and culture. The Western Region includes Escambia County and manages Weis Community Partnership School in Pensacola, Florida. Other services include Family Visitation Centers, Healthy Families, adoption, post-adoption services, counseling, telehealth, Youthworks (services for children who have dropped out or are considering dropping out of school), and M-Power (transitional living program for homeless and runaway youth ages 16 to 21). A founding member of the Child Welfare League of America, CHS was instrumental in helping pass Florida's first child protection laws, and remains devoted to preventing abuse and neglect through prevention and intervention services throughout the state. CHS has helped more than a million children and family members in the past hundred years, reaching over 50,000 children and families per year.

CHS' vision is "a world where children reach their full potential" and its mission is "building bridges to success for children". CHS' strategic focus is to find, develop and implement innovative solutions that will lead to real impact for children. CHS goals include breaking the generational cycle of child abuse in families, protecting children from harm, healing children who've been hurt, creating strong, stable families and helping children grow up safe, healthy and prepared for life. At the heart of everything done by CHS is its belief that children have the right to dream and that the potential of children, families and communities to rise above circumstances can only be realized by cultivating their strengths.

In 2008, CHS and the University of Central Florida explored ways to partner to improve outcomes for students. The solution, the Community Partnership School™ model (CPS), is based upon a proven strategy launched in New York three decades ago. In 2011, CHS, UCF and Orange County Public Schools signed a 25-year memorandum of understanding to open Florida's first CPS at Maynard Evans High School in Orlando. Graduation rates increased by nearly 20 percent, attendance improved, and disciplinary actions declined. Nearly 200 more students graduate each year with more opportunities to realize their full potential. Because of the success of the model, CHS has replicated the model in a dozen CHS-driven CPS across Florida including the CA Weis Elementary Community Partnership School. The CHS Community Partnership School™ model is a collective impact model. Core partners (school, university, health care provider and local non-profit like CHS) along with a community leadership council, parents and students share a vision for their community. The backbone non-profit (CHS) along with core partners, blend and braid funding wherever possible to close gaps.

Weis became a Community Partnership School in 2016 in collaboration with the School District of Escambia County, University of West Florida, and Escambia Community Clinic (now known as Community Health of Northwest Florida - CHNF). CHNF operates an on-site medical clinic

for students. Funding for the school comes from a variety of sources including federal grants, United Way, state funding, private foundations, private donations and state of Florida legislative appropriations. Community partnerships provide extracurricular activities, weekend food backpack programs, services such as clothing for the clinic, school supplies, and numerous volunteer hours. These services include parent programs such as GED classes and employability classes as well as afterschool and summer enrichment programs for its students. Enrichment programs include: tutoring and homework assistance, mentors, STEM programs, arts and cultural programs and character education.

CHS' accounting and finance department, human resources, quality management, data systems, and information technology support are centralized for efficiency. CHS' experience and ability to effectively manage public and federal funding is supported by its key systems of management and controls over fiscal, reporting and operational processes which include, external audits by independent CPA firms and funders as well as Internal Audit processes by external 3rd party service providers. CHS' administrative capabilities are supported by its organizational structure, management hierarchy and its general and application controls over the agency's Information Management Systems

**Federal Employer Identification Number:** 59-0192430

#### **Contact Information**

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**Identify any co-applicants, partners, or other entities or organizations that will have a role in the proposed project or program and such partners proposed roles.**

**The School District of Escambia County (SDEC), Children's Home Society (CHS), University of West Florida (UWF), and Escambia Community Clinic (now referred to as Community Health of Northwest Florida - CHNF)** are the core partners for C. A. Weis Elementary Community Partnership School. An MOU identifying roles and responsibilities of each party is available upon request. A summary is below.

**SDEC** provides facilities for community programs, and paid to install a modular unit for the School-Based Health Clinic (SBHC), and office space for the Community Partnership School Director. Office space includes utilities, telephone and data lines, janitorial services, routine maintenance and repairs as well as security services. Facilities are available for Community Partnership School programs from release of school until 6 pm Monday through Friday and 8 am to 6 pm on Saturday. Weis Elementary School staff, along with the other partners, ensure that the community is informed of Community Partnership School programming.

**CHS** employs the Community Partnership School Director as well as additional staff to support healthcare and extended learning programs. CHS actively seeks out

partners and resources of the community and attempts to secure funding for the Community Partnership School and its programs. The Community Partnership School Director meets regularly with the principal or designee to review programs and extended learning opportunities and coordinate facility usage. The Community Partnership School Director supervises other CHS staff hired to support the Community Partnership School three core staff: Navigator, Expanded Learning Coordinator, and Family and Community Engagement Coordinator. They provide support to the Community Leadership and Parent Councils to provide guidance regarding the Community Partnership School project. The Community Partnership School Director is also responsible for ensuring fidelity to the model.

**UWF** post-doctoral staff and faculty performed an initial needs assessment and provide annual assessments of community needs and progress of the Community Partnership School. Results are reported to partners at least annually. The University develops opportunities for faculty and student research and internship support for Community Partnership School Programs. This year, UWF students volunteered to do STEM activities (such as standards based earth science projects on rock cycles). A teaching practicum was embedded into afterschool with UWF student teachers tutoring kids in reading. Social work students provide services to students as interns.

**CHNF** (non-profit community health center) equips and staffs a School Based Health Clinic (SBHC) on school grounds and provides the following health services to pediatric eligible patients: treatment of minor acute injury and illness; well-child exams; sports physicals; immunizations; administer routine lab tests; chronic illness management; mental health assessment and referrals; case management and referrals; health education and promotion; administer medications consistent with medical services being rendered within the scope of the provider's practice; and promote physical activity and nutrition. Clinic staff include a Nurse Practitioner with a direct line to a pediatrician and two medical assistants. Two days a week, there is also a Navigator that assists with outreach to community members. The clinic is open from 7:30 am – 4 pm Monday – Friday. Additionally, CHNF serves as the fiscal agent for public and private grants and contracts that are made available to them to as they relate to the SBHC.

**Total amount of funding requested from Triumph Gulf Coast: \$ 3,283,484**

Children's Home Society of Florida is requesting \$3,283,484 annually over a 10 year period to prepare children at Weis Elementary School and their parents to become tomorrow's technologically advanced workforce for approximately \$566 per year per participant (550 children and at least 30 parents). This is based on an annual enrollment of 550 children. At least 30 parents annually will be provided with education and training through the program.

CPS services are available to all enrolled students (average annual enrollment is about 550). Even students who do not receive direct services are impacted through improved behavior of their peers and improved overall climate of the school.

Creative Computing (K-2) = at least 200 students per year

Whiz Kids (K-5) = at least 50 students afterschool & summer per year

IC3 Spark (3-5) = at least 200 students per year

RATC = 30 parents per year  
 IC3 Digital Literacy = 25 parents per year

Community Partnership Schools must meet a 25% match requirement in order to receive funding from the University of Central Florida. This requirement is currently met through in-kind contributions from Community Health of Northwest Florida for the health clinic, facilities usage from the Escambia School District and Contributed goods (such as food, hygiene items and clothing) from community agencies and faith organizations.

**Has the applicant in the past requested or applied for funds for all or part of the proposed project/program?**

✓ Yes      ☐ No

If yes, please provide detailed information concerning the prior request for funding, including:

- the date the request/application for funding was made;
- the source to which the request/application for funding was made,
- the results of the request/application for funding, and
- projected or realized results and/or outcomes from prior funding.

Request Date	Source of Funding	Results	Outcome
8/11/2017	Spectrum		Not awarded
7/1/18	International Paper	\$2,500	July 1 – June 30, 2019 supplies for school-based garden
5/15/18	Gulf Power – afterschool program	\$10,000	June 20, 2018 – June 19, 2019 afterschool STEM program – Whiz Kids
10/1/18	ChadBourne	\$50,000	3 year commitment (through June 2020) for family and community engagement coordinator
10/1/18	McMillan	\$30,000	Annual through June 2021, Navigator position
3/23/2016	21 <sup>st</sup> Century- afterschool program	\$210,000 per year	July 2016 to June 2018
8/1/18	University of Central Florida	\$90,000	September 2018 to June 2019

**Describe the financial status of the applicant and any co-applicants or partners:**

The overall financial health of Children's Home Society of Florida (CHS) is reviewed monthly by Strategy Team leadership and the Board's Executive Committee. A board review is completed quarterly. With annual revenues of over \$112 Million, CHS has a diversified, stable funding base, including the State of Florida as the largest funder, more than \$13 million from individuals, corporate and foundation donors, as well as significant funding from federal grants, local cities and counties, local United Ways, Medicaid and fee for service. CHS has extensive experience in successfully managing more than 30 federal grants totaling more than \$32 million during the past 10 years including grants from the US Departments of Labor, Justice, Education, and Agriculture, SAMHSA, Florida Department of Children and Families, as well as numerous grants from Health and Human Services. CHS conforms to GAAP accounting practices and OMB circular A-122. The last two years of financial audits found no instances of compliance required to be reported under Government Auditing Standards or deficiencies of internal control.

CHS strives to maintain a strong financial position with access to available funds to support operations. To that end, in addition to operating bank accounts, CHS maintains corporate reserve investments approximating \$14 million and available lines of credit up to \$5 million. In addition, CHS is supported by a separate Foundation valued at about \$24 million. Combined, these vehicles provide CHS access to adequate resources to cover operating expenses for 60 days. CHS Western Region's 2019 operating budget is \$5,300,000.

Community Health of Northwest Florida is a Federally Qualified Health Center and a Federal Tort Claims Act (FTCA) Deemed Facility. This health center receives HHS funding and has Federal Public Health Service (PHS) deemed status with respect to certain health or health-related claims, including medical malpractice claims, for itself and its covered individuals. The community health clinic will not receive financial compensation through this grant.

Escambia County School District has an operating budget for 2018-2019 of \$643,611,122. The technology teacher will be sub-contracted through the School District.

University of West Florida In existence for over 50 years, the University of West Florida has a longstanding history of successfully implementing and reporting on large federal and state grant-funded projects, ensuring all expenditures are allowable. UWF will not receive financial compensation through this grant.

**In a separate attachment, please provide financial statements or information that details the financial status of the applicant and any co-applicants or partners.**

See attached 2018 Audited Financials for CHS. CPS core partners will not receive direct financial benefit if CHS is awarded this grant, therefore, their audits are not included.

**Has the applicant or any co-applicants, partners or any associated or affiliated entities or individuals filed for bankruptcy in the last ten (10) years?**

☐ Yes      ☒ No



## **Eligibility**

**Pursuant to Section 288.8017, Triumph Gulf Coast, Inc. was created to make awards from available funds to projects or programs that meet the priorities for economic recovery, diversification, and enhancement of the disproportionately affected counties. The disproportionately affected counties are: Bay County, Escambia County, Franklin County, Gulf County, Okaloosa County, Santa Rosa County, Walton County, or Wakulla County. See, Section 288.08012.**

**1. From the choices below, please check the box that describes the purpose of the proposed project or program (check all that apply):**

- ☐ Ad valorem tax rate reduction within disproportionately affected counties;
- ☐ Local match requirements of s. 288.0655 for projects in the disproportionately affected counties;
- ☐ Public infrastructure projects for construction, expansion, or maintenance which are shown to enhance economic recovery, diversification, and enhancement of the disproportionately affected counties;
- ☐ Grants to local governments in the disproportionately affected counties to establish and maintain equipment and trained personnel for local action plans of response to respond to disasters, such as plans created for the Coastal Impacts Assistance Program;
- ☒ Grants to support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties. Eligible programs include those that increase students' technology skills and knowledge; encourage industry certifications; provide rigorous, alternative pathways for students to meet high school graduation requirements; strengthen career readiness initiatives; fund high-demand programs of emphasis at the bachelor's and master's level designated by the Board of Governors; and, similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission of Education, encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties;
- ☒ Grants to support programs that provide participants in the disproportionately affected counties with transferable, sustainable workforce skills that are not confined to a single employer; and
- ☐ Grants to the tourism entity created under s. 288.1226 for the purpose of advertising and promoting tourism and Fresh From Florida, and grants to promote workforce and infrastructure, on behalf of all of the disproportionately affected counties.

2. **Provide the title and a detailed description of the proposed project or program, including the location of the proposed project or program, a detailed description of, and quantitative evidence demonstrating how the proposed project or program will promote economic recovery, diversification, and enhancement of the disproportionately affected counties, a proposed timeline for the proposed project or program, and the disproportionately affected counties that will be impacted by the proposed project or program.**

**Title:** Creating Tomorrow's Workforce with Weis

**Location:** C.A. Weis Elementary School,  
2701 N. Q Street, Pensacola, FL 32505

**Affected County:** Escambia

**Proposed Timeline:** August 2019 to June 2029

### **Program Description:**

Children's Home Society of Florida (CHS) strives to position the community surrounding CA Weis Elementary School for success in an increasingly digital world by taking a holistic approach to education and infusing digital knowledge into the CA Weis Elementary Community Partnership School. This request is to support the full implementation of the Community Partnership School™ (CPS) model at C.A. Weis Elementary while adding in a technology focus. To provide a foundation of technology and employability skills necessary to succeed, Creating Tomorrow's Workforce with Weis will take a multi-generational approach by targeting children K-5 and their parents. This approach will ensure that the community has a foundation of skills necessary to succeed. Beyond computer skills, the CPS model and the digital literacy programs chosen target soft skills, vital to future employability. CPS create consistent services that lead to long-term impacts on student success and academic achievement. Increased proficiency and educational success can effectively change the generational expectations of the surrounding community to a positive model for serving families and facilitation of educational success for children in the K-5 school system.

### Need

Many students attending impoverished Title 1 schools arrive with heavy adult baggage: hunger, homelessness, poverty, violence, mental health struggles, illness and more. This makes it hard to focus on their education. They fall so far behind that they cannot catch up. Children living in poverty are 3 times more likely to be abused, 7 times more likely to be neglected and 5 times more likely to drop out of high school. High school dropouts were 30% more likely to live in poverty and cost taxpayers \$282,000 over the lifetime of that drop out. Children simply can't learn when they are distracted by adult problems, when they are hungry or sick. For these students, it's not about raising the ceiling - it's about raising the ground floor. No single service can transform lives and futures; it takes a community of resources.

### The Community Partnership School™ Solution

A Community Partnership School™ is both a physical place as well as a set of partnerships between a school and other community resources. Rather than having community agencies operating in silos, this model embraces partnership through shared governance, goals and data based on the four pillars of the Community Partnership School™ (CPS) model: expanded learning (after school and summer, tutoring); student supports (counseling, medical/dental, basic needs); family engagement (parenting classes/job resources); and collaborative leadership (collective impact). This leads to increased student success and a growing high school graduation rate which raises up the community.

The goal of the Community Partnership School™ is to meet the needs of the students, parents and families in order to remove barriers to learning. The program also seeks to improve community employment and decrease poverty levels. CPS focus on providing high quality enrichment programs for children, onsite health services, programs to engage parents and help them become or maintain self-sufficiency, and high quality teaching.

The CPS model is based on a strategy of forming a long-term partnership among a lead social service agency, school, university, health care provider and others. By leveraging collective resources and combined social and institutional capital, the global needs of a community can be addressed. Continual needs-based assessments of parents, students, faculty, staff and community members drive all programming within the model. Extended services, extended hours and extended relationships are foundational; doors are open before school, late into the evening, and on weekends to provide safe spaces for participants to study, learn, live, connect and thrive.

Support to teachers and administrators is also a huge advantage of establishing a traditional school as a Community Partnership School. By providing partnerships with those offering crucial medical, parent, and social and emotional expertise, teachers can focus on teaching while still providing for the needs of the whole child.

Services offered within a Community Partnership School often include mental health counseling and success coaching, medical care, vision, dental services, academic tutoring, enrichment services, cultural activities and programs, psycho-educational support groups, mentoring, wellness and nutrition education, and service-learning opportunities with hands-on application of instruction. These services aim to meet the social, emotional, mental, physical, nutritional and sometimes financial needs of the student population so learners are best able to fully engage in the rigorous academic opportunities offered during the school day.

The CPS is built around needs identified by students, parents and teachers. Before a CPS ever opens, a full needs assessment is undertaken. CPS put the right people, resources and services in place - from onsite health care to after-school tutoring with a hot meal - to help students overcome barriers to learning and success. CPS become centers of the community, open to everyone in a “one-stop shopping” service model. CPS have dedicated facilities at the school for staff along with a Parent Resource Center.

A Community Leadership Council serves as the voice of the community for the Community Partnership School. The group also helps support all efforts within the Community Partnership School as well as providing supplies when appropriate (e.g., eyeglasses). The group is comprised of local pastors, church affiliates, business owners, parents and other community

members. The chair and, if needed, one parent from this group sits on the Community Partnership School Leadership Cabinet.

### CPS Staff Responsibilities

As the lead social service agency, CHS brings the CPS together. The director is the coordinating point of contact for each of the partners. CHS operates the “hub” at each school, and the CPS director runs the operations. Core community partnership school staff include a Director, After-school Coordinator, Navigator and a Family/Community Engagement Coordinator.

*Director* – The director leads Community Partnership School efforts within the school and community. This position is responsible for administration, implementation and day-to-day operations of the full CPS. The director also oversees the Community Partnership School staff, writes grants and develops/maintains relationships with provider organizations that work within the CPS framework.

*After-school Coordinator* – The after-school coordinator is responsible for coordinating and integrating services during after-school programs with school staff, other CPS staff, community agencies and service providers. These services may include tutoring, enrichment and character development, mentoring, snacks, supper, and transportation.

*Family and Community Engagement Coordinator* – This staff member is responsible for working with parents and community members, organizations and services to develop and/or provide needed resources for parents and the community. The parent coordinator engages parents, grandparents and other community members in support of school and Community Partnership School efforts. Parent programs may include continuing education courses, financial and career workshops, and parenting classes.

*Navigator* – The Navigator oversees and integrates the wellness programs and services through the CPS. The person in this position serves as a “case manager” receiving referrals for students needing attention because of absences, anger, bullying, child abuse, clothing, dental, family issues, financial needs, food insecurities, homelessness, pregnancy, school supplies, mental health, and/or vision impairment. The coordinator then connects students and/or families to the needed resources.

### Weis Elementary Community Partnership School

Weis CPS began in 2015 with a year of planning and then moved to implementation in 2016. The Core Partners for Weis Community Partnership School are: School District of Escambia County, University of West Florida, Community Health of Northwest Florida and Children’s Home Society of Florida. Weis was selected for this effort because the children and the community are struggling. They live in poverty, in a high crime area and have poor school performance. The children at Weis are 93% Minority, including 88% African-American. 100% are eligible for free lunch. Only 22% are on grade level for English, and only 23% on grade level for math. In the neighborhood served by Weis, 32% of households live in poverty. The zip code has the highest number of abuse report calls and law enforcement calls for response;

211 requests for utility assistance, housing assistance, food; and pediatric ER visits in Escambia County. Weis was an F rated school in 2015. With only 24% of 3<sup>rd</sup> graders scoring satisfactorily on state tests for Language Arts, 33% on math tests and 40% of 5<sup>th</sup> graders scoring satisfactorily in science in 2017-18, these children are already falling into the achievement gap. This gap widens deeply as children get older, so early intervention is key. Research shows social capital to be a far better predictor of educational success than race, affluence, inequality and other economic indicators. Further developing the CPS will increase protective factors to enhance the likelihood of these children's future success.

A community assessment is conducted every other year and includes the input of families and the community including those most familiar with the resources and needs of the children and families to be served. The assessment includes faculty and staff of Weis as well as interviews and focus groups with parents and key community stakeholders including groups already serving Weis students and families, and local/neighborhood leadership.

Weis CPS meets the four pillars through a variety of programs and services:

- Expanded learning: Enriched activities are provided through collaboration with community partners. The afterschool coordinator organizes an array of opportunities for students. Enriched learning opportunities are provided by local providers after school and over the summer. Last year, UWF students provided STEM activities and student teachers currently provide tutoring in reading. Other examples of the opportunities available to students include tennis, dance, presidential fitness, Florida Department of Health 5210 nutrition classes (5210 refers to getting 5 or more helpings of fruits and vegetables per day, 2 hours or less screen time per day, 1 hour of physical exercise per day, and 0 sugary drinks per day), Whiz Kids, and Success Club.
- Student supports (counseling, medical/dental, basic needs, uniforms, weekend food program): Community Health Northwest Florida employees provides primary healthcare on school grounds. CHS staff provides counseling to students.
- Family engagement: The Family and Community Engagement Coordinator arranges a variety of opportunities for parents including health fairs, family nights, and programs designed for parents and their children. An on-site parent resource center allows parents to search for and apply for employment as well as benefits such as food stamps. The Family and Community Engagement Coordinator provides parents with referrals to educational programs. She also performs home visits to families whose children are habitually late for school. In addition, this person performs outreach to parents and implements an incentive program to encourage parent involvement in the school.
- Collaborative leadership: CHS, University of West Florida, Community Health Northwest Florida and the School District of Escambia County all share governance for the CPS.

**Return on investment** to date includes the following:

- Decrease in behavioral referrals from 773 in School Year 2015/16 to 393 in SY 17/18

- Out of school suspensions decreased from 425 in SY15/16 to 213 in SY17/18
- Increased teacher retention rate to 96% in SY17/18 compared to about 40% in SY15/16
  - Increased academic data and decrease in discipline data is a direct result of talented, dedicated teachers and the work they do each day in their classrooms.

### Need for Digital Literacy

The digital world offers tremendous benefits including platforms that allow people to connect and collaborate, opening up opportunities to learn about new and important issues, and empowering innovation in ways that were inconceivable just a few years ago. The world of technology has permeated every aspect of our lives. Employers expect their workforce to have the skills needed to live, work, and thrive in a digital society. So, when preparing students for the world of work, digital literacy is essential. According to Cordes and Miller (2018)<sup>1</sup>, “Technology Literacy” is becoming a key objective for students in schools across the country. However, few educators, parents, or policymakers have an understanding of what they mean by phrase. So what is “digital literacy?”

According to ResourceEd<sup>2</sup> (2019), digital literacy “requires critical thinking skills, an awareness of the necessary standards of behavior expected in online environments, and an understanding of the shared social issues created by digital technologies. Or alternatively: digital literacy = digital tool knowledge + critical thinking + social engagement.” Cordes and Miller (2018) site three types of learning about technology: “1. Knowing how to use or operate particular tools; 2. Understanding, at least in a rudimentary way, how they work; and 3. Developing the capacity to think critically, for one’s self, about the entire realm of designing, using and adapting technologies to serve personal, social, and ecological goals in ways that will sustain life on earth.” In summary, digital literacy involves digital tool knowledge including their use and design, critical thinking, and social engagement. While STEM education is built into the curriculum across grade levels, there is currently no curriculum that directly addresses digital literacy.

### Need for Soft Skills

In order to succeed in school, careers and in life, children must have social, emotional and academic capacities. Attitudes such as internal motivation and perseverance are vital along with values such as responsibility, honesty, and integrity. Essential skills include paying attention, goal setting, collaboration, and planning for the future. Children need to possess critical thinking, consider different views, and problem solving. These capacities are often referred to as soft skills and are increasingly demanded in the American workplace.<sup>3</sup>

Soft skills have long been cited as a critical short coming of today’s employment applicants.

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<sup>1</sup> Cordes, C. & Miller, E. 2018. Retrieved on 12/11/19 from: [http://drupal6.allianceforchildhood.org/fools\\_gold](http://drupal6.allianceforchildhood.org/fools_gold).

<sup>2</sup> ResourceEd. 2019. Digital literacy in the classroom. How important is it? Retrieved 2/7/19 from <https://resourced.prometheanworld.com/digital-literacy-classroom-important/>.

<sup>3</sup> The Aspen Institute. The National Commission on Social, Emotional and Academic Development. From a Nation at Risk to A Nation at Hope. Retrieved on 2/18/19 from <http://nationathope.org/report-from-the-nation-download/>.

According to a survey conducted by LinkedIn<sup>4</sup>, 57% of business leaders surveyed said they consider soft skills to be more important than hard skills. In 2018, two national surveys of over 1,000 business executives and hiring managers found the following soft skills and knowledge areas to be the most important: “oral communication, critical thinking, ethical judgment, working effectively in teams, working independently, self-motivation, written communication, and real-world application of skills and knowledge.”<sup>5</sup>

### The Technology Solution

**Creating Tomorrow’s Workforce with Weis** will provide the following active learning components to increase the number of students who possess the foundations of digital literacy while also providing them with experiences that will increase their soft skills. The program will also increase the number of parents who are digitally literate themselves and can provide guidance for their children in an increasingly digital society.

*Creative Computing Curriculum* will be taught afterschool for grades K-2. The San Francisco Unified School District Creative Computing Curriculum introduces computer science as a creative, collaborative, and engaging discipline to children in kindergarten through second grade.

Across 4 units and 15-20 lessons, students will learn about algorithms and programming, computing systems, the Internet, and impacts of computing, while developing strong practices and dispositions. Lessons are designed to be implemented in 45 to 60-minute periods approximately once per week.<sup>6</sup> At least 200 children in K-2 will be taught the Creative Computing Curriculum by the Technology Teacher.

*Whiz Kids* will teach digital literacy skills afterschool and through a summer camp for grades K-5. Whiz Kids’ curriculum encourages kids to increase digital skills and interest in technology through an interactive curriculum that moves from computer basics to programming and robotics. Whiz Kids brings the computer and technology lab to the school. This enables kids to have access to the latest technology while helping to alleviate the cost the school would incur to keep technology equipment current. They have been teaching children fundamental computer technology at many of the preschools and daycares in the area for over 14 years. The curriculum provides age-appropriate software with a progressive curriculum that allows for real hands-on experience with new technology. The curriculum includes basic computer skills, components of the computer, introduction to keyboarding, introduction to touch technology through the use of iPads, using iPens to improve writing skills and introduction to robotics and programming using Bee-Bots. Whiz Kids was designed to build on the levels of technology literacy taught in Creative Computing Curriculum. Tool knowledge is taught through hands-on experiential learning. They also teach soft skills such as creative thinking, logic and problem solving. At least 50 kids each year will participate in Whiz Kids.

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<sup>4</sup> Petrone, P. 2018. The Skills Companies Need Most in 2018 – And The Courses to Get Them. Retrieved 22/12/19 from <https://www.linkedin.com/pulse/skills-companies-need-most-2018-courses-get-them-paul-petrone>.

<sup>5</sup> Hart Research Associates. 2018. Fulfilling the American Dream: Liberal Education and the Future of Work: Selected Findings from Online Surveys of Business Executives and Hiring Managers. Retrieved 2/12/19 from <https://www.aacu.org/research/2018-future-of-work>.

<sup>6</sup> San Francisco’s Unified School District. Retrieved on 4/3/19 from <https://sites.google.com/sfusd.edu/k-cs/home>.

*IC3 Spark* (Grades 3-5) helps children learn and adopt critical skills necessary for their success in a world where technology is constantly changing. IC3 Spark ignites a passion for technology among participants and covers basic computing skills, key applications, and use of the Internet. IC3 Spark enriches the digital learning environment. Each section is designed to build upon the others and students must provide evidence of comprehension by passing built-in quizzes. Completion of the program results in a certificate. Social engagement related to digital literacy is taught through sections on appropriate use of the internet. At least 200 students will receive this training which will be taught by a certified teacher who specializes in technology.

*IC3 Digital Literacy Certification* (parents) delivers a comprehensive solution for teaching adults how to succeed in any environment that requires the use of computers, devices, or the Internet. It includes concepts and skills that apply to almost any school or career pathway. The IC3 certification (Internet Core Competency Certification) is a global benchmark for basic computer literacy, including operating systems, hardware, software, and networks. The Internet and Computing Core (IC3) Digital Literacy Certification tests basic computer skills and understanding of the Internet to promote success in school, work and life. The test is administered by Certiport®. According to PayScale<sup>7</sup>, the average hourly rate of someone with this certification is \$14, well above the minimum wage in Florida (\$8.46). At least 25 parents will be enrolled in the IC3 Digital Literacy Certification program each year. Parents who complete the program will earn a Chromebook.

*Raising a Thinking Child* (RATC) trains parents to teach problem-solving skills to their children. Raising a Thinking Child® is a parent program based on the I Can Problem Solve® curriculum developed by Dr. Myrna Shure. It is an evidence-based parenting program for parents and caregivers of children 4 to 7 years that was developed and researched by Dr. Myrna Shure and is listed as a model evidence-based program on the Strengthening America's Families and the Office of Juvenile Justice and Delinquency Prevention model programs websites. RATC has demonstrated effectiveness in developing interpersonal cognitive problem-solving skills in young children, improving parenting skills and parent-child communication, and in decreasing both impulsive and inhibited behaviors in young children. One study found that children with behavior difficulties trained by their parents improved behavior in school and another found that "children learned to express their feelings, think of alternative solutions to problems, and identify possible consequences." Improvements were also found to be maintained 4 years after initial training. The program prepares parents to teach their children how to problem solve, identify feelings, demonstrate empathy, think of alternative solutions to problems and determine consequences for their actions and more. All of these concepts build a foundation of soft skills that will serve children and their parents for years to come. At least 25 parents will be provided with RATC training by the Family and Community Engagement Coordinator each year. Participants who complete the program will be given \$100 as an incentive.

**Evidence of promotion of economic recovery, diversification, and enhancement of the disproportionately affected counties:**

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<sup>7</sup> PayScale. Retrieved from

[https://www.payscale.com/research/US/Certification=Internet\\_and\\_Computing\\_Core\\_Certification\\_\(IC3\)/Hourly\\_Rate](https://www.payscale.com/research/US/Certification=Internet_and_Computing_Core_Certification_(IC3)/Hourly_Rate) on 2/8/2019.



**Creating Tomorrow's Workforce with Weis** promotes economic recovery Escambia County by increasing employability skills of children and their parents. Enhancing soft and hard skills of parents will increase the likelihood of their obtaining and maintaining employment. As one of the most often cited soft skill by businesses as lacking in their employees, problem solving is a natural target for intervention. RATC increases problem solving skills of parents in addition to their children because it teaches them how to teach problem-solving to their children. Providing a multi-generational approach means that students and parents can reinforce each other's new skills. Another intervention in the program, IC3 Certification also increases the chances of parents obtaining employment and is associated with an average hourly wage of \$14. Increasing parent's ability to obtain and maintain employment has the potential to raise up the economic floor of the community. Rather than relying on social welfare, families become self-sufficient.

Escambia County is on the cusp of becoming a technology hub. Pensacola State College and University of West Florida both have cyber-crime programming degrees. Companies like AppRiver, Avalex, TechSoft, Hixardt, Navy Federal, Metova CyberCENTS, CSRA, Bit-Wizards, IRIS, Digital Boardwalk and other non-profit organizations such as IHMC, FloridaWest, The Studer Community Institute and IT Gulf Coast have established a tech foothold in the region. Scott Luth, executive director of FloridaWest, said, "I really see Pensacola as becoming the Cyber Coast, a tech hub where people want to live and work. FloridaWest has a mission of creating wealth for Escambia County and greater Pensacola, and our tech and cyber related industries are extremely important to that. We have witnessed significant growth over the past ten years in this sector, and moving forward Pensacola will be able to position itself to be a leader in tech, innovation and cyber."<sup>8</sup> According to UWF President Martha Saunders stated that "Nationally and regionally, the demand for cybersecurity workers stays high. A national information security advocacy group, ISACA, estimates that in 2019 there will be a global shortage of 2 million cybersecurity professionals. "About 40,000 jobs for information security analysts go unfilled in the U.S. every year. In Florida, more than 15,000 cybersecurity positions go unfilled."

Creating a pipeline of talent for technology companies already here is the key to the continued growth and success of the cyber and technology industry in the region and continued diversification of the county's technology focus. Providing these companies with a talented workforce will ensure that they will stay for years to come and will encourage other companies to relocate to the area. This pipeline needs to start in grade school. Ensuring that children K-5 are on grade level will set the groundwork for success through high school and on into post-secondary degrees. Providing them with a technology background to build upon will lead to a more educated workforce. Title I schools such as Weis are full of untapped talent. As Doug Underhill, Escambia County Commissioner says, educating children in low-income areas will pull them "out of the cycle (of poverty) so that later they will be able to help their families and give back to the community."<sup>9</sup> As stated above, helping children in low-income areas requires

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<sup>8</sup> Ballinger Publishing. The State of Tech: Pensacola and the Cyber Coast. Retrieved 3/22/19 from <http://www.ballingerpublishing.com/the-state-of-tech-pensacola-and-the-cyber-coast/>.

<sup>9</sup> Ballinger Publishing. The State of Tech: Pensacola and the Cyber Coast. Retrieved 3/22/19 from

a holistic approach to helping children and their families.

The Family and Community Engagement Coordinator helps parents succeed. Parents can get connected with GED programs to increase their earning potential. One study of the impact of obtaining a GED showed that, 5 years after obtaining a GED, successful GED candidates had quarterly earnings 15 percent higher than dropouts who did not get their GED.<sup>10</sup> The author points out that this is not a quick fix nor does it provide a benefit large enough to boost people out of poverty by itself. Many of the parents of students at Weis are facing hardships beyond what education alone can remedy, including inadequate housing, health care, child care, and employment. It is here that the CPS model surpasses other models in that it holistically addresses barriers to learning in students and to employment in parents. Parents can come to the parent resource center at Weis to get referrals for GED programs and post-secondary education as well as apply for jobs and for benefits such as food stamps.

Students are able to get primary healthcare, dental and behavioral health services on school grounds which increases attendance – students who are healthy spend more time in school. Students who stay in school are more likely to remain on grade level and more likely to remain in school through high school. Enhancing the soft and hard skills of elementary school students will increase the likelihood of their obtaining and maintaining employment later in life.

The CPS promotes community enhancement through a variety of ways. To increase access to healthcare, the medical clinic is open to the community. The CPS has also provided summer feeding programs for the community and hosts community events. CPS staff provide navigation to resources for anyone who walks in the door and have provided emergency food and supports to local community members. There is also a community park on school grounds that is open to public after school and on weekends. Another example of potential community enhancement that Weis CPS may have in Escambia County is decreased crime rates. In the Pine Hills community, where Evans High School Community Partnership School is located and in its sixth year of implementation, has seen a decrease in overall crime since the community partnership school was developed. Providing children with afterschool programming keeps them occupied and out of the streets where they could get into trouble.

**3. Explain how the proposed project or program is considered transformational and how it will effect the disproportionately affected counties in the next ten (10) years.**

Transformational Approach

According to 2017 NW Florida Forward, there is a need for education systems to enhance soft skills training. Soft skills include capabilities and traits such as interviewing, communication, reliability, integrity, teamwork, time management, and problem solving. Foundations of

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<http://www.ballingerpublishing.com/the-state-of-tech-pensacola-and-the-cyber-coast/>.

<sup>10</sup> Tyler, J. So You Want a GED? Estimating the Impact of the GED on the Earnings of Dropouts Who Seek the Credential. A NCSALL Research Brief. Retrieved 2/21/19 from [https://www.worlded.org/WEIInternet/inc/common/\\_download\\_pub.cfm?id=16747&lid=3](https://www.worlded.org/WEIInternet/inc/common/_download_pub.cfm?id=16747&lid=3)

problem solving begin in early childhood. **Creating Tomorrow's Workforce with Weis** addresses the need to build a foundation for children to develop into adults with these skills. Florida Jobs 2030 recommends that educators integrate employability skills into instruction "across the education continuum" starting in early childhood. Furthermore, employability skills are important to a learner's overall success both in school and in employment. Pairing digital literacy training for children and parents with soft skills will increase the likelihood of future academic success and ultimately, employment stability. Certification in IC3 (for parents and children) involves evaluating technology skills and provides verification of their knowledge. Taking a multi-generational approach to teaching employability skills has the capacity to bring about transformational outcomes. By simultaneously addressing skill deficits in parents and children, parents can reinforce these skills at home while pursuing their own success. Raising children who are functioning educationally on grade level and have soft skills to match their technological skills can transform the future of the entire community.

Pairing encouragement for and opportunities for parents to pursue educational goals such as obtaining their GED or post-secondary degree enrollment with the IC3 Digital Literacy Certification increases their chances of obtaining employment.

#### Ten Year Impact

##### Digital Literacy:

1. An average of at least 200 children in grades K-2 will participate in the Creative Computing curriculum each year
2. 70% of children who participate in Creative Computing will maintain or increase their knowledge of subject matter as measured by pre and post "quizzes"
3. An average of 50 children will participate in Whiz Kids each year
4. 70% of children who participate in Whiz Kids will maintain or increase their knowledge of subject matter as measured by pre and post "quizzes"
5. Children enrolled in grades 3 - 5 will participate in IC3 Spark training each year (in school year 2019/2020 there were over 200 children enrolled in those grades)
6. 40% of children enrolled in IC3 Spark will earn a certification
7. At least 250 parents will enroll in IC3 Digital Literacy (25 each year)
8. 40% of enrolled parents will earn a certification in IC3 Digital Literacy

##### Problem-Solving:

1. At least 250 parents will enroll in Raising a Thinking Child training (25 each year)
2. 60% of parents who are enrolled in RATC will complete the training
3. 70% of parents who complete RATC training will maintain or increase their scores on the parent subscale of the Protective Factors Survey (1<sup>st</sup> edition)

##### Behavior:

#### Reported beginning Year 1

1. The percent of students who participate in at least 2 services (i.e. afterschool,

mentoring) at the CPS during the first half of the school year who receive a discipline referral in the second half of the year will be lower than percent of students who did not participate in any services during the first half of the school year.

#### Reported beginning Year 2

2. The percent of students who are consistent participants in afterschool programming who receive a discipline referral in the subsequent school year will be lower than students who did not participate in afterschool programming the prior year.

#### **4. Describe data or information available to demonstrate the viability of the proposed project or program.**

Established in 1902, CHS is the largest private, non-profit child welfare organization in Florida, serving the needs of abused and/or neglected children and their families and disadvantaged youth at risk of poor health and academic outcomes. CHS tailors its programs to meet the unique needs of the surrounding local community and to compliment other community services. Community Partnership Schools (CPS) take a similar approach to meeting needs. Before a school is established, surveys of students, parents, school staff, business and community leaders are collected to determine the issues the school needs to focus on. CHS has been successfully partnering with local organizations in communities across Florida to improve outcomes for students, parents and the communities they live in through Community Partnership Schools for the past 10 years. With eleven CPS across the state, CHS is highly qualified and appropriate to provide **Creating Tomorrow's Workforce with Weis**. Weis is a well-established community partnership school with enrichment programs for students and a parent resource center within which to house parent engagement programs. Weis collects outcome and process data for all resources provided. The CPS customized evaluation software, Efforts to Outcomes® (ETO), when fully implemented, can enable the organization to collect and report on grant outcomes. Currently, data for outcomes is routinely collected and reported to funding partners, program and management staff through Excel spreadsheets.

In addition to its experience managing partnerships and service providers in CPS, CHS has the demonstrated administrative and system-wide capacity and financial resources to implement, manage, report on, and achieve the goals and objectives of the proposed grant. CHS's financial systems conform to Generally Accepted Accounting Principles (GAAP) and OMB circular A-122. The last two years of financial audits found no instances of compliance required to be reported under Government Auditing Standards or deficiencies of internal control. The Chief Financial Officer provides oversight of all fiscal operations with the assistance of a Controller and Director of Finance. Fiscal controls create an environment that promotes compliance, reliability, and efficiency of fiscal operations. This includes maintaining limited access to fiscal data/financial information, segregation of duties, established fiscal policies/procedures, review and approval of financial reports, vendor screening and a rigorous authorization processes for all expenditures specific to a grant or program. CHS maintains complete, current, and accurate financial records which are subject to the annual independent financial audit process, independent internal audit review process, monthly financial statements review by programs and divisions. Budget exceptions review and Financial Watch List review procedures includes

strategic planning to reduce variances. CHS is also subject to numerous fiscal and programmatic monitoring reviews from funders and regulatory agencies on an on-going basis.

CHS' key mechanism for ensuring fiduciary responsibilities and monitoring of the CHS programs includes monthly review procedures over financial and operating results for all CHS programs. Financial results are reviewed by Executive Directors & Program Directors and supervisors, who work in conjunction with Budget & Contract Directors and Budget Analysts to ensure that financial results and program operations are in-line with budgets and are consistent with contract terms as well as Funder reporting requirement and expectations.

CHS uses the following major accounting and reporting applications to record and report financial activities: Netsuite for accounts payable, accounts receivable, general ledger, cash management and fiscal reporting; Adaptive Insights budgeting, forecasting and analytical tasks; Paylocity Payroll Time & Attendance & HR applications; Management Reporter; AP Indexer & ImageQuest Electronic Scan & storage systems; and ImageQuest Cash Receipts application.

##### **5. Describe how the impacts to the disproportionately affected counties will be measured long term.**

Weis CPS and Creating Tomorrow's Workforce with Weis will transform the community by improving technology and soft skills of participants, increasing community access to healthcare, meeting student and community member's basic needs, providing quality afterschool programs and quality educational experiences. Some long term impacts include:

- Creating Tomorrow's Workforce with Weis is expected to increase employment among parents that participate in IC3 Digital Literacy Certification. Increased employment among community members decreases reliance on welfare programs such as food stamps.
- Meeting elementary student's basic needs increases their chances for success as students. Students who don't have to worry about whether they will have dinner or a place to live are better able to concentrate in school and get a good foundation upon which to base future learning. Students who are promoted to third grade on time are more likely to graduate from high school.
- Increased digital literacy and soft skills of children will increase the chances of their future employment. These children will contribute to the local economy through their employment.
- Increased skills of children and parents will provide a pipeline for qualified employees which will attract more companies to establish Pensacola as their home.
- Increased access to health care improves the overall health of all community members, decreasing emergency room visits and even the incidence of chronic disease. Students who have access to care are also less likely to miss school due to illness which improves academic outcomes.

In summary, Weis CPS will transform the area from one riddled with crime and poverty into a vibrant community where people want to live and companies want to establish their base.

**6. Describe how the proposed project or program is sustainable. (Note: Sustainable means how the proposed project or program will remain financially viable and continue to perform in the long-term after Triumph Gulf Coast, Inc. funding.)**

Sustainability planning is ongoing. In 2015, CHS and the Core Partners for Weis made a 25 year commitment to confirm that they were committed to the success of the school. Core partners apply for grants and advocate for funds on behalf of the school according to which partner is most competitive. Sources of revenue can include private donations, county, state and federal dollars along with private and corporate foundations. Each CPS and community is unique, and funding sources vary depending on programs implemented. Health and Behavioral Health services are mostly supported through Medicaid and insurance reimbursement. After school programming, food pantries, and snacks are often provided in-kind by local businesses, agencies and individual community members. Successful CPS are typically able to leverage at least \$3 in services for every \$1 invested.

CHS has philanthropy staff dedicated to securing funding for the CPS. The CHS Western Region also sponsors an annual celebrity dinner (Soundside Splendor) that benefits programs including Weis Elementary CPS. In addition, CHS and UCF are advocating for increased statewide legislative funding for the CPS model. In 2017/18 \$900,000 was appropriated for CPS. Last year, \$1,400,000 was given to the Center for Community Schools and Child Welfare Innovation at UCF for CPS statewide. The Center provides technical assistance to CPS across the state along with operational grants. For the last 2 years, Weis has been awarded funds from the Center to cover the CPS Director. This year, the Center is requesting \$5,800,000. Increased funding for Weis could cover additional instructors for afterschool programming.

Additional sustainability for the program comes from the provision of train-the-trainer RATC training to multiple staff so that RATC will be able to be provided in the future regardless of turnover.

**7. Describe how the deliverables for the proposed project or program will be measured.**

1. Percent and number of children attaining IC3 Spark Certification – certification as reported by Certiport.
2. Percent and number of adults attaining IC3 Digital Literacy Certification – certification as reported by Certiport.
3. Knowledge of parent and child development – pre/post scores on the parent scale of the Protective Factors Survey (PFS)
4. Digital literacy in children – pre/post scores on Whiz Kids quizzes
5. Behavior Referrals – school records

## **Priorities**

**1. Please check the box if the proposed project or program will meet any of the following priorities (check all that apply):**

- ☐ Generate maximum estimated economic benefits, based on tools and models not generally employed by economic input-output analyses, including cost-benefit, return-on-investment, or dynamic scoring techniques to determine how the long- term economic growth potential of the disproportionately affected counties may be enhanced by the investment.
- ☐ Increase household income in the disproportionately affected counties above national average household income.
- ☐ Leverage or further enhance key regional assets, including educational institutions, research facilities, and military bases.
- ☐ Partner with local governments to provide funds, infrastructure, land, or other assistance for the project.
- ☐ Benefit the environment, in addition to the economy. Provide outcome measures.
- ☒ Partner with K-20 educational institutions or school districts located within the disproportionately affected counties as of January 1, 2017.
- ☐ Are recommended by the board of county commissioners of the county in which the project or program will be located.
- ☐ Partner with convention and visitor bureaus, tourist development councils, or chambers of commerce located within the disproportionately affected counties.

**2. Please explain how the proposed project meets the priorities identified above.**

Creating Tomorrow's Workforce provides outcome measures.

CHS works with the CPS cabinet (representing the core partners), operations committee and community leadership councils to manage outcomes. Short-term outcomes include number of students and parents served with CPS programs. Intermediate outcomes include academic measures, student attendance and disciplinary referrals. Long-term outcomes include increased third grade promotion, reduction of unemployment, and reduction of community crime rates. Goal and outcome determination is very intentional and requires unanimous approval from all core partners. Creating Tomorrow's Workforce has identified specific outcomes to be measured throughout the 10 year grant period (see p. 18).

A customized software model, Efforts to Outcomes® (ETO) was developed by Children's Home Society in collaboration with Social Solutions to be utilized for outcomes measurement. ETO was developed to capture activities for any individual seeking services through the Hub. Data from CPS programs for children and parents can be entered directly into ETO while data from schools such as attendance, grades and test scores can be imported into the software. Weis CPS plans to implement this software. Currently, outcomes are collected through Excel spreadsheets and reported on a routine basis to partners and staff.

Creating Tomorrow's Workforce partners with Escambia County School Districts which is located in one of the disproportionately affected counties.

In 2015, CHS made a 25 year commitment to Weis Elementary Community Partnership Schools™. The core partners (School District of Escambia County, University of West Florida, Escambia Community Clinic – now Community Health of Northwest Florida, and CHS) along with a community leadership council, parents and students, share a united vision for the community. Together they signed a long term MOU to devote their time and resources to the school and community. This is an important sign of trust for the communities that, regardless of funding that may come and go, the core partners will continue their commitment. The partners share governance of the Community Partnership School, making decisions about what services are needed, when the school will be open to accommodate those services, and what additional partners and providers need to be engaged based on community input. A hub, operated by CHS, is located in the school where all services and partner agencies are coordinated. The backbone non-profit (CHS) along with core partners, blend and braid funding wherever possible to close gaps. They also seek support from diverse government and private funders.

**3. Please explain how the proposed project or program meets the discretionary priorities identified by the Board.**

Are considered transformational for the future of the Northwest Florida region.

The multi-generational approach of the Weis CPS is truly transformational and raises the ground floor for its students. By giving children a foundation of soft and hard technological skills while simultaneously improving their parent's skills, Creating Tomorrow's Workforce with Weis has the ability to transform the future of the entire community. Parents who are able to obtain employment will lessen their reliance on welfare services and be better able to provide stable homes for their children. Their children will be less likely to have to spend valuable energy and time worrying whether they will have dinner when they get home, whether they will have electricity so they can do their homework and whether they will even have a place to sleep. Students who participate in the CPS will go on to graduate from high school at higher rates than those who don't have access to the CPS services thus reducing their future reliance on welfare. The on-site medical clinic increases access to affordable healthcare for the community. The CPS also has the capacity to impact the community by reducing crime rates which will reduce the likelihood of children experiencing the trauma of being a victim of or witnessing violent criminal activity.

May be consummated quickly and efficiently.

- Weis CPS already has 3 staff members (Community Partnership School Director, Navigator, Family and Community Engagement Coordinator) who will continue in their roles.
- Current staff will begin recruiting participants in the 1<sup>st</sup> month.



- New staff will be recruited upon award notification and hired and trained by 2 weeks after the start of the grant period
- The digital literacy program will begin implementation upon commencement of the grant period
- RATC training will be provided to staff within 3 months of award.
- Recruitment for parents for RATC will begin 1 month after RATC training is provided to staff.

Align with Northwest Florida FORWARD, the regional strategic initiative for Northwest Florida economic transformation.

*Goal 1: Talent - Connect the talent assets of Northwest Florida to key industry clusters and ensure a dynamic and diverse workforce for new and growing businesses.*

*Further leverage the manufacturing academies model to expand the promotion of science, technology, engineering, and math (STEM) programs and technical skills development as early as grade school to build long-term talent supply in the region. (High Priority, Medium Term)* Creating Tomorrow's Workforce with Weis is dedicated to creating a pipeline of talent for businesses to pull from. Weis CPS combines education, workforce development (CareerSource EscaRosa), private sector, nonprofit, and economic development partners to create opportunities for its students. See below for a list of private sector and nonprofit business partners that provide in-kind services to the school. CPS staff will also work diligently to recruit a representative from the Northwest Florida Manufacturers Council to serve on the school's Community Leadership Council along with representatives for each of the target industries identified in the strategic initiative (Aerospace Defense, Finance, CyberSecurity, Water Transportation and Advanced Manufacturing). CPS staff partner with cradle to career efforts promoted by Achieve Escambia by participating on their Collective Action Networks (Kindergarten Readiness and Career Readiness).

*Increase employability skills training programs to reduce employment barriers for all students and adults, with a particular focus on underserved populations. (Medium Priority, Medium Term).* Weis CPS, a Title 1 school, provides soft skills and technological skills to students and their parents.

*Goal 4: Entrepreneurship and Innovation - Foster robust entrepreneurship and innovation ecosystems to drive future economic growth.*

*Support youth entrepreneurship programs at local school districts to foster a culture of innovation and cultivate an entrepreneurial spirit in the region. (Medium Priority, Long-Term)* Weis CPS already has a CPA who has spoken to students about her path. CPS staff will pursue relationships with other entrepreneurial business men and women. In addition, a club called Success Club is designed to develop character traits and inspire kids to think about future careers.

Create net-new jobs with wages above national average wage (e.g., similar to EFI QTI program, measured on graduated scale).

The program will create 1 full-time contract position at \$63,985 (national average annual wage in March 2019 = \$49,478) and 1 part-time contracted position (After-school coordinator) at \$50/hour (national average hourly wage = \$27.70).<sup>11</sup>

Demonstrate long-term financial sustainability following Triumph Gulf Coast, Inc. funding.

In 2011, CHS made a 25 year commitment to Weis Community Partnership School. The CHS Community School model is a collective impact model. Core partners (school, university, health care provider and local non-profit like CHS) along with a community leadership council, parents and students share a vision for their community. Together they sign a long term MOU, memorializing their commitment to continue to devote their time and resources to the school and community. This is an important sign of trust for the communities that, regardless of funding that may come and go, the core partners will continue their commitment.

CHS has a staff member dedicated to advocacy. Along with this staff member, the UCF Center for Community Schools and Child Welfare Innovation will advocate for additional legislative funding for Community Partnership Schools statewide. Currently this funding pays for the Community Partnership School Director.

Five staff members will be trained as RATC Trainers through this grant so that they can train others to implement the program. Up to 45 additional agency staff statewide will have the opportunity to also complete the training. This will ensure that CPS staff will be able to provide this program to parents regardless of turnover.

Leverage funding from other government and private entity sources.

CHS along with the Weis core partners, combine funding from multiple sources including government and private entity sources. Legislative funds awarded through the UCF Center for Community Schools and Child Welfare currently provide funding for the CPS director. Medicaid and insurance reimbursement provides support for health and behavioral health services. The health partner (Community Health of NW Florida) receives federal funding to provide services to the community as a Federally Qualified Health Center. Local businesses, agencies and individual community members support afterschool programming. Private foundations provide support for various CPS programs.

Are supported by more than one governmental entity and/or private sector companies, in particular proposed projects or programs supported by more than one county in the region.

Weis CPS receives funding from the state legislature through the UCF Center for Community Schools and Child Welfare. The Community Leadership Council for the school includes representation from local businesses. In addition, many private and not-for-profit (NFP) businesses provide in-kind donations to Weis CPS.

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<sup>11</sup> Bureau of Labor Statistics. Retrieved on 4/19/19 from <https://www.bls.gov/web/empsit/ceseesummary.htm>.

<b>In Kind Partner Name</b>	<b>Type</b>	<b>Description</b>
Baptist Health	Business	Organizes and funds annual Christmas event every child receives to Christmas gifts delivered by Santa who arrives in helicopter. Provides food and in-kind for events as well as volunteers.
Pen Air Financial Credit Union	Business	Provides funding and ongoing support for family events including food and volunteers
Wells Fargo	Business	Provides as requested adult workshops on financial literacy.
East Hill Edible Gardening	Business	Provides technical support and oversight of school based garden. Delivers hands on classes to all K level students during academic year.
Pen Arts Inc	NFP	Nationally recognized actress and choreographer provides 2 x week ballet and drama instruction in after school.
Tennis For Everyone	NFP	USTA tennis professional provides weekly tennis instruction for students in afterschool.
Ever'man Cooperative Grocery and Cafe	Business	Provides food for various nutrition programs including Kids in Kitchen, FLDOH 5210 program. Invites our afterschool to compete in annual Jr Iron Chef competition.
Jr League of Pensacola	NFP	Organizes, funds and implements monthly hands on cooking class for afterschool.
Success Club	NFP	Provides weekly gender specific group mentoring program for afterschool

		teaching character and life skills and career guest speakers.
ECARE	NFP	Oversees weekly reading pals program for our PreK students utilizing adult volunteers.
FL Department of Health	State Government	Provides weekly nutrition classes to all grade levels in afterschool. Assists with as requested on health and nutrition work groups.
Linda Scott CPA	Business	Local CPA- guest speaker sharing her path to CPA career life lessons.
Aylstock, Witkin, Kreis & Overholtz	Business	Local office of national law firm organizes, funds and provides volunteer support for 3 community events (Hungry for Justice) a year (estimated in-kind 5K each) and a hands on cooking class for entire family with everyone receiving recipes and all ingredients.
CareerSource Escarosa Ctr.	NFP	Provides as requested adult workshops on workforce related topics: resumes, interviewing skills, job search strategies etc.

Provide clear performance metrics over duration of project or program.

*Creating Tomorrow's Workforce at Weis* provides performance metrics for the proposed 10 year grant as detailed above in Section 3 on page 18.

Are environmentally conscious and business-focused.

Creating Tomorrow's Workforce with Weis provides digital literacy training focused on increasing employment in all business lines but particularly for technology and cyber-security programs.

Include Applicant and selected partners/vendors located in Northwest Florida

Partners of Weis CPS include the University of West Florida, Escambia County School District and Community Health of Northwest Florida. The Community Leadership Council includes local business and community leaders, the faith community, and the Escambia County Sheriff's office.

4. In which of the eight disproportionately affected county/counties is the proposed project or program located? (Circle all that apply)

Escambia Santa Rosa Okaloosa Walton Bay Gulf Franklin Wakulla

5. Was this proposed project or program on a list of proposed projects and programs submitted to Triumph Gulf Coast, Inc., by one (or more) of the eight disproportionately affected Counties as a project and program located within its county?

Yes    ☒    No

If yes, list all Counties that apply: \_\_\_\_\_

6. Does the Board of County Commissioners for each County listed in response to question 5, above, recommend this project or program to Triumph?

Yes    ☒    No

**\*\*Please attach proof of recommendation(s) from each County identified.**

#### **Approvals and Authority**

1. If the Applicant is awarded grant funds based on this proposal, what approvals must be obtained before Applicant can execute an agreement with Triumph Gulf Coast, Inc.?

Final approval of the funding contracts is determined by internal staff – the Regional Executive Director, the Senior Vice President and the Chief Operating Officer.

2. If approval of a board, commission, council or other group is needed prior to execution of an agreement between the entity and Triumph Gulf Coast:
- A. Provide the schedule of upcoming meetings for the group for a period of at least six months.

**B. State whether that group can hold special meetings, and if so, upon how many days' notice.**

Approvals are made internally – no board approval is required.

**3. Describe the timeline for the proposed project or program if an award of funding is approved, including milestones that will be achieved following an award through completion of the proposed project or program.**

New staff will be recruited upon award notification.

Year 1 - August 2019 to May 2020

New staff are hired and trained (afterschool coordinator, IT Technology Teacher, 3 contract teachers for summer/afterschool programs)

5 CPS staff will be trained in RATC Training of Trainers by the end of October 2019

Technology teacher will teach K-2 children the Creative Computing Curriculum program

Technology teacher will teach IC3 Spark to children in grades 3 - 5

Technology teacher will help parents attain the IC3 Digital Literacy Certification

Recruit providers for 2020 summer program

Ongoing recruitment of caregivers to participate in RATC

Ongoing recruitment of caregivers to participate in IC3 Digital Literacy Certification program

Provide afterschool programming to up to 60 K-5 students (including Whiz Kids)

CHS staff will provide behavioral health services to students as needed

CHNF will provide physical health and dental services to students as needed

January 2020

Evaluate caregiver/student progress on outcomes

Revise programming as needed based on evaluation results

June/July 2020

Whiz Kids will provide a summer technology camp to students in grades K-5

Provide summer programming to up to 60 K-5 students

Ongoing recruitment of caregivers to participate in RATC during the 2020/2021 school year

Ongoing recruitment of caregivers to participate in IC3 Digital Literacy Certification program

August 2020

Evaluate caregiver/student progress on outcomes

Revise programming as needed based on evaluation results

Provide annual report to Triumph Gulf Coast

Year 2 (School Year 2020 – 2021)

Continue the CPS model by providing afterschool and summer programs; mental and physical health services; and parent engagement programs.

Digital literacy curriculum updated annually as needed – RATC, IC3, Whiz Kids, Creative Computing.

Perform ongoing evaluation of academic and social outcomes along with enhancement and revision of programming based on results.

#### Year 3 (School Year 2021 – 2022)

Continue the CPS model by providing afterschool and summer programs; mental and physical health services; parent engagement programs.

Digital literacy curriculum updated annually as needed – RATC, IC3, Whiz Kids, Creative Computing

Perform ongoing evaluation of academic and social outcomes along with enhancement and revision of programming based on results.

#### Year 4 (School Year 2022 – 2023)

Hire additional contract teacher to expand summer and afterschool programming to 20 more children (80 total slots available)

Provide RATC train-the-trainer training to new staff and offer training to teachers at the school

Continue the CPS model by providing afterschool and summer programs; mental and physical health services; and parent engagement programs.

Digital literacy curriculum updated annually as needed – RATC, IC3, Whiz Kids, Creative Computing.

Perform ongoing evaluation of academic and social outcomes along with enhancement and revision of programming based on results.

#### Years 5 – 7

Continue the CPS model by providing afterschool and summer programs to up to 80 children; mental and physical health services; parent engagement programs.

Digital literacy curriculum updated annually as needed – RATC, IC3, Whiz Kids, Creative Computing

Perform ongoing evaluation of academic and social outcomes along with enhancement and revision of programming based on results.

#### Year 8

Provide RATC train-the-trainer training to new staff and offer training to teachers at the school

Continue the CPS model by providing afterschool and summer programs to up to 80 children; mental and physical health services; and parent engagement programs.

Digital literacy curriculum updated annually as needed – RATC, IC3, Whiz Kids, Creative Computing.

Perform ongoing evaluation of academic and social outcomes along with enhancement and revision of programming based on results.

#### Years 9 – 10

Continue the CPS model by providing afterschool and summer programs to up to 80 children; mental and physical health services; parent engagement programs.

Digital literacy curriculum updated annually as needed – RATC, IC3, Whiz Kids, Creative Computing

Perform ongoing evaluation of academic and social outcomes along with enhancement and revision of programming based on results.

#### **4. Attachments**

Attachment A Support Letters

Attachment B Delegation of Authority  
Attachment C Audited Financials  
Attachment D Option to Request Additional Funding

**Funding and Budget:**

Pursuant to Section 288.8017, awards may not be used to finance 100 percent of any project or program. An awardee may not receive all of the funds available in any given year.

1. **Identify the amount of funding sought from Triumph Gulf Coast, Inc. and the time period over which funding is requested.**

PROPOSED BUDGET						
	10 YR	FY 19-20	FY 20-21	FY 21-22	FY 23-25	FY 26-29
\$	3,283,484	\$ 287,990	\$ 278,852	\$ 278,852	\$ 1,004,808	\$ 1,432,982

2. **What percentage of total program or project costs does the requested award from Triumph Gulf Coast, Inc. represent? (Please note that an award of funding will be for a defined monetary amount and will not be based on percentage of projected project costs.)**

56%

3. **Please describe the types and number of jobs expected from the proposed project or program and the expected average wage.**

*Creating Tomorrow's Workforce with Weis* includes both salaried and contract positions.

**Salaried positions**

- FY 20-22: 2 Educator I (.5 FTE each): \$40,600/year
- FY 23-30: 3 Educator I (.5 FTE each): \$41,412/year

**Contracted positions**

FY20-22:

- 3 Lead teachers for afterschool programming: 4 session/day x 168 days x \$40/session (\$26.67/hr)
- 3 lead teachers for summer: 5 sessions/day x 31 days x \$40/session (\$26.67/hr)
- Curriculum Specialist: \$800 school year, \$400 summer
- After School Coordinator: \$50/hr x 3 hours/day x 168 days = \$25,200; Summer = \$50/hr x 5 hrs/day x 31 days
- Information Technology teacher: \$63,985/year
- Transportation Specialist (fee for service): Summer \$15 x 2 trips/day x 31 days = \$930  
Afterschool \$15 x 1 trip/day x 168 days



FY23-30:

- 4 Lead teachers for afterschool programming: 4 session/day x 168 days x \$40/session (\$26.67/hr)
- 4 lead teachers for summer: 5 sessions/day x 31 days x \$40/session (\$26.67/hr)
- Curriculum Specialist: \$800 school year, \$400 summer
- After School Coordinator: \$50/hr x 3 hours/day x 168 days = \$25,200; Summer = \$50/hr x 5 hrs/day x 31 days
- Information Technology teacher: \$63,985/year
- Transportation Specialist (fee for service): Summer \$15 x 2 trips/day x 31 days = \$930  
Afterschool \$15 x 1 trip/day x 168 days

**4. Does the potential award supplement but not supplant existing funding sources?  
If yes, describe how the potential award supplements existing funding sources.**

√ Yes                      No

Current funding from University of Central Florida (that comes from the legislature) supports primarily salary and fringe benefits for CPS staff including the Community Partnership School Director, Administrative Supervisor, Executive Director, Administrative Assistant and 1 Educator I. Private donations currently cover salary and fringe for the Navigator and the Family and Community Engagement Coordinator.

Funds from Triumph will provide Weis with funding for afterschool and summer programs including Digital Literacy components. These include contract positions not currently covered by other sources of funding: Afterschool Coordinator, lead teachers to implement afterschool and summer programming, 1 Information Technology Teacher to teach digital literacy to the students, Transportation Specialist and a Curriculum Specialist. Funding would also be provided for full-time Educator I positions. The funding would also cover materials for the digital literacy program such as the online curriculum, fees for certification tests and incentives for program component completion. In addition, Raising A Thinking Child train the trainer training for 5 program staff and up to 45 school or agency staff along with materials for RATC will be covered. Transportation for children to participate in afterschool and summer programs will also be provided – this will enable participation from children of parents without transportation and/or those whose parents work during the day.

**5. Project/Program Budget.**

**A. Project/Program Costs:**

Salaries & Wages	\$ 2,517,837
Payroll Taxes	\$ 245,489
Employee Benefits	\$ 480,690
<b>Subtotal All Staff Expense</b>	<b>\$ 3,244,016</b>
Professional Fees	\$ 1,830,200

Supplies	\$ 52,754
Communications	\$ 39,564
Postage & Shipping	\$ 1,410
Occupancy	\$ 1,180
Equipment Rental and Maintenance	\$ 96,290
Travel	\$ 100,611
Conference/Training	\$ 6,275
Assistance To Clients	\$ 188,803
Other Expenses	\$ 7,500
Depreciation/ Amortization	\$ 1,385
<b>Subtotal All Non-Staff Expense</b>	<b>\$ 2,325,970</b>
<b>Total Operating Expenses</b>	<b>\$ 5,569,986</b>
Indirect Cost Allocation	\$ 298,498
<b>Grand Total Expenses</b>	<b>\$ 5,868,484</b>

**B. Other Project Funding Sources:**

University of Central Florida – Administers legislative appropriation for Community Partnership Schools	\$ 1,980,000
Other Private Donors	\$ 605,000
<b>Total Other Funding</b>	<b>\$ 2,585,000</b>

<b>Total Amount Requested</b>	<b>\$ 3,283,484</b>
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**C. Budget narrative.**

Children's Home Society of Florida  
Region- Western  
Program: Creating Tomorrow's Workforce with Weis

	TOTAL PROPOSED BUDGET 10 YR	PROPOSED BUDGET FY 19-20	PROPOSED BUDGET FY 20-21	PROPOSED BUDGET FY 21-22	PROPOSED BUDGET FY 23-25	PROPOSED BUDGET FY 26-29
REVENUE :						
UCF	\$ 1,980,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 720,000	\$ 720,000
Other Private Donors	\$ 605,000	\$ 55,000	\$ 55,000	\$ 55,000	\$ 220,000	\$ 220,000
Triumph Grant	\$ 3,283,484	\$ 287,990	\$ 278,852	\$ 278,852	\$ 1,004,808	\$ 1,432,982
Grand Total Revenue	\$ 5,868,484	\$ 522,990	\$ 513,852	\$ 513,852	\$ 1,944,808	\$ 2,372,982
	\$ 2,585,000					
EXPENSES :						
Salaries & Wages	\$ 2,517,837	\$ 222,405	\$ 218,044	\$ 218,044	\$ 896,129	\$ 963,216
Payroll Taxes	\$ 245,489	\$ 21,684	\$ 21,259	\$ 21,259	\$ 87,373	\$ 93,914
Employee Benefits	\$ 480,690	\$ 39,738	\$ 41,886	\$ 41,886	\$ 172,146	\$ 185,034
Subtotal All Staff Expense	\$ 3,244,016	\$ 283,827	\$ 281,189	\$ 281,189	\$ 1,155,648	\$ 1,242,163
Professional Fees	\$ 1,830,200	\$ 161,416	\$ 161,416	\$ 161,416	\$ 543,168	\$ 802,784
Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 52,754	\$ 3,990	\$ 4,358	\$ 4,358	\$ 18,808	\$ 21,240
Communications	\$ 39,564	\$ 2,370	\$ 3,155	\$ 3,155	\$ 13,684	\$ 17,199
Postage & Shipping	\$ 1,410	\$ 141	\$ 141	\$ 141	\$ 423	\$ 564
Occupancy	\$ 1,180	\$ 118	\$ 118	\$ 118	\$ 354	\$ 472
Equipment Rental and Maintenance	\$ 96,290	\$ 9,629	\$ 9,629	\$ 9,629	\$ 28,887	\$ 38,516
Printing and Publication	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 100,611	\$ 9,820	\$ 8,848	\$ 8,848	\$ 32,892	\$ 40,204
Conference/Training	\$ 6,275	\$ 6,275	\$ -	\$ -	\$ -	\$ -
Assistance To Clients	\$ 188,803	\$ 18,437	\$ 18,861	\$ 18,861	\$ 56,832	\$ 75,812
Memberships	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other Expenses	\$ 7,500	\$ 750	\$ 750	\$ 750	\$ 2,250	\$ 3,000
Depreciation/ Amortization	\$ 1,385	\$ 37	\$ 37	\$ 37	\$ 517	\$ 757
Subtotal All Non-Staff Expense	\$ 2,325,970	\$ 212,982	\$ 207,313	\$ 207,313	\$ 697,814	\$ 1,000,548
Total Operating Expenses	\$ 5,569,986	\$ 496,809	\$ 488,502	\$ 488,502	\$ 1,853,462	\$ 2,242,711
Indirect Cost Allocation	\$ 298,498	\$ 26,181	\$ 25,350	\$ 25,350	\$ 91,346	\$ 130,271
Grand Total Expenses	\$ 5,868,484	\$ 522,990	\$ 513,852	\$ 513,852	\$ 1,944,808	\$ 2,372,982

Children's Home Society of Florida

**Program: Creating Tomorrow's Workforce with Weis**

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**STAFF MASTER - UCF/Other Funding**

Staff Master - FY 19-20

	Job Title / Position	Employee Name Last, First	Annual	% Charged	Program Salary
1	Cmtly Partnership Sch Dir	Sherman, John C	\$ 64,000.04	100%	\$ 64,000.04
2	Navigator	Rock, Patricia A	\$ 28,995.20	100%	\$ 28,995.20
3	Parent and Comm Out Coor	Westerman, Wendy	\$ 34,999.90	100%	\$ 34,999.90
4	Administrative Supervisor	Butcher, Deborah J	\$ 40,539.20	9%	\$ 3,648.53
5	Executive Director	Cannon, Lindsey B	\$ 110,000.00	9%	\$ 9,900.00
6	Educator I	Carafella, David	\$ 40,600.00	50%	\$ 20,300.00
7	Admin Assistant	White, Cynthia	\$ 31,200.00	50%	\$ 15,600.00
8		Actual Total	\$ 350,334	4.18	\$ 177,444

Staff Master - FY20-21

	Job Title / Position	Employee Name Last, First	Annual	% Charged	Program Salary
1	Cmtly Partnership Sch Dir	Sherman, John C	\$ 64,000.04	100%	\$ 64,000.04
2	Navigator	Rock, Patricia A	\$ 28,995.20	100%	\$ 28,995.20
3	Parent and Comm Out Coor	Westerman, Wendy	\$ 34,999.90	100%	\$ 34,999.90
4	Administrative Supervisor	Butcher, Deborah J	\$ 40,539.20	9%	\$ 3,648.53
5	Executive Director	Cannon, Lindsey B	\$ 110,000.00	9%	\$ 9,900.00
6	Educator I	Carafella, David	\$ 40,600.00	50%	\$ 20,300.00
7	Admin Assistant	White, Cynthia	\$ 31,200.00	50%	\$ 15,600.00
8		Actual Total	\$ 350,334	4.18	\$ 177,444

Staff Master - FY21-22

	Job Title / Position	Employee Name Last, First	Annual	% Charged	Program Salary
1	Cmtly Partnership Sch Dir	Sherman, John C	\$ 64,000.04	100%	\$ 64,000.04
2	Navigator	Rock, Patricia A	\$ 28,995.20	100%	\$ 28,995.20
3	Parent and Comm Out Coor	Westerman, Wendy	\$ 34,999.90	100%	\$ 34,999.90
4	Administrative Supervisor	Butcher, Deborah J	\$ 40,539.20	9%	\$ 3,648.53
5	Executive Director	Cannon, Lindsey B	\$ 110,000.00	9%	\$ 9,900.00
6	Educator I	Carafella, David	\$ 40,600.00	50%	\$ 20,300.00
7	Admin Assistant	White, Cynthia	\$ 31,200.00	50%	\$ 15,600.00
8		Actual Total	\$ 350,334	4.18	\$ 177,444

Children's Home Society of Florida

**Program: Creating Tomorrow's Workforce with Weis**

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**STAFF MASTER - UCF/Other Funding**

Staff Master - FY23-25

	Job Title / Position	Employee Name Last, First	Annual	% Charged	Program Salary
1	Cmtly Partnership Sch Dir	Sherman, John C	\$ 64,000.04	100%	\$ 64,000.04
2	Navigator	Rock, Patricia A	\$ 28,995.20	100%	\$ 28,995.20
3	Parent and Comm Out Coor	Westerman, Wendy	\$ 34,999.90	100%	\$ 34,999.90
4	Administrative Supervisor	Butcher, Deborah J	\$ 40,539.20	9%	\$ 3,648.53
5	Executive Director	Cannon, Lindsey B	\$ 110,000.00	9%	\$ 9,900.00
6	Educator I	Carafella, David	\$ 40,600.00	50%	\$ 20,300.00
7	Admin Assistant	White, Cynthia	\$ 31,200.00	50%	\$ 15,600.00
8		Actual Total	\$ 350,334	4.18	\$ 177,444

Staff Master - FY27-29

	Job Title / Position	Employee Name Last, First	Annual	% Charged	Program Salary
1	Cmtly Partnership Sch Dir	Sherman, John C	\$ 64,000.04	100%	\$ 64,000.04
2	Navigator	Rock, Patricia A	\$ 28,995.20	100%	\$ 28,995.20
3	Parent and Comm Out Coor	Westerman, Wendy	\$ 34,999.90	100%	\$ 34,999.90
4	Administrative Supervisor	Butcher, Deborah J	\$ 40,539.20	9%	\$ 3,648.53
5	Executive Director	Cannon, Lindsey B	\$ 110,000.00	9%	\$ 9,900.00
6	Educator I	Carafella, David	\$ 40,600.00	50%	\$ 20,300.00
7	Admin Assistant	White, Cynthia	\$ 31,200.00	50%	\$ 15,600.00
8		Actual Total	\$ 350,334	4.18	\$ 177,444

Children's Home Society of Florida

**Program: Creating Tomorrow's Workforce with Weis**

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**STAFF MASTER TRIUMPH**

Staff Master - FY 19-20

Job Title / Position		Employee Name Last, First	Annual	% Charged Program Salary
1	Educator I	Vacant	\$ 40,600.00	50% \$ 20,300.00
2	Educator I	Vacant	\$ 40,600.00	50% \$ 20,300.00
3				0% \$ -
		Actual Total	\$ 81,200	1.00 \$ 40,600

Staff Master - FY 20-21

Job Title / Position		Employee Name Last, First	Annual	% Charged Program Salary
1	Educator I	Vacant	\$ 40,600.00	50% \$ 20,300.00
2	Educator I	Vacant	\$ 40,600.00	50% \$ 20,300.00
3				0% \$ -
4			Actual Total	\$ 81,200 1.00 \$ 40,600

Staff Master - FY 21-22

Job Title / Position		Employee Name Last, First	Annual	% Charged Program Salary
1	Educator I	Vacant	\$ 40,600.00	50% \$ 20,300.00
2	Educator I	Vacant	\$ 40,600.00	50% \$ 20,300.00
3				0% \$ -
4			Actual Total	\$ 81,200 1.00 \$ 40,600

**STAFF MASTER - TRIUMPH**

Staff Master - FY 23-25

Job Title / Position		Employee Name Last, First	Annual	% Charged	Program Salary
1	Educator I	Vacant	\$ 41,412.00	50%	\$ 20,706.00
2	Educator I	Vacant	\$ 41,412.00	50%	\$ 20,706.00
3	Educator I- 3rd educator position added in FY23 to increase afterschool capacity	Vacant -Starting Yr 4 of 10 Yr Grant	\$ 41,412.00	50%	\$ 20,706.00
Actual Total			\$ 124,236	1.50	\$ 62,118

Staff Master - FY 27-29

Job Title / Position		Employee Name Last, First	Annual	% Charged	Program Salary
1	Educator I	Vacant	\$ 41,412.00	50%	\$ 20,706.00
2	Educator I	Vacant	\$ 41,412.00	50%	\$ 20,706.00
3	Educator I	Vacant -Starting Yr 4 of 10 Yr Grant	\$ 41,412.00	50%	\$ 20,706.00
Actual Total			\$ 124,236	1.50	\$ 62,118



Children's Home Society  
Proposed Budget FY 19-20  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
<b>REVENUE</b>					
40001 - Contributions - Temporarily Restricted	\$ 55,000	\$ 55,000	\$ -		Annual private contributions from 2 individuals
40030 - Special Events Revenues	\$ -	\$ -	\$ -		
41070 - Grants	\$ 287,990	\$ -	\$ 287,990		Triumph Proposed request
50020 - Contracts with other non-profit organization	\$ 180,000	\$ 180,000	\$ -		University of Central Florida - administers legislative appropriation for Community Partnership Schools

<b>Total Revenue</b>	<b>\$ 522,990</b>	<b>\$ 235,000</b>	<b>\$ 287,990.00</b>		
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<b>PERSONNEL EXPENSES</b>					
70020 - Salaries	\$ 222,405	\$ 180,993	\$ 41,412		Gross salaries and wages of staff. See budget master titled UCF and 1 titled Triumph for salary details.
7000 - Salaries	\$ 222,405	\$ 180,993	\$ 41,412		
<b>71010 - FICA</b>	<b>\$ 17,014</b>	<b>\$ 13,846</b>	<b>\$ 3,168</b>	7.65%	CHS' share of FICA taxes.
<b>71020 - Workers' compensation</b>	<b>\$ 3,981</b>	<b>\$ 3,240</b>	<b>\$ 741</b>	1.79%	Workers' compensation premiums paid by CHS.
<b>71030 - Unemployment compensation</b>	<b>\$ 689</b>	<b>\$ 561</b>	<b>\$ 128</b>	0.31%	Unemployment compensation paid and fees paid to claims management company.
<b>7100 - Payroll taxes</b>	<b>\$ 21,684</b>	<b>\$ 17,647</b>	<b>\$ 4,038</b>		
<b>72010 - Thrift match</b>	<b>\$ 6,316</b>	<b>\$ 5,140</b>	<b>\$ 1,176</b>	2.84%	CHS match of eligible employee contributions to the thrift plan.
<b>72020 - Health insurance</b>	<b>\$ 24,948</b>	<b>\$ 19,746</b>	<b>\$ 5,201</b>	10.91%	CHS' share of health insurance premiums.
<b>72030 - Pension contributions</b>	<b>\$ 7,784</b>	<b>\$ 6,335</b>	<b>\$ 1,449</b>	3.50%	Contributions paid by CHS to the pension plan and annual premium to the Pension Benefit Guarantee Corp.
<b>72040 - Disability insurance</b>	<b>\$ 378</b>	<b>\$ 308</b>	<b>\$ 70</b>	0.17%	Long-term disability premiums paid by CHS for employees.
<b>72050 - Life insurance</b>	<b>\$ 311</b>	<b>\$ 253</b>	<b>\$ 58</b>	0.14%	Life insurance premiums paid by CHS for employees.
<b>7200 - Employee benefits</b>	<b>\$ 39,738</b>	<b>\$ 31,782</b>	<b>\$ 7,955</b>		
<b>Total Personnel Expenses</b>	<b>\$ 283,827</b>	<b>\$ 230,422</b>	<b>\$ 53,405</b>	27.31%	

Children's Home Society  
Proposed Budget FY 19-20  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant	Detailed Narrative Description of Revenue and Expenditure
<b>OPERATING EXPENSES</b>				
<b>PROFESSIONAL FEES:</b>				
<b>80020 - Audit Fees</b>	<b>\$ 911</b>	<b>\$ -</b>	<b>\$ 911</b>	
80040 - Other Professional fees	\$ 160,505	\$ -	\$ 160,505	<p>Lead teachers for class of approximately 60 students. Sessions included 1 hour with students and 30 minutes of planning time. School year = 3 teachers @ 2 session/day x 168 days x \$40/session = <b>\$40,320</b></p> <p>Summer: 3 teachers @ 5 sessions/day x 31 days x \$40/session = <b>\$18,600</b></p> <p>Curriculum Specialist: \$400/semester x 3 semesters (2 semesters + summer)=<b>\$1,200</b></p> <p>Subcontracted IT teacher at school <b>\$63,985</b></p> <p>Transportation Specialist: Summer \$15 x 2 trips/day x 31 days = <b>\$930</b> Afterschool \$15 x 1 trip/day x 168 days =<b>\$2,520</b></p> <p>After School Coordinator to provide planning/oversight of the program- School year = 1 Coordinators @ \$50 p/hr x 3 hours/day x 168 days = <b>\$25,200</b> ; Summer =\$50p/hr x 5 hrs/day x 31 days =<b>\$7,750</b></p>
<b>8000 - Professional Fees</b>	<b>\$ 161,416</b>	<b>\$ -</b>	<b>\$ 161,416</b>	
<b>SUPPLIES:</b>				
81020 - Office supplies	\$ 3,990	\$ 1,962	\$ 2,028	UCF Supplies based on trend <b>Triumph</b> Supplies for start up of additional staff

Children's Home Society  
Proposed Budget FY 19-20  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
<b>8100 - Supplies</b>	\$ 3,990	\$ 1,962	\$ 2,028		

**TELEPHONE:**

82010 - Telephone - local service	\$ -	\$ -	\$ -		
82015 - Telephone - long distance service	\$ -	\$ -	\$ -		
82020 - Cellular telephone service	\$ 1,800	\$ 1,080	\$ 720		UCF 1.50 FTE @ \$60 per month * 12=\$1,080 Triumph 1 FTE @ \$60 per month * 12=\$720
<b>82030 - Data communication</b>	\$ 570	\$ -	\$ 570		Based on trend \$144 per month and CS Program is at 33% in Cost Pool. \$47.52*12=\$570.24
<b>8200 - Communications</b>	\$ 2,370	\$ 1,080	\$ 1,290		

**POSTAGE & SHIPPING:**

83010 - Postage	\$ 89	\$ -	\$ 89		Stamps, meter replenish, PO Box rental, etc..
83020 - Delivery & Shipping Expenses	\$ 52	\$ -	\$ 52		UPS, Fed Ex, Couriers or Mailing Service
<b>8300 - Postage &amp; shipping</b>	\$ 141	\$ -	\$ 141		

**OCCUPANCY:**

84010 - Rent	\$ 118	\$ -	\$ 118		04% of \$293,993.40 annual rent = <b>\$118</b> Based on allocation of all programs utilizing building.
<b>8400 - Occupancy</b>	\$ 118	\$ -	\$ 118		

**RENTAL & MAINTENANCE:**

<b>82080 - Software support/maintenance</b>	\$ 9,507	\$ -	\$ 9,507		<b>\$62</b> Fees paid to software companies for support and maintenance of software packages; annual fee to RAPTOR system to background check anyone coming into the school <b>\$495</b> ; LearnKey online curriculum for IC3 is <b>\$1800</b> for a site license. IC3 voucher licenses for a classroom are <b>\$3350</b> . IC3 voucher licenses for a site are <b>\$3800</b> .
<b>85010 - Equipment rental</b>	\$ 32	\$ -	\$ 32		Based on Cost Pools for each building for rental of furniture, equipment and computers

Children's Home Society  
Proposed Budget FY 19-20  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
85020 - Equipment maintenance	\$ 90	\$ -	\$ 90		Based on Cost Pools for each building for maintenance of furniture, equipment and computers
8500 - Equipment rental and maintenance	\$ 9,629	\$ -	\$ 9,629		

**TRAVEL:**

87010 - Meals	\$ 580	\$ -	\$ 580		RATC training: meal per diem-5 people x \$10 x 2 days = <b>\$100</b> (Lunch Only). Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b>
87020 - Lodging	\$ 1,800	\$ -	\$ 1,800		RATC lodging 2 Trainers x 2 days @ \$150/day = <b>\$600</b> . Required metings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200</b> .
87030 - Mileage	\$ 3,840	\$ 1,536	\$ 2,304		UCF mileage to travel to students homes for outreach to parents \$0.40 per mile x 40 miles/wk x 2 staff x 48 weeks = <b>\$1,536</b> Triumph mileage to travel to students homes for RATC program. Program conductng home visits in order to recruit for program, get parents to sign forms and to provide information on Adult Family Member Services. \$0.40 per mile@ 40 miles/wk for 48 weeks x 2 staff = <b>\$1,536</b> In addition to Trainer Travel of \$0.40 per mile@ 40 miles/wk for 48 weeks = <b>\$768</b>
87040 - Other transportation costs	\$ 3,600	\$ -	\$ 3,600		RATC Airfare 2 Trainers x 1 trip x \$400 = <b>\$800</b> . Rental Car 3 days x \$80/day = <b>\$240</b> . Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = <b>\$1,600</b> . Rental Car 1 staff x 3 days x 4 trips x \$80 = <b>\$960</b> .
8700 - Travel	\$ 9,820	\$ 1,536	\$ 8,284		

**CONF., CONVENTIONS & MEETINGS:**

88010 - Facility rental	\$ -	\$ -	\$ -		
88020 - Speaker fees	\$ 6,125	\$ -	\$ 6,125		RATC 2 Days On-Site Training <b>\$4,125</b> 1/2 day Virtual Training, Coaching & Consultation <b>\$2,000</b>
88040 - Miscellaneous meeting expenses	\$ 150	\$ -	\$ 150		Materials for RATC = 5 people x \$30 for workbooks = <b>\$150</b>
8800 - Conferences/Training	\$ 6,275	\$ -	\$ 6,275		

Children's Home Society  
Proposed Budget FY 19-20  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant	Detailed Narrative Description of Revenue and Expenditure
<b>SPEC. ASSIST. TO INDIVIDUALS:</b>				
87070 - Gasoline, Maintenance & Licenses	\$ 159	\$ -	\$ 159	
89020 - Food, CHS facilities	\$ 556	\$ -	\$ 556	Snacks for parent education
89055 - Client transportation	\$ 2,388	\$ -	\$ 2,388	Fuel Cost for the exclusive transportation of actively participating students home from afterschool care and on outings on school activity bus. Bus provided by the district. \$3 per gallon for 4 miles per day = \$12 per day for 168 days = \$2,016; \$12 per day x 31 days=\$372 TOTAL = <b>\$2,388</b>
89070 - Recruitment outreach activities	\$ 500	\$ -	\$ 500	
89075 - Program educational supplies	\$ 4,084	\$ -	\$ 4,084	Physical & Educational Activities <b>\$2,133.4</b> - Variety of indoor/ educational games (i.e. site word games, chess) and physical education equipment (i.e. basketballs, footballs, jump ropes) for personal enrichment time = ; 60 students x \$7.51= <b>\$450.60</b> ; 50 RATC manuals @ 30/ea = <b>\$1500</b>
89090 - Other assistance on behalf of clients	\$ 10,000	\$ -	\$ 10,000	25 parents who complete IC3 x \$300 chromebooks = <b>\$7,500</b> ; 25 parents who complete RATC x \$100 at end = <b>\$2,500</b>
92060 - Background & drug screens (non-employee)	\$ 750	\$ -	\$ 750	5 volunteers badged by school district x \$150 (2 background screenings) = <b>\$750</b>
<b>8900 - Assistance to/for clients</b>	<b>\$ 18,437</b>	<b>\$ -</b>	<b>\$ 18,437</b>	

**MISCELLANEOUS:**

92055 - Background and drug screens--employee	\$ 750	\$ -	\$ 750	Employees - 5 employees screened internally through CHS @ \$60 per person = <b>\$300</b> ; 5 employees screened through the School District @ \$90 per person = <b>\$450</b> ; Total = \$750
9200 - Other expenses	\$ 750	\$ -	\$ 750	

**DEPRECIATION:**

Children's Home Society

Proposed Budget FY 19-20

Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
99010 - Depreciation expense	\$ 37	\$ -	\$ 37		
99020 - Amortization expense	\$ -	\$ -	\$ -		
9900 - Depreciation	\$ 37	\$ -	\$ 37		
Total Operating Expenses	\$ 212,982	\$ 4,578	\$ 208,404		This line auto-calculates the sum.
Total Direct Expenses	\$ 496,809	\$ 235,000	\$ 261,809		This line auto-calculates the sum.
Indirect Costs	\$ 26,181	\$ -	\$ 26,181		This line auto-calculates the sum based on...Allocation of corporate office indirect costs; always 10% unless Federal 17.79% * Salaries only
TOTEXP - Total Expenses	\$ 522,990	\$ 235,000	\$ 287,990		This line auto-calculates the sum.
NET - Net Surplus/(Deficit) Before Surplus	\$ 0	\$ 0	\$ (0)		This line auto-calculates the sum.

Excluded from Indirect Cost Allocation

UCF does not cover Indirect

Children's Home Society  
Proposed Budget FY 20-21  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
<b>REVENUE</b>					
				<b>Data Entry Column</b>	
40001 - Contributions - Temporarily Restricted	\$ 55,000	\$ 55,000	\$ -		Annual private contributions from 2 individuals
41070 - Grants	\$ 278,852	\$ -	\$ 278,852		Triumph Proposed request
50020 - Contracts with other non-profit organization	\$ 180,000	\$ 180,000	\$ -		University of Central Florida - administers legislative appropriation for Community Partnership Schools
<b>Total Revenue</b>	<b>\$ 513,852</b>	<b>\$ 235,000.00</b>	<b>\$ 278,852.00</b>		

<b>PERSONNEL EXPENSES</b>					<b>This section auto-calculates from the Staff Master and Grant Staff Master Worksheets of the Workbook EXCEPT Monetary Incentives (Bonus) and Overtime</b>
70020 - Salaries	\$ 218,044	\$ 177,444	\$ 40,600		Gross salaries and wages of staff.
7000 - Salaries	\$ 218,044	\$ 177,444	\$ 40,600		
<b>71010 - FICA</b>	<b>\$ 16,680</b>	<b>\$ 13,574</b>	<b>\$ 3,106</b>	7.65%	CHS' share of FICA taxes.
<b>71020 - Workers' compensation</b>	<b>\$ 3,903</b>	<b>\$ 3,176</b>	<b>\$ 727</b>	1.79%	Workers' compensation premiums paid by CHS.
<b>71030 - Unemployment compensation</b>	<b>\$ 676</b>	<b>\$ 550</b>	<b>\$ 126</b>	0.31%	Unemployment compensation paid and fees paid to claims management company.
<b>7100 - Payroll taxes</b>	<b>\$ 21,259</b>	<b>\$ 17,301</b>	<b>\$ 3,959</b>		
<b>72010 - Thrift match</b>	<b>\$ 6,192</b>	<b>\$ 5,039</b>	<b>\$ 1,153</b>	2.84%	CHS match of eligible employee contributions to the thrift
<b>72020 - Health insurance</b>	<b>\$ 27,386</b>	<b>\$ 22,287</b>	<b>\$ 5,099</b>	12.56%	CHS' share of health insurance premiums.
<b>72030 - Pension contributions</b>	<b>\$ 7,632</b>	<b>\$ 6,211</b>	<b>\$ 1,421</b>	3.50%	Contributions paid by CHS to the pension plan and annual premium to the Pension Benefit Guarantee Corp.
<b>72040 - Disability insurance</b>	<b>\$ 371</b>	<b>\$ 302</b>	<b>\$ 69</b>	0.17%	Long-term disability premiums paid by CHS for employees.
<b>72050 - Life insurance</b>	<b>\$ 305</b>	<b>\$ 248</b>	<b>\$ 57</b>	0.14%	Life insurance premiums paid by CHS for employees.
<b>7200 - Employee benefits</b>	<b>\$ 41,886</b>	<b>\$ 34,087</b>	<b>\$ 7,799</b>		
<b>Total Personnel Expenses</b>	<b>\$ 281,189</b>	<b>\$ 228,831</b>	<b>\$ 52,358</b>	28.96%	

Children's Home Society  
Proposed Budget FY 20-21  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant	Detailed Narrative Description of Revenue and Expenditure
<b>OPERATING EXPENSES</b>				
<b>PROFESSIONAL FEES:</b>				
<b>80020 - Audit Fees</b>	<b>\$ 911</b>	<b>\$ -</b>	<b>\$ 911</b>	
80040 - Other Professional fees	\$ 160,505	\$ -	\$ 160,505	<p>Lead teachers for class of approximately 60 students. Sessions included 1 hour with students and 30 minutes of planning time. School year = 3 teachers @ 2 session/day x 168 days x \$40/session = <b>\$40,320</b></p> <p>Summer: 3 teachers @ 5 sessions/day x 31 days x \$40/session = <b>\$18,600</b></p> <p>Curriculum Specialist: \$400/semester x 3 semesters (2 semesters + summer)=<b>\$1,200</b></p> <p>Subcontracted IT teacher at school <b>\$63,985</b></p> <p>Transportation Specialist: Summer \$15 x 2 trips/day x 31 days = <b>\$930</b> Afterschool \$15 x 1 trip/day x 168 days =<b>\$2,520</b></p> <p>After School Coordinator to provide planning/oversight of the program- School year = 1 Coordinators @ \$50 p/hr x 3 hours/day x 168 days = <b>\$25,200</b> ; Summer =\$50p/hr x 5 hrs/day x 31 days =<b>\$7,750</b></p>
80045 - Other Clinical Professional Fees	\$ -	\$ -	\$ -	
80060 - Contributed Services *** must tie to revenue	\$ -	\$ -	\$ -	
<b>8000 - Professional Fees</b>	<b>\$ 161,416</b>	<b>\$ -</b>	<b>\$ 161,416</b>	



Children's Home Society  
Proposed Budget FY 20-21  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative	UCF/Other	Triumph	Detailed Narrative Description of Revenue and Expenditure
	Total	Revenue	Grant	

**SUPPLIES:**

81020 - Office supplies	\$ 4,358	\$ 2,000	\$ 2,358		UCF - Supplies \$166.66*12 <b>Triumph</b> -Supplies based on \$196.50 *12
<b>8100 - Supplies</b>	<b>\$ 4,358</b>	<b>\$ 2,000</b>	<b>\$ 2,358</b>		

**TELEPHONE:**

82010 - Telephone - local service	\$ -	\$ -	\$ -		
82015 - Telephone - long distance service	\$ -	\$ -	\$ -		
82020 - Cellular telephone service	\$ 2,585	\$ 1,865	\$ 720		UCF 2.59 FTE @ \$60 per month * 12= <b>\$1,865 Triumph</b> 1 FTE @ \$60 per month * 12= <b>\$720</b>
<b>82030 - Data communication</b>	<b>\$ 570</b>	\$ -	\$ 570		Based on trend \$144 per month and CS Program is at 33% in Cost Pool. \$47.52*12=\$570.24
<b>8200 - Communications</b>	<b>\$ 3,155</b>	<b>\$ 1,865</b>	<b>\$ 1,290</b>		

**POSTAGE & SHIPPING:**

83010 - Postage	\$ 89	\$ -	\$ 89		Stamps, meter replenish, PO Box rental, etc..
83020 - Delivery & Shipping Expenses	\$ 52	\$ -	\$ 52		UPS, Fed Ex, Couriers or Mailing Service
<b>8300 - Postage &amp; shipping</b>	<b>\$ 141</b>	<b>\$ -</b>	<b>\$ 141</b>		

**OCCUPANCY:**

84010 - Rent	\$ 118	\$ -	\$ 118		04% of \$293,993.40 annual rent = <b>\$118</b> Based on allocation of all programs utilizing building.
<b>8400 - Occupancy</b>	<b>\$ 118</b>	<b>\$ -</b>	<b>\$ 118</b>		

**RENTAL & MAINTENANCE:**

Children's Home Society  
Proposed Budget FY 20-21  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant	Detailed Narrative Description of Revenue and Expenditure
<b>82080 - Software support/maintenance</b>	\$ 9,507	\$ -	\$ 9,507	<b>\$62</b> Fees paid to software companies for support and maintenance of software packages; annual fee to RAPTOR system to background check anyone coming into the school <b>\$495</b> ; LearnKey online curriculum for IC3 is <b>\$1800</b> for a site license. IC3 voucher licenses for a classroom are <b>\$3350</b> . IC3 voucher licenses for a site are <b>\$3800</b> .
<b>85010 - Equipment rental</b>	\$ 32	\$ -	\$ 32	Based on Cost Pools for each building for rental of furniture, equipment and computers
<b>85020 - Equipment maintenance</b>	\$ 90	\$ -	\$ 90	Based on Cost Pools for each building for maintenance of furniture, equipment and computers
<b>8500 - Equipment rental and maintenance</b>	\$ 9,629	\$ -	\$ 9,629	

**TRAVEL:**

87010 - Meals	\$ 480	\$ -	\$ 480	Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b>
87020 - Lodging	\$ 1,200	\$ -	\$ 1,200	Required meetings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200</b> .
87030 - Mileage	\$ 4,608	\$ 2,304	\$ 2,304	<b>UCF</b> mileage to travel to students homes for parent outreach \$0.40 per mile@ 40 miles/wk for 48 weeks x 3 staff = <b>\$2,304</b> <b>Triumph</b> mileage to travel to students homes for RATC program. Program conductng home visits in order to recruit for program, get parents to sign forms and to provide information on Adult Family Member Services. \$0.40 per mile@ 40 miles/wk for 48 weeks x 2 staff = <b>\$1,536</b> In addition to Trainer Travel of \$0.40 per mile@ 40 miles/wk for 48 weeks = <b>\$768</b>
87040 - Other transportation costs	\$ 2,560	\$ -	\$ 2,560	Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = <b>\$1,600</b> . Rental Car 1 staff x 3 days x 4 trips x \$80 = <b>\$960</b> .
<b>8700 - Travel</b>	\$ 8,848	\$ 2,304	\$ 6,544	

Children's Home Society  
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**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant	Detailed Narrative Description of Revenue and Expenditure
<b>SPEC. ASSIST. TO INDIVIDUALS:</b>				
87070 - Gasoline, Maintenance & Licenses	\$ 158	\$ -	\$ 158	
89020 - Food, CHS facilities	\$ 556	\$ -	\$ 556	Snacks for parent education
89055 - Client transportation	\$ 2,388	\$ -	\$ 2,388	Fuel Cost for the exclusive transportation of actively participating students home from afterschool care and on outings on school activity bus. Bus provided by the district. \$3 per gallon for 4 miles per day = \$12 per day for 168 days = \$2,016; \$12 per day x 31 days=\$372 TOTAL = <b>\$2,388</b>
89065 - Legal assistance	\$ -	\$ -	\$ -	
89070 - Recruitment outreach activities	\$ 925	\$ -	\$ 925	
89075 - Program educational supplies	\$ 4,084	\$ -	\$ 4,084	Physical & Educational Activities <b>\$2,133.4</b> - Variety of indoor/ educational games (i.e. site word games, chess) and physical education equipment (i.e. basketballs, footballs, jump ropes) for personal enrichment time = ; 60 students x \$7.51= <b>\$450.60</b> ; 50 RATC manuals @ 30/ea = <b>\$1500</b>
89090 - Other assistance on behalf of clients	\$ 10,000	\$ -	\$ 10,000	25 parents who complete IC3 x \$300 chromebooks = <b>\$7,500</b> ; 25 parents who complete RATC x \$100 at end = <b>\$2,500</b>
92060 - Background & drug screens (non-employee)	\$ 750	\$ -	\$ 750	5 volunteers badged by school district x \$150 (2 background screenings) = <b>\$750</b>
<b>8900 - Assistance to/for clients</b>	<b>\$ 18,861</b>	<b>\$ -</b>	<b>\$ 18,861</b>	

Be careful in this section. You can contribute to 92045 and 92090 for expenses you know are going to be needed in your program. You can contribute to 92055 if you are adding staff as this should reflect new hire background screens.

**MISCELLANEOUS:**

92055 - Background and drug screens--employee	\$ 750	\$ -	\$ 750	Employees - 5 employees screened internally through CHS @ \$60 per person = <b>\$300</b> ; 5 employees screened through the School District @ \$90 per person = <b>\$450</b> ; Total = <b>\$750</b>
9200 - Other expenses	\$ 750	\$ -	\$ 750	

**DEPRECIATION:**

99010 - Depreciation expense	\$ 37	\$ -	\$ 37	
99020 - Amortization expense	\$ -	\$ -	\$ -	

Children's Home Society

Proposed Budget FY 20-21

Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
9900 - Depreciation	\$ 37	\$ -	\$ 37		
99990 - Transfers Out	\$ -	\$ -	\$ -		
9999 - Transfers	\$ -	\$ -	\$ -		
Total Operating Expenses	\$ 207,313	\$ 6,169	\$ 201,144		This line auto-calculates the sum.
Total Direct Expenses	\$ 488,502	\$ 235,000	\$ 253,502		This line auto-calculates the sum.
Indirect Costs	\$ 25,350	\$ -	\$ 25,350		This line auto-calculates the sum based on...Allocation of corporate office indirect costs; always 10% unless Federal 17.79% * Salaries only
TOTEXP - Total Expenses	\$ 513,852	\$ 235,000	\$ 278,852		This line auto-calculates the sum.
NET - Net Surplus/(Deficit) Before Surplus	\$ (0)	\$ (0)	\$ 0		This line auto-calculates the sum.

Children's Home Society  
Proposed Budget FY 21-22  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
<b>REVENUE</b>					
				<b>Data Entry Column</b>	
40001 - Contributions - Temporarily Restricted	\$ 55,000	\$ 55,000	\$ -		Annual private contributions from 2 individuals
41070 - Grants	\$ 278,852	\$ -	\$ 278,852		Triumph Proposed request
50020 - Contracts with other non-profit organization	\$ 180,000	\$ 180,000	\$ -		University of Central Florida - administers legislative appropriation for Community Partnership Schools
<b>Total Revenue</b>	<b>\$ 513,852</b>	<b>\$ 235,000.00</b>	<b>\$ 278,852.00</b>		

<b>PERSONNEL EXPENSES</b>					<b>This section auto-calculates from the Staff Master and Grant Staff Master Worksheets of the Workbook EXCEPT Monetary Incentives (Bonus) and Overtime</b>
70020 - Salaries	\$ 218,044	\$ 177,444	\$ 40,600		Gross salaries and wages of staff.
7000 - Salaries	\$ 218,044	\$ 177,444	\$ 40,600		
<b>71010 - FICA</b>	<b>\$ 16,680</b>	<b>\$ 13,574</b>	<b>\$ 3,106</b>	7.65%	CHS' share of FICA taxes.
<b>71020 - Workers' compensation</b>	<b>\$ 3,903</b>	<b>\$ 3,176</b>	<b>\$ 727</b>	1.79%	Workers' compensation premiums paid by CHS.
<b>71030 - Unemployment compensation</b>	<b>\$ 676</b>	<b>\$ 550</b>	<b>\$ 126</b>	0.31%	Unemployment compensation paid and fees paid to claims management company.
<b>7100 - Payroll taxes</b>	<b>\$ 21,259</b>	<b>\$ 17,301</b>	<b>\$ 3,959</b>		
<b>72010 - Thrift match</b>	<b>\$ 6,192</b>	<b>\$ 5,039</b>	<b>\$ 1,153</b>	2.84%	CHS match of eligible employee contributions to the thrift plan.
<b>72020 - Health insurance</b>	<b>\$ 27,386</b>	<b>\$ 22,287</b>	<b>\$ 5,099</b>	12.56%	CHS' share of health insurance premiums.
<b>72030 - Pension contributions</b>	<b>\$ 7,632</b>	<b>\$ 6,211</b>	<b>\$ 1,421</b>	3.50%	Contributions paid by CHS to the pension plan and annual premium to the Pension Benefit Guarantee Corp.
<b>72040 - Disability insurance</b>	<b>\$ 371</b>	<b>\$ 302</b>	<b>\$ 69</b>	0.17%	Long-term disability premiums paid by CHS for employees.
<b>72050 - Life insurance</b>	<b>\$ 305</b>	<b>\$ 248</b>	<b>\$ 57</b>	0.14%	Life insurance premiums paid by CHS for employees.
<b>7200 - Employee benefits</b>	<b>\$ 41,886</b>	<b>\$ 34,087</b>	<b>\$ 7,799</b>		
<b>Total Personnel Expenses</b>	<b>\$ 281,189</b>	<b>\$ 228,831</b>	<b>\$ 52,358</b>	28.96%	

Children's Home Society  
Proposed Budget FY 21-22  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative	UCF/Other	Triumph		Detailed Narrative Description of Revenue and Expenditure
	Total	Revenue	Grant		
OPERATING EXPENSES					
PROFESSIONAL FEES:					
80020 - Audit Fees	\$ 911	\$ -	\$ 911		
80040 - Other Professional fees	\$ 160,505	\$ -	\$ 160,505		Lead teachers for class of approximately 60 students. Sessions included 1 hour with students and 30 minutes of planning time. School year = 3 teachers @ 2 session/day x 168 days x \$40/session = <b>\$40,320</b>  Summer: 3 teachers @ 5 sessions/day x 31 days x \$40/session = <b>\$18,600</b>  Curriculum Specialist: \$400/semester x 3 semesters (2 semesters + summer)= <b>\$1,200</b>  Subcontracted IT teacher at school <b>\$63,985</b>  Transportation Specialist: Summer \$15 x 2 trips/day x 31 days = <b>\$930</b> Afterschool \$15 x 1 trip/day x 168 days = <b>\$2,520</b>  After School Coordinator to provide planning/oversight of the program- School year = 1 Coordinators @ \$50 p/hr x 3 hours/day x 168 days = <b>\$25,200</b> ; Summer =\$50p/hr x 5 hrs/day x 31 days = <b>\$7,750</b>
8000 - Professional Fees	\$ 161,416	\$ -	\$ 161,416		

SUPPLIES:

Children's Home Society  
Proposed Budget FY 21-22  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
81020 - Office supplies	\$ 4,358	\$ 2,000	\$ 2,358		UCF - Supplies \$166.66*12 <b>Triumph</b> -Supplies based on \$196.50 *12
<b>8100 - Supplies</b>	<b>\$ 4,358</b>	<b>\$ 2,000</b>	<b>\$ 2,358</b>		

**TELEPHONE:**

82010 - Telephone - local service	\$ -	\$ -	\$ -		
82015 - Telephone - long distance service	\$ -	\$ -	\$ -		
82020 - Cellular telephone service	\$ 2,585	\$ 1,865	\$ 720		UCF 2.59 FTE @ \$60 per month * 12=\$1,865 <b>Triumph</b> 1 FTE @ \$60 per month * 12=\$720
<b>82030 - Data communication</b>	<b>\$ 570</b>	<b>\$ -</b>	<b>\$ 570</b>		Based on trend \$144 per month and CS Program is at 33% in Cost Pool. \$47.52*12=\$570.24
<b>8200 - Communications</b>	<b>\$ 3,155</b>	<b>\$ 1,865</b>	<b>\$ 1,290</b>		

**POSTAGE & SHIPPING:**

83010 - Postage	\$ 89	\$ -	\$ 89		Stamps, meter replenish, PO Box rental, etc..
83020 - Delivery & Shipping Expenses	\$ 52	\$ -	\$ 52		UPS, Fed Ex, Couriers or Mailing Service
<b>8300 - Postage &amp; shipping</b>	<b>\$ 141</b>	<b>\$ -</b>	<b>\$ 141</b>		

**OCCUPANCY:**

84010 - Rent	\$ 118	\$ -	\$ 118		04% of \$293,993.40 annual rent = <b>\$118</b> Based on allocation of all programs utilizing building.
<b>8400 - Occupancy</b>	<b>\$ 118</b>	<b>\$ -</b>	<b>\$ 118</b>		

**RENTAL & MAINTENANCE:**

<b>82080 - Software support/maintenance</b>	<b>\$ 9,507</b>	<b>\$ -</b>	<b>\$ 9,507</b>		maintenance of software packages; annual fee to RAPTOR system to background check anyone coming into the school <b>\$495</b> ; LearnKey online curriculum for IC3 is <b>\$1800</b> for a site license. IC3 voucher licenses for a classroom are <b>\$3350</b> . IC3 voucher licenses for a site are <b>\$3800</b> .
<b>85010 - Equipment rental</b>	<b>\$ 32</b>	<b>\$ -</b>	<b>\$ 32</b>		Based on Cost Pools for each building for rental of furniture, equipment and computers

Children's Home Society  
Proposed Budget FY 21-22  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant		Detailed Narrative Description of Revenue and Expenditure
85020 - Equipment maintenance	\$ 90	\$ -	\$ 90		Based on Cost Pools for each building for maintenance of furniture, equipment and computers
8500 - Equipment rental and maintenance	\$ 9,629	\$ -	\$ 9,629		

**TRAVEL:**

87010 - Meals	\$ 480	\$ -	\$ 480		Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b>
87020 - Lodging	\$ 1,200	\$ -	\$ 1,200		Required meetings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200.</b>
87030 - Mileage	\$ 4,608	\$ 2,304	\$ 2,304		<b>UCF</b> mileage to travel to students homes for parent outreach \$0.40 per mile@ 40 miles/wk for 48 weeks x 3 staff = <b>\$2,304</b> <b>Triumph</b> mileage to travel to students homes for RATC program. Program conducting home visits in order to recruit for program, get parents to sign forms and to provide information on Adult Family Member Services. \$0.40 per mile@ 40 miles/wk for 48 weeks x 2 staff = <b>\$1,536</b> In addition to Trainer Travel of \$0.40 per mile@ 40 miles/wk for 48 weeks = <b>\$768</b>
87040 - Other transportation costs	\$ 2,560	\$ -	\$ 2,560		Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = <b>\$1,600.</b> Rental Car 1 staff x 3 days x 4 trips x \$80 = <b>\$960.</b>
8700 - Travel	\$ 8,848	\$ 2,304	\$ 6,544		

**SPEC. ASSIST. TO INDIVIDUALS:**

87070 - Gasoline, Maintenance & Licenses	\$ 158	\$ -	\$ 158		
89020 - Food, CHS facilities	\$ 556	\$ -	\$ 556		Snacks for parent education
89055 - Client transportation	\$ 2,388	\$ -	\$ 2,388		Fuel Cost for the exclusive transportation of actively participating students home from afterschool care and on outings on school activity bus. Bus provided by the district. \$3 per gallon for 4 miles per day = \$12 per day for 168 days = \$2,016; \$12 per day x 31 days=\$372 TOTAL = <b>\$2,388</b>
89070 - Recruitment outreach activities	\$ 925	\$ -	\$ 925		



Children's Home Society  
Proposed Budget FY 21-22  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph Grant	Detailed Narrative Description of Revenue and Expenditure
89075 - Program educational supplies	\$ 4,084	\$ -	\$ 4,084	Physical & Educational Activities <b>\$2,133.4</b> - Variety of indoor/ educational games (i.e. site word games, chess) and physical education equipment (i.e. basketballs, footballs, jump ropes) for personal enrichment time = ; 60 students x \$7.51= <b>\$450.60</b> ; 50 RATC manuals @ 30/ea = <b>\$1500</b>
89090 - Other assistance on behalf of clients	\$ 10,000	\$ -	\$ 10,000	25 parents who complete IC3 x \$300 chromebooks = <b>\$7,500</b> ; 25 parents who complete RATC x \$100 at end = <b>\$2,500</b>
92060 - Background & drug screens (non-employee)	\$ 750	\$ -	\$ 750	5 volunteers badged by school district x \$150 (2 background screenings) = <b>\$750</b>
<b>8900 - Assistance to/for clients</b>	<b>\$ 18,861</b>	<b>\$ -</b>	<b>\$ 18,861</b>	

**MISCELLANEOUS:**

92055 - Background and drug screens-- employee	\$ 750	\$ -	\$ 750	Employees - 5 employees screened internally through CHS @ \$60 per person = <b>\$300</b> ; 5 employees screened through the School District @ \$90 per person = <b>\$450</b> ; Total = \$750
<b>9200 - Other expenses</b>	<b>\$ 750</b>	<b>\$ -</b>	<b>\$ 750</b>	

**DEPRECIATION:**

99010 - Depreciation expense	\$ 37	\$ -	\$ 37	
99020 - Amortization expense	\$ -	\$ -	\$ -	
<b>9900 - Depreciation</b>	<b>\$ 37</b>	<b>\$ -</b>	<b>\$ 37</b>	

<b>Total Operating Expenses</b>	<b>\$ 207,313</b>	<b>\$ 6,169</b>	<b>\$ 201,144</b>	This line auto-calculates the sum.
<b>Total Direct Expenses</b>	<b>\$ 488,502</b>	<b>\$ 235,000</b>	<b>\$ 253,502</b>	This line auto-calculates the sum.
Indirect Costs	\$ 25,350	\$ -	\$ 25,350	This line auto-calculates the sum based on...Allocation of corporate office indirect costs; always 10% unless Federal 17.79% * Salaries only
<b>TOTEXP - Total Expenses</b>	<b>\$ 513,852</b>	<b>\$ 235,000</b>	<b>\$ 278,852</b>	This line auto-calculates the sum.
<b>NET - Net Surplus/(Deficit) Before Surplus</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ 0</b>	This line auto-calculates the sum.

Children's Home Society  
Proposed Budget FY 23-25  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25	Detailed Narrative Description of Revenue and Expenditure
<b>REVENUE</b>						
40001 - Contributions - Temporarily Restricted	\$ 220,000	\$ 220,000	\$ -	\$ -	\$ -	Annual private contributions from 2 individuals
41070 - Grants	\$1,004,808	\$ -	\$ 340,504	\$ 332,152	\$ 332,152	Triumph Proposed request
50020 - Contracts with other non-profit organization	\$ 720,000	\$ 720,000	\$ -	\$ -	\$ -	University of Central Florida - administers legislative appropriation for Community Partnership Schools
<b>Total Revenue</b>	<b>\$1,944,808</b>	<b>\$940,000.00</b>	<b>\$340,504.00</b>	<b>\$332,152.00</b>	<b>\$332,152.00</b>	

<b>PERSONNEL EXPENSES</b>							This section auto-calculates from the Staff Master and Grant Staff Master Worksheets of the Workbook EXCEPT Monetary Incentives (Bonus) and Overtime
70020 - Salaries	\$ 896,129	\$ 709,775	\$ 62,118	\$ 62,118	\$ 62,118		Gross salaries and wages of staff.
7000 - Salaries	\$ 896,129	\$ 709,775	\$ 62,118	\$ 62,118	\$ 62,118		Reflect a 2% Increase
<b>71010 - FICA</b>	<b>\$ 68,554</b>	<b>\$ 54,298</b>	<b>\$ 4,752</b>	<b>\$ 4,752</b>	<b>\$ 4,752</b>	7.65%	CHS' share of FICA taxes.
<b>71020 - Workers' compensation</b>	<b>\$ 16,041</b>	<b>\$ 12,705</b>	<b>\$ 1,112</b>	<b>\$ 1,112</b>	<b>\$ 1,112</b>	1.79%	Workers' compensation premiums paid by CHS.
<b>71030 - Unemployment compensation</b>	<b>\$ 2,778</b>	<b>\$ 2,200</b>	<b>\$ 193</b>	<b>\$ 193</b>	<b>\$ 193</b>	0.31%	Unemployment compensation paid and fees paid to claims management company.
<b>7100 - Payroll taxes</b>	<b>\$ 87,373</b>	<b>\$ 69,203</b>	<b>\$ 6,057</b>	<b>\$ 6,057</b>	<b>\$ 6,057</b>		
<b>72010 - Thrift match</b>	<b>\$ 25,450</b>	<b>\$ 20,158</b>	<b>\$ 1,764</b>	<b>\$ 1,764</b>	<b>\$ 1,764</b>	2.84%	CHS match of eligible employee contributions to the thrift plan.
<b>72020 - Health insurance</b>	<b>\$ 112,554</b>	<b>\$ 89,148</b>	<b>\$ 7,802</b>	<b>\$ 7,802</b>	<b>\$ 7,802</b>	12.56%	CHS' share of health insurance premiums.
<b>72030 - Pension contributions</b>	<b>\$ 31,365</b>	<b>\$ 24,842</b>	<b>\$ 2,174</b>	<b>\$ 2,174</b>	<b>\$ 2,174</b>	3.50%	Contributions paid by CHS to the pension plan and annual premium to the Pension Benefit Guarantee Corp.

Children's Home Society  
Proposed Budget FY 23-25  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25		Detailed Narrative Description of Revenue and Expenditure
72040 - Disability insurance	\$ 1,523	\$ 1,207	\$ 106	\$ 106	\$ 106	0.17%	Long-term disability premiums paid by CHS for employees.
72050 - Life insurance	\$ 1,255	\$ 994	\$ 87	\$ 87	\$ 87	0.14%	Life insurance premiums paid by CHS for employees.
7200 - Employee benefits	\$ 172,146	\$ 136,348	\$ 11,933	\$ 11,933	\$ 11,933		
Total Personnel Expenses	\$1,155,648	\$ 915,325	\$ 80,107	\$ 80,107	\$ 80,107	28.96%	

OPERATING EXPENSES

PROFESSIONAL FEES:

80020 - Audit Fees	\$ 2,733	\$ -	\$ 911	\$ 911	\$ 911		
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Children's Home Society  
Proposed Budget FY 23-25  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25	Detailed Narrative Description of Revenue and Expenditure
80040 - Other Professional fees	\$ 540,435	\$ -	\$ 180,145	\$ 180,145	\$ 180,145	<p>Lead teachers for class of approximately 70 students. Sessions included 1 hour with students and 30 minutes of planning time. School year = 4 teachers @ 2 session/day x 168 days x \$40/session = <b>\$53,760</b></p> <p>Summer: 4 teachers @ 5 sessions/day x 31 days x \$40/session = <b>\$24,800</b></p> <p>Curriculum Specialist: \$400/semester x 3 semesters (2 semesters + summer)=<b>\$1,200</b></p> <p>Subcontracted IT teacher at school <b>\$63,985</b></p> <p>Transportation Specialist: Summer \$15 x 2 trips/day x 31 days = <b>\$930</b> Afterschool \$15 x 1 trip/day x 168 days =<b>\$2,520</b></p> <p>After School Coordinator to provide planning/oversight of the program- School year = 1 Coordinators @ \$50 p/hr x 3 hours/day x 168 days = <b>\$25,200</b> ; Summer =\$50p/hr x 5 hrs/day x 31 days =<b>\$7,750</b></p>
80060 - Contributed Services *** must tie to revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>8000 - Professional Fees</b>	<b>\$ 543,168</b>	<b>\$ -</b>	<b>\$ 181,056</b>	<b>\$ 181,056</b>	<b>\$ 181,056</b>	

**SUPPLIES:**

Children's Home Society  
Proposed Budget FY 23-25  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25	Detailed Narrative Description of Revenue and Expenditure
81020 - Office supplies	\$ 12,608	\$ 8,000	\$ 1,440	\$ 1,584	\$ 1,584	UCF - Yr 1-4 steady @\$2,000 = \$8,000 Triumph Yr 1 Only-Supplies based on \$120 * 12= <b>\$1,440</b> . Increase 10% Yr 2-4 based on new equipment \$132*12 = <b>\$1,584</b> .
85030 - Expendable furniture & equipment	\$ 6,200	\$ -	\$ 6,200	\$ -	\$ -	Yr 1 Only-4 Laptops for Educator I positions from FY19-20 @1,200 ea. X 4 = <b>\$4,800</b> that have depreciated out. (2) 3D Printers at avg \$700 ea. X 2 = <b>\$1,400</b> .
<b>8100 - Supplies</b>	<b>\$ 18,808</b>	<b>\$ 8,000</b>	<b>\$ 7,640</b>	<b>\$ 1,584</b>	<b>\$ 1,584</b>	

**TELEPHONE:**

82010 - Telephone - local service	\$ -	\$ -	\$ -	\$ -	\$ -	
82015 - Telephone - long distance service	\$ -	\$ -	\$ -	\$ -	\$ -	
82020 - Cellular telephone service	\$ 11,974	\$ 7,460	\$ 1,505	\$ 1,505	\$ 1,505	UCF 2.59 FTE @ \$60 per month * 12 *4 Yrs= <b>\$7,460</b> . Triumph 2.09 FTE @ \$60 per month * 12 = <b>1,504.80</b>
<b>82030 - Data communication</b>	<b>\$ 1,710</b>	\$ -	\$ 570	\$ 570	\$ 570	Based on trend \$144 per month and CS Program is at 33% in Cost Pool. \$47.52*12=\$570.24
<b>8200 - Communications</b>	<b>\$ 13,684</b>	<b>\$ 7,460</b>	<b>\$ 2,075</b>	<b>\$ 2,075</b>	<b>\$ 2,075</b>	

**POSTAGE & SHIPPING:**

83010 - Postage	\$ 267	\$ -	\$ 89	\$ 89	\$ 89	Stamps, meter replenish, PO Box rental, etc..
83020 - Delivery & Shipping Expenses	\$ 156	\$ -	\$ 52	\$ 52	\$ 52	UPS, Fed Ex, Couriers or Mailing Service
<b>8300 - Postage &amp; shipping</b>	<b>\$ 423</b>	<b>\$ -</b>	<b>\$ 141</b>	<b>\$ 141</b>	<b>\$ 141</b>	

**OCCUPANCY:**

84010 - Rent	\$ 354	\$ -	\$ 118	\$ 118	\$ 118	04% of \$293,993.40 annual rent = <b>\$118</b> Based on allocation of all programs utilizing building.
<b>8400 - Occupancy</b>	<b>\$ 354</b>	<b>\$ -</b>	<b>\$ 118</b>	<b>\$ 118</b>	<b>\$ 118</b>	

**RENTAL & MAINTENANCE:**

Children's Home Society  
Proposed Budget FY 23-25  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25	Detailed Narrative Description of Revenue and Expenditure
82080 - Software support/maintenance	\$ 28,521	\$ -	\$ 9,507	\$ 9,507	\$ 9,507	<b>\$62</b> Fees paid to software companies for support and maintenance of software packages; annual fee to RAPTOR system to background check anyone coming into the school <b>\$495</b> ; LearnKey online curriculum for IC3 is <b>\$1800</b> for a site license. IC3 voucher licenses for a classroom are <b>\$3350</b> . IC3 voucher licenses for a site are <b>\$3800</b> .
85010 - Equipment rental	\$ 96	\$ -	\$ 32	\$ 32	\$ 32	Based on Cost Pools for each building for rental of furniture, equipment and computers
85020 - Equipment maintenance	\$ 270	\$ -	\$ 90	\$ 90	\$ 90	Based on Cost Pools for each building for maintenance of furniture, equipment and computers
8500 - Equipment rental and maintenance	\$ 28,887	\$ -	\$ 9,629	\$ 9,629	\$ 9,629	
	\$ -					
<b>TRAVEL:</b>	\$ -					
87010 - Meals	\$ 1,540	\$ -	\$ 580	\$ 480	\$ 480	<b>Yr 1-</b> RATC training: meal per diem-5 people x \$10 x 2 days = <b>\$100</b> (Lunch Only). Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b> <b>Yr 2-4</b> Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b>
87020 - Lodging	\$ 4,200	\$ -	\$ 1,800	\$ 1,200	\$ 1,200	<b>Yr 1</b> -RATC lodging 2 Trainers x 2 days @ \$150/day = <b>\$600</b> . Required meetings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200</b> . <b>Yr 2-4</b> Required meetings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200</b> .

Children's Home Society  
Proposed Budget FY 23-25  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25	Detailed Narrative Description of Revenue and Expenditure
87030 - Mileage	\$ 18,432	\$ 9,216	\$ 3,072	\$ 3,072	\$ 3,072	<b>UCF</b> Yr 1-4 steady mileage to travel to students homes for parent outreach \$0.40 per mile@ 40 miles/wk for 48 weeks x 3 staff = \$2,304*4 = <b>\$9,216.</b> <b>Triumph</b> mileage to travel to students homes for RATC program. Program conducting home visits in order to recruit for program, get parents to sign forms and to provide information on Adult Family Member Services. \$0.40 per mile@ 60 miles/wk for 48 weeks x 2 staff = <b>\$2,304</b> In addition to Trainer Travel of \$0.40 per mile@ 40 miles/wk for 48 weeks = <b>\$768</b>
87040 - Other transportation costs	\$ 8,720	\$ -	\$ 3,600	\$ 2,560	\$ 2,560	<b>Yr 1-</b> RATC Airfare 2 Trainers x 1 trip x \$400 = <b>\$800.</b> Rental Car 3 days x \$80/day = <b>\$240.</b> Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = <b>\$1,600.</b> Rental Car 1 staff x 3 days x 4 trips x \$80 = <b>\$960.</b> <b>Yr 2-4</b> Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = <b>\$1,600.</b> Rental Car 1 staff x 3 days x 4 trips x \$80 = <b>\$960.</b>
<b>8700 - Travel</b>	<b>\$ 32,892</b>	<b>\$ 9,216</b>	<b>\$ 9,052</b>	<b>\$ 7,312</b>	<b>\$ 7,312</b>	

**SPEC. ASSIST. TO INDIVIDUALS:**

87070 - Gasoline, Maintenance & Licenses	\$ 498	\$ -	\$ 166	\$ 166	\$ 166	5% increase for possible gas price fluctuation, maintenance & licenses
89020 - Food, CHS facilities	\$ 1,668	\$ -	\$ 556	\$ 556	\$ 556	Snacks for parent education

Children's Home Society  
Proposed Budget FY 23-25  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25	Detailed Narrative Description of Revenue and Expenditure
89055 - Client transportation	\$ 7,164	\$ -	\$ 2,388	\$ 2,388	\$ 2,388	Fuel Cost for the exclusive transportation of actively participating students home from afterschool care and on outings on school activity bus. Bus provided by the district. \$3 per gallon for 4 miles per day = \$12 per day for 168 days = \$2,016; \$12 per day x 31 days=\$372 TOTAL = <b>\$2,388</b>
89060 - Recreational activities	\$ 1,500	\$ -	\$ 500	\$ 500	\$ 500	
89070 - Recruitment outreach activities	\$ 1,500	\$ -	\$ 500	\$ 500	\$ 500	
89075 - Program educational supplies	\$ 12,252	\$ -	\$ 4,084	\$ 4,084	\$ 4,084	Physical & Educational Activities <b>\$2,133.4</b> - Variety of indoor/ educational games (i.e. site word games, chess) and physical education equipment (i.e. basketballs, footballs, jump ropes) for personal enrichment time = ; 60 students x \$7.51= <b>\$450.60</b> ; 50 RATC manuals @ 30/ea = <b>\$1500</b>
89090 - Other assistance on behalf of clients	\$ 30,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	25 parents who complete IC3 x \$300 chromebooks = <b>\$7,500</b> ; 25 parents who complete RATC x \$100 at end = <b>\$2,500</b>
92060 - Background & drug screens (non-employee	\$ 2,250	\$ -	\$ 750	\$ 750	\$ 750	5 volunteers badged by school district x \$150 (2 background screenings) = <b>\$750</b>
97000- Contributed Goods*** must tie to revenue	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>8900 - Assistance to/for clients</b>	<b>\$ 56,832</b>	<b>\$ -</b>	<b>\$ 18,944</b>	<b>\$ 18,944</b>	<b>\$ 18,944</b>	

**MISCELLANEOUS:**

<b>92055 - Background and drug screens--employee</b>	<b>\$ 2,250</b>	<b>\$ -</b>	<b>\$ 750</b>	<b>\$ 750</b>	<b>\$ 750</b>	Employees - 5 employees screened internally through CHS @ \$60 per person = <b>\$300</b> ; 5 employees screened through the School District @ \$90 per person = <b>\$450</b> ; Total = \$750
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Children's Home Society  
Proposed Budget FY 23-25  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph FY22-23	Triumph FY23-24	Triumph FY24-25		Detailed Narrative Description of Revenue and Expenditure
9200 - Other expenses	\$ 2,250	\$ -	\$ 750	\$ 750	\$ 750		

DEPRECIATION:

99010 - Depreciation expense	\$ 517	\$ -	\$ 37	\$ 240	\$ 240		Depreciation for Laptops purchased Yr 1
99020 - Amortization expense	\$ -	\$ -	\$ -	\$ -	\$ -		
9900 - Depreciation	\$ 517	\$ -	\$ 37	\$ 240	\$ 240		

99990 - Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -		
9999 - Transfers	\$ -	\$ -	\$ -	\$ -	\$ -		

Total Operating Expenses	\$ 697,814	\$ 24,675	\$ 229,442	\$ 221,849	\$ 221,849		This line auto-calculates the sum.
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Total Direct Expenses	\$1,853,462	\$ 940,000	\$ 309,549	\$ 301,956	\$ 301,956		This line auto-calculates the sum.
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Indirect Costs	\$ 91,346	\$ -	\$ 30,955	\$ 30,196	\$ 30,196		This line auto-calculates the sum based on...Allocation of corporate office indirect costs; always 10% unless Federal 17.79% * Salaries
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TOTEXP - Total Expenses	\$1,944,808	\$ 940,000	\$ 340,504	\$ 332,152	\$ 332,152		This line auto-calculates the sum.
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NET - Net Surplus/(Deficit) Before Surplus	\$ (0)	\$ (0)	\$ (0)	\$ 0	\$ 0		This line auto-calculates the sum.
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Children's Home Society  
Proposed Budget FY 26-29  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
<b>REVENUE</b>							
40001 - Contributions - Temporarily	\$ 220,000	\$ 220,000	\$ -	\$ -	\$ -	\$ -	Annual private contributions from 2 individuals
41070 - Grants	\$1,432,982	\$ -	\$ 363,902	\$ 356,360	\$ 356,360	\$ 356,360	Triumph Proposed request
50020 - Contracts with other non-profit organizations	\$ 720,000	\$ 720,000	\$ -	\$ -	\$ -	\$ -	University of Central Florida - administers legislative appropriation for Community Partnership Schools
<b>Total Revenue</b>	<b>\$1,303,902</b>	<b>\$940,000.00</b>	<b>\$363,902.00</b>	<b>\$356,360.00</b>	<b>\$356,360.00</b>	<b>\$356,360.00</b>	

<b>PERSONNEL EXPENSES</b>								This section auto-calculates from the Staff Master and Grant Staff Master Worksheets of the Workbook <b>EXCEPT Monetary Incentives (Bonus) and Overtime</b>
70020 - Salaries	\$ 963,216	\$ 709,775	\$ 63,360	\$ 63,360	\$ 63,360	\$ 63,360		Gross salaries and wages of staff.
7000 - Salaries	\$ 963,216	\$ 709,775	\$ 63,360	\$ 63,360	\$ 63,360	\$ 63,360		Reflects a 2% Increase
<b>71010 - FICA</b>	<b>\$ 73,686</b>	<b>\$ 54,298</b>	<b>\$ 4,847</b>	<b>\$ 4,847</b>	<b>\$ 4,847</b>	<b>\$ 4,847</b>	7.65%	CHS' share of FICA taxes.
<b>71020 - Workers' compensation</b>	<b>\$ 17,242</b>	<b>\$ 12,705</b>	<b>\$ 1,134</b>	<b>\$ 1,134</b>	<b>\$ 1,134</b>	<b>\$ 1,134</b>	1.79%	Workers' compensation premiums paid by
<b>71030 - Unemployment compensation</b>	<b>\$ 2,986</b>	<b>\$ 2,200</b>	<b>\$ 196</b>	<b>\$ 196</b>	<b>\$ 196</b>	<b>\$ 196</b>	0.31%	Unemployment compensation paid and fees paid to claims management company.
<b>7100 - Payroll taxes</b>	<b>\$ 93,914</b>	<b>\$ 69,203</b>	<b>\$ 6,178</b>	<b>\$ 6,178</b>	<b>\$ 6,178</b>	<b>\$ 6,178</b>		
<b>72010 - Thrift match</b>	<b>\$ 27,355</b>	<b>\$ 20,158</b>	<b>\$ 1,799</b>	<b>\$ 1,799</b>	<b>\$ 1,799</b>	<b>\$ 1,799</b>	2.84%	CHS match of eligible employee contributions to the thrift plan.
<b>72020 - Health insurance</b>	<b>\$ 120,980</b>	<b>\$ 89,148</b>	<b>\$ 7,958</b>	<b>\$ 7,958</b>	<b>\$ 7,958</b>	<b>\$ 7,958</b>	12.56%	CHS' share of health insurance premiums.
<b>72030 - Pension contributions</b>	<b>\$ 33,713</b>	<b>\$ 24,842</b>	<b>\$ 2,218</b>	<b>\$ 2,218</b>	<b>\$ 2,218</b>	<b>\$ 2,218</b>	3.50%	Contributions paid by CHS to the pension plan and annual premium to the Pension Benefit Guarantee Corp.

Children's Home Society  
Proposed Budget FY 26-29  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29		Detailed Narrative Description of Revenue and Expenditure
72040 - Disability insurance	\$ 1,637	\$ 1,207	\$ 108	\$ 108	\$ 108	\$ 108	0.17%	Long-term disability premiums paid by CHS for employees.
72050 - Life insurance	\$ 1,349	\$ 994	\$ 89	\$ 89	\$ 89	\$ 89	0.14%	Life insurance premiums paid by CHS for employees.
7200 - Employee benefits	\$ 185,034	\$ 136,348	\$ 12,172	\$ 12,172	\$ 12,172	\$ 12,172		
Total Personnel Expenses	\$1,242,163	\$ 915,325	\$ 81,710	\$ 81,710	\$ 81,710	\$ 81,710	28.96%	

OPERATING EXPENSES

PROFESSIONAL FEES:								
80020 - Audit Fees	\$ 3,644	\$ -	\$ 911	\$ 911	\$ 911	\$ 911		

Children's Home Society  
Proposed Budget FY 26-29  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
80040 - Other Professional fees	\$ 799,140	\$ -	\$ 199,785	\$ 199,785	\$ 199,785	\$ 199,785	<p>Lead teachers for class of approximately 80 students. Sessions included 1 hour with students and 30 minutes of planning time. School year = 5 teachers @ 2 session/day x 168 days x \$40/session = <b>\$67,200</b></p> <p>Summer: 5 teachers @ 5 sessions/day x 31 days x \$40/session = <b>\$31,000</b></p> <p>Curriculum Specialist: \$400/semester x 3 semesters (2 semesters + summer)=<b>\$1,200</b></p> <p>Subcontracted IT teacher at school <b>\$63,985</b></p> <p>Transportation Specialist: Summer \$15 x 2 trips/day x 31 days = <b>\$930</b> Afterschool \$15 x 1 trip/day x 168 days =<b>\$2,520</b></p> <p>After School Coordinator to provide planning/oversight of the program- School year = 1 Coordinators @ \$50 p/hr x 3 hours/day x 168 days = <b>\$25,200</b> ; Summer = \$50p/hr x 5 hrs/day x 31 days =<b>\$7,750</b></p>
<b>8000 - Professional Fees</b>	<b>\$ 802,784</b>	<b>\$ -</b>	<b>\$ 200,696</b>	<b>\$ 200,696</b>	<b>\$ 200,696</b>	<b>\$ 200,696</b>	

**SUPPLIES:**

81020 - Office supplies	\$ 15,740	\$ 8,000	\$ 1,800	\$ 1,980	\$ 1,980	\$ 1,980	<p>UCF - Yr 1-4 steady @\$2,000 = <b>\$8,000</b></p> <p><b>Triumph</b> Yr 1 Only-Supplies based on \$150 *12= <b>\$1,800</b> Increase 10% Yr 2-4 based on new equipment \$165*12= <b>\$1,980.</b></p>
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Children's Home Society  
Proposed Budget FY 26-29  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
85030 - Expendable furniture & equipment	\$ 5,500	\$ -	\$ 5,500	\$ -	\$ -	\$ -	Yr 1 Only-4 Laptops for Educator I positions from FY22-23 @ 1,200 ea. X 4 = <b>\$4,800</b> that have depreciated out. (1) 3D Printers at avg \$700 ea. X 1 = <b>\$700</b> .
<b>8100 - Supplies</b>	<b>\$ 21,240</b>	<b>\$ 8,000</b>	<b>\$ 7,300</b>	<b>\$ 1,980</b>	<b>\$ 1,980</b>	<b>\$ 1,980</b>	

**TELEPHONE:**

82010 - Telephone - local service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
82015 - Telephone - long distance service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
82020 - Cellular telephone service	\$ 14,919	\$ 7,460	\$ 1,865	\$ 1,865	\$ 1,865	\$ 1,865	UCF 2.59 FTE @ \$60 per month * 12 *4 Yrs= <b>\$7,460 Triumph</b> 2.59 FTE @ \$60 per month * 12= <b>\$1,864.80</b>
<b>82030 - Data communication</b>	<b>\$ 2,280</b>	<b>\$ -</b>	<b>\$ 570</b>	<b>\$ 570</b>	<b>\$ 570</b>	<b>\$ 570</b>	Based on trend \$144 per month and CS Program is at 33% in Cost Pool. \$47.52*12= <b>\$570.24</b>
<b>8200 - Communications</b>	<b>\$ 17,199</b>	<b>\$ 7,460</b>	<b>\$ 2,435</b>	<b>\$ 2,435</b>	<b>\$ 2,435</b>	<b>\$ 2,435</b>	

**POSTAGE & SHIPPING:**

83010 - Postage	\$ 356	\$ -	\$ 89	\$ 89	\$ 89	\$ 89	Stamps, meter replenish, PO Box rental, etc..
83020 - Delivery & Shipping Expenses	\$ 208	\$ -	\$ 52	\$ 52	\$ 52	\$ 52	UPS, Fed Ex, Couriers or Mailing Service
<b>8300 - Postage &amp; shipping</b>	<b>\$ 564</b>	<b>\$ -</b>	<b>\$ 141</b>	<b>\$ 141</b>	<b>\$ 141</b>	<b>\$ 141</b>	

**OCCUPANCY:**

84010 - Rent	\$ 472	\$ -	\$ 118	\$ 118	\$ 118	\$ 118	04% of \$293,993.40 annual rent = <b>\$118</b> Based on allocation of all programs utilizing building.
<b>8400 - Occupancy</b>	<b>\$ 472</b>	<b>\$ -</b>	<b>\$ 118</b>	<b>\$ 118</b>	<b>\$ 118</b>	<b>\$ 118</b>	

**RENTAL & MAINTENANCE:**

Children's Home Society  
Proposed Budget FY 26-29  
Program: Creating Tomorrow's Workforce with Weis

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
<b>82080 - Software support/maintenance</b>	<b>\$ 38,028</b>	\$ -	\$ 9,507	\$ 9,507	\$ 9,507	\$ 9,507	support and maintenance of software packages; annual fee to RAPTOR system to background check anyone coming into the school <b>\$495</b> ; LearnKey online curriculum for IC3 is <b>\$1800</b> for a site license. IC3 voucher licenses for a classroom are <b>\$3350</b> . IC3 voucher licenses for a site are <b>\$3800</b> .
<b>85010 - Equipment rental</b>	<b>\$ 128</b>	\$ -	\$ 32	\$ 32	\$ 32	\$ 32	Based on Cost Pools for each building for rental of furniture, equipment and computers
<b>85020 - Equipment maintenance</b>	<b>\$ 360</b>	\$ -	\$ 90	\$ 90	\$ 90	\$ 90	Based on Cost Pools for each building for maintenance of furniture, equipment and computers
<b>8500 - Equipment rental and maintenance</b>	<b>\$ 38,516</b>	\$ -	<b>\$ 9,629</b>	<b>\$ 9,629</b>	<b>\$ 9,629</b>	<b>\$ 9,629</b>	

**TRAVEL:**

	<b>\$ -</b>						
87010 - Meals	<b>\$ 2,020</b>	\$ -	\$ 580	\$ 480	\$ 480	\$ 480	<b>Yr 1-</b> RATC training: meal per diem-5 people x \$10 x 2 days = <b>\$100</b> (Lunch Only). Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b> <b>Yr 2-4</b> Required meetings for UCF funding 1 staff x 3 days x 4 trips x \$40/day= <b>\$480</b>
87020 - Lodging	<b>\$ 5,400</b>	\$ -	\$ 1,800	\$ 1,200	\$ 1,200	\$ 1,200	<b>Yr 1</b> -RATC lodging 2 Trainers x 2 days @ \$150/day = <b>\$600</b> . Required meetings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200</b> . <b>Yr 2-4</b> Required meetings for UCF funding 1 staff x 2 days x 4 trips x \$150/day = <b>\$1,200</b> .

Children's Home Society  
Proposed Budget FY 26-29  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
87030 - Mileage	\$ 21,504	\$ 9,216	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072	UCF Yr 1-4 steady mileage to travel to students homes for parent outreach \$0.40 per mile@ 40 miles/wk for 48 weeks x 3 staff = \$2,304*4 = \$9,216. Triumph mileage to travel to students homes for RATC program. Program conducting home visits in order to recruit for program, get parents to sign forms and to provide information on Adult Family Member Services. \$0.40 per mile@ 60 miles/wk for 48 weeks x 2 staff = \$2,304 In addition to Trainer Travel of \$0.40 per mile@ 40 miles/wk for 48 weeks = \$768
87040 - Other transportation costs	\$ 11,280	\$ -	\$ 3,600	\$ 2,560	\$ 2,560	\$ 2,560	Yr 1-RATC Airfare 2 Trainers x 1 trip x \$400 = \$800. Rental Car 3 days x \$80/day = \$240. Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = \$1,600. Rental Car 1 staff x 3 days x 4 trips x \$80 = \$960. Yr 2-4 Required meetings for UCF funding Airfare 1 staff x 4 trips x \$400 = \$1,600. Rental Car 1 staff x 3 days x 4 trips x \$80 = \$960.
<b>8700 - Travel</b>	<b>\$ 40,204</b>	<b>\$ 9,216</b>	<b>\$ 9,052</b>	<b>\$ 7,312</b>	<b>\$ 7,312</b>	<b>\$ 7,312</b>	

**CONF., CONVENTIONS &  
MEETINGS:**

88010 - Facility rental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
88020 - Speaker fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
88030 - Registration fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
88040 - Miscellaneous meeting expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>8800 - Conferences/Training</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

Children's Home Society  
Proposed Budget FY 26-29  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
<b>SPEC. ASSIST. TO INDIVIDUALS:</b>							
87070 - Gasoline, Maintenance & Licenses	\$ 700	\$ -	\$ 175	\$ 175	\$ 175	\$ 175	5% increase for possible gas price fluctuation, maintenance & licenses
89020 - Food, CHS facilities	\$ 2,224	\$ -	\$ 556	\$ 556	\$ 556	\$ 556	Snacks for parent education
89055 - Client transportation	\$ 9,552	\$ -	\$ 2,388	\$ 2,388	\$ 2,388	\$ 2,388	Fuel Cost for the exclusive transportation of actively participating students home from afterschool care and on outings on school activity bus. Bus provided by the district. \$3 per gallon for 4 miles per day = \$12 per day for 168 days = \$2,016; \$12 per day x 31 days=\$372 TOTAL = <b>\$2,388</b>
89060 - Recreational activities	\$ 2,000	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	
89070 - Recruitment outreach activities	\$ 2,000	\$ -	\$ 500	\$ 500	\$ 500	\$ 500	
89075 - Program educational supplies	\$ 16,336	\$ -	\$ 4,084	\$ 4,084	\$ 4,084	\$ 4,084	Physical & Educational Activities <b>\$2,133.4</b> - Variety of indoor/ educational games (i.e. site word games, chess) and physical education equipment (i.e. basketballs, footballs, jump ropes) for personal enrichment time = ; 60 students x \$7.51= <b>\$450.60</b> ; 50 RATC manuals @ 30/ea = <b>\$1500</b>
89090 - Other assistance on behalf of clients	\$ 40,000	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	25 parents who complete IC3 x \$300 chromebooks = <b>\$7,500</b> ; 25 parents who complete RATC x \$100 at end = <b>\$2,500</b>
92060 - Background & drug screens (non-employee)	\$ 3,000	\$ -	\$ 750	\$ 750	\$ 750	\$ 750	5 volunteers badged by school district x \$150 (2 background screenings) = <b>\$750</b>
97000- Contributed Goods*** must tie to revenue line above	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>8900 - Assistance to/for clients</b>	<b>\$ 75,812</b>	<b>\$ -</b>	<b>\$ 18,953</b>	<b>\$ 18,953</b>	<b>\$ 18,953</b>	<b>\$ 18,953</b>	

**MISCELLANEOUS:**



Children's Home Society  
Proposed Budget FY 26-29  
**Program: Creating Tomorrow's Workforce with Weis**

Account	Cumulative Total	UCF/Other Revenue	Triumph FY25-26	Triumph FY26-27	Triumph FY27-28	Triumph FY28-29	Detailed Narrative Description of Revenue and Expenditure
92055 - Background and drug screens--employee	\$ 3,000	\$ -	\$ 750	\$ 750	\$ 750	\$ 750	Employees - 5 employees screened internally through CHS @ \$60 per person = <b>\$300</b> ; 5 employees screened through the School District @ \$90 per person = <b>\$450</b> ; Total = \$750
9200 - Other expenses	\$ 3,000	\$ -	\$ 750	\$ 750	\$ 750	\$ 750	

**DEPRECIATION:**

99010 - Depreciation expense	\$ 757	\$ -	\$ 37	\$ 240	\$ 240	\$ 240	Depreciation for Laptops purchased Yr 1
99020 - Amortization expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
9900 - Depreciation	\$ 757	\$ -	\$ 37	\$ 240	\$ 240	\$ 240	
99990 - Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
9999 - Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

<b>Total Operating Expenses</b>	<b>\$1,000,548</b>	\$ 24,676	\$ 249,111	\$ 242,254	\$ 242,254	\$ 242,254	This line auto-calculates the sum.
<b>Total Direct Expenses</b>	<b>\$2,242,711</b>	\$ 940,001	\$ 330,820	\$ 323,963	\$ 323,963	\$ 323,963	This line auto-calculates the sum.
Indirect Costs	\$ 130,271	\$ -	\$ 33,082	\$ 32,396	\$ 32,396	\$ 32,396	This line auto-calculates the sum based on...Allocation of corporate office indirect costs; always 10% unless Federal 17.79% * Salaries only
<b>TOTEXP - Total Expenses</b>	<b>\$2,372,982</b>	\$ 940,001	\$ 363,902	\$ 356,360	\$ 356,360	\$ 356,360	This line auto-calculates the sum.
<b>NET - Net Surplus/(Deficit) Before Surplus</b>	<b>\$ (0)</b>	\$ (1)	\$ (0)	\$ 0	\$ 0	\$ 0	This line auto-calculates the sum.

**Applicant understands that the Triumph Gulf Coast, Inc. statute requires that the award contract must include provisions requiring a performance report on the contracted activities, must account for the proper use of funds provided under the contract, and must include provisions for recovery of awards in the event the award was based upon fraudulent information or the awardee is not meeting the performance requirements of the award.**

☒ Yes      ☐ No

**Applicant understands that awardees must regularly report to Triumph Gulf Coast, Inc. the expenditure of funds and the status of the project or program on a schedule determined by Triumph Gulf Coast, Inc.**

☒ Yes      ☐ No

**Applicant acknowledges that Applicant and any co-Applicants will make books and records and other financial data available to Triumph Gulf Coast, Inc. as necessary to measure and confirm performance metrics and deliverables.**

☒ Yes      ☐ No

**Applicant acknowledges that Triumph Gulf Coast, Inc. reserves the right to request additional information from Applicant concerning the proposed project or program.**

☒ Yes      ☐ No

## **ADDENDUM FOR WORKFORCE TRAINING PROPOSALS**

### **1. Program Requirements**

- A. Will this proposal support programs that prepare students for future occupations and careers at K-20 institutions that have campuses in the disproportionately affected counties? If yes, please identify where the campuses are located and provide details on how the proposed programs will prepare students for future occupations and at which K-20 institutions that programs will be provided.**

☒ Yes      ☐ No

All proposed **Creating Tomorrow's Workforce with Weis** programs will be offered at Weis Elementary Community Partnership School located at 2701 N Q ST, Pensacola, FL 32505 in Escambia County.

**B. Will the proposed program (check all that apply):**

- ☒ Increase students' technology skills and knowledge
- ☐ Encourage industry certifications
- ☐ Provide rigorous, alternative pathways for students to meet high school graduation requirements
- ☒ Strengthen career readiness initiatives
- ☐ Fund high-demand programs of emphasis at the bachelor's and master's level designated by the Board of Governors
- ☐ Encourage students with interest or aptitude for science, technology, engineering, mathematics, and medical disciplines to pursue postsecondary education at a state university or a Florida College System institution within the disproportionately affected counties (similar to or the same as talent retention programs created by the Chancellor of the State University System and the Commission on Education)

**For each item checked above, describe how the proposed program will achieve these goals**

Increase students' technology skills and knowledge – The proposed program will increase digital literacy skills of Weis students by providing both in-school and out-of-school instruction to students on technology from the basics of turning on a computer to computer coding and robotics.

Strengthen career readiness initiatives – The program will provide soft skills training to students through afterschool programming by Whiz Kids and service learning coursework leading to the IC3 SPARK digital literacy certificate. These skills include creative problem-solving and teamwork. RATC also teaches children cognitive problem-solving skills. Parents who complete the

IC3 certificate will gain knowledge on how to appropriately operate within a digital society. By teaching parents to teach problem-solving skills to their children with RATC, they will learn problem-solving skills themselves. IC3 digital literacy programs (both IC3 SPARK for students and IC3 Digital Literacy for parents) provide valuable knowledge of software applications such as the most current Office products.

- C. Will this proposal provide participants in the disproportionately affected counties with transferable, sustainable workforce skills but not confined to a single employer? If yes, please provide details.**

☒ Yes      ☐ No

- D. Identify the disproportionately affected counties where the proposed programs will operate or provide participants with workforce skills.**

Escambia County

- E. Provide a detailed description of, and quantitative evidence demonstrating how the proposed project or program will promote:**

- **Economic recovery,**
- **Economic Diversification,**
- **Enhancement of the disproportionately affected counties,**
- **Enhancement of a Targeted Industry.**

Greater Pensacola Chamber's 2014 labor market gap analysis revealed a demand for new Information Technology employees that was not being met. Technology skill development begins well before high school career pathways can be implemented. Children who are not digitally literate in early school are at a disadvantage as they progress through school and will be unable to take advantage of future career training pathways in Information Technology. **Creating Tomorrow's Workforce with Weis** promises to develop the technology skills of elementary school students beginning in Kindergarten to provide a strong foundation of skills for them to build on in later years. In addition, soft skills are being targeted through service learning, RATC and a holistic approach to learning.

These very same skills are lacking among many of the parents of these children and are holding them back from successful employment. Providing parents with a chance to obtain IC3 Digital Literacy Certification, this project will provide them with opportunities otherwise not available. The skillset to be targeted includes basics such as being able to apply for jobs. Many individuals in low income communities are unable to complete basic job applications because they are not able to navigate an online application. RATC teaches parents how to teach their children cognitive problem-solving skills. In learning to teach these skills, parents will also learn the same skills.

## 2. Additional Information

- A. Is this an expansion of an existing training program? Is yes, describe how the proposed program will enhance or improve the existing program and how the proposal program will supplements but not supplant existing funding sources.**

☒ Yes    ☐ No

This program expands the Community Partnership School Model by infusing a technology focus into Weis Elementary CPS. The training opportunities in this program would not be available without this funding. No funds will be used to supplant existing funding.

- B. Indicate how the training will be delivered (e.g., classroom-based, computer based, other).**

The training for students will be in-person, classroom and computer-based at Weis Elementary School in Pensacola. Student will be provided with training during school time by a Technology Teacher and afterschool by Certified Teachers and Whiz Kids. The digital literacy certification training for parents will be in-person and computer-based. It will also be offered at Weis Elementary.

- C. Identify the number of anticipated enrolled students and completers.**

Since the CPS model and digital literacy training is ongoing for students from Kindergarten through 5<sup>th</sup> grade, there are not really “completers” of the coursework. However, 40% of students and parents enrolled in IC3 will earn a certification. 60% of parents enrolled in RATC will complete the training.

CPS services are available to all enrolled students (average annual enrollment is about 550)  
Creative Computing (K-2) = at least 200 students per year  
Whiz Kids (K-5) = at least 50 students afterschool & summer per year  
IC3 Spark (3-5) = at least 200 students per year – 40% will earn a certification  
RATC = 30 parents per year  
IC3 Digital Literacy = 25 parents per year – 40% will earn a certification  
RATC Problem-Solving –25 parents per year – 60% will complete the training

- D. Indicate the length of the program (e.g, quarters, semesters, weeks, months, etc.) including anticipated beginning and ending dates.**

The program will be ongoing beginning in August 2019 and continuing indefinitely.

- E. Describe the plan to support the sustainability of the proposed program.**

CHS and core partners made a long term commitment to Weis Community Partnership School by signing a long term MOU, memorializing their commitment to continue to devote time and resources to the school and community. CHS advocacy staff, along with UCF, will advocate for

increased legislative funding to pay for staff positions. CHS also has philanthropy staff dedicated to securing funding for community partnership schools across the state including Weis. RATC training that is provided to up to 45 additional agency staff will allow this aspect of cognitive problem solving training to be provided in the future.

**F. Identify any certifications, degrees, etc. that will result from the completion of the program.**

IC3 Spark Certification  
IC3 Digital Literacy Certification.

**G. Does this project have a local match amount? If yes, please describe the entity providing the match and the amount.**

√ Yes      No

Weis CPS must meet a 25% match requirement in order to receive funding from the University of Central Florida. This requirement is currently met through in-kind contributions from Community Health of Northwest Florida for the health clinic, facilities usage from the Escambia School District and Contributed goods (such as food, hygiene items and clothing) from community agencies and faith organizations.

**H. Provide any additional information or attachments to be considered for this proposal.**

Attachment A Support Letters  
Attachment B Delegation of Authority  
Attachment C Option to Request Additional Funding  
Attachment D Audited Financials

**I, the undersigned, do hereby certify that I have express authority to sign this proposal on my behalf or on behalf of the above-described entity, organization, or governmental entity:**

**Name of Applicant:** Children's Home Society of Florida

**Name and Title of Authorized Representative:** Lindsey Cannon, Regional Executive Director

**Representative Signature:** \_\_\_\_\_

*Lindsey B. Cannon*

**Signature Date:** \_\_\_\_\_

*5/17/14*

## ATTACHMENT A

### Support Letters



<b>THE SCHOOL DISTRICT OF ESCAMBIA COUNTY</b> <b>CURRICULUM AND INSTRUCTION</b> <b>SCHOOL BOARD AGENDA EXECUTIVE SUMMARY</b>		Item Number: V.b.1. 1.1.	
<b>TITLE</b> Cooperative Agreement Between the School Board of Escambia County, Florida and the University of Vest Florida Mental and Behavioral Health Capacity Project		<b>SUBMITTED BY:</b> Lisa Joyner, Coordinator, Student Services	
<b>PERIOD OF GRANT/CONTRACT REQUEST</b> Nov. 18, 2014- June 30, 2015	<b>FUNDING SOURCE</b> N/A	<b>PROJECT COORDINATOR AND DEPARTMENT</b> Lisa Joyner, Coordinator, Student Services	
<b>AMOUNT OF FUNDING REQUEST</b> - <i>From now on, less or, if more, all, if more</i> <i>(If the difference is 01 em/ of the purpose set, if 01 1 (7) dmonal pact: i. . rttflll: dJ</i> N/A		<b>TOTAL PROJECT</b> - <i>if the amount more, if not or, if more, if not</i> N/A	
<b>PURPOSE</b> To provide counseling services for referred students at Oakcrest and C.A. Weis Elementary Schools.			
<b>IMPLEMENTATION PLAN</b> Individual or group counseling services will be provided to address mental health issues for identified students.			
<b>PARTICIPATING SCHOOLS/AGENCIES</b> Oakcrest and C. A. Weis Elementary Schools			
<b>ACTION REQUIRED</b> Board Approval			
<b>STRATEGIC ALIGNMENT</b> <i>Im: Imle Pillar, (, "nul rttti :f. :SUrthle Ohjcrive wv olllu!d : , the currell StrulJ. ic Plan.</i> <b>PILLAR:</b> Quality <b>GOAL:</b> GOAL Q.2: To improve attendance and discipline of students <b>MEASURABLE OBJECTIVE:</b> Q.2.1. Create a culture of instruction that will result in increased attendance as measured by average daily attendance (ADA).			
<b>DIRECTOR</b>  		<b>DATE</b>  	
<b>ASSISTANT SUPERINTENDENT</b>  		<b>DATE</b>  	<b>DATE OF BOARD WPRO"</b> 1.  
d		///ft.f	APPROVED ESCAMBIA COUNTY SCHOOL BOARD

Revised: October, 2014

Retention: 5 years

NOV 18 2014

MALCOLM THOMAS, SUPERINTENDENT  
 VERIFIED BY RECORDING SECRETARY

COOPERATIVE AGREEMENT BETWEEN  
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA  
AND THE UNIVERSITY OF WEST FLORIDA MENTAL AND  
BEHAVIORAL HEALTH CAPACITY PROJECT

The University of West Florida and the School Board of Escambia, Florida, mutually agree to cooperate in providing Mental Health Counseling Programs to the students at C.A.Weis and Oakcrest Elementary Schools in Pensacola; Florida.

The University of West Florida has been named as the grant recipient of the Mental and Behavioral Health Capacity Project for Florida in the BP Deepwater Horizon oil spill settlement ("Settlement"). The services described herein are rendered at no cost to the School Board in order to advance the objectives of the grant directives of the BP Settlement, which are to address the need and build a supportive strength-based service model to deliver mental and behavioral health services to communities adversely affected by the BP Deepwater Horizon oil spill.

The purpose and intent of this agreement will be made known to the appropriate and responsible staff members of both agencies to encourage cooperative working relationships in meeting shared responsibilities.

A. The University of West Florida agrees to:

1. Provide one Masters-level counselor shared on-site at C.A.Weis and Oakcrest Elementary Schools. Additionally, The University of West Florida will strive to place one or more Master's candidate student intern at the school when possible.
2. Provide through the on-site counselor, mental health counseling services to include individual and group counseling and prevention services to students and families at risk for emotional difficulties and poor academic performance as well as consultation to the school's intervention team.
3. Assist with student, parent and teacher education/training.
4. Provide administrative oversight, support and clinical supervision of service delivery.
5. Not use or disclose any information concerning a recipient of services under this Cooperative Agreement for any purpose except upon written consent from the recipient's parent/ guardian and when authorized by law.
6. Ensure that each provider staff member assigned to the school make initial contact with the school 's principal (or principal's designee) in order to establish a protocol whereby University of West Florida staff:
  - sign-in upon arrival on campus each day;

- sign-out upon leaving campus each day; and,
- notify the designated school contact when illness or other reasons prevent the provider staff member from being present on campus when scheduled to be present.

7. Ensure that any persons assigned to provide services in Escambia County Schools meet all of the background screening requirements of Florida's Jessica Lunsford Act.

B. The School Board of Escambia County, Florida, agrees to:

1. Provide coordination and referral of students and families by the school's administration and guidance staff members.
2. Provide in-kind donations of office space conducive for the provision of individual and group counseling.

C. Financial Considerations

1. The financial obligations of the University of West Florida hereunder are subject in all respects to receipt of funds from the BP Settlement described herein, and any such obligations are payable solely from such funds.
2. Each party is a qualified Self-Insurer under the regulations set forth in the State of Florida Statutes, for General Liability.
3. Each party will be responsible for the negligent acts of its own personnel (including student interns) or officers when performing functions within the scope of their employment.
4. Nothing contained herein shall be construed or interpreted as:
  - a. denying either party any remedy or defense available under the laws of the State of Florida;
  - b. the consent of either party to be sued;
  - c. a waiver of sovereign immunity of either party beyond the provisions of § 768.28, Florida Statutes.

This Cooperative Agreement may be revoked by either party with thirty (30) days written notice and will be in effect October 21, 2014 through June 30, 2015.

SCHOOL BOARD OF ESCAMBIA COUNTY,  
FLORIDA

By

Chair



Date

11/18/2014

Attest:



Malcolm Thomas, Superintendent

Date

11/18/2014



School Board Counsel

**APPROVED**  
**ESCAMBIA COUNTY SCHOOL BOARD**

**NOV 18 2014**

**MALCOLM THOMAS, SUPERINTENDENT**  
**VERIFIED BY RECORDING SECRETARY**

THE UNIVERSITY OF WEST FLORIDA  
FOR AND ON BEHALF OF ITS BOARD  
OF TRUSTEES



Richard S. Podemski, Ph. D.

Associate Vice President for Research

Date: 11/18/2014





Glenn Rohrer, Ph.D., LCSW

Executive Director, Mental and  
Behavioral Health Capacity Project

Date: 11/18/2014

University Counsel

<b>THE SCHOOL DISTRICT OF ESCAMBIA COUNTY</b> <b>CURRICULUM AND INSTRUCTION</b> <b>SCHOOL BOARD AGENDA EXECUTIVE SUMMARY</b>		Item Number: V.b.1. B.2.	
<b>TITLE</b> Addendum to Memorandum of Understanding Between the School Board of Escambia County, Florida, Children's Home Society of Florida, Escambia Community Clinics, Inc., and the University of West Florida		<b>SUBMITTED BY:</b> Denny Wilson, Director, Continuous Improvement	
<b>PERIOD OF GRANT/CONTRACT/REQUEST</b> 11/14/17 - TBD	<b>FUNDING SOURCE</b> Community School Grant and local agencies	<b>PROJECT COORDINATOR AND DEPARTMENT</b> Denny Wilson, Director, Continuous Improvement	
<b>AMOUNT OF FUNDING REQUEST</b> <i>Is amount more, less or same as last year?</i> N/A	<b>TOTAL PROJECT</b> <i>Is the amount more, less or same as last year?</i> N/A		
<b>PURPOSE</b> To amend the Memorandum of Understanding dated November 17, 2015 by adding language as paragraph 4.L. that specifies the responsible party and the day to day supervision of the after school program at C.A. Weis Elementary School.			
<b>IMPLEMENTATION PLAN</b> Continuation of services provided in the Memorandum of Understanding dated November 17, 2015.			
<b>PARTICIPATING SCHOOLS/AGENCIES</b> C.A. Weis Elementary School Children's Home Society of Florida Escambia Community Clinics, Inc. and the University of West Florida			
<b>ACTION REQUIRED</b> Board Approval			
<b>STRATEGIC ALIGNMENT – Include Pillar, Goal and Measurable Objective as outlined in the current Strategic Plan.</b> <b>PILLAR:</b> (select one) <b>GOAL:</b> GOAL S.1: To improve school district services to internal customers and improve parent satisfaction <b>MEASURABLE OBJECTIVE:</b> S.1.1. Increase parent satisfaction with the education provided by the school system.			
<b>DIRECTOR</b> 		Please return this original document to June Bell Curriculum and Instruction	
<b>ASSISTANT SUPERINTENDENT</b> 	<b>DATE</b> 10/31/17	<b>DATE OF BOARD APPROVAL</b> APPROVED ESCAMBIA COUNTY SCHOOL BOARD	

Revised: June 2017 –

Retention: 5 years

NOV 14 2017

MALCOLM THOMAS, SUPERINTENDENT  
 VERIFIED BY RECORDING SECRETARY

ADDENDUM TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA,  
CHILDREN'S HOME SOCIETY OF FLORIDA,  
ESCAMBIA COMMUNITY CLINICS, INC., AND  
THE UNIVERSITY OF WEST FLORIDA

This Addendum to Memorandum of Understanding is entered into on this 14<sup>th</sup> day of November, 2017, by and between the School Board of Escambia County, Florida, Children's Home Society of Florida, a private non-profit organization located at 1300 N. Palafox Street, Suite 103, Pensacola, FL 32501, Escambia Community Clinics, Inc., a private non-profit organization located at 14 West Jordan Street, Pensacola, FL 32501, and the University of West Florida, acting for and on behalf of the University of West Florida Board of Trustees, a public body corporate located at 11000 University Parkway, Pensacola, FL 32514.

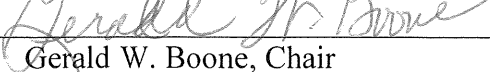
In consideration of the mutual covenants and conditions set forth in the Memorandum of Understanding dated November 17, 2015, and this Addendum to Memorandum of Understanding, the above described parties hereby covenant and agree to this Addendum to Memorandum of Understanding as follows.

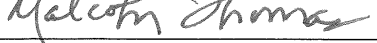
1. The following language shall be added as paragraph 4.L. to the Memorandum of Understanding:
  - 4.L. The after school program set forth in the Memorandum of Understanding is located on a public school site and is operated by the parties herein through a formal agreement, the Memorandum of Understanding dated November 17, 2015. The parties agree that the School Board of Escambia County, Florida is the responsible party for the operations of the after school program. Through this addendum, the School Board of Escambia County, Florida and Children's Home Society of Florida enter into an agreement which delegates the day to day supervision of the after school program to Children's Home Society.
2. All other terms and conditions of the Memorandum of Understanding dated November 17, 2015 by and between the School Board of Escambia County, Florida, Children's Home Society of Florida, a private non-profit organization located at 1300 N. Palafox Street, Suite 103, Pensacola, FL 32501, Escambia Community Clinics, Inc., a private non-profit organization located at 14 West Jordan Street, Pensacola, FL 32501, and the University of West Florida, acting for and on behalf of the University of West Florida Board of Trustees, a public body corporate located at 11000 University Parkway, Pensacola, FL 32514 remain in full force and effect.

ADDENDUM TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA,  
CHILDREN'S HOME SOCIETY OF FLORIDA,  
ESCAMBIA COMMUNITY CLINICS, INC.,  
AND THE UNIVERSITY OF WEST FLORIDA

IN WITNESS WHEREOF, the parties have executed this Addendum to Memorandum of Understanding on this 14<sup>th</sup> day of November, 2017.

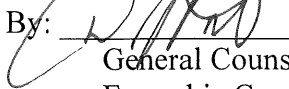
ESCAMBIA COUNTY SCHOOL BOARD:

By:   
Gerald W. Boone, Chair  
Escambia County School Board

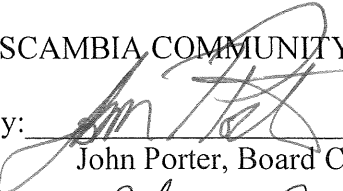
Attest:   
Malcolm Thomas, Superintendent  
Escambia County School District  
APPROVED  
ESCAMBIA COUNTY SCHOOL BOARD

NOV 14 2017

MALCOLM THOMAS, SUPERINTENDENT  
VERIFIED BY RECORDING SECRETARY

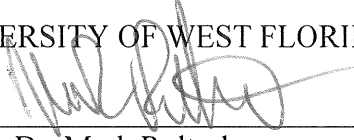
By:  10/30/17  
General Counsel  
Escambia County School Board


ESCAMBIA COMMUNITY CLINIC:


By:   
John Porter, Board Chair

Attest:   
Chandra Smiley, Executive Director

UNIVERSITY OF WEST FLORIDA:

By:   
Dr. Mark Roltsch  
Associate Vice President for Research  
and Director of Research and Sponsored  
Programs

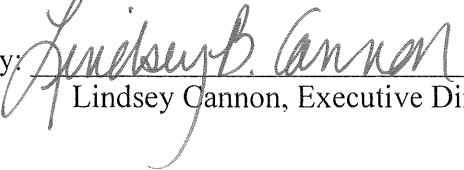
By:   
Dr. William Crawley, Dean  
College of Professional Studies

By:   
Dr. Guofang Wan, Chair  
Department of Teacher Education  
And Education Leadership

Approved for form and legality:

By:   
University Counsel

CHILDREN'S HOME SOCIETY OF FLORIDA:

By:   
Lindsey Cannon, Executive Director

## ESCAMBIA SCHOOL DISTRICT PUBLIC RECORDS ADDENDUM

CONTRACTOR'S RESPONSIBILITY FOR COMPLIANCE WITH CHAPTER 119, FLORIDA STATUTES. Pursuant to Section 119.0701, F.S., CONTRACTOR agrees to comply with all public records laws, specifically to:

A. Keep and maintain public records required by the School Board to perform the service.

1. The timeframes and classifications for records retention requirements must be in accordance with the General Records Schedule GS1-SL for State and Local Government Agencies and GS7 for Public Schools. (See <http://dos.myflorida.com/library-archives/records-management/general-records-schedules>)

2. Records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business with the School Board. Contractor's records under this Agreement include but are not limited to supplier/subcontractor invoices and contracts, project documents, meeting notes, emails and all other documentation generated during this Agreement.

B. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for by law. If a Contractor does not comply with the School Board's request for records, School Board shall enforce the provisions in accordance with the contract.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to School Board.

D. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the Contractor or keep and maintain public records required by the School Board to perform the service. If the Contractor transfers all public records to the School Board upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon the completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records kept electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the SCHOOL BOARD.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE SCHOOL BOARD OF ESCAMBIA COUNTY, CUSTODIAN OF PUBLIC RECORDS AT (850)469-6131, NROSS@ESCAMBIA.K12.FL.US, OR 75 NORTH PACE BLVD., PENSACOLA, FL 32505.**

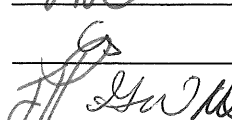
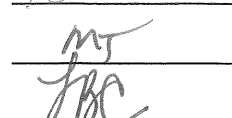
A Contractor who fails to provide the public records to the School Board within a reasonable time may also be subject to penalties under Section 119.10, Florida Statutes.

Approved:



Donna Sessions Waters  
General Counsel  
Escambia County School Board  
75 North Pace Blvd.  
Pensacola, FL 32505  
02/21/2017

Initials of Each Signatory:




Page 3 of 3



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<b>THE SCHOOL DISTRICT OF ESCAMBIA COUNTY</b> <b>CURRICULUM AND INSTRUCTION</b> <b>SCHOOL BOARD AGENDA EXECUTIVE SUMMARY</b>		Item Number: V.b.1. B.2.	
TITLE Addendum to Memorandum of Understanding Between the School Board of Escambia County, Florida, Children's Home Society of Florida, Escambia Community Clinics, Inc., and the University of West Florida		SUBMITTED BY: Denny Wilson, Director, Continuous Improvement	
PERIOD OF GRANT/CONTRACT/REQUEST 11/14/17 - TBD	FUNDING SOURCE Community School Grant and local agencies	PROJECT COORDINATOR AND DEPARTMENT Denny Wilson, Director, Continuous Improvement	
AMOUNT OF FUNDING REQUEST N/A	<i>Is amount more, less or same as last year?</i>	TOTAL PROJECT N/A	<i>Is the amount more, less or same as last year?</i>
PURPOSE To amend the Memorandum of Understanding dated November 17, 2015 by adding language as paragraph 4.L. that specifies the responsible party and the day to day supervision of the after school program at C.A. Weis Elementary School.			
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ACTION REQUIRED Board Approval			
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DIRECTOR 		DATE 10/31/17	
ASSISTANT SUPERINTENDENT		DATE	DATE OF BOARD APPROVAL APPROVED ESCAMBIA COUNTY SCHOOL BOARD

Revised: June 2017 –  
Retention: 5 years

Return this **ORIGINAL** document to  
**Holley DeWees, Superintendent's Office**  
 75 N. Pace Blvd., Pensacola, FL 32505

To be filed in the School Board Record Book  
 DO NOT disassemble this packet for *any* reason

NOV 14 2017

MALCOLM THOMAS, SUPERINTENDENT  
 90 of 135  
 VERIFIED BY RECORDING SECRETARY

ADDENDUM TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA,  
CHILDREN'S HOME SOCIETY OF FLORIDA,  
ESCAMBIA COMMUNITY CLINICS, INC., AND  
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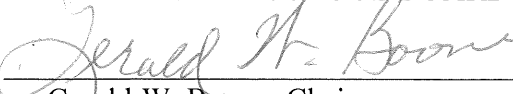
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ADDENDUM TO  
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CHILDREN'S HOME SOCIETY OF FLORIDA,  
ESCAMBIA COMMUNITY CLINICS, INC.,  
AND THE UNIVERSITY OF WEST FLORIDA

IN WITNESS WHEREOF, the parties have executed this Addendum to Memorandum of Understanding on this 14<sup>th</sup> day of November, 2017.


ESCAMBIA COUNTY SCHOOL BOARD:

By:   
Gerald W. Boone, Chair  
Escambia County School Board

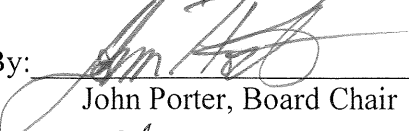
Attest:   
Malcolm Thomas, Superintendent  
Escambia County School District  
APPROVED  
ESCAMBIA COUNTY SCHOOL BOARD

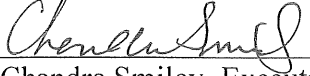
NOV 14 2017

MALCOLM THOMAS, SUPERINTENDENT  
VERIFIED BY RECORDING SECRETARY


By:  10/30/17  
General Counsel  
Escambia County School Board

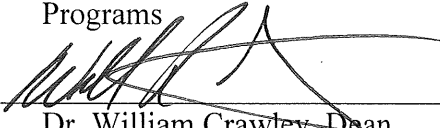
ESCAMBIA COMMUNITY CLINIC:


By:   
John Porter, Board Chair

Attest:   
Chandra Smiley, Executive Director

UNIVERSITY OF WEST FLORIDA:

By:   
Dr. Mark Roltsch  
Associate Vice President for Research  
and Director of Research and Sponsored  
Programs

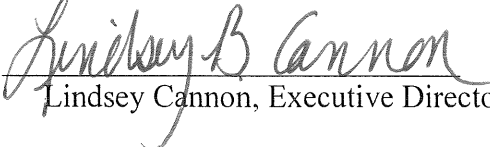
By:   
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Department of Teacher Education  
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Approved for form and legality:

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CHILDREN'S HOME SOCIETY OF FLORIDA:

By:   
Lindsey Cannon, Executive Director

Return this **ORIGINAL** document to  
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## ESCAMBIA SCHOOL DISTRICT PUBLIC RECORDS ADDENDUM

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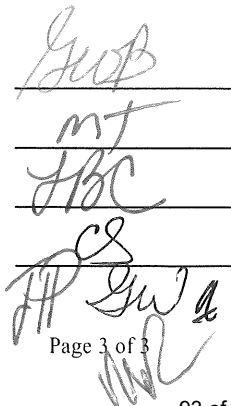
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Approved:




Donna Sessions Waters  
General Counsel  
Escambia County School Board  
75 North Pace Blvd.  
Pensacola, FL 32505  
02/21/2017

Initials of Each Signatory:



Page 3 of 3

<b>THE SCHOOL DISTRICT OF ESCAMBIA COUNTY</b> <b>CURRICULUM AND INSTRUCTION</b> <b>SCHOOL BOARD AGENDA EXECUTIVE SUMMARY</b>		Item Number: V.b.1. B.2.	
<b>TITLE</b> Addendum to Memorandum of Understanding Between the School Board of Escambia County, Florida, Children's Home Society of Florida, Escambia Community Clinics, Inc., and the University of West Florida		<b>SUBMITTED BY:</b> Denny Wilson, Director, Continuous Improvement	
<b>PERIOD OF GRANT/CONTRACT/REQUEST</b> 11/14/17 - TBD	<b>FUNDING SOURCE</b> Community School Grant and local agencies	<b>PROJECT COORDINATOR AND DEPARTMENT</b> Denny Wilson, Director, Continuous Improvement	
<b>AMOUNT OF FUNDING REQUEST</b> N/A	<i>Is amount more, less or same as last year?</i>	<b>TOTAL PROJECT</b> N/A	<i>Is the amount more, less or same as last year?</i>
<b>PURPOSE</b> To amend the Memorandum of Understanding dated November 17, 2015 by adding language as paragraph 4.L. that specifies the responsible party and the day to day supervision of the after school program at C.A. Weis Elementary School.			
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<b>ACTION REQUIRED</b> Board Approval			
<b>STRATEGIC ALIGNMENT – Include Pillar, Goal and Measurable Objective as outlined in the current Strategic Plan.</b> <b>PILLAR:</b> (select one) <b>GOAL:</b> GOAL S.1: To improve school district services to internal customers and improve parent satisfaction <b>MEASURABLE OBJECTIVE:</b> S.1.1. Increase parent satisfaction with the educational services provided by the school system.			
<b>DIRECTOR</b> 		<b>DATE</b> 10/31/17	
<b>ASSISTANT SUPERINTENDENT</b> 		<b>DATE</b> 	<b>DATE OF BOARD APPROVAL</b> APPROVED ESCAMBIA COUNTY SCHOOL BOARD

Revised: June 2017 –  
 Retention: 5 years

NOV 14 2017

MALCOLM THOMAS, SUPERINTENDENT  
 VERIFIED BY RECORDING SECRETARY

ADDENDUM TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA,  
CHILDREN'S HOME SOCIETY OF FLORIDA,  
ESCAMBIA COMMUNITY CLINICS, INC., AND  
THE UNIVERSITY OF WEST FLORIDA

This Addendum to Memorandum of Understanding is entered into on this 14<sup>th</sup> day of November, 2017, by and between the School Board of Escambia County, Florida, Children's Home Society of Florida, a private non-profit organization located at 1300 N. Palafox Street, Suite 103, Pensacola, FL 32501, Escambia Community Clinics, Inc., a private non-profit organization located at 14 West Jordan Street, Pensacola, FL 32501, and the University of West Florida, acting for and on behalf of the University of West Florida Board of Trustees, a public body corporate located at 11000 University Parkway, Pensacola, FL 32514.

In consideration of the mutual covenants and conditions set forth in the Memorandum of Understanding dated November 17, 2015, and this Addendum to Memorandum of Understanding, the above described parties hereby covenant and agree to this Addendum to Memorandum of Understanding as follows.

1. The following language shall be added as paragraph 4.L. to the Memorandum of Understanding:
  - 4.L. The after school program set forth in the Memorandum of Understanding is located on a public school site and is operated by the parties herein through a formal agreement, the Memorandum of Understanding dated November 17, 2015. The parties agree that the School Board of Escambia County, Florida is the responsible party for the operations of the after school program. Through this addendum, the School Board of Escambia County, Florida and Children's Home Society of Florida enter into an agreement which delegates the day to day supervision of the after school program to Children's Home Society.
2. All other terms and conditions of the Memorandum of Understanding dated November 17, 2015 by and between the School Board of Escambia County, Florida, Children's Home Society of Florida, a private non-profit organization located at 1300 N. Palafox Street, Suite 103, Pensacola, FL 32501, Escambia Community Clinics, Inc., a private non-profit organization located at 14 West Jordan Street, Pensacola, FL 32501, and the University of West Florida, acting for and on behalf of the University of West Florida Board of Trustees, a public body corporate located at 11000 University Parkway, Pensacola, FL 32514 remain in full force and effect.

ADDENDUM TO  
MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE SCHOOL BOARD OF ESCAMBIA COUNTY, FLORIDA,  
CHILDREN'S HOME SOCIETY OF FLORIDA,  
ESCAMBIA COMMUNITY CLINICS, INC.,  
AND THE UNIVERSITY OF WEST FLORIDA

IN WITNESS WHEREOF, the parties have executed this Addendum to Memorandum of Understanding on this 14<sup>th</sup> day of November, 2017.

ESCAMBIA COUNTY SCHOOL BOARD:

By: Gerald W. Boone  
Gerald W. Boone, Chair  
Escambia County School Board

Attest: Malcolm Thomas  
Malcolm Thomas, Superintendent  
Escambia County School District  
APPROVED  
ESCAMBIA COUNTY SCHOOL BOARD

NOV 14 2017

MALCOLM THOMAS, SUPERINTENDENT  
VERIFIED BY RECORDING SECRETARY

By: [Signature] 10/30/17  
General Counsel  
Escambia County School Board

ESCAMBIA COMMUNITY CLINIC:

By: [Signature]  
John Porter, Board Chair

Attest: Chandra Smiley  
Chandra Smiley, Executive Director

UNIVERSITY OF WEST FLORIDA:

By: [Signature]  
Dr. Mark Roltsch  
Associate Vice President for Research  
and Director of Research and Sponsored  
Programs

By: [Signature]  
Dr. William Crawley, Dean  
College of Professional Studies

By: [Signature]  
Dr. Guofang Wan, Chair  
Department of Teacher Education  
And Education Leadership

Approved for form and legality:

By: [Signature]  
University Counsel

CHILDREN'S HOME SOCIETY OF FLORIDA:

By: Lindsey B. Cannon  
Lindsey Cannon, Executive Director

## ESCAMBIA SCHOOL DISTRICT PUBLIC RECORDS ADDENDUM

CONTRACTOR'S RESPONSIBILITY FOR COMPLIANCE WITH CHAPTER 119, FLORIDA STATUTES. Pursuant to Section 119.0701, F.S., CONTRACTOR agrees to comply with all public records laws, specifically to:

A. Keep and maintain public records required by the School Board to perform the service.

1. The timeframes and classifications for records retention requirements must be in accordance with the General Records Schedule GS1-SL for State and Local Government Agencies and GS7 for Public Schools. (See <http://dos.myflorida.com/library-archives/records-management/general-records-schedules>)

2. Records include all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business with the School Board. Contractor's records under this Agreement include but are not limited to supplier/subcontractor invoices and contracts, project documents, meeting notes, emails and all other documentation generated during this Agreement.

B. Upon request from the School Board's custodian of public records, provide the School Board with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for by law. If a Contractor does not comply with the School Board's request for records, School Board shall enforce the provisions in accordance with the contract.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Contractor does not transfer the records to School Board.

D. Upon completion of the contract, transfer, at no cost, to the School Board all public records in possession of the Contractor or keep and maintain public records required by the School Board to perform the service. If the Contractor transfers all public records to the School Board upon completion of the contract, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon the completion of the contract, the Contractor shall meet all applicable requirements for retaining public records. All records kept electronically must be provided to the School Board, upon request from the School Board's custodian of public records, in a format that is compatible with the information technology systems of the SCHOOL BOARD.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE SCHOOL BOARD OF ESCAMBIA COUNTY, CUSTODIAN OF PUBLIC RECORDS AT (850)469-6131, NROSS@ESCAMBIA.K12.FL.US, OR 75 NORTH PACE BLVD., PENSACOLA, FL 32505.**

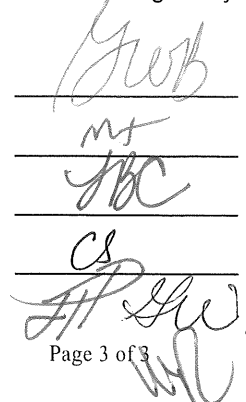
A Contractor who fails to provide the public records to the School Board within a reasonable time may also be subject to penalties under Section 119.10, Florida Statutes.

Approved:



Donna Sessions Waters  
General Counsel  
Escambia County School Board  
75 North Pace Blvd.  
Pensacola, FL 32505  
02/21/2017

Initials of Each Signatory:



Page 3 of 3



Lindsey Cannon, Regional Executive Director  
Children's Home Society of Florida  
1300 N. Palafox St., Suite 103  
Pensacola, FL 32501

February 12, 2019

Re: Triumph Gulf Coast application

Dear Mrs. Cannon,

Please accept this as Escambia Community Clinics, Inc.'s dba Community Health Northwest Florida's letter of support for your application for funding to provide the Weis Elementary School students and parents with critical digital literacy and soft skills that will generate long-term positive changes in the trajectory of the community.

As a Federally Qualified Health Care Center, Community Health Northwest FL is continuously concerned about the health, safety and well-being of all our community's citizens. Since November 2015, CHS has collaborated with Community Health, UWF and the Escambia County School District to provide a Community Partnership School (CPS) at Weis Elementary. Since that time, Community Health has served as a founding member of the CPS leadership team and has provided emergency and primary medical care. In 2018 over 664 students were provided primary care services at the School-Based Health Clinic on school grounds.

Throughout this partnership, CHS has shown remarkable leadership and their ongoing work with parents and students makes them uniquely qualified to continue to support the success of the CPS. We have no doubt that CHS will be successful at providing a technology infusion to the school that will increase students and parents chances of success, ultimately improving or maintaining their positive contributions to the community. As a longtime service provider in our community for children and youth in need, CHS provides bridges to success for the students and their families at Weis Elementary.

We at Community Health Northwest Florida are happy to do what we can to help you accomplish these goals.

Thank you for your efforts to make our community stronger by serving our most vulnerable citizens, our children.

Sincerely,



Chandra Smiley, MSW  
Chief Executive Officer

Main Office

2315 West Jackson Street  
Pensacola, FL 32505

T 850.436.4630  
F 850.436.2095

Lindsey Cannon, Regional Executive Director  
Children's Home Society of Florida  
1300 N. Palafox St., Suite 103  
Pensacola, FL 32501

March 4, 2019

Re: Triumph Gulf Coast application

Dear Mrs. Cannon,

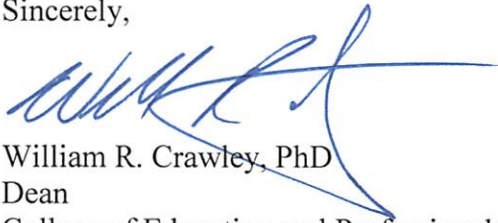
Please accept this as the University of West Florida's (UWF) letter of support for your application for funding to provide the C. A. Weis Elementary School students and parents with critical digital literacy and soft skills that will generate long-term positive changes in the trajectory of the community.

Beginning in November 2015, CHS partnered with UWF, Community Health Northwest Florida (formerly Escambia County Clinics) and the Escambia County School District to provide a Community Partnership School (CPS) at C. A. Weis Elementary. Since that time, UWF has served as a founding member of the CPS leadership team.

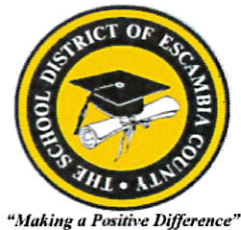
Throughout this partnership, CHS has shown remarkable leadership and their ongoing work with parents and students makes them uniquely qualified to continue to support the success of the CPS. This program will increase students and parents chances of success, ultimately improving or maintaining their positive contributions to the community. CHS is a longtime service provider in our community for children and youth in need and this program is just one example providing bridges to success for the students and their families at C. A. Weis Elementary.

Thank you for your efforts to make our community stronger by serving our most vulnerable citizens, our children.

Sincerely,



William R. Crawley, PhD  
Dean  
College of Education and Professional Studies



**THE SCHOOL DISTRICT OF ESCAMBIA COUNTY**  
75 NORTH PACE BOULEVARD  
PENSACOLA, FL. 32505  
PH (850)432-6121 FX (850)469-6379  
<http://www.escambia.k12.fl.us>  
**MALCOLM THOMAS, SUPERINTENDENT**

February 26, 2019

Lindsey Cannon, Executive Director  
Children's Home Society of Florida  
1300 N. Palafox St., Suite 103  
Pensacola, FL 32501

Re: Triumph Gulf Coast application

Dear Mrs. Cannon,

Please accept this as Escambia County School District's letter of support for your application for funding to provide the C.A. Weis Elementary School students and parents with critical technology and soft skills that will effectively transform the community.

The Escambia School District is increasingly concerned about the education and employment of its students and parents and for the future success of our community. C.A. Weis Elementary School students live in a high stress environment (high poverty and crime) that impacts their ability to learn effectively. Often parents are un- or under-employed due to lack of employment skills. This is often due to an inability to utilize technology that prevents them from even applying for jobs. Funding for enhanced technology education for the students is lacking and the ability to provide additional tools and training in this area would greatly benefit them. Students learn best when their parents can support them so the provision of technology and soft skills training to parents is also critical.

We are pleased to have been able to partner with The Children's Home Society of Florida (CHS), Escambia Community Clinic and the University of West Florida to meet the needs of Weis Elementary students and parents since 2015 through the C.A. Weis Elementary Community Partnership School (CPS). Through this holistic approach to education we have seen remarkable decreases in student disciplinary actions which improves students' ability to learn by increasing the amount of time they spend in school. In addition, teachers have seen the benefit and retention has increased dramatically! The CPS enables teachers to focus more on teaching and less on dealing with emotional and social issues that often provide the backdrop for many children's disciplinary problems.

CHS is exceptionally prepared to engage and impact C.A. Weis Elementary students' educational success and parents' career trajectories as well as the economic health of the community as a whole. Escambia County School District is happy to collaborate in order to assist you in accomplishing these goals. Thank you for your efforts to make our community stronger by serving our most vulnerable citizens, our children.

Sincerely,

Malcolm Thomas

MT/dh

## **ATTACHMENT A**

### **Delegation of Authority**

# CHILDREN'S HOME SOCIETY OF FLORIDA POLICY

**Policy Number:** CHS 4000

**Effective Date:** 07/08/98

**Approved By:** Board of Directors

**Last Update:** 2/6/2012

**SUBJECT:** DELEGATION OF APPROVAL AND EXECUTION OF CONTRACTS AND AGREEMENTS

**PURPOSE:** To authorize CHS President/C.E.O. to delegate authority to approve and execute contracts and agreements, other than for acquisition or disposition of real property, on behalf of Children's Home Society of Florida, Inc.

**POLICY:**

The Children's Home Society of Florida authorizes the President/C.E.O. to delegate authority to approve and execute contracts and agreements to organization corporate or Division executive staff.

**EXEMPTIONS FROM THIS POLICY:**

Delegation of the authority to acquire or dispose of real property. CHS4019 Policy and Statewide Directive "Review of Real Property Leases" are to be consulted.

**REFERENCE:**

CHS4000 Statewide Directive "Approval and Execution of Contracts and Agreements"

CHS4019 Policy "Review of Real Property Leases"

CHS4019 Statewide Directive "Review of Real Property Leases"

Review Date: February 2016

Discontinue Date: \_\_\_\_\_

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## **ATTACHMENT D**

### **OPTION TO REQUEST ADDITIONAL FUNDING**

Children's Home Society of Florida requests that budget projections for this Triumph Gulf Coast proposal titled, "Creating Tomorrow's Workforce with Weis," be allowed to be modified in X of each year for the following year to support changes due to the following reasons:

1. Legislative appropriations are different from what is currently in the budget for any particular year, budget projections for that year will be modified to reflect current legislative appropriations.
2. Enrollment in IC3 supports an increase in the number of caregivers to be served and therefore a need to increase the amount of funds available for certification fees and incentives
3. Enrollment in RATC supports an increase in the number of caregivers to be served and therefore a need to increase the amount of funds available for incentives

## ATTACHMENT D

### 2018 Audited Financials

# **The Children's Home Society of Florida and Subsidiaries**

Consolidated Financial Report  
June 30, 2018 and 2017



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## **Independent Auditor's Report**

To the Audit Committee  
The Children's Home Society of Florida

### **Report on the Financial Statements**

We have audited the accompanying consolidated financial statements of The Children's Home Society of Florida and its subsidiaries, which comprise the consolidated statements of financial position as of June 30, 2018 and 2017, and the related consolidated statements of activities, functional expenses and cash flows for the years then ended, and the related notes to the consolidated financial statements.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these consolidated financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

### **Opinion**

In our opinion, the consolidated financial statements referred to above present fairly, in all material respects, the consolidated financial position of The Children's Home Society of Florida and its subsidiaries as of June 30, 2018 and 2017, and the changes in their net assets and their cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

**Other Reporting Required by Government Auditing Standards**

In accordance with *Government Auditing Standards*, we have also issued our report dated October 31, 2018 on our consideration of The Children's Home Society of Florida and its subsidiaries' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of The Children's Home Society of Florida and its subsidiaries' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The Children's Home Society of Florida and its subsidiaries' internal control over financial reporting and compliance.

*RSM US LLP*

Orlando, Florida  
October 31, 2018

The Children's Home Society of Florida and Subsidiaries

**Consolidated Statements of Financial Position**  
**June 30, 2018 and 2017**

	2018	2017
<b>Assets</b>		
Cash and cash equivalents	\$ 5,224,697	\$ 3,462,671
Receivables, net	12,554,788	14,338,033
Prepaid expenses and other assets	1,875,165	2,342,310
Investments	14,082,639	13,158,581
Beneficial interests	24,721,982	23,594,519
Property and equipment, net	31,281,382	32,254,602
<b>Total assets</b>	<b>\$ 89,740,653</b>	<b>\$ 89,150,716</b>
<b>Liabilities and Net Assets</b>		
<b>Liabilities</b>		
Accounts payable	\$ 2,516,219	\$ 1,330,405
Accrued expenses	6,683,357	7,438,453
Deferred revenue and other liabilities	717,991	738,199
Pension liability	6,430,811	7,631,823
Held in custody for account of others	937,978	987,420
Debt and lines of credit	18,565,673	18,810,319
<b>Total liabilities</b>	<b>35,852,029</b>	<b>36,936,619</b>
<b>Commitments and Contingencies (Notes 7, 8, 9, 10 and 11)</b>		
<b>Net Assets</b>		
Unrestricted	29,166,642	28,619,578
Temporarily restricted	14,788,226	13,809,155
Permanently restricted	9,933,756	9,785,364
<b>Total net assets</b>	<b>53,888,624</b>	<b>52,214,097</b>
<b>Total liabilities and net assets</b>	<b>\$ 89,740,653</b>	<b>\$ 89,150,716</b>

See notes to consolidated financial statements.

The Children's Home Society of Florida and Subsidiaries

Consolidated Statements of Activities

Year Ended June 30, 2018

	2018			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Operating Public Support, Revenues and Other Support				
Operating public support:				
United Way	\$ 1,523,374	\$ -	\$ -	\$ 1,523,374
Bequests, contributions and special events	7,959,270	30,402	-	7,989,672
<b>Total operating public support</b>	<b>9,482,644</b>	<b>30,402</b>	<b>-</b>	<b>9,513,046</b>
Revenue from service contracts	100,425,569	-	-	100,425,569
Adoptive and other service fees	496,573	-	-	496,573
Investment income	624,296	-	-	624,296
Other revenue	1,131,861	-	-	1,131,861
<b>Total operating public support and revenues</b>	<b>112,160,943</b>	<b>30,402</b>	<b>-</b>	<b>112,191,345</b>
Net assets released from restrictions by satisfaction of program restrictions	1,018,754	(1,018,754)	-	-
<b>Total operating public support, revenues and other support</b>	<b>113,179,697</b>	<b>(988,352)</b>	<b>-</b>	<b>112,191,345</b>
Operating Expenses				
Program services	98,354,538	-	-	98,354,538
Supporting services:				
Management and general	14,411,155	-	-	14,411,155
Fundraising	3,624,676	-	-	3,624,676
<b>Total supporting services</b>	<b>18,035,831</b>	<b>-</b>	<b>-</b>	<b>18,035,831</b>
<b>Total operating expenses</b>	<b>116,390,369</b>	<b>-</b>	<b>-</b>	<b>116,390,369</b>
<b>Decrease in net assets from operations</b>	<b>(3,210,672)</b>	<b>(988,352)</b>	<b>-</b>	<b>(4,199,024)</b>
Other Changes				
Change in beneficial interests	-	1,967,423	148,392	2,115,815
Net realized and unrealized gains on investments	322,465	-	-	322,465
Pension related changes other than net periodic benefit cost	3,435,271	-	-	3,435,271
<b>Increase in other changes</b>	<b>3,757,736</b>	<b>1,967,423</b>	<b>148,392</b>	<b>5,873,551</b>
<b>Increase in net assets</b>	<b>547,064</b>	<b>979,071</b>	<b>148,392</b>	<b>1,674,527</b>
Net Assets				
Beginning	28,619,578	13,809,155	9,785,364	52,214,097
Ending	\$ 29,166,642	\$ 14,788,226	\$ 9,933,756	\$ 53,888,624

(Continued)

The Children's Home Society of Florida and Subsidiaries

Consolidated Statements of Activities (Continued)

Year Ended June 30, 2017

	2017			
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Operating Public Support, Revenues and Other Support				
Operating public support:				
United Way	\$ 1,732,600	\$ -	\$ -	\$ 1,732,600
Bequests, contributions and special events	9,689,018	57,389	-	9,746,407
<b>Total operating public support</b>	11,421,618	57,389	-	11,479,007
Revenue from service contracts	102,863,260	-	-	102,863,260
Adoptive and other service fees	483,826	-	-	483,826
Investment income	445,477	-	-	445,477
Other revenue	1,150,723	-	-	1,150,723
<b>Total operating public support and revenues</b>	116,364,904	57,389	-	116,422,293
Net assets released from restrictions by satisfaction of program restrictions	1,241,509	(1,241,509)	-	-
<b>Total operating public support, revenues and other support</b>	117,606,413	(1,184,120)	-	116,422,293
Operating Expenses				
Program services	99,965,791	-	-	99,965,791
Supporting services:				
Management and general	14,778,584	-	-	14,778,584
Fundraising	3,933,088	-	-	3,933,088
<b>Total supporting services</b>	18,711,672	-	-	18,711,672
<b>Total operating expenses</b>	118,677,463	-	-	118,677,463
<b>Decrease in net assets from operations</b>	(1,071,050)	(1,184,120)	-	(2,255,170)
Other Changes				
Change in beneficial interests	-	2,581,355	28,874	2,610,229
Net realized and unrealized gains on investments	1,075,849	-	-	1,075,849
Gain on interest rate swap	1,168,960	-	-	1,168,960
Pension related changes other than net periodic benefit cost	3,274,152	-	-	3,274,152
<b>Increase in other changes</b>	5,518,961	2,581,355	28,874	8,129,190
<b>Increase in net assets</b>	4,447,911	1,397,235	28,874	5,874,020
Net Assets				
Beginning	24,171,667	12,411,920	9,756,490	46,340,077
Ending	\$ 28,619,578	\$ 13,809,155	\$ 9,785,364	\$ 52,214,097

See notes to consolidated financial statements.

The Children's Home Society of Florida and Subsidiaries

Consolidated Statements of Functional Expenses

Year Ended June 30, 2018

	Program Services						Supporting Services	
	Child Welfare Solutions	Behavioral Health Solutions	Early Childhood Solutions	Community Solutions	Community Education	Total Program Services	Management and General	Fund Raising
Salaries	\$ 37,575,812	\$ 10,693,388	\$ 8,118,113	\$ 2,453,768	\$ 921,276	\$ 59,762,357	\$ 7,054,542	\$ 1,586,625
Employee benefits	6,018,435	1,717,735	1,298,212	407,818	147,544	9,589,744	1,207,057	248,541
Payroll taxes and other	3,480,049	1,000,462	748,191	226,257	71,791	5,526,750	498,651	125,250
<b>Total salaries and related expenses</b>	<b>47,074,296</b>	<b>13,411,585</b>	<b>10,164,516</b>	<b>3,087,843</b>	<b>1,140,611</b>	<b>74,878,851</b>	<b>8,760,250</b>	<b>1,960,416</b>
Professional fees	655,198	909,660	93,746	258,476	37,233	1,954,313	1,314,563	307,845
Supplies	228,063	76,756	95,396	19,813	8,857	428,885	52,033	22,450
Telephone	689,810	266,796	226,363	72,570	22,184	1,277,723	522,038	155,500
Postage and shipping	49,970	6,412	14,909	2,358	2,657	76,306	23,653	31,000
Occupancy	2,299,053	915,407	859,964	128,096	68,910	4,271,430	654,572	167,300
Rental and maintenance of equipment	324,024	118,594	153,216	22,526	16,712	635,072	123,543	21,300
Printing and publications	27,108	28,577	45,377	16,219	43,992	161,273	85,810	47,500
Travel	3,193,845	472,795	627,772	105,644	37,396	4,437,452	307,751	80,400
Conferences, conventions and meetings	106,220	56,385	53,718	20,965	7,434	244,722	42,474	7,500
Specific assistance to individuals	3,284,577	987,532	1,703,477	112,308	3,715	6,091,609	17,838	1,000
Membership dues	98,415	25,806	46,434	40,980	2,584	214,219	64,174	7,500
Interest	257	-	-	-	-	257	566,627	7,500
Insurance	857,834	147,747	118,942	26,931	6,410	1,157,864	49,305	15,000
Provision for bad debt	6,831	32,144	48,368	23,530	-	110,873	269,435	15,000
Contributed goods	343,810	47,226	517,711	129,663	1,921	1,040,331	23,725	382,000
Other	479,328	40,382	57,171	14,811	116,330	708,022	97,287	408,000
<b>Total before depreciation and amortization</b>	<b>59,718,639</b>	<b>17,543,804</b>	<b>14,827,080</b>	<b>4,082,733</b>	<b>1,516,946</b>	<b>97,689,202</b>	<b>12,975,078</b>	<b>3,617,000</b>
Depreciation and amortization	436,148	67,249	81,299	71,983	8,657	665,336	1,436,077	7,500
<b>Total expenses</b>	<b>\$ 60,154,787</b>	<b>\$ 17,611,053</b>	<b>\$ 14,908,379</b>	<b>\$ 4,154,716</b>	<b>\$ 1,525,603</b>	<b>\$ 98,354,538</b>	<b>\$ 14,411,155</b>	<b>\$ 3,624,500</b>

(Continued)

The Children's Home Society of Florida and Subsidiaries

Consolidated Statements of Functional Expenses (Continued)

Year Ended June 30, 2017

	Program Services						Supporting Services	
	Child Welfare Solutions	Behavioral Health Solutions	Early Childhood Solutions	Community Solutions	Community Education	Total Program Services	Management and General	Fund Raising
Salaries	\$ 38,107,180	\$ 11,309,680	\$ 8,256,491	\$ 1,983,319	\$ 881,168	\$ 60,537,838	\$ 7,119,390	\$ 1,748,500
Employee benefits	5,971,875	1,787,922	1,253,886	316,108	153,144	9,482,935	830,433	280,100
Payroll taxes and other	3,487,307	1,051,297	752,879	179,856	67,890	5,539,229	512,208	136,000
<b>Total salaries and related expenses</b>	<b>47,566,362</b>	<b>14,148,899</b>	<b>10,263,256</b>	<b>2,479,283</b>	<b>1,102,202</b>	<b>75,560,002</b>	<b>8,462,031</b>	<b>2,164,600</b>
Professional fees	778,090	929,797	116,669	148,955	23,032	1,996,543	1,469,079	427,500
Supplies	245,686	82,448	83,270	19,767	15,378	446,549	43,362	18,000
Telephone	674,073	239,924	201,739	73,494	20,629	1,209,859	565,981	90,200
Postage and shipping	53,072	8,090	16,811	2,822	7,800	88,595	18,929	19,300
Occupancy	2,501,147	836,225	923,707	95,359	79,910	4,436,348	514,581	96,700
Rental and maintenance of equipment	155,688	118,253	128,850	338,949	17,464	759,204	232,998	22,900
Printing and publications	37,997	24,355	28,703	12,764	25,300	129,119	19,294	50,700
Travel	3,423,244	565,687	646,908	39,128	35,707	4,710,674	400,673	70,200
Conferences, conventions and meetings	85,328	130,740	72,876	22,782	4,929	316,655	53,236	9,000
Specific assistance to individuals	3,700,699	881,209	1,628,105	81,725	8,913	6,300,651	10,037	
Membership dues	89,684	31,709	42,120	14,687	3,590	181,790	105,222	6,600
Interest	34	-	-	-	29	63	540,647	
Insurance	826,985	132,096	117,427	25,788	7,025	1,109,321	46,751	13,000
Provision for bad debt	10,426	22,536	22,660	6,211	-	61,833	446,634	
Contributed goods	393,057	57,849	700,972	122,973	312	1,275,163	3,973	457,200
Other	484,441	38,801	64,772	16,759	135,472	740,245	29,216	476,500
<b>Total before depreciation and amortization</b>	<b>61,026,013</b>	<b>18,248,618</b>	<b>15,058,845</b>	<b>3,501,446</b>	<b>1,487,692</b>	<b>99,322,614</b>	<b>12,962,644</b>	<b>3,923,200</b>
Depreciation and amortization	416,848	86,646	64,106	66,116	9,461	643,177	1,815,940	9,800
<b>Total expenses</b>	<b>\$ 61,442,861</b>	<b>\$ 18,335,264</b>	<b>\$ 15,122,951</b>	<b>\$ 3,567,562</b>	<b>\$ 1,497,153</b>	<b>\$ 99,965,791</b>	<b>\$ 14,778,584</b>	<b>\$ 3,933,000</b>

See notes to consolidated financial statements.



# The Children's Home Society of Florida and Subsidiaries

## Consolidated Statements of Cash Flows Years Ended June 30, 2018 and 2017

	2018	2017
Cash Flows From Operating Activities		
Increase in net assets	\$ 1,674,527	\$ 5,874,020
Adjustments to reconcile increase in net assets to net cash provided by (used in) operating activities:		
Depreciation and amortization	2,108,894	2,469,002
Net realized and unrealized gains on investments	(322,465)	(1,075,849)
Gain on interest rate swap	-	(1,168,960)
Change in beneficial interests	(1,127,463)	(1,426,109)
Gain on sale/disposal of property and equipment	(107,238)	(773,122)
Provision for doubtful accounts	380,308	508,467
Changes in operating assets and liabilities:		
Receivables	1,402,937	(1,284,708)
Prepaid expenses and other assets	467,145	(4,132)
Accounts payable	1,185,814	(142,672)
Accrued expenses	(755,096)	(857,109)
Deferred revenue and other liabilities	(20,208)	(420,101)
Pension liability	(1,201,012)	(3,552,472)
<b>Net cash provided by (used in) operating activities</b>	<b>3,686,143</b>	<b>(1,853,745)</b>
Cash Flows From Investing Activities		
Purchases of property and equipment	(1,437,861)	(1,191,981)
Proceeds from sale of property and equipment	359,983	2,888,081
Proceeds from sale of investments	351,140	416,694
Purchases of investments	(952,733)	(607,780)
<b>Net cash (used in) provided by investing activities</b>	<b>(1,679,471)</b>	<b>1,505,014</b>
Cash Flows From Financing Activities		
Payment on interest rate swap	-	(3,264,100)
Proceeds from debt and lines of credit	796,458	17,140,000
Principal payments on debt and lines of credit	(1,041,104)	(14,399,291)
<b>Net cash used in financing activities</b>	<b>(244,646)</b>	<b>(523,391)</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>1,762,026</b>	<b>(872,122)</b>
Cash and Cash Equivalents		
Beginning	3,462,671	4,334,793
Ending	\$ 5,224,697	\$ 3,462,671
Supplemental disclosure of cash flow information:		
Cash paid during the year for interest	\$ 479,548	\$ 587,758

See notes to consolidated financial statements.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 1. Nature of Organization and Significant Accounting Policies

**Nature of organization:** The Children's Home Society of Florida and Subsidiaries (collectively, CHS) is a nonprofit organization, which provides effective solutions to build and support healthy families for Florida's children.

CHS' major program services are as follows:

**Child welfare solutions (breaking cycles of child abuse and neglect):** CHS serves children who have been abused and neglected with a goal to find a permanent solution (reunification, adoption or permanent living situation with a relative), so that the child lives in a safe nurturing environment. These services include case management, shelter, foster/adoptive home recruitment and retention, in home support services, family preservation services, child protection teams, CINS/FINS services for runaway and homeless youth, family and sibling visitation services, group home services, reunification, adoption and transitional living services. CHS has developed and implemented innovative solutions (i.e. CaseAIM) to reduce lengths of stay for children in care, improve the quality of care and child welfare outcomes of safety, permanency and well-being.

**Behavioral health solutions (improving health and well-being of children and families):** CHS serves children, families and adults who are diagnosed with behavioral disorders and are in need of counseling, psychiatric care and case management services. CHS provides trauma-focused therapy to improve the resiliency of children and adults exposed to trauma. CHS behavioral health solutions promote access, quality and outcome. Services are accessible at the convenience of CHS' clients (in home, school, community settings and via telehealth). Children and adults served in behavioral health services show improved functioning and are at reduced risk for inpatient and crisis stabilization services.

**Early childhood solutions (improving developmental well-being and academic readiness of children ages 0-5):** CHS serves children, their caregivers and pregnant women, through a variety of early intervention and early education services: Healthy Families, Early Steps, Early Head Start, Healthy Start, and Bridges. CHS promotes healthy bonding, attachment and development through the implementation of evidence-based curricula in home visiting and center based settings. CHS' early childhood solutions are effective in helping children achieve school readiness by age 5, a key indicator in their future academic success.

**Community solutions (promoting safe communities and schools):** CHS serves communities and collaborates with multiple partners to create solutions, which support entire communities, such as youth employment, neighborhood engagement in educations (Bridges), and Community Partnership Schools. In these schools and services, CHS and partners work to remove barriers to learning (hunger, homelessness, illness), promote opportunities through enrichment activities during and after school, promote youth development and provide a solid foundation for academic instruction. In Community Partnership Schools, community leaders, parents, teachers and students have a voice in a shared governance model with a shared vision, goals and outcomes for the school and surrounding neighborhood. Results include increased graduation rates, improved school attendance, reduced disciplinary actions in schools and increased health and safety in the school and surrounding neighborhoods.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 1. Nature of Organization and Significant Accounting Policies (Continued)

**Community education:** CHS provides education, informational campaigns and presentations on CHS programs and solutions so those who may need services can easily access the help they need. Additionally, outreach and educational campaigns inform donors, partners and the general community about the significant need for solutions delivered by CHS, allowing CHS to raise awareness and funds, and to establish appropriate partnerships necessary to provide critical programs. CHS engages stakeholders, partners, clients and the general community in education and awareness of issues facing children and their families as well as the programs CHS provides that support behavioral health, child welfare, early education and prevention services. With awareness and education, communities are more likely to seek early engagement of assistance, preventing deeper-end interventions.

A summary of CHS' significant accounting policies follows:

**Principles of consolidation:** The consolidated financial statements of CHS include the accounts of CHS and its wholly owned subsidiaries. CHS' wholly owned subsidiaries are as follows:

Centennial Holdings, LLC	Centennial Holdings (Buckner), LLC
Centennial Holdings (Treasure Coast), LLC	Centennial Holdings (Central Florida), LLC
Centennial Holdings (North Central), LLC	Centennial Holdings (Emerald Coast), LLC
ECIL Capital, LLC	Centennial Holdings (Gulf Coast), LLC
Centennial Holdings (Southwest), LLC	Centennial Holdings (Intercoastal), LLC
Centennial Holdings Collier Child Care, LLC	Centennial Holdings (Mid-Florida), LLC
Children's Home Society Early Learning Initiative, LLC	Centennial Holdings (North Coastal), LLC
Centennial Holdings (Brevard), LLC	Centennial Holdings (Southeast), LLC

All intercompany balances have been eliminated in consolidation.

**Basis of presentation:** The accompanying consolidated financial statements have been prepared on the accrual basis of accounting.

A nonprofit organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted and permanently restricted. Accordingly, net assets of CHS and changes therein are classified and reported as follows:

**Unrestricted net assets:** Net assets that are not subject to donor-imposed stipulations.

**Temporarily restricted net assets:** Net assets subject to donor-imposed stipulations that may or will be met, either by actions of CHS and/or the passage of time.

**Permanently restricted net assets:** Net assets subject to donor-imposed stipulations that they be permanently maintained by CHS.

**Consolidated statements of activities:** CHS has an intermediate measure of operating results that classifies certain activities not included in operations as other changes. Other changes include: change in beneficial interests, net realized and unrealized gains on investments, gain on interest rate swap and pension related changes other than net periodic benefit cost.

**Cash and cash equivalents:** For purposes of reporting on the consolidated statements of cash flows, CHS considers demand accounts and money market accounts to be cash and money market funds to be cash equivalents. CHS maintains cash and cash equivalents with various major financial institutions, which are insured by the Federal Deposit Insurance Corporation (FDIC). From time to time, balances may exceed amounts insured by the FDIC.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 1. Nature of Organization and Significant Accounting Policies (Continued)

**Receivables:** Receivables are stated at net realizable value. Pledges that are expected to be collected in future years are recorded at the present value of their estimated future cash flows. The discounts on those amounts are computed using risk-free interest rates applicable to the years in which the pledges are received. CHS uses the allowance method to determine uncollectible receivables. The allowance is established based upon management's analysis of specific accounts and other economic factors. In the opinion of management, the allowance for doubtful accounts of \$656,213 and \$1,063,112 at June 30, 2018 and 2017, respectively, reflects management's best estimate of uncollectible accounts.

**Investments and investment income:** Investments are reported at fair value (see Note 6). Realized gains and losses are recorded at date of disposition based on the difference between the net proceeds and the cost of the investments sold, using the specific identification method. Unrealized gains and losses are reported for the changes in fair value between reporting periods. Interest and dividend income is recognized when earned. Investment income is reported within unrestricted net assets unless its use is temporarily restricted by explicit donor stipulations.

**Property and equipment:** Property and equipment is capitalized at cost when purchased, or at fair value at the date of gift, if contributed. Depreciation is computed on the straight-line method of accounting over the estimated useful lives of the assets. The lives of the various assets range from 3 to 40 years. The cost of assets retired or sold, together with the related accumulated depreciation, is removed from the accounts and any gains or losses from disposition are credited or charged to income. Expenditures for major renewals and betterments that extend the useful lives of property and equipment are capitalized. Expenditures for maintenance and repairs are charged to expense as incurred. The cost of leasehold improvements on leased office space is capitalized and amortized using the straight-line method of accounting over the term of the lease, or the useful life of the improvement, whichever is shorter.

**Impairment of long-lived assets:** The carrying value of property and equipment is reviewed for impairment whenever events or changes in circumstances indicate such value may not be recoverable. Recoverability of assets or asset groups to be held and used is measured by a comparison of the carrying amount of an asset or asset group to future net cash flows expected to be generated by the asset or asset group. If such assets or asset groups are considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the assets or asset groups exceeds the fair value of the assets or asset groups. Assets or asset groups to be disposed of are reported at the lower of the carrying amount or fair value less cost to sell. No impairment of its long-lived assets or asset groups has been recognized during the years ended June 30, 2018 and 2017.

#### **Beneficial interests:**

##### ***Beneficial interest in the net assets of The Children's Home Society of Florida Foundation, Inc.***

**(Foundation):** In accordance with guidance related to accounting for contributions held by an organization for the benefit of another organization, CHS recognizes its interest in the net assets of the Foundation in its consolidated financial statements under the equity method. Distributions from the Foundation are reported as a reduction in the beneficial interest and the change in residual value of temporarily or permanently restricted net assets of the Foundation are reported as a change in beneficial interest in the consolidated statements of activities.

***Beneficial interest in assets held by others:*** The beneficial interest in assets held by others is recorded as a beneficial interest in the consolidated statements of financial position at fair value based on the value of the underlying assets. Change in fair value of the beneficial interest in assets held by others is reported as a change in beneficial interest in the consolidated statements of activities.

**Deferred revenue and other liabilities:** Funds received for programs that have not been started or have not met the requirements for recognizing revenue based on services performed are recorded as deferred revenue. Other liabilities consist primarily of loss estimates for potential Medicaid audit adjustments.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### **Note 1. Nature of Organization and Significant Accounting Policies (Continued)**

CHS receives certain service contract revenues from public agencies, which are recorded on an accrual basis at the net realizable amounts estimated to be received. Revenues from public agencies are subject to periodic audit and retroactive adjustments. Retroactive adjustments are considered in the recognition of revenue on an estimated basis in the year the related services are rendered, and such amounts are adjusted in future periods as adjustments become known or as years are no longer subject to such audits, reviews and investigations. Laws and regulations governing the Medicaid program are extremely complex and subject to interpretation. As a result, there is at least a reasonable possibility that recorded estimates will change by a material amount in the near-term.

**Public support and revenue recognition:** CHS recognizes contributions received, including unconditional promises to give, as assets and revenue in the period received at their fair values. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Gifts of cash and other assets are reported as either temporarily restricted or permanently restricted support if they are received with donor stipulations that limit the use of such assets. When donor restrictions expire, temporarily restricted net assets are reclassified to unrestricted net assets and reported in the consolidated statements of activities as net assets released from restrictions by satisfaction of program restrictions.

**Revenue from service contracts:** CHS is principally funded by public agencies whose funding is subject to annual appropriations. These public agency contracts are fixed fee, unit of service or cost reimbursement contracts. Revenue from fixed fee and unit of service contracts are recognized when services are provided. Revenue from cost reimbursement contracts are recognized when eligible costs are incurred. Approximately 40% of revenue from service contracts came from funding that originated from one federal department.

**Adoptive and other service fees:** Revenue from adoptive and other service fees are recognized when services are provided.

**Contributed services and goods:** Contributed services are reported at fair value in the consolidated financial statements for voluntary donations of services only to the extent they create or enhance nonfinancial assets or require specialized skills, are provided by individuals possessing these skills, and would typically need to be purchased if not provided by donations. Contributed services were approximately \$124,300 and \$334,400 for the years ended June 30, 2018 and 2017, respectively, which is included in bequests, contributions and special events in the accompanying consolidated statements of activities.

Contributed goods are reported at fair value in the consolidated financial statements in the period received. Contributed goods were approximately \$1,446,700 and \$1,736,400 for the years ended June 30, 2018 and 2017, respectively, which is included in bequests, contributions and special events in the accompanying consolidated statements of activities.

**Functional expenses:** The cost of providing various programs and supporting services have been summarized on a functional basis in the consolidated statements of activities and in the consolidated statements of functional expenses. Salaries and other expenses that are associated with a specific program are charged directly to that program. Salaries and other expenses that benefit more than one program are allocated to the various programs based on the relative benefit provided. Occupancy costs are allocated to the various programs based on square footage occupied by each program.

**Use of estimates:** The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP) requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 1. Nature of Organization and Significant Accounting Policies (Continued)

**Income taxes:** CHS is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code and from state income taxes under similar provisions of the Florida Statutes. Accordingly, no provision for federal and state income taxes has been recorded in the accompanying consolidated financial statements.

In addition, management assessed whether there were any uncertain tax positions which may give rise to income tax liabilities and determined that there were no such matters requiring recognition in the accompanying consolidated financial statements. CHS files tax returns in the U.S. federal jurisdiction. Generally, CHS is no longer subject to U.S. federal income tax examinations by taxing authorities for years before June 30, 2015.

**Reclassifications:** Certain amounts in the 2017 consolidated financial statements have been reclassified in order to conform with the 2018 presentation. These reclassifications had no effect on the previously reported results of operations or cash flows.

**Recent accounting pronouncements:** In May 2014, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2014-09, *Revenue from Contracts with Customers (Topic 606)*, requiring an entity to recognize the amount of revenue to which it expects to be entitled for the transfer of promised goods or services to customers. The update will replace most existing revenue recognition guidance in U.S. GAAP when it becomes effective and permits the use of either a full retrospective or retrospective with cumulative effect transition method. The updated standard will become effective for annual reporting periods beginning after December 15, 2018. CHS has not yet selected a transition method and is currently evaluating the impact this ASU will have on its consolidated financial statements.

In February 2016, the FASB issued its new lease accounting guidance in ASU No. 2016-02, *Leases (Topic 842)*. Under the new guidance, lessees will be required to recognize the following for all leases (with the exception of short-term leases) at the commencement date: (1) A lease liability, which is a lessee's obligation to make lease payments arising from a lease, measured on a discounted basis; and (2) A right-of-use asset, which is an asset that represents the lessee's right to use, or control the use of, a specified asset for the lease term. Lessees will no longer be provided with a source of off-balance sheet financing. Lessees must apply a modified retrospective transition approach for leases existing at, or entered into after, the beginning of the earliest comparative period presented in the consolidated financial statements. Nonpublic entities should apply the amendments for fiscal years beginning after December 15, 2019. CHS is currently evaluating the impact this ASU will have on its consolidated financial statements.

The FASB has issued ASU No. 2016-14, *Not-for-Profit Entities (Topic 958): Presentation of Financial Statements of Not-for-Profit Entities*. ASU 2016-14 amends guidance on the current net asset classification requirements and the information presented in the financial statements and notes about a not-for-profit entity's liquidity, financial performance, and cash flows. ASU 2016-14 replaces the currently required three net asset classes with two net asset classes, *net assets with donor restrictions* and *net assets without donor restrictions*. Other amendments within ASU 2016-14 will improve the usefulness of information provided to donors, grantors, creditors, and other users of a not-for-profit's financial statements. The new guidance is effective for fiscal years beginning after December 15, 2017. CHS is currently evaluating the impact this ASU will have on its consolidated financial statements.

The FASB has issued certain new or modifications to, or interpretations of, existing accounting guidance in addition to the ASU's described above. CHS has considered the new pronouncements and does not believe that any other new or modified guidance will have a material impact on CHS' reported consolidated financial position or activities in the near-term.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

#### Note 1. Nature of Organization and Significant Accounting Policies (Continued)

**Subsequent events:** Management has assessed subsequent events through October 31, 2018, the date the consolidated financial statements were available to be issued.

#### Note 2. Temporarily and Permanently Restricted Net Assets

Temporarily restricted net assets consisted of the following at June 30, 2018 and 2017:

	2018	2017
Beneficial interest in the net assets of The Children's Home Society of Florida Foundation, Inc.	\$ 14,885,820	\$ 13,901,498
Beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc.	(97,594)	(92,343)
	<u>\$ 14,788,226</u>	<u>\$ 13,809,155</u>

As of June 30, 2018 and 2017, net assets of \$1,018,754 and \$1,241,509, respectively, were released from donor restrictions by incurring expenses satisfying the restricted purposes.

Permanently restricted net assets consisted of the following at June 30, 2018 and 2017:

	2018	2017
Beneficial interest in the net assets of The Children's Home Society of Florida Foundation, Inc.	\$ 8,973,184	\$ 8,824,792
Beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc.	960,572	960,572
	<u>\$ 9,933,756</u>	<u>\$ 9,785,364</u>

#### Note 3. Receivables

Receivables consisted of the following at June 30, 2018 and 2017:

	2018	2017
Community based care contracts	\$ 5,290,156	\$ 7,085,480
Other contracts	3,179,632	3,268,048
Government contracts	2,250,677	2,552,551
Pledges	1,674,072	1,495,346
Medicaid	976,830	1,060,663
	<u>13,371,367</u>	<u>15,462,088</u>
Less allowance for doubtful accounts	(656,213)	(1,063,112)
Less discount for time-value of money	(160,366)	(60,943)
	<u>\$ 12,554,788</u>	<u>\$ 14,338,033</u>

At June 30, 2018 and 2017, approximately 14.5% and 17.2%, respectively, of gross receivables are due from one funder.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

#### Note 3. Receivables (Continued)

Pledges that are included above are unconditional promises to give at June 30, 2018 and 2017, and are summarized as follows:

	2018	2017
Amounts due:		
Within one year	\$ 313,150	\$ 308,300
One to five years	1,076,875	984,298
More than five years	284,047	202,748
	<u>1,674,072</u>	<u>1,495,346</u>
Less allowance for doubtful accounts	(152,250)	(146,659)
Less discount for time-value of money	(160,366)	(60,943)
	<u>\$ 1,361,456</u>	<u>\$ 1,287,744</u>

#### Note 4. Investments

The fair value of investments at June 30, 2018 and 2017, consists of the following:

	2018	2017
Mutual funds:		
Large blend fund	\$ 6,152,107	\$ 5,587,097
Intermediate-term bond fund	2,486,391	2,481,669
Foreign large blend fund	1,981,350	1,829,703
Mid-cap growth fund	1,474,067	1,243,809
Moderated allocation fund	622,727	603,633
Multi-sector bond fund	554,740	545,829
Target date fund	209,615	270,174
Large growth fund	54,182	44,136
Short government fund	9,018	9,049
Small blend fund	-	15,315
Real estate investment trust	538,442	528,167
	<u>\$ 14,082,639</u>	<u>\$ 13,158,581</u>



## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 5. Property and Equipment

Property and equipment consisted of the following at June 30, 2018 and 2017:

	2018	2017
Land	\$ 4,184,035	\$ 4,213,549
Buildings and improvements	39,335,286	39,525,240
Furniture and equipment	19,331,455	18,766,828
Leasehold improvements	1,002,765	1,088,451
	63,853,541	63,594,068
Less accumulated depreciation	(32,572,159)	(31,339,466)
	<u>\$ 31,281,382</u>	<u>\$ 32,254,602</u>

Depreciation and amortization expense of property and equipment for the years ended June 30, 2018 and 2017, was approximately \$2,109,000 and \$2,469,000, respectively.

#### Note 6. Fair Value Measurements

CHS follows accounting standards relating to fair value measurements which defines fair value, establishes a framework for measuring fair value in accordance with U.S GAAP, and expands disclosures about fair value measurements. Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The accounting standards relating to fair value measurements establishes a three-level valuation hierarchy for disclosure of fair value measurements. The valuation hierarchy is based upon the transparency of inputs to the valuation of an asset or liability as of the measurement date. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities and the lowest priority to unobservable inputs. The three levels are defined as follows:

**Level 1:** Quoted market prices in active markets for identical assets or liabilities.

**Level 2:** Observable market based inputs or unobservable inputs that are corroborated by market data.

**Level 3:** Unobservable inputs that are not corroborated by market data.

A financial instrument's categorization within the valuation hierarchy is based upon the lowest level of input that is significant to the fair value measurement.

The fair value of actively traded debt and equity securities are based on quoted market prices. Fair value of inactively traded debt securities are based on quoted market prices of identical or similar securities or based on observable inputs like interest rates using either a market or income valuation approach and are generally classified as Level 2.

The fair value of CHS' beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc. (Community Foundation) is determined based on CHS' allocated share of the Community Foundation's investment pool. Information is provided to CHS by Community Foundation management in the form of a quarterly investment report and through the Community Foundation's annual audit. The pooled investments at the Community Foundation primarily consist of Level 1 securities. The beneficial interest in the Community Foundation is classified as a Level 3 since redemption cannot occur in the near-term.

# The Children's Home Society of Florida and Subsidiaries

## Notes to Consolidated Financial Statements

### Note 6. Fair Value Measurements (Continued)

The tables below represent CHS' financial assets measured at fair value on a recurring basis by level within the hierarchy at June 30, 2018 and 2017:

	2018			
	Fair Value Measurements Using			Total
	Level 1	Level 2	Level 3	
Investments:				
Mutual funds:				
Large blend fund	\$ 6,152,107	\$ -	\$ -	\$ 6,152,107
Intermediate-term bond fund	2,486,391	-	-	2,486,391
Foreign large blend fund	1,981,350	-	-	1,981,350
Mid-cap growth fund	1,474,067	-	-	1,474,067
Moderated allocation fund	622,727	-	-	622,727
Multi-sector bond fund	554,740	-	-	554,740
Target date fund	209,615	-	-	209,615
Large growth fund	54,182	-	-	54,182
Short government fund	9,018	-	-	9,018
Total investments in fair value hierarchy	13,544,197	-	-	13,544,197
Real estate investment trust measured at net asset value (a)	-	-	-	538,442
Total investments at fair value	\$ 13,544,197	\$ -	\$ -	\$ 14,082,639
Beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc.	\$ -	\$ -	\$ 862,978	\$ 862,978

# The Children's Home Society of Florida and Subsidiaries

## Notes to Consolidated Financial Statements

### Note 6. Fair Value Measurements (Continued)

	2017			
	Fair Value Measurements Using			Total
	Level 1	Level 2	Level 3	
Investments:				
Mutual funds:				
Large blend fund	\$ 5,587,097	\$ -	\$ -	\$ 5,587,097
Intermediate-term bond fund	2,481,669	-	-	2,481,669
Foreign large blend fund	1,829,703	-	-	1,829,703
Mid-cap growth fund	1,243,809	-	-	1,243,809
Moderated allocation fund	603,633	-	-	603,633
Multi-sector bond fund	545,829	-	-	545,829
Target date fund	270,174	-	-	270,174
Large growth fund	44,136	-	-	44,136
Small blend fund	15,315	-	-	15,315
Short government fund	9,049	-	-	9,049
Total investments in fair value hierarchy	12,630,414	-	-	12,630,414
Real estate investment trust measured at net asset value (a)	-	-	-	528,167
Total investments at fair value	\$ 12,630,414	\$ -	\$ -	\$ 13,158,581
Beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc.	\$ -	\$ -	\$ 868,229	\$ 868,229

(a) Certain investments that are measured at net asset value (NAV) per share practical expedient or its equivalent have not been classified in the fair value hierarchy. The fair value amounts presented in this table are reported for the purpose of reconciling the fair value hierarchy to the investments reported in the consolidated statements of financial position.

The real estate investment trust consists of an investment in American Core Realty Fund, LP (the Fund) which is a Delaware limited partnership that invests primarily in core institutional-quality industrial, multi-family, office, and retail properties located throughout the United States, and is diversified by product type, geographic region, and economic exposure in order to mitigate investment risk. The Fund is an open-end diversified core real estate commingled fund whose primary objective is to provide returns that are attractive relative to other asset classes with stable income and the potential for market appreciation. The fair value is determined using the NAV per share as a practical expedient, as provided by the investment manager. CHS receives audited financial statements annually and quarterly unaudited performance reports.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

#### Note 6. Fair Value Measurements (Continued)

The following table sets forth additional disclosures of CHS' investments whose fair value is estimated using net asset value per share (or its equivalents) as of June 30, 2018 and 2017:

	Fair Value	Unfunded Commitment	Redemption Frequency	Redemption Notice Period
<u>June 30, 2018</u>				
Real estate investment trust	<u>\$ 538,442</u>	<u>\$ -</u>	Daily	90 days
<u>June 30, 2017</u>				
Real estate investment trust	<u>\$ 528,167</u>	<u>\$ -</u>	Daily	90 days

The table below sets forth a summary of the changes in the fair value of CHS' Level 3 financial assets (beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc.) during the years ended June 30, 2018 and 2017:

	2018	2017
Balance, beginning of year	\$ 868,229	\$ 862,013
Net realized and unrealized gains	49,227	89,853
Interest and dividend income	14,883	20,378
Distributions to CHS	(61,985)	(97,665)
Investment manager and administrative fees	(7,376)	(6,350)
Balance, end of year	<u>\$ 862,978</u>	<u>\$ 868,229</u>

#### Note 7. Accrued Expenses

Accrued expenses consisted of the following at June 30, 2018 and 2017:

	2018	2017
Accrued salaries and benefits	\$ 3,550,960	\$ 4,313,902
Accrued vacation	2,190,758	2,162,391
Other	941,639	962,160
	<u>\$ 6,683,357</u>	<u>\$ 7,438,453</u>

CHS has a workers' compensation indemnity policy, whereby, CHS is responsible for the first \$350,000 of bodily injury due by accident or disease and \$1,000,000 for all bodily injury in the aggregate during the policy year, ending June 30<sup>th</sup> of each year. Included in accrued salaries and benefits is a workers' compensation liability, which represents the estimated amount due for open claims and claims incurred but not reported, totaling approximately \$625,700 and \$491,800 at June 30, 2018 and 2017, respectively.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

#### Note 8. Debt and Lines of Credit

Debt and lines of credit consisted of the following at June 30, 2018 and 2017:

	2018	2017
Note payable to a bank, due in monthly principal payments of \$55,360 plus interest. The note bears interest at a variable interest rate based on the one-month LIBOR interest rate plus 1.50% (3.5% at June 30, 2018). The note matures in May 2022, at which time, the entire unpaid principal is due and payable. The note is collateralized by substantially all the assets of CHS.	\$ 13,120,320	\$ 13,729,280
Note payable to a bank, due in monthly principal payments of \$39,286 plus interest. The note bears interest at a variable interest rate based on the one-month LIBOR interest rate plus 2.50% (4.5% at June 30, 2018). The note matures in May 2022, at which time, the entire unpaid principal is due and payable. The note is collateralized by substantially all the assets of CHS.	2,789,285	3,221,429
Line of credit to a bank, with a maximum draw of \$1,000,000. The line of credit bears interest at a variable interest rate based on the one-month LIBOR interest rate plus 2.45% (4.45% at June 30, 2018) and is payable monthly. The line of credit matures on December 31, 2018, at which time, outstanding draws will be converted into a term loan with a maturity of up to five years. The line of credit is collateralized by substantially all the assets of CHS.	796,458	-
Note payable to the City of Jacksonville, Florida, to finance construction of transitional housing for youths aging out of foster care. The note is non-interest-bearing and matures in March 2025. As described in the note agreement, if there is no uncured event of default upon the maturity date, then the outstanding balance will be forgiven and cancelled by the City of Jacksonville. At the time of debt forgiveness, CHS will recognize a gain in the consolidated statements of activities equal to the outstanding debt balance. The note is collateralized by property in Jacksonville, Florida.	740,822	740,822
Note payable to the Florida Housing Finance Corporation to finance construction of transitional housing for youths aging out of foster care. The note is non-interest-bearing and matures in March 2024, at which time, the entire unpaid principal is due and payable. The note is collateralized by property in Jacksonville, Florida.	248,788	248,788
Note payable to the Florida Housing Finance Corporation to finance construction of transitional housing for youths aging out of foster care. The note is non-interest-bearing and matures in July 2026, at which time, the entire unpaid principal is due and payable. The note is collateralized by property in Sebring, Florida.	750,000	750,000
Note payable to the County of Escambia, Florida, to finance construction of transitional housing for homeless pregnant women or women with children. The note is non-interest-bearing and matures in January 2023. As described in the note agreement, if there is no uncured event of default upon the maturity date, then the outstanding balance will be forgiven and cancelled by the County of Escambia. At the time of debt forgiveness, CHS will recognize a gain in the consolidated statements of activities equal to the outstanding debt balance. The note is collateralized by property in Pensacola, Florida.	120,000	120,000
	<u>\$ 18,565,673</u>	<u>\$ 18,810,319</u>

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 8. Debt and Lines of Credit (Continued)

Maturities of debt and lines of credit as of June 30, 2018, are as follows:

Years Ending June 30:	Amount
2019	\$ 1,932,207
2020	1,135,748
2021	1,135,748
2022	12,502,360
2023	-
Thereafter	1,859,610
	<u>\$ 18,565,673</u>

Effective October 2005 and April 2008, CHS entered into two interest rate swap agreements with a notional amount that decreases every six months. Under the terms of the agreements, CHS owed interest calculated at a fixed interest rate of 4.39% and 3.20%, respectively, and received interest calculated at a variable rate based on the one-month LIBOR interest rate. The interest rate swaps were paid-off in May 2017. For the year ended June 30, 2017, the interest rate swaps had a total negative fair value of \$3,264,100 prior to being paid-off, resulting in a gain of \$1,168,960, which is reflected in the accompanying consolidated statements of activities.

In May 2017, CHS entered into a \$5,000,000 revolving line of credit with a bank bearing interest at the one-month LIBOR interest rate plus 1.95% (3.95% at June 30, 2018). Interest on the line of credit is payable monthly and matures on December 1, 2018. The line of credit is collateralized by substantially all assets of CHS. There was no outstanding balance on the line of credit at June 30, 2018 and 2017.

Under the terms of the agreements for the notes payable to a bank and the lines of credit, CHS is required to maintain certain financial covenants relating to fixed charge coverage ratio and minimum unrestricted liquidity coverage. As of June 30, 2018, CHS was not in compliance with the fixed charge coverage ratio covenant; however, a waiver of the event of noncompliance was received from the financial institution as of and for the year ended June 30, 2018.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 9. Commitments

**Leases:** Certain premises used by operating divisions are occupied under operating leases, ranging up to seven years. Rent expense under all leases was approximately \$2,588,000 and \$2,360,000 for the years ended June 30, 2018 and 2017, respectively.

Future minimum lease payments under these operating leases as of June 30, 2018, are as follows:

Years Ending June 30:	Amount
2019	\$ 2,358,841
2020	1,652,815
2021	1,201,614
2022	848,262
2023	621,058
Thereafter	442,782
	<u><u>\$ 7,125,372</u></u>

#### Note 10. Retirement Plans

Certain employees of CHS participate in a noncontributory Annuity Benefit Retirement Plan (the Plan) administered by CHS. The Plan provides for defined benefits. Benefits are based on years of service and the employee's final average compensation as defined under the Plan. CHS' funding policy is to contribute annually amounts based on the actuarial status of the Plan, but not less than that necessary to meet minimum regulatory funding standards. Plan assets consist of investments in a variety of debt and equity securities. Massachusetts Mutual Life Insurance Company serves as the Plan's actuary.

On June 22, 2007, the Board of Directors approved a motion to freeze employee accrual of benefits under the Plan effective September 30, 2007, at which time, employees shall not accrue any further benefits after such date.

During the year ended June 30, 2013, lump sum settlement benefit payments resumed. During the years ended June 30, 2018 and 2017, lump sum settlement payments were \$4,972,108 and \$3,080,961, respectively. Lump sum settlement benefit payments were made to participants because the total lump sum cash payments exceeded the sum of the service cost and interest cost.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

#### Note 10. Retirement Plans (Continued)

The following tables provide a reconciliation of the changes in the Plan's benefit obligations and fair value of assets over the two-year period ended June 30, 2018, and a statement of the funded status as of June 30, 2018 and 2017:

	2018	2017
Accumulated benefit obligation at end of year	<u>\$ 34,757,835</u>	<u>\$ 41,503,232</u>
Change in projected benefit obligation:		
Projected benefit obligation at beginning of year	\$ 41,503,232	\$ 44,971,701
Interest cost	1,323,220	1,332,445
Actuarial gain	(2,665,304)	(1,306,551)
Benefit payments	(431,205)	(413,402)
Lump sum settlement benefit payments	(4,972,108)	(3,080,961)
Projected benefit obligation at end of year	<u>\$ 34,757,835</u>	<u>\$ 41,503,232</u>
	2018	2017
Change in fair value of plan assets:		
Fair value of plan assets at beginning of year	\$ 33,871,409	\$ 33,787,406
Actual return on plan assets	404,751	1,478,366
Employer contributions	-	2,100,000
Expenses	(545,823)	-
Benefit payments	(431,205)	(413,402)
Lump sum settlement benefit payments	(4,972,108)	(3,080,961)
Fair value of plan assets at end of year	<u>\$ 28,327,024</u>	<u>\$ 33,871,409</u>
Unfunded status at end of year	<u>\$ (6,430,811)</u>	<u>\$ (7,631,823)</u>

The unfunded status as of June 30, 2018 and 2017, of \$6,430,811 and \$7,631,823, respectively, are recorded as pension liability in the accompanying consolidated statements of financial position.

Pension related changes other than net periodic benefit cost for the years ended June 30, 2018 and 2017, are as follows:

	2018	2017
Net actuarial gain	\$ (936,137)	\$ (849,307)
Amortization of actuarial loss	(1,141,607)	(1,465,114)
Amount recognized due to settlement	(1,357,527)	(959,731)
Pension related changes other than net periodic benefit cost	<u>\$ (3,435,271)</u>	<u>\$ (3,274,152)</u>



## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

#### Note 10. Retirement Plans (Continued)

The table below represents CHS' pension plan assets measured at fair value by level within the hierarchy (see Note 6) as of June 30, 2018 and 2017:

	2018			
	Fair Value Measurements Using			Total
	Level 1	Level 2	Level 3	
Equity securities:				
Pooled separate accounts:				
Domestic equities	\$ -	\$ 5,560,557	\$ -	\$ 5,560,557
International equities	-	4,475,570	-	4,475,570
Debt securities:				
Pooled separate accounts:				
Long government bond fund	-	2,188,513	-	2,188,513
Long-term bond fund	-	16,102,384	-	16,102,384
	<u>\$ -</u>	<u>\$ 28,327,024</u>	<u>\$ -</u>	<u>\$ 28,327,024</u>
	2017			
	Fair Value Measurements Using			Total
	Level 1	Level 2	Level 3	
Equity securities:				
Mutual funds:				
Domestic equities	\$ 11,459,225	\$ -	\$ -	\$ 11,459,225
International equities	2,093,689	-	-	2,093,689
Debt securities:				
Government bond fund –				
pooled separate accounts	-	1,824,232	-	1,824,232
Bond fund – pooled separate				
accounts	-	18,494,263	-	18,494,263
	<u>\$ 13,552,914</u>	<u>\$ 20,318,495</u>	<u>\$ -</u>	<u>\$ 33,871,409</u>

CHS' pension plan weighted-average asset allocations at June 30, 2018 and 2017, by asset category are as follows:

	Target Allocation	Percentage of Plan Assets at June 30,	
	2019	2018	2017
Equity securities	30%	35%	40%
Debt securities	70%	65%	60%
	<u>100%</u>	<u>100%</u>	<u>100%</u>

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 10. Retirement Plans (Continued)

**Expected return on Plan assets:** The expected rate of return on Plan assets is 6.0%, which reflects the average rate of earnings that CHS estimates will be generated on the assets of the Plan.

**Investment policy and strategy:** The primary investment objectives of the Plan's investment pool are to preserve the purchasing power of assets and earn a reasonable real rate of return over the long-term while minimizing the short-term volatility of results.

The components of net periodic benefit cost for the Plan's fiscal years 2018 and 2017 are as follows:

	2018	2017
Interest cost	\$ 1,323,220	\$ 1,332,445
Expected return on plan assets	(1,588,095)	(1,935,610)
Amortization of actuarial loss	1,141,607	1,465,114
Amount recognized due to settlement	1,357,527	959,731
Net periodic benefit cost	<u>\$ 2,234,259</u>	<u>\$ 1,821,680</u>

The net periodic benefit cost has been allocated over program and supporting services expense in the accompanying consolidated statements of activities.

Prior service costs are amortized on a straight-line basis over the average remaining service period of active participants. Gains and losses in excess of 10% of the greater of the benefit obligation and the market-related value of assets are amortized over the average remaining service period of active participants.

Expected contributions for the fiscal year ending June 30, 2019, are \$0.

Estimated future benefit payments reflecting expected future service are as follows:

Years Ending June 30:	Amount
2019	\$ 2,603,755
2020	1,704,950
2021	3,107,589
2022	2,197,762
2023	2,929,474
2024 – 2028	11,470,162

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 10. Retirement Plans (Continued)

The assumptions used in the measurement of CHS' benefit obligation are shown in the following table:

	2018	2017
Weighted-average assumptions as of June 30:		
Discount rate	3.90%	3.40%
Expected return on plan assets	6.00%	6.50%
Rate of compensation increase	N/A	N/A
	2018	2017
Alternative amortization methods used to amortize:		
Prior service cost	Straight-line	Straight-line
Unrecognized net (gain) or loss	Straight-line	Straight-line
Measurement date used	June 30, 2018	June 30, 2017

Additionally, CHS has a 403(b) thrift plan for eligible employees. Employees may make voluntary contributions up to the federal limits. For eligible employees employed by CHS for less than ten years, CHS makes matching contributions equal to 50% of employee contributions up to 10% of included compensation. For eligible employees employed by CHS for 10 years or more, CHS makes matching contributions equal to 75% of employee contributions up to 10% of included compensation. Employer contributions vest at 100% after three years of service. Employer contributions were approximately \$1,285,000 and \$1,146,000, respectively, for the years ended June 30, 2018 and 2017.

CHS also has a 457(b) thrift plan for eligible employees. Eligible employees may make voluntary contributions from accumulated vacation pay in excess of 240 hours before deferral, but limited each plan year to deferral contributions equal to no more than 80 hours of accumulated vacation pay. CHS makes non-elective contributions annually to the plan. Employer contributions are 100% vested upon contribution. There were no employer contributions during the years ended June 30, 2018 and 2017.

#### Note 11. Litigation

CHS is engaged in various legal proceedings incidental to its normal business activities. Such proceedings primarily consist of alleged discriminatory labor practices and alleged negligent professional services. While the results of this litigation cannot be predicted with certainty, CHS believes that the final outcome of all litigation will not have a material adverse effect on CHS' consolidated financial position or results of operations.

## The Children's Home Society of Florida and Subsidiaries

### Notes to Consolidated Financial Statements

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#### Note 12. Beneficial Interests

Beneficial interests consisted of the following at June 30, 2018 and 2017:

	2018	2017
Beneficial interest in the net assets of The Children's Home Society of Florida Foundation, Inc., reported on the equity method	\$ 23,859,004	\$ 22,726,290
Beneficial interest in assets held by others – Community Foundation of Tampa Bay, Inc., reported at fair value	862,978	868,229
	<u>\$ 24,721,982</u>	<u>\$ 23,594,519</u>

At June 30, 2018 and 2017, CHS's beneficial interest in the net assets of The Children's Home Society of Florida Foundation, Inc. (Foundation) was \$23,859,004 and \$22,726,290, respectively, which is included in the accompanying consolidated statements of financial position. The temporarily restricted net assets change in beneficial interest in the net assets of the Foundation was \$1,972,674 and \$2,575,139, net of distributions to CHS of \$988,352 and \$1,184,120, for the years ended June 30, 2018 and 2017, respectively, which is included in the accompanying consolidated statements of activities. The permanently restricted net assets change in beneficial interest in the net assets of the Foundation was \$148,392 and \$28,874 for the years ended June 30, 2018 and 2017, respectively, which is included in the accompanying consolidated statements of activities.

At June 30, 2018 and 2017, CHS has a beneficial interest in assets held by the Community Foundation of Tampa Bay, Inc. (Community Foundation) in a charitable endowment fund known as the Children's Home Society of Florida Joshua House Fund. The Community Foundation was granted no variance power to redirect the use of the assets to another beneficiary. On an annual basis, the Community Foundation distributes net income from this fund to CHS as determined by the Community Foundation's spending policy. As of June 30, 2018 and 2017, the endowment fund has a fair value of \$862,978 and \$868,229, respectively, which is included in the accompanying consolidated statements of financial position. The temporarily restricted net assets change in beneficial interest in assets held by others was \$(5,251) and \$6,216 for the years ended June 30, 2018 and 2017, respectively, which is included in the accompanying consolidated statements of activities. There was no change in permanently restricted net assets in beneficial interest in assets held by others for the years ended June 30, 2018 and 2017.

**Report on Internal Control Over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial  
Statements Performed in Accordance With *Government Auditing Standards***

**Independent Auditor's Report**

To the Audit Committee  
The Children's Home Society of Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the consolidated financial statements of The Children's Home Society of Florida and its subsidiaries, which comprise the consolidated statement of financial position as of June 30, 2018, and the related consolidated statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the consolidated financial statements, and have issued our report thereon dated October 31, 2018.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the consolidated financial statements, we considered The Children's Home Society of Florida and its subsidiaries' internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the consolidated financial statements, but not for the purpose of expressing an opinion on the effectiveness of The Children's Home Society of Florida and its subsidiaries' internal control. Accordingly, we do not express an opinion on the effectiveness of The Children's Home Society of Florida and its subsidiaries' internal control.

*A deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether The Children's Home Society of Florida and its subsidiaries' consolidated financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Purpose of This Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness The Children's Home Society of Florida and its subsidiaries' internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering The Children's Home Society of Florida and its subsidiaries' internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*RSM VS LLP*

Orlando, Florida  
October 31, 2018