

# Cover Memo for Item II.F.

Regular Meeting 7/13/00

TO: Juvenile Welfare Board Members

FROM: James E. Mills, Executive Director *JEM*  
 Lisa A. Sahulka, Director, Programs & Finance *LAS*

## BUDGET WORKSHOP REVISIONS

The following revisions have been made to the budget, based on Board direction, at the June 22, 2000 workshop.

1. A 2.7% across the board adjustment for each employee has been added to the administrative budget. The recommended total base adjustment has been increased to 5.7% to assure that the merit pool for FY 2000-01 is not reduced from the merit pool of the current year (3%). The impact is an increase of \$27,000 in the Administrative Budget. The fiscal impact on the other three agencies who participate in the system has not yet been ascertained due to the vacations of the executive directors of these agencies. Changing the Board's policy from awarding raises only on merit to a combination of merit and across the board will require policy revisions which will be brought to the Board in September. Changing the JWB policy will also require the Boards of two of the participating agencies (Coordinated Child Care and Marriage and Family Center) to revise their policies which were established to parallel JWB's during the transition of their employees out of the JWB personnel system.
2. These changes have been integrated into the administration budgets and have altered Chapters 1-5. Revisions are attached to this memo.
3. A Board Designated Emergency Reserve of \$1,052,707 has been established in the Non-operating budget.
4. Asterisks have been noted for each adjusted item.
5. Staff will prepare detailed Fiscal Impact statements for all Board memos with multiyear funding commitments, for the purpose of managing the impact on the undesignated fund balance.

	<u>ORIGINAL</u>		<u>BASED ON 6/22 WORKSHOP</u>	
	<u>BUDGET</u>	<u>RANGE</u>	<u>PROPOSED REVISION</u>	<u>RANGE</u>
<u>BASE COLA*</u>	<u>NONE</u>	<u>NONE</u>	<u>2.7%</u>	<u>NONE</u>
<u>BASE MERIT</u>	<u>5%</u>	<u>0-8%</u>	<u>3%</u>	<u>0-4%</u>
<u>OTO MERIT</u>	<u>5%</u>	<u>0-8%</u>	<u>5%</u>	<u>0-7%</u>

\*Based on the Consumer Price Index.

# Action

Item II.F

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**TO:** Juvenile Welfare Board Members  
**FROM:** James E. Mills, Executive Director  
Lisa A. Sahulka, Director, Programs & Finance

## Requested Action

The Juvenile Welfare Board is requested to approve the proposed FY 2000-01 Administration and Program Budget totaling **\$36,192,087**. After subtracting fees, intergovernmental revenues, interest, miscellaneous income and cash forward, **\$30,402,914** of ad valorem taxes is required to support the total proposed budget. Based on the estimate of taxable values received from the Property Appraiser on June 14, 2000, the proposed millage rate is .8117, the parameter set by the Board at its March meeting. The millage rate has not been increased since FY 95-96. Attachment 1 depicts the Proposed Administration and Program Budget for FY 2000-01 by major category and funding sources.

## Recommended Action

1. Approve the FY 00-01 Administration Operations budget of - **\$3,764,852** and Contract and Grants budget of **\$846,945**.
2. Approve the FY 00-01 Program Budget of **\$29,495,250** and special conditions.
- 2.B. Authorize staff to transfer up to **\$2,000,000** in Coordinated Child Care - LIEF funding to the Child Care Purchasing Pool.
3. Approve the FY 00-01 Non-Operating Budget of **\$2,085,041**.
4. Approve the millage rate for FY 00-01 of **0.8117**.

## Narrative

The Proposed Administration and Program budget for FY 00-01 is organized into six chapters:

### Chapter

1. Revenue and Expenditure Summary
2. Revenue Budget
3. Program Expenditure Summary
4. Administration Budget
5. Non-Operating Budget
6. Program Budget Narratives.

Pages are numbered sequentially within specific chapters. The first number represents the chapter with the second number representing the page within that chapter.

The program budget narratives for Continuation Funding include identification of funding sources and selected elements of the previous year's Performance Report data.

Changes in the format this year include:

- a) Community and Human Development programs are shown in blue, Personal Problem Solving programs are shown in green and Support programs in grey.

The FY 00-01 budget represents an increase of 10% from FY 99-00. Budgeted ad valorem revenues increased by 6.7% based on a property valuation of \$39,016,510,925.

## ADMINISTRATION BUDGET

### Implementation of the Strategic Plan

#### 1. FOSTER COMMUNITY OWNERSHIP OF THE RESULTS

##### Community Mobilization

Community Mobilization's priority mission is to develop wide-spread community commitment to involvement and actions, which result in an increase in non-violent children and families, substance free youth and responsible sexuality among youth. The two major components of Community Mobilization are: Community Education and Community Action. A Kick-off Summit was held in February 2000, to introduce the Community Mobilization program to the community and to receive additional input. The program is being implemented through the involvement of **Pinellas County Community Partners** who represent a cross-section of community individuals. Major activities for the upcoming year include:

- 1.) Recruiting Community Partners in the fifteen community partner categories, 2.) Implementation of strategies identified by the community that will help ensure the healthy development of children and youth, 3.) Implement a major community marketing campaign around the theme of "Helping Children and Youth Succeed", and, 4.) Implementation of Community Education activities on "Becoming Asset Builders for Children and Youth."

Funding for this initiative is included in the Strategic and Community Planning budget.

#### 2. SOCIAL MARKETING CAMPAIGN DESIGN

In FY 99-00, the Board approved implementation of a social marketing campaign focusing on promotion of a violence-free, substance-free, sexually responsible community through positive asset building and nurturing of youth. The Board also approved an expenditure of \$25,000 to assure the execution of core components of the plan, which include the use of billboards and printed materials. These components, and the costs associated with them, will be completed by the end of FY 99-00. Other

components of the plan depend on in-kind assistance and partnerships with other entities, or can be incorporated into existing JWB products. Included are JWB-TV and JWB website (which have been and will continue to be resources for the community in addressing the three areas of critical concern), local television program appearances and radio interviews, public service announcements, essay contest, grocery bag advertisements, and direct mail inserts. During FY 00-01, the remaining components will be explored, and in-kind assistance/partnerships will be solicited for implementing the rest of the social marketing plan.

Funding for this initiative is included in the Communications budget.

## **ADMINISTRATIVE DETAIL**

The budget planning process established a parameter of an adjusted Administrative Cost Rate of no more than 9%. The proposed Administration budget represents an adjusted Administrative Cost Rate of 8.74%, which meets that objective.

The Administration budget includes the following projections:

1. Personnel expenditures include an aggregate increase to be individually awarded for both one-time-only and base adjustments, based on merit as directed by the Board in the 1995-96 Budget process.
2. \*Based on the budget workshop, 2.7% of payroll has been budgeted for across the board adjustments for all staff members. In addition, pools consisting of 3.0% of payroll have been established for base adjustment merits and 5% for one-time-only merits, which do not affect base salary.
3. FICA is based upon 7.65% of salaries.
4. Retirement contributions are budgeted at 9.15%, a 1% decrease from FY 99-00. Staff recommends budgeting this amount based on legislation to decrease the Florida Retirement System contributions from the 10.15% level.
5. Health Insurance premiums are budgeted at an increase of 20% or \$35,644 in Group Insurance over FY 99-00.
6. Educational Assistance for all JWB members of the personnel system, including the Pinellas County License Board, and those employees of Coordinated Child Care and Marriage and Family Center who remain under the JWB Personnel system.
7. Departmental budgets reflect a increase for FY 00-01, which reflect the impact of the salary and classification plan, the health insurance increase, and the merit pools. The operating budget reflects a maintenance of effort from FY 99-00.

Overall, the Administrative and Contracts and Grants budget has increased by \$675,116 or 17% from FY 99-00, primarily due to the Office of Juvenile Justice and Delinquency Prevention Safe Start program contained in the Contracts and Grants section of the budget.

In summary, JWB continues to keep its adjusted Administrative Cost Rate at 8.74%. An indirect cost rate of 12.003% (Finance and Administrative Support Team salaries) has been subtracted from the administration budget to reflect administrative support costs for services provided to satellite agencies, which are carried at 100% in the JWB Administration budget. This is a reduction of \$93,545 from FY 99-00 reflecting the declining demand for support from the satellite agencies. This is done to account for the services provided in support of the satellite agencies. Further, the Administrative

Cost Rate is adjusted for the full cost of the Training Center and Contracts and Grants, which have historically been considered community services rather than an administrative cost. Therefore, the adjusted Administration budget for FY 00-01 is \$3,163,172. A breakdown of the administrative cost budget history and a breakdown of the calculation for the administrative cost are Attachment B.

## Revenues

\$84,000 in training workshop fees are used to offset the cost of the Training Center. In addition, a +\$340,000 increase in interest income is projected due to the new investment strategy instituted with First Union National Bank, JWB's new provider of banking services, in FY 99-00. These revenues are used to fund a portion of the administration budget.

## CONTRACTS AND GRANTS

### SAFE START

#### **Project Description**

- Pinellas County is one of nine sites to receive a demonstration grant from the Office of Juvenile Justice and Delinquency Prevention. The grant is renewable for up to five additional years of funding.
- Overall purpose: Develop and implement a county wide response and prevention system to protect young children (age 0-6) from exposure to violence as victims or witnesses.
- Highly collaborative project involving many public and private agencies and community organizations in Pinellas County.
- To qualify for multi-year funding, a detailed strategic plan, implementation plan, and budget must be completed within the first nine months of the project.

#### **Goals**

- Create an integrated identification, referral, and service system for early intervention when children have been exposed to violence as victims or witnesses.
- Establish an integrated information and referral system across public and private agencies to support individual case management, analyze community data, and track results.
- Increase the ability of child care and health system personnel to identify and respond appropriately to children who have been exposed to violence.
- Increase the skills of staff in early care and education settings to promote and model peaceful play and problem solving.
- Engage the community in developing neighborhood level strategies to protect children from exposure to violence.
- Demonstrate effective strategies for replication.

#### **Timeframe**

- **Community conferences: June 2000, December, 2000, April, 2001**
- **Complete community assessment: August, 2000.**
- **Complete Strategic Planning Phase: November 1, 2000**

- Complete Implementation Planning Phase (including funding plan): December 30, 2000
- Submit Deliverables: January 31, 2001

**Funding: Total estimated funding = \$3,350,000 +**

Phase	Project year	Months	Activity	Amount
I (12 mos)	1	Months 0-12	Assessment & Planning	\$249,584
II (18 mos)	2	Months 13-30	Initial implementation	up to \$1,090,000
III (36 mos)	3	Months 31-42	Full Implementation	up to \$670,000
	4	Months 43-54	Sustainability	less than \$670,000
	5	Months 55-66	Sustainability	less than \$670,000

### **BUILDING EXEMPLARY SYSTEMS IN TRAINING (B.E.S.T. II)**

In October 1999, the Wallace Readers Digest Funds awarded JWB a two-year \$75,000 extension grant for the BEST Initiative originally funded in 1996. BEST II adds organizational development consulting and training to the CYD (Community Youth Development) youth worker certification program of the BEST Initiative.

Staff has, in the first 8 months, (for an audience of youth-serving agencies and other community-based organizations) presented over a dozen CYD overviews and delivered 20 information sessions about the BEST Initiative. In addition, five 18-hour Basic CYD modules have been scheduled and additional curriculum for the BEST Initiative has been developed. Staff has also begun the process of publishing the BEST curriculum, and provided community-based consultation to 11 agencies. Additionally BEST staff has represented JWB at national conferences and on national project teams.

During the coming year, staff also will begin to deliver a Train-the-Trainer curriculum to assist BEST graduates in replicating CYD training in their own communities and agencies. Groundwork for partnering with area agencies for community based CYD training already has begun. A variety of organizational development workshops will be offered in future Training Posts.

### **COMMUNITY CHANGE for YOUTH DEVELOPMENT (CCYD)**

Community Change for Youth Development (CCYD) is a neighborhood-based youth development initiative located in the Childs Park neighborhood of St. Petersburg. CCYD is part of a national demonstration project sponsored by a non-profit social policy organization, Public/Private Ventures (P/PV) of Philadelphia utilizing funds provided by several major foundations. Now in its fifth year of operation, CCYD is governed by a neighborhood council, the Childs Park Youth Initiative Council (CPYIC), consisting of both youth and adults. CPYIC develops and monitors an annual plan based on neighborhood needs and resources which addresses five core concepts: adult support and guidance, gap time activities, youth involvement and leadership, work and work learning opportunities, and transitional support through the ages 12-20. Current year activities include: two work learning programs, four sports activities, a tutorial program, a female empowerment program, youth leadership and a teen council/club. CCYD is

staffed by JWB personnel located in the neighborhood and they are responsible to CPYIC.

The Board has allocated up to \$170,000 in fund balance dollars each year for this initiative. Funding from P/PV has been reduced from \$75,000 in 1999 to \$50,000 for calendar year 2000 and that amount will be available for calendar year 2001, the last year for funding from P/PV. Staff is recommending this program be funded with ad valorem dollars in anticipation of the P/PV partnership drawing to a close.

### **SCHOOL READINESS**

In 1999, the Florida Legislature passed the "School Readiness Act", which created a process for the establishment of the Florida Partnership for School Readiness and created county level coalitions across the state. The Pinellas County School Readiness Coalition consists of 20 members representing both the public and the private sectors. The Coalition is charged with developing and implementing a comprehensive program of readiness services that enhances the cognitive, emotional, social and physical development of children in Pinellas County. The Coalition will receive an estimated \$38,867,000 in funding from all the early education and child care programs that are funded with state, federal, lottery, or local funds. This includes the Florida First Start Program, Even Start literacy programs, pre-kindergarten early intervention programs, migrant pre-kindergarten programs, Title I programs and subsidized child care programs. The Juvenile Welfare Board is currently the designated fiscal agent for the Coalition and provides both fiscal and administrative services under the direction of the Coalition. The Pinellas County School Readiness Coalition was one of ten throughout the state to receive an unconditional approval and designation upon submission of its initial plan in last May.

Detailed budgets for all grants and contracts are found in the Administrative budget section.

## PROGRAM BUDGET

The proposed Program Budget for FY 00-01 is \$29,495,250 , an increase of 5%. This figure includes Continuation programs, Research and Transitional funds, Community Development funding, and other program funds to be allocated during FY 00-01.

The proposed Continuation budget for FY 2000-01 is \$25,865,811 . This represents an annual cost of living adjustment (COLA) of 3%, within the tax rate, which is possible in part because of the increased property valuation. This process is consistent with FY 99-00 and based on the Consumer Price Index. The total funding required for the COLA is \$753,877.

## IMPLEMENTATION OF THE STRATEGIC PLAN

As part of the Implementation Plan, the Board established targets for FY 01-02 for each of the three major funding classifications.

### **Program Clusters**

	<u>Base Year</u>	<u>FY 98-99</u>	<u>FY 99-00</u>	<u>FY 00-01</u>	<u>TARGET</u>
CHD	39.7%	44.7% (\$11.9M)	47% (\$13.3M)	48% (\$14M)	50%
PPS	50.7%	45.46% (\$12M)	45% (\$12.7M)	45% (\$13.1M)	40%
SUPPORT	9.6%	9.8% (\$2.6M)	8% (\$2.1M)	7% (\$2.2M)	10%

## Development Of An Organizational Knowledge Base

### **Services and Activities Management Information System (SAMIS)**

SAMIS is a Web based data collection system, which has been designed specifically to support the results management system outlined in the Strategic Plan. To date, 100% of funded agencies are actively participating in SAMIS. Over 45,000 participant records have been entered year-to-date, providing an unduplicated count of program services and reports required to evaluate progress toward the three result areas. Also, the fiscal component is fully operational. In a seamless process, agencies can now enter budgets, which become contracts, which generate allocation figures, which set-up the reimbursement process and the subsequent direct deposit of funds into their bank accounts.

SAMIS Enhancements - These funds will be used to upgrade the SAMIS application in response to the funded agencies needs and to purchase ongoing technical support from the developer. As technology improves, new solutions will be identified that can increase the efficiency and accuracy of the information. One such option is electronic data transfer (EDT), in which funded agencies can send information directly from existing databases to SAMIS. This is particularly beneficial for agencies with multiple reporting requirements and multiple funder required databases. Currently, Family Service Center and the Pinellas County Department of Health enter data through EDT into SAMIS. This represents over 30,000 participant records.

Staff is reviewing a number of options to increase the opportunity for funded agencies to use EDT for both demographic and measurable objective input. This will require a

review of existing systems and the opportunities to provide "crosswalks" or systemic linkages between existing databases within agencies and the appropriate means to transmit and enter data directly into SAMIS.

### **Proposed RFPs\***

**Program Accountability Enhancement Funding** – First quarter FY 00-01 – Funds available to assist continuation funded programs in SAMIS data collection, consultation services, measurable objective costs and preparing for ASSET reviews. Proposed funding - \$250,000.

**Equipment and Renovation Funding** - October 2000. Annual competitive funding cycle utilized to assist child serving agencies (funded and unfunded) in acquiring equipment or making renovations having a cost of \$750 or more with a useful life of one year or more. Utilizes fund balance dollars. As in FY 99-00, staff will partner with United Way and the Community Foundation to issue a joint RFP for this process. Proposed funding - \$300,000.

**Strategic Plan Implementation Funding (New and Expanded)** – January 2001. Annual competitive funding cycle created to implement the programmatic goals of the Strategic Plan. Provides funding for programs and activities designed to promote resiliency and skill development and prevent problem behaviors. Targeted areas, services, age groups, methods and strategies will be developed in the last quarter of FY 99-00. Proposed funding - \$290,000.

**Middle School Aged Summer Scholarship Program** – February 2001 - Annual competitive funding cycle. Program designed to provide summer activities for middle school-aged youth, ages 10-14, in the following areas: education, technology, arts, cultural diversity, recreation, and entrepreneurial/vocational activities. Examples of these programs are drama groups, recreation, leadership development, entrepreneurial programs, choruses, art, music, peer education, computer labs and tutoring. Proposed funding - \$350,000.

\*release dates are tentative.

### **Program Budget Detail**

As has been past practice, Neighborhood Family Centers (NFCs), which received initial funding in excess of \$200,000 (Sanderlin and Citizen's Alliance for Progress) will not be budgeted COLA's based on the higher level of original JWB funding in relation to other NFCs and pending an evaluation of all NFCs in September 2000. In addition, the budget does not include a COLA for the Pinellas County Cooperative Extension and Morton Plant Mease Hospitals, based on three years of +7% funding lapses at +\$10,000 or more.

Staff recommends completing the transfer of the Pinellas County Health Department (PCHD) - Healthy Families funding into ad valorem dollars --\$251,109. Staff also recommends increasing the ad valorem allocation to Drug Free Families by \$250,000 to replace Ounce of Prevention funding which terminates June 30<sup>th</sup>, 2000, and is a key component of the Healthy Start, Healthy Families system. (The Board allocated \$129,250 in FY 99-00.)

## Coordinated Child Care

The Child Care Partnership Act created the Child Care Purchasing Pool (CCPP) which is an innovative strategy to expand child care subsidies for the working poor. The Child Care Purchasing Pool, which constitutes a portion of the subsidized Child Care contract, is intended to stimulate public-private partnerships to serve the children of the working poor on the waiting list, who have consistently been the last priority for care. CCPP provides incentives through matching funds for employers, local governments, and charitable foundations to help share the cost of child care for low-income employees who are eligible for state-subsidized child care. The legislation also allows local matching dollars to be utilized for children and families on the subsidized waiting list.

Staff is requesting the flexibility to transfer up to \$2 million of the CCC-LIEF funds to CCC-Child Care Purchasing Pool, throughout the year, for the match requirement to draw down additional funds as they may come available. The Board has approved transfers between these two contracts in each of the previous two fiscal years. The Board would be informed of any such transfers and would need to approve any transfers in excess of the \$2 million authorization. The LIEF and Purchasing Pool dollars serve the same families and the attraction of Purchasing Pool dollars doubles the impact of the local investment.

## **Quality Child Care Funding**

### **Director's Credential Training:**

Legislation passed during the 1999 session requires that administrators/directors of early care and education programs obtain a credential as part of the minimum child-care licensing standards by January 1<sup>st</sup>, 2003. According to this statute, "the on-site person ultimately responsible for the overall operation of a child care facility whether or not he/she is the owner or administrator of such facility" must hold the required credential. The statute also includes operators of school-age child care programs if they fall under the rubric of the child care licensing statute.

- In FY 99-00, JWB funded training programs targeted to children ages 0-5, their families, child-care providers or other professional or para-professional staff who work with the target populations listed (i.e., Parent Support groups, in-home visitation programs, and parent training classes).

Staff is recommending budgeting **\$57,600** to Coordinated Child Care to provide scholarships to assist approximately 400 non-profit child-care administrators in obtaining this needed credential.

### **Quality Child Care Enhancement: \$42,400**

Funding is requested to improve the quality of child care available to children in Pinellas County through accreditation and specialized training. Funds would be made available to help defray the costs associated with the accreditation of licensed child care centers and family child care homes. In addition to meeting nationally recognized standards, obtaining accreditation would also allow centers and homes to become eligible for Gold Seal status and enhanced reimbursement rates. Additionally, funds would be made available to help child care workers obtain specialized training leading to the Child Development Associate (CDA) credential or CDA equivalency.

## Pinellas Cares

Staff recommends increasing the allocation to Helpline by \$50,000 as a match for a Pinellas County grant to increase county support by \$50,000. These funds will be used to add needed staff for information and referral services as identified by the Blue Ribbon Task Force (Mental Health).

## Program Combinations

Staff is recommending the following programs be combined into one contract:

Directions – Kids Connections Bardmoor and Curlew Elementary Schools. These are identical programs provided at different locations and are separate only because they were established at different times.

Bayfront with Pinellas County Healthy Department (PCHD) Healthy Families -- Currently, there are three JWB contracts administered for Healthy Families. PCHD currently has subcontracts with the YWCA and Family Service Center for the provision of services to Healthy Families participants. PCHD agreed to also subcontract with Bayfront and Morton Plant Mease. Bayfront has agreed to the subcontract arrangement with PCHD; Morton Plant has asked to review the JWB request again next year. The budget currently reflects two separate contracts for Healthy Families (Bayfront is now included in the PCHD allocation with a COLA).

## Special Conditions

Staff is recommending six-month contracts for both Juvenile Services Program (JSP) and Girls Inc due to unstable fiscal structures. JSP has had a negative fund balance for three fiscal years and Girls Inc has had ongoing issues of program funding deficits, which lead to a "going concern" note in their audit. Staff will continue to provide technical assistance as requested for both these agencies, monitor on a quarterly basis, and come to the Board at the March meeting with a recommendation regarding funding for the remainder of the fiscal year.

Staff is also recommending the removal of the JSP waiver for General Condition #14, which states the provider staff may serve as a member of the provider's board. The removal of this waiver is being recommended because the executive director has made a substantial interest-bearing loan to the agency.

**Community Development** is budgeted at \$47,458. The three continuing projects to be funded include: Bethel Community Baptist Church - Black History Pageant, the Asian Family and Community Empowerment Center - Asian Heritage Festival and the YWCA - Week Without Violence. In addition, \$32,458 has been budgeted for new community development projects to be awarded by the Board in response to emerging requests throughout the year.

## Neighborhood Family Centers (NFCs)

The Neighborhood Initiatives of Ridgecrest, High Point and Lealman will continue to receive capacity building funds and technical assistance from JWB staff during FY

2000-01. Each of these neighborhoods, which are at different stages of development, will be preparing for their A.S.S.E.T. reviews scheduled for 2002 and 2003. The Campbell Park Neighborhood will be developing their plan for a Neighborhood Family Center during their ten-month planning grant period to conclude with an application and request for capacity building funds at the January 2001 JWB Board Meeting. Staff recommends budgeting for an implementation grant of up to \$105,350 for Campbell Park. There are currently (12) NFCs; 8 in Continuation funding and 4 in Capacity Building. The JWB investment in these programs, including the Research evaluation, is \$1,920,726.

**Research and Evaluation – Allocated and Unallocated is budgeted at \$275,700.**  
**These funds include:**

1. USF-Healthy Families/Evaluation-\$56,200. An independent evaluation of the Healthy Families Pinellas (HFP) Program is an integral part of the program, which will continue to receive funding in FY 2000-2001. The scope of the Healthy Families Evaluation Project has gone beyond focusing on process research only and is now tracking behavioral outcomes. Specifically, the evaluation includes: a study of progress indicators once a family enters the program and when they near graduation, exit interviews with the families at graduation to determine the impact of the program, and follow-up interviews with families every six months (for 3 years) after they graduate from the program. Further, the evaluation also includes tracking HFP children as they enter and progress through school to determine school readiness and other adjustment issues. Overall, the scope of the evaluation has shifted as well as the methodology.
2. Neighborhood Family Center (NFC) Outcome Study: Planning and Implementation-\$40,000. On March 11, 1999, funding was allocated to Rowlette Research Associates to conduct an independent evaluation (multi-year project design) to identify appropriate indicators of effectiveness and establish a system of collecting and analyzing data relevant to tracking NFC outcomes. These components will be used to evaluate the NFCs. An interim report was delivered to the Board outlining preliminary findings and two more reports are due during this fiscal year. Funding is requested for an additional year for the purpose of analyzing NFC outcomes submitted in SAMIS, as well as completing other qualitative and quantitative analyses.
3. 21<sup>st</sup> Century Community Learning Center Evaluation: Planning and Implementation-\$23,000. On April 8, 1999, the Board approved the release of a Request for Proposal to conduct an independent evaluation of the 21<sup>st</sup> Century Community Learning Center (a federal program designed to increase the educational, health, social services, cultural, and recreational needs of a community). JWB has committed \$150,000 in match funds for this three-year project. The evaluation was also designed to be a three year project with a maximum award up to \$10,000 for FY 1998-1999, up to \$23,000 for FY 1999-2000, and up to \$23,000 for FY 2000-2001. This project is consistent with JWB's strategic emphasis on providing services to an underserved population (middle school aged youth, 10-14) and the need to focus on results. Additionally, there is a significant absence of evaluation work on middle school-aged programming, which the project will help to specify.

4. Evaluation of the Teen Pregnancy Prevention Program - \$10,500. The purpose of the Teen Pregnancy Prevention Program is to reduce teen pregnancy in Pinellas County by building community partnerships, conducting an asset-based community survey, engaging youth, and implementing a comprehensive service delivery system that is based on best practices. By conducting an independent evaluation of this program, the effectiveness of the program in meeting its goals can be assessed and areas that need to be improved can be identified. Thus, funding is requested to be allocated to Rowlette Research Associates to evaluate the Teen Pregnancy Prevention Program. Specific questions to be addressed in the Evaluation of the Teen Pregnancy Prevention Program include whether relevant community stakeholders, components of effective community strategies, service gaps, and priority areas in Pinellas County have been identified by the program.
5. Fetal and Infant Mortality Review (FIMR)-Grant Match - \$3,000. FIMR is a process of community-based fetal and infant mortality reviews aimed at clarifying the factors and issues that affect infant mortality and morbidity. FIMR provides for methodical investigations into the diverse factors that contribute to individual deaths and allow communities to respond to the needs that are identified by the reviews. It is anticipated that knowledge gained from these reviews will empower communities to enhance services, influence policy, and direct planning efforts that will ultimately lower mortality rates. Since 1994, JWB has provided \$3,000 on a yearly basis to the Healthy Start Coalition of Pinellas County, Inc. as part of a cash match required for a federal grant from the Department of Health to undertake the FIMR project. Funding is requested to be allocated to the Healthy Start Coalition for an additional year to help continue the FIMR project.

**Research and Evaluation Unallocated:**

1. Resiliency Assessment (\$16,000)  
JWB's Strategic Plan emphasizes the development of an individual-assets database. Funding will be requested to recruit a researcher to work with the JWB Research and Evaluation Department, the funded agencies, and various community members to develop a resiliency tool, which will better serve the needs of Pinellas communities than existing tools available.
2. USF Collaborative Match Funds for Pinellas Research Projects (\$45,000). The USF Collaborative is part of the University of South Florida committed to working with children and families. Each year, the collaborative sponsors regional interdisciplinary, community-based research projects. The collaborative is interested in finding funding partners to support this effort and disseminating the research results in meaningful ways. If there should be recommendations for Pinellas-based research projects, then funding will be requested.
3. Community Asset Inventory Database Maintenance. (\$20,000).  
Pinellas Cares has agreed to include data from the Community Asset Inventory in their extensive HELPLINE database. As part of the HELPLINE database, the Community Asset Inventory information would be available for Pinellas Citizens. Funds are requested to merge these two databases and assure Pinellas Cares has the capacity to update and maintain this database.

4. Evaluation of new Program models and other research projects consistent with Strategic plan (\$50,000).
5. Neighborhood Family Center Neighborhood Profiling -\$12,000  
Staff will develop a plan to complete neighborhood profiles of the NFCs areas, to determine the nature of the populations via surveys and secondary data.

Transitional Funding - These 10 allocations were previously approved by the Board.

<u>TRANSITIONAL ALLOCATED</u>		FY 99-00	FY 00-01
Asian FACE	Organizational Grant	\$21,737	\$5,434
Coordinated Child Care	ANGELS	\$50,000	\$60,000
Eckerd College	Athletes In Service to America	\$0	\$50,000
Friends of the Deaf	Organizational Grant	\$35,522	\$21,185
Healthy Kids Pinellas	Health Insurance	\$139,908	\$59,580
Healthy Start Coalition	Teen Pregnancy Prevention	\$0	\$33,500
Interministerial Alliance	21st Century Learning Center	\$150,000	\$150,000
Interministerial Alliance	Tutoring	\$193,881	\$194,481
Pinellas County Coop. Extension	Youth Mapping	\$50,000	\$0
Pinellas County Healthy Department	Healthy Families Expansion	\$242,789	\$0
Pinellas County Healthy Department	Drug Free Families	\$129,250	\$0
San Antonio Boys Village	Organizational Grant	\$10,000	\$0
Sixth Judicial Circuit Court	Safe Schools Initiative	\$0	\$155,000
UNO	Organizational Grant	\$0	\$49,140
Youth Development/Intergenerational Programs		\$58,114	\$0
<b>TRANSITIONAL UNALLOCATED</b>		<b>\$500,000</b>	<b>\$450,000</b>
<b>TOTAL</b>		<b>\$1,581,201</b>	<b>\$1,228,320</b>

Transitional Unallocated funds (\$450,000) are available for time limited funding of emerging needs and opportunities in the community, which are consistent with the Strategic Plan.

Merger and Consolidation has been budgeted at \$50,000 based on Board allocations in FY 98-99 of \$75,000.

Program Contingency funds continue to be budgeted at \$250,000. Half the amount is budgeted in Ad Valorem tax revenues for on-going programs, while the other half is budgeted in fund balance dollars. These funds are for unanticipated expenses for currently contracted programs.

### Revenues

Staff has budgeted \$100,000 in Title IV-E revenues that are expected in FY 00-01. Those funds not needed to reimburse the agency costs for participating in the revenue enhancement effort will be reserved for program expenditures to be determined.

## **NON-OPERATING**

A Board Designated Emergency Reserve of \$1,052,707 has been established in the Non-operating budget.

The County Fees represent those payments made to the Property Appraiser and Tax Collector for their work on behalf of the Juvenile Welfare Board. Amounts budgeted for the tax collector equal 1.3% of the expected Ad Valorem taxes of JWB for FY 99-00. Fees for the property appraiser are based on a \$339,931 estimate received from that office on May 15, 2000.

The Annual Leave/Sick Leave contingency is budgeted at the same amount as the previous two fiscal years. The Building Reserve is not budgeted this year, due to estimates that the Proprietary Funds will be sufficient to fund any expenses associated with the 68<sup>th</sup> Avenue facility.

## **TECHNOLOGY**

### **The JWB Three Year Technology Plan**

The Technology Budget for FY 00-01 includes a security assessment of the JWB network, the development of a WEB based training registration system, JWB Web page expansion, SAMIS enhancements and support, technical training and consulting services, and the conversion to Windows 2000 and Office 2000. FY 99-00 reflects the final year in a three-year technology plan prepared by Arthur Andersen in January 1998. All the activities of that plan have been completed. The FY 00-01 will represent the first year of the JWB Three-Year Technology Plan.

### **SAMIS Enhancements**

These funds will be used to upgrade the SAMIS application in response to the users' needs and to purchase ongoing technical support from the developer. The estimated costs reflect maintenance of current level of effort. Staff is analyzing the option of direct electronic transfer of data to SAMIS for all funded agencies. Currently two agencies send data electronically.

### **JWB Phase1 Hardware/Software Replacements and Upgrades**

JWB has scheduled a conversion to Windows 2000 and Office 2000 in July 2001. The hardware purchased in 1998 will be three years old in July 2001 and the warranty will expire. JWB purchases hardware with three-year manufacturer warranties to avoid costly maintenance agreements with third party vendors. The warranty provides JWB 24-hour response time and total replacement of defective hardware at no additional cost to JWB. The strategy for replacement of hardware is 33% of the desktops in the first year and 33% in each of the subsequent years of a three-year plan.

JWB manages four servers that have an upgrade and replacement schedule in the Three-Year Technology Plan. Two servers are scheduled to be upgraded in

FY 2000-01; two were recently upgraded. The servers are scheduled to be replaced after four years of use with replacement beginning with two in FY 2001-02, and two in FY02-03. The servers have been upgraded each year to respond to system demands.

Staff has also budgeted \$14,000 for video equipment, which will replace outdated inventory. In addition, \$6,600 has been budgeted for SPSS and MAPINFO software.

There are six projects scheduled for FY 2000-01, including the hardware/software and SAMIS Enhancement projects described above. A description of each project is provided below.

<b>Projects</b>	<b>Explanation</b>
1. Security Assessment \$5,000	The network will be reviewed annually to insure "best practices" are utilized by JWB in the management of the information system. A certified information-security professional will conduct the system review. The vendor will review all four servers and the settings on the workstations. The internet connection will also be evaluated.
2. Internet Presence \$ 5,000	To purchase resources for the further development of the JWB Web page including voice activated software and upgrade of Web design software.
3. SAMIS Enhancements \$ 100,000	To continue the development of SAMIS to include increased use of electronic transfer of agency data.
4. SAMIS Retainer \$ 25,000	To secure technical assistance from the SAMIS Developer. Technical assistance generally represents 15-20% of the cost of the software.
5. Technical Training \$ 23,975	Technical training for the Information Technology staff in the new technology, including Windows 2000, SQL and other software applications. Included in the budget is \$20,000 to train JWB staff on Office and Windows 2000.
6. JWB Phase1 Hardware/Software Replacements and Upgrades \$90,000	JWB will replace 33% of the desktop hardware in July 2001 that will be three years old. The conversion is planned for July- August 2001. This allocation also includes the purchase of server hardware and software upgrades