

TO: Juvenile Welfare Board Members

FROM: James E. Mills, Executive Director
 Browning Spence, Director, Community Planning and Research *HBS*

Requested Action

The Juvenile Welfare Board is requested to transfer the Friends of the Deaf (FOD) Neighborhood Family Center program to the Sanderlin Neighborhood Family Center.

Options

1. Approve the recommendation.
2. Deny the request.
3. Any other action the Board deems appropriate.

Recommended Action

1. Transfer the remaining funds in the FY 02-03 Friends of the Deaf Neighborhood Family Center contract in the amount of \$50,000 (\$204,094 Annualized) to the Sanderlin Neighborhood Center effective May 30, 2003.
2. Supplement remaining funds and the loss of United Way revenues with an additional \$33,333 from the Community Contingency Unallocated fund.

Source of JWB Funds

FY 02-03 continuation funding, and the Community Contingency Fund.
 FY 03-04 Ad valorem revenues.

Fiscal Impact

	<u>FRIENDS OF THE DEAF</u>	<u>TRANSFER AND TERMINATE FUNDING</u>	<u>SANDERLIN NFC DEAF SERVICES FY 02-03 JUNE-SEPT.</u>	<u>SANDERLIN NFC DEAF SERVICES FY 03-04</u>	<u>IMPACT</u>
ORIGINAL	\$204,094			\$204,094	
REMAINING CONTRACT	\$50,000	→	\$50,000	N/A	THE FY 02-03 FOD CONTRACT WOULD BE REDUCED TO \$154,094.
ADDITIONAL FUNDING NEEDED FROM THE COMMUNITY CONTINGENCY FUND IN FY 02-03 AND AD VALOREM REVENUES IN FY 03-04			\$33,333	\$45,906	THE FY 02-03 COMMUNITY CONTINGENCY FUND WOULD BE REDUCED FROM \$297,290 TO \$263,957. THE FY 03-04 CONTRACT WITH SANDERLIN WOULD BE INCREASED FROM \$214,294 TO \$464,294.
TOTAL	\$50,000		\$83,333	\$250,000	

Narrative

The Friends of the Deaf Service Center NFC was funded by JWB as a "community of interest" program serving deaf and hard of hearing youth and families with young children in Pinellas County. For the past five years, the Deaf Service Center has experienced significant financial and administrative problems. Supplemental funding by JWB and United Way to stabilize a constantly deteriorating fund balance, and additional funding from other funding sources could not help the organization avoid staffing cuts and fiscal restructuring and continued financial problems. In spite of administrative shortcomings of the Deaf Service Center, the NFC was programmatically sound and has consistently met objectives and contract service levels.

JWB staff has worked closely with the FOD and the Sanderlin Center to negotiate the transfer of the Neighborhood Family Center funding to continue as stipulated in the program methodology for FY 02-03.

At the April JWB board meeting, at the request of the executive directors from FOD and Sanderlin NFC, the Board agreed to postpone the staff recommendation to eliminate the program and allow JWB staff to work with both organizations for an additional month to create a plan that could include alternative arrangements with the Sanderlin Center. JWB staff has developed a transition plan with Sanderlin Center as the qualified service provider.

The selection of Sanderlin Center is deemed suitable for execution of the program contract for a number of reasons. Those reasons include:

1. Sanderlin Center is familiar with the neighborhood family center model.
2. Sanderlin is in contract compliance with JWB and ASSET-certified.
3. Sanderlin Center has a record of sound fiscal management.

Staff supports the selection of Sanderlin Center for the above reasons and because this selection significantly minimizes disruption to program services.

The following plan has been developed and agreed to by both organizations and is acceptable to JWB staff:

1. FOD NFC staff funded by JWB will be transferred to the Sanderlin Center.
2. A complete inventory of equipment and furnishings will be given to Sanderlin Center on the transfer date of 05-30-03.
3. To minimize disruption for children and their parents, the program for the next few months will remain at the current location. A reduced occupancy rate agreement has been negotiated.
4. All programs currently in operation or in development for the summer months will be in place and providing services to the deaf community.
5. All records and files pertaining to the Friends of the Deaf Neighborhood Family Center will be transferred to Sanderlin Center, 05-30-03.

6. The current Program Director position for FOD NFC will be eliminated.
7. Department of Children and Families funding received by the Deaf Service Center for FOD NFC operation will be subcontracted with Sanderlin Center pending DCF approval.

The Boards of Directors for the Deaf Service Center and the Sanderlin Center have approved the transfer plan for deaf services to citizens of Pinellas County.

The original total program budget for the FOD NFC was \$391,629. United Way terminated funding for the program last month, decreasing available revenues by \$82,572 (annualized). In addition, staff estimates the remaining funds available in the existing FOD contract will be \$50,000 due to final expenses in the termination process. In order to partially compensate for the loss of United Way funding, and to cover the deficiency in the remaining contract, staff is proposing an additional allocation of \$33,000 for FY 02-03.

		PROPOSED FY 02-03 4 MONTH BUDGET	PROPOSED 03-04 BUDGET
	JWB	\$204,094	\$83,333
	UW	\$82,572	\$0
	DCF	\$55,000	\$18,333
	FEES	\$12,500	\$0
	OTHER	\$37,463	\$0*
		\$391,629	\$101,666
<i>*Projected revenues from fund raising and grant writing is unknown at this time.</i>			

Staff recommends the annualized FY 03-04 contract be increased from \$204,064 to \$250,000 annualized. These funds would be directed primarily toward 4 program support positions and a receptionist, insurance, operating supplies, telephone/internet and utilities as well as administrative cost for one finance and one program manager. These two manager positions will both support the NFC deaf services program and the administrative/programmatic infrastructure of Sanderlin.

The program is intensive, requiring a staff to child ratio of 1 to 5 with all staff able to use sign language. Annualized contracted service levels for the program will be 128 youth and 180 adults. Negotiated outcomes will focus on an increase in language and social skills, child development and goal achievement.

The above stipulations will be formalized in a Memorandum of Agreement detailing roles and responsibilities of all affected parties: the Juvenile Welfare Board, Deaf Service Center; FOD NFC, and Sanderlin Center. Upon JWB Board approval of the transition plan, this Agreement will become effective May 30, 2003.

Staff Resource Person: Patricia Davis and Paul Lackey