




Interoffice Memorandum

December 2, 2019

TO: Mayor Jerry L. Demings  
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Angela Chestang, Manager, Citizens' Commission for Children  
Division  
407-836-6541

SUBJECT: Award of Human Service Contracts for Fiscal Year 2019-2020

ACTION REQUESTED:

Approval to award Human Service Contracts for Fiscal Year 2019-2020, with Community Coordinated Care for Children, Inc. (Y20-2004) in the amount of \$700,000 and the Early Learning Coalition of Orange County (Y20-2005) for early childhood education services in the amount of \$100,000 for a total amount of \$1,700,000 for 1-year terms. Further request authorization for the Procurement Division to renew the contracts for two additional 1-year terms.

PROCUREMENT:

To fund Community Coordinated Care for Children, Inc. and Early Learning Coalition of Orange County to provide early learning education services to children and families throughout Orange County through contracts.

FUNDING:

Funding is available in account number 0001-062-2556-8610.

APPROVAL:

The Citizens' Commission for Children Division concurs with this recommendation.

REMARKS:

The Citizens' Review Panel for Human Services (CRP) is responsible for recommending the allocation of human service dollars to fund nonprofit programs in Orange County.

During the fiscal year 2017-2018, the Board commissioned the services of Forefront, LLC, an independent Florida-based consulting, research, and advisory firm, to provide recommendations for the utilization of \$20 million in new funding earmarked for children's programs and services in Orange County. Forefront, LLC published a final report outlining focus areas for targeted services of juvenile prevention and diversion, mental and physical health, early childhood education/care, and child/student homelessness. The report recommended that this programming should be provided in Orange County zip codes 32703, 32801, 32805, 32808, 32810, 32811, 32818, 32822, and 32839.

The allocation of the available funding has occurred in three phases. The first phase of allocation amended currently contracted nonprofit organizations meeting contractual expectations. Phase 2 involved a competitive funding process facilitated by the Citizens' Review Panel for Human Services (CRP). The CRP received over 450 applications from nonprofit organizations. Prior to making funding recommendations, panel members are provided orientation and training on the fund distribution process. This training includes, but is not limited to, evaluation of all facets of the funding proposal, such as budgets, program design, and review of organization documents comprised of bylaws, financial statements, Internal Revenue Services form 990, strategic plans, and other supporting documentation submitted by organizations. CRP members also received Results-Based Accountability training from Forefront, LLC prior to participating in the evaluation process.

Phase 3 in fund distribution is a mixed method of distribution utilizing new contracts and amendments which are both competitive and noncompetitive based on the type of services to be funded.

Approval is requested for contracts to be awarded for the fiscal year 2019-2020 for the following nonprofit agencies:

- **Community Coordinated Care for Children, Inc. (4C)** will provide Early Head Start Education to all eligible children residing in Orange County that are between the ages of two and three years old. Early Head Start combines services such as education, early childhood development, health, nutrition, mental health, disability services, family support, and parental involvement with the goal of enhancing the child's life and building a strong family unit. Through these services, Early Head Start empowers children with the confidence to excel in school and achieve self-sufficiency as adults.

With the proposed funding 4C's Early Head Start program is expected to reach approximately 451 Orange County children, who are too young for the Orange County Head Start's program. Families served in this program are from throughout all of Orange County that live at or below the poverty line.

- Early Learning Coalition of Orange County (ELC)** will provide additional child care slots for Orange County children living in poverty, birth through 12 years old, whose parents work a minimum of 20 hours per week (or are in school the equivalent) who meet the additional mandated eligibility requirements under Florida's School Readiness program. Funding will reduce the current reported waitlist of 2,206 children and insure that children are being cared for by qualified programs that promote educational academic success in kindergarten and beyond. The program also works to foster parental involvement and advocacy for their children's academic careers.

**Citizens' Review Panel for Human Services (CRP)  
Funding Recommendations for Children's Services FY2019-2020**

<b>Agency Name</b>	<b>Program</b>	<b>Contract Numbers</b>	<b>Children Services Revenue</b>	<b>Accounting Lines</b>	<b>Total Funding</b>
<b>Community Coordinated Care for Children, Inc.</b>	<b>Early Head Start</b>	<b>Y20-2004</b>	<b>\$700,000</b>	<b>0001-062-2556-8610</b>	<b>\$700,000</b>
<b>Early Learning Coalition of Orange County</b>	<b>Child Care Slots</b>	<b>Y20-2005</b>	<b>\$1,000,000</b>	<b>0001-062-2556-8610</b>	<b>\$1,000,000</b>
<b>Total</b>					<b>\$1,700,000</b>