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Memorandum Date: September 19, 2005
Order Date: September 27, 2005

TO: Board of County Commissioners

DEPARTMENT: Children and Families

PRESENTED BY: Alicia Hays, Department Director

AGENDA ITEM TITLE: ORDER AND RESOLUTION IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE FORD FAMILY FOUDATION IN THE AMOUNT OF $200,000 OVER FOUR YEARS FOR THE FAMILY RESOURCE CENTERS OF LANE COUNTY; AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN GRANT DOCUMENTS.

I. PROPOSED MOTION

ORDER AND RESOLUTION IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE FORD FAMILY FOUNDATION IN THE AMOUNT OF $200,000 OVER FOUR YEARS FOR THE FAMILY RESOURCE CENTERS OF LANE COUNTY AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN GRANT DOUCMENTS.

II. ISSUE OR PROBLEM

The Commission on Children and Families has supported the network of Family Resource Centers since 1994. The Ford Family Foundation Grant, Enhancing the Skills of Parents Program, will enable the rural Family Resource Centers to expand and enhance the service they are providing. In order to submit this application, the County Administrator must be delegated authority to sign the application and to accept the grant if it is awarded to Lane County

III. DISCUSSION

A. Background

The Department of Children and Families is requesting approval to submit a proposal to the Ford Family Foundation for $200,000 over four years ($50,000 per year). This proposal will allow the Family Resource Centers (FRCs) in Cottage Grove, Junction City, McKenzie, Oakridge, and Marcola to strengthen their parent education programs that enhance the skills of parents with children

ages birth to 8. In 2001, the Lane County Department of Children and Families collaborated with Lane Educational Service District on a Ford Family Foundation grant that helped support the Community Safety Nets in four rural Family Resource Centers, providing parenting education and other support services. This new grant allows for continuation and enhancements of the best practices parenting education programs that have been implemented in all of the FRC's through community-based collaborations.

B. Analysis

FRC's are designed to provide a key link in helping to provide resources and referrals as well as providing successful transition from home and childcare environments to school. This is done by engaging parents and caretakers in school-based activities that support healthy families and early learning. Parents face many challenges wherever they live; however, rural families often face the additional burden of being too far away to access the supports and resources that can help parents raise healthy, thriving children. The Ford Family Foundation has set the following goals for their Enhancing the Skills of Parents Program II:

- To further validate that parents play the primary role in the care, nurturing, and development of their children in the first years
- To better equip parents to nurture their children using parent education curriculum that is evidenced-based and proven to be effective
- To recognize that 90% of a child's brain growth occurs by age six validating the need for parents to use the best parenting practices and early childhood development strategies to assure the child is ready for school and has the potential to develop fully as a productive citizen
- To provide communities with an important educational opportunity that could lead to the reduction of the number of parents cited for abuse and neglect of their children
- To set in motion a community-wide effort to increase effective parenting practices to assist in the decrease of the number of children that are "not ready" to begin kindergarten
- To strengthen the effectiveness of parents by providing parenting education programs that focus on using proven parenting practices for all parents.

The network of Family Resource Centers in Lane County are located within schools and services are provided through collaborations with the community. This grant would allow each site to provide those parent education programs and activities that meet the needs of their particular communities. This includes outreach to the growing Latino population, parenting education for high risk families, home visiting to families, and family activities that connect parents to school. All of the parent education classes will be evidenced based practices.

The grant award requested, up to $200,000 for the period of four years, exceeds the County Administrator's delegated authority to sign. Therefore, this order

requests the Board to delegate authority to the County Administrator to sign the application and all award related contract documents.

Administrative Policies and procedures questions for Grant Applications:

1. What is the match requirement, if any, and how is that to be covered for the duration of the grant?

This grant requires a 25% match of cash and/or in-kind of $50,000 over four years. State funds received through the CCF funding that currently support the FRC's and in-kind administrative support will cover this.

2. Will the grant require expenditures for Material and Services or capital not fully paid for by the grant?

No, all expenditures will be fully paid for by the grant.

3. Will the grant funds be fully expended before county funds need to be spent?

There are no county funds in the budget for this application.

4. How will the administrative work of the grant be covered if the grant funds don't cover it?

The Department of Children and Families will be responsible for contract administration with the school districts involved. This responsibility is a duty assigned to staff as part of normal job requirements as contract monitor and grants coordinator.

5. Have grant stakeholders been informed of the grant sun-setting policy so there is no misunderstanding when the funding ends? Describe plan for service if funding does not continue.

The Family Resource Centers understand that the grant period is four years. FRC's currently receive other school based supports both in-kind and financially; along with CCF funding which could continue.

6. What accounting, auditing, and evaluation obligations are imposed by the grant conditions?

This grant requires yearly progress and financial reports; cooperation with an outside evaluator hired by Ford Family Foundation; attendance by three members from the project at twice-yearly networking conferences;

participation in annual site visit by Ford Foundation staff.

7. How will the department cover the accounting, auditing, and evaluation obligations? How are the costs for these obligations covered, regardless whether they are in the department submitting the grant or a support service department? Does the department acknowledge that the county will need to cover these costs and it is an appropriate cost incurred by support service departments?

Evaluation costs will be covered by the Ford Family Foundation through an outside evaluator they will hire. DCF will fulfill auditing/accounting requirements with DCF staff as a part of normal job duties. This will be counted as in-kind as part of the match.

8. Are there any restrictions against applying the county full cost indirect charge?

County indirect and grant administration related expenses will be paid with funds from the biennial grant from the Oregon Commission on Children & Families to the Lane County Commission and Families for the purpose of contract administration. These services will be part of the in-kind match used for the Ford Family Foundation grant.

9. Are there unique or unusual conditions that trigger additional county work effort or liability, i.e., maintenance of effort requirements or supplanting prohibitions or indemnity obligations?
No

10. Grants involving technology issues require Information Services department review and approval prior to submission to the Board to ensure compatibility with existing county systems and development tools.

N/A

11. Information Services department sign-off is required for all agenda items requesting funding for new or enhanced computer applications/systems that will interface with existing county systems/infrastructure.

N/A

12. If this is a grant funded computer/software applications project…

N/A

C. Alternatives/Options

1. Adopt the Order to authorize the County Administrator to sign the grant application.

2. Amend the Order.

3. Do not adopt the Order.

D. Recommendation

Option 1: Adopt the Order

E. Timing

The grant application is due September 30, 2005. The Ford Family Foundation will make site visits to those organizations whose proposals exhibit the closest alignment to the criteria in the RFP during the second week of October and through November. Successful proposals will be funded beginning January 2006. Upon Board approval the grant will be submitted.

IV. IMPLEMENTATION

Upon the Board Order being approved and signed, the department will submit the proposal. If awarded the grant, contract amendments will be made to existing contracts with the school districts that house the Family Resource Centers included in this grant.

V. ATTACHMENTS

Board Order

THE BOARD OF COUNTY COMMISSIONERS, LANE COUNTY, OREGON

ORDER No. ORDER AND RESOLUTION IN THE MATTER OF APPROVING THE SUBMITTAL OF A GRANT TO THE FORD FAMILY FOUNDATION IN THE AMOUNT OF $200,000 OVER FOUR YEARS FOR THE FAMILY RESOURCE CENTERS OF LANE COUNTY; AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO SIGN A GRANT DOCUMENTS.

WHEREAS, Lane County through the Department of Children and Families funds the school based network of Family Resource Centers; and

WHEREAS, the Ford Family Foundation is requesting proposals from community-based collaborations to provide parenting education; and

WHEREAS, the grant application amount is beyond the Count Administrator's delegated authority, and

WHEREAS, if the proposal is approved and funding awarded, the revenue agreement will be beyond the County Administrator's delegated authority;

NOW THEREFORE IT IS HEREBY RESOLVED AND ORDERED THAT the Board of County Commissioners approve the submission of the grant to the Ford Family Foundation for the Family Resource Centers and delegate the County Administrator to sign the application; and

Ordered that the Board of County Commissioners delegate authority to the County Administrator to sign a revenue agreement with the Ford Family Foundation in the amount of $200,000 over a period of four years beginning January 2006.

APPROVED this _____ day of September, 2005

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Anna Morrison, Chair
BOARD OF LANE COUNTY COMMISSIONERS