

**Lee County Board Of County Commissioners  
Agenda Item Summary**

Blue Sheet No. 20030233

**1. REQUESTED MOTION:**

**ACTION REQUESTED:** Request Board approve grant award and Budget Amendment and resolution to the 21<sup>st</sup> Community Center and First Serve in the amount of \$200,000.00 for improving the learning and communication skills of at-risk youth. The 21<sup>st</sup> grant will give priority to programs that serve "D" schools. Parks and Recreation will be working with at Tice/Dunbar, and J. Colin English, and Ft. Myers Academy (formally Suncoast Elementary) which are in this category. Revenue string is 11071915500.331720.9003

No match is required for this grant.

**WHY ACTION IS NECESSARY:** To formally accept the grant.

**WHAT ACTION ACCOMPLISHES:** To expand on current grant to increase the program for troubled youth in the community.

**2. DEPARTMENTAL CATEGORY:  
COMMISSION DISTRICT #**

*C11A*

**3. MEETING DATE:**

*03-11-2003*

**4. AGENDA:**

- CONSENT
- ADMINISTRATIVE
- APPEALS
- PUBLIC
- WALK ON
- TIME REQUIRED:

**5. REQUIREMENT/PURPOSE:  
(Specify)**

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER

**6. REQUESTOR OF INFORMATION:**

- A. COMMISSIONER
- B. DEPARTMENT Parks and Recreation
- C. DIVISION

BY: John Yarbrough

*J. Yarbrough  
Director*

**7. BACKGROUND:**

The 21<sup>st</sup> Century Community Learning Centers Program was established by congress as Title X, Part I of the Elementary and Secondary Education Act. The 21<sup>st</sup> Century Community Learning Centers program provides grants to rural and inner-city public schools, or consortia of such schools, to enable them – with the assistance of community partners – to plan, implement, or expand projects that benefit the educational, health, social services, cultural, and recreational needs of the community. This program is designed to target funds to high-need rural and urban communities that have low achieving students and high rates of juvenile crime, school violence, and student drug abuse, but lack the resources to establish after school centers. Revenue account string 11071915500.331720.9003 Expense Strings, 11071915500.501310, 11071915500.503190, 11071915500.503490, 11071915500.502110, 11071915500.504420, 11071915500.504010, 11071915500.506610, 11071915500.503460, 11071915500.504710, 11071915500.504210, 11071915500.504110, and 11071915500.505120 per the grant budget narrative form, attached. No match is required for this grant.

**8. MANAGEMENT RECOMMENDATIONS:**

**9. RECOMMENDED APPROVAL:**

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services				G County Manager
<i>BY</i>	<i>MIA</i>			<i>KW</i>	QA	OM	Risk	GC	<i>DW</i>
<i>2/20/03</i>				<i>2/20/03</i>	<i>2/21/03</i>	<i>2/21/03</i>	<i>2/21/03</i>	<i>2/21/03</i>	<i>2-26-03</i>

**10. COMMISSION ACTION:**

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty  
Date: *2/20/03*  
Time: *3:15 PM*  
Forwarded To:  
*City Admin. 25*  
*2/20/03 3:15 PM*

*2/20/03*  
*4:10 PM*  
*OS*  
*2/26/03*

# RESOLUTION #

Amending the MSTU Budget, Fund 15500 to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

**WHEREAS**, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the MSTU Budget, Fund 15500 for \$ 200,000 of the unanticipated revenue from Grant funding and an appropriation of a like amount for grant expenditures and;

**WHEREAS**, the MSTU Budget, Fund 15500 shall be amended to include the following amounts which were previously not included.

## ESTIMATED REVENUES

Prior Total:		
Additions		\$78,763,895
11071915500.331720.9003	Parks & Rec-21 <sup>st</sup> Century Community Learning Centers	\$ 200,000
Amended Total Estimated Revenues		\$78,963,895

## APPROPRIATIONS

Prior Total:		\$78,763,895
Additions		
11071915500.501310	Non- Permanent Labor	\$ 107,589
11071915500.503190	Other Professional Services	\$ 40,000
11071915500.503490	Other Contracted Services	\$ 18,000
11071915500.504010	Travel	\$ 3,440
11071915500.504420	Vehicle Rental	\$ 16,000
11071915500.506610	Books	\$ 6,230
11071915500.503460	Software	\$ 4,000
11071915500.504710	Printing	\$ 2,500
11071915500.504960	Administrative costs	\$ 2,241
Amended Total Appropriations		\$78,963,895

**NOW, THEREFORE, BE IT RESOLVED** by the Board of County Commissioners of Lee County, Florida, that the MSTU Budget, Fund 15500 is hereby amended to show the above additions to its Estimated Revenue and Appropriation Accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this \_\_\_ day of \_\_\_\_\_, 2003.

ATTEST:  
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS  
LEE COUNTY, FLORIDA

BY: \_\_\_\_\_  
DEPUTY CLERK

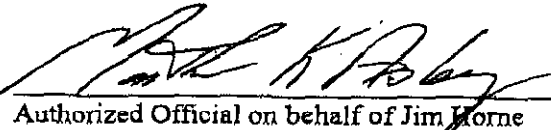
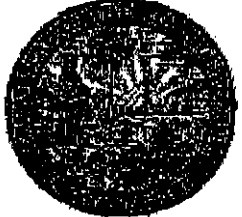
\_\_\_\_\_  
CHAIRMAN

APPROVED AS TO FORM

\_\_\_\_\_  
OFFICE OF COUNTY ATTORNEY

DOC TYPE YA  
LEDGER TYPE BA

**Florida Department of Education  
Project Award Notification**

<b>1 PROJECT RECIPIENT</b> Lee County Board of County Commissioners	<b>2 PROJECT NUMBER</b> 817-2443B-3RCC1
<b>3 PROJECT/PROGRAM TITLE</b> 21st Century Community Learning Centers Program TAPS # 3B059	<b>4 AUTHORITY:</b> State: Federal: No Child Left Behind – Title IV, Part B
<b>5 AMENDMENT INFORMATION</b> Amendment Number: Type of Amendment: Effective Date:	<b>6 PROJECT PERIODS</b> Budget Period: 11/01/2002 - 06/30/2003 Program Period: 11/01/2002 - 06/30/2003
<b>7 AUTHORIZED FUNDING</b> Current Approved Budget: \$200,000.00 Amendment Amount: \$0.00 Estimated Roll Forward: \$0.00 Total Project Amount: \$200,000.00	<b>8 METHOD OF PAYMENT</b> Reimbursement
<b>9 TIMELINES</b> Last date for incurring expenditures and issuing purchase orders: <u>06/30/2003</u> Date that all obligations are to be liquidated and final disbursement reports submitted: <u>08/20/2003</u> Last date for receipt of proposed amendments: Refund date of unexpended funds; mail to DOE Comptroller, 325 W. Gaines Street, 944 Turlington Building, Tallahassee, Florida 32399-0400: Date for program report, mail to appropriate program office.	
<b>10 DOE CONTACTS</b> Program: Brandy Bartol Office: Program Director, 21 <sup>st</sup> Century Program Phone: (850) 488-1701 Email: Brandy.Bartol@FLDOE.org  Grants Management: Unit B (850) 488-3473	<b>11 DOE FISCAL DATA</b> DBS: 409030 EO: FT Object: 720000
<b>12 TERMS AND SPECIAL CONDITIONS</b> <input checked="" type="checkbox"/> This project and any amendments are subject to the procedures outlined in the <u>Project Application and Amendment Procedures for Federal and State Programs</u> (Green Book) and the General Assurances for Participation in Federal and State Programs. <input type="checkbox"/> For federal cash advance projects, monthly expenditures must be submitted to the Comptroller's Office by the 20 <sup>th</sup> of each month for the preceding month's disbursements utilizing the On-Line Disbursement Reporting System. <input type="checkbox"/> Any unexpended general revenue funds must be returned by check issued to the Florida Department of Education, with the final expenditure report. The check must clearly identify the project number for which funds are being returned. <input type="checkbox"/> In the event that the Governor and Cabinet are required to impose a mandatory reserve on the current year appropriation, this Agreement shall be amended to place in reserve the amount determined by the Department of Education to be necessary because of the mandatory reserve in the appropriation. <input checked="" type="checkbox"/> No more than five percent allowable for administrative cost, including indirect cost. <input checked="" type="checkbox"/> Other: See Page 2, Item 12	
<b>13 APPROVED:</b>  <div style="display: flex; justify-content: space-between;"> <div style="width: 40%;">                       Authorized Official on behalf of Jim Horne                      Commissioner of Education                 </div> <div style="width: 20%; text-align: center;"> <u>2/13/03</u>                      Date of Signing                 </div> <div style="width: 30%; text-align: right;">  </div> </div>	

**INSTRUCTIONS  
PROJECT AWARD NOTIFICATION**

- 1 Project Recipient: Agency, Institution or Non-Governmental entity to which the project is awarded.
- 2 Project Number: This is the agency number, grant number, and project code that must be used in all communication. (Projects with multiple project numbers will have a separate DOE-200 for each project number).
- 3 Project Description: Title of program and/or project. TAPS #: Departmental tracking number.
- 4 Authority: Federal Grants - Public Law or authority and CFDA number. State Grants - Appropriation Line Item Number and/or applicable statute and state identifier number.
- 5 Amendment Information: Amendment number (consecutively numbered), type (programmatic, budgeting, time extension or others) in accordance with the Project Application and Amendment Procedures for Federal and State Programs (Green Book), and effective date.
- 6 Project Periods: The periods for which the project budget and program are in effect.
- 7 Authorized Funding: Current Approved Project (total dollars available prior to any amendments); Amendment Amount (total amount of increase or decrease in project funding); Estimated Roll Forward (roll forward funds which have been estimated into this project); and Total Project Amount (total dollars awarded for this project).
- 8 Method of Payment: Federal Cash Advance (generally requested via Federal Cash Advance Request System); Quarterly Payment (based on the state fiscal year or the project period); Reimbursement (based on recipient expenditures); Performance Based (Please refer to Terms and Special Conditions); and Other (Please refer to Terms and Special Conditions).
- 9 Timelines: Date requirements for financial and program reporting/requests to the Department of Education.
- 10 DOE Contacts: Program contact for program issues, Grants Management Unit for processing issues, and Comptroller's Office number for payment information.
- 11 DOE Fiscal Data: A unique payment number assigned by the Department of Education.
- 12 Terms and Special Conditions: Listed items apply to this project. (Additional space provided on Page 2 of 2 if needed.)
- 13 Approved: Approval signature from the Florida Department of Education and the date signature was affixed.
- 12 Continuation of Terms and Special Conditions from page 1 of 2 if needed.

This Project is funded on a reimbursement basis. Procedures for requesting reimbursement are in the Department's Green Book (Project Application and Amendment Procedures for Federal and State Programs). See Section D-Project Records and Reports - Financial Disbursement Reports for Nongovernmental Recipients.

Should you have any questions regarding these special terms and conditions, please call Vickie Brown in Grants Management at (850) 487-3137 or suncom 277-3137.

# FLORIDA DEPARTMENT OF EDUCATION PROJECT APPLICATION

TAPS Number  
3B059

2002 OCT 18 11:10:58

<b>Please return to:</b> Florida Department of Education Bureau of Grants Management Room 325 Turlington Building 325 West Gaines Street Tallahassee, Florida 32399-0400 Telephone: (850) 488-3473 Suncom: 278-3473	<b>A) Program Name:</b> 21 <sup>st</sup> Century Community Learning Centers Program	<b>DOE USE ONLY</b> Date Received:
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<b>B) Name and Address of Eligible Applicant:</b> Lee County Board of County Commissioners P. O. Box 398 Fort Myers, FL 33902	<b>Project Number (DOE Assigned)</b> 817-2448-3221
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<b>C) Total Funds Requested:</b> \$ 200,000 <hr/> <b>DOE USE ONLY</b> <b>Total Approved Project:</b> \$ 200,000	<b>D) Applicant Contact Information</b> <table border="1"> <tr> <td data-bbox="623 905 1076 991"> <b>Contact Name:</b>          Barbara Manzo  <i>Mindy Collier</i> </td> <td data-bbox="1076 905 1550 991"> <b>Mailing Address:</b>          3410 Palm Beach Blvd          Fort Myers, FL 33916       </td> </tr> <tr> <td data-bbox="623 991 1076 1078"> <b>Telephone Number:</b> <i>Call 239-287-6346</i>          239-461-7412          239-498-9501       </td> <td data-bbox="1076 991 1550 1078"> <b>SunCom Number:</b> </td> </tr> <tr> <td data-bbox="623 1078 1076 1185"> <b>Fax Number:</b>          239-461-7420       </td> <td data-bbox="1076 1078 1550 1185"> <b>E-mail Address:</b>          Barbara@leegov.com  <i>Mindy456@aol.com</i> </td> </tr> </table>	<b>Contact Name:</b> Barbara Manzo <i>Mindy Collier</i>	<b>Mailing Address:</b> 3410 Palm Beach Blvd Fort Myers, FL 33916	<b>Telephone Number:</b> <i>Call 239-287-6346</i> 239-461-7412 239-498-9501	<b>SunCom Number:</b>	<b>Fax Number:</b> 239-461-7420	<b>E-mail Address:</b> Barbara@leegov.com <i>Mindy456@aol.com</i>
<b>Contact Name:</b> Barbara Manzo <i>Mindy Collier</i>	<b>Mailing Address:</b> 3410 Palm Beach Blvd Fort Myers, FL 33916						
<b>Telephone Number:</b> <i>Call 239-287-6346</i> 239-461-7412 239-498-9501	<b>SunCom Number:</b>						
<b>Fax Number:</b> 239-461-7420	<b>E-mail Address:</b> Barbara@leegov.com <i>Mindy456@aol.com</i>						


### CERTIFICATION

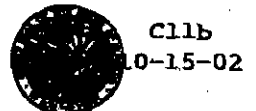
I, Robert P. Janes, (Please Type Name) do hereby certify that all facts, figures, and representations made in this application are true, correct, and consistent with the statement of general assurances and specific programmatic assurances for this project. Furthermore, all applicable statutes, regulations, and procedures; administrative and programmatic requirements; and procedures for fiscal control and maintenance of records will be implemented to ensure proper accountability for the expenditure of funds on this project. All records necessary to substantiate these requirements will be available for review by appropriate state and federal staff. I further certify that all expenditures will be obligated on or after the effective date and prior to the termination date of the project. Disbursements will be reported only as appropriate to this project, and will not be used for matching funds on this or any special project, where prohibited.

Further, I understand that it is the responsibility of the agency head to obtain from its governing body the authorization for the submission of this application.

**APPROVED AS TO FORM:**

E)   
 Signature of Agency Head  
*Chairman Lee County Board of County Commissioners*

  
 Office of the County Attorney





**LEE COUNTY**  
SOUTHWEST FLORIDA

**BOARD OF COUNTY COMMISSIONERS**

(239) 335-2223

Writer's Direct Dial Number: \_\_\_\_\_

Bob Janes  
*District One*

Douglas R. St. Cerny  
*District Two*

Ray Judah  
*District Three*

Andrew W. Coy  
*District Four*

John E. Albion  
*District Five*

Donald D. Stilwell  
*County Manager*

James G. Yaeger  
*County Attorney*

Diana M. Parker  
*County Hearing Examiner*

January 29, 2003

Florida Department of Education  
325 West Gaines Street  
Tallahassee, FL 32399-0400  
Attention: Carol Hubbard

RE: 21<sup>st</sup> Century Community Learning Centers (CCLC)

Dear Ms. Hubbard:

This letter is to inform the Florida Department of Education that I am now the Chairman of the Lee County Board of County Commissioners effective November 19, 2002.

Lee County applied for the 21<sup>st</sup> Century Community Learning Center grant under Commissioner Janes' Chairmanship. I want to confirm the Commission's continued support of this worthwhile project.

Thank you for your consideration of our grant application.

Sincerely yours,

Ray Judah, Chairman  
Lee County Board of County Commissioners

RJ:dj

2003 FEB 13 AM 8:27  
PAPER RECYCLED  
COMMUNITY DEVELOPMENT

A) LEE COUNTY BOARD OF COUNTY COMMISSIONERS/PARKS AND RECREATION  
 Name of Eligible Recipient:

TAPS Number  
 3B059

B) 817-24438-30001  
 Project Number: (DOE USE ONLY)

FLORIDA DEPARTMENT OF EDUCATION  
 BUDGET NARRATIVE FORM

(1) OBJECT	(2) ACCOUNT TITLE AND NARRATIVE	(3) FTE POSITION	(4) AMOUNT
501310	Program Managers (Part-time) 29hrs/wk X \$12.12/hr=\$351.48 X 50wks = \$17,574 X 2 positions One Program Mgr. will be located at each site to work with youth in 4-H projects, computer learning and homework assistance	1	\$35,148
503190	Program Director Oversees all aspects of CCLC programming; coordinates 4-H training of volunteers and program mgrs, and coordinates First Serve programming.	1	\$40,000
501310	Parks and Recreation Specialist (2) -\$17.50/hour x 20 hours/week x 50 weeks x 2 Specialist assist with helping youth in both 4-H and First Serve programs	1	\$35,000
503490	Tennis Professionals -12 hours x 50 weeks x \$30/hour = \$18,000 Tennis Professionals provide hourly instruction on rules, etiquette, and tennis play.		\$18,000
502110	Fringe Benefits for Part-time Program Managers and Parks and Rec. Specialists X 28% fringes		\$19,641
502110	Fringe Benefits for Program Director -40,000 X 32%		\$12,800
501310	Outside Evaluator - Contractual person to review and analyze the process and outcomes of the proposed programs at the CCLC's		\$5,000
504420	Good Wheels Transportation - \$40/hour x 8hours/week x 50 weeks = \$16,000 Contractual service providing transportation to and from schools to the CCLC's and to the child's home when no other alternative form of transportation is available.		\$16,000
504010	Travel Local Staff Travel between CCLC's and schools 500 miles/month x .29/mile x 12 = \$1,740; Out-of-State Staff Travel: \$500 air /person = \$1000 + \$175 per diem x 2 people for 2 days = \$1,700		\$3,440
506610	Supplies 4-H Project Books for participants 300 X \$3.90 = \$1,170; 4-H Leader Guides - \$300 Educational Supplies - \$3,000; Tennis Racquets (50 X \$12) = \$600; Tennis Hoppers (4 X \$40) = \$160; Tennis Balls (240 cans X \$2) = \$480; Zwig Nets (4 X \$130) = \$520		\$6,230
503460	Software for 4-H and Literacy Programs		\$4,000
504710	Printing, (training material, flyers, notices)		\$2,500
504210	Postage (mailings to schools, parents, program related mailings)		
504110	Telecommunications (fax, internet access, local/long distance)		
505120	Administrative Costs - Lee County has an approved A-87 Cost Allocation Plan. Identified costs include utilities, administration including purchasing, human resources and fiscal.		\$2,241
<b>TOTAL</b>			<b>\$200,000</b>

