

Program Information

Program/Service Name: Trinity Church

Applicant is: **A Current Trust-funded Provider**
 (mark one)

List All Current Contract Number(s): a) 710-133
 b) Subcontractor on Service Partnership for Children of Inmates

A Provider Previously Funded by The Trust
 List All Contract Number(s) for Previous Contracts:

A New Provider (not previously funded by The Trust)

Proposed OOS Program Services Timeframe: **After School 2008-09**
 (mark all that apply) **Summer Camp 2009**

Type of OOS Program(s) Proposed, including After School and Summer Camp (mark one):

OOS Program for General Population

OOS Program for General Population with Inclusion of Children with Disabilities

Estimated Percentage of Participants with a Disability to be Served: unknown

*CWD -See proposal and supplement page for detailed explanation

OOS Program Designed Primarily for Children with Disabilities

Specify Disability: _____

	Specify if the Proposed OOS Program is operating in a CRA Area		Yes, (Provide the zip code(s) where services will be provided.)
		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Contact Person Responsible for Program/Service: Kathleen Hardcastle

Title: OOS Program Manager Email Address: khardcastle@peacemakers.com

Program/Service Address: Trinity Church, Inc.; 17801 NW 2nd Avenue

City: Miami State: Florida Zip Code: 33169

Telephone: 305-749-0190 Fax Number: 305-749-0196

Program/Service Operating Site(s)

Number of Service Site(s) for this Program: Five (5)

Application Certification Form

Agency Name:	Trinity Church
Program/Service Name:	Out of School Program (OOS)

All applicable statutes, regulations and procedures for program compliance and fiscal control, including but not limited to those contained in the application and contract, will be implemented to ensure proper accountability of funds. I certify that the funds requested in this application will not duplicate or replace funds that would otherwise be used for the purposes set forth in this proposal, and that the funds requested are a true estimate of the amount needed to operate the proposed program.

I have been duly authorized to act as the representative of the Agency in connection with filing this application. 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.

This bid process is subject to the cone of silence and Florida's conflict of interest laws (§112.311, et. seg). I further state that to the best of my knowledge, submission of this proposal is in compliance with the state and county conflict of interest laws.

All work contained within this proposal is the unique and original product of the agency I represent, and has not been plagiarized or duplicated in any way from another's work.

List below the dates of issue of each Addendum received in connection with the bid solicitation for the current proposal, or acknowledge that none were received. There may be fewer or more than 3; list all that were officially published by the funder:

Check all that apply	No Addendum was received in connection with this bid solicitation	Date of Issue
<input checked="" type="checkbox"/>	Addendum #1	11/05/07
<input checked="" type="checkbox"/>	Addendum #2	11/16/07

Documents	Submit with application unless previously on file	Submit prior to contract
Current audited financial statement and related management letter OR un-audited financial statement from registered CPA (the latter is accepted only for Agencies in business less than 18 months or with a total budget less than \$300,000)	X	TO BE NEGOTIATED
If previously submitted, for what audit/fiscal period? 1/1/06-12/31/06		
Organizational Chart(s) for Agency, including proposed program	X	
Evidence of past outcomes/successes achieved related to this program	IF APPLICABLE	
Activity Schedule(s) for week in after-school and summer camp programs	X	
Data source/measurement tool(s) to be used in program evaluation		
Staff resumes for program director, key staff/consultants	X	
Documentation of General Liability Insurance (min. \$500,000), Workers' Compensation, Automobile Insurance (min. \$1,000,000 if transporting children, \$300,000 if not), and, if applicable, Professional Liability Insurance (min. \$250,000 with amount to be determined by The Trust)		X
Letters of Agreement or MOU's related to this program	IF APPLICABLE	
Sliding Fee Schedule, if applicable	IF APPLICABLE	
Identify all investigations, litigation, and/or regulatory action related to agency in the past 3 years (include case and court name & status)	IF APPLICABLE	
Does anyone involved in the application have a known or potential conflict of interest with anyone on The Trust staff or board of directors (see Section III-E of the RFP)? Mark yes or no, and if yes please explain below:	YES:	NO: X

I do hereby certify to the above statements and that all facts, figures, and representations made in this application and supporting documents are true and correct. Furthermore, I certify that each of the documents listed above will be provided as noted, as a condition of applying for and/or receiving funding.

Rev. Richard P. Wilkerson Senior Pastor/Chairman of the Board, Trinity Church	
Print Authorized Official's Name/Title	Authorized Official's Signature in BLUE INK

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Current audited financial statement and related management letter OR un-audited financial statement from registered CPA (the latter is accepted only for agencies in business less than 18 months or with a total budget less than \$300,000), if a current copy is not already on file with The Trust	On file
Organizational Chart(s) for Agency, including proposed program	
Evidence of past outcomes/successes achieved related to this program	
Sample Activity Schedule(s) for week in after-school and summer camp programs	
Data source/measurement tool(s) to be used in program evaluation	
Staff resumes for program director, key staff/consultants	
Documentation of General Liability Insurance (min. \$500,000), Workers' Compensation, Automobile Insurance (min. \$1,000,000 if transporting children, \$300,000 if not), and, if applicable, Professional Liability Insurance (min. \$250,000 with amount to be determined by The Trust)	
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Agency Narrative (1 page/10 points)

Agency Mission Statement

Peacemaker Family Center serves and mentors individuals and families as they transition from crisis to self-sufficiency.

Agency Description and Organizational Capacity

Established in 1960, Trinity Church serves a present congregation in excess of 4,000 persons. Pastoral and support staff fully reflect the rich diversity of the Greater Miami-Dade County community, both ethnically and linguistically, and participant demographics include Caucasian, African-American, Caribbean, Haitian, and Hispanic populations. In 2000, Trinity Church created the Peacemaker Family Center (PFC) to address the tremendous societal needs of individuals and families in the region. Serving as a base for social services, PFC currently supports more than 1,000 people per week through its North Miami, Miami Gardens, and satellite Out of School (OOS) locations.

PFC's comprehensive community-based programming includes our North Miami Neighborhood Resource Network, Disaster Preparedness project, food bank, job development services for youth and adults, AmeriCorps activities, Service Partnership for Children of Inmates, Healthy Relationship initiative, Community-Based Abstinence Education initiative, Trinity Christian Academy daycare program, Peacemakers Youth Leadership Institute, ACCESS program, and our year-round Out of School offerings. Through substantial partnerships with other local organizations, PFC capitalizes on available resources, enhancing efficiency and impact of all programs.

Successfully operating Out of School programs since 2003, PFC currently provides services at four separate site locations. Each is staffed with a site director who is charged with program planning and implementation in accordance with core activity standards. Likewise, each is responsible for ensuring that recordkeeping and data collection are in compliance with our Trust contract. These professionals report directly to the PFC Director of Education, the agency-assigned administrator of OOS programs.

PFC remains diligent in response to requests for information, submission of all reporting and invoices as required, and formulation and implementation of Plans of Correction when indicated. Our organizational history is solid in this regard, maintaining full compliance with all Children's Trust contractual demands. Any deficiencies detected in prior reviews were quickly addressed and resolved. While we scored quite respectable overall averages of 92% on our 2006 review and 91.73% on 2007's evaluation, we strive to continually improve our service delivery and accountability processes. Our consistently high evaluation scores clearly demonstrate unquestionable capacity to provide safe, quality Out of School programming for children in Miami-Dade County. Any invoicing irregularities were systemic for all providers as fiscal reporting and requirements were altered by the Trust, in addition to working through budget modifications with Trust finance staff earlier this year. We believe that PFC has always met, at a minimum, a compliance rate of 85% in invoice accuracy and the timeliness of such submissions.

Program Narrative

Program/Service Summary (75 words/3 sentences—not scored)

Trinity Church's Peacemaker Family Center (PFC) Out of School program provides afterschool and summer enrichment programming for children, ages 5 – 15. Through a variety of unique, multi-disciplinary activities conducted in a fun and stimulating environment, the Out of School program promotes exploration of individual talents and interests in fine arts and sports, enhancement of educational and social skills, and the development of a true love for learning.

Statement of Need / Target Population (1 page—8 points)

TOTAL number of unduplicated children/youth participants to be served by this program across all sites for After-School 2008-09: 345

TOTAL number of unduplicated children/youth participants to be served by this program across all sites for Summer Camp 2009: 515

The National Institute on Out-of-School Time at Wellesley Centers for Women's 2007 document, Making the Case: A Fact Sheet on Children and Youth In Out-of-School Time, reports that "lack of adult supervision and participation in self-care for both children and adolescents have been linked to increased likelihood of accidents, injuries, lower social competence, lower GPAs, lower achievement test scores, and greater likelihood of participation in delinquent or other high risk activities such as experimentation with alcohol, tobacco, drugs and sex." The fact sheet further indicates that, on a national level, "the parents of more than 28 million school-age children work outside the home, with as many as 14 million "latchkey children" returning to an empty house on any given afternoon."

Using a "cradle-to-career" study framework, Education Week's Quality Counts, Florida Highlights (January 2008) report scores the entire state as an overall "C" against the national average of a "C-minus" rating. The document states that "despite below-average current achievement, Florida finishes seventh nationally, a result that can be attributed to very strong improvements in recent years and relatively small poverty gaps."

In contrast to state-wide ratings regarding poverty, the children supported by PFC's past and current Out of School programs generally come from low-income or working poor families, with approximately 60% living in single parent households. Most would be categorized as "at-risk." All are eligible for free lunch during our summer program and attend public schools where, collectively tallied, 87% of the student body receives free lunch during the school year. (Statistical information about school lunch rates was obtained from *Your Florida Department of Education* website and is specific to schools our kids attend.)

In order of highest to lower priorities, as per Trust map listings (single parent/free lunch), PFC proposes services at five sites: Holy Cross, Genuine Love, Trinity North, Trinity South, and, finally, Fit Kids—none of which are located in CRA areas. These locations, however, do present high concentrations of both free lunch recipients and single parent homes. At all locations, safe and structured programming emphasizes literacy and social skills development, physical activity and fitness, strong family involvement and outreach, the arts, various sports, and nutrition. (See attachment on Trinity South programming)

PFC serves both boys and girls, ages 5-15, in year-round Out of School programs. Although all children in need of our services are welcome, racial and ethnic demographics have historically included Caucasian, African-American, Caribbean, Haitian, and Hispanic populations. PFC also accepts children with disabilities on a case-by-case basis, provided our program can fully accommodate their individual challenges. Any child that requires on-site medical care, personal care attendants, 1:1 staffing or extensive behavior modification support would not be appropriate for our program at this time. Conversely, PFC can effectively serve those with milder challenges, such as a wide range of learning differences, ADD/ADHD, and higher functioning children with a variety of developmental disabilities. (Please see supplemental page for further clarification.)

PFC traditionally serves more children than required through contractual funding, as evidenced by our current utilization rate of 105%. For this reason, marketing activities will remain largely the same, focusing on Spirit magazine, postcards, radio and TV commercials, brochures, and public interest articles through the media. Consistently, Out of School vacancies are filled well in advance of program start dates. Enhanced outreach for parents of children with disabilities will occur as well, including revising our materials to specifically welcome this population and working with relevant community programs.

Program / Service Description (2 pages—15 points)

PFC provides a critical parental solution to after-school and summer time for children and youth, ages 5-15. The Out of School program's primary goal is to offer a fun, safe, structured, and learning-based environment for children in Miami-Dade County that additionally promotes physical health, active participation in the arts and sports, and development of a love for learning.

Operating Monday through Saturday during the school year and Monday through Friday for summer activities, PFC's OOS program take place at four site locations: Holy Cross (33161), Genuine Love (33055), Trinity (33169), and Fit Kids (33165). PFC also operates a licensed day care and Voluntary Pre-School (VPK) program at Trinity Church's South Campus (33168). Currently, the entire OOS program supports 515 children during summer months and 345 in after-school programming through Children's Trust funding. PFC proposes services for the same numbers of children through contract renewal with the addition of Trinity Church's South Campus. Programming will be provided in collaboration with eight (8) community partners that include Holy Cross Christian Day School, Genuine Love Ministries, Fit Kids, Inc., Community Action Agency, Dr. J's Family Weight Loss Program, University of Miami Families First Network, KAM Consulting, LLC, and Service Partnership for Children of Inmates.

OOS programming is generally the same for both summer and after-school activities, and each site includes core areas of literacy, family outreach and involvement, nutrition, physical fitness, the arts, sports, and social skills development. Some minor differences in scheduling exist between the four sites based on individually available resources, staff expertise, and some heightened programmatic focus. For example, three out of four sites have full computer labs, although the fourth does have computers for children to use for homework. One site offers an opportunity to learn American Sign Language and participate in student government activities. Another, Fit Kids, provides an increased focus on fitness and has additional exercise equipment on the grounds, effectively addressing the problem of obesity and poor physical health in today's children. Trinity North has half-day Saturday programs (school year).

Despite relatively minor scheduling variances, programming is consistent throughout to meet all core area requirements. While at one site all attendees typically participate in art or another activity at the same time, subgroups offer modifications to that activity based on developmental and age-appropriate considerations. Also, PFC provides daily busing for children who do not attend school at the locations where OOS activities take place, as well as for field trips.

Documentable outcomes are measured on literacy skills and physical fitness, targeting an improvement or maintenance rate of 85% of participants in both. Assessment tools include the 1-Minute Oral Reading Fluency and SPARK Fitness Program, respectively. General outcomes and rationale of the program involve provision of safe and structured daily programming for children who would otherwise be going home to an empty or improperly supervised household. The natural benefits, which are inherently central to all programming, emphasize development and support of the "whole child"—educationally, socially, physically, and emotionally. Of course, increased familial functioning is also targeted.

Individual or societal challenges rarely exist in isolation. Rather, one problem faced by a family unit or larger community system is likely to be interconnected to many others as well. In response, PFC employs a comprehensive "systems of care" model to address the multi-faceted layers of human need.

According to the U.S. Department of Health and Human Services' Children's Bureau, "systems of care" is a service delivery model that builds partnerships to create a broad, integrated process for meeting families' multiple needs. This approach is based on the principles of 1) interagency collaboration, 2) individualized, strengths-based care practices, 3) cultural competence, 4) community-based services, and 5) full participation of families at all levels of the system. A centralized focus of systems of care is building the infrastructure needed to result in positive outcomes for children, youth, and families.

PFC has utilized this best practice approach for eight years, successfully coordinating and/or providing a

wide range of services for a community in need. For instance, when a potential OOS family begins the registration process for their child, they are informed about all of the social service programs available within the Peacemaker Family Center. At any given time, one family may have a child in the OOS program, a teenager in the Peacemaker Youth Leadership Institute, a parent in the Healthy Relationship classes, etc., in addition to receiving help through our food bank, job development program, daycare center, and referral to other social service programs. Historically, when PFC has detected unmet needs for families and the greater Miami-Dade County community, the organization either partners with an existing agency to better address the issues or creates a brand new program component within our internal service "system."

In direct alignment with this systems of care approach, other best practices, such as findings by the Harvard Family Research Project (HFRP), emphasize "complementary learning" - a systemic approach which intentionally integrates both school and nonschool supports. This idea highlights evidence that increasing children's success in learning and in life relies on contributions of not just schools, but also families, after-school programs, and other community supports. Complementary learning, in its most effective form, requires strong links between these people and settings. PFC's long history of successful community partnerships illustrates our adoption and effective application of this best practice.

One example of this is a 2007 partnership between the University of Miami School of Medicine and PFC that resulted in a research study of 413 OOS children's age, weight, and family nutrition and health habits. Findings reinforced the universally accepted reports that poor eating habits and excessive television watching significantly contribute to weight problems in children, but we were also offered other considerations for new programming. In particular, parental roles in both the study and in daily attitudes regarding diet and exercise indicate a need for greater outreach to parents. Only 83 of the parents agreed to participate in this study, which is alarming considering the results indicated that 52.8% of the children were either at risk for being overweight or overweight. Researchers stated that while their findings were somewhat limited by a small sample size, the data suggests higher prevalence rates than are seen nationally. As a result, a new partner has been added to our efforts and "Dr. J's Family Weight Loss Program" will be incorporated into summer programming in 2008 (and school year, too, thereafter).

PFC's Out of School program has been funded by the Children's Trust since 2003 and has steadily grown to now include 5 site locations. Due to the tremendous need in the region, PFC has continued to serve more children than is required through our current and past Trust contracts. In fact, over the last three years, more than 2,500 unduplicated children and youth have participated in PFC Out of School Program activities including summer camp, after-school programming, Saturday Fine Arts Classes, and the JamFest (an at-risk youth outreach event). This past August, more than 700 children participated in five summer recital performances, attended by approximately 2,000 family members and friends.

Evaluation results have consistently shown high marks, as evidenced by our most recent Trust monitoring summaries from November 2006 and 2007 which indicate 92% and 91.73% Overall Average rates. Attendance was scored at 100% in both reports. Citations during the earlier review were either isolated problems or minor systemic issues, all of which have since been resolved by PFC administration. Further, running a recent Programmatic Utilization Report on the Children's Trust website on December 6, 2007, PFC's OOS utilization scoring touts an impressive 105.11% rate between 06/01/07 and 08/19/07. (See attached supporting documentation/additional utilization rate comments.)

The OOS program is inclusive of children with disabilities and reasonable program modifications will be made to reflect the developmental skills and needs of each child. Although the OOS program will offer services for teens up to age 15, PFC has, through funding by the South Florida Workforce, opened a new program called the Peacemaker Youth Leadership Institute. This program serves younger youth, ages 14-18, and older youth, ages 19-21, utilizing a risk avoidance/crime prevention curriculum, "A Life Options Curriculum." Teens ages 14 and 15 may be appropriate for one program more than the other, dependent on individual needs and interests.

Program /Service Plan (Activities & Outcomes) (4 pages- 25 points)

After-School Activity/Output Table

After-School Activities/Services Name and Description: Describe each primary service activity that will be provided to meet the needs of participants. For each activity, include at a minimum, what specifically you will do, how you intend to do it, what staff position will facilitate the activity, the best-practice or methodology to be used, and a description of related field trips, if applicable.	Site or Group Comment/ Variance (Specify site, age, and disability differences)	Outputs: Direct products of program activities/efforts.	
		# Participants: General Population &/or Children w/ Disabilities *	Frequency: #Sessions/week, # Hours/session, & # Weeks
Literacy – Activities such as group discussions, storytelling, leisure reading, literacy games and other reading-based interactions can foster youths’ interest and motivation to read. Students will be given daily homework assistance, some 1:1 tutoring services, and an opportunity to practice daily reading skills through individual silent reading as well as active listening and storytelling. Aftercare staff members and volunteers facilitate this activity, and are provided on-site training/supervision by certified teachers as well as training through CNS/LEARNS Web-based Tutor Training. Assessment: 1-Minute Oral Reading tool.	No variances except for learning materials and staff support based on child’s skill level mastery. All sites have certified teachers. Ratios vary.	#GP: 345 #CWD:	5 days/week 30 minutes 40 weeks
Physical Activity & Fitness – PFC’s OOS program will strive to improve the health of children and adolescents by implementing the SPARK curriculum, which is in alignment with Florida State Educational Standards. (See Outcomes section for more detail.) Programming is facilitated by various persons with some components led only by a staff person with specialized training, such as in dance, aerobics, weight training, and Martial Arts. Other activities include cheerleading, basketball and volleyball. Field trips include roller-skating, swimming, parks and recreation centers.	Fit Kids has programming that is not available at other sites. They offer weight training and Martial Arts. TN has Sat programs ½ day	#GP: 345 #CWD:	6 days/week 30 minutes 40 weeks
Social Skills - 45-minute sessions are facilitated by OOS teachers that have completed training in the successful, evidence-based <i>LifeSkills</i> curriculum. Pre and Post tests are conducted to gauge success. <i>LifeSkills Training</i> activities focus on: 1) Personal Self Management, 2) General Social Skills, and 3) Social Resistance Skills. Methodologies include facilitating, modeling, coaching, skill practice and reflection on practice, observation and feedback, as well as small and large group processes. Direct experience with complex “real world” questions, problems, issues and solutions establish and maintain relevance, allowing students to draw connections between lessons and the world beyond the classroom. Twenty years of research indicate that LST is the most effective program of its kind, with results appearing in major scientific publications that include, among others, the <i>Journal of the American Medical Association</i> .	All children-3 rd grade & up/all sites. (Younger kids use different curricula.) LST curriculum varies by grade levels. *Designed as a 3-year curriculum, # of sessions varies by age/ programming stage.	#GP: 345 #CWD:	1/week 45 minutes Varies/year *Year 1 - 15 class periods Year 2 - 10 class periods Year 3 - 5 class periods There is also a 2-year booster curriculum to reinforce gains from year one.

After-School Activities/Services Name and Description: Describe each primary service activity that will be provided to meet the needs of participants. For each activity, include at a minimum, what specifically you will do, how you intend to do it, what staff position will facilitate the activity, the best-practice or methodology to be used, and a description of related field trips, if applicable.	Site or Group Comment/ Variance (Specify site, age, and disability differences)	Outputs: Direct products of program activities/efforts.	
		# Participants: General Population &/or Children w/ Disabilities *	Frequency: #Sessions/week, # Hours/session, & # Weeks
Family Involvement – Family involvement/outreach is central to the success of OOS programs, school-based learning, and PFC’s systems of care model. Targeted Activities: Parenting Skills Workshop, Back-to-School Night, Harvest Party, Parent Appreciation Dinner, Holiday Concert, two conferences per year, parent satisfaction surveys, and trainings (through partners) in Family Weight Loss and behavioral issues. As indicated, families will be referred to other programs within PFC for social work intervention, family counseling, and other needed human services. Parent services and outreach are coordinated by PFC’s Dir. of Education, Ex. Director, and Director of Social Work.	Numbers served will range somewhere between 345 and 690 parents or other primary caregivers. Note: single parent homes	#GP: 345 #CWD:	Minimum of 7 outreach or involvement activities offered in 10 months not including individualized crisis intervention for families when needed.
Nutritious Food & Beverages - The Food Services Department will provide daily snacks for all children that are based on the USDA Food and Nutrition Services guidelines. Overseen by site directors.	All – No variances	#GP: 345 #CWD:	5 days/week 1 per day 40 weeks/yr
Arts - PFC promotes creativity/personal expression through programming in dance, art, music, and musical theatre. General or designated staff facilitates.	All – No variances	#GP: 345 #CWD:	1 day/week 60minutes 40 weeks

Summer Camp Activity/Output Table

Summer Camp Activities/Services Name and Description: Describe each primary service activity that will be provided to meet the needs of participants. For each activity, include at a minimum, what specifically you will do, how you intend to do it, what staff position will facilitate the activity, the best-practice or methodology to be used, and a description of related field trips, if applicable.	Site or Group Comment/ Variance (Specify site, age, and disability differences)	Outputs: Direct products of program activities/efforts.	
		# Participants: General Population &/or Children w/ Disabilities *	Frequency: #Sessions/week, # Hours/session, & # Weeks
Literacy - Daily literacy activities are cross-curricula in nature, including math, social studies, science, literature, drama, art and music. Staff /volunteers read to children or participants independently read age-appropriate books. At the Scholastic Book Fair, children select one book to read and a second book will be chosen by the teacher for use in daily academic activities. Students personally keep the two books. Field trips: Museum of Science and Discovery or the Miami Children’s Museum, Anne Kolb Nature Center or other outdoor nature activity that integrates an educational component. Activities conducted by staff and volunteers, supervised or facilitated by certified teachers. Assessments: 1-Minute Fluency tool.	Variances for materials selected and mastery level of children. All sites have certified teachers who provide direct services and/or supervise non-certified staff.	#GP:515 #CWD:	5 days/week 60min/day 10 weeks
Physical Activity & Fitness - PFC’s OOS program will improve the health of participants by implementing the SPARK curriculum. See: Afterschool Activity schedule for details. Staffing/programming is identical.	Same var. as school year.	#GP:515 #CWD:	5 days/week 60min/day 10 weeks

Summer Camp Activities/Services Name and Description: Describe each primary service activity that will be provided to meet the needs of participants. For each activity, include at a minimum, what specifically you will do, how you intend to do it, what staff position will facilitate the activity, the best-practice or methodology to be used, and a description of related field trips, if applicable.	Site or Group Comment/ Variance (Specify site, age, and disability differences)	Outputs: Direct products of program activities/efforts.	
		# Participants: General Population &/or Children w/ Disabilities *	Frequency: #Sessions/week, # Hours/session, & # Weeks
Social Skills - 45-minute sessions are facilitated by OOS teachers that have completed training in the successful, evidence-based <i>LifeSkills</i> curriculum. Pre and Post tests are conducted to gauge success. (See <i>Afterschool Activity Schedule for Best Practices and protocols. Programming is identical.</i>) Children younger than 3 rd grade use a different social skills curriculum called "Peace Education."	Verses school year, only one set of classes for the varied age groups due to limited weeks available	#GP:515 #CWD:	1/week 45 minutes Session numbers do vary over 10 weeks by age and program status
Family Involvement - Parents of summer attendees will be invited to participate by volunteering in the program or attending field trip activities. Targeted activities include one parent satisfaction survey, Summer Camp Recital, Dr. J's Family Weight Loss Program, and training by University of Miami Family First Network (parenting skills and behavioral issues.) As indicated, families will be referred to other programs within PFC for social work intervention, family counseling, and other needed services. Parent services and outreach are coordinated by PFC's Dir. of Education, Ex. Director, and Director of Social Work.	Numbers served will range somewhere between 515 and 1,030 parents or other primary caregivers. Note: some single parent homes	#GP:515 #CWD:	Minimum of 3 outreach or involvement activities offered in 10 weeks, not including individualized crisis intervention for families when needed.
Nutritious Food & Beverages - Community Action provides each child a daily lunch and snack that meet USDA nutrition guidelines. Overseen by site directors.	All- No variances	#GP:515 #CWD:	5 days/week Both daily 10 weeks
Arts - Dance, art, music, and theatre (Annual Summer Recital). General or designated staff facilitates. Some children participate in art on Saturdays as well at TN.	All- No variances	#GP:515 #CWD:	5 days/week 60 minutes 10 weeks

OUTCOMES:

After School Outcomes			
Outcomes Expected benefits for participants during and after program activities. These may be initial, intermediate or long-term (see instructions for detailed definitions).	Indicators Evidence of whether program is achieving its outcomes. Include the number and percent of participants who attain the outcome (may be more than one per outcome).	Data Source/ Measurement Tool* What data tool will be collected from whom (ex., program records; participant survey; trained observers; specific tests).	Data Collection & Management Methodology used to collect, analyze, and manage data. Answers the questions by whom, where, when, and how data are collected.
Children will improve literacy skills.	85% of the participants will improve or maintain their reading scores.	1-Minute Oral Reading Fluency Pre, Mid, and Post testing	Teachers administer the tests & provide data to the administrative office. Assistants enter results into Data Tracker software and share outcomes with PFC Director of Education for reporting purposes.

After School Outcomes			
Outcomes Expected benefits for participants during and after program activities. These may be initial, intermediate or long-term (see instructions for detailed definitions).	Indicators Evidence of whether program is achieving its outcomes. Include the number and percent of participants who attain the outcome (may be more than one per outcome).	Data Source/ Measurement Tool* What data tool will be collected from whom (ex., program records; participant survey; trained observers; specific tests).	Data Collection & Management Methodology used to collect, analyze, and manage data. Answers the questions by whom, where, when, and how data are collected.
Children will improve physical fitness.	85% of participants will improve or maintain physical fitness performance.	Using the SPARK "Personal Best Day" assessment tool, PFC will conduct Pre, Mid, and Post testing. The PBD consists of a warm-up, three reasonably objective fitness tests, and a cool-down. Testing works in conjunction with a full fitness program to enhance strength and health.	Teachers will administer the tests and provide data to the administrative office. Each child has an individual PBD card that shows progress over time. Results of each test cycle will be entered into a database and reports. Comparison of the pre/mid/and post tests document a child's improved fitness.

Summer Camp Outcomes			
Outcomes Expected benefits for participants during and after program activities. These may be initial, intermediate or long-term (see instructions for detailed definitions).	Indicators Evidence of whether program is achieving its outcomes. Include the number and percent of participants who attain the outcome (may be more than one per outcome).	Data Source/ Measurement Tool* What data tool will be collected from whom (ex., program records; participant survey; trained observers; specific tests).	Data Collection & Management Methodology used to collect, analyze, and manage data. Answers the questions by whom, where, when, and how data are collected.
Children will improve literacy skills.	85% of the participants will improve or maintain their reading scores.	1-Minute Oral Reading Fluency Pre/ Post testing	Teachers administer the tests & provide data to the administrative office. Assistants enter results into Data Tracker software and share outcomes with PFC Director of Education for reporting purposes.
Children will improve physical fitness.	85% of participants will improve or maintain physical fitness performance.	Using the SPARK "Personal Best Day" assessment tool, PFC will conduct Pre/Post, testing. The PBD consists of a warm-up, three reasonably objective fitness tests, and a cool-down. Testing works in conjunction with a full fitness program to enhance strength and health.	Teachers will administer the tests and provide data to the administrative office. Each child has an individual PBD card that shows progress over time. Results of each test cycle will be entered into a database and reports. Comparison of the pre/mid/and post tests will document a child's improved fitness.

Cross-Agency Efforts (1 page—5 points)

Partner	Partner Agency Description	Role in Current Program and Resources Committed
Holy Cross Christian Day School	Holy Cross Lutheran Church and Christian Day School have served the families of the North Dade community for over 50 years. With a diverse student body of more than 225 children, the school and out of school programs center on Academics, Attitude, Athletics and Actions.	Subcontractor site will provide after-school and summer camp programs.
Genuine Love	Genuine Love is a faith-based program providing daycare and out of school services for children, Pre-K thru age 15	Subcontractor site will provide after-school and summer camp programs.
Fit Kids, Inc.	Fit Kids, established in 1998, provides specialized multi-disciplinary youth fitness training, academic assistance and tutorials, nutrition education, team sports and a healthy weight control program that is pediatrician and dietitian approved.	Subcontractor site will provide after-school and summer camp programs.
Community Action Agency	Community Action Agency administers the USDA Summer Lunch Program.	Implements the USDA Summer Lunch Program at the OOS program's summer camp sites.
Dr. J's Family Weight Loss Program	Dr. J's is a nutrition and exercise program that offers support and is effective in helping families lose weight and be healthy.	Will provide a comprehensive nutrition and exercise program for OOS participants and their families.
University of Miami Families First Network	The University of Miami Families First Network provides parenting and family strengthening courses at no charge to families in Miami-Dade County.	Will provide a variety of courses to parents of children in this OOS program, covering topics such as Behavior, Baby and Me (a group for parents of children birth to 12 months), and Strengthening Multi-Ethnic Families and Communities.
KAM Consulting, LLC.	KAM Consultants, LLC provides programmatic technical assistance to non-profit community and faith based organizations in the areas of workforce development, abstinence until marriage, healthy marriage, youth and family development programs.	KAM Consultants, LLC will provide an evaluation consultant for this OOS program.
Service Partnership for Children of Inmates	Over 5,000 children have parents in prisons in Miami-Dade County. This Service Partnership will assist these children with their daily and long term challenges. Eight criminal justice and social service organizations will deliver evidence-based services, driven by the needs of these children.	This Children's Trust funded Service Partnership will accept referrals of children enrolled in this OOS program who are children of an inmate to receive intensive case management and services.

Staffing Plan (Tables-no space limit/Narrative-1/2 page—12 points)

In this table show how the **After-School program** will be appropriately staffed (regardless of the funding source). Include employees, subcontractors, consultants, in-kind staff and volunteers directly supporting the program, and use the same titles as in budget forms. Add/delete rows as needed. Attach resumes for project director and key staff/consultants. Note: FT or PT refers to the employee's employment status with the organization, not the number of hours worked during the period.

AFTER-SCHOOL Staff Position/Title	PT or FT	# of Positions	Qualifications and Major Program Duties Required education, experience and other credentials; AND brief description of primary responsibilities/activities	% Time Dedicated to Program	
				Trust funds	Other funds
TC-Director of Education/OOS Program Manager	FT	1	M.S. Ed., Certified Teacher, 11 years exp., Lead agency program manager for the OOS Program.	80%	20%
TC-Social Work Director	FT	1	M.S.W., 6 years exp., Provide social work assistance to students and their parents, as well as consult with OOS staff.	10%	90%
TC-Site Director	FT	1	B.A. or B.S. in Education, Certified Teacher, provide program direction and supervision to Trinity Church OOS staff, ensure that outcome measures are met.	100%	0%
TC-Dance Instructor	PT	1	H.S. Diploma; provide dance instruction and choreography for school year recitals.	100%	0%
TC-OOS Instructors	PT	10	H.S. Diploma; lead after-school groups	100%	0%
TC-Teacher Aide/Bus Driver/Maintenance	PT	1	H.S. Diploma and required driver licenses; be a teacher aide, bus driver, and general maintenance person.	100%	0%
TC-Teacher Aide/Bus Driver/Janitor	PT	1	H.S. Diploma and required driver licenses; be a teacher aide, bus driver, and general janitor	100%	0%
TC-Volunteer Teachers	N/A	3	Three Miami Dade County Public School teachers who are members of Trinity Church voluntarily teach the FCAT Conquerors classes. (not shown on budget)	N/A	N/A
TC-Volunteers	N/A	5	Volunteers who coach basketball teams. (not shown on budget)	N/A	N/A
G-Teachers	PT	4	B.A.; teach after-school groups and provide homework assistance.	100%	0%
G-Site Director	PT	1	B.A.; provide site program direction, teach after-school groups and provide homework assistance.	100%	0%
FK-Teacher	PT	1	B.A.; teach after-school groups and provide homework assistance; the lead after school teacher.	100%	0%
FK-Teacher	PT	4	B.A.; teach after-school groups and provide homework assistance.	100%	0%
FK-Coordinators	PT	2	B.A.; 10 years experience; provide site direction and teach after school groups.	50%	50%
FK-Assistant Coordinator	PT	1	H.S. Diploma; assist site directors with prep and teach after school groups.	100%	0%
FK-Teacher Aides	PT	2	H.S. Diploma; assist teachers with after school groups and homework assistance.	100%	0%
FK-Fitness Trainer	PT	1	H.S. Diploma; teach physical fitness classes	100%	0%

AFTER-SCHOOL Staff Position/Title	PT or FT	# of Positions	Qualifications and Major Program Duties Required education, experience and other credentials; AND brief description of primary responsibilities/activities	% Time Dedicated to Program	
				Trust funds	Other funds
HC-Site Director	PT	1	M.S.; 10 years experience; certified teacher; provide site direction and classroom support	20%	80%
HC-Assistant Director	PT	1	M.S. Ed; 10 years experience; certified teacher, assist director and classroom support.	25%	75%
HC-Group Leader	PT	4	H.S. Diploma; lead after school group and assist with homework.	100%	0%
HC-Asst. Group Leader	PT	1	H.S. Diploma; assist after school group leaders	100%	0%
HC-Reading Teacher Specialist	PT	1	B.S.; 5 years exp; teach reading and conduct reading assessments	100%	0%
HC-Asst Reading teacher	PT	1	H.S. Diploma; assist reading teacher in classroom and assist with reading assessments	100%	0%
HC-Aftercare staff	PT	1	H.S. Diploma; provide after care services	100%	0%
HC-Sign Language Teacher	PT	1	B.A.; 3 years experience; teach sign language classes	100%	0%
HC- Computer Teacher	PT	1	B.S.; 3 years exp; teach computer class	100%	0%

Based on the number of eligible staff in the proposed After-School staffing plan and total number of unduplicated participants to be served this After-School program, what is the maximum ratio of participants-to-staff? Staff under 18 years cannot be included.	345: 52 = 6.6:1	participants for every one program/non-administrative staff member over 18 years (child:staff ratio)
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SUMMER CAMP Staff Position/Title	PT or FT	# of Positions	Qualifications and Major Program Duties Required education, experience and other credentials; AND brief description of primary responsibilities/activities	% Time Dedicated to Program	
				Trust funds	Other funds
TC-Director of Education/OOS Program Manager	FT	1	M.S. Ed., 11 years exp., Lead agency program manager for the OOS Program.	80%	20%
TC-Social Work Director	FT	1	M.S.W., 6 years exp., Provide social work assistance to students and their parents, as well as consult with OOS staff.	10%	90%
TC-Site Director	FT	1	B.A. or B.S. in Education, provide direction to Trinity Church OOS staff and site program direction, ensure that outcome measures are met.	100%	0%
TC-Physical Fitness	PT	3	H.S. Diploma; provide physical fitness instruction during summer camp.	100%	0%
TC-Drama Director	PT	2	H.S. Diploma; provide drama classes and direction for the summer camp musical.	100%	0%
TC-Media Director	PT	2	H.S. Diploma; provide media support for fine arts classes and summer camp musical	100%	0%
TC-Dance Instructor	PT	1	H.S. Diploma; provide dance instruction and choreography for the summer camp musical	100%	0%
TC-OOS Instructors	PT	10	H.S. Diploma; lead summer camp groups	100%	0%

SUMMER CAMP Staff Position/Title	PT or FT	# of Positions	Qualifications and Major Program Duties Required education, experience and other credentials; AND brief description of primary responsibilities/activities	% Time Dedicated to Program	
				Trust funds	Other funds
TC-Teacher Aide/Bus Driver/Maintenance	PT	1	H.S. Diploma and required driver licenses; be a teacher aide, bus driver, and general maintenance person.	100%	0%
TC-Teacher Aide/Bus Driver/Janitor	PT	1	H.S. Diploma and required driver licenses; be a teacher aide, bus driver, and general janitor	100%	0%
TC- Drama/Music/Media (JAR Studio)	PT	1	Provide media support for music and drama classes, vocal coach and accompanist for musical rehearsals.	100%	0%
G-Teachers	PT	4	B.A.; teach summer camp groups.	100%	0%
G-Site Director	PT	1	B.A.; provide site program direction, teach summer camp groups.	100%	0%
FK-Coordiators	PT	2	B.A.; 10 years experience; provide site direction and teach summer camp groups.	50%	50%
FK-Assistant Coordinator	PT	1	H.S. Diploma; assist site directors with prep and teach summer camp groups.	100%	0%
FK-Aerobics Dance Teacher	PT	1	H.S. Diploma; teach aerobics dance classes during summer camp.	100%	0%
FK-Athletic Director	PT	1	H.S. Diploma; teach athletics classes during summer camp.	100%	0%
HC-Site Director	PT	1	M.S. Ed; 10 years experience; certified teacher; provide site direction and classroom support	100%	0%
HC-Assistant Director	PT	1	B.S. Ed; certified teacher, assist director and classroom support.	100%	0%
HC-Group Leaders	PT	2	H.S. Diploma; lead summer camp groups.	100%	0%
HC-Asst. Group Leaders	PT	3	H.S. Diploma; assist in leading summer camp groups.	100%	0%
HC-Computer Teacher	PT	2	B.S.; 3 years exp; teach computer class	100%	0%
HC-Reading Teacher Specialist	PT	1	B.S.; 5 years exp; teach reading and conduct reading assessments	100%	0%
HC-Asst Reading teacher	PT	1	H.S. Diploma; assist reading teacher in classroom and assist with reading assessments	100%	0%
HC-Drama/Music Teacher	PT	1	B.A.; 2 years experience; teach drama and music during summer camp.	100%	0%
HC-Art Teacher	PT	1	B.A.; 2 years experience; teach drama, music, and art during summer camp.	100%	0%
HC- PE Teacher	PT	1	H.S. Diploma; teach physical education	100%	0%
HC-Sign Language Teacher	PT	1	B.A.; 3 years experience; teach sign language classes	100%	0%
HC-Bus Driver/Teacher Aide	PT	1	H.S. Diploma; required driver licenses; drive bus for field trips and assist in classroom	100%	0%
HC-Before Care/Teacher Aide	PT	1	H.S. Diploma; provide before care services and assist in classroom	100%	0%
HC-After Care/Teacher Aide	PT	1	H.S. Diploma; provide after care services and assist in classroom	100%	0%

Based on the number of eligible staff in the proposed Summer Camp staffing plan and total number of unduplicated participants to be served this Summer program, what is the maximum ratio of participants-to-staff? Staff under 18 years cannot be included.	515: 52 = 9.9:1	participants for every one program/non-administrative staff member over 18 years (child:staff ratio)
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Like Trinity Church’s Pastoral and support staff, Out of School personnel also fully reflect the rich diversity of the local community, both ethnically and linguistically. In comparison, 15% of our staff and 2% of our children (for both programs) are Caucasian. Forty-five percent (45%) of staff are African American and 40% are Hispanic. Child demographics for the summer program strongly match this breakdown with 50% being African American, which includes Haitian and other Caribbean Black, and 48% identified as Hispanic. Volunteers utilized by the program further mirror the diversity of the program and local area. (Afterschool child demographics vary only slightly with 48.8% recorded as African American and 45.7% Hispanic.)

Recruitment of staff that reflects the demographics of our program recipients has never been problematic—for most are our neighbors, providing a natural and consistent feed of dedicated talent for our OOS community. Committed to sustaining an organizational culture with deep-rooted respect for diversity, PFC also provides ongoing staff training to ensure the cultural sensitivity and competence of all our employees. These trainings are provided by our MSW Social Workers and the Director of Education.

Program/Service Operating Site(s)

COMPLETE REMAINING PROGRAM SERVICE OPERATING SITE PART OF APPLICATION IN THE SEPARATE EXCEL WORKSHEET

<p>For <u>each service site location</u>, list:</p> <p><i>(Excel Worksheet has space for up to 10 service sites; add additional sites and pages as needed.)</i></p>	<ul style="list-style-type: none"> ➤ site name, street address, city, zip code, contact information, ages served, and registration and program fees ➤ days, hours, weeks and months of operation by day type for the period(s) proposed ➤ estimated number of unduplicated participants to be served ➤ specify if site has a Department of Children & Families (DCF) child care license or an exemption letter.
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Complete the separate Program/Service Operating Site Excel Worksheet adding as many sites as needed. Adjust your application pagination accordingly.

Budget Section (Use budget worksheets/10 points)

Are any program fees charged directly to participants (mark one)?	X	Yes	No
<p>If YES, explain the policy and how the funds collected will be used to support the program in the space provided.</p>	<p>Trinity Church discovered over time that children of families who pay for services are more apt to attend regularly than those who receive free or substantially reduced rates. After testing many models of fee structures with varying amounts, PFC determined a distinct correlation between family fees and utilization rates. While it may be surprising to some, the less we charged families, the more inconsistent our rolls. As a result, PFC has adopted a set fee standard for services.</p> <p>As of this writing, families are charged \$50 a week per child for summer OOS programs and \$35 a week for afterschool/with busing services. Before or aftercare fees are an additional \$20 a week per child. However, no child is <u>ever</u> turned away due to economic considerations. PFC Scholarships are available for families in need and those with multiple children receive reduced rates. Even families who receive scholarship assistance do pay a modest amount for services (i.e.; \$5-15 a week). Other families receive vouchers through Miami Dade County Day Care, which also covers afterschool and summer programs. All fees collected are applied to OOS direct service costs, such as field trips, costumes and other needs for the summer recital, and other operational expenses. (See supplemental attachment for further clarification)</p>		
<p>If current year agency budget is different from last year by more than 10%, briefly explain (50 words max).</p>	<p>Trinity experienced charitable giving growth plus award of new funding sources: 1) contracts from South Florida Workforce (\$140,000 and \$95,000), 2) an Abstinence Education grant from the U.S. Department of Health and Human Services (\$599,800), and 3) Children's Trust Funds for the Service Partnership for Children of Inmates (\$160,000).</p>		
<p>If current year program/service budget is different from last year by more than 10%, briefly explain (50 words max).</p>	<p>PFC's program budget is more than 10% over last year's budget in order to fund new program evaluation efforts that will ensure greater internal quality of systems, as well as to appropriately increase line items for materials and supplies, staff salaries, and utilities and space rental costs.</p>		

**COMPLETE REMAINING BUDGET SECTIONS OF APPLICATION
IN THE SEPARATE EXCEL DOCUMENT WORKSHEETS
and
ATTACH ALL SUPPORTING DOCUMENTS LISTED IN TABLE OF CONTENTS**