



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

<b>Fiscal Years</b>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
Capital Expenditures	_____	_____	_____	_____
Operating Costs	_____	<u>686,129</u>	_____	_____
External Revenue	_____	<u>(686,129)</u>	_____	_____
Program Income (County)	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	_____	_____	_____	_____
<b># ADDITIONAL FTS POSITIONS (Cumulative)</b>	_____	_____	_____	_____

Is Item Included In Current Budget: Yes   X   No \_\_\_\_\_  
 Budget Account No.: Fund 0001 Dept. 148 Unit 1335 Obj. various  
 Program Code various Program Period: GY08

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

US Department of Agriculture funds through the State of Florida DOE.

Departmental Fiscal Review: *[Signature]*

**III. REVIEW COMMENTS**

**A. OFMB Fiscal and/or Contract Administration Comments:**

*Atwillhite* 5-28-08  
 5/28/08 OFMB  
 TM  
 05/28 or 5/29/08

*[Signature]* 5/28/08  
 Contract Administration  
 6/1/08 5/28/08

**B. Legal Sufficiency:**

*[Signature]* 5/29/08  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

This summary is not to be used as a basis for payment.

Agreement Number	Sponsor Name
<b>04-0781</b>	<b>Palm Beach County BOCC</b>

**Mailing Address**

- 1. Address 1: 810 DATURA STREET
- 2. Address 2: SUITE 350
- 3. City: WEST PALM BEACH County: PALM BEACH
- State: FL Zip: 33401

\* Note: All correspondence will be sent to the mailing address.

**Street Address**

- 4. Address 1: 810 DATURA STREET
- 5. Address 2: SUITE 350
- 6. City: WEST PALM BEACH State: FL Zip: 33401

**Sponsor Type**

7. Indicate the type of Sponsor (Choose One):

- |                                    |  |
|------------------------------------|--|
| <u>School Food Authority (SFA)</u> | <u>University/College</u>  |
| <input type="radio"/> Public       | <input type="radio"/> NYSP   |
| <input type="radio"/> Private      | <input type="radio"/> Upward Bound   |
| <input type="radio"/> Seamless     | <input type="radio"/> CROP   |
| <u>Camp</u>                        | <u>Other</u>   |
| <input type="radio"/> Residential  | <input checked="" type="radio"/> Government Agency Board of County Commissioners |
|                                    | <input type="radio"/> Private Non-Profit Organization                            |

**Program Administrator**

- |            | <u>Title</u>   | <u>First Name</u> | <u>Last Name</u>    |
|------------|----------------|-------------------|---------------------|
| 8. Name:   | Mrs.           | Claudia           | Tuck                |
| 9. Email:  |                |                   |                     |
| 10. Title: | Director       |                   |                     |
| 11. Phone: | (561) 355-4771 | Ext:              | Fax: (561) 355-4948 |

**Program Director**

- |            | <u>Title</u>               | <u>First Name</u> | <u>Last Name</u>    |
|------------|----------------------------|-------------------|---------------------|
| 12. Name:  | Mrs.                       | Georgiana         | Devine              |
| 13. Email: | gdevine@pbcgov.com         |                   |                     |
| 14. Title: | Program & Contract Manager |                   |                     |
| 15. Phone: | (561) 355-4778             | Ext:              | Fax: (561) 355-4801 |

**Finance/Claim Contact**

- |            | <u>Title</u>    | <u>First Name</u> | <u>Last Name</u>    |
|------------|-----------------|-------------------|---------------------|
| 16. Name:  | Mrs.            | Rebecca           | Webb                |
| 17. Email: |                 |                   |                     |
| 18. Title: | Fiscal Director |                   |                     |
| 19. Phone: | (561) 355-4716  | Ext:              | Fax: (561) 355-3863 |

**Operating Dates**

- 20. Operating Dates Beginning Date: 06/02/2008 Ending Date: 08/15/2008

21. Maximum Operating Days 49

**Advance Payments**

22. Would you like an advance?  Yes  No

If 'Yes', choose which month(s):  June  July

(Advances are not available for the month of August.)

If requesting an advance, please send Training Roster and Agenda to State Agency.

**Sponsor Monitoring Plan**

23. Describe plans to visit, review and monitor sites:

Monitors will visit every site within the first week of operations as well as complete a site review within first four weeks of operation and ongoing monitoring will continue at least twice a week.

24. Document action taken to utilize district school food service for meals:

PBC School Board will vend those sites that are located within schools and Division (PBCBCC) will vend those sites outside of schools

**Training**

25. Indicate date(s) that training will be provided:

	Dates	Number of Attendees
First Training Date:	05/29/2008	75
Second Training Date (if applicable):	06/05/2008	75
Third Training Date (if applicable):	06/12/2008	50

26. Administrative Guidebook for Sponsors has been received and read:

Yes  No

**Program Information**

27. A. Do you expend over \$300,000.00 in funds from all federal sources annually?

Yes  No

B. If yes, has a current audit been filed with FNM?

Yes  No

**Food Service Management Company Information**

28. A. Do you contract with a FSMC for meal preparation?

Yes  No

If Yes, select name of FSMC from list: GA Food Services, Inc. - Ft. Lauderdale

B. Do you vend to other Summer Food Service Program (SFSP) Sponsors?

Yes  No

**Administrative Personnel**

29.

Position Title	# in Position	Wage / Hour (Salaries & Fringe)	Hours Worked / Day	Total # of Days Worked	Gross Wages (Salaries & Fringe)
Clerical	1	\$ 12.00	8.0	68.0	\$6,528.00
Monitor	7	\$ 11.00	8.0	68.0	\$41,888.00
Monitor	1	\$ 14.00	8.0	68.0	\$7,616.00
Management	1	\$ 16.00	8.0	68.0	\$8,704.00
<b>Total</b>					<b>\$ 64,736.00</b>

**Operational Personnel**

30.

Position Title	# in Position	Wage / Hour (Salaries & Fringe)	Hours Worked / Day	Total # of Days Worked	Gross Wages (Salaries & Fringe)
Program Manager	1	\$ 1.00	1.0	1.0	\$1.00

**Total** \$ 1.00

**Average Daily Attendance**

Breakfasts	AM Snacks	Lunches	PM Snacks	Supper
2075	0	3947	2112	0

Created By: devineg on: 04/02/2008

Modified By: devineg on: 04/30/2008

[← Sponsor Applications](#)

Back to Sponsor's Applications.

SFSP - 1  
ESE 196

PBC BCC, Division of Human Services  
 2008 Summer Food Program  
 Pre-Operational Site Visits  
 Through April 30, 2008

2008 Tentative Summer Sites

Site Name	Contact Person	Food Selection	Serving Time	Dates of Service
Acts of kindness 1573 West 30 <sup>th</sup> St Riviera Beach	Cynthia Jiles 308-8112 Lynette Booker 255-6943	B - 75 L - 75	7:30 - 8:30 12:00 - 1:00	06/09/08 - 08/15/08
Bible Way Missionary Baptist Church 506 15 <sup>th</sup> St WPB	Jo Ann Sears 835-9676 Jamice Terry 835-9676	B - 100 L - 100	8:00 - 9:00 11:45 - 12:45	06/09/08 - 08/08/08
Blazin Summer Fun Consuming Fire 1700 45 <sup>th</sup> St WPB	Cathy Grant Debra Price Tobias Ward 840-8450	B - 50 L - 50	8:00 - 9:00 11:00 - 12:00	06/09/08 - 08/08/08
Boys & Girls Club 1188 Marine Way WPB	Tony Rose 683-3392 Twanda Willis 683-3392	L - 125 S - 125	11:30 - 1:30 3:00 - 4:00	06/09/08 - 08/15/08
Calvary United Methodist CROS 301 1 <sup>st</sup> Avenue South Lake Worth	Claribel Baron 233-9009 x 102644- 5197 Ruth M Ruth Magerie 233-9009 x 105	L - 50 S - 50	11:30 - 12:30 3:00 - 4:00	06/16/08 - 07/25/08
Camp CareFree Carefree Ministries 2620 N Australian Ave WPB	Jenyne Burks 850-241-3945 Gina Anthis 832-2605	B - 30 L - 30	8:00 - 9:00 12:00 - 1:00	06/09/08 08/01/08
Casa de Restauracion 4724 Forest Hill Blvd WPB	Nayda Nazario 601-0916 Alma Rosero 460-7500	B - 40 L - 40	8:30 - 9:30 12:00 - 1:00	07/07/08 - 07/11/08
Church of God Omnipotent Outreach 629 5 <sup>th</sup> St WPB	Harriett Walker Rowe 833-0990 Martina Walker 379-4782	B - 25 L - 25	8:00 - 9:00 11:30 - 1:00	06/09/08 - 08/08/08
City of Belle Glade Weed & Seed 224 SW 5 <sup>th</sup> St Belle Glade	Leondrae Camel 996-0100 x 145 Wenfred Dorsey 996-0100 x 146	B - 50 L - 50	8:00 - 9:00 12:00 - 1:00	06/16/08 - 08/15/08
City of Greenacres Youth Programs 501 Martin Ave Greenacres	Rona Sears Stefani Duelfer Alicia D'Anna 642-2191	B - 200 L - 200	8:00 - 9:00 11:00 - 12:00	06/16/08 - 08/15/08
Osborne Community Center City of Lake Worth Recreation Dept 1515 Wingfield St Lake Worth	Ron Osborne Sue Warner 540-5133	L - 50	12:00 - 1:00	06/16/08 - 08/08/08

Site Name	Contact Person	Food Selection	Serving Time	Dates of Service
City of Pahokee 360 E. Main St Pahokee	Mary Harper Herbert Crawford	B - 200 L - 200	8:00 - 9:00 12:00 - 1:00	06/16/08 - 08/15/08
Coleman Park 1116 21 <sup>st</sup> St WPB	Karla Monds Lynn Highsmith Paul Blackshear 804-4965	L - 100 S - 100	11:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
Community United Methodist (CROS) 401 SW 1 <sup>st</sup> St Belle Glade	Claribel Baron 233-9009 x 102 644-5197 Ruth Magerie 233-9009 x 105	B - 45 L - 45	9:00 - 10:00 12:00 - 1:00	06/16/08 - 07/25/08
Cornerstone Academy Bldg 10 1199 W Lantana Rd Lantana	Willin Amador 586-5076 Jegla Maradiaga 577-5937	L - 20 S - 20	12:00 - 1:00 3:00 - 4:00	06/09/08 - 07/31/08
CrossRoads Baptist Church 5710 N. Haverhill Road WPB	Wayne Padgett 704-0516 Lawrence Knight 584-2130	L - 30 S - 30	11:30 - 12:30 2:30 - 3:30	06/09/08 - 08/08/08
Daughters of Zion Academy 250 NW 3 <sup>rd</sup> Avenue Delray Beach	Audrey Wainwright 856-7604 Arlene Wainwright 243-0715	B - 30 L - 30	7:00 - 8:00 12:00 - 1:00	06/02/08 - 07/25/08
Dyson Circle New Beginnings PBC Housing Authority 4717 N Dyson Circle West Palm Beach	Anishka Glanville Barbara Whorpe 471-7503	L - 50 S - 50	12:00 - 1:00 3:30 - 4:30	06/09/08 - 08/01/08
Einstein Learning 4360 Northlake Blvd Palm Beach Gardens	Charles Plummer Rose Marie Lyons 281-6004	B - 25 L - 25	7:30 - 8:30 12:00 - 1:00	06/16/08 - 08/01/08
Forever Young Forth Coming Ministries 3951 Haverhill Road WPB Suite 122	Jeff Fulwood 385-6980 Cassandra Fulwood 640-0210	B - 70 L - 70	9:00 - 10:00 12:00 - 1:00	06/16/08 - 08/15/08
For the Children 1718 South Douglas St Lake Worth	Ginette Joseph 396-8085/ 493-1190 Emmanuel Vincent 662-1323	L - 50 S - 50	12:00 - 1:00 4:00 - 5:00	06/16/08 - 08/08/08
Gaines Park Community Center 1501 N Australian WPB	Ella Davis Mattie Harrey Tiffany Morgan 804-4960	L - 115 S - 115	11:30 - 12:30 3:00 - 4:00	06/16/08 - 08/08/08
Good to Grow St Francis Church 100 West 20 <sup>th</sup> St Rivera Beach	Darlene Patterson 245-1532 Pearl Saddler 844-5971	L - 120 S - 120	11:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
Great Chance 4100 Broadway Rivera Beach	Justin Jordan 800-519-8834 201-3071 Denise Carlson 772-621-0640	L - 30 S - 30	12:00 - 1:00 3:00 - 4:00	06/09/08 - 08/15/08
Great Expectations 4180 Gun Club Rd WPB	Lynette Morrero Nathaniel Andrews 471-8108	L - 15 S - 15	11:00 - 12:30 4:00 - 5:00	06/09/08 - 08/15/08

Site Name	Contact Person	Food Selection	Serving Time	Dates of Service
House of Prayer 3333 Ave I Riviera Beach	C. Veree Jenkins 644-4440 Nicole King 863-9848	B - 30 L - 30	9:00 - 10:00 12:00 - 1:00	06/09/08 - 08/15/08
Halls Community Enrichment Center 501 1 <sup>st</sup> Street Riviera Beach	Bishop Henry Fuse 891-2566 Denise Halls 891-9622	B - 40 L - 40	8:00 - 9:00 12:00 - 1:00	06/09/08 - 08/15/08
ICY Roosevelt Full Service Center 1601 Tamarind Avenue WPB	Joyce Smith Elaine Hubbard	S - 200	2:30 - 3:30	06/16/08 - 08/01/08 M-Th only
Junior Achievement 5601 Corporate Way Ste 400 WPB	John Nowak Cynthia Beckford 242-9468	L - 100 S - 100	11:00 - 12:00 3:00 - 4:00	06/16/08 - 07/25/08
Kids R Kids Learning Center 2821 Pinewood Avenue WPB	Rhonda Young Alicia Waite Terrel Hammonds 296-2462	B - 100 L - 100	8:30 - 9:30 12:00 - 1:00	06/09/08 - 08/15/08
Lake Worth West Community Center 4730 Maine Street Lake Worth	Latishia Rolle Sheray Morgan 649-9600	B - 20 L - 20	8:30 - 9:30 12:00 - 1:00	06/09/08 - 08/08/08
Lil Kings & Queens Academy 1116 13 <sup>th</sup> Street WPB	Julia Dansby 805-9482 Coretta Slydell 294-8691	B - 15 L - 15	8:00 - 9:00 12:00 - 1:00	06/09/08 - 08/15/08
More Than Conquerors Original Tabernacle 163 West 20 <sup>th</sup> Street Riviera Beach	Haywood Williams 848-3549 Trinea Decicco 281-1605	L - 75 S - 75	11:30-1:00 3:00 - 4:00	08/11/08 - 08/15/08
Mothers Against Murders 2100 45 <sup>th</sup> Street WPB	Angela Williams Cora Hayes 842-8230	L - 50 S - 50	12:00 - 1:00 3:00 - 4:00	06/09/08 - 08/08/08
Nelson's Outreach Ministries 748 West 9 <sup>th</sup> Street Riviera Beach	Pastor Teresa Nelson Pastor Leroy Nelson 842-9374 667-9177	B - 60 L - 60	8:30 - 9:30 12:30 - 1:30	06/09/08 - 08/01/08
New Hope Charities 7450 SR 15 US 441 N Pahokee	Harvey Mitchel Guillermo Rivera James Bulger 924-7986	B - 80 L - 80	8:30 - 9:30 11:30 -12:30	06/09/08 - 08/08/08
Operation Hope 3501 Old Dixie Hwy Riviera Beach	Ken Bowers 396-7969 Mary Ann Joe 577-3621	B - 60 L - 60	8:00 - 9:00 12:00 - 1:00	06/09/08 - 08/15/08
Pahokee PALS 1200 E Main Street Pahokee	Anita Moorer 924-5677/459-9768 Ayesha Pugh 924-5677/214-1753	B - 65 L - 65	9:00 - 10:00 12:00 - 1:00	06/16/08 - 08/08/08
Pleasant City Community Center 500 22 <sup>nd</sup> Street West Palm Beach	Cecil Ralford Phillip Arnett Douglas Arnett Lily Mc Dowell	L - 200 S - 200	11:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08



Site Name	Contact Person	Food Selection	Serving Time	Dates of Service
Positive Education Solutions 1600 N Federal Hwy #14 Boynton Beach	Lesha Roundtree Monica Roundtree- Cleckley 577-6022	B - 60 L - 60	8:00 - 9:00 12:00 - 1:00	06/16/08 - 08/08/08
Restoration Life 2708 Australian Ave WPB	Pastor Sledge 633-1280 Lelia Tucker 805-1280	B - 50 L - 50	9:00 - 10:00 12:00 - 1:00	06/09/08 - 07/25/08
RJ Henley 2800 Avenue R Rivera Beach	Linda Knight Pinkie Hendley 842-1349	L - 125 S - 125	11:30 - 12:30 3:00 - 4:00	06/09/08 - 08/08/08
Royal Scholars 2800 Broadway Rivera Beach	Tiandra Montgomery Debbie Noel Teela Tomlin 841-1982	B - 150 L - 150	8:30 - 9:30 12:00 - 1:00	06/16/08 - 08/08/08
Safe Haven 2531 Old Dixie Highway Rivera Beach	Willie Bentley Juanda Williams 863-0619/ 972-0122	L - 60 S - 60	11:30 - 12:30 2:30 - 3:30	06/09/08 - 08/15/08
Salvation Army PB Lakes 2120 Palm Beach Lakes Blvd WPB	Captain Albert Cancia Captain Carmelle Cancia 686-3530	B - 40 L - 40	8:00 - 9:00 12:00 - 1:00	06/09/08 - 08/08/08
Salvation Army Community Center 600 N Rosemary WPB	Shayla Patterson Tangela King Mike Pinkney 833-6767	B - 60 S - 60	8:30 - 9:30 3:00 - 4:00	06/09/08 - 08/08/08
Schall Landings PBC Housing Authority 2402 Schall Circle WPB	Jocelyn Cadet 683-6417 / 718-8613 Charlie Hudnell 683-6417	L - 35 S - 35	12:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
Schoolhouse Children's Museum 129 East Ocean Ave Boynton Beach	Mario Aguilar Carol Mahoney 742-6782	L - 30	12:15-1:15	06/16/08 - 08/08/08
Seminole Manor Housing Project PBC Housing Authority 6388 Seminole Circle Lantana	Jocelyn Cadet 718-8613 Pat Meile 684-2160 x 206	L - 25 S - 25	12:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
South Bay Villas 150 Harrelle Drive South Bay	Brindel Brinson 996-7216 Cheryl Mann 985-0384	L - 30 S - 30	12:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
Strive for Excellence 241 Cypress Drive Lake Park	Marleddy Suberbi Yiset Perez 848-5275	B - 70 L - 70	9:00 - 10:00 12:00 - 1:00	06/09/08 - 08/01/08
St George's Center 21 West 22 <sup>nd</sup> Street Rivera Beach	Cinthia Becton 844-7713 / 386-4904 Everett Mitchell 844-7713	B - 65 L - 65	8:00 - 9:00 12:00 - 1:00	06/16/08 - 08/15/08
St Matthews Church CROS 404 SW 3 <sup>rd</sup> St Delray Beach	Claribel Baron 233-9009 x 102644- 5197 Ruth M Ruth Magerie 233-9009 x 105	L - 50 S - 50	11:30 - 12:30 3:00 - 4:00	06/16/08 - 07/25/08

Site Name	Contact Person	Food Selection	Serving Time	Dates of Service
St Thomas COG 1400 Division Ave WPB	Leomie Peavy 848-2353 / 832-4860 Nitacha Wells 714-6727	B - 30 L - 30	8:30 - 9:30 12:30 - 1:30	06/09/08 - 08/01/08
Victory Tabernacle Church 364 West Avenue A Belle Glade	Ronald Jemmott 985-3504 Novella Tilman 996-1028	B - 40 L - 40	8:00 - 9:00 12:00 - 1:00	06/09/08 - 08/01/08
Washington Child Care Center 1125 Grant Street WPB	Kimberly Washington Georgia Washington 659-3333	B - 20 L - 20	8:00 - 9:00 11:00 - 12:00	06/09/08 - 08/15/08
Westgate Community Center 3691 Oswego Ave WPB	Carlos Morales Lee Powell 694-5455/ 694-5456	L - 110 S - 110	12:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
WPB PAL 720 Tamarind Ave WPB	Stephanie Patterson Jeremy Banks 835-7195	B - 50 L - 50	9:30 - 10:30 1:30 - 2:30	06/24/08 - 08/12/08
West Jupiter Community Center 6401 Indiantown Rd Jupiter	Constonsa Alexander Alison Schram Rico Adona 747-3455	L - 112 S - 112	12:00 - 1:00 3:00 - 4:00	06/16/08 - 08/08/08
YMCA - WPB 2085 S Congress Ave WPB	Lawonna Jones Martha Gray	L - 180 S - 180	11:00 - 1:00 3:00 - 4:00	06/09/08 - 08/15/08

## NEWS RELEASE

Name(s) of news media: The Palm Beach Post

Date(s) information sent to media: May 5, 2008

Date(s) requested for release of information to public: May 19, 2008

Palm Beach County Division  
of Human Services  
(Name and Address of Sponsor)

810 Datura Street West Palm Beach, FL 33401

will be participating in the Summer Food Service Program during the months of May, June, July, and August. (Delete months not in operation)

Nutritionally balanced meals will be provided to all children regardless of race, color, sex, disability, age, or national origin during summer vacation when school breakfasts and lunches are not available. All children 18 years old and younger, if open site, are eligible for meals at no charge and there will be no discrimination in the course of the meal service. The programs are only approved for geographical areas of need where 50 percent or more of the children qualify for free and reduced price meals during the school year.

Summer feeding sites that are located at schools provide meals to all children in the immediate vicinity in addition to those enrolled in summer school.

**The following sites will be participating in the Summer Food Service Program:  
(Attach list of all sites by name, location, dates and the starting and ending times of meal service)**

Any person who believes he or she has been discriminated against in any USDA-related activity should write or call immediately to:

USDA  
Director, Office of Civil Rights  
1400 Independence Avenue, S.W.  
Washington, D.C. 20250-9410  
Or call (800) 795-3272 (voice) or (202) 720-6382 (TTY)

USDA is an equal opportunity provider and employer.



April 28, 2008

**Department of Community Services  
Division of Human Services  
and Veterans Services**

- 810 Datura Street  
West Palm Beach, FL 33401-5211
- 38754 State Road # 80  
Belle Glade, FL 33430-5698
- 225 South Congress Avenue  
Delray Beach, FL 33445-4616
- 1250 Southwinds Drive  
Lantana, FL 33462-1459
- 1440 W. Martin Luther King Blvd.  
Riviera Beach, FL 33404
- 1150 45th Street  
West Palm Beach, FL 33407

www.pbcgov.com

**Palm Beach County  
Board of County  
Commissioners**

Addie L. Greene, Chairperson

Jeff Koons, Vice Chair

Karen T. Marcus

Robert J. Kanjian

Mary McCarty

Burt Aaronson

Jess R. Santamaria

**County Administrator**

Robert Weisman

*"An Equal Opportunity  
Affirmative Action Employer"*



Mr. Charles Emile Philoctete, Supervisor II  
Palm Beach County Health Department  
Environmental Health Division  
901 Evernia Street  
West Palm Beach, FL 33401

Dear Mr. Gallo:

The County of Palm Beach Division of Human Services will participate in the Summer Food Service Program, administered by the Florida Department of Education, Food and Nutrition Management, Tallahassee, Florida, from June 2, 2008, through August 15, 2008.

Pre-packaged meals will be transported in refrigerated trucks by an approved vendor. Meals that are transported will be refrigerated at each site until served. Site personnel will ensure all food items remain at acceptable temperatures before serving to children.

Approximately 6,000 nutritionally approved unitized meals and beverages will be served each day during this program.

Summer Food Service Program workshops have been scheduled for Thursday, May 29, 2008, from 9:00 a.m. to 12:00 p.m. and Thursday, June 5, 2008 from 1:00 p.m. – 4:00 p.m. at the Mayme Fredricks Community Service Building at 1440 Martin Luther King Blvd., Riviera Beach and Wednesday, June 11, 2008, from 9:00 a.m. to 12:00 p.m., in the Community Services' Basement Conference Room at 810 Datura Street West Palm Beach.

Attached is a listing of sites and meal service times that have been determined eligible for food service this summer.

Your assistance will be appreciated.

Sincerely,

Georgiana Devine  
Homeless Programs and Contract Manager

Enclosure

cc Edward Rich, Community Services Director  
Claudia Tuck, Division Director  
Amy White, Summer Food Service Program Supervisor  
Courtney Shippey, Environmental Manager, Health Department

SFSP-E9

FLORIDA DEPARTMENT OF EDUCATION  
FOOD AND NUTRITION MANAGEMENT  
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN  
FREE MEAL POLICY STATEMENT

The Palm Beach County BCC

Agreement Number: 04- 0781

assures Food and Nutrition Management Services that all children in attendance are served the same meal(s) at no charge, regardless of race, color, sex, disability, age or national origin, and there is no discrimination in the course of the food service.

Assurance is hereby given that we made available to the informational media serving the area(s) from which our Institution draws its attendance, a public release announcing the policy as stated above.

Addie L. Greene  
Signature of Sponsor Representative  
Addie L. Greene, Chairperson

5/5/08  
Date

\_\_\_\_\_  
Signature of State Representative

\_\_\_\_\_  
Date

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

James P. D.  
County Attorney



Please return completed compliance review and supporting documents to:

Food and Nutrition Management  
 Florida Department of Education  
 325 West Gaines Street, Room 1044  
 Tallahassee, Florida 32399-0400  
 Fax: (850)245-9281, SunCom205-9281  
 Retain a copy for your files.

**FLORIDA DEPARTMENT OF EDUCATION  
 FOOD AND NUTRITION MANAGEMENT  
 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN  
 PREAWARD NONDISCRIMINATION COMPLIANCE  
 REVIEW FORM**

Agreement Number: 04-0781  Name and Address of Sponsor: <u>Palm Beach County BCC</u> <u>810 Datura Street</u> <u>West Palm Beach, FL 33401</u>	Completion of the form is required by FNS Instruction 113-8 issued by the U.S. Department of Agriculture in order to participate in the Summer Food Service Program for Children. Failure to complete this form will result in a denial of the Summer Food Service Program application.
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Please Answer the Following Questions:

**I. Estimated Daily Meal Participation by Racial/Ethnic Group (Do not list percentages):**

White	Black or African American	Hispanic or Latino	Not Hispanic or Latino	Asian	American Indian or Alaskan Native	Native Hawaiian or Other Pacific Islander	<u>TOTAL</u>
1220	2087	630					3937

**II. Describe efforts to be used to assure that minority populations have an equal opportunity to participate:**

Advertise the SFSP in minority he communities by posting the notices in recereational centers, churches, local stores, schools, Health Departments and Beacon Centers. Also, a complete liste of SFSP sites is provided to the local Information and Crisis Center the complete list of SFSP sites.

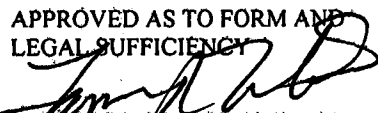
**III. Describe efforts to be used to contact minority and grassroots organizations about the opportunity to participate:**

Distribute information through the Beacon Centers, Prosperity Centers and churches located in minority areas. Also, information is distributed through minority organizations that participate in the Division's Summer Camp Scholarship Program.

**IV. List federal agencies other than the U.S. Department of Agriculture that provide financial support to your organization:**

US Department of Housing and Urbam Development  
State of Florida Department of Children and Family Services  
Federal Emergency Management

Addie L. Greene      5/5/08  
 Signature of Sponsor Representative      Date Signed  
 Addie L. Greene, Chairpeson

APPROVED AS TO FORM AND  
 LEGAL SUFFICIENCY  
  
 COUNTY ATTORNEY



FLORIDA DEPARTMENT OF EDUCATION  
FOOD AND NUTRITION MANAGEMENT  
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

SFSP INTERNAL CONTROLS

Federal and state requirements mandate that SFSP participants maintain any information pertaining to the program for three (3) years plus the current fiscal year. Failure to retain records is a serious deficiency. Refer to SFSP Administrative Guidance, Chapter 5 and 7 CFR 225.6 on regulations pertaining to recordkeeping regulations.

Please list the name and address of the location where you will maintain SFSP records. Also give the name and the phone number of the individual(s) who can access these records:

Palm Beach County Division of Human Services  
810 Datura Street Suite 350  
West Palm Beach, FL 33401  
Georgiana Devine / 561-355-4778

Give the specific location of the files (i.e., "in the file cabinet in the director's office"):

File cabinet in the Division of Human Services Conference Room.

Will ALL records be maintained at the location above?  Yes  No

If No, please list additional details about what years and where records are stored:

2003-2006 are stored at Iron Mountain Storage Facility

Do you participate in the SFSP in any states other than Florida?  Yes  No

If Yes, please indicate the other state(s) you currently have programs:

I understand that if I no longer participate in the SFSP, I must still maintain SFSP records for three years, plus the current year. If an audit is being conducted, I will maintain the records longer than three years.

  
Addie L. Greene, Chairperson Authorized Person

5/5/08  
Date

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

  
County Attorney

**FLORIDA DEPARTMENT OF EDUCATION  
FOOD AND NUTRITION MANAGEMENT  
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN**

**Authorized Signature Form**

Sponsor Name: Palm Beach County BCC

Agreement Number: 04-0781

Please type or print the names, titles, and signatures of persons authorized to sign the application, agreements, documents, forms and claim for reimbursement. All authorized signers, authorized representatives, and program contacts must be legal employees of the institution.

**AUTHORIZED SIGNERS:**

Georgiana Devine

Type of Print Name

Program & Contract Manager

Type or Print Title

Signature

Rebecca Webb

Type of Print Name

Fiscal Director

Type or Print Title

Signature

Kenette Penny-Baker

Type of Print Name

Data Processor II

Type or Print Title

Signature

Type of Print Name

Type or Print Title

Signature

I certify that the persons above are authorized to sign the claim for reimbursement.

**AUTHORIZED REPRESENTATIVE:**

Addie L. Greene, Chairperson

Type or Print Name & Title of Authorized Representative

Addie L. Greene

Signature of Authorized Representative

5/5/08  
Date signed

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

[Signature]



SUMMER FOOD SERVICE PROGRAM FOR CHILDREN AGREEMENT

**INSTRUCTIONS:** (1) Return two copies of this agreement with original signatures prior to the beginning of the program to Food and Nutrition Management, Summer Food Service Program, 325 West Gaines Street, Room 1032, Tallahassee, Florida 32399-0400. (2) When the agreement is approved, one copy will be returned to the Sponsor.

In order to effectuate the purposes of the Summer Food Service Program for Children, the Florida Department of Education (hereinafter referred to as the "Department") and the sponsor whose name and address appear on the Application for Participation (SFSP-F1) (hereinafter referred to as the "Sponsor") acting in behalf of each site listed on the Site Information Sheet, (SFSP-F2), covenant and agree as follows.

- A. The DEPARTMENT AGREES TO THE extent of funds available from USDA, it shall reimburse the sponsor in accordance with applicable requirements and regulations of the Summer Food Service Program for Children, and any amendments thereto.
1. In connection with meals served to children only at approved sites during any fiscal year for sponsors approved to operate the Summer Food Service Program.
  2. The amount of operational reimbursement for meals shall not exceed the lesser of:
    - (a) An amount equal to the total number of meals, by types, multiplied by the rates assigned by the Department; or
    - (b) Actual operating costs incurred by the sponsor.
  3. The amount of administrative reimbursement for meals shall not exceed the lesser of:
    - (a) An amount equal to the total number of meals, by types, multiplied by the rates assigned by the Department;
    - (b) Actual administrative costs incurred by the sponsor; or
    - (c) An amount estimated in the sponsor's approved administrative budget.
  4. Program income accruing to a sponsor's program shall be deducted from either operating or administrative costs, whichever is applicable, before a comparison is made with the maximum rates and the administrative budget.
- B. The SPONSOR, being the authority for supervision and control over the program warrants that, it accepts final financial and administrative responsibility for the program and that it will:
1. Operate a nonprofit food service for children on school vacation during the months of May through September or during the months of May through September and at some other time or times during the year for children on school vacation under a continuous school calendar system;
  2. For school food authorities, offer meals which meet the requirements and provisions set forth in 7 CFR 225 during times designated as the meal service periods by the sponsor, and serve the same meals to all children; for all other sponsors, serve meals which meet the requirements and provisions set forth in 7 CFR 225 during times designated as the meal service periods by the sponsor, and serve the same meal to all children;
  3. Serve meals without cost to all children, except that camps may charge for meals served to children who are not eligible for free or reduced price school meals;
  4. Issue a free meal policy statement in accordance with 7 CFR 225;
  5. Meet the training requirements for its administrative and site personnel, as required under 7 CFR 225;
  6. Claim reimbursement only for the type or types of meals specified in the agreement and served to children at approved sites during the approved meal service period; except that camps shall claim reimbursement only for the type or types of meals specified in the agreement and served without charge to children who meet the Program's income standards;

7. Submit claims for reimbursement on a form provided by the Department in accordance with procedures established by the Department;
  8. Maintain, in the storage, preparation, and service of food, proper sanitation and health standards in conformance with all applicable state and local laws and regulations;
  9. Accept and use, in as large quantities as may be efficiently utilized in the program, such foods as may be offered as donated by the Department;
  10. Have access to facilities necessary for storing, preparing and serving food;
  11. Maintain a financial management system as prescribed by the Department;
  12. Maintain on file documentation of site visits and reviews in accordance with 7 CFR 225;
  13. Maintain full and accurate records of all program operations under this agreement. Upon request make all accounts and records pertaining to the program available to state, federal, or other authorized officials for audit or administrative review, at a reasonable time and place. Such records shall be retained for a period of three years after the end of the fiscal year to which they pertain, except that, if audit findings have not been resolved, the records shall be retained beyond the three year period as long as required for the resolution of any issues raised by the audit.
  14. Maintain children on site while meals are consumed.
- C. The Sponsor hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. 2000d et seq.) and all requirements imposed by the regulations of the Department of Agriculture (7 CFR Part 15), Department of Justice (28 CFR Parts 42 and 50), and FNS directives or regulations issued pursuant to that Act and the regulations, to the effect that, no person in the United States shall, on the grounds of race, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the sponsor receives federal financial assistance from the Department; and hereby gives assurance that it will immediately take any measures necessary to effectuate this agreement.
- This assurance is given in consideration of and for the purpose of obtaining any and all federal financial assistance, grants, and loans of federal funds; reimbursable expenditures; grant or donation of federal property and interest in property; the detail of federal personnel; and the sale and lease of, and the permission to use, federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with federal financial assistance extended to the program applicant by the Department. This includes any federal agreement, arrangement, or other contract which has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.
- By accepting this assurance, the sponsor agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of Title VI and permit authorized USDA personnel during normal working hours to review such records, books, and accounts as needed to ascertain compliance with Title VI. If there are any violations of this assurance, the Department of Agriculture, Food and Nutrition Service, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the sponsor, its successors, transferees, and assignees as long as they receive assistance or retain possession of any assistance from the Department. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the sponsor.
- D. The terms of this Agreement and the detailed information contained on the Application for Participation (SFSP-F1), and the Site Information Sheets (SFSP-F2), which shall be considered a part of this Agreement, shall not be modified or changed in any way other than by consent in writing of both parties hereto.

(Continued on Reverse)



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|---|--|
| <p>E. This Agreement may be renewed annually by the Department and the Sponsor by mutual agreement in writing. Renewal will be contingent on the Sponsor meeting program requirements in this Agreement and those outlined in part 225 of the Code of Federal Regulations and other pertinent instructions from the Department or the United States Department of Agriculture and shall pertain to programs under Sponsor's jurisdiction that have submitted annual applications and said applications have been given Department approval.</p> <p>F. This Agreement may be terminated upon 15 days written notice on the part of either party hereunto, and the Department may terminate this Agreement immediately after receipt of evidence that the terms and conditions of this Agreement and of the regulations governing the program have not been fully complied with by the Sponsor. Any termination of this Agreement by the Department shall be in accord with applicable laws and regulations. No termination or expiration of this Agreement, however, shall affect the obligations of the Sponsor to maintain and retain records and to make such records available for audit. Termination of this Agreement for noncompliance with Title VI of the Civil Rights Act of 1964 shall be in accordance with applicable laws and regulations.</p> | <p>G. The Department may take such action, including prosecution for fraud under applicable state and federal statutes or initiate a reclaim, if any part of the money received by the Sponsor, through improper or negligent action, is diminished, lost, misapplied, or diverted from the program. This liability on the part of the Sponsor shall remain in effect for the applicable periods or limitations as called for by law after the effective date of termination of the Agreement.</p> <p>H. The Department shall inform the Sponsor of its right to request a review of decisions made by the Department which affect the participation of a sponsor in the program or the Sponsor's claim for reimbursement.</p> <p>I. It is understood and agreed by and between the Department and the Sponsor, whether public or private, that the regulations of the United States Department of Agriculture relating to the Food and Nutrition Services, Regulation number 225, attached, are made a part of this Agreement and that the Department, Sponsor, and sites are to abide by all of the conditions and terms set forth in the regulations.</p> |
|---|--|

**CERTIFICATION AND APPROVAL**

----- SPONSORING AGENCY -----

----- FLORIDA DEPARTMENT OF EDUCATION -----

Sponsor Palm Beach County Board of County Commissioners County Palm Beach County

Recommended for Approval by: \_\_\_\_\_

My signature certifies that the information submitted on this form and its attachments is true and correct. I am aware that deliberate misrepresentation or withholding of information may result in prosecution under applicable state or federal statutes.

Date: \_\_\_\_\_

Administrator, Food and Nutrition Management

Addie L. Greene, Chairperson  
Signature and Title of Authorized Representative

Period of Agreement:

From: \_\_\_\_\_ To: \_\_\_\_\_

Date: Addie L. Greene

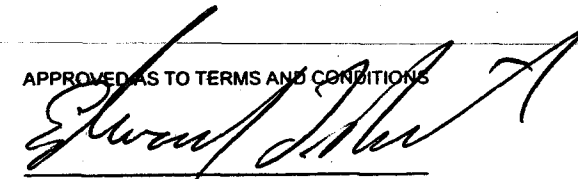
Approved By: \_\_\_\_\_ Date: \_\_\_\_\_  
Commissioner of Education or Designated Representative

(Both copies must have original signatures)

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

  
\_\_\_\_\_  
County Attorney

APPROVED AS TO TERMS AND CONDITIONS

  
\_\_\_\_\_  
Department Head

**BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT**

**FUND (0001) - GENERAL**

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 04/28/08	REMAINING BALANCE
<b>REVENUE</b>								
148 1335	3168 Fed Grant Indirect - Human Services	536,862	536,862	285,714	0	822,576		
	<b>Total Revenue</b>	<b>1,020,403,472</b>	<b>1,020,403,472</b>	<b>285,714</b>	<b>0</b>	<b>1,020,689,186</b>		
<b>EXPENDITURE</b>								
148 1335	1301 Other Salaries and Wages	43,535	43,535	83,201	0	126,736		126,736
148 1335	2101 FICA - Taxes	2,699	2,699	5,158	0	7,857		7,857
148 1335	2105 FICA - Medicare	631	631	1,206	0	1,837		1,837
148 1335	3419 Contracted Food	466,997	466,997	152,194	0	619,191		619,191
148 1335	4007 Travel - Mileage	5,000	5,000	9,556	0	14,556		14,556
148 1335	5101 Office Supplies	3,000	3,000	5,733	0	8,733		8,733
148 1335	5201 Materials/Supplies - Operating	15,000	15,000	28,667	0	43,667		43,667
	<b>Total Expenditures</b>	<b>1,020,403,472</b>	<b>1,020,403,472</b>	<b>285,714</b>	<b>0</b>	<b>1,020,689,186</b>		<b>822,576</b>

BUD\_BLNK.d

COMMUNITY SERVICES

INITIATING DEPARTMENT/DIVISION Edward L. Rich

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

*Edward L. Rich* \_\_\_\_\_  
5-15-2008 \_\_\_\_\_  
\_\_\_\_\_

By Board of County Commissioners  
At Meeting of \_\_\_\_\_

Deputy Clerk to the  
Board of County Commissioners