

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: June 23, 2015 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Parks and Recreation

Submitted By: Parks and Recreation Department

Submitted For: Parks and Recreation Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: **A) receive and file** a grant from the National Recreation and Park Association (NRPA) in partnership with the Walmart Foundation to support out-of-school time programs for the period March 31, 2015, to March 1, 2016; and **B) approve** Budget Amendment of \$16,200 within the General Fund to establish budget for the approved grant project.


Summary: The Parks and Recreation Department applied for and was awarded a \$16,200 NRPA grant for the out-of-school time programs. The funds are to be used to directly support our efforts to:

- Increase the number of healthy meals children in low-income communities receive through the Summer Food Service Program (SFSP) and the Child and Adult Care Food Program (CACFP) during out-of-school times;
- Provide evidence-based, age-appropriate nutrition literacy to children that create behavior change by teaching the importance of healthy eating;
- Implement nutrition and physical activity standards that increase access to healthier foods and increase opportunities for physical activity; and
- Promote meal and program efficiencies that will reduce costs, maximize existing resources, decrease food waste, and lead to more sustainable meal programs.

The grant does not require a County match. Countywide (AH)

Background and Justification: The Parks and Recreation Department's after school programs and summer camps met the basic requirements and the Department is an active NRPA Premier Member. Therefore, the Department was eligible to apply for the out-of-school time programs grant by NRPA. Of the total \$16,200 grant award, \$1,200 is to be used for a staff member to attend a one day training seminar. In addition to the \$16,200 in grant funds, in-kind nutrition literacy materials valued at \$4,195 will be provided. The grant funds will benefit children participating in summer programs and after school programs. The out-of-school time programs will pledge to implement nutrition standards and physical activity standards.

- Attachments:**
- 1. Award Letter
 - 2. Budget Amendment

Recommended by:  6-4-15
Department Director Date

Approved by:  6-9-15
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Operating Costs	<u>16,200</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
External Revenues	<u>(16,200)</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
Program Income (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
In-Kind Match (County)	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
NET FISCAL IMPACT	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>

ADDITIONAL FTE
POSITIONS (Cumulative) _____

Is Item Included in Current Budget? Yes _____ No X
Budget Account No.: Fund _____ Department _____ Unit _____
Object _____ Program _____

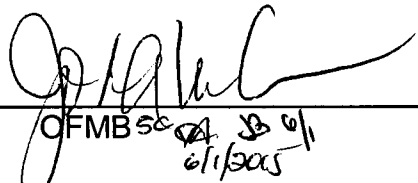
B. Recommended Sources of Funds/Summary of Fiscal Impact:

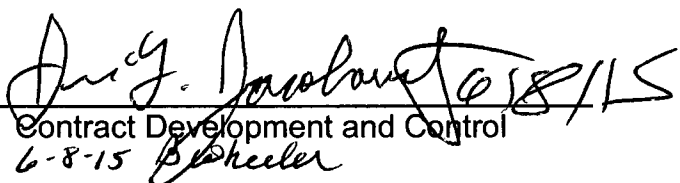
NRPA Out of School Grant 0001-580-5113 \$16,200

C. Departmental Fiscal Review: 

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:


OFMB 5/21/15 6/1/15

 6/8/15
Contract Development and Control
6-8-15 Wheeler

B. Legal Sufficiency:

Anne Delgent 6-9-15
Assistant County Attorney

C. Other Department Review:

Department Director

REVISED 10/95
ADM FORM 01

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



National Recreation and Park Association

March 31, 2015

Eric Call
Palm Beach County Parks & Recreation Department
2700 6th Avenue South
Lake Worth, FL 33461

Dear Eric Call,

Thank you for applying for an Out-of-School Time Programs grant from the National Recreation and Park Association (NRPA) in partnership with the Walmart Foundation. I am pleased to inform you that your agency has been selected to receive grant funding in the amount of \$15,000 to support your agency's out-of-school time programs. Your agency will also receive in-kind training materials valued at \$4,194.96 to implement the nutrition education program, OrganWise Guys (OWG) and a \$1,200 travel stipend to attend a one-day training.

Congratulations – we look forward to working with you to ensure as many children as possible receive nutritious meals and healthy enrichment activity during out-of-school times.

The grant agreement period is March 31, 2015 to March 1, 2016. During this period, your agency is required to:

1. Direct grant funds to:
 - A. Increase the number of healthy meals children in low-income communities receive through the Summer Food Service Program (SFSP) and the Child and Adult Care Food Program (CACFP) during out-of-school times.
 - B. Provide evidence-based, age-appropriate nutrition literacy to children that create behavior change by teaching the importance of healthy eating.
 - C. Implement nutrition and physical activity standards that increase access to healthier foods and increase opportunities for physical activity.
 - D. Promote meal and program efficiencies that will reduce costs, maximize existing resources, decrease food waste, and lead to more sustainable meal programs.
2. Provide a copy of your agency's W-9 along with this signed MOU by **May 1, 2015**.
3. Complete the following items at the beginning of the grant period. No grant funds will be disbursed until both of these items are complete.



National Recreation and Park Association

- a. Complete the Commit to Health pledge form on (accessible via NRPA's website) for each of your out-of-school time sites where you plan to implement the Healthy Eating and Physical Activity (HEPA) standards. Note that while this grant period is less than a year, Commit to Health is a five year initiative.
- b. Complete the Alliance for a Healthier Generation's Healthy Out-of-School Time Assessment (accessible via NRPA's website) at the beginning of the grant period and again by **January 15, 2016**.
4. Send at least one representative from your agency to attend the Nutrition Literacy and Training Summit on **May 12, 2015** in Reston, Virginia. NRPA will provide a travel stipend of \$1,200 to be used for travel and lodging costs.
5. Implement the OWG program in at least 6 out-of-school time sites in the Summer and Fall of 2015.
6. If selected, administer surveys pre and post-program to staff to evaluate the effectiveness of the OWG curriculum on increasing knowledge of nutrition and healthy living.
7. If requested, host a half-day site visit by NRPA staff, including local stakeholders.
8. If selected, host focus groups conducted by NRPA staff at one or more of your sites to include program participants, parents/caregivers, and staff.
9. Participate in occasional conference calls with NRPA and other grantees, as requested.
10. If requested, participate in a phone interview with NRPA and a consultant to share information on your successes, challenges, and lessons learned. Your information will be compiled into a case study publication which NRPA will produce as part of this initiative.
11. Share success stories, photos, videos, quotes, local media and other outreach information highlighting the impact of the grant throughout the grant period. (Please forward to Allison Colman at acolman@nrpa.org)
12. Submit a final report by **February 1, 2016** using an online survey tool provided by NRPA. This report will collect information, such as the number of healthy meals served and the number of children who participated in your out-of-school time programs. It will also collect information on how the grant funds were spent.

Termination for Cause: Either party shall have the right to terminate this MOU for cause if the other party (i) materially breaches its obligations and agreements hereunder, or (ii) commits and/or demonstrates gross neglect in the conduct of its duties hereunder. In addition, NRPA retains the right to terminate this MOU, upon written notice, if it determines that continued affiliation with your agency is inconsistent with its mission and/or adversely affects its reputation. In order to terminate this MOU for cause, and as a condition to exercising such right to terminate for cause, a party shall give the other party thirty (30) days' prior written notice of such intention to terminate, specifying in



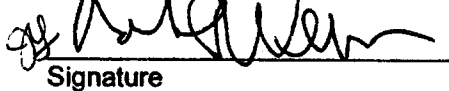
National Recreation and Park Association

detail the grounds or reasons for such termination for cause. Following any notice of termination for cause, the receiving party shall be permitted a reasonable opportunity to cure such claimed cause to the reasonable satisfaction of the other party.

Please acknowledge your agreement to the terms above by signing below. Upon receipt of this signed form, your agency's W-9, and NRPA's verification that your Commit to Health pledges and Healthy Out-of-School Time Inventories have been completed, a check will be issued for your grant funds minus \$5,000 that will be disbursed upon completion of all grant requirements. Additionally, your OWG materials will be mailed to the address above the week of April 13, 2015. Please contact us immediately if an alternate address is preferred for shipping.

Board of County Commissioners
Palm Beach County

Name of Agency



Signature

Robert Weisman

Printed Name

59-6000785

EIN Number

Jackie Lambert

Primary Point of Contact

jlambert@pbccgov.com

Email for Primary Contact

(561) 966-6640

Telephone for Primary Contact

Once signed, please scan and e-mail to Allison Colman, Program Manager, at acolman@nrpa.org. Please do not hesitate to contact Allison directly at (703) 858-2156 should you have any questions.

Sincerely,



Rebecca Wickline
Vice President, Business Development



National Recreation and Park Association

ATTN: Eric Call
Palm Beach County Parks & Recreation Department
2700 6th Avenue South
Lake Worth, FL 33461

This letter is to serve as documentation that all six of your required sites have completed the Commit to Health Pledge and the Alliance for a Healthier Generation's Baseline Assessment. The sites are listed below:

- Summer and Fall Site: West Boynton Park & Recreation Center, 33463
- Summer and Fall Site: Westgate Park & Recreation Center, 33409
- Summer and Fall Site: West Jupiter Recreation Center, 33458

This completes the Commit to Health and Assessment portions of the 2015 Out-of-School Time Programs Grant from the National Recreation and Park Association. Please let me know if you have any questions.

Sincerely,

Allison Colman

Allison Colman


Program Manager, NRPA

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

Page 1 of 1
BGRV 581 051115*539
BGEX 581 051115*1290

FUND 0001 - GENERAL FUND

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 05/11/15	REMAINING BALANCE
REVENUES								
0001-580-5113-6694	Grant From Oth Non-Govt	0	0	16,200		16,200	0	16,200
TOTAL RECEIPTS & BALANCES		1,122,421,771	1,361,011,774	16,200		1,361,027,974		
APPROPRIATIONS								
0001-580-5113-5250	Recreation Supplies	0	0	16,200		16,200	0	16,200
TOTAL APPROPRIATIONS & EXPENDITURES		1,122,421,771	1,136,011,774	16,200		1,136,027,974		

Parks and Recreation Department INITIATING DEPARTMENT/DIVISION	Signatures 	Date <u>5/28/15</u>	By Board of County Commissioners At Meeting of June 23, 2015
Administration/Budget Department Approval			Deputy Clerk to the Court
OFMB Department - Posted			