

RESOLUTION NO. 90-116

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF PASO ROBLES
ACCEPTING GRANT FUNDS FROM THE CALIFORNIA STATE
DEPARTMENT OF EDUCATION FOR THE PURPOSE OF DEVELOPING
AN AFTERSCHOOL PROGRAM IN THE OAK PARK HOUSING AUTHORITY

WHEREAS, the City of Paso Robles, Department of Community Services has recognized the need in our community for an after school program for children 6-12 years old; and

WHEREAS, critical need for an after school program for children has been determined in the Oak Park Housing Authority area of the City of Paso Robles; and

WHEREAS, to address this need, the Department of Community Services has submitted a proposal to the California State Department of Education seeking grant funds available through Public Law 99-425; and

WHEREAS, on March 23, 1990, the California State Department of Education notified the City of Paso Robles, Department of Community Services in writing of grant approval in the amount of \$5500.00 for start up funds for an after school program in the Oak Park Housing Authority area of the City of Paso Robles; and

NOW, THEREFORE, BE IT RESOLVED that the City of Paso Robles accept the California State Department of Education funds of \$5500.00 made available for the start up of an after school program in the Oak Park Housing Authority area of the City of Paso Robles.

PASSED AND ADOPTED by the City Council of the City of Paso Robles, this 19th day of June, 1990 on the following vote:

AYES: Russell, Cousins, Conway, Reneau and Martin

NOES: None

ABSENT: None



MAYOR, STEVEN MARTIN

ATTEST:



CITY CLERK, JERRY BANKSTON

APPLICATION FOR FEDERAL \$6000 GRANTS (FY 89-90)
 Submit 3 copies of the completed application package
 (Sections I-IV), each with original signatures.
 Applications must be received by 4:30 p.m. on
 January 19, 1990.

Section IA
APPLICATION INFORMATION FACT SHEET

Re: to:

Child Development Division
 560 J Street, Suite 220
 Sacramento, CA 95814
 Attn: **FEDERAL \$6000 GRANTS**
COORDINATOR

Project Number to be Completed by Agency												
County Code	Vendor Number				Suffix (if applicable)	PCA Number				Year		
												0
Federal Identification Number												
												//////

IMPORTANT: A separate application packet must be completed for each site.

Please print or type all information.

Funding Source CHILD DEVELOPMENT		Program Type BEFORE AND AFTER SCHOOL CHILD CARE SERVICES PLANNING GRANTS			Amount Requested \$6000		
Dates of Project Duration (From) October 1, 1989			(To) September 30, 1990		Date of Approval by Local Agency Board February 13, 1990		
Applicant Agency or School - Paso Robles Department of Community Services				Legal Status of Agency (see instructions)			
Address PO Box 307, 600 Nickerson Drive			City Paso Robles		County San Luis Obispo		Zip 93446 93447
Contact Person Deborah Fisher			Title Recreation Supervisor		Telephone (805) 238-4772		
////////////////////////////////////							
Executive Officer/Superintendent Stuart T. Ross		Address PO Box 307, Paso Robles, CA		City	Zip 93447	Telephone (805) 238-4772	
Program Director Barbara Partridge		Address PO Box 307, Paso Robles, CA		City	Zip 93447	Telephone (805) 238-4772	

CERTIFICATION: I hereby certify that all applicable state and federal rules and regulations will be observed; that to the best of my knowledge, the information contained in this application is correct and complete; and that the assurances on the reverse side of this form are accepted as the basic conditions in the operations of this project/program for local participation and assistance.

Signature of Authorized Agent	Title	Date

Section IB-APPLICATION INFORMATION FACT SHEET (CONTINUED)
SITE INFORMATION

Name of New Site Oak Park

Site Priority Number 1

Location of New Site 3201 Pine Street
Street Address
Paso Robles, CA 93446
City State Zip

Date established Projected 7-1-90 (must be between 10/1/89 and 9/30/90)
month/day/year

County in which site is located San Luis Obispo

Approximate number of children to be served at the new program site: 30-100

Hourly, daily, or weekly fee to be charged: \$ 1.00 per hour / day / week
(circle one)

Funding

Does this program site receive funds through a SDE/CDD contract for Latch Key Extended Day Care Development Services? Yes No (check one)

Has this program site received previous Federal Planning Grant funds?
 Yes No (check one)

Does this program site currently receive state, local or other nonfederal funds?
 Yes No (check one) If yes, briefly describe:

Subcontractor Information (if applicable) NOTE: Subcontracts must be on a nonprofit basis.

Name of proposed subcontractor, if any: N/A

a. Administrative address: _____

b. Contact Person: _____ Phone: _____

c. Federal ID#: _____

Legal Status of Agency: _____

SECTION II - PROGRAM PROPOSAL

1. Service Delivery

This after school program is scheduled to begin in our next fiscal year after July 1990. This program will begin 2:30 - 5:30 (after school hours) for the school year beginning September 4th, 1990. During the summer and holidays we will try to have extend program hours if there is a need. The program will be located in the North/West end of town in an area known as Oak Park. The site will actually be in the main office building of the HUD / City of Paso Robles Housing Authority. They have given us this room at no cost and are very interested in working with our department to get this drop in program going.

The community of Paso Robles consists of a population of 9,163 as of the 1980 Census and was predicted by the San Luis Obispo County Planning Department to have an increase of 4% by 1990 to total a population of 18,160. With the rapid growth in the City and surrounding County populace we service through our youth programs the total current population is approximately 25,000. The 1980 Census determined that 8.3% (760) of the population were under age four with 14.2% (1,301) ages five to nineteen. Should these percentages remain the same for 1990 of these 25,000 people 275 will be under four years old and 3,550 will be ages five to nineteen. The community contains a variety of social and economic bases. The Oak Park program is targeting this low income housing area. As well as the Housing Authority housing there is also a lot of apartments and other older established housing in this area of town. The racial break down for the Oak Park area is 50% Hispanic, 35% anglo saxon, and 15% black. Economically every one in this area has a below average income, with most having an income far below average. With these statistics we are making our program low cost, or no cost by offering scholarships, to the families who need this program. This program is designed for children in Kindergarten through fifth grades, with special consideration of the economic needs of the populations that live in the area of Oak Park.

Currently the kids we expect to get in this program would other wise be out running around with friends, unsupervised. With this program we hope to give these children a place to come after school, a place to learn positive recreational skills and values. By giving these children the opportunity for a positive recreational experience we hope to take the pressure off the parents to always be relied upon for directing their leisure hours and take an active role in the improvement of the quality of life of these children.

2. Program Description

a. The Paso Robles Department of Community Services (DCS) - Recreation Division has the responsibility of providing recreation and leisure programs for a service area of approximately 45,000 people, with 25,000 serviced by our youth programs and about 100 children in the Oak Park area. Prior to involvement in the after school programming area our programs consisted mostly of sports (such as T Ball, soccer, and basketball) and classes (such as a variety of arts and crafts, gymnastics and dance). Three years ago was our first attempt to provide a "child care" program for children 3 -5 years old, named Little Rec'ers. This program was designed as a children's recreational program with the emphasis on recreation and with some basic learning. After a one year trial period, during which leaders were contracted with and supply orders kept at a minimum, the program proved itself and was adopted for appropriations from the City's General

Fund. Three years later this program has an average of 20 children for the two and a half hours each day and growing strong. We are hoping that the response to this program is good enough that the city will include the leaders salary as a staff position, which will allow us not to need to rely upon the community donations and parent fees to determine program quality.

2a. The qualifications of individuals administering this after school program include the Recreation Supervisor with a BA in Recreation Administration, a MS in Leisure Studies and Services, and five years experience in working with youth recreational programs. One Recreation Leader assisting in creation of this program has a BS in Social Science, a Psychiatric Technician License, and 10 years experience in working in a variety of child care settings, including 3 years of counseling preadolescence. Another Recreation Leader for this program has worked for the last 2 years as Special Populations Coordinator and is now Youth Services Coordinator and has 5 years of high school counseling. Other resources include good working relationship with the Housing Authority allowing us use of the room, and the local school district allowing us to use their transportation services, play yards, and advertise through the local schools as needed for our program.

2b. This after school program will provide children an opportunity to participate in a variety of recreational experiences. Every day there will be arts and crafts, games, homework, stories and outdoor play time. The emphasis of this program is recreation and positive use of leisure time. Although the program is designed for K - 5th graders we hope to have Middle School children as helpers and high school or older students to help run the program. We will have one paid lead person and at least one paid assistant each day. All people who work the program are going to have to be bilingual.

2c. The facility we will be using appears to be handicap accessible, or if needed will be changed. If there are special needs children in our program our leaders would adapt the program to allow all children the opportunity to participate. In this area there are not any physically handicapped children, although there are a few Special Education students. We currently have special education students in our other after school program and they fit right in. If more staffing is needed to attend to the special needs of students we have staff on call to assist, but so far we have been able to streamline the special children into our existing programs.

3. Self Supporting Program Plan

3a. The only major competition we have in the Oak Park area is a Day Care Center a block away which the school district operates. The only other competition we face are babysitters, who cost about \$2.00 per hour, and the schools program which costs \$1.60 per hour with a 10 hour per week minimum (which gives priority to low income minority populations). These costs were determined by surveying parents with children who use babysitters, and by calling the school office which organizes the after school programs. For this program there should not really be much competition since the schools programs are actual closed door programs with the government paying for their attendance and ours is just a drop in program allowing the parents and children to be flexible.

3b. Alone the parent fees charged for this program are probably not going to cover the cost of the program. Although it is important to balance out the end budget we expect to support this program through our Youth Scholarship program, and we are initiating a new Youth Sponsorship program in which the sponsor can pay for a child to be in our program. We will have to wait until the program starts to see that the fee is affordable for the people of this community. If it is too high we will try to supplement it from our Youth Funds and/or lower it to the point that is affordable. We expect to accept all applicants to this to this program either through parent fees, sponsorships or scholarships.

3c. The Youth Scholarship Fund was originally used to pay for or assist in paying for local underprivileged youth in our sports programs. With the beginning of our after school program we have

4b. Program need was concluded by determining that all of the school's programs were full and there were waiting lists for all of their programs. All you need to do is stand on any street in this area of town after school and you can see all of the kids playing unsupervised. At this time we have sports and classes which the children can participate in and are only an hour long once a week, but this is not enough. These children in Oak Park usually do not participate in a lot these programs because of lack of transportation, parental support or other barriers. We were also approached by the Housing Authority Director and asked what the possibilities might be for an after school program. They offered us the room for the program and we accepted the responsibility of putting a program together.

4c. Our Youth Scholarship program will especially help to allow low income families into our programs. The fee structure for this program is designed for low income families. We have a Youth Programs Coordinator, currently part time who will be coming on full time in June of this year, who is responsible for helping to bring minorities and underprivileged children into our programs. Our biggest out side supporter is the Housing Authority Office, which is willing to help in any way possible, they will be especially helpful for program input and dissemination of program information and input.

5. Parent Education/Involvement

5a. Strategies we use to enable parents to help their children to succeed academically will include daily sessions of homework assistance. Children are encouraged to complete their daily assigned homework. To be most effective in helping the children acheive the most from our program and school we have an open communication with the School District and parents. Both are encouraged to notify us in areas of special needs the children might have. We will also use a system of communication called F.Y.I. (For Your Information). In this notes are attached to the childs information card to inform parents of information they might want to know.

5b. Our after school program was formed from input of the parents on the types of activities they would like to see offered, by means of our Community Children's Needs Assessment in which program participants were surveyed. Parents are encouraged to participate in our program activities by:

- Volunteering in room, if possible
- Gathering scrap materials for classroom projects
- Preparing materials at home
- Bringing in snacks and goodies for special parties
- and, of course we are always open to parent feedback

SECTION III-PROJECTED BUDGET

PART A-Program Income

(Projected income for a 12-month period)

INCOME TO SUPPORT PROGRAM

<u>Type of Income</u>		<u>Amounts</u>
Parent Fees	\$	<u>5846</u>
Donations and Grants		<u>2000</u>
Fund Raising		<u>500</u>
Other (specify) _____		<u> </u>
Rec. Dept. Youth Scholarships		<u>1000</u>
_____		<u> </u>
Total Income	\$	<u>9,346</u>

Briefly describe the income sources for the ongoing program on the reverse side.

PART B-Program Expenditures

(Projected expenditures for a 12-month period)

OPERATING BUDGET

<u>Expenditures</u> 1990/91 School Year		<u>Amounts</u>
Staff Salaries	\$	<u>8,330</u>
Staff Benefits		<u>100</u>
Supplies		<u>300</u>
Equipment		<u>600</u>
Contracted Services (specify) _____		<u> </u>
Other (specify) _____		<u> </u>
_____		<u> </u>
Total Expenditures	\$	<u>9,330</u>

Briefly describe the expenditures for the ongoing program on the reverse side.

PART C-Grant Expenditures

(For start-up period. Grant funds must be expended by September 30, 1990.)

PLANNED EXPENDITURES FOR THE \$6,000 GRANT

<u>Items</u>		<u>Amounts</u>
Salaries	\$	<u>2,500</u>
Supplies		<u>1,000</u>
Equipment		<u>2,500</u>
_____		<u> </u>
Total Grant Expenditures	\$	<u>6,000</u>

Briefly describe how the proposed grant expenditures will be used by the program on the reverse side.

SECTION III-PROJECTED BUDGET
DESCRIPTIONS

PART A-Program Income Descriptions

Fees: \$1.00/day X 30 children X 5 days/wk X 4.33 wks/month = \$649.50/month
X 9 months = \$5845.5 *

Donations - local service clubs \$2,000 total *

Fundraising \$ 500 *

Scholarships (Recreation Dept. Program) \$1,000 *

* Total \$9,345.50

PART B-Program Expenditure Descriptions

Salaries: Head Leader \$6.00/hour X 4.5 hrs/day X 5 days/wk X 4.33 wks/month
X 9 months = \$5,260.95 *

Assistant \$4.50/hour X 3.5 hrs/day X 5 days/wk X 4.33 wks/month
X 9 months = \$3,068.89 *

Staff Benefits - shirts and jackets \$ 100 *

Supplies \$ 300 *

Equipment \$ 600 *

* Total \$ 9,329.84

PART C-Grant Expenditure Descriptions

Salaries: (first three months to start-up) \$2,500

Supplies: \$ 600

Equipment: \$2,900

Total \$6,000

Section IV.
CERTIFICATION AND ASSURANCES

Certification:

A. State Certification

I hereby certify that (1) the information reported in this application is, to the best of my knowledge, complete and accurate, (2) the applicant agency named in this application has authorized me, as its representative, to submit this application and such authorization is recorded in the minutes of the agency governing board's meeting, (3) the applicant agency is authorized to do business with the State of California, (4) no current or former (within three years) State Department of Education employee participated or assisted in the preparation or development of this application, and (5) I will comply with all applicable laws, regulations and grant provisions and all requirements attached to and referenced in the grant.

B. Federal Certification

I hereby certify that the federal grant monies will be used to increase the level of state, local and other non-federal funds that would, in the absence of such federal funds, be made available for the programs for which funds are provided and will in no event supplant such state, local and other non-federal funds.

Assurances:

I hereby assure the State Department of Education, Child Development Division, that:

- 1) the child care facility to be used for this program is available and will be used only for the Before and After School Child Care Program during the time period identified (including such use during holiday and vacation periods);
- 2) the local restriction, if any, on the use of such space will be upheld;
- 3) the time periods when the space will be available for the child care program are accurately listed;
- 4) there will be parent involvement in the development and implementation of the program;
- 5) the applicant will seek to enroll racially, ethnically and economically diverse, as well as handicapped children;
- 6) the site will be licensed if required by law, and the program will be operated in compliance with all applicable local and State requirements.
- 7) the site has not previously been funded under PL 98-558 or PL 99-425.
- 8) Before and After School Child Care Services will initially be offered at the new site between the period October 1, 1989 through September 30, 1990.

Signed

Authorized Representative

Date

Legal Name of Applicant Agency