



COUNTY ADMINISTRATOR

220 NORTH MAIN STREET, P.O. BOX 8645

ANN ARBOR, MICHIGAN 48107-8645

(734) 996 3055

FAX (734) 994-2592

MEMORANDUM

TO: Barbara Levin Bergman, Chair
Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Trena Rusher, Director
Employment Training and Community Services

DATE: June 17, 1998

SUBJECT: A Resolution ratifying the signature of the County Administrator on the application to the United States Department of Agriculture (USDA) by the Employment Training and Community Services (ETCS) Group for funds in support of the Summer Food Services Program for Children, in the amount of \$146,220, for the period of June 1, 1998 through August 31, 1998; approving the budget; and authorizing the County Administrator to sign the delegate contracts.

Board Action Requested:

The ETCS Group is requesting the ratification of the signature of the County Administrator on the FY 1998 USDA application for funds in support of the Summer Food Services Program for Children; approve the budget; and authorizing the County Administrator to sign the service contracts.

Background:

The ETCS Group has prepared an application for the funding of the 1998 Summer Food Services for Children; the funds for this program are all reimbursement monies from the U.S. Department of Agriculture; the program is based entirely on meal reimbursements, which this year amounts to \$1.190 per breakfast, \$2.080 per lunch, \$0.4800 per supplement, plus administrative reimbursements at \$0.0925 per breakfast, \$0.1800 per lunch, and \$0.0475 per supplement resulting in a budget of \$172,510. Last year's meal/administrative reimbursements were as follows: \$1.16/\$0.09 per breakfast, \$2.02/\$0.175 per lunch, \$0.42/\$0.0450 per supplement

Discussion:

The U.S. Department of Agriculture requires the submission of the Summer Food Services Program for Children application by June 1, 1998. Ratification of the signature of the County Administrator on the application to the USDA for funds in support of the Summer Food Services Program for Children will allow the continued delivery of services to low-income children.

The program has been developed to provide breakfasts, lunches, and snacks at no cost to children from low-income families at recreation facilities throughout the County.

The Summer Food Program for Children plans to serve 4,000 breakfasts (the same number as last year), 62,000 lunches, and 34,000 snacks (the same number as last year). Approximately 6, 000 children and a limited number of adults participate in this program.

The ETCS Group will have a contract with Willow Run Community Schools to prepare lunches and/or supplemental meals and provide refrigerated transportation for the meals to designated sites for the program.

The summer food program is coordinated through 52 sites in the Ann Arbor/Ypsilanti area as follows:

Ann Arbor Community Center for Camp Hill Burning Bush COGIC

Ann Arbor Community Center Hikone Community Center

Community Center Impact Hollow Creek

Arrowwood Hills Co-Op Juvenile Court-O/Brien

Boys & Girls Club Kaiser Elementary

Greater Area Civitan Club St. James COGIC

Bryant Community Center Liberty Square

Ann Arbor Housing-South Maple Thurston Elementary Day Camp

Ypsilanti High School Sports Camp Parkridge Community Center

Cobble Creek Apts. Greater Faithway Bible Church
Community Church of God Labor of Love Bible Church
Community Park Pinelake Village
Bryant Elementary Ypsilanti Paradise Housing
Sumpter Community Church of God Brown Chapel Church
Parkview Apartments St. John's Baptist Church
EMU Westview Second Baptist Church
Brown Chapel Child Care Cheney Elementary Day Camp
Girl Scouts-Jefferson Washtenaw Community College
Whitmore Lake Elementary Willow Run High School
Ford Elementary Day Camp Bible Church
Green Glacier Community Center Mt. Olive Baptist Church
Leforge Villa Evergreen Pointe
Wee Wisdom Day Care St. Mary's Bible Church
Forrest Knoll Kettering Elementary School
Holmes Elementary

Eligibility is determined through school or census data demonstrating that 50% or more of the local children are eligible for free or reduced price school meal, thus designating a site as open area eligible. This means that all children in the geographical areas are eligible to participate in the program. Ann Arbor, Ypsilanti and Willow Run Public Schools supply data from their food operation which assist in determining open area eligibility. Free meals consisting of breakfast, lunch and supplements will be made available to children age 18 and under, or persons up to the age of 26 who are enrolled in an educational program for the mentally or physically disabled recognized by a state or local education agency.

This Resolution is being processed as a ratification due to the fact that the ETCS Group received the application on May 5, 1998. Given this date, the next session of the Community Action Board (CAB) is on May 18, 1998. Under current County Administration policy, Board Action Requests are required to be submitted two (2) weeks prior to the Ways and Means Committee meeting. Given this fact, the next possible Board Action Request submission date is June 4, 1998. Having submitted a Board Action Request on June 4, 1998 results in the matter going to the Ways and Means Committee on June 17, 1998 and Board of Commissioners on July 1, 1998. Due to the fact that the State requires the submission of the signed plan by June 1, 1998, and that current policy for processing of Resolutions, which in itself takes a minimum of four (4) weeks, this Resolution is being processed as a ratification.

Impact on Human Resources:

Upon approval and receipt of the grant award, the program will require the hiring of temporary part-time employees for a period of nine (9) weeks during the summer to assist in the delivery of services. The ETCS Group is also going to coordinate the Title IIB Summer Youth program with this Summer Food program. This will enhance the service given to the Title IIB participants and reduce the need for temporary employees.

Impact on Budget:

The requested Board action will approve the Summer Food budget in the amount of \$146,220. There are no County funds nor match required for this grant.

Impact on Indirect Costs:

There are no indirect costs associated with this budget.

-

Impact on Other County Departments or Outside Agencies:

The requested Board action has no impact on other County departments or outside agencies.

Conformity to County Policies:

This matter has been by the Community Action Board, the County Administrator's Office, Corporation Counsel, Finance, Human Resources, and the Ways and Means Committee. The requested Board action is in conformity with County Policies.

Attachments/Appendices:

USDA Application

Budget

A RESOLUTION RATIFYING THE SIGNATURE OF THE COUNTY ADMINISTRATOR ON THE APPLICATION TO THE U.S. DEPARTMENT OF AGRICULTURE (USDA) FOR THE SUMMER FOOD PROGRAM FOR CHILDREN FOR THE EMPLOYMENT TRAINING AND COMMUNITY SERVICES (ETCS) GROUP FOR THE PERIOD OF JUNE 1, 1998 THROUGH AUGUST 31, 1998 IN THE AMOUNT OF \$146,220; AND AUTHORIZING THE COUNTY ADMINISTRATOR TO SIGN THE SERVICE CONTRACTS; AND APPROVE THE BUDGET

WASHTENAW COUNTY BOARD OF COMMISSIONERS

July 1, 1998

WHEREAS, the ETCS Group requests the ratification of the signature of the County Administrator on the application to the USDA for funds in the amount of \$146,220 for the 1998 Summer Food Services Program for the period of June 1, 1998 through August 31, 1998; and

WHEREAS, the U.S. Department of Agriculture requires the submission of the Summer Food Services Program for Children by June 1, 1998; and

WHEREAS, these funds are necessary for the delivery of services through the Summer Food Service Program for Children; and

WHEREAS, the Summer Food Program for Children provides breakfasts, lunches, and snacks at no cost to children from low-income families at recreation facilities throughout the County; and

WHEREAS, the program is based on meal reimbursements which amount to \$1.19 per breakfast, \$2.08 per lunch, \$0.48 per supplement, plus administrative reimbursements at \$0.0925 per breakfast, \$0.1800 per lunch, and \$0.0475 per supplement resulting in a total budget of \$146,220; and,

WHEREAS, Last year's meal/administrative reimbursements were as follows: \$0.09 per breakfast, \$0.175 per lunch, \$0.0450 per supplement; and

WHEREAS, the program requires the hiring of temporary part-time employees for a period of nine (9) weeks during the summer to assist in the delivery of services; and

WHEREAS, Willow Run Community Schools will be preparing and transporting the meals to designated sites within Washtenaw County; and

WHEREAS, this matter has been reviewed by Community Action Board, Corporation Counsel, Finance, Human Resources, the County Administrator's Office, and the Ways and Means Committee.

NOW THEREFORE BE IT RESOLVED that the Washtenaw County Board of Commissioners hereby ratifies the signature of the County Administrator on the application to the U.S. Department of Agriculture for the Summer Food Program for Children in the amount of \$146,220, for the period of June 1, 1998 to August 31, 1998, as on file with the County Clerk.

BE IT FURTHER RESOLVED that the Board of Commissioners takes the following actions contingent upon receipt of the grant award in conformity with the application:

- 1. Authorizing the Administrator to sign the Notice of Grant Award
- 2. Amending the budget as attached hereto and made a part hereof
 - 3. Authorizing the Administrator to sign the delegate and lease contracts upon review and approval of Corporation Counsel

Washtenaw County ETCS
 Modified Chart of Accounts / Amended Budget
 Fund #262 - Summer Food
 Fiscal Year Ending September 30, 1998
 MY-262-676-9508-6000

Revenue:	Current Budget	Revised Budget
500 Federal revenue	\$ 0	\$146,220
Expenditures:		
800 Other Services and Charges	\$0	\$146,220

[Return to the BOC Ways and Means June 17, 1998 Agenda](#)