

COUNTY ADMINISTRATOR
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TO: Jeff Irwin
Chair, Ways & Means Committee

THROUGH: Robert E. Guenzel
County Administrator

FROM: Trena Rusher, Executive Director
Employment Training and Community Services

DATE: September 7, 2005

SUBJECT: Fiscal Year (FY) 2005 State Summer Food Services Program for
Children.

BOARD ACTION REQUESTED:

A request to ratify the County Administrator's signature on the United States Department of Agriculture (USDA) application by the Employment Training and Community Services (ETCS) Group for funds in support of the Fiscal Year (FY) 2005 Summer Food Services Program for Children in the amount of \$106,145 for the period of June 20, 2005 through August 19, 2005; approving the budget; authorizing the County Administrator to sign the delegate contracts.

BACKGROUND:

The ETCS Group has prepared a funding application for the Fiscal Year 2005 Summer Food Services Program for Children. The funds for this program are reimbursement payments from the U.S. Department of Agriculture. The program is based entirely on meal reimbursements, which this year amount to \$1.53 per breakfast, \$2.69 per lunch, and \$0.63 per snack. The total program budget this year is \$135,900, which includes the \$106,145 Summer Food grant funding and \$29,755 in Community Services Block Grant (CSBG) funds.

Meals served under the program must meet the meal pattern requirements listed below:

- Breakfast: One serving each of milk; fruit or vegetable; grains/breads.
- Lunch: One serving each of milk; meat or meat alternate; grains/breads; A serving of fruit and a serving of vegetable, or two servings of either fruit or vegetable.
- Snack: Two of the four meal component groups served at lunch.

DISCUSSION:

The Summer Food Services Program for Children allows the delivery of meals to low-income children. The program was developed to provide breakfast, lunch, and snacks, at no cost, to children from low-income families.

The Summer Food Program for Children plans to serve 4,000 breakfasts, 22,000 lunches, and 12,000 snacks. The ETCS Group has executed a contract with Dexter Community Schools to prepare and deliver meals to designated sites for the program.

Meals are served at twenty-six (26) sites in the Ann Arbor/Ypsilanti area. Sites may be schools, recreation centers, vacation bible schools, or other community based organizations. The following table depicts the sites this year:

| | |
|------------------------------------|-------------------------------------|
| Ann Arbor Community Center | Mt. Olive Baptist Church - Prospect |
| Arrowwood Hills | New Grace |
| Bryant Community Center | Paradise Manor |
| Bryant Elementary School | Roberto Clemente |
| Eagle Point Activity Center | Second Baptist Church |
| Estabrook Elementary School | St. Johns Church |
| Forest Knoll | Superior Township Parks and Rec. |
| Genesis Christian Academy | The Bible Church |
| Genesis of Ann Arbor | Tuscan Creek Apartments |
| Harriet Street Center | Washtenaw County Head Start |
| Hollow Creek | Washtenaw County Sports Camps |
| Huron Valley Boys and Girls Club | Willow Run Middle School |
| Mt. Olive Baptist Church - Hawkins | Works Skills Corporation |

Eligibility

There are two types of sites that are eligible to participate in this program. They are:

Closed Site - a site which is open only to enrolled children, as opposed to the community at large, and in which at least 50 percent of the enrolled children at the site are eligible for free or reduced price school meals under the National School Lunch Program and the School Breakfast Program, as determined by approval of applications.

Open Site - a site at which meals are made available to all children in the area and which is located in an area in which at least 50 percent of the children are from households that would be eligible for free or reduced price school meals under the National School Lunch Program and the School Breakfast Program.

A site choice of two free meals, consisting of breakfast, lunch or snacks, will be made available to children ages 18 and under, or persons up to the age of 26 who are enrolled in an educational program for the mentally or physically disabled.

IMPACT ON HUMAN RESOURCES:

The program will require the hiring of temporary part-time employees during the summer to assist in the delivery of services.

IMPACT ON BUDGET:

The requested Board action will approve the Summer Food budget in the total amount of \$135,900 which includes a transfer in funds in the amount of \$29,755 from CSBG funds. There is no 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 reviewed by the Washtenaw County 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:

FY 2005 USDA Summer Food Application
FY 2005 USDA Summer Food Budget

A RESOLUTION RATIFYING THE COUNTY ADMINISTRATOR'S SIGNATURE ON THE APPLICATION TO THE U.S. DEPARTMENT OF AGRICULTURE (USDA) FOR THE EMPLOYMENT TRAINING COMMUNITY SERVICES (ETCS) GROUP'S SUMMER FOOD PROGRAM FOR CHILDREN IN THE AMOUNT OF \$106,145 FOR THE PERIOD OF JUNE 20, 2005 THROUGH AUGUST 19, 2005; AUTHORIZING THE ADMINISTRATOR TO SIGN THE NOTICE OF GRANT AWARD; AUTHORIZING THE COUNTY ADMINSTRATOR TO SIGN DELEGATE SERVICE CONTRACTS; AND APPROVING THE BUDGET

WASHTENAW COUNTY BOARD OF COMMISSIONERS

September 21, 2005

WHEREAS, the ETCS Group shall administer the USDA Summer Food Program for the Fiscal Year 2005 Summer Food Services Program during the period of June 20, 2005 through August 19, 2005; 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 costs of \$1.53 per breakfast, \$2.69 per lunch, \$0.63 per snack; and

WHEREAS, this year's program intends to serve 4,000 breakfasts, 22,000 lunches, and 12,000 snacks this year; and

WHEREAS, the program requires the hiring of temporary part-time employees during the summer to assist in the delivery of services; and

WHEREAS, Dexter Community Schools is selected as the contractor to provide services under this program to prepare and deliver meals to twenty-six (26) designated sites within Washtenaw County; and

WHEREAS, this matter has been reviewed by Washtenaw County 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 (USDA) for the 2004 Summer Food Services Program, in the amount of \$106,145, for the period of June 20, 2005 through August 19, 2005; approves the budget, 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
Fund #2620 – Summer Food
Fiscal Year Ending August 31, 2005
2620059400

| | <u>Current Budget</u> | <u>Revised Budget</u> | <u>Variance</u> |
|-------------------------------|---------------------------|---------------------------|-----------------|
| Revenues | | | |
| 50000 Federal Revenue | \$0 | \$106,145 | \$106,145 |
| Expenditures | | | |
| 70050 Personal Services | \$0 | \$ 16,745 | \$ 16,745 |
| 80000 Other Service & Charges | \$0 | \$119,155 | \$119,155 |
| 99000 Transfer Out | \$0 | (\$29,755) | (\$29,755) |
| | \$0 | \$106,145 | \$106,145 |