

Meeting Notice

Children's Trust of Alachua County

Monday, April 1, 2019 @ 4:00 pm

Alachua County Administration Building

12 SE 1st Street, Second Floor, John "Jack" Durrance Auditorium



CHILDREN'S TRUST
OF ALACHUA COUNTY

Members

Ken Cornell, County Commissioner, Interim Chair

Honorable Susanne Wilson-Bullard, Circuit Judge, Interim Vice-Chair

Tina Certain, Alachua County School Board Member, Interim Treasurer

Karen Clarke, Alachua County School Superintendent

Cheryl Twombly, DCF Community Development Administrator

Children's Trust of Alachua County

Monday, April 1, 2019 @ 4:00 pm

Alachua County Administration Building

12 SE 1st Street, Second Floor, John "Jack" Durrance Auditorium

1. Call to Order – Ken Cornell, Interim Chair
2. Agenda Review, Revision, and Approval
3. Approval of March 11, 2019 Meeting Minutes (Pages 1 – 5)
4. Member Discussion Regarding Future Meeting Dates (Page 6)
5. Children's Trust of Alachua County History – Dorothy Thomas (Pages 7 – 59)
6. Children's Services Advisory Board Overview – Tom Logan, Chair (Page 60)
7. Status of Gubernatorial Appointments/Staff Activities to Date (Page 61)
8. Florida Ethics – Bob Swain, ACA (Page 62)
9. Budget Development – Tommy Crosby (Page 63)
10. Finance and Accounting – Todd Hutchison (Pages 64 - 70)
11. First Year To Do List and Next Meeting(s) Agenda (Pages 71 – 73)
12. Board Member General Comments
13. Call for Public Input
14. Adjournment



CHILDREN'S TRUST
OF ALACHUA COUNTY

Item # 3

Approval of March 11, 2019 Meeting Minutes

Background

County staff prepare a draft version of the meeting minutes for review and approval by members to assure compliance with Florida Public Records and Sunshine law.

Attachments

1. Draft March 11, 2019 Meeting Minutes

Staff Recommendation

Approve the meeting minutes as presented or alternatively approve with corrections.

1

DRAFT

Children's Trust of Alachua County
March 11, 2019 (Inaugural Meeting)

Members Present: Honorable Susanne Wilson-Bullard, Tina Certain, Alachua County School Board, Karen Clarke, Alachua County School Superintendent, Ken Cornell, Alachua County Commissioner, and Cheryl Twombly, DCF Community Development Administrator

Staff Present: Carl Smart, Assistant County Manager, Bob Swain, Senior Assistant County Attorney, Claudia Tuck, Community Support Services Director, Tom Tonkavich, Community Support Services Assistant Director

1. Call to Order

As this is the first meeting of the Children's Trust, Carl Smart, Assistant County Manager called the meeting to order at 4:01 pm. Members were given a brief overview of the agenda for the first meeting as well as some background on the creation of the Trust.

2. Introductions

Each member introduced themselves and made opening comments. Staff also introduced themselves and briefly explained their role in supporting the Trust board.

3. Agenda Review, Revision, and Adoption

Carl Smart, Assistant County Manager reviewed the agenda and generally explained each item.

Commissioner Ken Cornell moved to adopt the agenda as presented. Second by Member Karen Clarke. Call for public input. Motion carried 5-0.

4. Status of Gubernatorial Appointments and Staff Activities to Date

Carl Smart, Assistant County Manager provided members with a verbal report on the status of gubernatorial appointments, noting the Governor has not made any to date. Staff have been in contact with the Governor's Office to make sure all needed information is on file. Staff have also undertaken several preliminary steps on behalf of the Trust including notifying the Department of Economic Opportunity (DEO) and the Florida Legislative of its creation.

5. Florida Sunshine Laws

Bob Swain, Senior Assistant County Attorney made a brief presentation to members on Florida Sunshine laws and how these apply to the Trust board. Additionally, he provided members with guidance and suggestions on how best to handle discussions and communications when some members attend functions of other sunshine boards, i.e., school board meetings and activities, Children's Services Advisory Council, etc. Members were provided with an opportunity to ask questions and obtain further clarification on public noticing of meetings, meeting between individual school board members and the superintendent, etc.

6. Alachua County Ordinance 18-08

Bob Swain, Senior Assistant County Attorney briefly reviewed Ordinance 18-08 with members. This ordinance as adopted by the voters of Alachua County is one of the creation documents for the Trust. It describes the powers and duties of the Trust and created it as an independent special district with taxing authority. The Trust is also subject to applicable Florida Statute as referenced in the Ordinance. Members asked for clarification on the naming of the Trust as the Children's Trust of Alachua County and why it was not titled as a Children's Services Council as defined in statute. Bob Swain, Assistant County Attorney clarified that the naming of the Trust was included in the Ordinance and that statute does not require a specific name. It was noted that councils around the state are not all titled as councils, Miami-Dade is a trust and Pinellas County is titled as the juvenile welfare board.

7. By-laws Review and Discussion

Carl Smart, Assistant County Manager presented an overview of the draft by-laws to members. It was noted that this is a draft based on review of the by-laws received from other Children's Services Councils around the state. Members were advised that the by-laws can be amended at anytime and are essentially an operational document that describes how the Trust will conduct its business.

Commissioner Ken Cornell moved to adopt the by-laws as presented. Second by Member Susanne Wilson-Bullard. Call for public input. Motion carried 5-0.

8. Interim Chair and Vice-Chair

Carl Smart, Assistant County Manager explained the nominating process to members. The use of an Interim Chair and Interim Vice-Chair was briefly discussed. Members agreed by consensus to keep the Interim title and once gubernatorial appointments were completed, elections would be held again.

Member Tina Certain nominated Commissioner Ken Cornell for the position of Interim Chair. Second by Member Karen Clarke. Judge Susanne Wilson-Bullard nominated Tina Certain as Interim Treasurer. Second by Karen Clarke. Member Karen Clarke nominated Judge Susanne Wilson-Bullard as Interim Vice-Chair. Second by Member Cheryl Twombly.

Carl Smart, Assistant County Manager called for more nominations. Hearing no further nominations the nominations were put to a vote and adopted 5-0.

The meeting gavel was passed to the new Interim Chair, Commissioner Ken Cornell.

9. Designation of a Registered Agent

Carl Smart, Assistant County Manager explained the role and need for a Registered Agent. It was noted that this designation can be changed at anytime by the Trust board.

Member Karen Clarke moved the staff recommendation to designate the Alachua County Attorney as the Registered Agent and Registered Office and to direct staff to notify the DEO according to its procedures. Second by Member Cheryl Twombly. Call for public input. Motion carried 5-0.

10. Acceptance of County BoCC and County Attorney Staff Support Liaison Role

Carl Smart, Assistant County Manager advised members the Board of County Commissioners has offered staff support of the Children's Trust. This would assist members with completing various regulatory filings, keeping meeting minutes and other records, assisting with agenda preparations, etc. Additionally, the County Attorney's Office has offered to provide general legal counsel to the Trust. The Trust can change this designation at anytime. The offer is made to assist the Trust in getting established through the initial budget process.

Judge Susan Wilson-Bullard moved to accept the staff recommendation to accept the BoCC offer of staff support with signature authority consistent with the role of an Executive Director. Second by Member Cheryl Twombly. Call for public input. Motion carried 5-0.

11. First Year To Do List and Regular Meeting Schedule

Carl Smart, Assistant County Manager provided members with a brief overview of the item. Before proceeding with discussion on the To Do List, Interim Chair Ken Cornell asked members to discuss and decide on a regular meeting schedule. After brief discussion members decided to begin meeting regularly.

Member Tina Certain moved to have the Trust meet twice a month on the 1st and 3rd Mondays of each month from 4:00-6:00 pm starting in April 2019. Second by Member Cheryl Twombly. Call for public input. Motion carried 5-0.

Members briefly discussed the To Do list as presented. Interim Chair Ken Cornell asked for public input on what the Trust should begin working on first or if there were any additions to the proposed To Do List.

Members of the public spoke and offered many ideas for the Trust to consider. General public comments made included:

- Develop an understanding of the programs funded by the Children's Services Advisory Board
- Proceed in a slow and methodical way and include innovation and collaboration as key elements
- Members were informed about the new BOOST initiative
- Look at what other Councils around the State have accomplished, get input from them
- Create a community advisory board to the Trust, recruit parents and children to participate

Interim Chair Ken Cornell asked that the proposed To Do List be modified to include, a Community Advisory Board, Executive Director, review of what has been accomplished the last two years, and to obtain data from other Children's Services Councils.

12. Board Member General Comments

Members were provided with an opportunity to make additional comments.

13. Call for Public Input

Interim Chair Ken Cornell called for general public comment.

Meeting adjourned at 5:20 pm.

Recorded by,

Tom Tonkavich, Staff Liaison

DRAFT

Item # 4

Member Discussion Regarding Future Meeting Dates

Background

At the last meeting, members decided on a regular schedule of meetings to be held on the 1st and 3rd Mondays of each month. A calendar review of the proposed meeting schedule identified some reasons to make adjustments to the planed schedule. More specifically, there is a need to adjust the following dates:

1. May 6th
2. June 3rd
3. July 15th (Summer Recess)
4. September 2nd (Labor Day)

Attachments

None

Staff Recommendation

In lieu of meeting May 6th, consider meeting April 29th and instead of June 3rd meet the following Monday on June 10th. Cancel the July 15th meeting and meet the week following Labor Day on September 9th.

Item # 5

Children's Trust of Alachua County History

Background

Many community advocates worked for a number of years with a vision to establish a Children's Services Council for Alachua County. Dorothy Thomas will make a presentation to the Trust Board highlighting the history of the movement which led to the creation of the Children's Trust of Alachua County.

Attachments

1. Power Point Presentation, Laying the Foundation for the Children's Trust of Alachua County
2. Historical documents related to the Children's Trust of Alachua County movement

Staff Recommendation

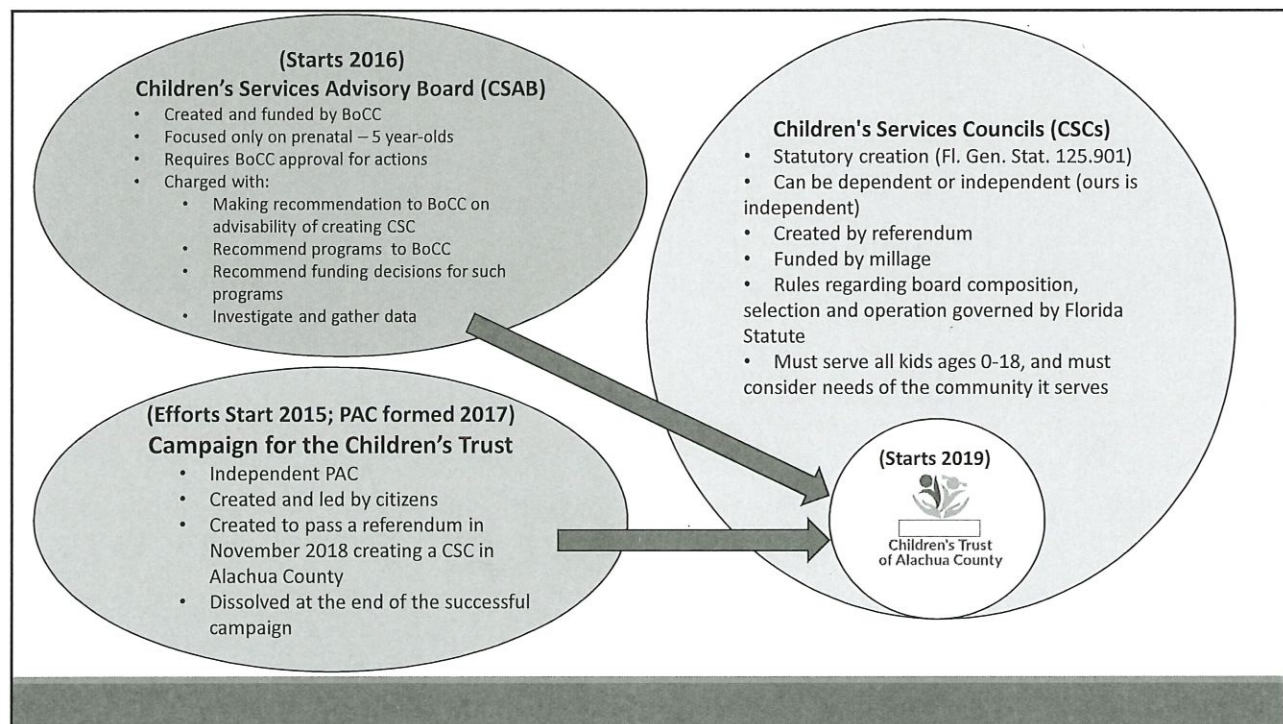
Hear the presentation and receive the documents for information.

Laying the Foundation for the Children's Trust of Alachua County

A Short History of the Grassroots Efforts That Got Us Here Today By Dorothy Benson and Dorothy Thomas, CTAC Campaign Organizers



April 1, 2019



2002

Our community's first attempt to establish a CSC failed to gain traction and didn't succeed.

**Alachua County
Board of County Commissioners**

ORDINANCE NO. 02-26

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY; PROVIDING FOR THE CREATION OF A COUNTYWIDE INDEPENDENT SPECIAL DISTRICT TO PROVIDE CHILDREN'S SERVICES THROUGHOUT ALACHUA COUNTY; PROVIDING FOR A GOVERNING BOARD TO BE KNOWN AS THE CHILDREN'S SERVICES COUNCIL OF ALACHUA COUNTY; PROVIDING FOR THE MEMBERSHIP POWERS AND DUTIES OF THE COUNCIL; PROVIDING FINANCIAL REQUIREMENTS AND BUDGET PROCEDURES; PROVIDING FOR AUTHORIZATION OF THE LEVY OF AD VALOREM TAXES NOT TO EXCEED ONE-HALF MILL; PROVIDING FOR A REFERENDUM AND A BALLOT QUESTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING AN EFFECTIVE DATE.

2012

Another effort for a CSC was started by child advocates, but at the end of the day, they put their dream on hold so as not to endanger the schools' One Mill, which was also on the ballot.

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Jim Stringfellow: Our dream may be delayed, but not dead

Monday

Posted Jun 25, 2012 at 12:01 AM

A plan to put a local children's services initiative on the 2012 ballot will have to wait.

By Jim Stringfellow / Special to The Sun

Once upon a time there was a small group of local child advocates that set their dreams on changing our community forever.

April 27, 2015

In April, a group of women concerned about our youngest children got together and committed to do the work it would take to create a Children's Services Advisory Board for children in our county.



2015

Advocates began discussing the idea of trying again to create a CSC in Alachua County, and what that might look like.

The idea of the CHILD Center was crystalizing with a focus on improving the accessibility and quality of early learning programs.

At the same time, Wild Spaces Public Places was sunsetting.

Dorothy Benson, Dorothy Thomas, Gordon Tremaine, Mona Gil de Gibaja, Maggie Labarta, Nancy Hardt, Pat Snyder, Maureen Conroy and others start creating a "wish list" of what children of Alachua County need and how a CSC could help meet those needs.

The CHILD Center idea is born. Advocates and experts work together to change the conversation around early learning, and create emphasis on access and quality.

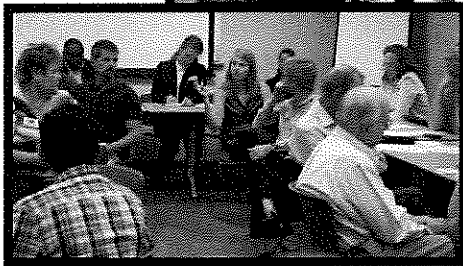
Wild Spaces, Public Places sunsets, allowing for the possibility of using open millage rates to fund programs for children, advancing the Children's Services Advisory Board.

May 1, 2015

Advocates organized a meeting with community leaders and stakeholders, including our county commissioners, the Chamber of Commerce, the University of Florida, the Alachua County Children's Alliance, United Way, Partnership for Strong Families, and the Alachua County Public Schools.

**June 5, 2015**

In June, advocates called the first public meeting at United Way.



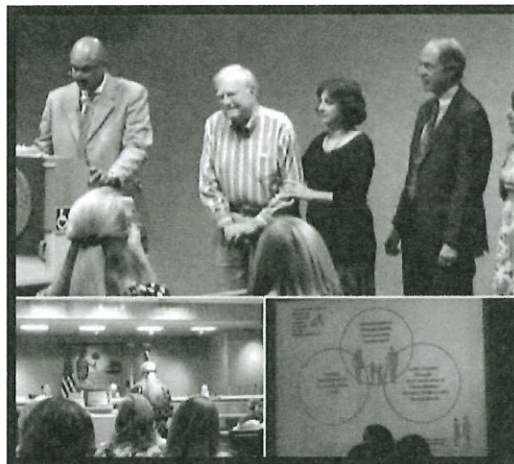
Meetings Continued through the Summer / Fall of 2015

- July 17, 2015 - Advocates took the vision to the Alachua County Children's Alliance.
- September 1, 2015 - Advocates met with the county commissioners in a public meeting to answer questions.



Oct. 27, 2015

The BoCC honored Jim Stringfellow for his lifetime of work on behalf of children and then voted unanimously to establish a Children's Services Advisory Board.



Dec. 11, 2015

The County Commission and County staff hosted a publicly noticed workshop to take community input.



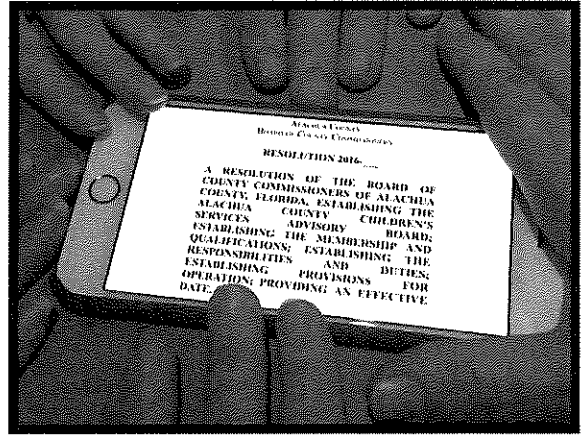
Jan. 5, 2016

The next month, our county commissioners commissioned a comprehensive, county-wide needs assessment for children ages 0-5 through Well Florida.



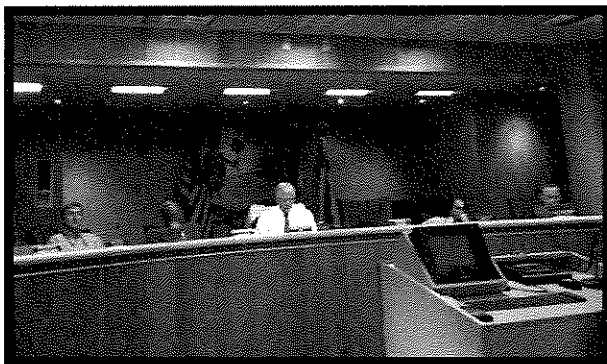
March 3, 2016

The advocates met again to toast the draft Resolution that would create a CSAB to better serve our youngest children.



April 26, 2016

Exactly one day short of a year from the day the advocates decided to move forward on the path to create a CSC, our BoCC officially voted to establish a Children's Services Advisory Board.



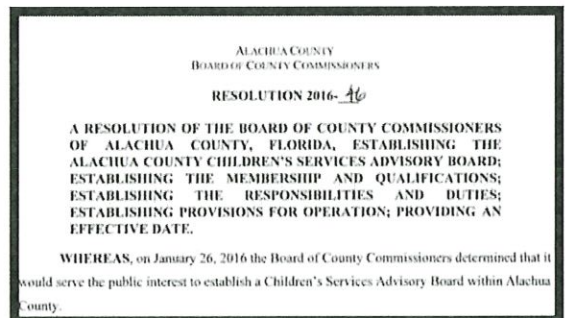
April 27, 2016

And the next day, we woke up to this.



May 24, 2016

In May, our county commissioners formally passed the Resolution establishing the Children's Services Advisory Board



May 25, 2016

At the same time, the Needs Assessment Steering Committee began meeting at Well Florida to gather the data that would allow us to identify the gaps that need to be closed.



July 5, 2016 The BoCC selected the CSAB members from close to three dozen applications. The group began meeting immediately (and frequently!).

Dec. 9, 2016 The new CSAB held a retreat to set their guiding principles for setting priorities for Children's Services and identify potential priorities and initiatives. This group stressed **innovation** and **collaboration** as a key component of each proposal.



January 24-28, 2018 Campaign Polling Conducted

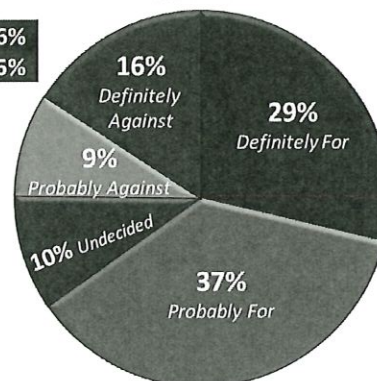
The Campaign for Children's Trust performed polling in advance of this initiative being placed on the ballot.

66% of those polled supported the measure.

Two-thirds of voters support the measure with nearly three-in-ten "definitely" voting for the measure.

"Children's Trust of Alachua County - Authority to Levy One-Half Mill Ad Valorem Taxes"
Initial Ballot

Total For 66%
Total Against 25%



Additional findings from our campaign polling:

- There was solid support for a Children's Trust
- Residents perceived literacy, after-school learning, nutrition, and vocational opportunities as the most important things which could be funded
- Early learning and return on investment messages are strongest.

THE BOTTOM LINE

- » There is solid support for a Children's Services ballot proposal, which becomes more intense as voters hear more about the potential measure and what it could fund. Details about the amount and sunsets are not as important as what could be funded.
- » Residents perceive literacy, after-school learning, nutrition, and vocational opportunities as the most important things which could be funded.
- » Messages which evoke the importance of early learning (evidenced in brain research), the need for early learning/care due to two parents working, and the return on investment are the strongest. These help solidify support, but won't persuade significant numbers of those skeptical of the proposal initially.

We picked a name, a slogan and a and a logo that helped convey the messages that were important to advocates, leaders and voters.



**CAMPAIGN FOR
CHILDREN'S TRUST
OF ALACHUA COUNTY**

Invest in our children so our community prospers!

Vote "Yes" for the Children's Trust on November 6th!

February 28, 2018 County Ordinance created CTAC

With input from community advocates, our County Commission drafted and unanimously passed Ordinance 18-08, which created the CTAC and put the funding referendum on November 2018 ballot.

The ordinance language was designed to serve as a **historical reflection** of the reasons why the Children's Trust was needed, and to be a **guide** for the future independent Children's Trust board to reflect the values and vision of the community input and advocacy efforts that led to the creation of the CTAC.

ALACHUA COUNTY
BOARD OF COUNTY COMMISSIONERS

ORDINANCE 18-08

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY; PROVIDING FOR THE CREATION OF A COUNTYWIDE INDEPENDENT SPECIAL DISTRICT TO PROVIDE CHILDREN'S SERVICES THROUGHOUT ALACHUA COUNTY; PROVIDING FOR A GOVERNING BOARD TO BE KNOWN AS THE CHILDREN'S TRUST OF ALACHUA COUNTY; PROVIDING FOR THE MEMBERSHIP POWERS AND DUTIES OF THE COUNCIL; PROVIDING FINANCIAL REQUIREMENTS AND BUDGET PROCEDURES; PROVIDING FOR AUTHORIZATION OF THE LEVY OF AD VALOREM TAXES NOT TO EXCEED ONE-HALF MILL; PROVIDING FOR A REFERENDUM AND A BALLOT QUESTION; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE; PROVIDING AN EFFECTIVE DATE.

Through its many paragraphs, Alachua County Ordinance 18-08 highlights:

- Innovation and collaboration
- Early childhood education
- Better family supports
- Emotional and social development of children
- Kindergarten readiness
- Serving all children from prenatal to 18
- Racial equity and more opportunities to close disparities

Alachua County Ordinance 18-08 Innovation & School Readiness

WHEREAS, the Children's Services Advisory Board has determined these innovative initiatives will assure all Alachua County children are ready for success when entering kindergarten; and

WHEREAS, the needs assessment identified that parents can benefit from knowing what to look for in quality early learning and care services and understanding developmentally appropriate early childhood education including what makes a child "ready for school"; and

Alachua County Ordinance 18-08 Serve all children, from 0 to 18

WHEREAS, section 125.901, Florida Statutes, authorizes the County to create an independent special district to provide children's services for all children, from 0 to 18 years of age; and

Alachua County Ordinance 18-08 Racial Equity & Disparities

WHEREAS, a recent study on Racial Inequity in Alachua County identified significant disparity in educational opportunities and concluded that providing a high quality educational experience will lead to a successfully educated resident who will have a higher lifetime income, better employment opportunities, and less likelihood to become involved in the criminal justice system; and

November 6, 2018

Ballot Language

Our community's goals and vision were further shared directly in CTAC's Ballot Language:

"Developmental, preventative, and supportive services, such as early learning supports and out of school enrichment programming"

CHILDREN'S TRUST OF ALACHUA COUNTY - AUTHORITY TO LEVY ONE-HALF MILL AD VALOREM TAXES

IN ORDER TO PROVIDE DEVELOPMENTAL, PREVENTIVE, AND SUPPORTIVE SERVICES FOR CHILDREN, SUCH AS EARLY LEARNING SUPPORTS AND OUT OF SCHOOL ENRICHMENT PROGRAMMING, SHOULD AN INDEPENDENT SPECIAL DISTRICT TITLED "THE CHILDREN'S TRUST OF ALACHUA COUNTY" BE CREATED AND BE AUTHORIZED TO LEVY AN ANNUAL AD VALOREM TAX NOT TO EXCEED ONE-HALF (½) MILL FOR 12 YEARS?

_____ YES

_____ NO

Campaign Endorsements:

- Every County Commissioner
- Every School Board Member
- Every City of Gainesville Commissioner
- Many of our local mayors and smaller cities
- The Gainesville Sun
- The 4As (African American Accountability Alliance)
- Chamber of Commerce
- United Way of NCF
- League of Women Voters
- Alachua County Council of PTAs
- Dozens of organizations
- Hundreds of our citizens
- 62% of our voters

Our community supports the Children's Trust
Local organizations and community members are dedicated to the success of Alachua County's children. That's why they endorse the Children's Trust.




Vote YES for children. Vote YES for the Children's Trust on Nov. 6th!

The Children's Trust of Alachua County Passed!... We know that the CTAC will do great things for the children of Alachua County!



Gainesville.com

Alachua County voters back funds for children
By Daniel Smith
Posted Nov 6, 2018 at 11:22 PM
Updated Nov 8, 2018 at 11:23 PM

Children's Trust adds programs outside of school

Alachua County residents voted Tuesday to create a fund for children's before- and after-school programs, boosting property taxes to do so.

The Children's Trust initiative will create a local, independent, 10-member board — a Children's Services Council — that will coordinate with local after-school programs on how to allocate \$7 million a year created by the half mill tax.


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Creation of CSAB

ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

RESOLUTION 2016- 46

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA, ESTABLISHING THE ALACHUA COUNTY CHILDREN'S SERVICES ADVISORY BOARD; ESTABLISHING THE MEMBERSHIP AND QUALIFICATIONS; ESTABLISHING THE RESPONSIBILITIES AND DUTIES; ESTABLISHING PROVISIONS FOR OPERATION; PROVIDING AN EFFECTIVE DATE.

WHEREAS, on January 26, 2016 the Board of County Commissioners determined that it would serve the public interest to establish a Children's Services Advisory Board within Alachua County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA:

Section 1. The Board of County Commissioners of Alachua County, Florida ("County") hereby establishes the Children's Services Advisory Board ("Advisory Board").

Section 2. This Advisory Board is designated as a Special Committee. The sunset date for this Advisory Board will be on or before December 31, 2019.

Section 3. The Advisory Board shall consist of no more than nine (9) members and one alternate member. Members shall be selected as follows:

A. Four (4) members who represent entities or agencies:

1. The Superintendent of Schools, or his or her designee; the District Administrator from District 3 of the Department of Children and Family Services, or his or her designee who is a member of the Senior Leadership; the Alachua County Health Department Administrator, or his or her designee; and a judge. The Chief Judge of the 8th judicial circuit shall designate which judge shall serve on the Advisory Board. These members are considered ex-officio and serve for as long as they hold the specified position or are the chosen designee.

2. Any member who has been selected to represent an entity or agency who resigns from or is no longer affiliated with such entity or agency, shall be considered to

(1)

23

1 have resigned from the Advisory Board. The vacant position will be then be filled
2 as specified above.

3 **B.** The remaining five (5) members and the alternate shall be appointed by the Board of
4 County Commissioners. All commission appointees shall reside within the boundaries of
5 Alachua County, Florida. Each commission appointee shall possess experience or expertise
6 related to the critical developmental period of early learning and development from prenatal to
7 age five. Of the five (5) commission appointees plus the alternate, three (3) of the initial
8 appointments shall be for a term of three (3) years, and the two (2) remaining appointments plus
9 the appointment of the alternate shall be for a term of two (2) years. After the initial
10 appointments, all commission appointees shall serve for terms of three (3) years.

11 **C.** In the event that a commission appointee's term expires and no new appointment has
12 been made, the outgoing member may continue serving until an appointment has been made.

13 **Section 4.** The responsibilities of the Advisory Board shall be:

14 **A.** To make recommendations to the Board of County Commissioners regarding the
15 advisability of creating a dependent special district, or holding a referendum on the creation of an
16 independent special district.

17 **B.** To consider and recommend innovative and creative programs required to effectuate
18 the intent of the potential Children's Services referendum.

19 **C.** To make independent investigations and gather data that will be helpful to the Board
20 of County Commissioners pertaining to the needs of children and their families and ways of
21 meeting those needs in a unified and comprehensive way. The Advisory Board shall place
22 special emphasis on the critical developmental period of early learning from prenatal to age five.

23 **D.** To make recommendations to the Board of County Commissioners regarding
24 funding, allocation and provision of funds for other agencies in the county, which are operated
25 for the benefit of children and their families.

26 **E.** To consult with other agencies dedicated to the welfare of children and their families
27 to the end that the overlapping of services will be prevented.

28 **Section 5.** The Advisory Board shall be guided by the relevant policies adopted by the
29 County. The by-laws shall include the following provisions and such other provisions as the
30 Advisory Board may deem appropriate:

31 **A. Elections.** The Advisory Board shall annually elect one of its members as Chair.

(2)

24

1 and such other officers as the Advisory Board deems necessary to meet its needs. Vacancies in
2 offices shall be filled by election at the next regular meeting following the date the vacancy
3 occurred.

4 **B. Meetings.** Meetings of the Advisory Board or any subcommittee thereof, shall be
5 open to the public and the media and shall be conducted in compliance with the Sunshine Law,
6 Section 286.011, and Florida Statutes. The Advisory Board shall meet as needed, but shall hold
7 at least one (1) meeting each quarter. The County Manager or his or her designee shall produce
8 minutes of the meetings which shall be submitted to the Advisory Board for approval.

9 The Chair shall preside and conduct meetings of the Advisory Board according to the
10 most recent edition of *The Standard Code of Parliamentary Procedure* (formerly known as
11 *Sturgis Standard Code of Parliamentary Procedure*). Special meetings may be called by the
12 Chair or by any three (3) members of the Advisory Board upon forty-eight (48) hours written
13 notice to all members and to the County Manager or his or her designee.

14 **C. Agenda.** The Chair shall be responsible for the meeting agenda. The County
15 Manager, or his or her designee, shall serve as staff liaison to the Advisory Board and shall aid
16 in preparing and distributing the agenda prior to the meeting. The County Manager, or his or
17 her designee, or any member of the Advisory Board may place an item on the agenda by
18 notifying the Chair prior to the preparation of the agenda.

19 **D. Subcommittees.** Subcommittees may be appointed by the Chair, as
20 determined by the Advisory Board or the Chair. Only current Advisory Board
21 members may serve on Subcommittees.

22 **E. Quorum.** A majority of the Advisory Board membership positions filled shall
23 constitute a quorum. Recommendations and decisions of the Advisory Board must be made by a
24 majority vote of those present and voting.

25 **F. Attendance.** The County Manager or his or her designee shall attend all meetings
26 of the Advisory Board, but shall not vote on any matter. The attendance policy for the
27 Advisory Board shall be in accordance with the attendance policy for boards and committees
28 set forth in the Alachua County Commission's Rules of Procedure.

29 **G. Compensation.** Members of the Advisory Board shall receive no
30 compensation for the performance of their duties and responsibilities.

31 **H. Reports.** The Advisory Board shall submit an Annual Report to the Board of

1 **County Commissioners.** All recommendations of the Advisory Board shall be reduced to
2 writing and shall be forwarded to the County, with copies thereof being provided to the Advisory
3 Board members and the Director of the Department of Community Support Services, or his/her
4 designee.

5
6 **Section 6.** This resolution shall take effect immediately upon its adoption.

7 DULY ADOPTED in regular session, this 24 day of May, 2016

8 BOARD OF COUNTY COMMISSIONERS
9 OF ALACHUA COUNTY, FLORIDA

10
11
12 ATTEST:

By: Robert Hutchinson
Robert Hutchinson, Chair

13
14
15 Steve Donahay, D.C.
16 J. K. Irby, Clerk

17
18 (SEAL)

19
20 APPROVED AS TO FORM

21 [Signature]
22 Alachua County Attorney

23
24
25 APPROVED AS TO CORRECTNESS

26
27 [Signature]
28 Director, Community Support Services
29
30
31

One of the early emails to CSAB outlining the
early advocacy efforts.

Tom Tonkavich

From: Dorothy Benson <notyek@aol.com>
Sent: Thursday, November 17, 2016 2:11 PM
To: Tom Tonkavich; Claudia Tuck
Cc: dorothea.acee.thomas@gmail.com
Subject: Children's Services Council -- Historical Information and PowerPoint made to BoCC
Attachments: CSC PPT BoCC Final 2015.pptx

Importance: High

Tom and Claudia,

We wanted to share the following information with our CSAB members.
Can you please forward our email with the accompanying PowerPoint presentation to them?

Thank you for your assistance.

Best, Dorothy Benson & Dorothy Thomas

Dear CSC Advisory Board Members:

As community members and children's advocates, we want to start by saying thank you for the considerable time that you are putting into the CSAB, and for sharing your respective areas of expertise. We know that starting innovative initiatives that require us to think differently than we have in the past is both an amazing opportunity and a daunting task. Not only does it take a great deal of information gathering, planning, and prioritizing, it requires each of you to learn about a variety of programs, services, and supports that already exist in our community so you share a common understanding and language and can identify the integrated services and supports necessary for all children and their families. While some of the "language" of early childhood might be familiar based on your areas of expertise, some language will be new to you and will come from other members' areas. This is no small task, especially given the incredibly short timeframe with which you have to work. We are grateful that each of you is willing to take this on!

Some of you have been part of the collective CSAB conversation from the beginning, nearly 2 years ago, while others of you have joined more recently. As you prepare for your final few meetings of 2016, and for the upcoming CSAB Retreat, we thought that for those of you that were not part of the early conversations, planning, and groundwork, it might be helpful to share some of the details from the early history of how the CSAB (and funding mechanism) came into being. The thought process that got all of this started may be useful for informing decisions about how you push forward to the final goal of funding innovative and strategic initiatives.

In early 2015, as a result of ongoing conversations that many of us were having around early learning and other early childhood services, the gap that existed in those services, and the need for more comprehensive and collaborative system of delivery, it became clear that it was important to create a new entity that could facilitate both unifying existing programs and create and support innovative initiatives to support all children and families and provide additional supports for those who need more help or do not have access to existing services and supports. With these goals in mind, we began talking to our county commissioners to gauge support for this idea, and quickly realized that there was a political will to support and fund a collaborative, innovative system of services and supports for all of the young children and families in our community.

To obtain even more widespread input and to build public support for these ideas, we built an email database of hundreds more community leaders and held several publicly advertised meetings so that everyone in our community could learn what we wanted to do and provide their feedback. The first large meeting was held on June 5, 2015 at United Way. It was facilitated by Deborah Bowie, and several of our county commissioners attended. A second large public input meeting was held in WellFlorida's large conference room. Finally, the County staff sponsored a very well attended daylong workshop in the large conference room at the Health Department and took public input.

As the county commissioners considered our request to create a Children's Services Council for Alachua County, they requested that a conceptual plan be presented publicly. That public presentation in our BoCC's chambers was conceived by a great many child advocates in our community, including Dr. Mona Gil de Gibaja (MIECHV), Dr. Gordon Tremaine (ELC), Dr. Maggie Labarta (Meridian), Dr. Patricia Snyder and Dr. Maureen Conroy (UF Anita Zucker Center for Excellence in Early Childhood Studies), Dr. Pamela Pallas (recently retired director of Baby Gator Child Development and Research Center), Paula Fussell (who oversaw Baby Gator before her recent retirement), Tom Barnes (Alachua County Children's Alliance), community volunteers like us, as well as many others, including some of you serving on this Advisory Board. In late October 2015, we made the attached presentation to the BoCC, which outlined a system of services and support for our youngest children and their families, that would encourage collaboration and innovation by and between the various groups involved, and promised metrics that could be used to measure success. After hearing the presentation, the BoCC approved the CSAB, and in this year's budget process, they funded it at \$1.25 million.

As two of the key community volunteers that worked to win approval of the CSAB, we believe that what won the commissioners over was the idea that this was not simply asking for more money to fund the same programs that are currently being funded, but that having some kind of united effort would allow funding for **collaborative, innovative** initiatives focused on finding **better ways** to deliver **child- and family-focused** early learning and early childhood services and supports, and that we would endeavor to create a **more integrated system of care** for all of our youngest children and their families. Our large group of child advocates told our county commissioners that the CSAB's impact would be exponential, that findings from research would be used to inform the innovative initiatives designed to produce positive trajectories for our community's children and their families, that there would be a return on their investment in the long term. Most importantly, the focus of our initial efforts would be maximizing early development and learning so that more of our community's children can start kindergarten ready to learn.

There have been at least two unsuccessful attempts to create and fund a CSC in Alachua County in the past, and we are committed to doing all we can do to see this current effort succeed.

We know that difficult decisions must be made, some pilots and ideas will have to be phased in, and that many of you may have ideas of your own that will ultimately be supported by the CSAB. We think it is very important that, for whatever the CSAB decides to fund, we can show the BoCC why what we are doing is different than what has been done before so that we can produce desired results.

We look forward to sharing with you more details about this process, and answering your questions about what we have learned as we have gathered information. When the time comes, we also look forward to telling you about our own efforts to meet these community goals through our proposed CHILD Center project, which is a "shovel ready" early learning center and model demonstration center in partnership with the University of Florida early childhood experts.

Thank you for taking the time to read our long email and for going through our PowerPoint presentation. We continue to be ready to help and assist your efforts in any way!

Best,

Dorothy Benson and Dorothy Thomas

"Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it's the only thing that ever has." -- Margaret Mead

16

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Cover page and TDC
from needs assessment



ALACHUA COUNTY CHILDREN'S SERVICES NEEDS ASSESSMENT

2016

29

⑦

CHILDREN'S SERVICES NEEDS ASSESSMENT ALACHUA COUNTY



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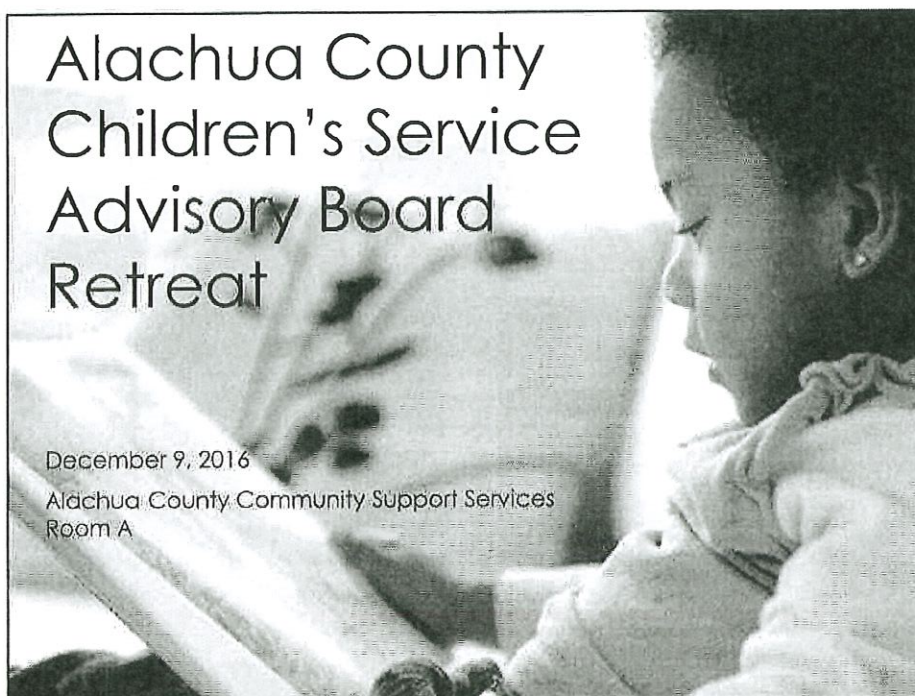
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1

Responsibilities of the Board

- To make recommendations to the Board of County Commissioners regarding the advisability of creating a dependent special district, or holding a referendum on the creation of an independent special district.
- To consider and recommend innovative and creative programs required to effectuate the intent of the potential Children's Services referendum.



2

10

Responsibilities of the Board Cont'd.

- To make independent investigations and gather data that will be helpful to the Board of County Commissioners pertaining to the needs of children and their families and ways of meeting those needs in a unified comprehensive way. The Advisory Board shall place special emphasis on the critical developmental period of early learning from prenatal to age five.
- To make recommendations to the Board of County Commissioners regarding funding, allocation and provision of funds for other agencies in the county, which are operated for the benefit of children and their families.

3

Responsibilities of the Board Cont'd.

- To consult with other agencies dedicated to the welfare of children and their families to the end that overlapping services will be prevented.



4

(11)

How should the Board approach its Responsibilities?

- Development of Guiding Principles (Shared Vision Statements)
- Identification of objective criteria to inform decision making



5

Development of Guiding Principles

- Guiding principles should spring from the Board's values
- Principles should be consistent with the vision of the Board
- Guiding principles should be used as a part of decision making
- For Example: Each initiative shall be evaluated based on its impact to Alachua's county children to ensure their safety, well-being, and preparedness for future success in school in life.
- Principles must be used to align behavior and guide decision making

6

(12)

34

Identification of Criteria for Decision Making Aligned to Board Responsibilities and Guiding Principles

- Does the initiative or program meet the **Objectives** set forth by the board? (Needs Assessment)
- Is the initiative **Achievable** is there enough time and infrastructure in place for it to be successful?
- Is the initiative **Impactful**? How many children, families and/or citizens will be positively impacted?
- Is it **Measureable**? Will the Board be able to demonstrate positive results from the initiative?
- Is it **Relatable**? Will the community see the value of this initiative and support its success?

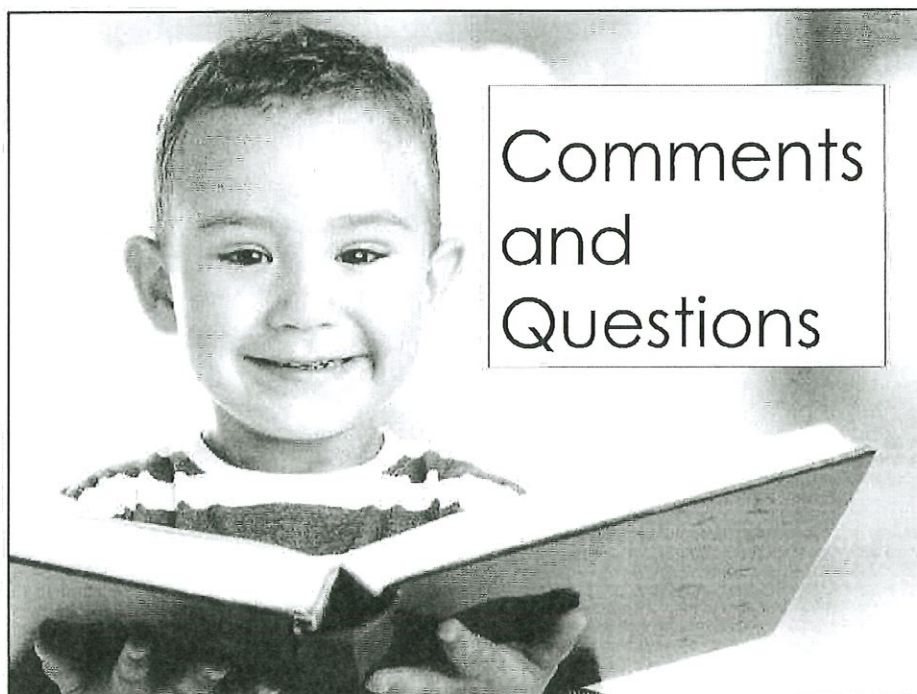
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Review of Potential Initiatives or Programs for Consideration Utilizing Defined Criteria

- Comprehensive System of Early Education and Care
 - CLASS Training and Technical Assistance
 - SWAG
- Infant Home Visiting Program
- Coordination of Mental Health for Families with Young Children

8

(13)



9

(14)

36

Children's Services Advisory Board January 24, 2017

Thomas F Logan, PhD
Chair

1

Long-term Goals for the Alachua County Children's Services Council

- Ensuring that every baby is a healthy baby.
- Ensuring that all parents have the resources they need to prevent child abuse and neglect before it starts.
- Ensuring that all families have access to affordable, high quality and developmentally appropriate early learning and care.
- Ensuring that all children enter kindergarten ready to learn and to succeed.

2

15

Return on Investment

Community is rewarded by

- Lower special education costs,
- Lower juvenile justice costs,
- Lower health care costs,
- Lower costs for jails and prisons.

3

Activities of the Board to Date

- Reviewed recommendations in the Needs Assessment presented by WellFlorida.
- Read and discussed articles and books relating to latest research on early learning and care.
- Met with the CEO of the Children's Services Council of St. Lucie County and other experts in perinatal and early childhood services.
- Convened a retreat, facilitated by a consultant from the Florida Children's Council, to outline recommendations for the BoCC.
- Met on 8/10, 9/14, 10/26, 11/9, 11/28, 12/9, 12/14, and 1/11

4

(14)

38

Key Findings and Recommendations from WellFlorida Needs Assessment

- Ensure sufficient community awareness and understanding of the importance of and factors affecting early childhood brain development.
 - Understanding the factors that affect healthy pregnancy, labor, and delivery
 - Recognizing the stages of typical growth and development in children, birth to age five
 - Developing good health habits for parents, infants, toddlers, and preschoolers
 - Understanding the importance of the early years for brain development
 - Defining and preventing child abuse and neglect
 - Coping with the stresses of parenting
 - Developing positive relationships between parents and children
 - Knowing what to look for in quality early learning and care services
 - Understanding developmentally appropriate early childhood education
 - Knowing what makes a child "ready for school"

5

Needs Assessment, cont'd

- Many early childhood services have capacity, but those needing the services are not sufficiently familiar with the services.
- Quality early learning and care services are underutilized due to
 - Cost
 - Location/Transportation
 - Hours of operation (particularly for those working evening and weekend shifts)
- Parents may not be well informed about factors affecting the quality of early learning and care services.

6

(17)

Mission

The Alachua County Children's Services Advisory Board will evaluate the needs of the community and propose initiatives to benefit Alachua County's families and children, prenatal to age five, to ensure their health, safety, well-being, and preparedness for future success in school and life. It will also advise the Board of County Commissioners regarding the creation of a dependent or independent Children's Services Council.

7

Guiding Principles

- Initiatives should ensure universal accessibility to supports for children 0 to 5 and their families; targeted supports for those who need special help; and place-based supports for those with the greatest need
- Innovative initiatives should be funded that coordinate systems of support and deliver services in collaborative ways to achieve collective impact.
- Initiatives will be evaluated based on their impact on Alachua County's caregivers and educators; to build capacity and increase skills necessary for supporting healthy child development.
- Initiatives will be evaluated based on their capacity to enhance community awareness of the long-term return on investments in the wellbeing of young children and their families.
- Initiatives will be evaluated based on their capacity to enhance early brain development to ensure social/emotional, physical, psychological, and cognitive readiness for kindergarten.
- Initiatives will be evaluated based on ability to impact all children, directly or indirectly, with a priority for long-term continual return on investment.

8

(18)

40

Objectives

Initiatives will:

- Be supported by the Needs Assessment or other sources that demonstrate community need
- Align to Guiding Principles
- Meet the requirements of the County Commission resolution
- Be evidence based
- Be coordinated with other agencies for systemic impact
- Be scalable

9

The procurement process will require respondents to

- Demonstrate that their proposed intervention is
 - Implementable – Includes a reasonable timeline for implementation of services.
 - Impactful - Provides information on the impact of initiatives on children and families, measured by increased direct services, accessibility of services, innovation of services and knowledge of child health, growth, and development.
 - Measurable – Documents outcomes using Results Based Accountability Framework as adopted by United Way of America.
 - Relatable - Describes how information will be provided to the community about the proposed initiative and how the initiative will demonstrate its value.

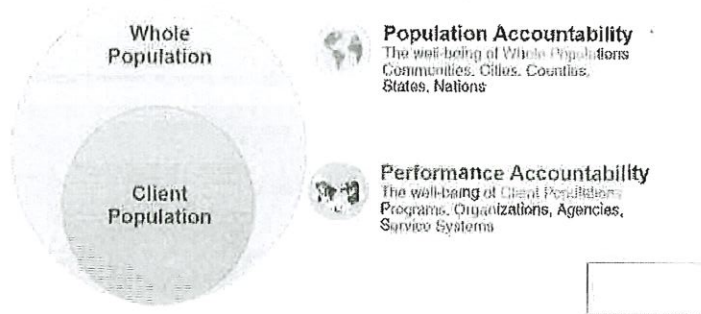
Note – Alachua County BoCC funds will not supplant existing private, local, state or federal funds.

10

(19)

41

Results Based Accountability Framework (Adopted by the United Way of America)



11

Proposed Initiatives for FY 2017-19

12

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1. Healthy Baby Home Visits

- To ensure that every Alachua County baby is a healthy baby the Advisory Board proposes universal, voluntary home visitations within the first two weeks of birth by Registered Nurses affiliated with the local hospitals providing labor and delivery services.
- The visits will include postpartum and newborn assessments, as well as information on positive parenting and healthy infant growth and development.
- Information will be given regarding perinatal services and referrals made as appropriate. Follow-up visits will be provided when needed.
- These home visits will be integrated with current home visitation programs to facilitate a collaborative, not competitive system.

13

2. Infant and Early Childhood Mental Health Promotion, Intervention, and Treatment

- Develop, maintain, and enhance infant and early childhood mental health promotion, intervention, and treatment programs.
- Build local capacity to identify and address parental depression.
- Develop strategies to collaboratively infuse infant and early childhood mental health services in home visiting, early education/care, and other programs serving families of young children.
- Use evidence-based models, practices, and methods that are, as appropriate, culturally and linguistically appropriate, and can be replicated in other appropriate settings.

14

(21)

43

3. Quality of Early Learning and Care Programs

- Improve access to high quality, developmentally appropriate early learning and care programs in Alachua County.
 - Provide parents with information on high quality, developmentally appropriate early learning and care programs in Alachua County.
 - Facilitate access by teachers and caregivers to comprehensive training and technical assistance by creating demonstration centers and providing compensation to early learning and care programs and their employees.
 - Collaborate with existing high quality, developmentally appropriate early learning and care resources, e.g., the University of Florida, Santa Fe College.
 - Integrate with current training and technical assistance programs to facilitate a collaborative, not competitive, system.

15

Recommendations

Approval of:

1. Overall plan and three initiatives
2. Rollover of unspent Fiscal Year 2016-2017 dollars
3. Continuation of funding next two fiscal years

Clarification: Funding process for the Early Learning Coalition local match

16

22

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Campaign Materials + FAQs
(march 2018)

RECEIVED
MARCH 14 2018
ALACHUA COUNTY



Campaign for
Children's Trust of
Alachua County

***In our community, we believe that every child can succeed!
Invest in our children so our community prospers!***

www.ChildrensTrustOfAlachuaCounty.org

www.facebook.com/CampaignForChildrensTrust

1

**The Children's Trust will be a children's services council
(or a "CSC") overseen by Fla. Statute 125.901.**

- A CSC (ours will be called the **Children's Trust of Alachua County**) is a local government body that oversees funding for programs and services for children and their families.
- A CSC requires that programs be data-driven and respond to the needs of the local community's children.
- A CSC cannot provide funding to public schools, only to programs that support children in the times they are not served by schools (early childhood, afternoons, summers, etc.).
- A CSC is overseen by an independent board made up of 10 members, governed by Florida Statute 125.901.
- A CSC is created by a voter referendum and funded by a property tax.



2

45

23

Why do we need a Children's Trust?

- Guaranteed funding for children's needs
- Strategic, long-term vision, beyond year-to-year budget cycles
- Identify gaps
- Reduce duplication
- Encourage collaboration between providers
- Bring together our community's resources for children in one place
- Provide funding for programs for times children are not in school, and complement the efforts of schools

3

Building on current local efforts for prenatal to five.

Currently, our county commission has funded a Children's Services Advisory Board with three major focus areas:

- NewboRN Home Visiting Program
- Transformative Professional Development for Early Childhood Teachers
- Social and Emotional Development



4

46

(24)

Data supports the need.

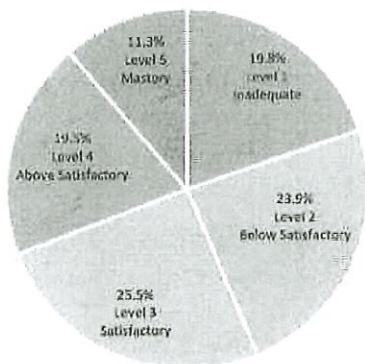
- Approximately 25% of our kindergarteners arrive at public school not ready to learn; in many schools that number is much higher.
- The racial disparities in educational achievement Alachua County are among the highest in the state.
- In 2015-16, over 1200 public school students were retained/not promoted to the next grade.
- Research supports the idea that improved early learning and afterschool supports will improve the educational outcomes of students.



5

Florida Standards Assessment (FSA) in English Language Arts (ELA) by Student Performance

All Students in Alachua County
3rd Grade FSA English Language Arts 2016-17



43.7% of our district's students were assessed at Below Satisfactory or Inadequate in 2016-17.

Source: Florida's Dept. of Education PK-12 Education Information Portal

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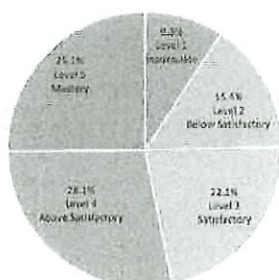
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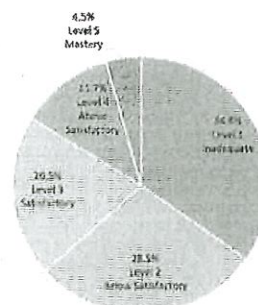
Florida Standards Assessment (FSA) in English Language Arts (ELA) Performance By Economic Status

24.7% of our district's students who were not on Free/Reduced Lunch and 63.3% of our district's students on Free/Reduced Lunch were assessed at Below Satisfactory or Inadequate.

Students NOT in Free/Reduced Lunch Program
in Alachua County
3rd Grade FSA English Language Arts 2016-17



Students in Free/Reduced Lunch Program
in Alachua County
3rd Grade FSA English Language Arts 2016-17



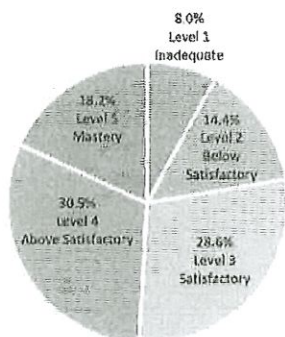
Source: Florida's Dept. of Education PK-12 Education Information Portal

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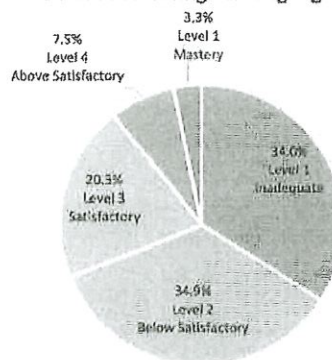
Florida Standards Assessment (FSA) in English Language Arts (ELA) By Race

22.4% of our district's White Students and 68.9% of our district's Black Students were assessed at Below Satisfactory or Inadequate.

White Students in Alachua County
3rd Grade FSA English Language Arts 2016-17



Black Students in Alachua County
3rd Grade FSA English Language Arts 2016-17

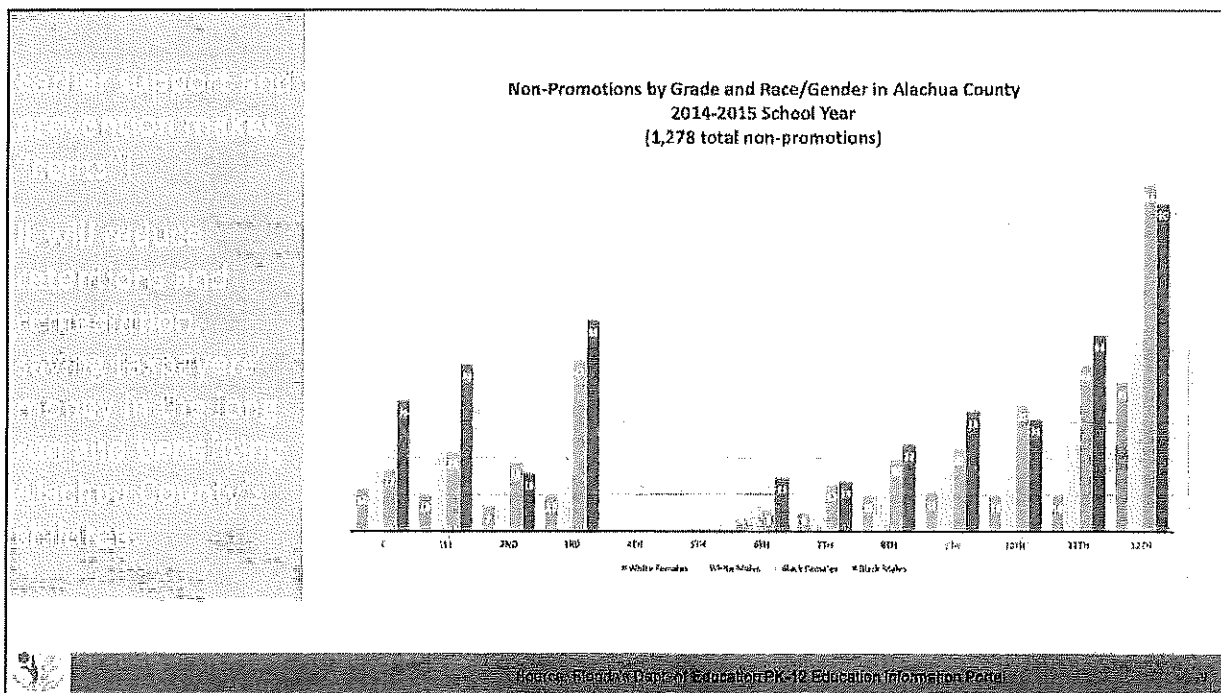


Source: Florida's Dept. of Education PK-12 Education Information Portal

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State Spending on Children

- More than **283,000** children in Florida are **uninsured**.
- Florida spends **less than \$2,437** per year on a **pre-K** student, but more than **\$69,000** to incarcerate a juvenile.
- Only **4%** of Florida's **education budget** is spent on programs that benefit children in the early childhood years.

Source: The Children's Movement of Florida, www.childrensmovement.org

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(27)

Do other counties have children's services councils?

- Yes! Florida is home to The Children's Movement and 8 very successful independent Children's Services Councils.
- Martin and St. Lucie counties are similar in size and funding to Alachua County.

The Children's Movement
Florida

www.childrensmovementfla.org



Why should local businesses support the Children's Trust?

The U.S. Chamber has come out strongly in favor of relationships between businesses and local governments that work to:

- Align the early learning system and the K-12 system
- Create early learning policies as part of their economic development agenda
- Adopt a policy position in support of public investments for effective, high quality early education program

Inaction in education is costly. A McKinsey & Co. study found that U.S. achievement gaps result in a permanent state of recession... but they could be closed with more equitable education for the country's children, which would result in substantial economic gains.



How much will it cost?

Q: What would a half-mill cost individual homeowners?

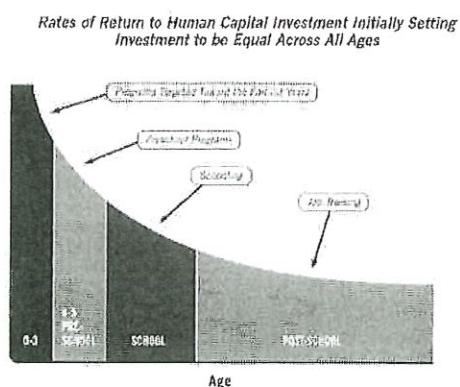
A: A half-mill is equal to 50 cents in taxes for every \$1000 of the taxable value of a property.

70% of our county's homeowners will contribute \$55.81 or less annually to support children.

50% of our homeowners will contribute \$36.45 or less!

13

Invest in children early for the greatest return on investment.



\$1 invested in high-quality early childhood programs can save society at least \$7 in costs associated with more prisons, more police and prosecution, more remedial programs, and higher health-care obligations.

Source: Heckman, James J. Schools, skills and synapses. *Economic Inquiry*, July 2008.

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29

Who supports the Children's Trust?

- At a recent joint meeting of the Board of County Commissioners, City Commissioners, and the School Board, there was wide spread support for the Children's Trust
- Many local leaders like Mayor Poe and Sheriff Darnell have endorsed this campaign, as have the United Way and SW Advocacy Group boards
- Momentum is building, with many leaders from UF and SF also signaling their support



15

Polling data confirms what our local leaders have said.

- Polling Data shows that the residents of Alachua County support this initiative. **66% of respondents are in favor of creating the Children's Trust.**
- There is solid support for a Children's Services ballot proposal, which becomes more intense as voters hear more about the potential measure and what it could fund
- Residents perceive early learning, literacy, after-school learning, nutrition, and vocational opportunities as the most important things which could be funded

16

52

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What we are advocating for:

The Children's Trust can work to provide:

- Registered Nurse home visits (including follow-up visits when needed) and other early childhood supports to ensure every baby has a healthy start in life
- Quality early childhood education and care initiatives to ensure school readiness
- Literacy support so children are reading at grade level by 4th grade
- Safe, quality out-of-school programs (in after school and in summertime) that enrich children's lives and prepare them for life

17

Our Goal:

Make 2018 the YEAR OF THE CHILD!

- **Pass a voter referendum** in November 2018 to create and fund an independent Children's Services Council in Alachua County through a half-mill for kids.
- Support the complimentary initiative by the schools to pass an infrastructure tax.

18

(31)

S3

Get Involved Today!

Be an advocate: join our team, assist with outreach, engage with others.



Campaign for
Children's Trust of
Alachua County

www.ChildrensTrustOfAlachuaCounty.org

www.facebook.com/CampaignForChildrensTrust

(Checks/contributions can also be made out to "Act Now for Children's Services"
and mailed to our P.O. Box.)

Pd. Pol. Adv. for
Act Now for Children's Services
P.O. Box 140841
Gainesville, FL 32614

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Children's Trust of Alachua County Frequently Asked Questions

What is the Children's Trust of Alachua County?

The Children's Trust of Alachua County (CTAC) will be a type of government entity, like the library district, established by county citizens to help coordinate and fund organizations that serve children and families. CTAC will follow state statute governing children's services councils to make sure these dollars are being spent wisely and invest in programs that will provide the best outcomes for the children and families within our communities. CTAC's top priority is to make sure children of all ages are healthy, safe, and prepared to learn.

How will the Children's Trust be created?

Like other independent children's services councils, CTAC will be created by the will of the people. The Alachua County Board of County Commissioners placed the CTAC on the ballot through a local ordinance. Voters will be able to approve the creation and the taxing authority of CTAC through a countywide referendum in November 2018. Once passed, CTAC is required to go before the voters again in twelve years. Florida is the only state in the nation with laws that allow local county leaders and the residents of those counties to create a special government entity with the sole purpose to invest in the wellbeing of children and families.

How will Children's Trust be funded?

CTAC will be a voter-approved independent taxing authority that ensures a dedicated funding source is available for local children's programs and services. CTAC can choose to raise funding for programs and services by levying up to a ½-mill property tax (\$0.50 for every \$1000 of property value). Based on last year's property values in Alachua County, the median household will contribute up to about \$3.00 a month, or less than \$1 a week.

Who decides how funding is used?

CTAC will be overseen by an unpaid board of ten people who will use data-driven approaches and stakeholder input to make the best decisions for funding. Five seats on the board are reserved for particular positions (school superintendent, school board member, director of DCF, juvenile court judge, county commissioner). Five are at-large seats which will be chosen through a two-step procedure. The Board of County Commissioners will take applications and submit the names of at least three individuals for each of the five at-large seats for the governor to appoint.

Who will receive the funding?

CTAC will not be "reinventing the wheel." The goal of CTAC will be to find out what services currently exist and where gaps exist in those services through a required community needs assessment. The specific needs of children and families in Alachua County and data-proven successes of current programs and services will guide decision-making by the CTAC board. CTAC will not simply be funding "more of the same," but will work to provide a better coordinated delivery of services that will eliminate existing gaps. State statute requires the CTAC board to submit a separate plan for reaching children who are most at risk.



What else will CTAC do?

In addition to serving as the administrator of county funds to children and family programs, CTAC is required by state statute to collect information and statistical data, monitor program/provider performance, and conduct local strategic planning. Essentially, CTAC will serve as the hub of child advocacy in Alachua County, bringing together the right people, organizations and funding opportunities to ensure a brighter future for our community's children and youth. No other public entity provides this kind of umbrella for leadership, coordination and oversight of efforts focused on children. CTAC will help families by:

- Ensuring the best use of taxpayer dollars and working to serve the greatest number of children
- Determining the specific needs of children, youth and families
- Coordinating with other agencies, public/private funders, and stakeholders dedicated to the welfare of children
- Leveraging funding for major state programs

What's in it for Alachua County?

While the services offered and age groups most served by children's services councils vary depending on the needs of each community, the primary focus is investing in prevention and early intervention programs. This reduces the need for costlier services later in life, providing a substantial return on investment to taxpayers.

In summary, the purpose of the Children's Trust of Alachua County will be to:

- Serve all children, not just a particular age group
- Make data-driven decisions based on the unique needs of our community
- Use local resources more efficiently
- Bring key players to the same table and promote long-term thinking beyond one fiscal cycle
- Generate a new source of reliable local funds
- Allocate funds directly to community needs
- Respond to changing priorities and issues among children and families in Alachua County

Quick FAQ

If passed, how long with CTAC exist?

By state statute, CTAC must go before the voters again in 12 years.

How much will it cost?

Funding will be generated by a ½-mill property tax. Based on 2017 property values, the median household will contribute about \$3.06 per month.

How much funding will be available for programs for children?

Based on 2017 property values, up to \$7 million per year will available for programs for children.

Who serves on the CTAC board?

Ten members, including five assigned positions and five at large positions. The five assigned positions are: county commissioner, juvenile court judge, school board member, school superintendent, and the Department of Children and Families director. The County Commission will submit applicants for five of the appointed positions.

Can the School Board or charter schools get funding from CSC?

No. The statute prohibits them from applying for funding.

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**CAMPAIGN FOR
CHILDREN'S TRUST
OF ALACHUA COUNTY**

Contact us:

✉ ChildrensTrustofAlachuaCounty@gmail.com

🌐 ChildrensTrustofAlachuaCounty.org

f [CampaignForChildrensTrust](https://www.facebook.com/CampaignForChildrensTrust)

Get involved today:

- Be an advocate
- Join our team
- Assist with outreach
- Engage with others



Contributions can be made online
at ChildrensTrustofAlachuaCounty.org
or mailed to:

ACT Now for Children's Services
P.O. Box 140841
Gainesville, FL 32614

Are you registered to vote?
Is your registration current?

Visit www.VoteAlachua.com for information
on voting in Alachua County

Be sure to vote on November 6!

MISSION
To invest in our children
so our community prospers.



**CAMPAIGN FOR
CHILDREN'S TRUST
OF ALACHUA COUNTY**

**INVEST
IN OUR FUTURE**

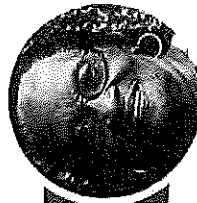


VOTE YES!
for the Children's Trust
NOVEMBER 6, 2018

What is the Children's Trust of Alachua County?

The Children's Trust of Alachua County is a children's services council (CSC), which is overseen by an independent board made up of 10 members and governed by Florida Statute 125.901. Florida is home to eight successful independent CSCs. A CSC:

- Is a local board that oversees funding for evidence-based programs and services that respond to the needs of the community's children.
- Cannot provide funding to public schools, only to programs that support children in the times they are not served by schools (early childhood, afternoons, summers, etc.).
- Is created by a voter referendum and funded by a property tax up to one-half mill.
- Must be re-authorized by voters every twelve years.



The Children's Trust provides long-term strategies, instead of short-term solutions.

What will the Children's Trust do?

The Children's Trust will create the funding needed to expand local services to area children from 0 to 18 years old. The Children's Trust can invest in:

- Early childhood education and care so children are prepared when they start kindergarten.
- Tutoring and literacy programs to ensure more students read at grade level.
- Safe, quality afterschool and summer programs so children have more opportunities for learning and stay out of trouble.
- Quality preparation for technical or trade school, college or university, and support for successful entry into our workforce.

Why do we need the Children's Trust?

Local studies show we can do more for children in Alachua County. The Children's Trust will guarantee funding for children with a strategic, long-term vision, beyond year-to-year budget cycles. Investments we make in children now will pay dividends for our community in the future.



25% of our kindergartners arrive at public school not ready to learn; in many Alachua County schools that number is as high as 56%



Racial disparities in educational achievement in Alachua County are among the highest in the state



In 2015-16, over 1,200 public school students in Alachua County were retained/not promoted to the next grade; the cost of retention is approximately \$10,000 per student



Research supports that improved early learning and afterschool opportunities improve the educational outcomes of students

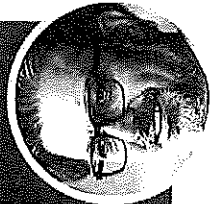


Achievement gaps result in a permanent state of recession, but they could be closed with more equitable education for the county's children, which would result in substantial economic gains



Numerous economic studies have shown that for every \$1 invested in providing a stronger start for children, at least \$7 is saved by the reduced need for spending on other services like remedial education or repeating grades in school, as well as increased productivity and earnings for these children as adults

According to UNICEF, investing in children can help promote equitable, inclusive societies, allowing more people to effectively participate in their economic development.



How much will it cost taxpayers?

Based on taxable home values in Alachua County, the median homeowner will contribute less than \$3.06 a month. This modest investment will provide up to \$7 million per year for programs for our local children.



That's about the cost of one cup of coffee a month.

Vote for the Children's Trust

Join local organizations and community leaders and vote 'yes' for the Children's Trust of Alachua County on the November 6 ballot.

Children's Trust of Alachua County - Authority to Levy One-Half Mill Ad Valorem Taxes

In order to provide for developmental, preventative, and supportive services for children, such as early learning supports and out of school enrichment programming, should an independent special district titled "The Children's Trust of Alachua County" be created and authorized to levy an annual ad valorem tax not to exceed one-half (1/2) mill for 12 years?

☒ YES

☐ NO

Item # 6

Children's Services Advisory Board (CSAB) Overview

Background

The Children's Services Advisory Board has been meeting since August of 2016. Through its efforts, three new initiatives have been awarded funding. Tom Logan, the CSAB Chair will make a presentation to members about the Board's activities, accomplishments, and current status.

Attachments

None

Staff Recommendation

Hear presentation.

Item # 7

Status of Gubernatorial Appointments/Staff Activities to Date

Background

On March 19th the Governor's Appointments Office indicated they were moving forward with the "applications" for the Trust Board and needed additional demographic and personal information from the nominees. Staff emailed each nominee and asked them to provide the information directly to the Appointments Office. The Governor's Appointments Office has confirmed it has received the needed information from all of the nominees. The Appointments Office is awaiting additional direction from the Governor's Office. Additionally, the County Attorney's Office notified the DEO that it is the Registered Agent and Office for the Trust. The DEO has confirmed this designation.

Attachments

None

Staff Recommendation

Receive for information

Item # 8

Florida Ethics

Background

Bob Swain, Senior Assistant County Attorney will make a brief presentation to members on key aspect of Florida Ethics.

Attachments

None

Staff Recommendation

Hear the presentation.

Item #9

Budget Development

Background

Tommy Crosby, Assistant County Manager for Budget & Fiscal Services will provide members with information on key issues related to budget development, TRIM, and setting the millage rate.

Attachments

None

Staff Recommendation

Receive the information.

Item # 10
Finance and Accounting

Background

Todd Hutchison, Finance Director for the Clerk of the Circuit Court will make a presentation to the Board regarding options related to management and administrative functions of the Trust. Additionally, the Trust needs to obtain a Federal Tax ID/EIN from the Internal Revenue Service and obtain a Certificate of Exemption (Florida Sales Tax) from the Florida Department of Revenue.

Attachments

1. Form SS-4
2. Application for a Consumer's Certificate of Exemption

Staff Recommendation

Authorize the Trust Interim Chair to sign the Form SS-4 and the Application for Consumer's Certificate of Exemption. Additionally, designate Todd Hutchison, Finance Director as the Third Party Designee for purposes of submitting the SS-4 Form.

Application for Employer Identification Number

(For use by employers, corporations, partnerships, trusts, estates, churches, government agencies, Indian tribal entities, certain individuals, and others.)

► Go to www.irs.gov/FormSS4 for instructions and the latest information.
► See separate instructions for each line. ► Keep a copy for your records.

OMB No. 1545-0003

EIN

Type or print clearly.	1 Legal name of entity (or individual) for whom the EIN is being requested		
	2 Trade name of business (if different from name on line 1)		3 Executor, administrator, trustee, "care of" name
	4a Mailing address (room, apt., suite no. and street, or P.O. box)		5a Street address (if different) (Do not enter a P.O. box.)
	4b City, state, and ZIP code (if foreign, see instructions)		5b City, state, and ZIP code (if foreign, see instructions)
	6 County and state where principal business is located		
	7a Name of responsible party		7b SSN, ITIN, or EIN
8a Is this application for a limited liability company (LLC) (or a foreign equivalent)? <input type="checkbox"/> Yes <input type="checkbox"/> No			8b If 8a is "Yes," enter the number of LLC members ►
8c If 8a is "Yes," was the LLC organized in the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No			
9a Type of entity (check only one box). Caution. If 8a is "Yes," see the instructions for the correct box to check.			
<input type="checkbox"/> Sole proprietor (SSN) <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (enter form number to be filed) ► <input type="checkbox"/> Personal service corporation <input type="checkbox"/> Church or church-controlled organization <input type="checkbox"/> Other nonprofit organization (specify) ► <input type="checkbox"/> Other (specify) ►			
<input type="checkbox"/> Estate (SSN of decedent) <input type="checkbox"/> Plan administrator (TIN) <input type="checkbox"/> Trust (TIN of grantor) <input type="checkbox"/> Military/National Guard <input type="checkbox"/> Farmers' cooperative <input type="checkbox"/> REMIC <input type="checkbox"/> State/local government <input type="checkbox"/> Federal government <input type="checkbox"/> Indian tribal governments/enterprises			
Group Exemption Number (GEN) if any ►			
9b If a corporation, name the state or foreign country (if applicable) where incorporated		State	Foreign country
10 Reason for applying (check only one box)			
<input type="checkbox"/> Started new business (specify type) ► <input type="checkbox"/> Hired employees (Check the box and see line 13.) <input type="checkbox"/> Compliance with IRS withholding regulations <input type="checkbox"/> Other (specify) ►			
<input type="checkbox"/> Banking purpose (specify purpose) ► <input type="checkbox"/> Changed type of organization (specify new type) ► <input type="checkbox"/> Purchased going business <input type="checkbox"/> Created a trust (specify type) ► <input type="checkbox"/> Created a pension plan (specify type) ►			
11 Date business started or acquired (month, day, year). See instructions.		12 Closing month of accounting year	
13 Highest number of employees expected in the next 12 months (enter -0- if none). If no employees expected, skip line 14.		14 If you expect your employment tax liability to be \$1,000 or less in a full calendar year and want to file Form 944 annually instead of Forms 941 quarterly, check here. (Your employment tax liability generally will be \$1,000 or less if you expect to pay \$4,000 or less in total wages.) If you do not check this box, you must file Form 941 for every quarter. <input type="checkbox"/>	
Agricultural		Household	
Other			
15 First date wages or annuities were paid (month, day, year). Note: If applicant is a withholding agent, enter date income will first be paid to nonresident alien (month, day, year) ►			
16 Check one box that best describes the principal activity of your business.			
<input type="checkbox"/> Construction <input type="checkbox"/> Rental & leasing <input type="checkbox"/> Transportation & warehousing <input type="checkbox"/> Accommodation & food service <input type="checkbox"/> Wholesale-agent/broker <input type="checkbox"/> Wholesale-other <input type="checkbox"/> Retail			
<input type="checkbox"/> Real estate <input type="checkbox"/> Manufacturing <input type="checkbox"/> Finance & insurance <input type="checkbox"/> Other (specify) ►			
17 Indicate principal line of merchandise sold, specific construction work done, products produced, or services provided.			
18 Has the applicant entity shown on line 1 ever applied for and received an EIN? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If "Yes," write previous EIN here ►			
Third Party Designee	Complete this section only if you want to authorize the named individual to receive the entity's EIN and answer questions about the completion of this form.		
	Designee's name		Designee's telephone number (include area code)
	Address and ZIP code		Designee's fax number (include area code)
Under penalties of perjury, I declare that I have examined this application, and to the best of my knowledge and belief, it is true, correct, and complete.			Applicant's telephone number (include area code)
Name and title (type or print clearly) ►			Applicant's fax number (include area code)
Signature ►		Date ►	

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Do I Need an EIN?

File Form SS-4 if the applicant entity does not already have an EIN but is required to show an EIN on any return, statement, or other document.¹ See also the separate instructions for each line on Form SS-4.

IF the applicant...	AND...	THEN...
Started a new business	Does not currently have (nor expect to have) employees	Complete lines 1, 2, 4a-8a, 8b-c (if applicable), 9a, 9b (if applicable), and 10-14 and 16-18.
Hired (or will hire) employees, including household employees	Does not already have an EIN	Complete lines 1, 2, 4a-6, 7a-b (if applicable), 8a, 8b-c (if applicable), 9a, 9b (if applicable), 10-18.
Opened a bank account	Needs an EIN for banking purposes only	Complete lines 1-5b, 7a-b (if applicable), 8a, 8b-c (if applicable), 9a, 9b (if applicable), 10, and 18.
Changed type of organization	Either the legal character of the organization or its ownership changed (for example, you incorporate a sole proprietorship or form a partnership) ²	Complete lines 1-18 (as applicable).
Purchased a going business ³	Does not already have an EIN	Complete lines 1-18 (as applicable).
Created a trust	The trust is other than a grantor trust or an IRA trust ⁴	Complete lines 1-18 (as applicable).
Created a pension plan as a plan administrator ⁵	Needs an EIN for reporting purposes	Complete lines 1, 3, 4a-5b, 9a, 10, and 18.
Is a foreign person needing an EIN to comply with IRS withholding regulations	Needs an EIN to complete a Form W-8 (other than Form W-8ECI), avoid withholding on portfolio assets, or claim tax treaty benefits ⁶	Complete lines 1-5b, 7a-b (SSN or ITIN optional), 8a, 8b-c (if applicable), 9a, 9b (if applicable), 10, and 18.
Is administering an estate	Needs an EIN to report estate income on Form 1041	Complete lines 1-6, 9a, 10-12, 13-17 (if applicable), and 18.
Is a withholding agent for taxes on non-wage income paid to an alien (i.e., individual, corporation, or partnership, etc.)	Is an agent, broker, fiduciary, manager, tenant, or spouse who is required to file Form 1042, Annual Withholding Tax Return for U.S. Source Income of Foreign Persons	Complete lines 1, 2, 3 (if applicable), 4a-5b, 7a-b (if applicable), 8a, 8b-c (if applicable), 9a, 9b (if applicable), 10, and 18.
Is a state or local agency	Serves as a tax reporting agent for public assistance recipients under Rev. Proc. 80-4, 1980-1 C.B. 581 ⁷	Complete lines 1, 2, 4a-5b, 9a, 10, and 18.
Is a single-member LLC (or similar single-member entity)	Needs an EIN to file Form 8832, Classification Election, for filing employment tax returns and excise tax returns, or for state reporting purposes ⁸ , or is a foreign-owned U.S. disregarded entity and needs an EIN to file Form 5472, Information Return of a 25% Foreign-Owned U.S. Corporation or a Foreign Corporation Engaged in a U.S. Trade or Business (Under Sections 6038A and 6038C of the Internal Revenue Code)	Complete lines 1-18 (as applicable).
Is an S corporation	Needs an EIN to file Form 2553, Election by a Small Business Corporation ⁹	Complete lines 1-18 (as applicable).

¹ For example, a sole proprietorship or self-employed farmer who establishes a qualified retirement plan, or is required to file excise, employment, alcohol, tobacco, or firearms returns, must have an EIN. A partnership, corporation, REMIC (real estate mortgage investment conduit), nonprofit organization (church, club, etc.), or farmers' cooperative must use an EIN for any tax-related purpose even if the entity does not have employees.

² However, do not apply for a new EIN if the existing entity only (a) changed its business name, (b) elected on Form 8832 to change the way it is taxed (or is covered by the default rules), or (c) terminated its partnership status because at least 50% of the total interests in partnership capital and profits were sold or exchanged within a 12-month period. The EIN of the terminated partnership should continue to be used. See Regulations section 301.6109-1(d)(2)(iii).

³ Do not use the EIN of the prior business unless you became the "owner" of a corporation by acquiring its stock.

⁴ However, grantor trusts that do not file using Optional Method 1 and IRA trusts that are required to file Form 990-T, Exempt Organization Business Income Tax Return, must have an EIN. For more information on grantor trusts, see the Instructions for Form 1041.

⁵ A plan administrator is the person or group of persons specified as the administrator by the instrument under which the plan is operated.

⁶ Entities applying to be a Qualified Intermediary (QI) need a QI-EIN even if they already have an EIN. See Rev. Proc. 2000-12.

⁷ See also *Household employer* on page 4 of the instructions. **Note:** State or local agencies may need an EIN for other reasons, for example, hired employees.

⁸ See *Disregarded entities* on page 4 of the instructions for details on completing Form SS-4 for an LLC.

⁹ An existing corporation that is electing or revoking S corporation status should use its previously-assigned EIN.

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Application for a Consumer's Certificate of Exemption Instructions

DR-5
R. 01/17
TC
Rule 12A-1.097
Florida Administrative Code
Effective 01/17

General Information

Exemption from Florida sales and use tax is granted to certain nonprofit organizations and governmental entities that meet the criteria set forth in sections (ss.) 212.08(6), 212.08(7), and 213.12(2), Florida Statutes (F.S.). Florida law requires that these nonprofit organizations and governmental entities obtain an exemption certificate from the Department.

Application Process: This application provides the various exemption categories under which a nonprofit organization or governmental entity (political subdivision) may obtain a *Consumer's Certificate of Exemption* (Form DR-14). The information in each exemption category includes:

- who qualifies;
- what is exempt; and
- how to establish qualification for the exemption.

The Department will issue a *Consumer's Certificate of Exemption* to each nonprofit organization or governmental entity that qualifies for an exemption. The certificate will be valid for a period of five (5) years.

Renewal Process: At the end of the five-year period, the Department will use available information to determine whether your nonprofit organization or governmental entity is actively engaged in an exempt endeavor. If you are located outside Florida, the Department will request information on whether you wish to have your *Consumer's Certificate of Exemption* renewed. If you fail to respond to the written requests, your certificate will expire and will not be renewed.

When the Department is able to determine that your nonprofit organization or governmental entity continues to be actively engaged in an exempt endeavor using available information, a new *Consumer's Certificate of Exemption* will be issued. When the Department is unable to make a determination based on the available information, a letter requesting the documentation listed in "How to Establish Qualification" for the appropriate exemption category will be mailed to you. If you fail to respond to the written requests, your certificate will expire and will not be renewed.

Sales and Use Tax Registration: If your nonprofit organization or governmental entity will be selling items, or will be leasing or renting commercial or transient rental property to others in Florida, you will also need to register with the Department to collect, report, and pay sales and use tax. To register, go to our website at www.floridarevenue.com. The site will guide you through an application interview that will help you determine your tax obligations. If you do not have Internet access, you can complete a paper *Florida Business Tax Application* (Form DR-1).

Questions? If you have any questions about the application process, call Account Management at 850-488-6800, Monday through Friday (excluding holidays).

Exemption Categories

501(c)(3) Organizations

Who qualifies? Organizations determined by the Internal Revenue Service (IRS) to be currently exempt from federal income tax pursuant to Internal Revenue Code (IRC) 501(c)(3) ["501(c)(3) nonprofit organization"].

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, a nonprofit organization that are used in carrying on the organization's customary nonprofit activities.

How to Establish Qualification as a Single Organization. Verify that the federal employer identification number (FEIN) included in the application is identical to the FEIN contained in the determination letter for 501(c)(3) federal tax status issued by the IRS. Your organization's federal tax exemption status will be verified using the FEIN that you provide and the IRS *Exempt Organizations Select Check* [publication of organizations exempt from federal income tax under IRC 501(c)(3)].

A limited liability company (LLC) whose sole member is a 501(c)(3) nonprofit organization may receive the benefit of its member's federal tax-exempt status. To establish qualification, provide:

- A copy of the Articles of Incorporation establishing that a 501(c)(3) nonprofit organization is the sole member of the LLC; and
- A letter signed by a corporate officer stating that the LLC and the 501(c)(3) nonprofit organization perform the same business activities and that the LLC is disregarded for federal income tax purposes.

Option to Establish Qualifications for a Group of Organizations:

- Attach a list of the following information for each subsidiary applying for exemption: legal name, mailing address, location address, and FEIN;
- Provide a copy of the determination letter for 501(c)(3) federal tax status issued by the IRS (including the list of qualified subsidiary organizations); and
- Provide a copy of any changes submitted to the IRS regarding information for the subsidiaries applying for exemption.

Community Cemeteries

Who qualifies? Nonprofit corporations determined by the IRS to be currently exempt from federal income tax pursuant to IRC 501(c)(13) that operate a cemetery donated by deed to the community.

What is exempt? Purchases and leases of items or services by the qualified nonprofit corporation used in maintaining the donated cemetery.

How to Establish Qualification.

Provide:

- A copy of the determination letter for 501(c)(13) federal tax status issued by the IRS; and
- A copy of the deed transferring the cemetery property to the community.

Credit Unions

Who qualifies? State-chartered and federally-chartered credit unions.

What is exempt? Purchases and leases by the credit union.

How to Establish Qualification. Include the charter number issued to the credit union by the National Credit Union Administration.

Fair Associations

Who qualifies? Nonprofit fair associations incorporated and permitted by the Florida Department of Agriculture and Consumer Services to conduct and operate public fairs or expositions in Florida as provided in Chapter 616, F.S. See Rule Chapter 5H-23, Florida Administrative Code (F.A.C.).

What is exempt?

- The sale, use, lease, rental, or grant of license to use items, services, or real property made directly to or by a qualified fair association;
- Rentals and subleases of items or real property between the owner of the central amusement attraction and a concessionaire, vendor, exhibitor, or licensee for the furnishing of amusement rides;
- Charges by a qualified fair association or its agents for parking, admissions, or for temporary parking of vehicles used for sleeping quarters;
- Charges for rentals by the owner of the central amusement attraction and the owner of an amusement ride for furnishing amusement rides at a public fair or exposition; and
- Other transactions incurred directly by the fair association in the financing, construction, and operation of a fair, exposition, or other event or facility authorized by s. 616.08, F.S.

What is taxable?

- Sales of tangible personal property made by a fair association through an agent or independent contractor;
- Sales of admissions and tangible personal property by a concessionaire, vendor, exhibitor, or licensee; and
- Rentals and subleases of tangible personal property or real property between the owner of the central amusement attraction and a concessionaire, vendor, exhibitor, or licensee that are not for the furnishing of amusement rides.

How to Establish Qualification. Provide a copy of the Fair Permit, FDACS-06118, issued by the Florida Department of Agriculture and Consumer Services.

Florida Retired Educators Association

Who qualifies? The Florida Retired Educators Association (Association) and its units (chapters).

What is exempt? Purchases of office supplies, equipment, and publications by the Association or by its units (chapters).

How to Establish Qualification.

Provide:

- A copy of the Association's Articles of Incorporation; and
- If applying separately as a unit (chapter), a copy of documentation establishing the unit (chapter) as a part of the Association.

Library Cooperatives

Who qualifies? Library cooperatives that are certified under s. 257.41(2), F.S.

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, a certified library cooperative.

How to Establish Qualification. Provide a copy of the certificate or letter of designation under s. 257.41(2), F.S. (Issued by the Florida Department of State, Division of Library and Information Services.)

Nonprofit Cooperative Hospital Laundry

Who qualifies? A Florida nonprofit corporation treated as a cooperative under Subchapter T, IRC, for federal income tax purposes whose sole purpose is to offer laundry supplies and services to their members who have been determined by the IRS to be exempt from federal income tax under IRC 501(c)(3).

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, a nonprofit cooperative hospital laundry.

How to Establish Qualification.

Provide:

- A copy of the cooperative Articles of Incorporation;
- A list of all members of the cooperative and the federal identification number of each member; and
- A copy of documentation establishing treatment as a cooperative association under Subchapter T, IRC.

Nonprofit Water Systems

Who qualifies? A nonprofit corporation that holds a current exemption from federal income tax under IRC 501(c)(4) or 501(c)(12), whose sole or primary function is to construct, maintain, or operate a water system in Florida.

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, a nonprofit water system.

How to Establish Qualification.

Provide:

- A copy of the corporation's Articles of Incorporation; and
- A copy of the determination letter for 501(c)(4) or 501(c)(12) federal tax status issued by the IRS.

Organizations Benefiting Minors

Who qualifies? A Florida nonprofit corporation whose primary purpose is to provide activities contributing to the development of good character or good sportsmanship, or to the educational or cultural development, of minors. Only the level of the organization that has a salaried executive officer or an elected non-salaried executive officer qualifies.

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, the organization benefiting minors. Sales of donated property (any property transferred to the organization for less than 50 percent of its fair market value) by the organization benefiting minors.

How to Establish Qualification.

Provide:

- A copy of the organization's Articles of Incorporation;
- A copy of documentation containing the organization's current executive officer (i.e., the most recent annual report filed with the Florida Department of State); and
- A description of the activities conducted by the organization which contribute to the development of good character or good sportsmanship, or to the educational or cultural development, of minors.

Parent-Teacher Organization or Association

Who qualifies? Any parent-teacher organization (PTO) or parent-teacher association (PTA) that is associated with a school having grades K through 12 and whose purpose is to raise funds for the school.

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, the PTO or PTA. See Rule 12A-1.0011, F.A.C., for the purchase and sale of fundraising items. Necessary goods and services requested by a PTO or PTA to be purchased by a school district when funds for the purchase are provided by the PTO or PTA to the school district.

How to Establish Qualification. Provide a copy of the Bylaws of the PTO or PTA.

Political Subdivisions

Who qualifies? Federal government, and state, county, municipality, or political subdivision.

What is exempt? Purchases and leases of items or services directly by, and rentals or leases of real property and living or sleeping accommodations directly to, the governmental entity. Necessary goods and services requested by the following groups and organizations when funds for the purchase are provided by the group or organization to the political subdivision:

- School districts that purchase for a PTO or PTA;
- Municipality or county that purchases for a REACT group, neighborhood crime watch group, or locally recognized organizations solely engaged in youth activities that contribute to the development of good character or good sportsmanship, or to the educational or cultural development, of minors; and
- Public libraries that purchase for groups solely engaged in fundraising activities for the library.

How to Establish Qualification. Provide a copy of the statute or law creating or describing the federal or state agency, county, municipality, or political subdivision.

Religious Institutions with Established Physical Place for Worship

Who qualifies? Any church, synagogue or other religious institution with an established physical place for worship at which nonprofit religious services and activities are regularly conducted and carried on.

What is exempt? Purchases and leases of items or services directly by, and rentals or leases of real property and living or sleeping accommodations directly to, a qualified religious institution used in carrying on its customary nonprofit religious activities. Sales and leases of items of tangible personal property by the qualified religious institution.

How to Establish Qualification.

Provide:

- A copy of the institution's Articles of Organization or Articles of Incorporation;
- Documentation that the institution maintains a physical place for worship (e.g., a copy of a lease or use agreement, mortgage, insurance policy, or utility billings issued to the institution for the physical place of worship); and
- A copy of a schedule of services and activities regularly conducted at the physical place for worship.

Religious Institutions as Providers of Free Transportation Services to Church Members and Others

Who qualifies? Any nonprofit corporation whose sole purpose is to provide free transportation services to church members, their families, and other church attendees.

What is exempt? Purchases and leases of items or services directly by, and rentals or leases of real property and living or sleeping accommodations directly to, a qualified provider of transportation services used in carrying on its free transportation services to church members, their families, and other church attendees.

How to Establish Qualification. Provide a copy of the corporation's Articles of Incorporation.

Religious Institutions as Governing or Administrative Offices

Who qualifies? Any nonprofit state, nonprofit district, or other nonprofit governing or administrative office that functions to assist or regulate the customary activities of religious institutions.

What is exempt? Purchases and leases of items or services directly by, and rentals or leases of real property and living or sleeping accommodations directly to, a qualified nonprofit governing or administrative office used in carrying on its customary nonprofit religious activities.

How to Establish Qualification.

Provide:

- A copy of the Articles of Organization or Articles of Incorporation; and
- A copy of documentation establishing the organizational structure of the religious institution.

Schools, Colleges, and Universities

Who qualifies? Any state tax-supported school, college, or university.

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, a qualified school, college, or university.

How to Establish Qualification. Provide documentation that public funds are used to fund the school, college, or university.

Veterans' Organizations

Who qualifies? Any nationally chartered or recognized veterans' organization and its auxiliaries (posts) that holds a current exemption from federal income tax under IRC 501(c)(4) or 501(c)(19).

What is exempt? Purchases and leases of items or services by, and rentals or leases of real property and living or sleeping accommodations to, a qualified veterans' organization and its auxiliaries used in carrying on its customary veterans' organization activities. Sales of food or drink by qualified veterans' organizations in connection with customary veterans' organization activities to members of qualified veterans' organizations.

How to Establish Qualification as a Single Organization.

Provide:

- A copy of the determination letter for 501(c)(4) or 501(c)(19) federal tax status issued by the IRS; and
- If applying separately as an auxiliary or post of a veterans' organization, a copy of documentation establishing the auxiliary or post as a part of the veterans' organization.

Option to Establish Qualification as a Group of a national veterans' organization and its auxiliaries or posts.

- Attach a list of the following information for each auxiliary or post applying for exemption: legal name, mailing address, location address, and FEIN; and
- Provide a copy of the determination letter for 501(c)(4) or 501(c)(19) federal tax status issued by the IRS for the national organization and for each auxiliary or post applying for exemption.

Volunteer Fire Departments

Who qualifies? Any Florida nonprofit corporation that is a volunteer fire department.

What is exempt? Purchases of firefighting and rescue service equipment and supplies by the volunteer fire department.

How to Establish Qualification. Provide a copy of the volunteer fire department's Articles of Incorporation.



Application for a Consumer's Certificate of Exemption

DR-5
R. 01/17
TC
Rule 12A-1.097
Florida Administrative Code
Effective 01/17



Mail with Supporting Documentation to:
Account Management-Exemptions
Florida Department of Revenue
PO Box 6480
Tallahassee FL 32314-6480

Exemption category for which you are applying (check only one):

- | | |
|---|--|
| <input type="checkbox"/> 501(c)(3) Organization | <input type="checkbox"/> Parent-Teacher Organization or Association |
| <input type="checkbox"/> Community Cemetery | <input type="checkbox"/> Political Subdivision |
| <input type="checkbox"/> Credit Union | <input type="checkbox"/> Religious Institution - physical place for worship |
| <input type="checkbox"/> Fair Association | <input type="checkbox"/> Religious Institution - transportation provider |
| <input type="checkbox"/> Florida Retired Educators Association | <input type="checkbox"/> Religious Institution - governing or administrative |
| <input type="checkbox"/> Library Cooperative | <input type="checkbox"/> School, College, or University |
| <input type="checkbox"/> Nonprofit Cooperative Hospital Laundry | <input type="checkbox"/> Veterans' Organization |
| <input type="checkbox"/> Nonprofit Water System | <input type="checkbox"/> Volunteer Fire Department |
| <input type="checkbox"/> Organization Benefiting Minors | |

Legal Name of Organization or Political Subdivision		Federal Employer Identification Number (FEIN)
Street		Business Phone
City	State	ZIP
Mailing Address (If different than above)		Alternate Phone
City	State	ZIP
Name of Contact Person		Title
Email Address - Your email address is treated as confidential information (s. 213.053, F.S.), and is not subject to disclosure as public records (s. 119.071, F.S.).		
Credit Union Charter Number - If you are applying as a credit union.		

Your **privacy** is important to the Department. To protect your privacy, access to personal information about your organization is limited to the person who has signed this *Application for a Consumer's Certificate of Exemption*. To ensure that information is not provided without your consent, a written request from you is required if you wish to receive a secured email regarding this Application. If so, the Department will send information regarding this Application using its secure email software. This software will require additional steps before you can access the information. If you do not want to receive information by email, any information regarding this Application will be mailed to you.

- ☐ I authorize the Florida Department of Revenue to send information regarding this *Application for a Consumer's Certificate of Exemption* using the Department's secure email. I understand that this method requires additional steps to view the information provided.

I hereby attest that I am authorized to sign on behalf of the applicant organization described above. I further attest that, if granted, the *Consumer's Certificate of Exemption* will only be used in the manner authorized for this organization under s. 212.08(6), (7), or 213.12(2), F.S.

Under penalties of perjury, I declare that I have read the foregoing application and that the facts stated in it are true.

Signature

Title

Print Name

Date

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Item # 11

First Year To Do List and Next Meeting(s) Agenda

Background

At the last meeting, members reviewed and discussed a To Do List of key tasks/activities and upcoming policy decisions. The Trust Interim Chair asked that some items be added related to the role of an Executive Director, Community Advisory Board, Report from the CSAB, and information from other Children's Services Councils. Additionally, staff have developed some proposed topics for the next few meetings of the Trust.

Attachments

1. Handout - Key Tasks and Considerations Updated March 25, 2019
2. Draft CTAC Meeting Agendas for April and May 2019

Staff Recommendation

Provide staff with direction on the next meeting(s) agenda.

Children's Trust of Alachua County
Key Tasks and Considerations
Updated March 28, 2019

Administrative/Organizational/Regulatory

Elect Officers
~~Adopt By-laws~~
~~Declare a Registered Agent~~
Register with Property Appraiser, Tax Collector, Department of Revenue
Authorized Signatures (Checks, Contracts, DEO, Official Forms, etc.)
Register with Florida Commission on Ethics (Liason added 3/28/19)
Obtain Federal Tax ID/EIN from the Internal Revenue Service (Liason added 3/28/19)

Policy Decisions

Which entity will administer Trust functions, i.e., human resources, legal, accounting, procurement, etc.
Will the Trust join the Florida Childrens Council
What are the priority needs of children with respect to Trust programs
How will the Trust address those needs, i.e., programs by need or priority, specify type of program, innovative approach
Will the Trust assume existing contracts for Newborn, TPD, and SED
What level of financial resources does the Trust require, i.e., operations, contracting, reserves
Establish millage rate to meet need, and then some.
Community Advisory Board - Chair addition 3/11/19
Role and need for an Executive Director - Chair addition 3/11/19

Required Reports

Report to BoCC per Ordinance 18-08 identifying plan to meet needs, fund, etc.
Annual report to BoCC every January 1
DEO Special District Report/Fee every October 1
Annual report with Department of Financial Services
Quarterly reports to the BoCC
Independent audit if applicable

Other

Report/review of what the Children's Services Advisory Board has accomplished - Chair addition 3/11/19
Information from other Children Services Councils - Chair addition 3/11/19

DRAFT CTAC MEETING AGENDAS FOR APRIL AND MAY 2019 MEETINGS

Dates	Topics	Presenter
April 15, 2019	Children's Services Advisory Board Programs	Tom Logan
	Needs Assessment	Tom Logan
	Services to hire, contract for or purchase: <ul style="list-style-type: none"> Budget and Finance Human Resources IT Legal Purchasing/Contracts Media/Communications Risk - Insurance Office Space 	CTAC Member discussion
	Overall Millage Policy – Supermajority items	Tommy Crosby CTAC Members
May 6, 2019	CSC Martin County	CEO
	CSC St. Lucie County	CEO
	Information received from other CSC's	Staff
	Initial Budget Discussion	CTAC Members
	Florida Children's Council membership	Staff
May 20, 2019	CEO Discussion <ul style="list-style-type: none"> National search? Engage an outside firm? Seek funding advance? 	CTAC Members
	Program Discussion	CTAC Members
	Budget Development	CTAC Members