

April 17, 2003

STAFF REPORT

MEMO TO: SUTTER COUNTY CHILDREN & FAMILIES COMMISSION

FROM: DEB COULTER, EXECUTIVE DIRECTOR

SUBJECT: APPROVAL OF MINI GRANT FUNDING CYCLE

RECOMMENDATION: It is the recommendation of the Executive Director that the Commission approve the attached mini-grant funding cycle for the fiscal year of 2003.

BACKGROUND: The Sutter County Children & Families Commission, in accordance with California state law, shall distribute funds to community groups that address the SCCFC overall outcomes for children 0-5 and their families as stated in the SCCFC strategic plan and to involve members of the community to maximize and build on existing community resources.

The SCCFC awarded \$75,000 in mini-grant funding to fifteen (15) groups in the fiscal year of 2001-2002, \$55,402 in mini-grant funding to fourteen (14) groups in the fiscal year 2002-2003.

The success of the mini-grant funding project has been evaluated by pre and post testing, focus group interviews and parent surveys.

CURRENT PROPOSAL: Upon consent of the Commission, allocate \$100,000 for mini-grant funding for the fiscal year 2003. Mini-grants will be awarded for a minimum of \$250 to a maximum of \$5,000. RFP's would be available for child-care and community projects. All projects must address the SCCFC overall outcomes for children ages 0-5 and their families as stated in the SCCFC Strategic plan. Timelines would include:

Funding Cycle I

Release RFP - May 1, 2003

Technical Assistance Work shop – May 5, 2003

Application Deadline – June 10, 2003

Notice of Intent to Award – July 25, 2003

Contract Start Date – On or before August 22, 2003

Funding Cycle II

Release RFP - September 2, 2003

Technical Assistance Work shop – September 8, 2003

Application Deadline – October 14, 2003

Notice of Intent to Award – November 21, 2003

Contract Start Date – On or before December 19, 2003

IMPACT ON COMMISSION RESOURCES: \$100,000.00

POLICY ACTION REQUESTED: Approval