



## Afterschool Renewal Report - FY2022

The following mid-year review is presented as a tool for bringing together and examining program implementation across several areas. The intent of this review is to guide quality improvement discussions and to aid in our annual renewal process. This the first systematic review of afterschool programs in their initial year of implementation as a CTAC funded provider.

### Aces in Motion

Area of Review		What's Included?	Progress to Date
Fiscal and Operations		(invoicing, administrative)	Emerging
Performance Measures	Youth Enrolled	(youth enrolled vs contracted)	Mastering
	Days Offered	(program days offered)	Advancing
	Days Attended	(youth attendance rates)	Emerging
Population Focus		(demographics, scholarship)	Advancing
Service Delivery		(safety, ratios, engagement)	Advancing
Data Quality		(data collection, quality)	Emerging

### Recommended for Renewal: Yes

**Summary:** Provider was able to surpass the enrollment target early into the contract, which demonstrates the program's connection with youth and families who are able benefit from services. Services are being delivered as specified in the contract and youth observed were well engaged in program activities.

Invoices are being received after the due date. Data submitted is not sufficient for accountability and evaluation purposes. Please submit deidentified data as a combined set on the CTAC provided data collection tool. It would be great to explore possibilities for enhancing program attendance and understanding reasons why youth are not attending more.

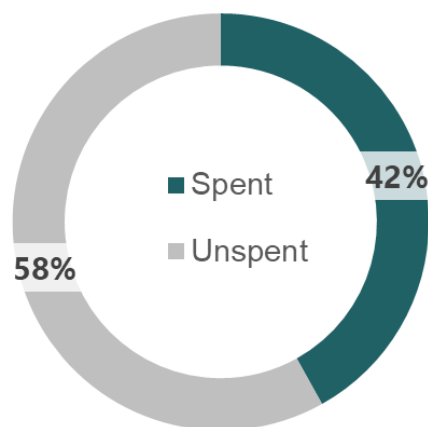
### Rating Scale:

- **Emerging:** Performance and implementation is meeting some contracted requirements, and some improvements are needed to meet all requirements.
- **Advancing:** Performance and implementation meet and may exceed some contracted requirements.
- **Mastering:** Performance and implementation are exceptional and substantially above the contracted requirements.

## Fiscal and Operations

→ Provider invoices are currently up to date (Oct thru Jan) but are typically submitted after the due date. Invoicing through January 2022 shows 42% of the funding allocation has been expended. Provider has required insurance policies in place. Communication practices have been good, and provider is responsive. Provider has been present for events such as *Lights On Afterschool*, and has acknowledged CTAC as a funder on its website.

Invoices Up to Date	N
Invoicing Timely <sup>1</sup>	N
Spent	\$78,972
Allocated	\$188,443
Insurance Policy <sup>2</sup>	Y
Communications <sup>3</sup>	Y
CTAC Acknowledgement <sup>4</sup>	Y



### Comments:

<sup>1</sup> Section 4. Part E. Invoices are due by the 15<sup>th</sup> of every month.

<sup>2</sup> Insurance Policy requirements are specified in "Attachment C: Insurance Requirements"

<sup>3</sup> Section 25. Communications: The Contractor shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The Contractor agrees to notify the CTAC Contract Manager of any changes in e-mail, staff, Board of Directors, postal mailing address, etc. within twenty-four (24) hours of the change. The Contractor agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The contractor is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

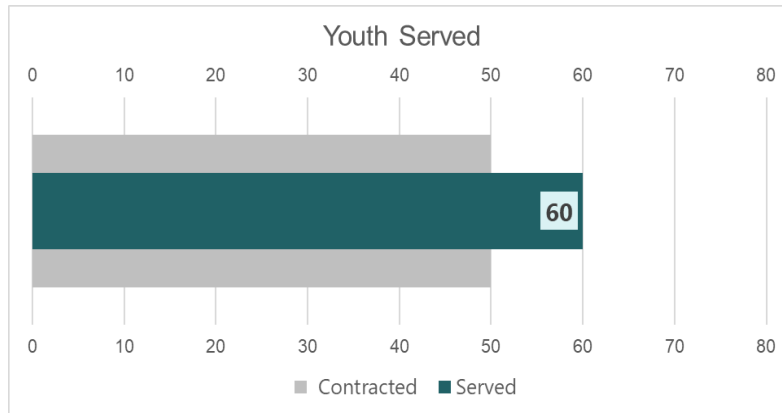
<sup>4</sup> Section 29. Award Acknowledgement of Support: Contractor agrees to acknowledge the CTAC's support in as specified on the CTAC website: <https://www.childrenstrustofalachuacounty.us/programs/page/provider-resources>

## Performance Measures<sup>5</sup>

### How many youth are served?

→ At the mid-point, provider has enrolled 60 of 50 expected youth and surpassed the target.

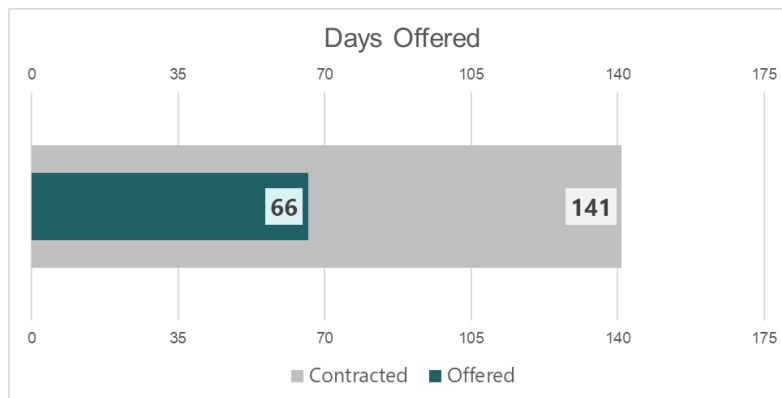
Youth Served	60
Youth Contracted	50



### How many days were offered?

→ At the mid-point, provider has offered 66 of 141 program days (47%) and is on target for meeting this program target.

Days Offered	66
Days Contracted	141

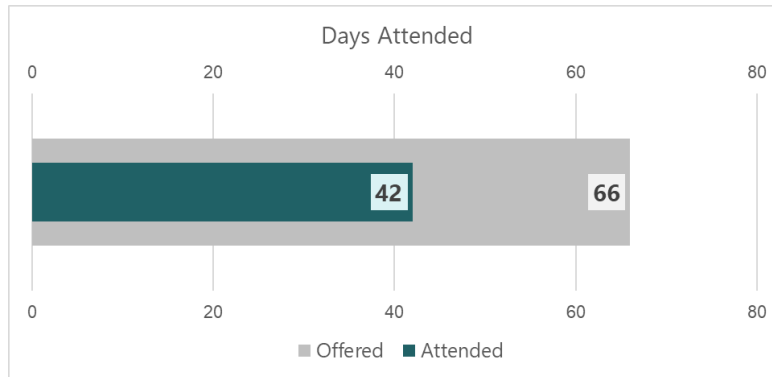


<sup>5</sup> Performance Measures are specified in **Attachment E** of the Afterschool Program contracts.

**How many days did youth attend?**

➔ Thus far, youth attend on average 42 days out of 66 program days offered (63%). Less than half of youth enrolled have attended 70% or more of program days (45%). Provider is not on target to meet the contract target of 90% of youth will attend 70% or more of program days.

Average Attendance	41.8
Attended 70% or more of Program Days	45%



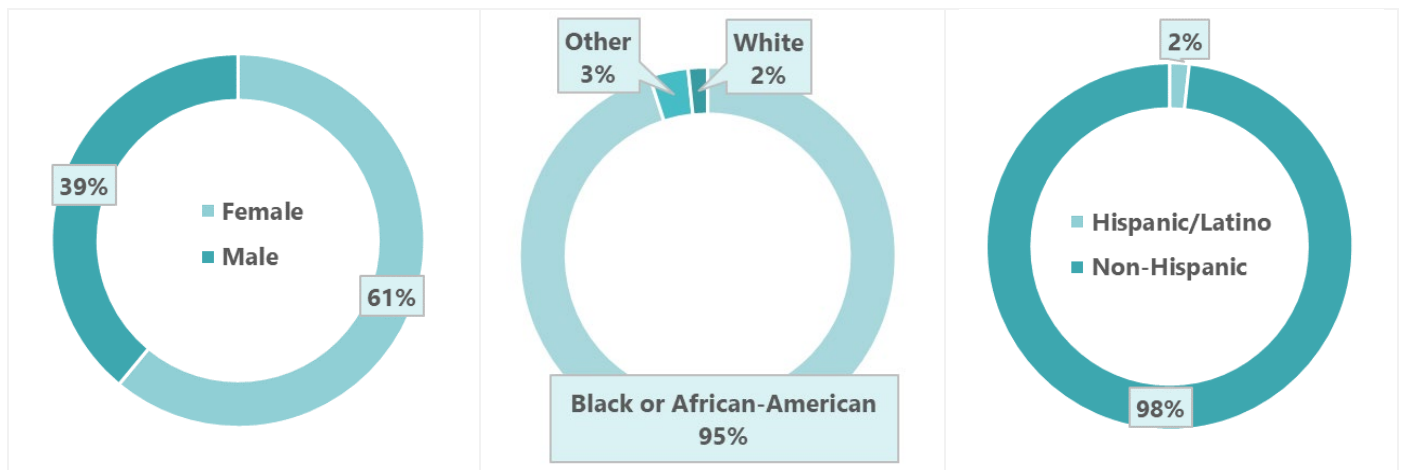
Comments: Across the board attendance metrics are low, within CTAC funded afterschool and beyond. COVID closures and illness especially in November thru January had some impact for the diminished attendance rates.

## Population Focus<sup>6</sup>

### Who are the youth served?

- The average age of youth served is 14.5 years old. Information provided indicates program participants are between 11 and 19 years old. All youth reside in Gainesville. Ninety five percent of youth are Black or African American, three percent selected Other, and two percent White. Nearly all youth identified as non-Hispanic (98%).
- Data on scholarship eligibility has not been submitted to CTAC. A sampling of scholarship eligibility was viewed during the initial site monitoring. All youth are Alachua County residents.

Average Age	14.5 years
Alachua County resident	Y
Scholarship Verification	Y



Comments: Provider provided scholarship documentation for selected students and staff during our site monitoring visit. Since data has not been submitted via GoogleDrive we are unable to corroborate data submitted with information viewed on-site.

<sup>6</sup> The target population and scholarship criteria appear on page 6 section **D. Scope of Services** in the Afterschool Programming RFP 2021-06. The Children’s Trust of Alachua County is authorized to provide services for children within the boundaries of the Alachua County, see: [Chapter 26. - Children's Trust, Independent Special District](#)

## Service Delivery<sup>7</sup>

### Is the program implemented with quality?

- Children’s Trust staff completed a site visit on 2/24/2022 to the afterschool program site at Duval Early Learning Center in Gainesville. Staff met with provider staff, observed the program activities, and reviewed documents. Provider is meeting expectations in all areas.

Provider Site:	6-8	9-12
Environmental Safety	Y	Y
Background Checks	Y	Y
CPR Certification	Y	Y
Staff to Youth Ratio	1:12	1:10
Delivery of Activities	Y	Y
Youth Engagement	Y	Y

Comments: The programs had a calm family atmosphere between students and staff during our visit.

## Data Quality<sup>8</sup>

- While the provider collects all the required information, it was not possible to verify data submitted matches youth files on-site as information is not provided as a combined set. CTAC staff was unable to identify which children belong to which site along with basic demographic and eligibility information. We are also not able to calculate performance measures at a site level and learn which programmatic and demographic characteristics have associations with attendance. While identifying information is not required, deidentified information is needed as a combined set in order to calculate program performance measures and contribute to learning and quality improvement.

Data Collection Process	Y
Data Quality	N
Data Timeliness	N
Survey Completion	N

Comments: Please see additional comments provided in the site monitoring report.

<sup>7</sup> Service delivery expectations were outlined in **D. Scope of Services** in the Afterschool Programming RFP 2021-06.

<sup>8</sup> Data collection expectations were outline in **Attachment 5 Data and Reporting** in the Afterschool Programming RFP 2021-06 and in **Attachment E** of the Afterschool Program contracts. A data collection training was offered and the recording is available on the Children’s Trust YouTube. Monthly data is due to be submitted with invoices on the 15<sup>th</sup> as specified in the contract.

**Agency Name:** Gainesville Area Community Tennis Association, Inc.

**Contract Number:** 13206

**Fiscal Year 2022**

**Review Completed:** 3/31/2022

**Participating Provider Staff:**

- Addison Staples, Executive Director
- Shelley Rogers, Program Director
- Azariah Howard, Middle School Director

**Participating CTAC Staff:**

- Deon Carruthers, Contract Manager
- Nicole Odom, Fiscal Assistant
- Bonnie Wagner, Research, Planning, and Evaluation Coordinator



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The following mid-year review is presented as a tool for bringing together and examining program implementation across several areas. The intent of this review is to guide quality improvement discussions and to aid in our annual renewal process. This the first systematic review of afterschool programs in their initial year of implementation as a CTAC funded provider.

### Boys & Girls Club of Northeast Florida

<i>Area of Review</i>		<i>What's Included?</i>	<i>Progress to Date</i>
Fiscal and Operations		(invoicing, administrative)	Emerging
Performance Measures	Youth Enrolled	(youth enrolled vs contracted)	Mastering
	Days Offered	(program days offered)	Advancing
	Days Attended	(youth attendance rates)	Emerging
Population Focus		(demographics, scholarship)	Emerging
Service Delivery		(safety, ratios, engagement)	Advancing
Data Quality		(data collection, quality)	Advancing

### Recommended for Renewal: Yes

**Summary:** Provider was able to surpass the enrollment target early into the contract, which demonstrates the program's connection with youth and families who are able benefit from services. Services are being delivered as specified in the contract and youth observed were well engaged in program activities. Data is being collected as expected and sampling showed high levels on accuracy when reviewed on site.

Invoices are being received after the due date. Individual level scholarship eligibility documentation is needed, which provider shared they are in the process of acquiring. It would be great to explore possibilities for enhancing program attendance and understanding reasons why youth are not attending. Please acknowledge CTAC per provider guidelines.

#### Rating Scale:

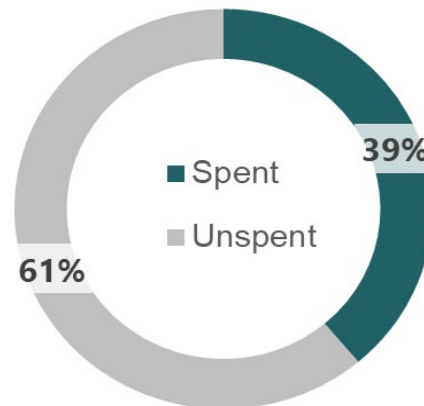
- **Emerging:** Performance and implementation is meeting some contracted requirements, and some improvements are needed to meet all requirements.
- **Advancing:** Performance and implementation meet and may exceed some contracted requirements.
- **Mastering:** Performance and implementation are exceptional and substantially above the contracted requirements.



## Fiscal and Operations

→ Provider invoices are currently up to date (Oct thru Jan) but are typically submitted after the due date. Invoicing through January 2022 shows 39% of the funding allocation has been expended. Provider has required insurance policies in place. Communication practices have been good, and provider is responsive. While provider has been a collaborative partner and has been present for events such as *Lights On Afterschool*, provider has yet to acknowledge CTAC as a funder on its website, social media, through signage/banners, or on printed materials.

Invoices Up to Date	Y
Invoicing Timely <sup>1</sup>	N
Spent	\$55,399
Allocated	\$142,569
Insurance Policy <sup>2</sup>	Y
Communications <sup>3</sup>	Y
CTAC Acknowledgement <sup>4</sup>	N



### Comments:

<sup>1</sup> Section 4. Part E. Invoices are due by the 15<sup>th</sup> of every month.

<sup>2</sup> Insurance Policy requirements are specified in "Attachment C: Insurance Requirements"

<sup>3</sup> Section 25. Communications: The Contractor shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The Contractor agrees to notify the CTAC Contract Manager of any changes in e-mail, staff, Board of Directors, postal mailing address, etc. within twenty-four (24) hours of the change. The Contractor agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The contractor is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

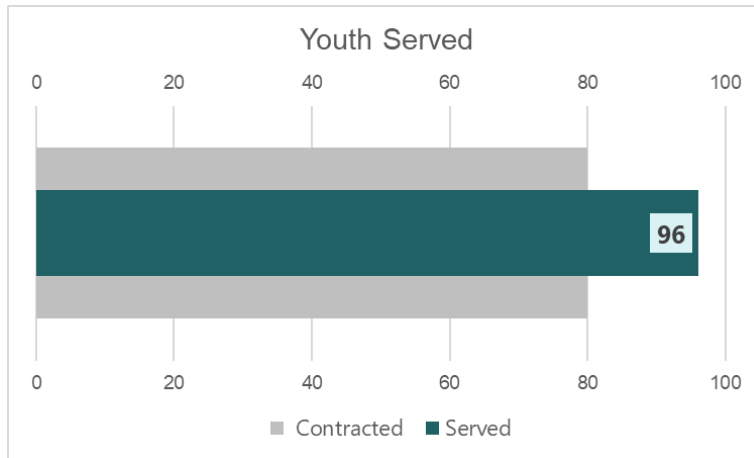
<sup>4</sup> Section 29. Award Acknowledgement of Support: Contractor agrees to acknowledge the CTAC's support in as specified on the CTAC website: <https://www.childrenstrustofalachuacounty.us/programs/page/provider-resources>

## Performance Measures<sup>5</sup>

### How many youth are served?

➔ At the mid-point, provider has enrolled 96 of 80 expected youth and surpassed the target.

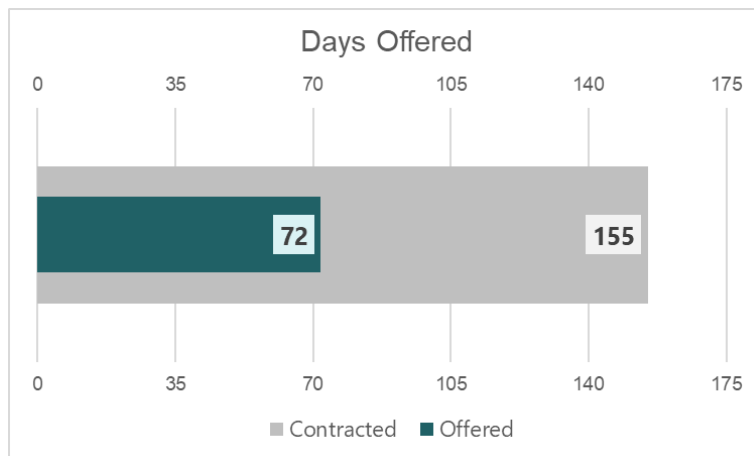
Youth Served	96
Youth Contracted	80



### How many days were offered?

➔ At the mid-point, provider has offered 72 of 155 program days (46%) and is on target for meeting this program target.

Days Offered	72
Days Contracted	155

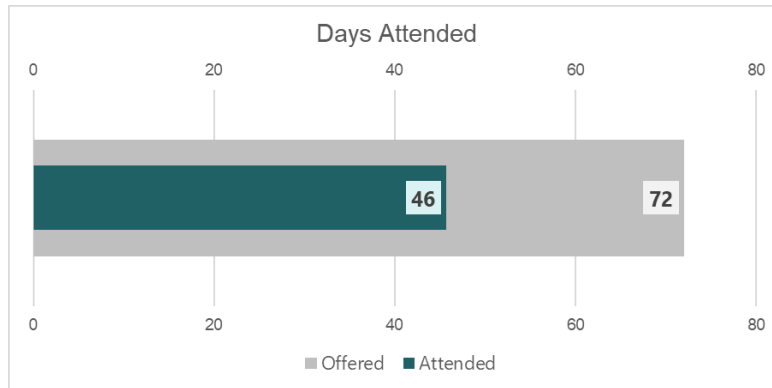


<sup>5</sup> Performance Measures are specified in **Attachment E** of the Afterschool Program contracts.

**How many days did youth attend?**

➔ Thus far, youth attend on average 46 days out of 72 program days offered (64%). Less than half of youth enrolled have attended 70% or more of program days (42%). Provider is not on target to meet the contract target of 90% of youth will attend 70% or more of program days.

Average Attendance	45.7
Attended 70% or more of Program Days	42%



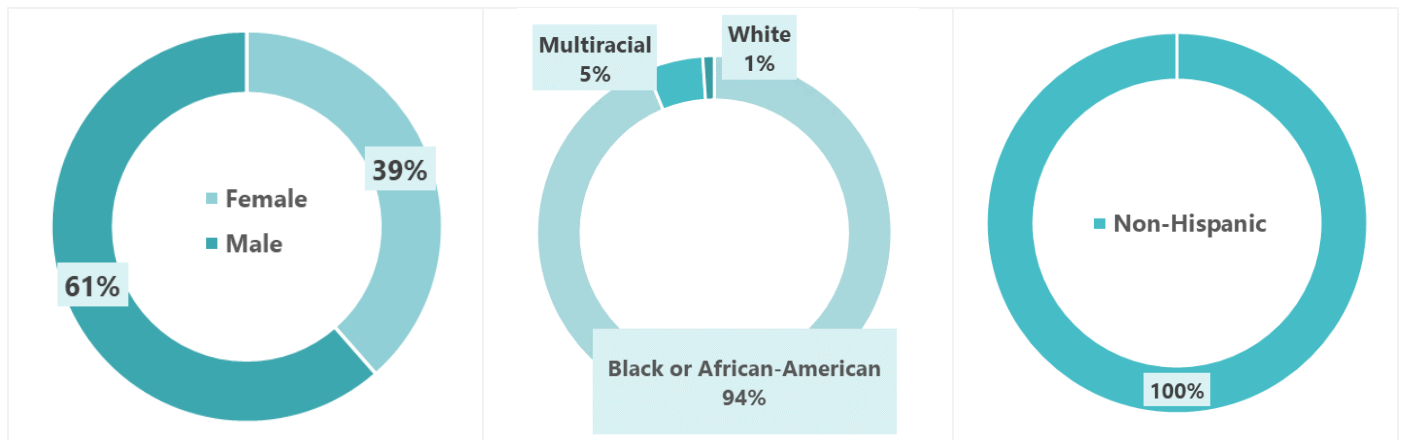
Comments: Across the board attendance metrics are low, within CTAC funded afterschool and beyond. COVID closures and illness especially in November thru January had some impact on the diminished attendance rates.

## Population Focus<sup>6</sup>

### Who are the youth served?

- The average age of youth served is 10.3 years old and ranged from five to sixteen years old.. All youth reside in Gainesville. Ninety four percent of youth are Black or African American, five percent are Multiracial, and one percent White. All youth identified as non-Hispanic.
- According to data submitted, 100% of youth qualified for a scholarship based on a family income at or below 200% of the federal poverty level. Documentation verifying scholarship eligibility was not available during the initial site monitoring. All youth are Alachua County residents.

Average Age	10.3 years
Alachua County resident	Y
Scholarship Verification	N



Comments: Both sites are using free and reduce lunch information from the schools to meet the requirements of eligibility for Trust funds, but at this time the Boys' & Girls' Club need to obtain more information, because all Alachua County students are receiving free and reduce breakfast and lunch.

<sup>6</sup> The target population and scholarship criteria appear on page 6 section **D. Scope of Services** in the Afterschool Programming RFP 2021-06. The Children's Trust of Alachua County is authorized to provide services for children within the boundaries of the Alachua County, see: [Chapter 26. - Children's Trust, Independent Special District](#)

## Service Delivery<sup>7</sup>

### Is the program implemented with quality?

- Children’s Trust staff completed a site visit on 2/16/2022 for the Northwest site, and on 2/28/2022 for the Woodland Park site. Both sites are located in Gainesville. Staff met with provider staff, observed the program activities, and reviewed documents. Provider is meeting expectations in all areas.

Provider Site:	Northwest	Woodland
Environmental Safety	Y	Y
Background Checks	Y	Y
CPR Certification	Y	Y
Staff to Youth Ratio	1:20	1:10
Delivery of Activities	Y	Y
Youth Engagement	Y	Y

Comments: The students were very engaged at both sites as we observed different programs during our visit.

## Data Quality<sup>8</sup>

- Data is being collected and submitted as outlined in the contract. Data reviewed on-site was consistent with the data submitted. Provider was reminded to complete youth/family surveys as they exit and at the end of the school year.

Data Collection Process	Y
Data Quality	Y
Data Timeliness	Y
Survey Completion	N

Comments: Data submission is consistent at this time. Please follow-up with comments provided in the site monitoring report.

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<sup>7</sup> Service delivery expectations were outlined in **D. Scope of Services** in the Afterschool Programming RFP 2021-06.

<sup>8</sup> Data collection expectations were outline in **Attachment 5 Data and Reporting** in the Afterschool Programming RFP 2021-06 and in **Attachment E** of the Afterschool Program contracts. A data collection training was offered and the recording is available on the Children’s Trust YouTube. Monthly data is due to be submitted with invoices on the 15<sup>th</sup> as specified in the contract.

**Agency Name:** Boys' and Girls' Clubs of Northeast Florida, Inc.

**Contract Number:** 13205

**Fiscal Year 2022**

**Review Completed:** 3/31/2022

**Participating Provider Staff:**

- Laban Doyle, Executive Area Director
- Valerie White, Unit Director, Northwest
- Kendrick Hill, Unit Director, Woodland Park

**Participating CTAC Staff:**

- Deon Carruthers, Contract Manager
- Nicole Odom, Fiscal Assistant
- Bonnie Wagner, Research, Planning, and Evaluation Coordinator



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### Deeper Purpose Kids Academy

<i>Area of Review</i>		<i>What's Included?</i>	<i>Progress to Date</i>
Fiscal and Operations		(invoicing, administrative)	Advancing
Performance Measures	Youth Enrolled	(youth enrolled vs contracted)	Advancing
	Days Offered	(program days offered)	Emerging
	Days Attended	(youth attendance rates)	Emerging
Population Focus		(demographics, scholarship)	Advancing
Service Delivery		(safety, ratios, engagement)	Advancing
Data Quality		(data collection, quality)	Advancing

### Recommended for Renewal: Yes

**Summary:** Provider is on track to meet their enrollment, which demonstrates the program's connection with youth and families who are able benefit from services. Services are being delivered as specified in the contract and youth observed were well engaged in program activities. Data is being collected as expected and sampling showed reasonable accuracy when reviewed on site.

Provider has been responsive to CTAC. Invoices are being received on time and are up to date. Provider has made efforts to acknowledge CTAC's support. The number of program days offered is lower than expected. It would be great to explore possibilities for enhancing program attendance and understanding reasons why youth are not attending more.

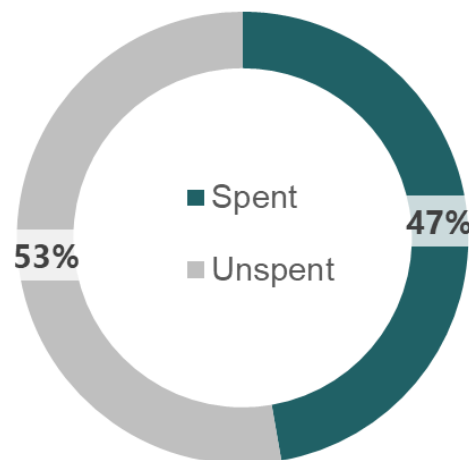
#### Rating Scale:

- **Emerging:** Performance and implementation is meeting some contracted requirements, and some improvements are needed to meet all requirements.
- **Advancing:** Performance and implementation meet and may exceed some contracted requirements.
- **Mastering:** Performance and implementation are exceptional and substantially above the contracted requirements.

## Fiscal and Operations

→ Provider invoices are currently up to date (Oct thru Jan) and are submitted on time. Invoicing through January 2022 shows 47% of the funding allocation has been expended. Provider has required insurance policies in place. Communication practices have been good, and provider is responsive. Provider has acknowledged CTAC as a funder on its social media on several occasions and during its efforts to recruit families.

Invoices Up to Date	Y
Invoicing Timely <sup>1</sup>	Y
Spent	\$34,104
Allocated	\$72,175
Insurance Policy <sup>2</sup>	Y
Communications <sup>3</sup>	Y
CTAC Acknowledgement <sup>4</sup>	Y



### Comments:

<sup>1</sup> Section 4. Part E. Invoices are due by the 15<sup>th</sup> of every month.

<sup>2</sup> Insurance Policy requirements are specified in "Attachment C: Insurance Requirements"

<sup>3</sup> Section 25. Communications: The Contractor shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The Contractor agrees to notify the CTAC Contract Manager of any changes in e-mail, staff, Board of Directors, postal mailing address, etc. within twenty-four (24) hours of the change. The Contractor agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The contractor is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

<sup>4</sup> Section 29. Award Acknowledgement of Support: Contractor agrees to acknowledge the CTAC's support in as specified on the CTAC website: <https://www.childrenstrustofalachuacounty.us/programs/page/provider-resources>

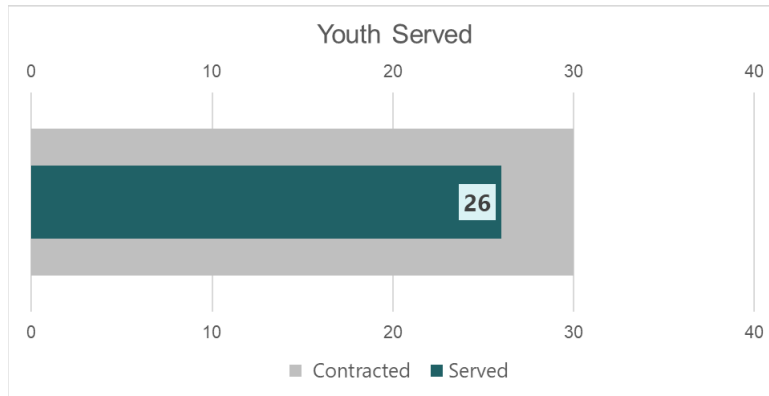


## Performance Measures<sup>5</sup>

### How many youth are served?

→ At the mid-point, provider has enrolled 26 of 30 expected youth.

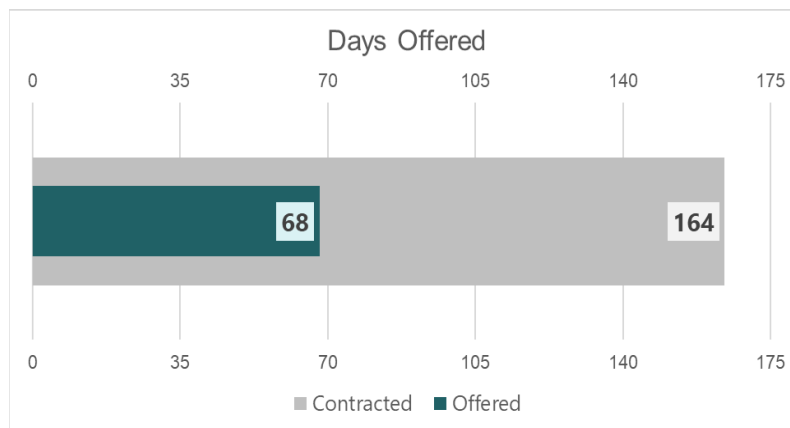
Youth Served	26
Youth Contracted	30



### How many days were offered?

→ At the mid-point, provider has offered 68 of 164 program days (41%) and it is not likely provider will meet this program target.

Days Offered	68
Days Contracted	164



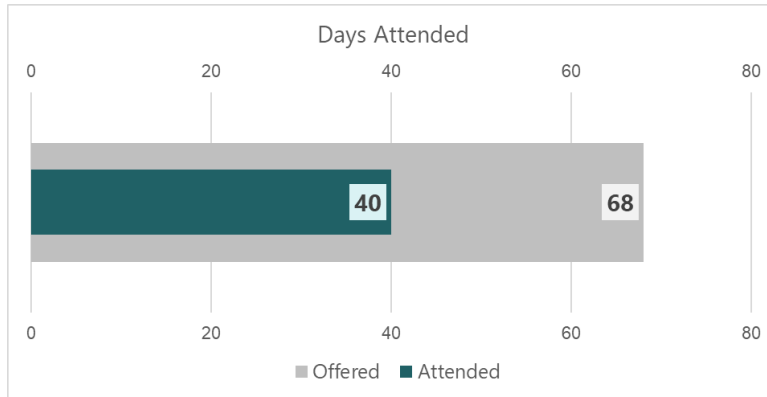
Comments: Please check to see if the program days entered in the spreadsheet are accurate.

<sup>5</sup> Performance Measures are specified in **Attachment E** of the Afterschool Program contracts.

**How many days did youth attend?**

➔ Thus far, youth attend on average 40 days out of 68 program days offered (64%). Less than half of youth enrolled have attended 70% or more of program days (35%). Provider is not on track to meet the contract target of 90% of youth will attend 70% or more of program days.

Average Attendance	40.0
Attended 70% or more of Program Days	35%



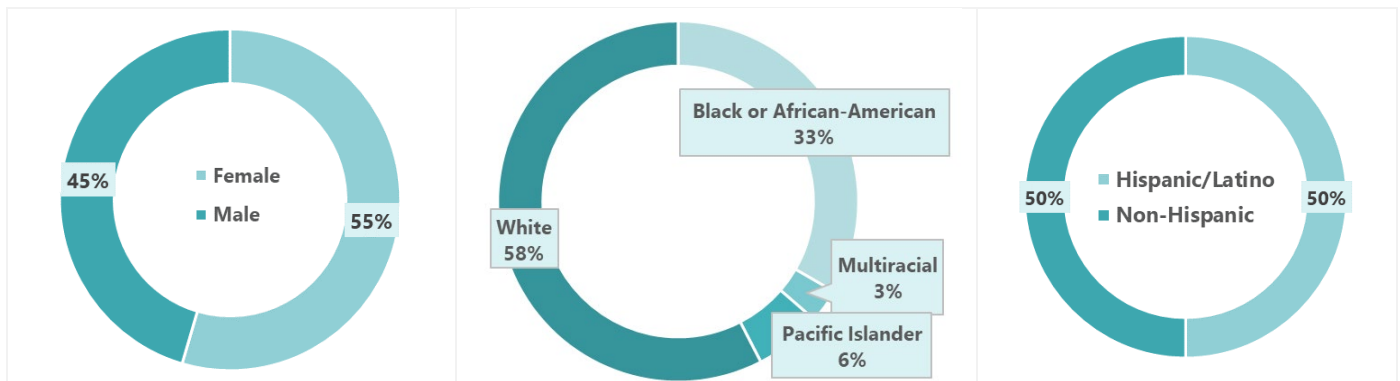
Comments: Across the board attendance metrics are low, within CTAC funded afterschool and beyond. COVID closures and illness especially in November thru January played a part in diminished attendance rates.

## Population Focus<sup>6</sup>

### Who are the youth served?

- ➔ The average age of youth served is 7.6 years old and ranged from five to eleven years old. Youth are residents of High Springs (69%), Alachua (23%), and Gainesville (8%). Fifty-eight percent of youth are White, thirty-three percent are Black or African American, six percent are Pacific Islanders, and three percent Multiracial. Half of youth identified as Hispanic.
- ➔ Most youth qualified for a scholarship based on a being a recipient of SNAP benefits (69%), or indicated they had special learning needs (27%). All youth are Alachua County residents.

Average Age	7.6 years
Alachua County resident	Y
Scholarship Verification	Y



Comments: Deeper Purpose needed to provide more income verification for some of the students during our visit. The information needed has been provided by Deeper Purpose and approved by the contract manager.

<sup>6</sup> The target population and scholarship criteria appear on page 6 section **D. Scope of Services** in the Afterschool Programming RFP 2021-06. The Children’s Trust of Alachua County is authorized to provide services for children within the boundaries of the Alachua County, see: [Chapter 26. - Children's Trust, Independent Special District](#)

## Service Delivery<sup>7</sup>

### Is the program implemented with quality?

- Children’s Trust staff completed a site visit on 2/15/2022 to the afterschool program site in High Springs. Staff met with provider staff, observed the program activities, and reviewed documents. Provider is meeting expectations in all areas.

Provider Site:	Kids Academy
Environmental Safety	Y
Background Checks	Y
CPR Certification	Y
Staff to Youth Ratio	1:10
Delivery of Activities	Y
Youth Engagement	Y

Comments: Deeper purpose offers one on one for most of the students during tutoring sessions. All the students and staff interacted well with each other, and the energy was very calm and cheerful.

## Data Quality<sup>8</sup>

- Data is being collected and submitted as outlined in the contract. Data reviewed on-site was reasonably consistent with the data submitted. Improvements have been made to make tracking attendance easier moving forward. Data is on-time each month. CTAC staff reminded provider to complete satisfaction surveys as children exit. Provider has since started collecting surveys from families.

Data Collection Process	Y
Data Quality	Y
Data Timeliness	Y
Survey Completion	Y

Comments: Please follow-up with comments provided in the site monitoring report.

<sup>7</sup> Service delivery expectations were outlined in **D. Scope of Services** in the Afterschool Programming RFP 2021-06.

<sup>8</sup> Data collection expectations were outline in **Attachment 5 Data and Reporting** in the Afterschool Programming RFP 2021-06 and in **Attachment E** of the Afterschool Program contracts. A data collection training was offered and the recording is available on the Children’s Trust YouTube. Monthly data is due to be submitted with invoices on the 15<sup>th</sup> as specified in the contract.

**Agency Name:** Deeper Purpose Community Church, Inc.

**Contract Number:** 13207

**Fiscal Year 2022**

**Review Completed:** 3/31/2022

**Participating Provider Staff:**

- Adam Joy, Founder

**Participating CTAC Staff:**

- Deon Carruthers, Contract Manager
- Nicole Odom, Fiscal Assistant
- Bonnie Wagner, Research, Planning, and Evaluation Coordinator



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### Gainesville Circus

Area of Review		What's Included?	Progress to Date
Fiscal and Operations		(invoicing, administrative)	Advancing
Performance Measures	Youth Enrolled	(youth enrolled vs contracted)	Advancing
	Days Offered	(program days offered)	Advancing
	Days Attended	(youth attendance rates)	Emerging
Population Focus		(demographics, scholarship)	Advancing
Service Delivery		(safety, ratios, engagement)	Advancing
Data Quality		(data collection, quality)	Emerging

### Recommended for Renewal: Yes

**Summary:** Provider is on track to meet their enrollment, which demonstrates the program's connection with youth and families who are able benefit from services. Services are being delivered as specified in the contract and youth observed were well engaged in program activities. The number of program days offered are as expected.

Provider has been responsive to CTAC. Invoices are being received on time and are up to date. Provider has made efforts to acknowledge CTAC's support. Data is being collected, is submitted on time, and provider has initiated survey collection. Data reviewed has inconsistencies and missing information and is need of some improvement. It would be great to explore possibilities for enhancing program attendance and understanding reasons why youth are not attending more.

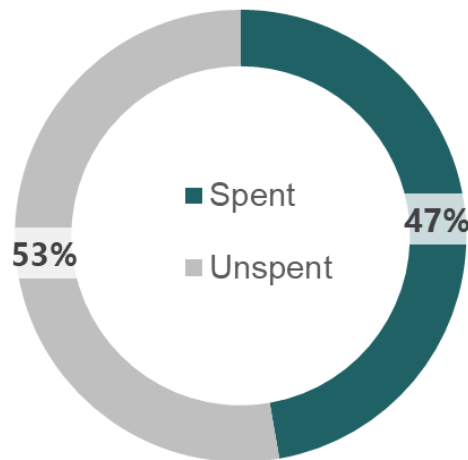
#### Rating Scale:

- **Emerging:** Performance and implementation is meeting some contracted requirements, and some improvements are needed to meet all requirements.
- **Advancing:** Performance and implementation meet and may exceed some contracted requirements.
- **Mastering:** Performance and implementation are exceptional and substantially above the contracted requirements.

## Fiscal and Operations

➔ Provider invoices are currently up to date (Oct thru Jan) and are submitted on time. Invoicing through January 2022 shows 47% of the funding allocation has been expended. Provider has required insurance policies in place. Communication practices have been good, and provider is responsive. Provider has acknowledged CTAC as a funder on its website and included our logo on social media posts.

Invoices Up to Date	Y
Invoicing Timely <sup>1</sup>	Y
Spent	\$44,550
Allocated	\$95,539
Insurance Policy <sup>2</sup>	Y
Communications <sup>3</sup>	Y
CTAC Acknowledgement <sup>4</sup>	Y



Comments: Gainesville Circus Center continues to submit invoices in a timely manner and meet deliverables monthly.

<sup>1</sup> Section 4. Part E. Invoices are due by the 15<sup>th</sup> of every month.

<sup>2</sup> Insurance Policy requirements are specified in "Attachment C: Insurance Requirements"

<sup>3</sup> Section 25. Communications: The Contractor shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The Contractor agrees to notify the CTAC Contract Manager of any changes in e-mail, staff, Board of Directors, postal mailing address, etc. within twenty-four (24) hours of the change. The Contractor agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The contractor is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

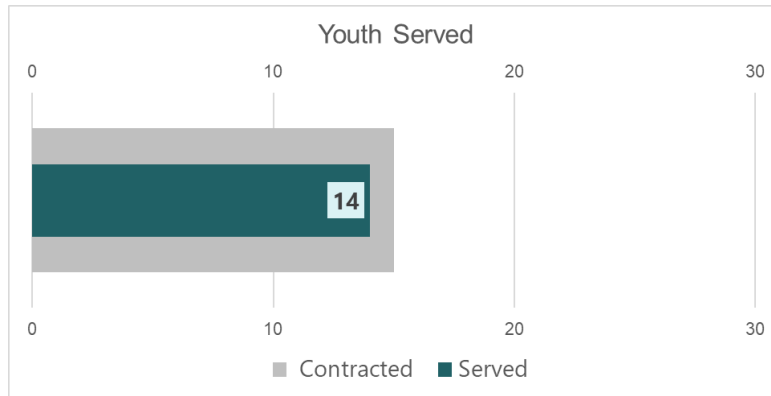
<sup>4</sup> Section 29. Award Acknowledgement of Support: Contractor agrees to acknowledge the CTAC's support in as specified on the CTAC website: <https://www.childrenstrustofalachuacounty.us/programs/page/provider-resources>

## Performance Measures<sup>5</sup>

### How many youth are served?

→ At the mid-point, provider has enrolled 14 of 15 expected youth.

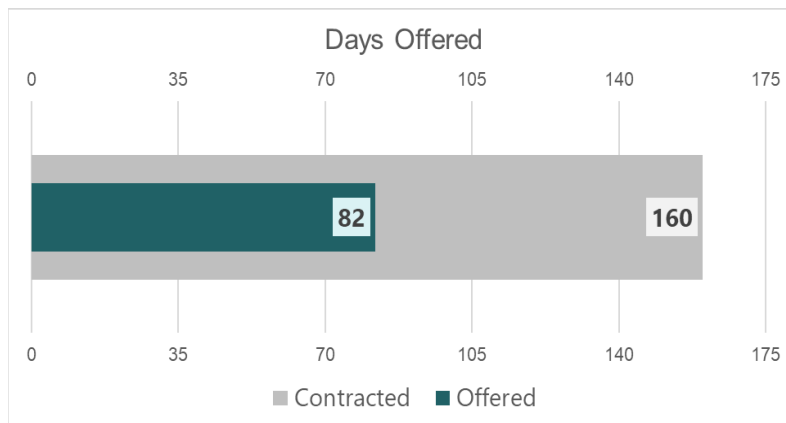
Youth Served	14
Youth Contracted	15



### How many days were offered?

→ At the mid-point, provider has offered 68 of 164 program days (51%) and is on track to meet this program target.

Days Offered	68
Days Contracted	164



Comments: Gainesville Circus Center continues to make progress toward meeting their performance measures. We can track their progress through data collection form.

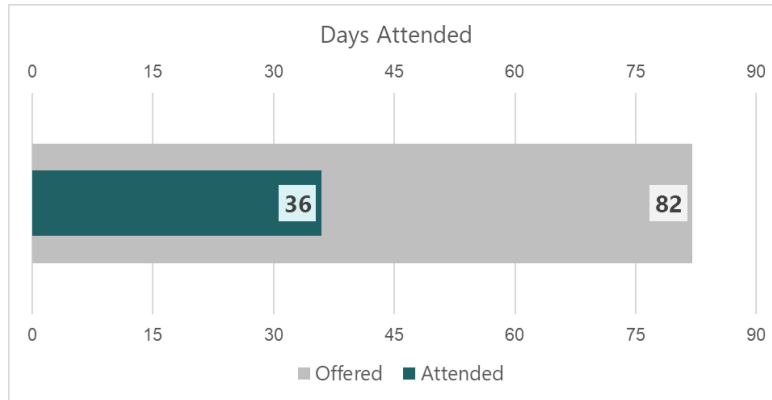
<sup>5</sup> Performance Measures are specified in **Attachment E** of the Afterschool Program contracts.



**How many days did youth attend?**

➔ Thus far, youth attend on average 36 days out of 82 program days offered (44%). None of youth enrolled have attended 70% or more of program days (0%). Provider is not on target to meet the contract target of 90% of youth will attend 70% or more of program days.

Average Attendance	35.9
Attended 70% or more of Program Days	0%



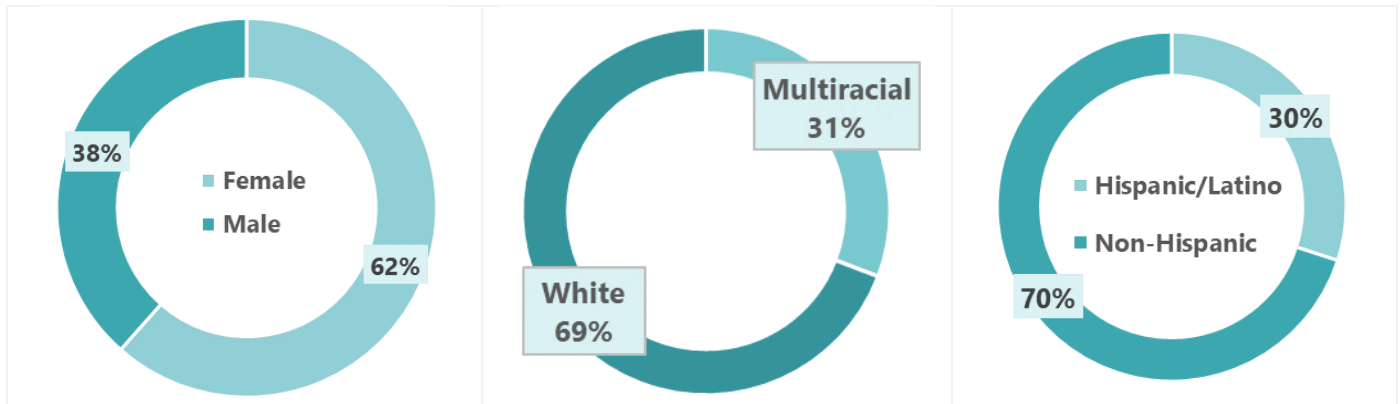
Comments: Across the board attendance metrics are low, within CTAC funded afterschool and beyond. COVID closures and illness especially in November thru January may have diminished attendance rates. It would be helpful to explore why attendance is lower than anticipated and brainstorm potential solutions for improving program attendance.

## Population Focus<sup>6</sup>

### Who are the youth served?

- The average age of youth served is 8.6 years old and ranged from five to thirteen years old. All youth reside in Gainesville. Sixty-nine percent of youth identified White as their race and thirty-one percent Multiracial. Thirty percent reported they were Hispanic.
- Most youth qualified for a scholarship based on a family income between 200-400% of the federal poverty threshold (77%), and the remaining twenty-three indicated they were under 200% of the federal poverty line. All youth are Alachua County residents.

Average Age	8.6 years
Alachua County resident	Y
Scholarship Verification	Y



Comments: As the contract manager, I have reviewed Gainesville Circus Center data collection form as well as on site observation of the population served. The information provided on students' gender, race and ethnicity was reflective within the group.

<sup>6</sup> The target population and scholarship criteria appear on page 6 section **D. Scope of Services** in the Afterschool Programming RFP 2021-06. The Children's Trust of Alachua County is authorized to provide services for children within the boundaries of the Alachua County, see: [Chapter 26. - Children's Trust, Independent Special District](#)

## Service Delivery<sup>7</sup>

### Is the program implemented with quality?

- Children’s Trust staff completed a site visit on 2/22/2022 to the afterschool program site in Gainesville. Staff met with provider staff, observed the program activities, and reviewed documents. Provider is meeting expectations in all areas.

Provider Site:	Gainesville Circus
Environmental Safety	Y
Background Checks	Y
CPR Certification	Y
Staff to Youth Ratio	1:8
Delivery of Activities	Y
Youth Engagement	Y

Comments: As the contract manager, I observed and verified compliance in the following areas: Environmental Safety, Background Checks, CPR Certification, Staff to Youth Ratio, Delivery of Activities and Youth Engagement.

## Data Quality<sup>8</sup>

- Data is being collected and submitted as outlined in the contract. Data reviewed on-site was inconsistent with the data submitted particularly with attendance. The data collection process was also inconsistent with a variety of enrollment forms in use. Provider has initiated conducting satisfaction surveys with their families. Data is submitted on time.

Data Collection Process	Y
Data Quality	N
Data Timeliness	Y
Survey Completion	Y

Comments: Please follow-up with comments provided in the site monitoring report. Please consider ways to improve consistency in tracking attendance moving forward.

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<sup>7</sup> Service delivery expectations were outlined in **D. Scope of Services** in the Afterschool Programming RFP 2021-06.

<sup>8</sup> Data collection expectations were outline in **Attachment 5 Data and Reporting** in the Afterschool Programming RFP 2021-06 and in **Attachment E** of the Afterschool Program contracts. A data collection training was offered and the recording is available on the Children’s Trust YouTube. Monthly data is due to be submitted with invoices on the 15<sup>th</sup> as specified in the contract.

**Agency Name:** Gainesville Circus Center, Inc.

**Contract Number:** 13210

**Fiscal Year 2022**

**Review Completed:** 3/31/2022

**Participating Provider Staff:**

- Corey Cheval, Executive Director

**Participating CTAC Staff:**

- Belita James, Contract Manager
- Nicole Odom, Fiscal Assistant
- Bonnie Wagner, Research, Planning, and Evaluation Coordinator



## Afterschool Renewal Report - FY2022

The following mid-year review is presented as a tool for bringing together and examining program implementation across several areas. The intent of this review is to guide quality improvement discussions and to aid in our annual renewal process. This the first systematic review of afterschool programs in their initial year of implementation as a CTAC funded provider.

### Girls Place

<i>Area of Review</i>		<i>What's Included?</i>	<i>Progress to Date</i>
Fiscal and Operations		(invoicing, administrative)	Emerging
Performance Measures	Youth Enrolled	(youth enrolled vs contracted)	Emerging
	Days Offered	(program days offered)	Advancing
	Days Attended	(youth attendance rates)	Emerging
Population Focus		(demographics, scholarship)	Emerging
Service Delivery		(safety, ratios, engagement)	Advancing
Data Quality		(data collection, quality)	Advancing

### Recommended for Renewal: Yes

**Summary:** Services are being delivered as specified in the contract and youth observed were well engaged in program activities. It is possible they may not meet the expected enrollment target given no additional children have been enrolled to date. Data is being collected as expected and sampling showed high levels on accuracy when reviewed on site.

For the first few months invoicing for the after-school program was behind but is current as of today for the time period examined (October thru January). Individual level scholarship eligibility documentation is needed, which provider shared they are in the process of acquiring. Please acknowledge CTAC per provider communication guidelines.

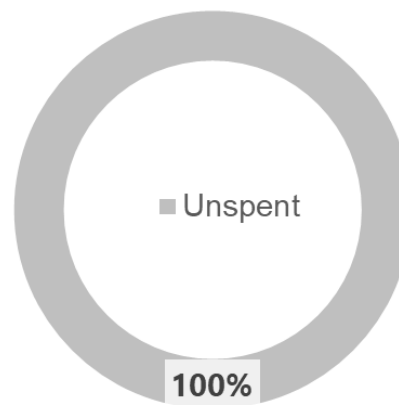
### Rating Scale:

- **Emerging:** Performance and implementation is meeting some contracted requirements, and some improvements are needed to meet all requirements.
- **Advancing:** Performance and implementation meet and may exceed some contracted requirements.
- **Mastering:** Performance and implementation are exceptional and substantially above the contracted requirements.

## Fiscal and Operations

- Provider has just recently resubmitted invoices on 3/30/2022 for expenses incurred in October thru January and they are under review. None of the funding allocation has been expended. Provider has required insurance policies in place. Communication practices have been good, and provider is responsive. Provider not acknowledged CTAC as a funder on its website, social media, through signage/banners, or on printed materials.

Invoices Up to Date	Y
Invoicing Timely <sup>1</sup>	N
Spent	\$0
Allocated	\$120,238
Insurance Policy <sup>2</sup>	Y
Communications <sup>3</sup>	Y
CTAC Acknowledgement <sup>4</sup>	N



Comments: Provider initially submitted invoicing for October thru January on 2/13/2022. CTAC Fiscal Assistant and Provider discussed these submissions as methodology was unclear. In reviewing reimbursement request, errors were identified, and provider needed to resubmit invoices. Resubmissions were received 3/30/2022 and are under review.

<sup>1</sup> Section 4. Part E. Invoices are due by the 15<sup>th</sup> of every month.

<sup>2</sup> Insurance Policy requirements are specified in "Attachment C: Insurance Requirements"

<sup>3</sup> Section 25. Communications: The Contractor shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The Contractor agrees to notify the CTAC Contract Manager of any changes in e-mail, staff, Board of Directors, postal mailing address, etc. within twenty-four (24) hours of the change. The Contractor agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The contractor is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

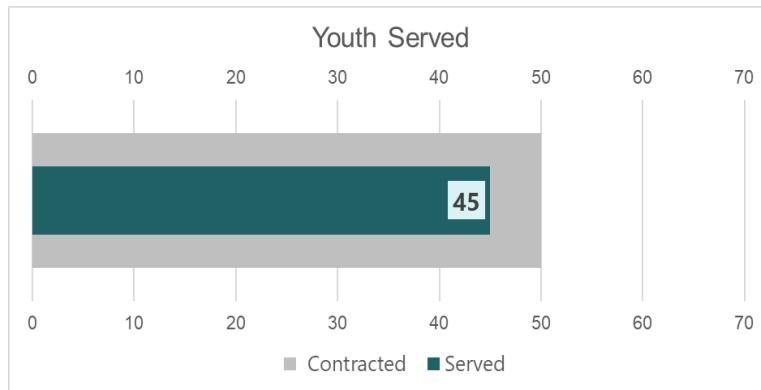
<sup>4</sup> Section 29. Award Acknowledgement of Support: Contractor agrees to acknowledge the CTAC's support in as specified on the CTAC website: <https://www.childrenstrustofalachuacounty.us/programs/page/provider-resources>

## Performance Measures<sup>5</sup>

### How many youth are served?

- ➔ At the mid-point, provider has enrolled 45 of 50 expected youth. It is possible they may not meet the expected target given no additional children have been enrolled to date.

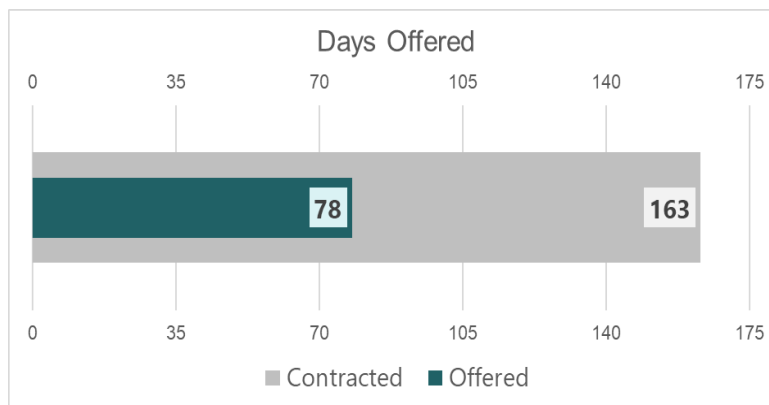
Youth Served	45
Youth Contracted	50



### How many days were offered?

- ➔ At the mid-point, provider has offered 78 of 163 program days (48%) and is on target for meeting this program target.

Days Offered	78
Days Contracted	163

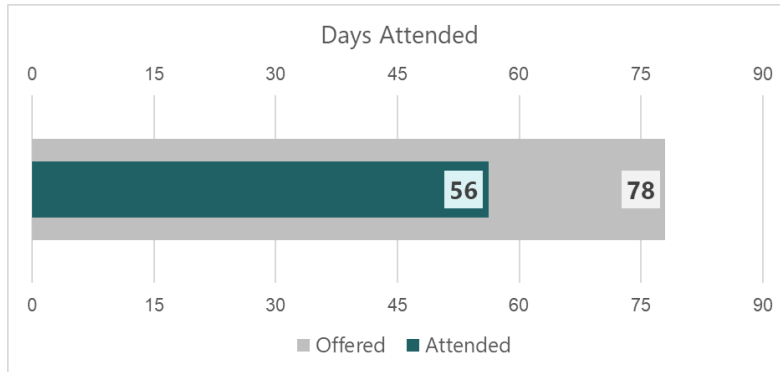


<sup>5</sup> Performance Measures are specified in **Attachment E** of the Afterschool Program contracts.

**How many days did youth attend?**

➔ Thus far, youth attend on average 56 days out of 78 program days offered (72%). More than two thirds of youth enrolled have attended 70% or more of program days (69%). Provider is not on track to meet the contract target of 90% of youth will attend 70% or more of program days.

Average Attendance	56.2
Attended 70% or more of Program Days	69%



Comments: Across the board attendance metrics are low, within CTAC funded afterschool and beyond. COVID closures and illness especially in November thru January played a part in the diminished attendance rates.

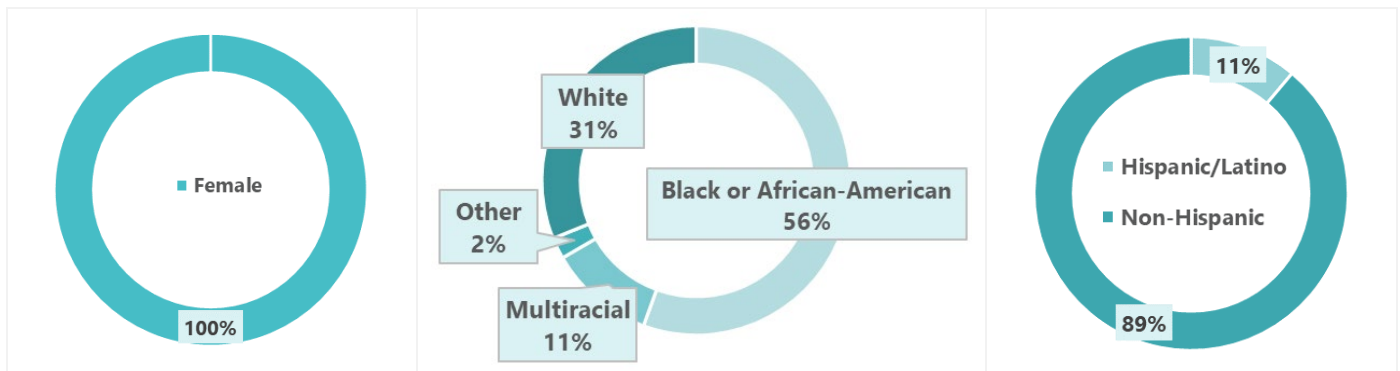


## Population Focus<sup>6</sup>

### Who are the youth served?

- ➔ The average age of youth served is 9.2 years old and ranged from five to fourteen years old. Nearly all youth reside in Gainesville. Fifty-six percent of youth are Black or African American, thirty-one percent are White, eleven percent are Multiracial, and two percent Other. All youth identified as non-Hispanic.
- ➔ Most youth qualified for a scholarship based on a family income under 200% of the federal poverty (64%), twenty percent were between 200-400%, and the remaining sixteen percent no data was provided to indicate how they qualify. Documentation verifying scholarship eligibility was not available during the initial site monitoring. All youth are Alachua County residents.

Average Age	9.2 years
Alachua County resident	Y
Scholarship Verification	N



### Comments:

<sup>6</sup> The target population and scholarship criteria appear on page 6 section **D. Scope of Services** in the Afterschool Programming RFP 2021-06. The Children’s Trust of Alachua County is authorized to provide services for children within the boundaries of the Alachua County, see: [Chapter 26. - Children's Trust, Independent Special District](#)

## Service Delivery<sup>7</sup>

### Is the program implemented with quality?

- Children’s Trust staff completed a site visit on 3/2/2022 to the Gainesville site location. Staff met with provider staff, observed the program activities, and reviewed documents. Provider is meeting expectations in all areas.

Provider Site:	Girls Place
Environmental Safety	Y
Background Checks	Y
CPR Certification	Y
Staff to Youth Ratio	1:20
Delivery of Activities	Y
Youth Engagement	Y

### Comments:

***During the site visit, youth and staff were very engaged with each other as we observed activities occurring outdoors as a group and indoors based on age groups.***

## Data Quality<sup>8</sup>

- Data is being collected and submitted as outlined in the contract. Data reviewed on-site was reasonably consistent with the data submitted. Data submissions are up to date currently. Provider was reminded to complete youth/family surveys as they exit and at the end of the school year.

Data Collection Process	Y
Data Quality	Y
Data Timeliness	Y
Survey Completion	N

### Comments:

Data submissions are current at this time. Girls Place has a shortage of transportation staff, which staff has been task with helping with transportation duties.

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<sup>7</sup> Service delivery expectations were outlined in **D. Scope of Services** in the Afterschool Programming RFP 2021-06.

<sup>8</sup> Data collection expectations were outline in **Attachment 5 Data and Reporting** in the Afterschool Programming RFP 2021-06 and in **Attachment E** of the Afterschool Program contracts. A data collection training was offered and the recording is available on the Children’s Trust YouTube. Monthly data is due to be submitted with invoices on the 15<sup>th</sup> as specified in the contract.

**Agency Name:** Girls Place, Inc.

**Contract Number:** 13205

**Fiscal Year 2022**

**Review Completed:** 3/31/2022

**Participating Provider Staff:**

- Christi Arrington, Executive Director
- Nevada Smith, Program Director

**Participating CTAC Staff:**

- Deon Carruthers, Contract Manager
- Nicole Odom, Fiscal Assistant
- Bonnie Wagner, Research, Planning, and Evaluation Coordinator



## Afterschool Renewal Report - FY2022

The following mid-year review is presented as a tool for bringing together and examining program implementation across several areas. The intent of this review is to guide quality improvement discussions and to aid in our annual renewal process. This the first systematic review of afterschool programs in their initial year of implementation as a CTAC funded provider.

### Kids Count

Area of Review		What's Included?	Progress to Date
Fiscal and Operations		(invoicing, administrative)	Advancing
Performance Measures	Youth Enrolled	(youth enrolled vs contracted)	Advancing
	Days Offered	(program days offered)	Advancing
	Days Attended	(youth attendance rates)	Emerging
Population Focus		(demographics, scholarship)	Advancing
Service Delivery		(safety, ratios, engagement)	Advancing
Data Quality		(data collection, quality)	Advancing

### Recommended for Renewal: Yes

**Summary:** Provider was able to surpass the enrollment target, which demonstrates the program's connection with youth and families who are able benefit from services. Services are being delivered as specified in the contract and youth observed were well engaged in program activities.

Provider has been responsive to CTAC. Invoices are being received on time and are up to date. Data is being collected, is submitted on time, is consistent, and well-organized. Please acknowledge CTAC per provider communication guidelines.

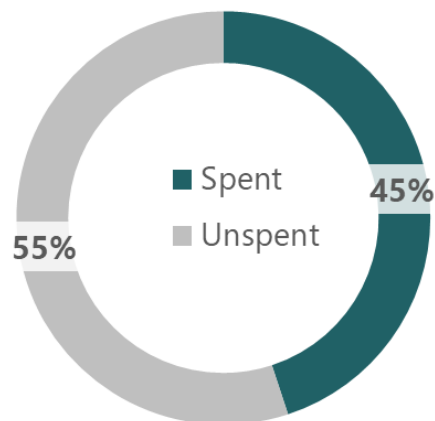
### Rating Scale:

- **Emerging:** Performance and implementation is meeting some contracted requirements, and some improvements are needed to meet all requirements.
- **Advancing:** Performance and implementation meet and may exceed some contracted requirements.
- **Mastering:** Performance and implementation are exceptional and substantially above the contracted requirements.

## Fiscal and Operations

➔ Provider invoices are currently up to date (Oct thru Jan) and are submitted on time. Invoicing through January 2022 shows 45% of the funding allocation has been expended. Provider has required insurance policies in place. Communication practices have been good, and provider is responsive. Provider has been present for events, such as *Lights On Afterschool*, though has not acknowledged CTAC as a funder on its website, social media, through signage/banners, or on printed materials.

Invoices Up to Date	Y
Invoicing Timely <sup>1</sup>	Y
Spent	\$64,281
Allocated	\$143,025
Insurance Policy <sup>2</sup>	Y
Communications <sup>3</sup>	Y
CTAC Acknowledgement <sup>4</sup>	N



### Comments:

<sup>1</sup> Section 4. Part E. Invoices are due by the 15<sup>th</sup> of every month.

<sup>2</sup> Insurance Policy requirements are specified in "Attachment C: Insurance Requirements"

<sup>3</sup> Section 25. Communications: The Contractor shall maintain a working e-mail address and shall respond to e-mail communications from the CTAC Contract Manager within twenty-four (24) business hours from the time the e-mail was received electronically. The Contractor agrees to notify the CTAC Contract Manager of any changes in e-mail, staff, Board of Directors, postal mailing address, etc. within twenty-four (24) hours of the change. The Contractor agrees to add the e-mail and postal mailing addresses of the CTAC Contract Manager to any mailing lists utilized for the purpose of announcements, status reports, and the like. The contractor is responsible for ensuring that emails from CTAC are not diverted to its SPAM filter.

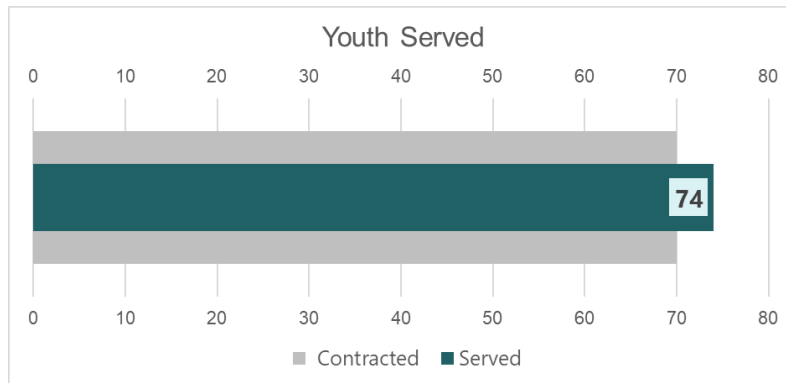
<sup>4</sup> Section 29. Award Acknowledgement of Support: Contractor agrees to acknowledge the CTAC's support in as specified on the CTAC website: <https://www.childrenstrustofalachuacounty.us/programs/page/provider-resources>

## Performance Measures<sup>5</sup>

### How many youth are served?

- ➔ At the mid-point, provider has enrolled 74 of 70 expected youth and has surpassed the youth enrollment target.

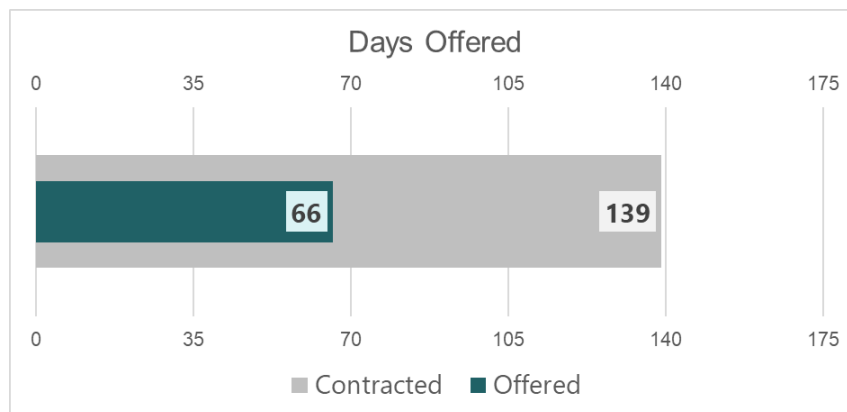
Youth Served	74
Youth Contracted	70



### How many days were offered?

- ➔ At the mid-point, provider has offered 66 of 139 program days (47%) and is on track to meet this program target.

Days Offered	66
Days Contracted	139



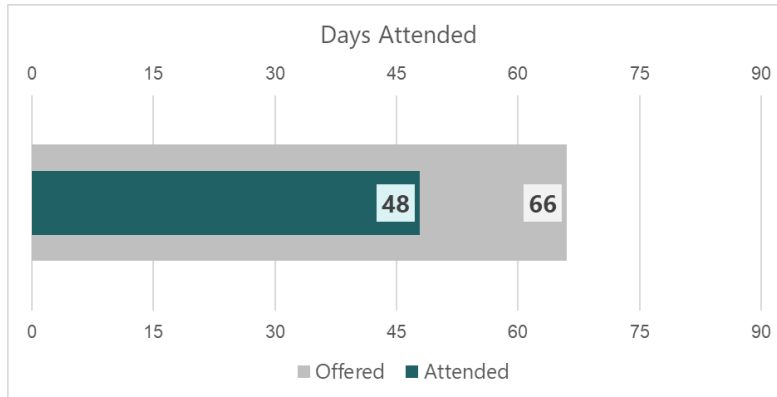
### Comments:

<sup>5</sup> Performance Measures are specified in **Attachment E** of the Afterschool Program contracts.

**How many days did youth attend?**

➔ Thus far, youth attend on average 48 days out of 66 program days offered (73%). Almost three quarters of youth enrolled have attended 70% or more of program days (74%). Provider is not on target to meet the contract target of 90% of youth will attend 70% or more of program days.

Average Attendance	47.9
Attended 70% or more of Program Days	74%



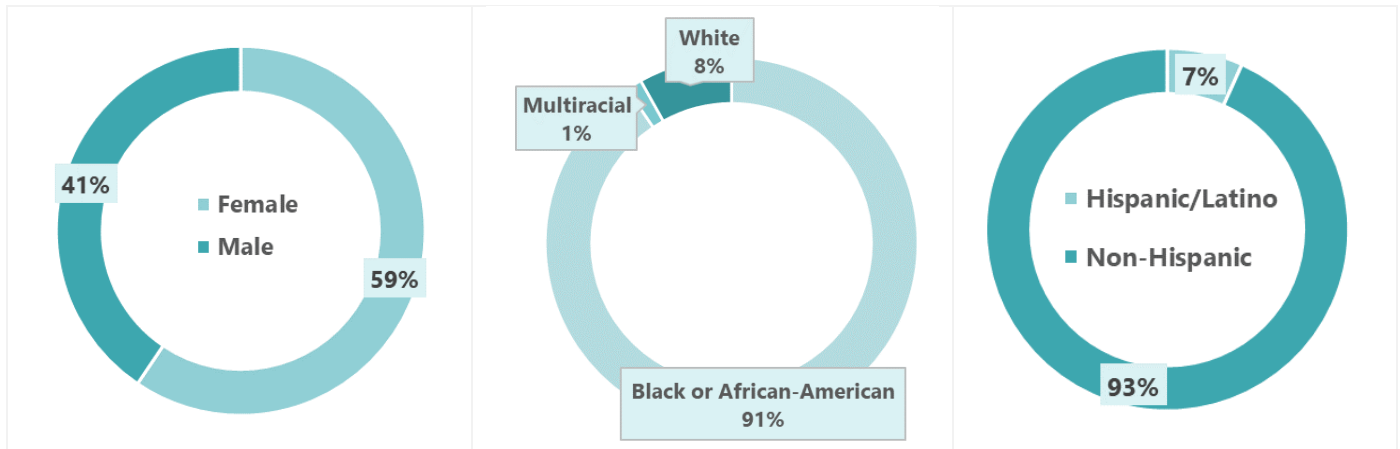
Comments: Across the board attendance metrics are low, within CTAC funded afterschool and beyond. COVID closures and illness especially in November thru January may have diminished attendance rates.

## Population Focus<sup>6</sup>

### Who are the youth served?

- The average age of youth served is 8.5 years old and ranged from five to ten years old. All youth reside in Gainesville. Ninety-one percent of are Black or African American, eight percent are White, and one percent Multiracial. Nearly all youth identified as non-Hispanic (93%).
- Most youth qualified for a scholarship based on a family income under 200% of the federal poverty (57%), through SNAP benefits (36%), three percent were between 200-400% of the FPL, and the remaining four percent no data was provided to indicate how they qualify. All youth are Alachua County residents.

Average Age	8.5 years
Alachua County resident	Y
Scholarship Verification	Y



### Comments:

<sup>6</sup> The target population and scholarship criteria appear on page 6 section **D. Scope of Services** in the Afterschool Programming RFP 2021-06. The Children’s Trust of Alachua County is authorized to provide services for children within the boundaries of the Alachua County, see: [Chapter 26. - Children's Trust, Independent Special District](#)



## Service Delivery<sup>7</sup>

### Is the program implemented with quality?

- ➔ Children’s Trust staff completed a site visit on 2/24/2022 to the afterschool program site at the Duval Early Learning Center and on 3/1/2022 to the Faith Mission site. Both sites are in Gainesville, Florida. Staff met with provider staff, observed the program activities, and reviewed documents. Provider is meeting expectations in all areas for both sites.

Provider Site:	Duval	Faith Mission
Environmental Safety	Y	Y
Background Checks	Y	Y
CPR Certification	Y	Y
Staff to Youth Ratio	1:15	1:10
Delivery of Activities	Y	Y
Youth Engagement	Y	Y

### Comments

During both site visits for after-school, students were very engaged and the classroom and outdoor activities had very positive energy.

## Data Quality<sup>8</sup>

- ➔ Data is being collected and submitted as outlined in the contract. Data reviewed on-site was consistent with the data submitted. Provider was well-organization was able to easily produce and verify information submitted to the Trust to provide reliable evidence of the work being funded on behalf of children. Data is consistently submitted on time. Provider has not completed any satisfaction surveys to date and was reminded to complete satisfaction surveys as children exit and at the end of the school year. Provider indicated they were unable to obtain surveys due to the child abruptly exiting the program.

Data Collection Process	Y
Data Quality	Y
Data Timeliness	Y
Survey Completion	N

Comments: All their submitted data was very organized during the CTAC staff site visit. Please see comments in site monitoring report.

<sup>7</sup> Service delivery expectations were outlined in **D. Scope of Services** in the Afterschool Programming RFP 2021-06.

<sup>8</sup> Data collection expectations were outline in **Attachment 5 Data and Reporting** in the Afterschool Programming RFP 2021-06 and in **Attachment E** of the Afterschool Program contracts. A data collection training was offered and the recording is available on the Children’s Trust YouTube. Monthly data is due to be submitted with invoices on the 15<sup>th</sup> as specified in the contract.

**Agency Name:** Kids Count in Alachua County, Inc.

**Contract Number:** 13209

**Fiscal Year 2022**

**Review Completed:** 3/31/2022

**Participating Provider Staff:**

- Keri Neel, Executive Director

**Participating CTAC Staff:**

- Deon Carruthers, Contract Manager
- Nicole Odom, Fiscal Assistant
- Bonnie Wagner, Research, Planning, and Evaluation Coordinator