

PROPOSAL

George Washington Carver Community Center

201 Drain Street East
Bunnell, Florida 32110

Management & Governance

School Board of Flagler County

For the past seven years, the Flagler County Board of County Commissioners and the School Board of Flagler County has worked under a cooperative interlocal agreement for the daily operation of the Flagler Youth Center. Under this agreement the School Board has been responsible for the operational and recurring capital costs of the Youth Center, while the Flagler BOCC has provided the necessary funding levels to accommodate staffing of this facility and provided the initial capital funding. This beneficial shared experience has afforded us the opportunity to evaluate the daily operations of the Carver Center and feel that a similar agreement could be reached between both parties for the management of this facility. Unlike the previous agreement we have with the School Board at the Youth Center, the Flagler BOCC will assume responsibility for the facility operational costs and capital costs associated with the facility, while the School Board will manage the staff and programming. Specifics related to the responsibilities of both parties will be spelled out in more detail in an interlocal agreement similar to the existing for Youth Center.

Create a Youth Advisory Council

Much of the success of the Flagler County Youth Center can be directly attributed to the facilities Student Advisory Council. A similar youth council, modeled after the Flagler County Youth Center, would be created with a member also serving on the Carver Center's Governance Board. The Carver Youth Council will serve as the youth leadership team and Advisory Council for the center. The overall purpose of the Youth Advisory Council is to give interested youth, of all ages, a voice in the organization and operation of the Carver Youth Center.

George Washington Carver Foundation -501(c)(3)

A community support organization known as the George Washington Carver Foundation has been established. The purpose of this foundation is to facilitate community relationships and awareness of the center while promoting programs to local residents. Approval of the foundation's 501(c)(3) status would assist with the solicitation and attainment of additional

financial resources that otherwise would be unavailable. In addition, a member of the foundation will also serve on the governance board.

Create a Collaborative Governance Board

The future governance of the Carver Center will be based in part on funding levels and part on client representation. In an effort to provide a good cross-section of representation, the table below is an example of how the governing body of the Carver Center could look.

Entity	Representation
Flagler County Board of County Commissioners	1 Staff or Board Member
City of Bunnell	1 Staff or Board Member
Flagler School Board	1 Staff or Board Member
Flagler County Sheriff's Office	1 Staff Member
Housing Authority of Flagler	1 Staff Member
Flagler Police Athletic League (PAL)	1 Staff Member
Carver Center Youth Council	1 Board Member
G.W. Carver Foundation	1 Board Member
Community-at-Large member (appt. by group)	By Application Process

The purpose of the governance board will be to provide a coalition that focuses primarily on supporting the needs and delivery of services at the Carver Center. This would mean that each of the representatives would be able to have a voice to ensure that the needs of their respective constituents are being met at the Center. The managing entity of the Carver Center will receive feedback and guidance from the governing board.

Funding

Many discussions have taken place regarding the future funding for the Center. Firm commitments have been made by several partners that will provide for the complete operational funding over the next five years.

Past expenditures for the center have been approximately \$117,000 annually. With staffing level changes and the use of volunteers to supplement staff, and other in-kind contributions, staff is confident we can lower the operating costs to approximately \$85,000 annually (See Proposed Budget). These costs would then be shared by a variety of center partners to minimize the financial impact to any single entity. The table below is an example of how the center would be funded.

Source	Annual Allocation
Flagler County	\$50,000
City of Bunnell	\$10,000
Flagler School Board	\$10,000*
Flagler County Crime Prevention Grant (55K Annually)	\$15,000**
Flagler County Sheriff's Office - Law Enforcement Trust Funds	\$5,000
Non-profit Group Fundraising / Other	<u>\$5,000***</u>
Total	\$95,000

*This monetary allocation is in addition to in-kind computer usage, e-rate connectivity fees and instructional volunteers.

** Applications are due by the end of March and are recommended by the Public Safety Coordinating Council and approved/denied by the Board of County Commissioners. A five year commitment is being asked for.

***This would include group fund raising efforts & grants, facility rental fees, administrative fees and other charges. Approximately \$2,000 was generated in fees at the facility.

By creating an operating budget less than the anticipated revenue, we will have built-in contingency for any unforeseen increases to operating costs or shortfalls in fundraising efforts. Any leftover funds we would propose remain in a reserve account for the use by the facility.

Seek to Obtain Grants

Grants can be an integral part of the financial equation for the Center. Specifically grants that will help with capital costs or expand services will be an important part to achieve the vision and mission set out herein. Some grants have already been applied for with other applications currently being worked on. It is too early at this point to determine whether we will be looked on favorably for this type of funding. The table below is a list of grant opportunities that have been submitted or are in-progress.

Granting Agency	Type	Status	Amount
Housing and Urban Development (HUD)	Capital	Application Submitted	\$1.8M
Kiwanis Club	Operating	Grant Awarded	\$5K
MetLife	Operating	In-progress	\$15K
Flagler Crime Prevention Grant	Operating	In-progress	\$15K

Community Center Operations

The Carver Center is currently operational eight hours a day five days per week. The proposed operational hours could be extended to operate from 9:00am -9:00pm, Monday – Friday, with special events being held on weekends and holidays. Specific detailed operational hours would be designed to meet all community members’ needs, as well as utilize the overall facility.

During the school year, the proposed hours of operation would be:

Monday – Friday: 9:00am – 2:00pm: Community Programming & Special Events
2:00pm -7:00pm: Youth Center (Elementary – HS)
7:00pm – 9:00pm: Leagues, Tournaments and Special Events.

During the summer, the Carver Center will host a variety of summer camps, for area youth. Weekends and holidays would be set aside to schedule as needed special events.

The Carver Community Center programs would include a continuum of after school, youth development activities and family support services that engage children from youth to adulthood while providing necessary support for their families. The intent is to convert the Carver Center operations to mirror those of the Flagler Youth Center with additional opportunities for all residents, young and old alike. If approved by the Board, County staff will work closely with that of the School Board to finalize all details.

Creation of Additional Programming

In working with our partners additional programming could be offered at the center to meet the socioeconomic and other needs of the community. Below is a list of providers that would be instrumental in fulfilling these needs with the managing entity responsible for the scheduling of these activities.

Flagler Police Athletic League (PAL): PAL operates a variety of youth athletic programs within the County. Along those lines they have expressed a desire to participate in programs at the Carver Center and surrounding HUD fields (if able to be developed as football/soccer fields). Over time, this participation could eventually include some staffing at the Carver Center. Although the PAL Board has graciously offered to manage the facility, it is anticipated that PAL will continue to run their existing programs and not manage the center. However, their involvement at the facility could allow more programming to occur and bring a broader community focus to the facility.

The Center for Business Excellence: The Center for Business Excellence provides recruitment-related services, human resource information and training opportunities to businesses and job seekers in the community. The CBE will utilize the Carver Center as a satellite for the Flagler County One Stop Career Center that is already operational. This will help accommodate the over flow at the career center due to the exorbitant unemployment rate and will offer job training and job preparation services including, but not limited to: intake, assessment, career planning, case management, life skills workshops, including financial literacy and employability workshops.

Flagler Technical Institute (FTI) & Adult and Community Education: FTI and the Adult and Community Education Center is owned and managed by Flagler Schools and offers a multitude of career based programs. Some of the programs already being offered at the center by this partnership are the General Educational Development (GED) classes and the Make-It Take-It Technology Program. In addition, these partners will provide qualified Community Education teachers to instruct adults in computer skills, such as Microsoft Word, Excel, Access, Outlook, PowerPoint, as well as QuickBooks and Internet skills to help them increase their current skills and prepare for future employment opportunities. They will also provide parenting classes or assist with the design of a parent education program based on the model of our New Beginnings Family Literacy Program. Along with providing educational information on career training, speakers to inform participants at the Carver Community Center about affordable training opportunities, career exploration, financial aid, and other resources.

The Flagler County Health Department: The local branch is less than a half mile from the doors of the Carver Center and has expressed an interest in utilizing the facility via a commitment to offer training programs related to chronic disease prevention, supplemental food programs (WIC) and nutrition programs such as diabetes management, smoking cessation and breastfeeding support.

Northeast Florida Community Action Agency: The Northeast Florida Community Action Agency has a primary mission of eliminating poverty and encouraging self-sufficient individuals and families over the last four decades. They currently operate programs against poverty such as: a Family Self-Sufficiency Program (FSSP), helping people achieve education, employment and asset building skills; Low Income Home Energy Assistance Program (LIHEAP); Data Busters, a free computer and job skills program directed at teens; Youth in Action, a volunteer program for teens; and free home weatherization programs.

The NFCAA has entered into an agreement with the Carver Center to host the *Money Smart* program, a comprehensive financial education curriculum designed to help low and moderate-income individuals outside the financial mainstream enhance their financial skills and create positive banking relationships.

Accessing Your Potential: This is an academic enrichment provider who works with school age children to increase academic achievement of students in Title I schools. AYP provides

quality supplemental educational enrichment services in reading/language arts, mathematics and science. Additional services include educational and social development programs for parents/guardians and grandparents.

Make-it Take-it Technology Program: The Make-it-Take-it program is established under Flagler's Adult and Community Education department. MITI bridges the "digital divide" by providing at-risk members of the community with technology they don't have access to in their homes. Using computers donated by the community, MITI first teaches students basic computer skills, then how to break down, rebuild and upgrade the computers as well as how to install operating systems and other software. At the end of the program, the graduates have their own computers to take home. To date, this program has provided over 384 Flagler County residents with computers through MITI, many being children who would have never had the opportunity to have a computer at home otherwise.

GED Classes: General Educational Development Diploma (GED) classes are being offered through the Flagler Technical Institute. Having a GED diploma could make a world of difference in the lives of many residents; whether it's a promotion, a better job, more money, or a higher standard of living to name a few. These GED classes are meeting the needs of the 14.4% of adults not having the requisite education and/or not qualified for job placement.

VOICE (Victory Over Instability by Choosing Education): This is a multi-media academic enrichment, work based learning concept designed to give young people real-world, work based opportunities in journalism, song writing, composing, graphic design, communications and publishing. The objective of Carver's VOICE is to use the power of self expression as a method of empowerment, to publish stories of the Carver community, to explore and report on local influences in music, entertainment and art; and to provide real-world, work based learning opportunities.

Other: With the management of the Center by the School Board, additional programming would be developed for extended holidays during the school year such as Thanksgiving, Christmas, and Spring Break. These may include extended center hours for youth, sports camps, and holiday festivities. Still more would be developed for summer break to mimic the activities being provided at the Youth Center. These would consist of the summer food program and youth camps which may include field trips. Other programming could be developed for weekends. This could be done by non-profits and/or church groups that run special programs at the center or do neighborhood out reach.

Capital Plans

Some minor renovations are underway at the Carver Center to address routine maintenance, energy efficiency and safety issues that had been previously identified. These items include replacement HVAC equipment, windows, lighting and interior paint to name a few. Funding for these items is covered through the Flagler County General Services Department's annual budget.

Through an earlier evaluation of the facility additional items have been identified to correct any remaining facility deficiencies as well as the replacement of furnishings within the center. The table below represents those remaining items and associated costs with funding yet to be determined.

Item	Cost
Enclose Front Entrance *	\$ 5,000.00
Upstairs Renovations *	\$ 8,800.00
Additional Office *	\$ 2,000.00
Video Surveillance System w/ cameras *	\$ 4,600.00
ID Card w/ barcode scanning *	\$ 4,600.00
Signage	\$ 700.00
Weatherization (repair holes/replace vents)	\$ 1,000.00
Dumpster Screen	\$ 2,000.00
Painting – exterior	\$ 40,000.00
Block/Brick Work – louvers	\$ 7,500.00
Insulation	\$ 50,000.00
Renovations Sub-Total (* More Immediate Needs)	\$ 126,200.00
(7) TV's	\$ 2,540.00
(6) Video Gaming Consoles	\$ 1,950.00
(12) Movies & (12) Games	\$ 900.00
Furniture & Pictures	\$ 6,610.00
Furnishings Sub-Total	\$12,000.00
TOTAL	\$138,200.00

Proposed Annual Operating Budget

Revenues	Amount
Flagler County	\$50,000
City of Bunnell	\$10,000
Flagler School Board	\$10,000*
Flagler County Crime Prevention Grant (55K Annually)	\$15,000**
Flagler County Sheriff's Office - Law Enforcement Trust Funds	\$ 5,000
Non-profit Group Fundraising / Other	<u>\$ 5,000***</u>
Total	\$95,000

Expenses	Amount
Other Contracted Services (Pest/Termite Control)	\$ 1,100.00
Utilities Expense (Electric, Water, Sewer)	\$ 22,000.00
Building/Equipment Repairs	\$ 4,300.00
Small Tools & Equipment	\$ 300.00
Other Misc. Operating Expenses	\$ 2,300.00
Increased Aid/Contribution – School Board	<u>\$ 55,000.00</u>
TOTAL	\$85,000.00