

FIRST 5 SAN MATEO COMMISSION MEETING

HOW TO PARTICIPATE

- Commission and others, please be on the call Monday at 3:40 PM so we can test prior to the 4 PM meeting start time and ensure that you have connection.
- Please note that public is attending this meeting and they may join early so please keep that in mind
- Be sure to mute your microphone during the meeting until called upon to speak; and
- If you plan to join by phone, please let Myra Cruz, Emily Roberts, or Jenifer Clark know the phone number in advance so we can identify you to the Commission, and we will rename your masked phone number to show your name instead. We highly encourage that you join early so we can make this change, OR you can email us your phone # ahead of time to ecruz@smcgov.org or eroberts@smcgov.org or jdclark@smcgov.org.

- **JOINING VIA ONLINE:**

For those attending the meeting on the Zoom videoconference, (click the link listed on the agenda), we will use the “raise hand” feature in order to organize any public comments. During the general public comment period, and for each item on the Regular Agenda, F5SMC Staff, Jenifer Clark, will ask those members of the public who wish to comment to click the “raise hand” feature to raise your hand to speak on that agenda item.

- **JOINING BY PHONE:**

The phone number is listed on the agenda.

Press *6 to mute and unmute your phone

Press *9 if would like to speak. This would notify the staff that you would like to speak.

Please note that members of the public must wait for the prompt in connection with each Agenda item before using the raise hand function. For example, you cannot raise your hand at the beginning of the meeting for an Agenda item that is later in the meeting.

When you hear your name called, Jennifer, will unmute your mic to begin speaking. You may only speak once per agenda item.

*** PUBLIC HEARING MEETING NOTICE***
FIRST 5 SAN MATEO COUNTY (F5SMC)
COMMISSION MEETING

As authorized by Governor Newsom’s Executive Orders N-25-20 and N-29-20, dated March 12, 2020 and March 17, 2020 respectively, the meeting will be held via teleconferencing with members of the Commission attending from separate remote locations. The meeting will be held and live cast from the following location where members of the public shall have the right to observe and offer public comment:

DATE: Monday, July 27, 2020

TIME: 4:00 PM – 6:00 PM

Join Zoom Meeting

Online:

<https://smcgov.zoom.us/j/98034503482?pwd=blc1c0Z3TEE2YWkwVTZad2JReVdzZz09>

Phone: +1 669 900 6833

Webinar ID: 980 3450 3482, Password: 998396

This altered format is in observance of the recommendation by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

AGENDA		
Call to Order and Preliminary Business		
1	Roll Call	4:00 PM
2	Public Comment	
3	Action to Set Agenda for July 27, 2020 Meeting and Approve Consent Agenda Items <i>(This item is to set the final consent and regular agenda, and for the approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.)</i>	
Discussion Items		
4	COVID-19 Grantees Survey Update by Jenifer Clark, Research and Evaluation Specialist, First 5 San Mateo County	
5	Census 2020 Update by Emma Gonzales, Community Affairs Manager, County Manager’s Office of Community Affairs	
6	Return to In-Person Learning by Commissioner Nancy Magee, San Mateo County Superintendent of Schools	
Action Items		

7	7A) Approval of StarVista: Early Childhood Services Program Agreement in the Amount of \$600,000, Contract Term Effective July 1, 2020 through June 30, 2023 <i>(See Attachment 7A)</i>	
	7B) Approval of Institute for Human and Social Development (IHSD): Family Engagement Unity Project Agreement in the Amount of \$125,000, Contract Term Effective July 1, 2020 through June 30, 2023 <i>(See Attachment 7B)</i>	
Informational Items		
8	Report of the Executive Director <i>(See Attachment 8)</i>	5:30 PM

*** Public Comment:** This item is reserved for persons wishing to address the Commission on any Commission-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda; 3) Executive Director’s Report on the Regular Agenda; or 4) Subcommittee Members’ Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

Persons wishing to address a particular agenda item should speak during that agenda item. Speakers are customarily limited to two minutes, but an extension may be provided to you at the discretion of the Commission Chair.

The identified times are approximate and are intended to serve as a guide to the public and all First 5 meeting attendees regarding the approximate start times for any one section of the Agenda. The actual start and end times for an agenda item may differ from the noted times.

Public records that relate to any item on the open session agenda for a regular Commission meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Commission. The documents are also available on the First 5 Internet Web site at www.first5.smcgov.org.

Individuals who require special assistance or a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Myra Cruz, by 12 Noon on Friday, July 24, 2020 at 650.372.9500 x232 and/or ecruz@smcgov.org. Notification in advance of the meeting will enable the Commission to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

First 5 San Mateo County Commission Meeting

CONSENT AGENDA

July 27, 2020

All items on the consent agenda are approved by one roll call motion unless a request is made at the beginning of the meeting that an item be withdrawn or transferred to the regular agenda. Any item on the regular agenda may be transferred to the consent agenda.

- 3.1 Approval of the June 22, 2020 Commission Meeting Minutes
(See Attachment 3.1)

**First 5 San Mateo County (F5SMC)
COMMISSION MEETING MINUTES
June 22, 2020
San Mateo County Office of Education**

Call to Order & Roll Call

1. Roll Call

Commission Members: Alexis Becerra, Ken Cole, Rosanne Foust, Pam Frisella, Nancy Magee, Sandra Phillips-Sved, Neel Patel, Louise Rogers

Absent: David Canepa

Staff: Kitty Lopez, Michelle Blakely, Khanh Chau, Karen Pisani, Emily Roberts, Jenifer Clark, Myra Cruz, Mai Le

County Counsel: Monali Sheth

A quorum was present. Commissioner Rogers called the meeting to order at 4:00 PM; roll call was taken.

2. Public Comments: None

3. Action to Set Agenda for June 22, 2020 Meeting and Approve Consent Agenda Items

MOTION: PATEL/ SECOND: MAGEE

AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED, ROGERS

NOES: NONE

ABSTAIN: NONE

Motion approved.

4. Annual Review of First 5 San Mateo County's 2020-2025 Strategic Plan for FY2019- 2020 in accordance to Proposition 10 Statutes, California Health and Safety Code 130140(a) (1) (C) (iii), 130140(a) (1) (E), and 130140(a) (1) (F) and San Mateo County First 5 Commission Ordinance 2.24.060

Kitty Lopez, F5SMC's Executive Director, shared that every year the Commission reviews the 2020 - 2025 Strategic Plan as part of Proposition 10 Statutes requirements. Lopez indicated that there are no changes in the Strategic Plan. The [2020 – 2025 Strategic Plan](#) is included in the packet.

Public Comment: NONE

5. Approval of F5SMC's Long Term Financial Plan (LTFP) FY 2019 – 2020 through FY 2024 – 2025 (FY 2019 – 2020 Update), and Presentation

Kitty Lopez presented the Long-Term Financial Plan (LTFP), and she highlighted the following:

- The Commission reviews and approves the updated LTFP every year.
- Key messages, such as new tobacco revenue projections in May 2020, LTFP continues to change and evolve, 2020 – 2025 Strategic Plan Implementation Plan start in July 2020.
- Ending fund balance of \$2.275 million projected for FY 24-25.
- Tobacco tax revenue projections with adjusted declining rate of 2.89%
- Other grant revenue projections: \$2.875 for FY 20-23 and \$800,000 for FY 23 – 25.
- Examples of the additional revenue sources from non-tobacco tax grants, such as \$1.2 million from First 5 CA for IMPACT Program
- The Finance Committee reviewed the LTFP on June 1, 2020 Committee Meeting.

Lopez asked for approval of this agenda item.

The Commission made comments and asked questions.

MOTION: FOUST/ SECOND: FRISELLA

AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED,
ROGERS

NOES: NONE

ABSTAIN: NONE

Motion approved.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#).

6. Approval of Amendments to Extend Contract Terms for Grantees from July 1, 2020 to December 31, 2020; Direct staff to Execute the Amendments Regarding Same

Michelle Blakely, F5SMC's Director of Program and Planning shared that due to COVID-19 pandemic and other CA state policies affecting service delivery some, services being provided by grantee organizations are being affected. For this reason, F5SMC Staff is recommending a no-cost extension through December 31, 2020 to grant contracts that are set to expire on June 30, 2020 as indicated in Table A and Table B. There will be no changes in the total amount of the contract, and the F5SMC Staff will monitor their progress.

TABLE A, No-Cost Extension Agreements:

StarVista; Silicon Valley Community Foundation – Close the Gap; Ravenswood Health Clinic

MOTION: PHILLIPS-SVED/ SECOND: MAGEE

AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED,
ROGERS

NOES: NONE

ABSTAIN: NONE

Motion approved.

TABLE B, No-Cost Extension Agreements:

San Mateo County Office of Education: Family Engagement; San Mateo County Office of Education and EQ+IP Partners: 4Cs, StarVista, and Community Colleges; Gatepath – Help Me Grow

MOTION: FOUST/ SECOND: COLE

AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, PHILLIPS-SVED, ROGERS

NOES: NONE

RECUSED: MAGEE, PATEL

Motion approved.

Public Comments: NONE

7. Overview: Strategic Plan Implementation Plan (SPIP) Recommendations for FY 2020 – 2023 Round 3, Quality Care & Education: Quality Improvement & Expanded Access for Children with Special Needs; and Research & Evaluation Persimmony Inc, Grants Management and Data System

Michelle Blakely, and Jenifer Clark, F5SMC's Research and Evaluation Specialist, provided an overview on these items, and they highlighted the following:

Quality Care and Education: Quality Improvement & Expanded Access for Children with Special Needs

- SPIP Timeline Update
- Initiative purpose is to increase access to high quality child care and preschool settings by maintaining, building upon, and integrating multiple ongoing quality improvement and inclusion efforts in San Mateo County's early learning sector.
- Funding activities in Quality Improvement and Expanded Access for Children with Special Needs
- Over \$2.5 million of leveraged and braided funds in FY 20 – 21 such as Quality Counts California Local Consortia & Partnership Grant, Workforce Development Pathways Grant, California State Preschool Program Early Childhood Mental Health Adjustment Factor, and The Big Lift.
- Used Intent to Negotiate as funding mechanism
- The Review Panel recommended San Mateo County Office of Education (SMCOE) as the lead agency for the total amount of \$3,180,000 for 3 Years starting July 1, 2020 – June 30, 2023.
- SMCOE services including two new additional services: dual language learner & family engagement supports and targeted coaching and curriculum pilot projects
- Partner agencies include: StarVista, 4Cs, Vertical Change, Community Equity Collaborative, Good2Know Network, Gatepath, Family Connections & Life Steps Foundation
- Completed the contract negotiation, but the full budget and scope of work are not ready due to timing issues. It is planned to have them completed by June 30, 2020.

Research and Evaluation Persimmonny Inc, Grants Management and Data Systems

- Persimmonny International is the F5SMC's grant management and data systems.
- Key services and activities, such as licensing, data exports, support and training.
- Total Budget is \$261,861 for over 3 years and this represents a 10% decrease from current annual budget.

Commission asked questions and made comments.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#)

7A. Approval of Award to San Mateo County Office of Education for the Quality Improvement & Expanded Access for Children with Special Needs Initiative Agreement in the Amount of \$3,180,000, Contract Term Effective July 1, 2020 through June 30, 2023, Based on Recommendation by F5SMC Staff and Review Panel; Direction to Staff to Finalize Contract Negotiations and Execute Contract Regarding the Same

MOTION: FRISELLA/ SECOND: BECERRA
AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, PATEL, PHILLIPS-SVED,
ROGERS
NOES: NONE
RECUSED: MAGEE
Motion approved.

7B. Approval of Persimmony International, Inc Grants Management & Data System Agreement in the Amount of \$261,861, Contract Term Effective July 1, 2020 through June 30, 2023

MOTION: FRISELLA/ SECOND: BECERRA
 AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED,
 ROGERS
 NOES: NONE
 ABSTAIN: NONE
 Motion approved.

8. Approval of VIVA Social Impact Partners Communications Consultation Services Agreement in the Amount of \$300,000, Contract Term Effective July 1, 2020 through June 30, 2023

Michelle Blakely shared that on May 18, 2020, the Commission approved the recommendation award to VIVA Social Impact Partners for \$300,000 for communications consultation services. Blakely also shared that F5SMC submitted a grant proposal to ACEs Aware for \$50,000, and recently learned that F5SMC is one of the fourteen counties among the grant recipients. F5SMC recommended allocating \$35,000 of ACEs Award Grant to use for communications. VIVA Social Impact Partners will be working with F5SMC on the strategy.

Blakely recommended to approve VIVA Social Impact Partners Communications Consultation Services Agreement in the Amount of \$335,000, Contract Term Effective July 1, 2020 through June 30, 2023.

MOTION: PHILLIPS-SVED/ SECOND: FOUST
 AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED,
 ROGERS
 NOES: NONE
 ABSTAIN: NONE
 Motion approved.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#)

9. Approval of Gatepath for the Integrated Systems for Children with Special Needs Initiative Agreement in the Amount of \$3,421,000, Contract Term Effective July 1, 2020 through June 30, 2023

Emily Roberts, F5SMC's Health and Development Specialist, reminded that the Commission approved the recommendation award and to enter contract negotiation with Gatepath as the lead agency for Integrated Systems for Children with Special Needs. Roberts shared the purpose of the initiative, project services, funded agencies partners, and outcome of the negotiation. She added that Gatepath announced on their 100th anniversary its new name, Ability Path.

MOTION: FOUST/ SECOND: MAGEE
 AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED,
 ROGERS
 NOES: NONE
 ABSTAIN: NONE
 Motion approved.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#)

- 10. Karen Pisani, F5SMC's Family Support Program Specialist, provided brief background and outcomes of the contract negotiation for Community Overcoming Relationship Abuse (CORA), Peninsula Family Service, San Mateo County Office of Education. She reminded the Commission that they approved to enter contract negotiation for the Resilient Families' recommended portfolio. Two more contracts will be presented at the next Commission meeting, and they will be backdated to July 1, 2020 in order not to disrupt the services.

10A. Approval of CORA: The Family Resilience Project Agreement in the Amount of \$850,000, Contract Term Effective July 1, 2020 through June 30, 2023

MOTION: COLE/ SECOND: FRISELLA
AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED, ROGERS
NOES: NONE
ABSTAIN: NONE
Motion approved.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#).

10B. Approval of Peninsula Family Service: Therapeutic Child Development Centers Agreement in the Amount of \$480,000, Contract Term Effective July 1, 2020 through June 30, 2023

MOTION: FOUST/ SECOND: BECERRA
AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, MAGEE, PATEL, PHILLIPS-SVED, ROGERS
NOES: NONE
ABSTAIN: NONE
Motion approved.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#).

10C. Approval of San Mateo County Office of Education – Family Engagement System Support Agreement in the Amount of \$225,000, Contract Term Effective July 1, 2020 through June 30, 2023

MOTION: FRISELLA/ SECOND: COLE
AYES (ROLL CALL VOTE): BECERRA, COLE, FOUST, FRISELLA, PATEL, PHILLIPS-SVED, ROGERS
NOES: NONE
RECUSED: MAGEE
Motion approved.

Public Comments: NONE

The Power Point Presentation can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Presentations](#).

11. Report of the Executive Director

Kitty Lopez shared that the Executive Director's written report is included in the packet, and she highlighted the following:

- Build Up for San Mateo County's Children's Director, Christine Padilla, was featured in Show + Tell: Early Childhood Development Innovations with Promise.
- CORA's New Safety is Essential Program.
- Thanked Commissioner Foust for writing a letter to Governor Newsom regarding the essentials of child care to California's Economic Recovery.
- First 5 Association has a new Executive Director, Melissa Stafford Jones, and she will start on July 6, 2020.

The written report can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Packet](#).

Public Comments: NONE

12. Committee Updates

Program, Operations, and Planning Committee (POP):

POP Chair, Commissioner Phillips-Sved shared that the Committee virtually met on June 1, 2020 and discussed the First 5 California Home Visiting Request for Application process, Governor Newsom's Revised State Budget, and COVID-19 child care supplies update. Commissioner Phillips-Sved read the statement from First 5 Association in response to the killing of George Floyd.

Finance and Administration Committee:

Finance Committee Chair, Commissioner Foust, shared that the Committee virtually met and discussed the new tobacco tax projections and the review recommendation of F5SMC Long-Term Financial Plan.

The written report can be found on the F5SMC's website, [June 22, 2020 Commission Meeting Packet](#).

Other:

Commissioner Patel announced that he was elected Member at Large Physician for American Association Pediatrics for San Mateo County for the next two years.

Commissioner Foust thanked Commissioner Rogers for all her work during the COVID-19 pandemic, and Commissioner Patel also extended the appreciation to Dr. Scott Morrow (San Mateo County Health Public Officer).

The Commission meeting was adjourned at 5:50 PM.

DATE: July 27, 2020
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Approval of StarVista – Healthy Homes Agreement in the Amount of \$600,000, Contract Term Effective July 1, 2020 through June 30, 2023

ACTION REQUESTED

Approval of StarVista Agreement in the Amount of \$600,000, contract term effective July 1, 2020 through June 30, 2023.

BACKGROUND

At its April 27, 2020 Commission Meeting, the Commission approved a \$600,000 funding allocation from the Resilient Families Focus Area recommended by the Resilient Families Review Panel to StarVista and directed staff to enter into contract negotiations. The funding recommendation was part of a complimentary 7-part funding portfolio as detailed in the chart immediately below. Note: Target service numbers were refined during contract negotiations and are reflected in the project-specific chart in the latter part of this memo.

RESILIENT FAMILIES PORTFOLIO OF INVESTMENTS AS PRESENTED AT THE APRIL 2020 COMMISSION MEETING PRIOR TO CONTRACT NEGOTIATIONS			
Agencies & Programs	Recommended 3-Year Funding Awards via Round 1, Resilient Families	Geographic Area Served	Target Service Numbers
Puente de la Costa Sur: Sueños Unidos	\$300,000	Pescadero/ South Coast	54 children 159 parents
CORA: The Family Resilience Project	\$850,000	Countywide	390 children 360 parents
Peninsula Family Service: Therapeutic Child Development Centers	\$480,000	Countywide	300 children 375 parents
StarVista: Healthy Homes	\$600,000	Countywide	255 children 255 parents
IHSD: Family Engagement Unity Project	\$125,000	Countywide	720 fathers 45 providers
Family Connections: Thriving Families Project	\$600,000	RWC, EPA, MP	300 children 465 parents
SMCOE: Family Engagement and Dual Language Learning Institute Project	\$225,000	Countywide	30 fathers 300 providers
Resilient Families Total	\$ 3,180,000		

RESULT OF CONTRACT NEGOTIATIONS

Contract negotiations were successful and resulted in the following:

- 1) Target service numbers adjusted downward somewhat due to impact of considerable decline in F5SMC funding as compared to the last round. Final target service numbers are: 240 parents (subset of 150 fathers), 126 children.
- 2) Shift in mental health home visiting model from 12 months of service provision to 6 months of service provision. A few caseload slots will be reserved each year for the most traumatized clients to be seen for 12 months. This change in service duration was necessary in order to see more clients with considerably less staffing.
- 3) StarVista will participate in F5SMC's Systems-Level Fatherhood Initiative, but will not serve as the lead given the reduced funding and staff caseload.
- 4) Healthy Homes will refer all domestic violence clients to CORA rather than treating them in-house; an MOU will be established.
- 5) Collaborating with:
 - CORA to participate on their Coordinated Community Response Team (CCRT) helping create a network of providers to facilitate a trauma-informed approach to smooth referral pathways for particularly vulnerable DV clients
 - Family Connections to explore the feasibility of joining in their efforts to create a Coordinated Entry System (CES) with Samaritan House to ease and hasten cross-agency referrals for critical services.

RECOMMENDATION FOR FUNDING

The table below reflects today's three-year funding recommendation for StarVista from the Resilient Families Focus Area. Please see Exhibit A (**Attachment 7A.1**) for a summary description of the project and key deliverables. For budget information please see the Budget Request and Budget Narrative Form (**Attachment 7A.2**).

Agency & Program	Three-Year Funding Amount	Geographic Area Served	Updated Target Service Numbers
StarVista: Healthy Homes	\$600,000	Countywide	<ul style="list-style-type: none"> • 240 Parents (subset of 150 fathers) • 126 children

ISSUES TO CONSIDER

StarVista is leveraging \$306,649 yearly, exceeding F5SMC's annual investment of \$200,000.

FISCAL IMPACT

The recommended award to StarVista – Healthy Homes is \$600,000. This award is in accordance with the approved funding allocations of the Strategic Plan Implementation Plan (SPIP) and the Long-Term Financial Plan (LTFP).

RECOMMENDATION

Approval of StarVista – Healthy Homes Agreement in the Amount of \$600,000, contract term effective July 1, 2020 through June 30, 2023.

**AGREEMENT BETWEEN
FIRST 5 SAN MATEO COUNTY
AND
STARVISTA
(HEALTHY HOMES)**

EXHIBIT A

SCOPE OF WORK

Pursuant to the Agreement for Services between First 5 San Mateo County and StarVista, effective as of July 1, 2020 the Grantee shall provide services as described in this Exhibit A, over the term of this Agreement.

The Grantee commits to align its program with First 5 San Mateo County's strategic approach to collaborate with existing services. In doing so, resources are maximized with the goal of implementing comprehensive and integrated services which support the Commission's adopted Strategic Plan for children and families in San Mateo County, California.

Attachment A-1 to Exhibit A reflects the detailed scope of work for the term of this Agreement.

Under this Agreement the Grantee will serve a total of 240 parents and 126 children via two prongs: 1) bilingual, culturally-sensitive clinical mental health home visiting services to high-risk families (180 children/ 180 parents) exposed to toxic stress and trauma with the goal of preventing child abuse and improving child development outcomes; and 2) father-focused programming to 150 fathers and 36 children promoting and supporting authentic father engagement in the lives of their children.

Project Services

1. Provide intake, triage, safety assessment, program assignment and referrals for 180 parents/180 children
2. Provide bilingual, clinical, mental health home visiting, including assessments and case management for 6-12 months for 90 parents and 90 children.
3. Provide authentic and culturally relevant father engagement strategies for 150 fathers and 36 children via father-focused coaching & home visiting lasting 3-6 months, Father Cafes, and Fatherhood workshops (two of which will be provided in partnership with Family Connections).
4. Maximize collaborations with other systems, agencies, and/or efforts within San Mateo County, including:
 - a. Participate in F5SMC's Systems-Level Father Involvement Initiative
 - b. Explore the possibility of partnering with Family Connections in their efforts to create a Coordinated Entry Systems (CES) with Samaritan House to ease cross-agency referral pathways.
 - c. Participate on CORA's Coordinated Community Response Team (CCRT) to create a network of providers to facilitate a trauma-informed approach to smooth referral pathways for particularly vulnerable DV Families
5. F5SMC Standard Activities
 - a. Distribute the First 5 Kit for New Parents to your clients as appropriate
 - b. Participate in F5SMC Grantee convenings, trainings, and other collaborative efforts, including the Human-Centered Design training in FY 20/21.
 - c. Place F5SMC Tobacco-Free Premises placard in a prominent area where services take place
 - d. Make tobacco education and cessation resources provided by F5SMC readily available to those served by the agency and to staff at the agency via the 1-800-NO-BUTTS hotline and on your website. www.nobutts.org
 - e. Report on this grant using Persimmony, the F5SMC online grant-management system. (Information on

F5 website/Grantee Resources- Password: First5grantee2020)

- f. Upload a PDF of your final F5SMC SOW/Workplan for the current contract year

6. F5SMC Standard Communications

- a. Distribute F5SMC materials to project clients and at community events
- b. Put out a press release using template provided by F5SMC announcing receipt of F5SMC funding for your program/agency
- c. Recognize F5SMC by placing the F5SMC logo and/or the phrase "Funding provided by First 5 San Mateo County" in your agency's annual report, public education materials, outreach materials, website, media communications, presentations and papers on work funded (wholly or in part) by F5SMC.
- d. Place a placard announcing project funding by F5SMC in a prominent area where services take place.
- e. Attend F5SMC Communications trainings and TA sessions to ensure Grantee-level communications efforts regarding F5SMC-funded projects align with F5SMC's communications approach/plan.
- f. Participate as able in relevant social media advocacy and resource sharing.

7. F5SMC Standard Evaluation

- a. Collect and enter/upload in Persimmony individual-level client data and individual-level service data on all project activities as required
- b. Administer F5SMC data collection and evaluation tools on clients served as required
- c. Participate in the F5SMC Systems Change Evaluation as required
- d. Participate in data collection and evaluation activities such as planning meetings and trainings as required by F5SMC
- e. Participate in data-sharing and data-linking conversations and projects within San Mateo County as requested



**First 5 San Mateo County
BUDGET REQUEST FORM**

Complete this form to show the budget for the **entire** project for the fiscal year. If there are subcontractors or collaborative agency budgets involved, please complete an additional budget request form for each and identify the subcontractor.

Agency Name:	StarVista
Program/Project Name:	Healthy Homes
Amount of Request:	\$200,000
Budget Period:	FY July 1, 2020 - June 30, 2021
Submission Date:	7/6/2020

** List Leveraged Amount Available-Non F5SMC funds available to support the project, excluding the amount being requested from the Commission. At the bottom of the form under section VII, please list the funding source for all funds included in this column and any amounts from this column that are not yet secured.

I. PERSONNEL			A. Amount Requested	B. Leveraged Amount Available**	C. Total Program Budget (A+B)
<u>Position Title</u>	<u>Salary Range</u>	<u># FTEs</u>			
A. Mental Health Clinician	\$57,500 - \$65,000	1.10	\$ 64,064.00	\$ 31,124.00	\$ 95,188.00
B. Father Engagement Specialist	\$50,000 - \$57,000	0.60	\$ 31,200.00	\$ 1,999.20	\$ 33,199.20
C. Program Manager	\$75,000 - \$82,500	0.45	\$ 34,632.00	\$ 22,370.40	\$ 57,002.40
D. Department Director	\$95,000 - \$100,500	0.03	\$ 2,500.16	\$ 2,780.38	\$ 5,280.54
E. Other Personnel	\$ -	0.00	\$ -	\$ 77,059.22	\$ 77,059.22
Benefits @ <u>25 %</u>	\$33,099.04		\$ 33,099.04	\$ 33,833.30	\$ 66,932.34
Subtotal - Personnel			\$ 165,495.20	\$ 169,166.50	\$ 334,661.70

II. OPERATING EXPENSES	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
A. Rent and Utilities	\$ 4,500.00	\$ 56,200.00	\$ 60,700.00
B. Office Supplies and Materials	\$ 656.98	\$ 1,850.00	\$ 2,506.98
C. Telephone/Communications	\$ 2,000.00	\$ 3,000.00	\$ 5,000.00
D. Postage/Mailing	\$ 70.00	\$ 5.00	\$ 75.00
E. Printing/Copying	\$ 400.00	\$ 300.00	\$ 700.00
F. Equipment Lease	\$ 300.00	\$ 450.00	\$ 750.00
G. Travel Using Personal Vehicle	\$ 3,000.00	\$ 3,000.00	\$ 6,000.00
H. Food for Meetings	\$ 150.00	\$ 100.00	\$ 250.00
I. Membership Dues	\$ 250.00	\$ 750.00	\$ 1,000.00
J. Recruiting	\$ 100.00	\$ 100.00	\$ 200.00
K. Common Area Maintenance	\$ 700.00	\$ 6,014.24	\$ 6,714.24
L. Maintenance/Repair/Security	\$ 250.00	\$ 500.00	\$ 750.00
M. Consultants/Trainings	\$ 500.00	\$ 500.00	\$ 1,000.00
N. Filing Fees/Fingerprints	\$ 100.00	\$ 100.00	\$ 200.00
O. Health Screening	\$ 100.00	\$ 100.00	\$ 200.00
P. Client Costs	\$ -	\$ 1,500.00	\$ 1,500.00
	\$ -	\$ -	\$ -
Subtotal - Operating Expenses	\$ 13,076.98	\$ 74,469.24	\$ 87,546.22

III. CAPITAL EXPENDITURES	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
Itemize and describe items requested. Competitive bids may be requested by the Commission prior to contract. This section can be left blank if no capital requests are being made.			
A.	\$ -	\$ -	\$ -
B.	\$ -	\$ -	\$ -
C.	\$ -	\$ -	\$ -
D.	\$ -	\$ -	\$ -
E.	\$ -	\$ -	\$ -
Subtotal - Capital Expenditures	\$ -	\$ -	\$ -

IV. INDIRECT COSTS	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
%	\$ 21,427.82	\$ 63,013.76	\$ 84,441.58
(Attach copy of approved indirect cost rate proposal if percentage exceeds 12%, or submit a proposal for approval)			\$ -
Subtotal - Indirect Costs	\$ 21,427.82	\$ 63,013.76	\$ 84,441.58

V. TOTAL PROGRAM COSTS	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
Total of sections I - IV	\$ 200,000.00	\$ 306,649.50	\$ 506,649.50

VI. IN KIND SUPPORT: Please identify any in-kind support that is available to this project (example: volunteer hours, donated office space or equipment). If volunteer hours are listed, please indicate the role(s) of volunteers in the project. StarVista's indirect cost amount is 20% of all direct costs - for the amount requested, the in kind support is \$14,286.62 (StarVista's indirect 20% at \$35,714.44 [20% of \$165,495.20+\$13,076.98], less the 12% allowed indirect of \$21,427.82).

VII. LEVERAGED FUNDS ARE FROM: Please list the funding sources and their amounts for funds identified in Column B. Also indicate which leveraged funds are not yet secured. StarVista is expecting \$130,000 in Foundations for our Healthy Homes program: \$10,000 from Atkinson, \$60,000 from Bella Vista Foundation, \$50,000 from David and Lucille Packard Foundation (secured), \$5,000 from San Bruno Foundation, and \$5,000 from Burt Family Foundation. With the exception of David and Lucille Packard Foundation, the other Foundation amounts are not yet secured. In addition to Foundations, there are also: Medi-cal Fees for \$30K (fees may vary), MAA Funding for \$25K (unsecured), Jefferson Elementary \$30K (secured), EQ+IP Funding \$2,500.00 (unsecured) and Intergrated Systems for Children w/ Special Needs \$57,531.00 (unsecured). StarVista's unrestricted funds that will cover the remaining \$31,620.00.

Date Prepared:	7/6/2020	Prepared By:	Dianette Washer, CFO
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First 5 San Mateo County Use Only			
Date Approved:		Approved By:	



**First 5 San Mateo County
BUDGET NARRATIVE FORM**

Agency Name:	StarVista
Program/Project Name:	Healthy Homes
Amount of Request:	\$200,000
Budget period:	FY July 1, 2020 - June 30, 2021
Submission Date:	7/6/2020

I. PERSONNEL	A. Amount Requested	Description / Explanation
<u>Position Title</u>		
A. Mental Health Clinician	\$ 64,064.00	1.1 FTE provides MH assessments and clinical services
B. Father Engagement Specialist	\$ 31,200.00	.6 FTE provides parenting support to fathers, father cafes, workshops, and lead agency duties
C. Program Manager (Karol)	\$ 34,632.00	.45 FTE to manage program operations, intake, SOW activities, and train/supervise staff
D. Department Director (Eric)	\$ 2,500.16	.03 FTE supervises PM-staff support -represents programs in the community
Benefits @ 25%	\$ 33,099.04	
Subtotal - Personnel	\$ 165,495.20	

II. OPERATING EXPENSES	A. Amount Requested	Description / Explanation
A. Rent and Utilities	\$ 4,500.00	1767 sq ft @ 3.24/sq ft. x 12 months = \$60,700.00. price of rent is due to having already a signed lease and the square footage being requested follows COVID-19 spacing guidelines
B. Office Supplies and Materials	\$ 656.98	program materials, group materials, operating supplies etc.
C. Telephone/Communications	\$ 2,000.00	cell phones, land lines, internet, voicemail for staff
D. Postage/Mailing	\$ 70.00	
E. Printing/Copying	\$ 400.00	
F. Equipment Lease	\$ 300.00	
G. Travel Using Personal Vehicle	\$ 3,000.00	mileage reimbursed at federal rate for 2.15 staff. Average spent per month is approximately \$125 for staff. The average miles for staff will be 200 due to having the cover the entire county (prior program had multiple staff who were assigned regions and traveled within a region to reduce mileage costs).
H. Food for Meetings	\$ 150.00	
I. Membership Dues	\$ 250.00	For use of curriculum or materials that require membership fees/dues in order to use for our mental health services or father engagement services (24/7 Dad Curriculum and fees dues for NMT training, etc.)
J. Recruiting	\$ 100.00	Covers postings for any potential new hires
K. Common Area Maintenance	\$ 700.00	Pays for utilities (bills)
L. Maintenance/Repair/Security	\$ 250.00	Covers possible repairs to our copier and to change locks (if needed)
M. Consultants/Trainings	\$ 500.00	Includes trainings that are mandated for staff (Mandated Reporting/HIPAA, etc.). Also includes trainings for early childhood, trauma informed practices, and father engagement (tbd by climate of trauma and immigration issues for example, or emerging fatherhood trainings - National Fatherhood Initiative, etc. as they are identified)
N. Filing Fees/Fingerprints	\$ 100.00	covers fingerprints and background checks for new staff
O. Health Screening	\$ 100.00	
	\$ -	
	\$ -	
Subtotal - Operating Expenses	\$ 13,076.98	

III. CAPITAL EXPENDITURES	A. Amount Requested	Description / Explanation
A.	\$ -	
B.	\$ -	
C.	\$ -	
D.	\$ -	
E.	\$ -	
Subtotal - Capital Expenditures	\$ -	

IV. INDIRECT COSTS	A. Amount Requested	Allocation Method / Formula Used
12%	\$ 21,427.82	12% of direct costs to cover the cost of indirect administrative costs. Expenses include finance, HR executive management, marketing and audit fees and other support to our regional offices from our corporate office. Indirect costs are kept low.
Subtotal - Indirect Costs	\$ 21,427.82	

V. TOTAL PROGRAM COSTS	A. Amount Requested
Total of sections I - IV	\$ 200,000.00

VI. IN KIND SUPPORT: Please identify any in-kind support that is available to this project (example: volunteer hours, donated office space or equipment). If volunteer hours are listed, please indicate the role(s) of volunteers in the project. StarVista's indirect cost amount is 20% of all direct costs - for the amount requested, the in kind support is \$14,286.62

VII. LEVERAGED FUNDS ARE FROM: Please list the funding sources and their amounts for funds identified in Column B. Also indicate which leveraged funds are not yet secured. StarVista is expecting \$130,000 in Foundations for our Healthy Homes program: \$10,000 from Atkinson, \$60,000 from Bella Vista Foundation, \$50,000 from David and Lucille Packard Foundation (secured), \$5,000 from San Bruno Foundation, and \$5,000 from Burt Family Foundation. With the exception of David and Lucille Packard Foundation, the other Foundation amounts are not yet secured. In addition to Foundations, there are also: Medi-cal Fees for \$30K (fees may vary), MAA Funding for \$25K (unsecured), Jefferson Elementary \$30K (secured), EQ+IP Funding \$2,500.00 (unsecured) and Intergrated Systems for Children w/ Special Needs \$57,531.00 (unsecured). StarVista's unrestricted funds that will cover the remaining \$31,620.00.

Mail signed First 5 San Mateo County Budget Request and Budget Narrative Forms to :

First 5 San Mateo County
Attn: F5SMC Program Specialist
1700 S. El Camino Real, Suite 405
San Mateo, CA 94402 – 3050

Electronic copy must also be submitted to:

F5SMC Program Specialist

DATE: July 27, 2020
TO: First 5 San Mateo County Commission
FROM: Kitty Lopez, Executive Director
RE: Approval of Institute for Human and Social Development (IHSD) – Family Engagement Unity Project Agreement in the Amount of \$131,000, Contract Term Effective July 1, 2020 through June 30, 2023

ACTION REQUESTED

Approval of IHSD Agreement in the Amount of \$131,000, contract term effective July 1, 2020 through June 30, 2023.

BACKGROUND

At its April 27, 2020 Commission Meeting, the Commission approved a \$125,000 funding allocation from the Resilient Families Focus Area recommended by the Resilient Families Review Panel to IHSD and directed staff to enter into contract negotiations. The funding recommendation was part of a complimentary 7-part funding portfolio as detailed in the chart immediately below. Note: Target service numbers were refined during contract negotiations and are reflected in the project-specific chart in the latter part of this memo.

RESILIENT FAMILIES PORTFOLIO OF INVESTMENTS AS PRESENTED AT THE APRIL 2020 COMMISSION MEETING PRIOR TO CONTRACT NEGOTIATIONS			
Agencies & Programs	Recommended 3-Year Funding Awards via Round 1, Resilient Families	Geographic Area Served	Target Service Numbers
Puente de la Costa Sur: Sueños Unidos	\$300,000	Pescadero/ South Coast	54 children 159 parents
CORA: The Family Resilience Project	\$850,000	Countywide	390 children 360 parents
Peninsula Family Service: Therapeutic Child Development Centers	\$480,000	Countywide	300 children 375 parents
StarVista: Healthy Homes	\$600,000	Countywide	255 children 255 parents
IHSD: Family Engagement Unity Project	\$125,000	Countywide	720 fathers 45 providers
Family Connections: Thriving Families Project	\$600,000	RWC, EPA, MP	300 children 465 parents
SMCOE: Family Engagement and Dual Language Learning Institute Project	\$225,000	Countywide	30 fathers 300 providers
Resilient Families Total	\$ 3,180,000		

RESULT OF CONTRACT NEGOTIATIONS

Contract negotiations were successful and resulted in the following:

- 1) Target service numbers adjusted upward due to clarification of social platform parent contacts and other parent interfaces (i.e., the Parent Ambassador Lead will attend the Friday Cafes and bring back learnings in the form of mini-trainings to IHSD’s Parent Center Committee and Parent Policy Council). Adjusted target service numbers are:
 - 1,272 direct service recipient parents over 3 years (subset of 720 fathers)
 - 2,535 social platform parent contacts over 3 years (845/year)
 - 105 providers over 3 years (35/year).

- 2) Overall contract amount increased by \$6,000 to underwrite participation of the Father Involvement Coordinator as the co-lead of F5SMC’s Systems-Level Fatherhood Initiative, for a total contract amount of \$131,000. The additional \$6,000 is being allocated from the emerging strategies portion of the Policy, Advocacy, and Communications (PAC) focus area of the LTFP and SPIP.

- 3) Expansion of The Family Development Credential Training (FDC) to include 15 community providers annually, in addition to IHSD staff. Each training will be capped at 20 participants, 15 of which are designated for family engagement providers across the county who are interested in becoming certified. All slots are underwritten by this grant and are, therefore, free of charge.

- 4) Collaboration with 4C’s to help plan Stand for Children Day (an advocacy day in Sacramento) and recruit 24 IHSD parent leaders to attend.

- 5) Stipends for several parents to be at the forefront of service planning/provision:
 - Father Café Mentor
 - Father Café Table Top Facilitators
 - Family Development Credential portfolio advisers

RECOMMENDATION FOR FUNDING

The table below reflects today’s three-year funding recommendation for IHSD from the Resilient Families Focus Area and PAC. Please see Exhibit A (**Attachment 7B.1**) for a summary description of the project and key deliverables. For budget information please see the Budget Request and Budget Narrative Form (**Attachment 7B.2**).

Agency & Program	Three-Year Funding Amount	Geographic Area Served	Updated Target Service Numbers
IHSD: Family Engagement Unity Project	\$131,000	Countywide	<ul style="list-style-type: none"> • 1,272 direct service parent recipients (subset = 720 fathers) • 2,535 social platform parent contacts • 105 providers

ISSUES TO CONSIDER

- IHSD is leveraging \$51,904 yearly; exceeding F5SMC's annual, averaged investment of \$43,666.
- \$6,000 of the \$131,000 contract amount is being allocated from the emerging strategies line item of the Policy, Advocacy, and Communications area within the SPIP to underwrite participation of the Father Involvement Coordinator as co-lead of F5SMC's Systems-Level Fatherhood Initiative.

FISCAL IMPACT

The recommended award to IHSD – Family Engagement Unity Project is \$131,000. This award is in accordance with the approved funding allocations of the Strategic Plan Implementation Plan (SPIP) and the Long-Term Financial Plan (LTFP), including the additional \$6,000 from PAC.

RECOMMENDATION

Approval of IHSD – Family Engagement Unity Project Agreement in the Amount of \$131,000, contract term effective July 1, 2020 through June 30, 2023.

**AGREEMENT BETWEEN
FIRST 5 SAN MATEO COUNTY AND
INSTITUTE FOR HUMAN AND SOCIAL DEVELOPMENT (IHSD)
(FAMILY ENGAGEMENT UNITY PROJECT)**

EXHIBIT A

SCOPE OF WORK

Pursuant to the Agreement for Services between First 5 San Mateo County and IHSD, effective as of July 1, 2020 the Grantee shall provide services as described in this Exhibit A, over the term of this Agreement.

The Grantee commits to align its program with First 5 San Mateo County's strategic approach to collaborate with existing services. In doing so, resources are maximized with the goal of implementing comprehensive and integrated services which support the Commission's adopted Strategic Plan for children and families in San Mateo County, California.

Attachment A-1 to Exhibit A reflects the detailed scope of work for the term of this Agreement.

Under this Agreement the Grantee will engage at risk, low income, 0-5 Head Start and Early Head Start families to promote healthy parent-child relationships utilizing authentic family engagement strategies, including Father Engagement and Parent Leadership approaches, while supporting the family-serving system through trainings and strategic partnerships for: 1,272 direct service recipient parents over 3 years (subset 720 fathers); 2,535 social platform parent contacts over 3 years (845/year); and 105 providers over 3 years (35/year).

Project Services

1. Provide monthly Friday Cafes, rotating around the county (North County, Coast side, South County, Central County) for 720 fathers and 60 others
2. Plan, organize, and conduct annual Fatherhood Summit for 120 parents, 30 others, and 60 providers
3. Identify, pilot and launch an appropriate social network platform for use by 2,535 IHSD parents for the purpose of enhancing social connections, sharing information, coordinating activities, and combating isolation.
4. Provide The Family Development Training and Credentialing Program – a national initiative that provides front-line family engagement workers with the skills and competencies needed to empower families to attain healthy self- reliance and interdependence within their communities -- to 105 family engagement providers (15 IHSD staff members, and 30 community providers)
5. Participate in collaborations emphasizing parent leadership and involvement:
 - a. Collaborate with 4C's Parent Voices Program to co-plan Stand for Children Day, recruit 24 IHSD parents to participate in the event, and travel to Sacramento to attend
 - b. Collaborate with the San Mateo County Office of Education to provide Father Café refresher trainings to IHSD fathers involved in Father Cafes; Parent Ambassador Lead participates on the Friday Café Advisory Board and attends monthly Friday Cafes
6. In partnership with F5SMC co-lead the Systems-Level Father Involvement Initiative.
7. F5SMC Standard Activities
 - a. Distribute the First 5 Kit for New Parents to your clients as appropriate
 - b. Participate in F5SMC Grantee convenings, trainings, and other collaborative efforts, including the Human-Centered Design training in FY 20/21.
 - c. Place F5SMC Tobacco-Free Premises placard in a prominent area where services take place
 - d. Make tobacco education and cessation resources provided by F5SMC readily available to those served by the agency and to staff at the agency via the 1-800-NO-BUTTS hotline and on your website.

www.nobutts.org

- e. Report on this grant using Persimmony, the F5SMC online grant-management system. (Information on F5 website/Grantee Resources- Password: First5grantee2020)
- f. Upload a PDF of your final F5SMC SOW/Workplan for the current contract year

8. F5SMC Standard Communications

- a. Distribute F5SMC materials to project clients and at community events
- b. Put out a press release using template provided by F5SMC announcing receipt of F5SMC funding for your program/agency
- c. Recognize F5SMC by placing the F5SMC logo and/or the phrase "Funding provided by First 5 San Mateo County" in your agency's annual report, public education materials, outreach materials, website, media communications, presentations and papers on work funded (wholly or in part) by F5SMC.
- d. Place a placard announcing project funding by F5SMC in a prominent area where services take place.
- e. Attend F5SMC Communications trainings and TA sessions to ensure Grantee-level communications efforts regarding F5SMC-funded projects align with F5SMC's communications approach/plan.
- f. Participate as able in relevant social media advocacy and resource sharing.

9. F5SMC Standard Evaluation

- a. Collect and enter/upload in Persimmony individual-level client data and individual-level service data on all project activities as required
- b. Administer F5SMC data collection and evaluation tools on clients served as required
- c. Participate in the F5SMC Systems Change Evaluation as required
- d. Participate in data collection and evaluation activities such as planning meetings and trainings as required by F5SMC
- e. Participate in data-sharing and data-linking conversations and projects within San Mateo County as requested



**First 5 San Mateo County
BUDGET REQUEST FORM**

Complete this form to show the budget for the **entire** project for the fiscal year. If there are subcontractors or collaborative agency budgets involved, please complete an additional budget request form for each and identify the subcontractor.

Agency Name:	The Institute for Human and Social Development, Inc.
Program/Project Name:	Family Engagement Unity Project
Amount of Request:	\$43,166
Budget Period:	Year 1 (July 1, 2020 - June 30, 2021)
Submission Date:	6/24/2020

** List Leveraged Amount Available-Non F5SMC funds available to support the project, excluding the amount being requested from the Commission. At the bottom of the form under section VII, please list the funding source for all funds included in this column and any amounts from this column that are not yet secured.

I. PERSONNEL			A. Amount Requested	B. Leveraged Amount Available**	C. Total Program Budget (A+B)
<u>Position Title</u>	<u>Salary Range</u>	<u># FTEs</u>			
A. Father Involvement Coordinator	\$ 52,000.00	0.27	\$ 13,800.00	\$ 38,200.00	\$ 52,000.00
B. Parent Ambassador Lead	\$ 15,600.00	0.33	\$ 11,696.00	\$ 3,904.00	\$ 15,600.00
C. Family Engagement Coordinator	\$62,400.00	0.04		\$ 2,400.00	\$ 2,400.00
Benefits @16 %			\$ 4,104.00	\$ -	\$ 4,104.00
Subtotal - Personnel			\$ 29,600.00	\$ 44,504.00	\$ 74,104.00

II. OPERATING EXPENSES			A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
A. Rent and Utilities			\$ -	\$ -	\$ -
B. Office Supplies and Materials			\$ 66.00	\$ 1,000.00	\$ 1,066.00
C. Telephone/Communications			\$ -	\$ 1,600.00	\$ 1,600.00
D. Postage/Mailing			\$ -	\$ 200.00	\$ 200.00
E. Printing/Copying			\$ -	\$ 1,000.00	\$ 1,000.00
F. Equipment Lease			\$ -	\$ 3,000.00	\$ 3,000.00
G. Travel Using Personal Vehicle			\$ -	\$ 600.00	\$ 600.00
H. Travel Using Company Vehicle			\$ -	\$ -	\$ -
I. Consultants (itemize):					
Communications Consultant			\$ 2,000.00	\$ -	\$ 2,000.00
J. Subcontractors (itemize):					
			\$ -	\$ -	\$ -
K. Other (itemize):					
Stipend for Father Café Mentor			\$ 1,500.00	\$ -	\$ 1,500.00
Stipend for Fam Dev Credential (FDC) Instructor and FDC Portfolio Advisor			\$ 4,500.00		\$ 4,500.00
Stipend for Father Café Table Top facilitators			\$ 1,500.00	\$ -	\$ 1,500.00
Family Development Credential Registration Cost			\$ 4,000.00		\$ 4,000.00
Subtotal - Operating Expenses			\$ 13,566.00	\$ 7,400.00	\$ 20,966.00

III. CAPITAL EXPENDITURES	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
Itemize and describe items requested. Competitive bids may be requested by the Commission prior to contract. This section can be left blank if no capital requests are being made.			
A.	\$ -	\$ -	\$ -
B.	\$ -	\$ -	\$ -
C.	\$ -	\$ -	\$ -
D.	\$ -	\$ -	\$ -
E.	\$ -	\$ -	\$ -
Subtotal - Capital Expenditures	\$ -	\$ -	\$ -

IV. INDIRECT COSTS	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
%	\$ -	\$ -	\$ -
(Attach copy of approved indirect cost rate proposal if percentage exceeds 12%, or submit a proposal for approval)			\$ -
Subtotal - Indirect Costs	\$ -	\$ -	\$ -

V. TOTAL PROGRAM COSTS	A. Amount Requested	B. Leveraged Amount Available **	C. Total Program Budget (A+B)
Total of sections I - IV	\$ 43,166.00	\$ 51,904.00	\$ 95,070.00

VI. IN KIND SUPPORT: Please identify any in-kind support that is available to this project (example: volunteer hours, donated office space or equipment). If volunteer hours are listed, please indicate the role(s) of volunteers in the project.

VII. LEVERAGED FUNDS ARE FROM: Please list the funding sources and their amounts for funds identified in Column B. Also indicate which leveraged funds are not yet secured. We will be leveraging **Head Start and Early Head Start funding in the amount of \$49,504,**

Date Prepared:	6/24/2020	Prepared By:	Angel Barrios/kp
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First 5 San Mateo County Use Only			
Date Approved:		Approved By:	



**First 5 San Mateo County
BUDGET NARRATIVE FORM**

Agency Name:	The Institute for Human and Social Development, Inc.
Program/Project Name:	Family Engagement Unity Project
Amount of Request:	\$43,166
Budget period:	Year 1 (July 1, 2020 - June 30, 2021)
Submission Date:	6/24/2020

I. PERSONNEL	A. Amount Requested	Description / Explanation
<u>Position Title</u>		
A. Father Involvement Coordinator (Charlie)	\$ 13,800.00	Coordinate and Lead the Father Cafes and Fatherhood Summit. Serve as a co-lead with First 5 San Mateo County for the Systems Level Fatherhood Initiative.
B. Parent Ambassador Lead (Johnna)	\$ 11,696.00	Serve as the main liaison between partnership with 4Cs Parent Voices planning/supporting Stand for Children Day; attend ongoing Friday Café Advisory Board meetings and Friday Cafes (and other trainings offered by SMCOE ie, COP). This position will be on IHSD's payroll and will be working approximately 60 hours a month for IHSD.
C. Family Engagement Coordinator (Moana)		Leveraged funding, Moana will Co-plan the Fatherhood Summit
Benefits @16 %	\$ 4,104.00	16% Benefits (includes medical, dental, retirement, workers comp and appropriate taxes).
Subtotal - Personnel	\$ 29,600.00	

II. OPERATING EXPENSES	A. Amount Requested	Description / Explanation
A. Rent and Utilities	\$ -	
B. Office Supplies and Materials	\$ 66.00	Misc supplies to support the program
C. Telephone/Communications	\$ -	
D. Postage/Mailing	\$ -	
E. Printing/Copying	\$ -	
F. Equipment Lease	\$ -	
G. Travel Using Personal Vehicle	\$ -	
H. Travel Using Company Vehicle	\$ -	
I. Consultants (itemize):	\$ -	
Communication Consultant	\$ 2,000.00	Develop the social platform and help moderate the discussions and development of the topics/blogs for IHSD parents.
K. Other (itemize):		
Stipend for Father Café mentor	\$ 1,500.00	The Father Café Mentor is a father in the program and will assist the Father Involvement Coordinator with IHSD's Father Cafes by co-facilitating the cafes. This will cover a total of 100 hours at \$15.00 per hour.
Stipend for FDC Instructor and Portfolio Advisor	\$ 4,500.00	Family Development Credential Instructor will teach the 90 hour FDC credential and will receive a \$3000 stipend. Two FDC Portfolio Advisors review the student's portfolios and will receive approximately \$750.
Stipend for Father Café Table Top facilitators	\$ 1,500.00	Table Top facilitators will receive approximately \$25-\$30 per father café. They support the group discussions with the fathers. 1 Café per month = 12/yr.
Family Development Credential Registration Cost	\$ 4,000.00	The registration cost for the class is \$400 per student. This will cover 10 community students.
Subtotal - Operating Expenses	\$ 13,566.00	

III. CAPITAL EXPENDITURES	A. Amount Requested	Description / Explanation
A.	\$ -	
B.	\$ -	
C.	\$ -	
D.	\$ -	
E.	\$ -	
Subtotal - Capital Expenditures	\$ -	

IV. INDIRECT COSTS	A. Amount Requested	Allocation Method / Formula Used
<u>%</u>	\$ -	
Subtotal - Indirect Costs	\$ -	

V. TOTAL PROGRAM COSTS	A. Amount Requested	
Total of sections I - IV	\$	43,166.00

VI. IN KIND SUPPORT: Please identify any in-kind support that is available to this project (example: volunteer hours, donated office space or equipment). If volunteer hours are listed, please indicate the role(s) of volunteers in the project.

Head Start will donate the office space and meeting space.

VII. LEVERAGED FUNDS ARE FROM: Please list the funding sources and their amounts for funds identified in Column B. Also indicate which leveraged funds are not yet secured. We will be leveraging Head Start and Early Head Start funding in the amount of \$49,504,

Mail signed First 5 San Mateo County Budget Request and Budget Narrative Forms to :

First 5 San Mateo County
Attn: F5SMC Program Specialist
1700 S. El Camino Real, Suite 405
San Mateo, CA 94402 – 3050

Electronic copy must also be submitted to:

F5SMC Program Specialist

**FIRST 5 SAN MATEO COUNTY (F5SMC)
REPORT OF THE EXECUTIVE DIRECTOR
JULY 2020**

OVERVIEW

STRATEGIC INVESTMENT FOCUS AREAS – UPDATE

QUALITY CARE AND EDUCATION

San Mateo County COVID-19 Childcare Fund Update

As of July 16, 2020, First 5 San Mateo County contributed \$20,000 to support match funding to establish small grants to family child care business who are experiencing economic hardship due to COVID-19. The project is in partnership with Silicon Valley Community Foundation, Build Up for San Mateo County's Children, the SMC Emergency Response Team, and LIIF (The Low-Income Investment Fund). To - date, the COVID-19 Tri-County Childcare Partnership Fund has released \$469,300 to four Bay-Area Counties: Alameda, San Francisco, San Mateo and Santa Clara. San Mateo County received 102 applications and has awarded \$166,500 to 49 providers in high priority zip codes. The average grant amount in San Mateo County is \$3,400, with grants ranging from \$1,700 - \$8,000. Fundraising efforts continue with another \$50,000 in committed funds. Funders include Heising-Simons Foundation, who seeded the fund, First 5 San Mateo County, First 5 Alameda County, CZI, and Stupski Foundation. Contributions helped over 100 essential workers maintain their livelihood and have protected the limited childcare supply in underserved communities. See *attachment #8.1* for data on applications by city in SMC.

San Mateo County Early Learning and Care Re-opening Forum

On July 6, 2020, the San Mateo County Emergency Response Team hosted a re-opening forum for over 200 early learning and care providers and advocates. Based on the San Mateo County Office of Education's (SMCOE's) Pandemic Framework adapted for Licensed Care and Education providers, the forum included a panel of 4 center-based and family child care providers from Institute for Human and Social Development (IHSD) Head Start, Redwood City Child Development Center, Busy Doodle Bugs, and Kids Central Montessori who remained open during COVID-19 serving essential workers and or re-opened in early May. See *Attachment #8.2* for the California Early Edge's summary, and click the link to the slide deck: <https://first5sanmateo.org/wp-content/uploads/2020/07/San-Mateo-County-Early-Learning-and-Care-Reopening-Forum-2.pdf>

\$2 million Allocation of CARES Act funds for the Child Care Relief Fund

On July 21, 2020, the San Mateo County Board of Supervisors approved \$2 million allocation of CARES Act funds for the Child Care Relief Fund. The fund will help benefit child care programs that have been impacted by COVID-19. \$1,350,000 of the fund will be allocated to child care centers and \$650,000 to family child care homes.
(See *Attachment #8.3*)

HEALTHY CHILDREN

ACEs Aware Communication Grant Meetings:

As noted at the June 22, 2020 Commission Meeting, First 5 SMC received a grant from the Office of the California Surgeon General and the Department of Health Care Services focused on communications to promote trauma screening for patients on Medi-Cal. On June 26th, First 5 SMC staff members Michelle Blakely and Emily Roberts attended the kickoff meeting with the state and all funded partners to launch the initiative. The meeting featured California Surgeon General Dr. Nadine Burke Harris and other state officials who offered inspiration and an orientation to the work. The First 5 Association also convened a conversation with all First 5s statewide who received ACEs

Aware Communications grants were released on July 9th to help facilitate cross-collaboration and explore opportunities to leverage our collective work on this issue. Our local implementation team meets on July 20th for the first time since the grant was received to begin our work together.

Watch Me Grow Rebranding:

With the launch of our recent three-year investment in an Integrated System for Children with Special Needs with a goal of supporting a continuum for children from early identification through connecting with needed services, we recognize a need to simplify the branding of this effort. We have therefore announced the shift away from the Watch Me Grow name and the associated changes to services in the attached announcement (*See Attachment #8.4*). We are excited to continue to promote Help Me Grow San Mateo County as our local system of care.

RESILIENT FAMILIES

Contract Negotiations:

Seven contracts were recommended by the Resilient Families Review Panel. Program Specialist, Karen Pisani, simultaneously negotiated the contracts and brought them to the Commission for final approval as they were completed. Two contracts were brought to the Commission on May 18, 2020 (Family Connections and Puente de la Costa Sur), and three were brought on June 22, 2020 (CORA, SMCOE-Family Engagement System Support, and Peninsula Family Service). The final two contracts (StarVista and IHSD) are being brought to the July Commission meeting for final approval. An eighth and final contract with the Child Care Coordinating Council (4Cs) Parent Voices Program for \$24,000 (originally proposed as a subcontract) will be executed under the ED's approval authority. The 4Cs Parent Voices contract will ensure that the authentic parent involvement strategy of including parents in the programming decisions that affect them, from planning to implementation, will occur across multiple projects within the Resilient Families Portfolio (seated on the Friday Café Advisory Board, attending Friday Cafes, involvement in F5SMC's Systems-Level Fatherhood Initiative, input into the development of First 5 California's Home Visiting RFA, etc.).

POLICY & ADVOCACY UPDATES

First 5 SMC Statement on Race and Equity

First 5 SMC posted a statement on its website and social media regarding racial equality in response to the brutal killing of George Floyd. (See Attachment #8.5)

FIRST 5 CALIFORNIA & FIRST 5 ASSOCIATION UPDATES

First 5 California Home Visiting Request for Application

F5SMC is pleased to announce SMC's award and participation in F5CA's Home Visiting Initiative FY 2020- FY 2022. Goals of this initiative are increased cross-agency understanding of local population needs and readiness to collaborate on local home visiting services; efficient, coordinated, and sustainable local home visiting that serves more families more effectively; interconnected local early childhood systems with home visiting embedded as a vital component leading to strong family outcomes and networks of cross-county coordination and collaboration that promote shared learning and capacity-building, resource sharing, and expertise to strengthen local systems change efforts. Over the next 6 months, F5SMC will work with several partners including SMC Health/Family Health Services, Help Me Grow and CBO's to develop a county-wide action plan. The award amount is \$200,000, has a required 1: 1 county match and requires participation in a statewide HV workforce survey. F5CA is also providing technical assistance. F5CA will determine strategy and possible funding beyond FY 2022.

COMMUNITY AND STATEWIDE EVENTS & UPDATES

On July 22, 2020, F5SMC Staff, Kitty Lopez and Michelle Blakely, attended the First 5 Association of California Quarterly Association Meeting. The meeting highlighted the First 5 Regional accomplishments and challenges, County efforts and accomplishments for statewide policy work, and welcomed the new First 5 Association Executive Director, Melissa Stafford-Jones.

COMMUNICATIONS

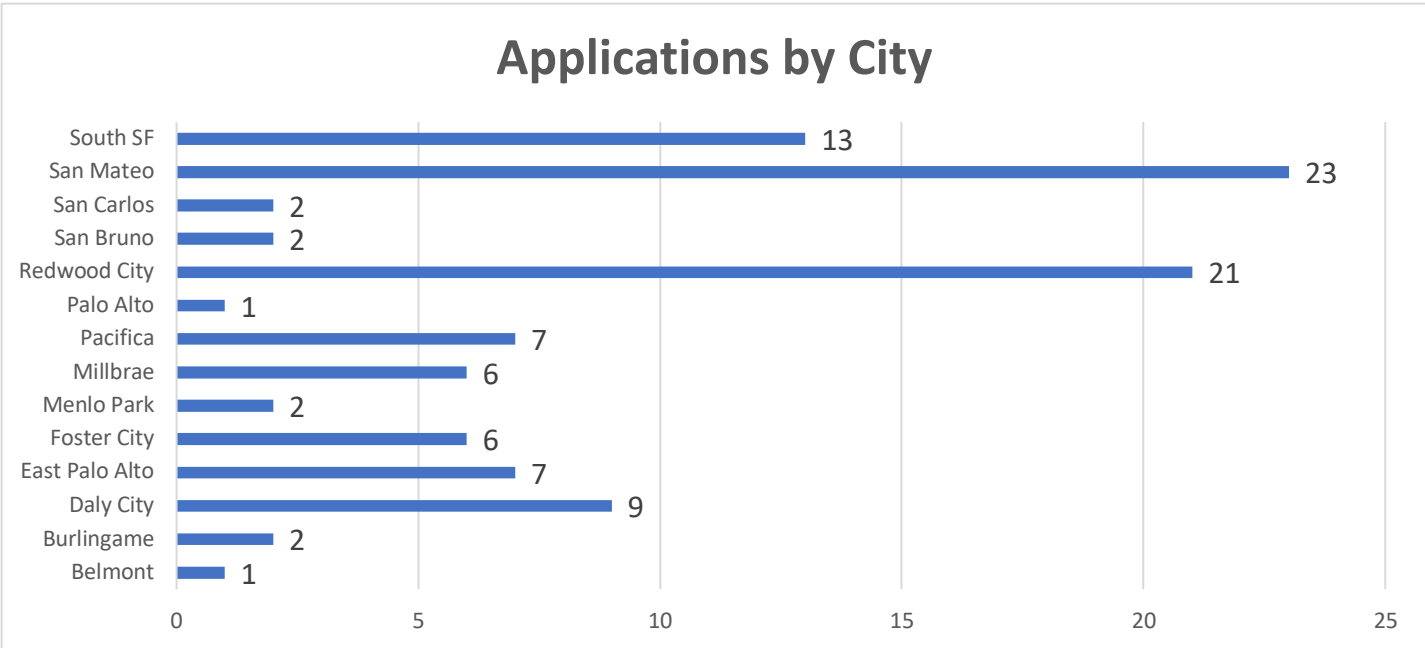
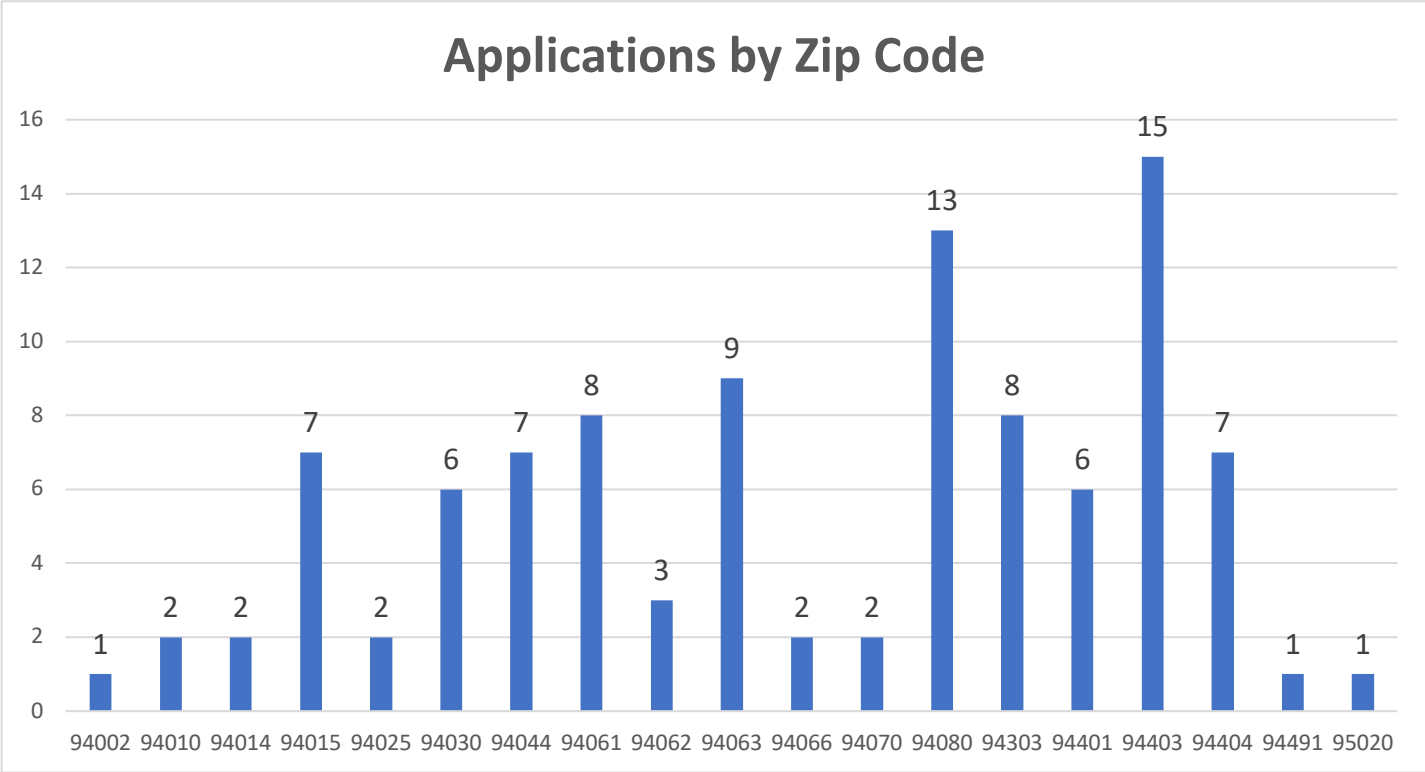
- F5SMC posted an impact story focusing on how parents of young children are building resiliency during COVID-19. The story was shared on our social media and website. (See Attachment #8.6)

COVID-19 Child Care Project: ECE Closure Emergency Grant: San Mateo County

Number of Applications Submitted: 102

- English: 80
- Spanish: 17
- Chinese: 5

Average Monthly Expenses: \$10,249.60





San Mateo Early Learning and Care Reopening Forum

San Mateo County Office of Education hosted a forum on July 6th featuring a panel of two childcare centers and two family childcare providers who shared how they are implementing San Mateo County's [Pandemic Recovery Framework](#) guidelines. During the forum, each provider described how they are implementing guidelines for the "Four Pillars" of Safe Reopening: Health and Hygiene, Face Coverings, Physical Distancing, and Limited Gatherings. During the presentation, providers were able to present photos and videos of the new protocols and adjustments they have implemented to safely reopen their programs. While the presentation was specific to San Mateo County, most of the guidelines align with those issued by the Centers for Disease Control and California Department of Education.

- **San Mateo Pandemic Recovery Framework:** Based on international examples that have already reopened schools (Denmark, Norway, Sweden, South Korea, Japan, China, etc).
 - Also incorporates CDC Guidelines
- **Four Pillars for Safe Return to School**
 - Health and Hygiene
 - Face Coverings
 - Asking all adults and children in TK-5th to come to campus with a face covering. How they wear it within the classroom is scaffolded - youngest kids are wearing face coverings 25% of time inside the classroom. This helps children learn how to wear face covering.
 - Adults should be wearing face coverings or a face shield with a drape 100% of the time.
 - Physical Distancing
 - Discussion over meaning: 6 feet vs. 3 feet.
 - Children getting close to each other is not as much of a risk because they have low transmission rates, but the facility should be able to accommodate 6 feet of distance as much as possible.
 - Limited Gathering
 - How to organize drop-off and pickup so that there is no crowding.
 - Limit outside visitors to the facility.

Provider Panel

Health and Hygiene

Family Childcare Provider

- Use "HiMama" app to do health screening before arrival and to sign in/sign out.



- Staff wear masks. Staff/parents wear masks at drop off.
- Hand washing before entering.
- No items from home. Child brings lunch and change of clothes.
- Clean bathrooms 3x/day: before opening in the morning, during outdoor play, and after children go home. Takes 1.5 hours extra to clean every day morning/evening.
- Removed carpets/rugs.
- Do sensory play outside with distance. Each child has their own bucket of water or sand. Sanitize buckets at the end of the day.
- Made clear “windows” using poster board so children can sit across the table from each other to talk and see each other.

Childcare Center 1

- No contact greeting.
- Health screening including temperature.
- Sign in on iPad, and have parents sanitize hands before touching iPad.
- Children wash their hands when they come into the classroom.
- Six foot staggered waiting and 15 minute intervals for arrival/departure.
- Require parent orientation to go over procedures before children return to center.
- Children with fever must stay home 72 hours after fever is gone. If positive COVID test, follow public health instruction.
- Removed soft toys, dress up, pillows, and area rugs.

Childcare Center 2

- Very similar to Family Childcare provider and other childcare center.
- Not allowing parents past front gate except for infants/toddlers.
- Issues - “takes a long time.”
- Really challenging with kids who are having a hard time separating from their parents. “Major meltdowns.”
- All wearing masks, aprons, and gloves.
- Ratio of 2 teachers to 10 kids. One teacher is very focused on cleaning/sanitizing, much more than before.
- When children use the bathroom, spray a bleach/water solution and have to wait 2 min for it to dry, which is very time consuming.
- Sanitize play structure in the morning and in between each of four groups.
- Bins all over the infant/toddler program to put toys that children put in their mouth. Do a lot of cleaning/sanitizing during naptime.

Face Coverings**Family Childcare Provider**

- Use masks during circle time.



- Have teddy bear to show how to wear mask.

Childcare Center

- For staff, it is very challenging because it is hard to breath all day in masks.
- For children, it has been “so much easier than we thought.” No major issues with it. Don’t require masks for the children.

Physical Distancing

- All providers now have higher staff:child ratio.

Family Childcare Provider

- Removed a lot of large furniture to accommodate greater space needed for napping. Smaller group allows space to be broken into different play areas that are farther apart.
- Spend a lot of time outside.

Childcare Center

- Use colored tape on the floor to help kids stay within a specific space and know what toys need to stay in that place.
- Reduced number of play areas and made them larger (nine play areas to six). Limited number of children in each area.
- Have kids bring toys to teacher when they are done playing so teacher can sanitize it.
- Much easier to do physical distancing inside than outside. “Almost impossible” for the kids to distance outside.
- Put up a wall to split the large classroom in two. One half of the classroom is outside when the other half is inside. Only all inside during lunch and nap.
- Leave doors to outside open as much as possible.
- Separated grassy area from play structure so that two classes can be out at a time (one on grass and one on play structure). Alternate times playing on grass and playing on structure.
- Switched from family style meals where children served themselves. Now teachers are pre-plating meals and bringing it to children. Children now sit spaced throughout the classroom rather than gather around one table. One of the biggest shifts. Staff is really sad to no longer sit with children during meals.
- Do book reading when kids are in their cots before naptime.
- Do physical activity (dancing, etc) as a big group with kids spread throughout the classroom.

Social and Emotional Wellbeing

- Kids were so happy to be back, that it wasn’t really an issue.
- Parents modeling the rules have been very helpful: kids have seen their parents wear masks, stand on marks in the store.



- “Its redirecting all day long as far as physical distancing.”

Questions

How to handle staff/families traveling?

- CDC is recommending 14 days quarantine following international travel. However, internationally, the US has the worse case load - many other countries are doing a much better job.
- No guidance around domestic/local travel.

How are they handling parent participation?

- Restricted parent participation. Not even allowing parents in the building.

What to do if a child or staff member tests positive?

- Contact the Department of Public Health and CCL and County Office of Ed for guidance.

What is the difference between a “bubble” cohort and a “stable” cohort?

- Bubble cohort: started out as a state requirement for essential workers. Children and staff did not mix at all. Even substitutes had to be specific to that group. Within the bubble, children do not need to wear masks, can interact, etc. However, CCL never made that leap to clarifying that kids can interact freely within bubble (same rules as a household.)
- Stable cohort: Reduce random mixing in the environment as much as possible. Try to reduce by half, but not a fixed number. Need to use physical distancing since people may come in/leave the bubble.



County of San Mateo

Inter-Departmental Correspondence

Department: BOARD OF SUPERVISORS
 DISTRICT 1
File #: 20-541

Board Meeting Date: 7/21/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Supervisor Dave Pine, District 1
 Supervisor Carole Groom, District 2
Subject: \$2 million allocation of CARES Act funds for the Child Care Relief Fund

RECOMMENDATION:

Recommendation to:

- A) Approve a \$2,000,000 allocation of Coronavirus Aid, Relief, and Economic Security (CARES) Act funds for the purposes of seeding the "Child Care Relief Fund," a COVID-19 recovery fund to benefit child care programs adversely impacted by COVID-19; and
- B) Direct the County Manager, or the County Manager's designee, to negotiate agreements with Community Equity Collaborative and the San Mateo Credit Union to administer and distribute grants from the Child Care Relief Fund as follows:
 1. \$1,350,000 to child care centers, providing a minimum of 25 grants up to \$55,000 each; and
 2. \$650,000 to family child care homes (FCCH), providing a minimum of 65 grants up to \$10,000 each.

BACKGROUND:

The novel coronavirus known as COVID-19 has had a severe, negative impact on child care programs in San Mateo County. The Center for American Progress projects that as many as half of California's child care programs could permanently close in the coming months, which would translate to a loss of 19,764 child care spaces in San Mateo County. Combined with the deficit of 23,591 child care spaces in the county prior to the pandemic, San Mateo County faces a potential shortage of 43,355 child care spaces in the near term. This shortfall will be greatly inflated if local K-12 schools adopt hybrid or distance-learning models this fall as a consequence of the pandemic, requiring even more child care spaces.

Even before COVID-19, the child care industry was precarious, with programs operating on narrow margins and staff earning poverty wages. Due to the pandemic, child care programs face declining revenue, increased costs and an increased risk of closure given the (a) lost income due to low utilization by families who wish to keep their children out of group care settings in view of risks of transmission of COVID-19; (b) physical distancing requirements necessitated by the pandemic that limit enrollment while increasing staffing; (c) significantly altered scheduling and facility use due to the pandemic; and (d) cost of increased training and supplies required to maintain safe spaces for children and teachers due to the pandemic.

San Mateo County relies on a healthy child care infrastructure in order to thrive. Prior to the pandemic, approximately 104,712 San Mateo County residents utilized child care in order to work full time in local hospitals, schools, grocery stores, and other workplaces, supporting the economy with annual wages totaling approximately \$6.4 billion. Without child care, many parents and caregivers in San Mateo County will leave the workforce, resulting in a potential decrease in economic activity of up to \$3.6 billion in lost wages.

Child care relief funds have a multiplier effect on the economy. According to researchers from UC Berkeley, every dollar spent in the child care industry results in two dollars in economic output (a higher rate of return than most industries). In addition, for every dollar invested in high-quality early care and education, taxpayers save up to \$13 in future social costs. High-quality early education programs increase academic achievement and kindergarten readiness and decrease the need for costly special education and other types of academic support. Adults who had access to high-quality early childhood education programs when they were young are less likely to interact with the criminal justice system and to qualify for government assistance.

The Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) was enacted by the federal government on March 27, 2020. The CARES Act established the Coronavirus Relief Fund (the “Fund”) which provides funds to state, local and tribal governments to cover certain costs incurred due to the COVID-19 pandemic. The CARES Act permits local governments to use payments from the Fund to cover costs that are necessary expenditures due to the public health emergency with respect to COVID-19, were not accounted for in the government’s most recently approved budget as of March 27, 2020 and were incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.

The U.S. Treasury has provided guidance indicating that eligible expenditures include “expenses associated with the provision of economic support in connection with the COVID-19 public health emergency,” including “grants to small businesses to reimburse the costs of business interruption caused by required closures.” The U.S. Treasury has further provided that Fund payments may be used for “a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.”

DISCUSSION:

This proposal, conceived by County staff in collaboration with child care experts and advocates, is modeled on the San Mateo County Strong Fund (San Mateo County Economic Development Association (SAMCEDA) in partnership with San Mateo Credit Union (SMCU) and the COVID-19 Child Care Project (Silicon Valley Community Foundation in partnership with the Low Income

Investment Fund)). The proposed “Child Care Relief Fund” program also takes into account investments in child care by jurisdictions that have leveraged CARES Act funding for this purpose. For example, San Diego County allocated 1.5% of its total CARES Act fund (and matched that funding) to support child care for essential workers and Santa Clara allocated 1.1% of its total CARES Act fund to support child care.

Partner-based Strategy Serving the Greatest Need

Community Equity Collaborative and SMCU would administer the grant program under the advisorship of the San Mateo County COVID-19 Child Care Response Team and two representatives of the San Mateo County Board of Supervisors (together, the “Advisory Team”). The San Mateo County COVID-19 Child Care Response Team includes representatives from First 5 San Mateo County, San Mateo County Office of Education, Child Care Partnership Council, Silicon Valley Community Foundation, 4Cs of San Mateo County, and Build Up for San Mateo County’s Children. When applications for grants are received, Community Equity Collaborative and the Advisory Team will review them for compliance with the eligibility criteria, assess them according to the application matrix, and forward all eligible applications to the SMCU with recommended grant amounts. SMCU will transfer funds or provide checks in the approved grant amount to selected programs. Community Equity Collaborative will provide a summary of applications received, approved, denied, and geographical distribution. In addition, Build Up for San Mateo County’s Children will offer regular technical assistance to all Child Care Relief Fund grantees to support the sustainability of their future operations.

Allocation & Eligibility

The proposed funding allocations take into account the results of a recent survey conducted by the San Mateo County COVID-19 Child Care Response Team and aim to balance the financial precariousness of the child care industry for both family child care homes and centers (59% of family child care homes and 30% of centers have one month or less of operating expenses on-hand; 42% of family child care homes and 71% of centers project a net income loss in the fall), with the distribution of child care spaces (83% of spaces for children ages 0-12 are in centers; 61% of infant/toddler spaces are in family child care homes), and the difficulty of replacing the center-based infrastructure (due to a combination of local permitting and state licensing requirements, lack of usable/affordable space and extreme development expenses and timelines).

Staff recommends basing grant amounts on monthly operating costs, not to exceed \$10,000 for each family child care home and \$55,000 for each child care center in San Mateo County. In addition, staff recommends multi-site agencies operating more than one child care program be eligible for only one grant of up to \$55,000. Grants would cover the equivalent of approximately one month of operating expenses, including payroll, rent, and other operating costs (or the maximum grant amount, whichever is smaller). Based on a sample size of 16 centers and family child care homes in San Mateo County with diverse service populations and business models (nonprofit, small business, state subsidized, private, etc.), the average expense per licensed space in San Mateo County is approximately \$1,300. Using the median enrollment for centers (45 children) and the average enrollment for family child care homes (11 children) in San Mateo County, the average monthly operating cost for each type of program is approximately \$57,500 for centers and \$13,600 for family child care homes. Based on the results of a recent survey conducted by the San Mateo County COVID-19 Child Care Response Team, the majority of county child care programs project a net income loss in the months ahead. By funding all or a substantial portion of programs’ monthly expenses, the Child Care Relief Fund will provide a meaningful investment into the county’s child

care infrastructure, and one that both reflects the inflated cost of doing business in San Mateo County as well as the county’s continued leadership in supporting the care and education of our youngest residents.

Eligibility for the Child Care Relief Fund will be limited to licensed and license-exempt child care centers and family child care homes in San Mateo County. Grant funding will be distributed broadly throughout the county according to a weighted point system that prioritizes programs that (a) provide child care services to the most vulnerable San Mateo County residents (e.g. recipients of CalWorks subsidies); (b) are located in Priority 1 zip codes (the highest needs zip codes as determined by the San Mateo County Child Care Partnership Council Child Care and Early Learning Needs Assessment); (c) demonstrate fiscal sustainability, including leveraged funding sources; and (d) participate in existing County initiatives such as the Big Lift and Quality Counts. At minimum, the Child Care Relief Fund will support 26% of San Mateo County’s centers that offer subsidized care to our most socioeconomically disadvantaged children.

Staff recommends that applicants previously awarded San Mateo County Strong Fund Small Business or Nonprofit grants retain eligibility for the Child Care Relief Fund. The 12 child care providers that benefited from the San Mateo County Strong Fund have demonstrated strategic acumen and the organizational capacity to seek and replace income lost as a result of COVID-19. Moreover, since the maximum amount awarded through the San Mateo County Strong Fund (\$10,000 for small businesses and \$20,000 for nonprofits) cover only a fraction of the average monthly cost (\$57,500) of running a center in San Mateo County, these programs likely require additional support to sustain their critical services over the coming months. To that end, staff recommends calculating Child Care Relief Fund grant amounts by subtracting any previously awarded San Mateo County Strong Fund awards from one month of the applicant’s operating expenses (or the maximum grant amount, whichever is lower).

As indicated below, the Child Care Relief Fund will provide a much-needed, immediate boost to a portion of San Mateo County’s child care programs that have been impacted by the COVID-19 pandemic and serve our most at-risk residents.

Child Care Relief Fund Amount	% Total SMC CARES Act Fund (\$134M)	Minimum # Centers & FCCHs Funded*	Minimum % Centers & FCCHs Funded	Approx. # Children Served	% of Projected Child Care Shortage of 43,355 Spaces
\$2M	1.5%	25 Centers 65 FCCHs	4% Centers 10% FCCHs	1,564	4%

**Based on maximum grant sizes of \$10,000 for FCCHs and \$55,000 for centers.*

Pursuant to the CARES Act, San Mateo County has received approximately \$134,000,000 from the Fund. The expenditures associated with providing grants to child care centers and family child care homes impacted by the COVID-19 public health emergency were not budgeted for in the County’s most recently approved budget as of March 27, 2020. These expenditures must be incurred between March 1, 2020 and December 30, 2020. The proposed \$2 million allocation will help child care centers and family child care homes to absorb added expense and lost income due to the pandemic while remaining open to provide critically needed quality care for children and families in San Mateo County.

FISCAL IMPACT:

At the direction of this Board, the County Manager will negotiate agreements with Community Equity Collaborative and the San Mateo Credit Union to administer and distribute grants from the Child Care Relief Fund. Such agreements may include payments for the services provided in administering and distributing the grants and will be brought back to this Board at its August 4, 2020, meeting for consideration and approval. There is no fiscal impact on the County General Fund associated with approving this allocation of \$2,000,000 of CARES Act funds to the Child Care Relief Fund.



We are... Growing!

First 5 San Mateo County continues to invest in the system of care for children with special needs and is excited to announce the evolution of Watch Me Grow into the Help Me Grow system.

Here's what you can expect:

- We are no longer on-site in South San Francisco at the Spruce Elementary campus. However, our knowledgeable, bilingual staff are still available to support families by phone, text, and virtual meeting on an ongoing basis.
- Our call center is ready to help with any questions about a child's development, and to provide information on services and resources available to parents in San Mateo County.
- Any parent, caregiver, and child-serving professional in San Mateo County can contact our Help Me Grow line at 650-762-6930.
- Families can still access free developmental screening online [here](#) or visit our website at helpmegrowsmc.org.
- For primary care providers and community professionals: Our Multidisciplinary Roundtable continues to meet to support families of children with complex needs and address barriers to accessing services. Please contact HMGRoundtable@stanfordchildrens.org for more information.

We look forward to continuing to grow with you.



Follow Us



STATEMENT FROM FIRST 5 SAN MATEO COUNTY

The deaths of George Floyd, Ahmaud Arbery, Breonna Taylor are tragic reminders of the country's legacy of racism and discrimination that harm all our communities. First 5 San Mateo County stands against racism, oppression, and inequality in all its forms. We stand in solidarity with our fellow First 5s across California and with all who pursue equity, justice, and human dignity. We know that experiences of bias, social, and systemic racism begin before a child is even born. The resulting fear, stress, and trauma steal away the full potential from each child and family.

The Pediatric Infectious Disease Society states "Structural racism is more harmful to the health and well-being of children than infectious diseases, including COVID-19." Our work is about seeing inequity in the lives of children and families and trying to do something about it. We look forward to continuing to partner with parents and leaders throughout San Mateo County and at the state to change conditions that affect child development and family well-being.

The mission of First 5 is more important now than ever: all children have the right to grow up healthy, safe, and with every opportunity.

Kitty Lopez
Executive Director

Resources:

EmbraceRace.

EmbraceRace provides tools and resources to help us raise children who are resilient, inclusive, and able to address racial equity. <https://www.embracerace.org/>

Beverly Daniel Tatum, Is my Skin Brown Because I Drank Chocolate Milk?

In sharing a story about her preschool-aged son, Dr. Tatum explains how it is the things we don't say that find their way into racist dialogue and thinking.

https://www.youtube.com/watch?v=l_TFaS3KW6s&feature=emb_title

NAEYC, Becoming Upended: Teaching and Learning about Race and Racism with Young Children and Their Families.

Schools, in collaboration with families, have an important role to play in fostering young children's positive racial identities. Here is an extensive resource for early childhood educators to learn and teach about race and racism.

<https://www.naeyc.org/resources/pubs/yc/may2018/teaching-learning-race-and-racism>

Teaching for Change.

Teaching for Change provides teachers and parents with the tools to create schools where students learn to read, write and change the world. <https://www.teachingforchange.org/>

Success for Every Child



How Parents of Young Children are Building Resiliency During COVID-19

If you feel like you're experiencing more emotional distress and hardship than ever during the COVID-19 pandemic, know that you are not alone. Talking about your experience can open doors for other parents to do the same, and help build connection and resiliency in your community.

Today, we're shining the spotlight on Janna, a Pacifica-based mom of two boys under the age of five. Janna has kindly shared her story with us, along with tips for practicing self-care and making learning fun for young kids.



Q&A with Janna

Where do you live? We just moved from Daly City to Pacifica yesterday!

Tell us a little about life before COVID-19. Both of my kids were in school. My husband and I would split drop off since we both work—I work at a Head Start preschool. Typically, I'd bring my 3-year-old to school and stay to work, but then I was also doing classes on campus. My everyday routine consisted of going to work, going to school and coming back to pick up my oldest son accordingly. After that, we'd eat dinner and get ready for the next day.

What have been some of your biggest challenges as a parent since COVID? The biggest challenge is education. Kids behave differently when parents are teachers, and I totally see that with my kids. Right now, I'm trying to help my oldest practice reading and writing. My youngest is in the same situation and I have to constantly think of activities for him.



What has helped you and your family work through those challenges? I've had the most success when I help my sons learn through play. We don't have a lot of extra income so sometimes we will go to a dollar store once a month to see what supplies they have. I do a lot of printing at home so my kids can color in shapes or have them watch educational videos. They both love ABC Mouse, watching music videos to dance along to and feeding their pets together. Both of their teachers also send curriculum, but Kindergarten is more structured.

How have you stayed connected with school/friends/family? Technology! We use Facebook messenger with family to video call, FaceTime with iPads, plus a lot of texting and picture messages. My sons have video calls every day with their school so they can see their friends. They dance, read books and ask questions. Sometimes they are not in the mood, so we at least play it in the background.

What's your favorite thing to do for self-care? Listen to a lot of music, mostly praise and worship music. If my mental health is in really bad shape, I will take my sons over to my parents' house so they can watch them for a bit. It gives me room to breathe and collect myself. Having them all day can get really hard.

What are your sons' favorite activities? They love to dance together! At grandma's house, they do a lot of cooking. Their favorite thing to make is pancakes.

Any advice for other families who may be having a tough time right now? My advice as a parent and someone who works at preschool is to stay connected with teachers. If you really need a break, stay in your room or bathroom for five minutes. Even just a little break really helps. Calling family members with your kids also helps them socialize with others.

If you are in need of educational and entertaining activities to do with your young child, we encourage you to take a look at the resources highlighted below.



Resources:

- First 5 California Activity Center: <http://www.first5california.com/activity-center.aspx?id=1>
- Tips for video chat with young children: <https://www.naeyc.org/our-work/families/tips-video-chatting-young-children>
- First 5 San Mateo County Family PLAYlist [Spotify channel]: <https://open.spotify.com/playlist/4uQwvUxli9cxidf40PoV5S?si=O23BS9P3R-GuigYafw-mJgg>



First 5 San Mateo County is entrusted with the strategic investment of nearly \$7 million public dollars each year specifically earmarked to help children and families in our county succeed. We work on behalf of the more than 53,000 children ages zero to five living here to ensure their every need is met, their families are supported and their future is a priority.

Success for Every Child



Cómo Los Padres De Niños Pequeños Están Formando Resiliencia Durante COVID-19

Si sientes que estás experimentando más angustia emocionalmente y dificultades que nunca durante la pandemia de COVID-19, debes de saber que no estás solo. Hablar de tu experiencia puede abrir las puertas para que otros padres hagan lo mismo, y ayudar a construir la conexión y la resiliencia en tu comunidad.

Hoy, te presentamos a Janna, una madre de dos niños menores de cinco años que vive en Pacifica. Janna ha tenido la amabilidad de compartir su historia con nosotros, junto con consejos para practicar el autocuidado y hacer que el aprendizaje sea divertido para los niños pequeños.



Preguntas y Respuestas con Janna

¿Dónde vives? ¡Nos acabamos de mudar de Daly City a Pacifica ayer!

Cuéntanos un poco sobre la vida antes de COVID-19. Mis dos hijos estaban en la escuela. Mi esposo y yo nos alternamos para dejar a los niños en la escuela - ya que yo trabajo en un preescolar de Head Start. Típicamente, traía a mi hijo de 3 años a la escuela y me quedaba en el trabajo, pero también daba clases en el campus. Mi rutina diaria consistía en ir al trabajo, ir a la escuela y volver a recoger a mi hijo mayor en consecuencia. Después de eso, cenábamos y nos preparábamos para el día siguiente.

¿Cuáles han sido algunos de tus mayores desafíos como padre desde COVID? El mayor desafío es la educación. Los niños se comportan diferente cuando los padres son maestros, y lo veo totalmente con mis hijos. En este momento, estoy tratando de ayudar a mi hijo mayor a practicar a leer y escribir. Mi hijo menor está en la misma situación y tengo que pensar constantemente en actividades para él.

