



**FINANCE COMMITTEE MEETING**  
**April 27<sup>th</sup>, 2016, 9:15 am**  
**ELC Board Room**

- |      |  |              |
|------|--|--------------|
| I.   | Welcome & Introductions                                  | Robert Eadie |
| II.  | Approval of Minutes                                      | Robert Eadie |
|      | A. Motion to approve minutes for the month of March 2016 |              |
| III. | Financial Statements                                     | Robert Eadie |
| IV.  | Resolutions  | Robert Eadie |
|      | A. 04272016-01   |              |
|      | B. 04272016-02   |              |
|      | C. 04272016-03   |              |
|      | D. 04272016-04   |              |
|      | E. 04272016-05   |              |
|      | F. 04272016-06   |              |
| V.   | Information Items  | Robert Eadie |
|      | A. Slot Utilization                                      |              |
|      | B. Budget Fiscal Year 2015-2016                          |              |
|      | C. Funding Allocation Fiscal Year 2016-2017              |              |
|      | • Performance Funding Pilot                              |              |
|      | • Contracted Childcare Slots                             |              |
|      | • CCEP/CCPP  |              |
| VI.  | Public Comments  | Robert Eadie |
| VII. | Meeting Adjourn  | Robert Eadie |

Mission: To promote high-quality school readiness, voluntary pre-kindergarten and after school programs, thus increasing all children's chances of achieving future educational success and becoming productive members of society. The Coalition seeks to further the physical, social, emotional and intellectual needs of Miami-Dade and Monroe County children with a priority toward the ages before birth through age 5.



Finance Committee Meeting  
March 30<sup>th</sup>, 2016; 10:00 AM  
Early Learning Coalition Board Room

**Committee Attendees:** Adrian Alfonso; Theresa Axford (via conference call); Alex Soto (via conference call); Philip Gassman (via conference call)

**Absent Committee:** Robert Eadie

**Staff Attendees:** Mercy Castiglione; Lisney Badillo; Marie-Jose Sanchez; Fiorella Christie; Angelo Parrino; Lisa Sanabria; Evelio Torres; Jackye Russell; Juan Castillo; Pamela Hollingsworth; Sandra Gonzalez

**I. Welcome and Introductions** **Adrian Alfonso**

- A. Alfonso called the meeting to order and welcomed everyone. Quorum was established.

**II. Approval of Minutes** **Adrian Alfonso**

- Motion to approve minutes by T. Axford.
  - Motion seconded by A. Soto.
  - Motion was unanimously passed.

**III. Financial Statements** **Adrian Alfonso**

- M. Castiglione reviewed the finance statements and stated that they were in line with were they should be at this time of year.
- M. Castiglione stated that the VPK surplus is in line with the projected target.
- M. Castiglione stated that EHS is projecting a surplus due to late enrollment.
- E. Torres stated that attrition is low due to the call center contacting families to remind them of their due dates.

**IV. Resolutions** **Robert Eadie**

- Resolution 03292016-01 authorizes the President and CEO to negotiate and execute an amendment to Contract PSA15-41 with WELS System Foundation, LLC. Fiscal Impact: The Contract amount increases by \$89,500.00 for a total contract amount not to exceed \$339,500.00 for fiscal year 2015-2016, which subject to the availability of funding. Funding Source: The Children's Trust.



- Motion to approve resolution by T. Axford.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.
  
- Resolution 03292016-02 presents RFP#ELCMDM2016-01 (Early Head Start Formal Education and Credentialing Services) Evaluation Committee's scoring results to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor. Fiscal Impact: The Contract amount will not exceed \$200,000.00, which is subject to availability of funding. Funding Source: The U.S. Department of Health and Human Services, Administration for Children and Families.
  - Motion to approve resolution by T. Axford.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.
  
- Resolution 03292016-03 presents RFP#ELCMDM2016-02 (Teenage Parent Program) Evaluation Committee's scoring results to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor. Fiscal Impact: The Contract amount will not exceed \$75,000.00, which is subject to availability of funding. Funding Source: Miami-Dade County Public Schools
  - Motion to approve resolution by T. Axford.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.
  
- Resolution 03292016-04 authorize the President and CEO to release a Request for Proposal, select a vendor, negotiate and execute the contract for Assessments, General Repairs/Improvements, and Playgrounds for our Early Head Start child care centers. Fiscal Impact: The contract is not-to-exceed a total amount of \$ 1,200,000.00 for fiscal year 2015-2016, subject to approval for legal sufficiency and form. Funding Source: The Department of Health and Human Services, Administration for Children and Families, Office of Head Start.
  - Motion to approve resolution by T. Axford.
  - Motion seconded by P. Gassman.
  - Motion was unanimously passed.
  
- Resolution 03292016-05 authorize the President and CEO to negotiate and execute the contracts listed within the background section of this resolution. Adding all funding sources and shared services as allowed under funder's guidelines. Fiscal Impact: A total amount of approximately \$8,738,164.81 for the fiscal year 2016-2017, which is subject to the availability of funding. Funding Source: All Funding Sources



- Motion to approve resolution by T. Axford.
- Motion seconded by P. Gassman.
- Motion was unanimously passed.

**V. Informational Items**

**Adrian Alfonso**

- A. Parrino stated that the MDC net increase on children served and paid increased by 2824, this increase contributes to our deficit.
- E. Torres stated that the new process for COE's is doing great and parents are receiving them within 24 hours.
- A. Parrino stated that Monroe County's wait list remains at 0 and no wait list is anticipated.

**VI. Adjourn**

**Adrian Alfonso**

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	<b>Unaudited As of 3/31/2016</b>
<b>Assets</b>	
Cash & Cash Equivalents	12,824
Grants Receivable	19,176
VPK Prepayment	4,722
Property and Equipment, Net	395
Other Assets	325
	<hr/>
Total Assets	<b>\$ 37,442</b>
	<hr/> <hr/>
<b>Liabilities</b>	
Accounts Payable	569
Advances Due to OEL & Other	15,161
VPK Prepayment	4,722
Deferred Revenues	50
Accrued Expenses & Other Liabilities	15,618
Total Liabilities	36,119
	<hr/> <hr/>
<b>Net Assets</b>	
Unrestricted	455
Temporarily Restricted	868
Total Net Assets	1,323
	<hr/> <hr/>
Total Liabilities and Net Assets	<b>\$ 37,442</b>
	<hr/> <hr/>

**Early Learning Coalition of Miami-Dade and Monroe Counties**

**Statement of Activities**  
*(In thousands \$000)*

	YTD		
	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>3/31/2016</u>
<b>Support and revenues</b>			
Grants	\$ 0	\$ 136,886	\$ 136,886
Contributions and Other	0	0	0
Net Assets Released from Restrictions	<u>136,799</u>	<u>(136,799)</u>	<u>0</u>
 Total Support and Revenues	 136,800	 87	 136,887
 <b>Expenses</b>			
Early Education Services	132,731		132,731
Administration	<u>4,110</u>		<u>4,110</u>
 Total Expenses	 <u>136,840</u>	 <u>0</u>	 <u>136,840</u>
 <b>Change in Net Assets</b>	 (41)	 87	 47
 <b>Beginning Net Assets</b>	 495	 782	 1,277
 <b>Ending Net Assets</b>	 <u>\$ 455</u>	 <u>\$ 868</u>	 <u>\$ 1,323</u>

Early Learning Coalition of Miami-Dade and Monroe Counties

Statement of Financial Position

(In thousands \$000)

	<b>Unaudited As of 3/31/2016</b>
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	<hr/> <hr/>

**Early Learning Coalition of Miami-Dade and Monroe Counties**  
**Statement of Cash Flows**  
*(In thousands \$000)*

	<b>Preliminary YTD 3/31/2016</b>
<b>Cash Flows From Operating Activities</b>	
<b>Change In Net Assets</b>	<b>47</b>
<b>Adjustments to reconcile change in net cash provided by</b>	
Depreciation Expense	
(Increase) Decrease in Assets:	
Grants Receivables	(5,365)
Other Assets	(131)
VPK Prepayment	(4,722)
Increase (Decrease) in Liabilities:	
Accounts Payable-Vendors	(2,936)
Other Accrued Expenses & Other Payables	3,351
Advances Due to OEL	19,536
Advances Due to Other Grantors	300
Deferred Revenues	(12)
<b>Total Adjustments</b>	<b>10,022</b>
<b>Net Cash Flows From Operating Activities</b>	<b>10,069</b>
<b>Cash Flows from Investing Activities:</b>	
Purchase of furniture and equipment	
<b>Net Cash Flows From Investing Activities</b>	<b></b>
Change in Cash	10,069
Cash - Beginning of Period	2,756
<b>Cash Balance End of Period</b>	<b>\$ 12,824</b>



**BUDGET VARIANCE**  
**March 2016**  
*In 000's*

SCHOOL READINESS					
Category	Forecast	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	110,020	9,885	83,509	24.10%	25.00%
<b>EXPENDITURES</b>					
Salary and Fringe	10,883	779	7,930	27.14%	
Child Care Services	92,839	8,784	71,473	23.01%	
Contractual Services	3,004	105	1,994	33.61%	
Occupancy	1,241	160	1,376	-10.88%	
Travel/Conf/Dev	87	16	121	-39.83%	
Program Activity	1,575	12	198	87.41%	
IT	211	6	154	26.75%	
Other	182	23	260	-42.75%	
<b>TOTAL EXP</b>	<b>110,020</b>	<b>9,885</b>	<b>83,507</b>	<b>24.10%</b>	<b>25.00%</b>

VPK					
Category	Forecast	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	58,393	5,783	42,170	27.78%	25.00%
<b>EXPENDITURES</b>					
Salary and Fringe	1,587	235	1,371	13.61%	
Child Care Services	56,147	5,518	40,705	27.50%	
Contractual Services	122	5	14	88.11%	
Occupancy	185	17	41	78.00%	
Travel/Conf/Dev	15	2	5	64.87%	
Program Activity	75			100.00%	
IT	216	2	20	90.81%	
Other	46	3	13	71.83%	
<b>TOTAL EXP</b>	<b>58,393</b>	<b>5,783</b>	<b>42,169</b>	<b>27.78%</b>	<b>25.00%</b>

EARLY HEAD START					
Category	Forecast	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
Office of Head Start	10,785	868	5,882	45.46%	25.00%
<b>EXPENDITURES</b>					
Salary and Fringe	2,775	151	1,397	49.65%	
Child Care Services	5,850	608	3,721	36.40%	
Contractual Services	651	26	178	72.71%	
Occupancy	504	29	237	53.10%	
Travel/Conf/Dev	80	6	54	33.09%	
Program Activity	865	41	151	82.60%	
IT	18		52	-188.35%	
Other	41	7	94	-128.24%	
<b>TOTAL EXP</b>	<b>10,785</b>	<b>868</b>	<b>5,882</b>	<b>45.46%</b>	<b>25.00%</b>

OTHER					
Category	Forecast	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
The Children's Trust	4,930	281	3,478	29.45%	
Other	648	38	505	22.12%	
Refugee	2,000	128	1,138	43.08%	
Teen Parent	405	39	205	49.36%	
	7,983	486	5,326	33.28%	25.00%
<b>EXPENDITURES</b>					
Salary and Fringe	796	67	597	25.06%	
Child Care Services	3,347	222	2,371	29.16%	
Contractual Services	2,999	130	1,818	39.38%	
Occupancy	246	6	34	86.05%	
Travel/Conf/Dev	20	15	83	-321.36%	
Program Activity	525	50	339	35.42%	
IT	15	2	7	50.64%	
Other	36	5	32	9.29%	
<b>TOTAL EXP</b>	<b>7,983</b>	<b>497</b>	<b>5,282</b>	<b>33.84%</b>	<b>25.00%</b>
<b>NET</b>	<b>-</b>	<b>-11</b>	<b>44</b>		

TOTAL	Forecast	Current Month Actual	Current Year Actual	% Budget Remaining	Target % Budget Remaining
<b>REVENUE</b>					
State of Florida	168,414	15,668	125,679	25.38%	
Office of Head Start	10,785	868	5,882	45.46%	
The Children's Trust	4,930	281	3,478	29.45%	
Refugee	648	38	505	22.12%	
Teen Parent	2,000	128	1,138	43.08%	
Other	405	39	205	49.36%	
<b>TOTAL REVENUE</b>	<b>187,181</b>	<b>17,022</b>	<b>136,887</b>	<b>26.87%</b>	<b>25.00%</b>
<b>EXPENDITURES</b>					
Salary and Fringe	16,042	1,233	11,295	29.59%	
Child Care Services	158,182	15,131	118,270	25.23%	
Contractual Services	6,775	266	4,004	40.90%	
Occupancy	2,176	212	1,687	22.46%	
Travel/Conf/Dev	201	39	263	-30.76%	
Program Activity	3,040	104	688	77.37%	
IT	460	11	233	49.21%	
Other	305	37	399	-31.00%	
<b>TOTAL EXP</b>	<b>187,181</b>	<b>17,033</b>	<b>136,840</b>	<b>26.89%</b>	<b>25.00%</b>
<b>NET</b>	<b>-</b>	<b>-11</b>	<b>47</b>		



**Early Learning Coalition Finance Committee Meeting**

**April 27, 2016**

**Resolution: 04272016-01**

**Action Requested:** Authorize the President and CEO to negotiate and execute the leases listed within the background section of this resolution. Adding all funding sources and shared services as allowed under funder's guidelines.

**Fiscal Impact:** A total amount of approximately \$19,765.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

**Funding sources:** Office of Early Learning School Readiness, Office of Early Learning Voluntary Prekindergarten, Teenage Parent Program of Monroe County, Teenage Parent Program of Miami-Dade Country, U.S. Department of Health and Human Services Early Head Start, Home Instruction for Parents of Pre-School, Bainum Family Foundation

**Strategic Goal:**

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input type="checkbox"/> Internal Capacity
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> Funding

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**RESOLUTION NO. 04272016-01**

**AUTHORIZATION FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE THE LEASES LISTED WITHIN THE BACKGROUND SECTION OF THE RESOLUTION. ADDING ALL FUNDING SOURCES AND SHARED SERVICES AS ALLOWED UNDER FUNDER'S GUIDELINES. THE LEASES AMOUNT IS APPROXIMENTLY \$19,765.00 FOR THE FISCAL YEAR 2016-2017, SUBJECT TO APPROVAL FOR LEGAL SUFFICIENCY AND FORM.**

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

## Background

This resolution is requesting authorization for the President and CEO to negotiate and execute the leases listed in the chart below. The total amount of the leases is approximately \$19,765.00, subject to availability of funding.

The following table describes the leases for renewal:

CENTER	LOCATION	LEASE #	Amount
Marathon- FL Keys Area Health Education Center, Inc.	5800 Overseas Hwy Units 36 and 38 Marathon, FL 33050	L2016-001	\$7,405.00
Cutler Bay Town Center (Temp Space A231)	18901 SW 106th Ave Units A-231 Miami, FL 33157	L2016-002	\$12,360.00
			<b>TOTAL: \$19,765.00</b>



**Early Learning Coalition Finance Committee Meeting**

**April 27, 2016**

**Resolution: 04272016-02**

**Action Requested:** This resolution presents RFP#ELCMDM2015-05 (Public Awareness and Outreach Campaign) scoring results to the Finance Committee for review and recommendation of vendor selection to the Board of Directors. This resolution also requests authorization and approval for the President and CEO to negotiate and execute a contract with the selected vendor.

**Fiscal Impact:** A total amount not to exceed \$425,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

**Funding Source:** Office of Early Learning School Readiness/Office of Early Learning Voluntary Pre-Kindergarten

**Strategic Goal:**

<input checked="" type="checkbox"/> Neediest Children	<input checked="" type="checkbox"/> Providers
<input checked="" type="checkbox"/> Youngest Children	<input checked="" type="checkbox"/> Internal Capacity
<input checked="" type="checkbox"/> Educate All	<input type="checkbox"/> Funding

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**RESOLUTION NO. 04272016-02**

**THIS RESOLUTION PRESENTS RFP#ELCMDM2015-05 (PUBLIC AWARENESS AND OUTREACH CAMPAIGN) SCORING RESULTS TO THE FINANCE COMMITTEE FOR REVIEW AND RECOMMENDATION OF VENDOR SELECTION TO THE BOARD OF DIRECTORS. THIS RESOLUTION ALSO REQUESTS AUTHORIZATION AND APPROVAL FOR THE PRESIDENT AND CEO TO NEGOTIATE AND EXECUTE A CONTRACT WITH THE SELECTED VENDOR.**

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board

## Background

In June 1<sup>st</sup>, 2015, the Board of Directors having the annual meeting, requested that the organization enhance the Public Awareness and Outreach Campaign.

In July 29<sup>th</sup>, 2015, Resolution #07292015-05 authorized the President and CEO to release a request for proposals (RFP) for Public Awareness and Outreach Campaign.

As a result, on November 3, 2015, the Early Learning Coalition released RFP#ELCMDM2015-05 for Public Awareness and Outreach Campaign for Miami-Dade and Monroe Counties. On or before December 18, 2015, the Coalition received nine (9) proposals from the following: Sachs Media Group, Sonshine Communications, Ariadna LLC, Greene Street Communications, The M Network, Inc., KIVVIT, Better World Advertising, Infinite Source Communications Group, LLC, Wilesmith Advertising Design, Inc. Each proposal was reviewed and rated by (3) evaluators who made up the Evaluation Committee.

The following table illustrates the final ratings for each proposal:

Proposer's Name	Final Rating (Max of 300)
Infinite Source Communications Group, LLC	257
Sonshine Communication	249
KIVVIT	246
Ariadna, LLC	245
The M Network	238
Wilesmith Advertising Design, Inc.	230
Better World Advertising	220
Sachs Media Group	209
Greene Street Communications	194

On January 22, 2016 at RFP Evaluation Committee Meeting #2, the Evaluation Committee made a motion to award the contract to Infinite Source Communications Group, LLC. Subject to successful negotiation. The motion passed with unanimous vote.

### Evaluation Committee Members:

<b>Alina V. Soto</b> Statewide Quality Liaison Florida Department of Children and Families Office of Child Care Regulation 1317 Winewood Boulevard Building 6, Room 389A Tallahassee, FL 32399-0700	<b>Diana Lane</b> Media Coordinator Early Learning Coalition of Miami-Dade/Monroe 2555 Ponce de Leon Blvd., 5 <sup>th</sup> Floor Miami, FL 33134
<b>Gina Ha, OTR/L</b> Family Leadership Director Catalyst Miami 1900 Biscayne Blvd. Suite 200 Miami, FL 33132 786-414-1296 (Direct) 305-576-5001 (Main)	<b>Nichelle Calhoun</b> Communication Specialist Early Learning Coalition of Miami-Dade/Monroe 2555 Ponce de Leon Blvd., 5 <sup>th</sup> Floor Miami, FL 33134

RFP # ELCMDM2015-05 Public Awareness and Outreach Campaign for Miami-Dade and Monroe Counties (Maximum Scores 100)	Max. Score	Infinite Source Communications Group, LLC			Sonshine Communications			KIVIT			Ariadna, LLC			The MNetwork			Wilesmith Advertising Design, Inc.			Better World Advertising			Sach's Media Group			Greene Street Communications		
		1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3	1	2	3
Organizational Capacity (Maximum Score 35)																												
Seasoned firm with knowledge in · Creation of public awareness and outreach campaigns. · Rules and requirements governing non-profit funding. · Media and Public relations geared to non-profit organizations	35	31	31	35	31	30	30	30	31	35	32	31	35	34	28	35	34	31	35	32	29	26	30	30	24	30	29	15
Specifications (Maximum Score 20)																												
At least 5 years relevant experience	10	10	8	10	9	8	10	8	8	10	9	8	8	9	8	10	9	8	10	10	7	6	8	8	10	10	8	2
Portfolio of work that includes work with diverse populations	10	7	8	10	9	8	10	8	7	10	7	9	8	9	8	7	8	8	10	9	8	6	7	8	8	7	8	3
Documentation (Maximum Score 30)																												
Monitoring Format	10	6	8	6	8	7	5	8	8	8	10	7	8	5	7	0	8	8	9	7	6	3	6	7	0	6	7	0
Report Format	5	4	4	5	3	3	3	3	3	5	3	3	5	2	3	3	5	4	5	3	3	3	3	3	0	4	3	2
Presentation	15	13	12	10	14	10	12	11	11	15	11	11	8	15	10	8	0	0	0	12	10	8	11	10	5	14	11	3
Pricing (Maximum Score 15)																												
Cost for services is not to exceed \$425,000.00	15	13	11	15	13	11	15	9	8	10	9	11	12	14	10	13	13	10	15	14	10	8	7	11	13	11	11	10
<b>TOTAL</b>	<b>100</b>	<b>84</b>	<b>82</b>	<b>91</b>	<b>87</b>	<b>77</b>	<b>85</b>	<b>77</b>	<b>76</b>	<b>93</b>	<b>81</b>	<b>80</b>	<b>84</b>	<b>88</b>	<b>74</b>	<b>76</b>	<b>77</b>	<b>69</b>	<b>84</b>	<b>87</b>	<b>73</b>	<b>60</b>	<b>72</b>	<b>77</b>	<b>60</b>	<b>82</b>	<b>77</b>	<b>35</b>
<b>TOTAL SUM</b>		<b>257</b>			<b>249</b>			<b>246</b>			<b>245</b>			<b>238</b>			<b>230</b>			<b>220</b>			<b>209</b>			<b>194</b>		

Public Awareness and Outreach Campaign for Miami-Dade and Monroe Counties (Maximum Scores 100)	Max. Score	EVALUATOR # 1								
		The M Network	Sonshine Communications	Better World Advertising	Infinite Source Communications Group, LLC	Greene Street Communications	Ariadna, LLC	KIVVIT	Wilesmith Advertising Design, Inc.	
<b>Organizational Capacity (Maximum Score 35)</b>										
Seasoned firm with knowledge in · Creation of public awareness and outreach campaigns. · Rules and requirements governing non-profit funding. · Media and Public relations	35	34	31	32	31	30	32	30	34	30
<b>Specifications (Maximum Score 20)</b>										
At least 5 years relevant experience	10	9	9	10	10	10	9	8	9	8
Portfolio of work that includes work with diverse populations	10	9	9	9	7	7	7	8	8	7
<b>Documentation (Maximum Score 30)</b>										
Monitoring Tools	10	5	8	7	6	6	10	8	8	6
Report Format	5	2	3	3	4	4	3	3	5	3
Presentation	15	15	14	12	13	14	11	11	0	11
<b>Pricing (Maximum Score 15)</b>										
Cost for services is not to exceed \$425,000.00	15	14	13	14	13	11	9	9	13	7
<b>TOTAL</b>	<b>100</b>	<b>88</b>	<b>87</b>	<b>87</b>	<b>84</b>	<b>82</b>	<b>81</b>	<b>77</b>	<b>77</b>	<b>72</b>

Public Awareness and Outreach Campaign for Miami-Dade and Monroe Counties (Maximum Scores 100)	Max. Score	EVALUATOR # 2								
		Infinite Source Communications Group, LLC	Ariadna, LLC	Sonshine Communications	Greene Street Communications	Sachs Media Group	KIVVIT	The M Network	Better World Advertising	Wilesmith Advertising Design, Inc.
<b>Organizational Capacity (Maximum Score 35)</b>										
Seasoned firm with knowledge in · Creation of public awareness and outreach campaigns. · Rules and requirements governing non-profit funding. · Media and Public relations	35	31	31	30	29	30	31	28	29	31
<b>Specifications (Maximum Score 20)</b>										
At least 5 years relevant experience	10	8	8	8	8	8	8	8	7	8
Portfolio of work that includes work with diverse populations	10	8	9	8	8	8	7	8	8	8
<b>Documentation (Maximum Score 30)</b>										
Monitoring Tools	10	8	7	7	7	7	8	7	6	8
Report Format	5	4	3	3	3	3	3	3	3	4
Presentation	15	12	11	10	11	10	11	10	10	0
<b>Pricing (Maximum Score 15)</b>										
Cost for services is not to exceed \$425,000.00	15	11	11	11	11	11	8	10	10	10
<b>TOTAL</b>	<b>100</b>	<b>82</b>	<b>80</b>	<b>77</b>	<b>77</b>	<b>77</b>	<b>76</b>	<b>74</b>	<b>73</b>	<b>69</b>



Public Awareness and Outreach Campaign for Miami-Dade and Monroe Counties (Maximum Scores 100)	Max. Score	EVALUATOR # 3								
		KIVVIT	Infinite Source Communications Group, LLC	Sonshine Communications	Ariadna, LLC	Wilesmith Advertising Design, Inc.	The M Network	Better World Advertising	Sachs Media Group	Greene Street Communications
<b>Organizational Capacity (Maximum Score 35)</b>										
Seasoned firm with knowledge in · Creation of public awareness and outreach campaigns. · Rules and requirements governing non-profit funding. · Media and Public relations	35	35	35	30	35	35	35	26	24	15
<b>Specifications (Maximum Score 20)</b>										
At least 5 years relevant experience	10	10	10	10	8	10	10	6	10	2
Portfolio of work that includes work with diverse populations	10	10	10	10	8	10	7	6	8	3
<b>Documentation (Maximum Score 30)</b>										
Monitoring Tools	10	8	6	5	8	9	0	3	0	0
Report Format	5	5	5	3	5	5	3	3	0	2
Presentation	15	15	10	12	8	0	8	8	5	3
<b>Pricing (Maximum Score 15)</b>										
Cost for services is not to exceed \$425,000.00	15	10	15	15	12	15	13	8	13	10
<b>TOTAL</b>	<b>100</b>	<b>93</b>	<b>91</b>	<b>85</b>	<b>84</b>	<b>84</b>	<b>76</b>	<b>60</b>	<b>60</b>	<b>35</b>



**Early Learning Coalition Finance Committee Meeting**

**April 27, 2016**

**Resolution: 04272016-03**

**Action Requested:** Authorize the President and CEO to negotiate, execute and receive funds from The Children’s Trust for Quality Rating Improvement System (“QRIS”).

**Fiscal Impact:** A total amount of approximately \$4,200,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

**Funding Source:** The Children’s Trust

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**Resolution: 04272016-03**

**AUTHORIZATION FOR THE PRESIDENT AND CEO TO NEGOTIATE, EXECUTE AND RECEIVE FUNDS FROM THE CHILDREN’S TRUST FOR QUALITY RATING IMPROVEMENT SYSTEM (“QRIS”). A TOTAL AMOUNT OF APPROXIMATELY \$4,200,000.00 FOR THE FISCAL YEAR 2016-2017, WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDING.**

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the “Board”), and shall recommend that the Board approve this action at the next meeting of the Board.

## Background

Quality Counts, design and funded by the Children's Trust in partnership with the Early Learning Coalition, was established to improve the quality of Miami-Dade County's ECE programs and to professionalize ECE practitioners by:

- 1- Establishing accountability for voluntary standards of high quality ECE;
- 2- Building the professional capacity of ECE providers and practitioners;
- 3- Ensuring high quality ECE is more widely accessible to children birth to five; and
- 4- Influencing consumer demand for high quality ECE services

The Quality Counts Administration contract is \$1,200,000.00 and the Professional Development Network contract is for \$3,000,000.00, which includes an increase of \$400,000.00

The Early Learning Coalition is requesting authorization for the President and CEO to negotiate, execute, and receive funds for a second year from The Children's Trust for Quality Rating Improvement System (QRIS) Contract. The total amount of the Quality Counts contracts is approximately \$4,200,000.00 for fiscal year 2016-2017, which is subject to the availability of funding.

The Children's Trust	Professional Development Network	07/01/2016-06/30/2017	3,000,000.00
The Children's Trust	Quality Administration Contract	07/01/2016-06/30/2017	\$1,200,000.00
TCT QRIS GRANT TOTAL AMOUNT			\$ 4,200,000.00



**Early Learning Coalition Finance Committee Meeting**

**April 27, 2016**

**Resolution: 04272016-04**

**Action Requested:** Authorize the President and CEO to negotiate, and execute The Florida Child Care Executive Partnership (CCEP) Match contract and receive funds from The Children's Trust.

**Fiscal Impact:** A total amount of approximately \$480,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

**Funding Source:** The Children's Trust

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**Resolution: 04272016-04**

**AUTHORIZATION FOR THE PRESIDENT AND CEO TO NEGOTIATE, AND EXECUTE THE FLORIDA CHILD CARE EXECUTIVE PARTNERSHIP (CCEP) MATCH CONTRACT AND RECEIVE FUNDS FROM THE CHILDREN'S TRUST. A TOTAL AMOUNT OF APPROXIMATELY \$480,000.00 FOR THE FISCAL YEAR 2016-2017, WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDING.**

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board

## **Background**

The Children's Trust will provide the local match funding to the Early Learning Coalition by drawing down the maximum allocated funds from the State Child Care Executive Partnership (CCEP) child care subsidy program. The Florida Child Care Executive Partnership (CCEP), a purchasing pool fund serves, as a general funding source to assist eligible low to moderate wage families earning up to 200% of the federal poverty level access to child care subsidies.



**Early Learning Coalition Finance Committee Meeting**

**April 27, 2016**

**Resolution: 04272016-05**

**Action Requested:** Authorize the President and CEO to negotiate, execute and receive funds from Monroe County School District for the Teenage Parent Program (TAP).

**Fiscal Impact:** A total amount of approximately \$55,000.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

**Funding Source:** Monroe County School District.

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**Resolution: 04272016-05**

**AUTHORIZATION FOR THE PRESIDENT AND CEO TO NEGOTIATE, EXECUTE AND RECEIVE FUNDS FROM MONROE COUNTY SCHOOL DISTRICT FOR THE TEENAGE PARENT PROGRAM (TAP). A TOTAL AMOUNT OF APPROXIMATELY \$55,000.00 FOR THE FISCAL YEAR 2016-2017, WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDING.**

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.

## **Background**

The grant from Monroe County School District will be used to provide childcare to the children of teenage parents enrolled in Monroe County's Teenage Parent Program (TAP) and attending school. Over the past three years, the Early Learning Coalition has provided resource, referral, registration, monitoring, and payment in relation to the childcare services for those enrolled in the TAP program and will continue to provide the aforesaid services. In addition, ten (10) one hour educational training sessions are conducted with each teen parent on topics such as preparation for childbirth; caring for an infant; time management; stress management; positive parenting, etc.

As a result, the Early Learning Coalition is requesting authorization for the President and CEO to negotiate, execute and receive funds from the Monroe County District School District grant agreement in the approximate amount of \$55,000.00, for the 2016-2017 program year.



**Early Learning Coalition Finance Committee Meeting**

**April 27, 2016**

**Resolution: 04272016-06**

**Action Requested:** Authorize the President and CEO to negotiate, execute and receive funds from The Department of Health and Human Services Administration for Children and Families for The Early Head Start Program.

**Fiscal Impact:** A total amount of approximately \$9,521,344.00 for the fiscal year 2016-2017, which is subject to the availability of funding.

**Funding Source:** The Department of Health and Human Services Administration for Children and Families.

**Strategic Goal:**

- Neediest Children
- Youngest Children
- Educate All

- Providers
- Internal Capacity
- Funding

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**Resolution: 04272016-06**

**AUTHORIZATION FOR THE PRESIDENT AND CEO TO NEGOTIATE, EXECUTE AND RECEIVE FUNDS FROM THE DEPARTMENT OF HEALTH AND HUMAN SERVICES ADMINISTRATION FOR CHILDREN AND FAMILIES FOR THE EARLY HEAD START PROGRAM. A TOTAL AMOUNT OF APPROXIMATELY \$9,521,344.00 FOR THE FISCAL YEAR 2016-2017, WHICH IS SUBJECT TO THE AVAILABILITY OF FUNDING.**

WHEREAS, the Finance Committee has been apprised of the program goals through the attached narrative, hereby incorporated by reference, and the Finance Committee is in agreement with the goals described therein;

WHEREAS, the Finance Committee recommends approving this action;

NOW, THEREFORE, be it resolved that the Finance Committee shall present this action to the Board of the Early Learning Coalition of Miami-Dade/Monroe, Inc. (the "Board"), and shall recommend that the Board approve this action at the next meeting of the Board.



## **Background**

On June 18, 2014, the Department of Health and Human Services (HHS), Administration for Children and Families (ACF), Office of Head Start posted a Request for Proposal Procurement for an agency to administer the "Early Head Start," Program. The Early Learning Coalition responded to the procurement and it was awarded the Request for Proposal Procurement to provide Early Head Start services to 750 infants and toddlers between the ages of birth and three years old in Miami- Dade County, Florida, in the approximate amount of \$9,521,344.00 for the 2016-2017 fiscal year.

The Early Learning Coalition implements Early Head Start under the registered name: The Neighborhood Place for Early Head Start. Implementation partners include: Jackson Health Systems and Holz Children's Hospital, Citrus Health Network, Inc., Family Central, Inc., University of Miami, Miami Dade College, University of Florida, Solutions Focused Training, The Healthy Start Coalition, Cuban National Council, The Elijah Network, Miami Children's Initiative, Opa-Locka Community Development Corporation, Concerned African Women, Nurse Family Partnership and others.

# Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Miami-Dade

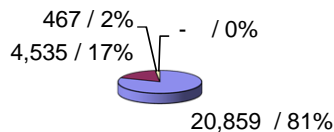
March 2016

(all dollar amounts in thousands '000)

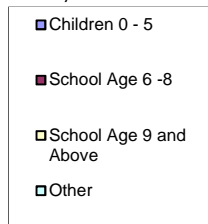
Children Served	Amount
Total actual paid - YTD	30,350
Total actual paid - March 2016	<b>24,283</b>
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 7,896
	\$ 168
Total cost (in thousands) (incl match)	\$ 8,952
<b>Change month over month</b>	
Total Net Increase(decrease) children	25
Net increase/(decrease) dollars	\$ 836
<b>Monthly Activity</b>	<b>Amount</b>
Beginning Census	24,258
NET Increase/(Decrease)	25
<b>Total</b>	<b>24,283</b>
<b>Current Data</b>	
Enrolled As of April 25, 2016	24,235
Projected Paid for April (96% of enrolled)	23,266
<b>Ready Pool and Waitlist</b>	
Ready Pool as of April 25, 2016	-
Waitlist as of April 25, 2016	3,441
Waitlist as of March 28, 2016	2,824
Waitlist as of February 16, 2016	1,789
<b>VPK Enrolled As of April 25, 2016</b>	
Regular	22,256
Summer	
<b>VPK Total Actual Paid - March 2016</b>	
SISP	20
Regular	22,102
Summer	-
<b>VPK Total Actual Paid - YTD</b>	
SISP	34
Regular	23,545
Summer	403

Eligibility Breakdown	Children Paid by BG Group				Dollars Paid by BG Group			
	Receiving Service	% of Total	Diff Prior Month	% Change Prior Month	Amount*	% of Total	Diff Prior Month	% Change Prior Month
Type								
AT Risk (BG1)	2,455	10.01%	81	3.41%	\$936.32	10.66%	\$92.34	10.94%
Income Eligible (BG8)	18,120	73.90%	1	0.01%	\$6,669.48	75.93%	\$624.29	10.33%
Florida One Parent	-	0.00%	-	-	\$-	0.00%	\$-	-
Transitional Child Care (BG5)	1,666	6.80%	(27)	-1.59%	\$592.35	6.74%	\$54.17	10.07%
Work Force Development (BG3x)	1,240	5.06%	17	1.39%	\$417.16	4.75%	\$43.28	11.57%
CCEP (Purchasing Pool) (CCPP)	1,037	4.23%	(23)	-2.17%	\$168.39	1.92%	\$21.79	14.86%
ARRA	-	0.00%	-	-	\$-	0.00%	\$0.00	-
BGSNT	-	0.00%	-	-	\$-	0.00%	\$0.00	-
<b>Total</b>	<b>24,518</b>	<b>100%</b>	<b>49</b>	<b>0.20%</b>	<b>\$8,783.70</b>	<b>100%</b>	<b>\$835.87</b>	<b>10.52%</b>
Minus 235 Duplicates	<b>24,283</b>							
GOLD SEAL					\$887.86	10.11%	\$116.22	15.06%
categories above)	-	-	-	-	\$-	-	\$0.00	-
SFW GOLD SEAL					\$-	-	\$0.00	-
Age Break Down	All Eligible Clients-Paid				Dollars Paid by Age Category			
Type	Receiving Service	% of Total	Diff Prior Month	% Change Prior Month	Amount-\$	% of Total	Diff Prior Month	% Change Prior Month
Infant	4,784	18.54%	(138)	-2.80%	\$2,007.20	22.85%	\$112.29	5.93%
Toddler	4,435	17.18%	6	0.14%	\$1,727.77	19.67%	\$138.81	8.74%
Three Year Old	4,866	18.85%	(40)	-0.82%	\$1,759.74	20.03%	\$154.23	9.61%
Pre-School	6,774	26.25%	293	4.52%	\$2,114.68	24.08%	\$325.40	18.19%
<i>Sub-Total</i>	<i>20,859</i>	<i>80.82%</i>	<i>121</i>	<i>0.58%</i>	<i>\$7,609.39</i>	<i>86.63%</i>	<i>\$730.73</i>	<i>10.62%</i>
School Age: 6 yrs	2,238	8.64%	(2)	-0.09%	\$533.57	6.07%	\$65.77	14.06%
School Age: 7 yrs	831	3.21%	128	18.21%	\$188.29	2.14%	\$44.32	30.78%
School Age: 8 yrs	303	1.17%	20	7.07%	\$64.62	0.74%	\$10.45	19.30%
Unduplicated School Age: 6 - 8 yrs**	4,535	17.54%	(79)	-1.71%	\$1,080.51	12.30%	\$101.36	10.35%
School Age: 9 yrs and above	467	1.81%	14	3.09%	\$93.71	1.07%	\$12.62	15.56%
<b>School Age Total Includes 53 duplicates</b>	<b>5,002</b>	<b>19.34%</b>	<b>(65)</b>	<b>-1.28%</b>	<b>\$1,174.21</b>	<b>13.37%</b>	<b>\$113.98</b>	<b>10.75%</b>
School Age (Unduplicated)	4,949	19.18%	(68)	-1.36%	\$1,174.21	13.37%	\$113.98	10.75%
Other	-	0.00%	0	-	\$0.00	0.00%	\$0.00	-
<i>Sub-Total</i>	<i>4,949</i>	<i>19.18%</i>	<i>(68)</i>	<i>-1.36%</i>	<i>\$1,174.21</i>	<i>13.37%</i>	<i>\$113.98</i>	<i>10.75%</i>
<b>Total</b>	<b>25,808</b>	<b>100%</b>	<b>53</b>	<b>0.21%</b>	<b>\$8,783.61</b>	<b>100%</b>	<b>\$844.71</b>	<b>10.64%</b>
Minus 1524 Duplicates	<b>24,284</b>							

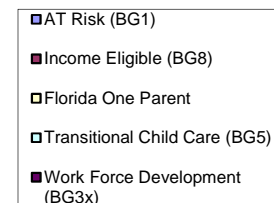
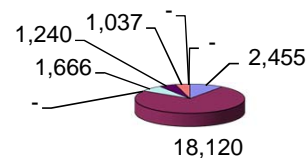
Children By Age Group



\*\*There are 1204 5-year-old within this count.



Children Paid by BG Group



Note: Legends with too small percentage are not shown on the pie chart.

# Early Learning Coalition of Miami-Dade/Monroe

School Readiness Slot Utilization Snapshot - Monroe

March 2016

(all dollar amounts in thousands '000)

Children Served	Amount
Total actual paid - March 2016	615
Net Slot Payment and Gold Seal Match (BG8 and CCEP)	\$ 200
Total cost (in thousands) (incl match)	\$ 217
<b>Change month over month</b>	
Total Net Increase(decrease) children	11
Net increase/(decrease) dollars	\$ 20
<b>Monthly Activity</b>	
Beginning Census	604
Net Increase/(Decrease)	11
<b>Total</b>	<b>615</b>

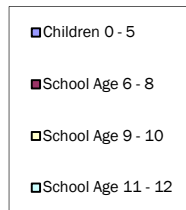
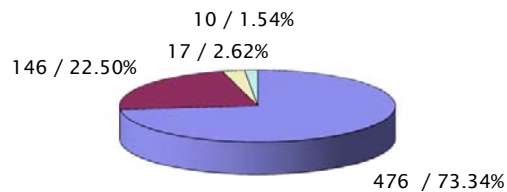
<b>Current Data</b>	
Enrolled as of April 25, 2016	603
Projected Paid for April (96% of enrolled)	579
<b>Waitlist</b>	
Waitlist as of April 25, 2016	
Waitlist as of March 28, 2016	
Waitlist as of February 16, 2016	
VPK Enrolled as of April 25, 2016	452
VPK Total Actual Paid - March 2016	455

Eligibility Breakdown Type	Children Paid by BG Group				Dollars Paid by BG Group			
	Receivin g Service	% of Total	Diff Prior Month	% Change Prior Month	Amount	% of Total	Diff Prior Month	% Change Prior Month
AT Risk (BG1)	113	18.08%	(12)	-9.60%	\$45.03	21.30%	(\$0.20)	-0.43%
Income Eligible (BG8)	457	73.12%	20	4.58%	\$152.48	72.13%	\$18.19	13.55%
Florida One Parent	-	0.00%	0	-	\$-	0.00%	\$-	-
Transitional Child Care (BG5)	9	1.44%	0	0.00%	\$3.41	1.61%	(\$0.01)	-0.28%
Work Force Development (BG3x)	16	2.56%	4	33.33%	\$4.96	2.35%	\$1.30	35.62%
CCEP (Purchasing Pool) (CCPP)	30	4.80%	1	3.45%	\$5.51	2.61%	\$1.03	23.03%
ARRA	-	0.00%	-	-	\$0.00	0.00%	\$0.00	-
<b>Total</b>	<b>625</b>	<b>100%</b>	<b>13</b>	<b>2.12%</b>	<b>\$211.39</b>	<b>100%</b>	<b>\$20.32</b>	<b>10.64%</b>
Minus 10 Duplicates	615							
GOLD SEAL	-	-	-	-	\$11.13	5.27%	\$1.29	13.08%

Age Break Down Type	All Eligible Clients-Paid				Dollars Paid by Age Category			
	Receivin g Service	% of Total	Diff Prior Month	% Change Prior Month	Amount-\$	% of Total	Diff Prior Month	% Change Prior Month
Infant	120	18.49%	6	5.26%	\$51.96	24.58%	\$5.93	12.89%
Toddler	105	16.18%	-	0.00%	\$44.06	20.84%	\$2.00	4.76%
Three Year Old	107	16.49%	5	4.90%	\$37.08	17.54%	\$1.71	4.83%
Pre-School	144	22.19%	10	7.46%	\$41.72	19.74%	\$6.10	17.11%
<i>Sub-Total</i>	<i>476</i>	<i>73.34%</i>	<i>21</i>	<i>4.62%</i>	<i>\$174.82</i>	<i>82.70%</i>	<i>\$15.74</i>	<i>9.89%</i>
School Age: 6	47	7.24%	3	6.82%	\$9.78	4.62%	\$1.53	18.53%
School Age: 7	42	6.47%	(2)	-4.55%	\$8.84	4.18%	\$0.35	4.17%
School Age: 8	39	6.01%	2	5.41%	\$8.36	3.95%	\$1.67	24.93%
School Age: 6 - 8**	146	22.50%	(4)	-2.67%	\$31.16	14.74%	\$3.06	10.89%
School Age: 9 - 10	17	2.62%	1	6.25%	\$3.33	1.58%	\$0.70	26.53%
School Age: 11 - 12	10	1.54%	2	25.00%	\$2.09	0.99%	\$0.82	64.86%
School Age: Other Age	0	0.00%	0	-	\$0.00	0.00%	\$0.00	-
School Age Total	173	26.66%	(1)	-0.57%	\$36.58	17.30%	\$4.58	14.32%
Other	-	0.00%	-	-	\$-	0.00%	\$-	-
<i>Sub-Total</i>	<i>173</i>	<i>26.66%</i>	<i>(1)</i>	<i>-0.57%</i>	<i>\$36.58</i>	<i>17.30%</i>	<i>\$4.58</i>	<i>14.32%</i>
<b>Total</b>	<b>649</b>	<b>100%</b>	<b>20</b>	<b>3.18%</b>	<b>\$211.39</b>	<b>100%</b>	<b>\$20.32</b>	<b>10.64%</b>
Minus 34 Duplicates	615							

\*\*There are 19 5-year-old within this count.

Children By Age Group



Children Paid by BG Group

