

FEDERALLY-FUNDED SUBAWARD AND FUNDING ASSISTANCE AGREEMENT

The following information is provided pursuant to 2 C.F.R. §200.331(a)(1):

Name of sub-recipient: **Boys and Girls Club of Lee County, Inc.**

SAM Organization Identifier: **CVPBQE7FDPJ9**

ARPA Unique Identification Number: **ARPA-NE225B**

Federal Award Identification Number: **SLT-2390**

Federal Award Date: **June 14, 2021 (first payment/tranche received)**

Subaward Period of Performance: Start Date: **June 1, 2022**

Subaward Period of Performance: End Date: **December 31, 2024**

Total Amount Obligated by this Action: **\$ 260,000**

Total Federal Obligation by Lee County to Sub-recipient: (including this obligation) **\$260,000**

Total Federal Award Commitments by Lee County to Sub-recipient: **\$ 260,000**

Award is R&D: **NO**

Program Description: On March 11, 2021, the American Rescue Plan Act (ARPA) was signed into law by the President. Section 9901 of ARPA amended Title VI of the Social Security Act (the Act) to add section 602, which establishes the Coronavirus State Fiscal Recovery Fund, and section 603, which establishes the Coronavirus Local Fiscal Recovery Fund (together, the Fiscal Recovery Funds). The Fiscal Recovery Funds are intended to provide support to state, local, and tribal governments (together, recipients) in responding to the impact of COVID–19 and in their efforts to contain COVID–19 on their communities, residents, and businesses. The Fiscal Recovery Funds build on and expand the support provided to these governments over the last year, including through the Coronavirus Relief Fund (C.R.F.).

The American Rescue Plan will deliver \$350 billion for state, local, territorial, and tribal governments to respond to the COVID-19 emergency and restore jobs. The Coronavirus State and Local Fiscal Recovery Funds provide a substantial infusion of resources to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- Support public health expenditures by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- Replace lost public sector revenue by using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- Provide premium pay for essential workers by offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,

- Invest in water, sewer, and broadband infrastructure by making necessary investments to improve access to clean drinking water, to support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Federal awarding agency: **U.S. Department of Treasury**

Pass-through entity: **Lee County, FL**

CFDA number: **21.027**

CFDA name: **Coronavirus State and Local Fiscal Recovery Funds (CSLFRF)**

R&D designation: **Non R&D**

Should you have any question about this sub-award, please contact: **Glen Salyer, Assistant County Manager at 239-533-2221**

As required by Federal Regulations and the terms and conditions of this award, the applicant agrees to complete and sign this document to ensure that they are eligible for any future COVID-19 funding from Lee County. This also includes that the Sub recipient agrees to report any fraud, waste or abuse of these funds to Lee County Administration.

SUBRECIPIENT CONTRACT BETWEEN
THE LEE BOARD OF COUNTY COMMISSIONERS
AND BOYS AND GIRLS CLUB OF LEE COUNTY, INC.

THIS AGREEMENT is entered into by Lee County, a charter county and political subdivision of the State of Florida, herein referred to as COUNTY and **Boys and Girls Club of Lee County, inc.** whose address is **P.O. Box 62736, Fort Myers, FL 33906**, herein referred to as SUBRECIPIENT.

RECITALS

WHEREAS, Lee County is a body corporate and politic established under the Florida Constitution and the Laws of Florida, and is authorized to, among other things, accept and administer grants from State and Federal authorities to enhance the quality of life in Lee County; and

WHEREAS, Congress passed the American Rescue Plan Act (ARPA) on March 10, 2021 and President Biden signed the American Rescue Plan Act into law on March 11, 2021; and

WHEREAS, the American Rescue Plan Act, in part, amends the Social Security Act (42 U.S.C. 601) by establishing the Fund in the amount of \$350 billion dollars for payments to States, Tribal governments and units of local government based on their populations.

WHEREAS, Lee County accepted American Rescue Plan Act funding from the United States Department of the Treasury; and

WHEREAS, this Agreement is consistent with American Rescue Plan Act guidelines to respond to the public health emergency or its negative economic impacts; and

WHEREAS, the SUBRECIPIENT requests and the COUNTY agrees, to provide funding to the SUBRECIPIENT for eligible expenditures under the American Rescue Plan Act, specifically pursuant to the terms and conditions specified herein relating to COVID-19; and

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representations contained in this Agreement and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

Section 1. Recitals

The foregoing recitals are true and correct and form a material part of this Agreement upon which the Parties relied.

Section 2. Term

This Agreement is effective upon full execution by both parties and ends on December 31, 2024 unless terminated earlier in accordance with this Agreement.

The Subaward Period of Performance is from June 1, 2022 and ends on December 31, 2024.

The Subaward Budget Period is from June 1, 2022 and ends on December 31, 2024.

Section 3. American Rescue Plan Act Funding

- a) The American Rescue Plan (ARP) Act, Section 603(c)(1) of the Social Security Act, established the \$350 billion Coronavirus State and Local Fiscal Recovery Funds. The United States Department of Treasury made payments from the Fund to States and eligible units of local government. The American Rescue Plan Act requires that payments from the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) only be used to cover expenses that: (a) To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality; (b) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers; (c) For the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and (d) To make necessary investments in water, sewer, or broadband infrastructure.
- b) For the purposes this Agreement, the COUNTY serves as the pass-through entity for a Federal award and the SUBRECIPIENT serves as the recipient of a sub award. This Agreement is entered into based on the following representations:
 - 1. The SUBRECIPIENT represents that it is fully qualified and eligible to receive these grant funds per the funding requirements.
 - 2. The COUNTY received these funds from the Federal government, and the COUNTY has the authority to sub grant these funds to the SUBRECIPIENT upon the terms and conditions outlined below.
 - 3. The COUNTY has authority to disburse the funds under this Agreement.

The COUNTY agrees to provide financial assistance to the SUBRECIPIENT in an amount not-to-exceed **\$ 260,000**. The SUBRECIPIENT must use this financial assistance for expenses eligible under 603(c)(1) of the Social Security Act, specifically the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF) to mitigate financial hardships incurred because of COVID-19 during the Term. These funds must be spent in accordance with the guidance on the United States Treasury's website <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>. SUBRECIPIENTS are responsible for ensuring that any procurement using CSLFRF funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, and Appendix II to Part 200, as applicable.

- c) SUBRECIPIENT is required to review the United States Treasury's website for updates to ensure compliance with the most updated CSLFRF guidance.
- d) For each SUBRECIPIENT, the COUNTY will assess the risk to successfully fulfilling the project objective pertaining to this agreement. The results of subrecipient risk assessments will have an effect on the frequency and level of scrutiny during the monitoring process and may result in additional requirements being imposed on the SUBRECIPIENT.

- e) The SUBRECIPIENT must comply with 2 CFR 200 for accounting standards and cost principles.
- f) The SUBRECIPIENT must comply with COUNTY rules and 2 CFR 200 for conflicts of interest.
- g) The SUBRECIPIENT shall be responsible for indirect cost associated with this grant.
- h) SUBRECIPIENT acknowledges that it has read, understands, will be bound by and agrees to have carried out, shall carry out, or cause to be carried out the terms, conditions, and services as described in the agreement attachments, including:
 - 1. ATTACHMENT A: PROJECT DETAILS – Overview (Need and Response), eligible activities.
 - 2. ATTACHMENT B: SCOPE OF WORK – Description of the SUBRECIPIENT's and the COUNTY's task, deliverables, timelines, and milestones. Additional United States Treasury scope requirements may be identify and required after the execution of this agreement.
 - 3. ATTACHMENT C: PROJECT BUDGET – Summary of the project's annual budget by expense category and budget justification by category.
 - 4. ATTACHMENT D: REPORTING REQUIREMENTS – Description of the reporting requirements. Additional United States Treasury reporting requirements may be identify and required after the execution of this agreement.
 - 5. ATTACHMENT E: EQUITY-BASED REQUIREMENT – Description of the project's equitable design and implementation by addressing the program's equity goals, awareness, access and distribution, and outcomes.
 - 6. ATTACHMENT F: EVIDENCE-BASED REQUIREMENT – Description of the supporting evidence or evidence-producing strategy related the project selection, design, and implementation.
 - 7. Award Payment:
 - a. All payments made under this Agreement shall be on a reimbursement basis. These reimbursement monies are from CFDA 21.027. In order to obtain reimbursement for expenditures, the SUBRECIPIENT must file with the COUNTY, through the portal, its request for reimbursement and any other information required to justify and support the payment request. Reimbursement requests may be submitted as frequently as monthly. The final reimbursement request is due on or before January 10, 2025, for costs incurred through December 31, 2024.
 - b. Reimbursement requests must include a certification, signed by an official who is authorized to legally bind the SUBRECIPIENT, which reads as follows:

By signing this request, I certify to the best of my knowledge and belief that the request is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the reimbursement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729–3730 and 3801–3812).

- c. The COUNTY shall verify all documentation received prior to expending Funds under this Agreement and may request additional documentation, if needed. Reimbursements will only be made for expenditures that the COUNTY provisionally determines are eligible under the CSLFRF. The COUNTY retains the right to deny any requests for Funds under this Agreement if in the COUNTY’S sole discretion the request is not for and documentation does not substantiate an eligible expenditure. However, the COUNTY’S provisional determination that an expenditure is eligible does not relieve the SUBRECIPIENT of its duty to repay the COUNTY for any expenditures that are later determined by the COUNTY or the Federal government to be ineligible.
- d. COUNTY shall not be liable to any vendor, supplier or subcontractor for any expenses or liabilities incurred in connection with any Project and SUBRECIPIENT shall be solely liable for such expenses and liabilities.
- e. SUBRECIPIENT acknowledges that the COUNTY intends to award a portion of the CSLFRF funding to SUBRECIPIENT, and further acknowledges that the CSLFRF funding may be utilized only for the uses authorized by American Rescue Plan Act. Accordingly, SUBRECIPIENT covenants that the use of the CSLFRF funding by SUBRECIPIENT pursuant to this Agreement is limited to only those uses for which the CSLFRF funding may be utilized under American Rescue Plan Act.
- f. SUBRECIPIENT will retain any equipment purchased with CSLFRF funding through December 31, 2026.

Section 4. Enforcement

SUBRECIPIENT certifies that the information provided is complete, accurate, and current demonstrating SUBRECIPIENT’S eligibility to receive the Funds. SUBRECIPIENT is liable for recapture of Funds if any representation made in the reimbursement requests, reporting or supporting documentation is at any time false or misleading in any respect, or if SUBRECIPIENT is found in non-compliance with laws, rules or regulations governing the use of the Funds provided pursuant to this Agreement. The provisions of this Section 4 shall survive the termination of this Agreement.

Section 5. Recapture of Expenses

- A. Any funds that are not expended as authorized under this Agreement must be refunded to the COUNTY within fourteen (14) days of receipt of written notice provided by the COUNTY.
- B. Any funds that are not expended within the anticipated timeframe under this Agreement are subject to recapture. If requested, a refund to the COUNTY must be made within fourteen (14) days of receipt of written notice for a refund provided by the COUNTY.
- C. The COUNTY'S determination that an expenditure is eligible does not relieve the SUBRECIPIENT of its duty to repay the COUNTY in full for any expenditures that are later determined by the COUNTY or the Federal Government, in each of its sole discretion, to be ineligible expenditures or the discovery of a duplication of benefits.
- D. If requested by the COUNTY, all refunds, return of improper payments, or repayments due to the COUNTY under this Agreement are to be made payable to Lee County and mailed directly to the COUNTY pursuant to Section 18 Notice and this Agreement.
- E. The SUBRECIPIENT has responsibility for identifying and recovering grant funds that were expended in error, disallowed, or unused. The SUBRECIPIENT will also report all suspected fraud to the county.

Section 6. Maintenance and Review of Records

SUBRECIPIENT shall maintain all records and accounts, including property, personnel and financial records, contractual agreements, memoranda of understanding, subcontracts, proof of insurance, and any other records related to or resulting from the Agreement to assure a proper accounting and monitoring of all funds awarded and shall maintain all accounts pertaining to such services, including, but not limited to, property, personnel and financial records, and supporting documentation, and any additional records required as a result of or associated with the utilization of the CSLFRF funding as outlined in the United States Treasury Compliance and Reporting Guidance, State and Local Fiscal Recovery Funds, or as maybe amended, which, among other things, shall enable ready identification of SUBRECIPIENT'S cost of goods and use of funds. If any litigation, claim, negotiation, audit, monitoring, inspection or other action has been started before the expiration of the required record retention period, records must be retained until completion of the action and resolution of all issues that arise from it, or the end of the required period, whichever is later.

With respect to all matters covered by this Agreement, records will be made available for examination, audit, inspection or copying purposes at any time during normal business hours and as often as COUNTY may require. SUBRECIPIENT will permit same to be examined and excerpts or transcriptions made or duplicated from such records, and audits made of all contracts, invoices, materials, records of personnel and of employment and other data relating to all matters covered by this Agreement.

The SUBRECIPIENT must maintain records and financial documents in compliance with all standards in the ARPA CSLFRF guidance and 2 CFR 200. Generally, records and financial documents must be maintained for five years after all funds have been expended or returned. The COUNTY or Treasury may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

SUBRECIPIENT must agree to provide or make available such records to the COUNTY upon request, to Treasury upon request, and to the Government Accountability Office ("GAO"), Treasury's Office of Inspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.

The COUNTY may access the SUBRECIPIENT records and financial statements as necessary to conduct monitoring activities.

Section 7. Monitoring

The SUBRECIPIENT agrees to permit persons duly authorized by the COUNTY, the Federal or State grantor agency (if applicable) or any representatives to inspect all records, papers, documents, facility's goods and services of the SUBRECIPIENT and/or interview any clients and employees of the SUBRECIPIENT to be assured of satisfactory performance of the terms and conditions of this contract to the extent permitted by the law after giving the SUBRECIPIENT reasonable notice. The monitoring is a limited scope review of the contract and agency management and does not relieve the SUBRECIPIENT of its obligation to manage the grant in accordance with applicable rules and sound management practices.

Following such monitoring, the COUNTY will deliver to the SUBRECIPIENT a written report regarding the manner in which services are being provided. The SUBRECIPIENT will rectify all noted deficiencies within the specified period of time indicated in the monitoring report or provide the COUNTY with a reasonable and acceptable justification for not correcting the noted shortcomings. The SUBRECIPIENT'S failure to correct or justify the deficiencies within the time specified by the COUNTY may result in the withholding of payments, being deemed in breach or default, or termination of this contract.

Section 8. Audits

A. The COUNTY may perform an audit of the records of the SUBRECIPIENT at any time during the Term of this Agreement and after final disbursements have been made, even if the Agreement has expired or terminated. Audits may be performed at a time mutually agreeable to the SUBRECIPIENT and the COUNTY. When conducting an audit of the SUBRECIPIENT'S performance under this Agreement, the COUNTY must use Generally Accepted Government Auditing Standards ("GAGAS"). As defined by 2 C.F.R. §200.50, GAGAS, also known as the Yellow Book, means generally accepted government auditing standards issued by the Comptroller General of the United States, which are applicable to financial audits.

B. If an audit shows that all or any portion of the Funds disbursed were not spent in accordance with the conditions of and strict compliance with this Agreement, the SUBRECIPIENT will be held liable for reimbursement to the COUNTY of all Funds not spent in accordance with these applicable regulations and this Agreement, within fourteen (14) days after the COUNTY has notified the SUBRECIPIENT of such non-compliance.

C. If the COUNTY elects to have the SUBRECIPIENT perform an audit, the SUBRECIPIENT must have all audits completed by an independent auditor, which is defined in § 215.97(2)(i), Florida Statutes, as "an independent certified public accountant licensed under chapter 473." The independent auditor must state that the audit complied with the applicable provisions noted above. The audits must be received by the COUNTY no later than six (6) months from the end of the SUBRECIPIENT'S fiscal year.

D. The SUBRECIPIENT must send copies of reporting packages required under this paragraph directly to the COUNTY in accordance with Section 18 Notice.

E. Single Audit Requirements. SUBRECIPIENTS, that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 C.F.R. Part 200, Subpart F regarding audit requirements.

Section 9. Closeout

SUBRECIPIENT will comply with all closeout procedures of the awards, to include full compliance with the agreement terms and conditions, ARPA, CSLFRF rule and guidance, and 2 CFR 200. Key tasks will be closeout communications, confirmation for maintenance of records and financial documents, receipt of all final reimbursement requests or payment requests, receipt of all financial reports and performance reports, fulfillment of any requests to reconcile reports and payment requests. The retention period per CSLFRF compliance and reporting is 5 years.

Section 10. Indemnification

SUBRECIPIENT shall indemnify, hold harmless, and defend COUNTY from and against any and all liabilities, losses, claims, damages, demands, expenses or actions, either at law or in equity, including court costs and attorneys' fees (at the trial and all appellate levels), that may hereafter at any time be made or brought by anyone on account of personal injury, property damage, loss of monies, or other loss, allegedly caused or incurred, in whole or in part, as a result of any negligent, wrongful, or intentional act or omission, or based on any act of fraud or defalcation or breach of any provision or covenant of this Agreement or applicable law by the SUBRECIPIENT, its agents, subcontractors, assigns, heirs, and employees resulting from or arising under this Agreement.

The provisions of this Section 11 shall survive the termination of this Agreement.

Section 11. Termination

This Agreement may be terminated by the SUBRECIPIENT or the COUNTY at any time, with Cause or without Cause, upon not less than thirty (30) days prior written notice delivered to the SUBRECIPIENT as provided for in this Agreement or, at the option of COUNTY, immediately in the event that SUBRECIPIENT fails to fulfill any of the terms, understandings, or covenants of this Agreement. COUNTY will not be obligated to pay for costs incurred by SUBRECIPIENT after SUBRECIPIENT has received notice of termination.

Section 12. Remedies

The COUNTY may exercise any other rights or remedies, which may be available under law. If the COUNTY waives any right or remedy in this Agreement or fails to insist on strict performance by the SUBRECIPIENT, it will not affect, extend or waive any other right or remedy of the COUNTY, or affect the later exercise of the same right or remedy by the COUNTY for any other default by the SUBRECIPIENT.

Section 13. Equal Opportunity; Non-Discrimination

SUBRECIPIENT shall comply with the requirements of all applicable federal, state and local laws, rules, regulations, ordinances and executive orders prohibiting and/or relating to discrimination, as amended and supplemented. All of the aforementioned laws, rules, regulations, and executive orders are incorporated herein by reference.

Section 14. Governing Laws; Venue

This Agreement and terms and conditions shall be governed by the laws, rules, and regulations of the State of Florida, and venue shall be in Lee County, Florida.

Section 15. Public Records Law

This Agreement, including attachments, is subject to disclosure under Florida's public records law subject to limited applicable exemptions. SUBRECIPIENT acknowledges, understands, and agrees that, except as noted below, all information in its application and attachments will be disclosed, without any notice to SUBRECIPIENT, if a public records request is made for such information, and the COUNTY will not be liable to SUBRECIPIENT for such disclosure. Social security numbers are collected, maintained and reported by the COUNTY must comply with IRS 1099 reporting requirements and are exempt from public records pursuant to Florida Statutes §119.071.

If SUBRECIPIENT believes that information in the Agreement, including attachments, contains information that is confidential and exempt from disclosure, SUBRECIPIENT must include a general description of the information and provide reference to the Florida Statute or other law which exempts such designated information from disclosure in the event a public records request is made. The COUNTY does not warrant or guarantee that information designated by SUBRECIPIENT as exempt from disclosure is in fact exempt, and if the COUNTY disagrees, it will make such disclosures in accordance with its sole determination as to the applicable law.

IF THE SUBRECIPIENT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE SUBRECIPIENT'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THE CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 239-533-2221, 2115 SECOND STREET, FORT MYERS, FL 33901, <http://www.leegov.com/publicrecords>.

Section 16. Independent Contractor

SUBRECIPIENT acknowledges that it is acting as an independent contractor and not as an agent, officer or employee of COUNTY. In no event shall any provision of this Agreement make COUNTY liable to any person or entity that contracts with or provides goods or services to SUBRECIPIENT in connection with this Agreement. There is no contractual relationship, either express or implied, between COUNTY or any political subdivision of the State of Florida and any person or entity supplying any work, labor, services, goods or materials to SUBRECIPIENT as a result of this Agreement.

Section 17. Compliance with Applicable Laws

SUBRECIPIENT shall comply with the requirements of all applicable federal, state and local laws and the rules and regulations promulgated thereunder, including, but not limited to, Florida's Public Records Act, Chapter 119, Florida Statutes and specifically including, but not limited to ARPA.

Section 18. Notice

Any notice delivered with respect to this Agreement must be in writing and will be deemed to be delivered (whether or not actually received) when (1) hand delivered to the persons designated below, or (2) when deposited in the United States Mail, postage prepaid, certified mail, return-receipt requested, addressed to the person at the address for the party as set forth below, or such other or to such other person as the Party may have specified by written notice to the other Party delivered according to this Section:

As to COUNTY:

Roger Desjarlais
County Manager
PO Box 398
Fort Myers, FL 33902

As to SUBRECIPIENT:

Boys and Girls Club of Lee County, Inc.
Julie Todaro, VP of Resource Development
P.O. Box 62736
Fort Myers, FL 33906

Section 19. Risk Management

A. Hold Harmless and Indemnity Clause

To the fullest extent permitted by applicable law, SUBRECIPIENT shall protect, defend, indemnify, save and hold the COUNTY, the BoCC, its agents, officials, and employees harmless from and against any and all claims, demands, fines, loss or destruction of property, liabilities, damages, for claims based on the negligence, misconduct, or omissions of the SUBRECIPIENT resulting from the SUBRECIPIENT'S work as further described in this contract and its attachments, which may arise in favor of any person or persons resulting from the SUBRECIPIENT'S performance or non-performance of its obligations under this contract except any damages arising out of personal injury or property claims from third parties caused solely by the negligence, omission(s) or willful misconduct of the COUNTY, its officials, commissioners, employees or agents, subject to the limitations as set out in Florida general law, Section 768.28, Florida Statutes, as amended from time to time. Further, SUBRECIPIENT hereby agrees to indemnify the COUNTY for all reasonable expenses and attorney's fees incurred by or imposed upon the COUNTY in connection therewith for any loss, damage, injury, liability or other casualty. SUBRECIPIENT additionally agrees that the COUNTY may employ an attorney of the COUNTY's own selection to appear and defend any such action, on behalf of the COUNTY, at the

expense of the SUBRECIPIENT. The SUBRECIPIENT further agrees to pay all reasonable expenses and attorney's fees incurred by the COUNTY in establishing the right to indemnity.

The SUBRECIPIENT further agrees that it is responsible for any and all claims arising from the hiring of individuals relating to activities provided under the contract. All individuals hired are employees of the SUBRECIPIENT and not of the COUNTY.

B. Insurance Requirements

Insurance – Nonprofit SUBRECIPIENTS

The SUBRECIPIENT agrees to secure and maintain the insurance coverage outlined below during the term of this contract. The SUBRECIPIENT agrees that this insurance requirement shall not relieve or limit SUBRECIPIENT'S liability and that the COUNTY does not in any way represent that the insurance required is sufficient or adequate to protect the SUBRECIPIENT'S interests or liabilities, but are merely minimums. It is the responsibility of the SUBRECIPIENT to insure that all subcontractors comply with the insurance requirements.

Certificate(s) of Insurance *naming Lee Board of County Commissioners as Certificate Holder and additional insured* will be attached to this contract as an exhibit. Name and address for Certificate Holder should be: Lee Board of County Commissioners, P.O. Box 398, Fort Myers, FL 33902. Certificate(s) must be provided for the following coverage's at the time of contract execution and upon policy renewal. Renewal certificates are due to the COUNTY on or before expiration date.

1. Workers' Compensation– Statutory benefits as defined by Florida Statute 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees. Employers' liability will have minimum limits of:
 - \$100,000 per accident
 - \$500,000 disease limit
 - \$100,000 disease limit per employee
2. Commercial General Liability – Coverage shall apply to premises and/or operations, products and/or completed operations, independent contractors, contractual liability, and broad form property damage exposures with minimum limits of:
 - \$500,000 bodily injury per person (B.I.)
 - \$1,000,000 bodily injury per occurrence (B.I.)
 - \$500,000 property damage (PD) or
 - \$1,000,000 combined single limit (C.S.L.) of B.I. and P.D.

The General Liability Policy Certificate shall name "Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials" as "Additional Insured". The SUBRECIPIENT agrees that the coverage granted to the Additional Insured applies on a primary basis, with the Additional Insured's coverage being excess.

3. Business Auto Liability – The following Automobile Liability will be required and coverage shall apply to all owned, hired, and non-owned vehicles used with minimum limits of:
\$100,000 bodily injury per person (B.I.)
\$300,000 bodily injury per occurrence (B.I.)
\$100,000 property damage (PD) or
\$300,000 combined single limit (C.S.L.) of B.I. and P.D.
4. Directors & Officers Liability – Entity coverage to cover claims against the organization directly for wrongful acts with limits not less than \$100,000.
5. Fidelity Bonding – Covering all employees who handle the agency's funds. The bond amount must be equivalent to the highest daily cash balance or a minimum amount of \$50,000.

Insurance – Government/Municipality

Documentation of the above coverage requirements are not applicable to government/municipalities that are self-insured.

Section 20. Disclaimer of Third Party Beneficiaries

This Agreement is made for the sole benefit of the Parties of this Agreement and their respective successors and assigns, and is not intended to and will not benefit any third party. No third party will have any rights under this Agreement, because of this Agreement or any right to enforce any provisions of this Agreement.

Section 21. Dispute Resolution

In the event of a dispute related to any performance or payment obligation arising under this Agreement, the Parties shall exhaust COUNTY administrative dispute resolution procedures prior to filing a lawsuit or otherwise pursuing legal remedies.

In the event that COUNTY administrative dispute resolution procedures are exhausted, either Party to this Agreement may notify the other Party in writing that it wishes to commence formal dispute resolution with respect to any unresolved problem under this Agreement. The Parties agree to submit the dispute to a Florida Certified Circuit Court Civil Mediator for mediation, within sixty (60) days following the date of this notice. In the event that any dispute cannot be resolved by mediation, the dispute may be filed as a civil action in the Circuit Court of the Twentieth Judicial Circuit of Florida, in and for Lee County, Florida, which is the sole venue for any such civil action.

Section 22. Assignment

This Agreement may not be assigned nor subcontracted in whole or in part without the prior written consent of the COUNTY.

Section 23. Headings

Article headings have been included in the Agreement solely for the purpose of convenience and shall not affect the interpretation of any of the terms of this Agreement.

Section 24. Survivability

Any term, condition, covenant or obligation which requires performance by either party subsequent to termination of this Agreement shall remain enforceable against such party subsequent to such termination.

Section 25. Modifications

This writing embodies the entire agreement and understanding between the parties hereto and there are no other agreements and/or understandings, oral or written, with respect to the subject matter hereof, that are not merged herein and superseded hereby. This Agreement may only be amended or extended by a written instrument executed by the COUNTY and the SUBRECIPIENT expressly for that purpose.

Section 26. Entire Agreement

It is understood and agreed that the entire agreement of the Parties is contained in this Agreement, which supersedes all oral agreements, negotiations, and previous agreements between the Parties relating to the subject matter of this Agreement.

Any alterations, amendments, deletions, or waivers of the provisions of this Agreement will be valid only when expressed in writing and duly signed by the Parties, except as otherwise specifically provided in this Agreement.

IN WITNESS WHEREOF, the SUBRECIPIENT and the COUNTY respectively, have caused this Agreement to be executed by their duly authorized representatives.

SUBRECIPIENT: BOYS AND GIRLS CLUB OF LEE COUNTY, INC.

BY: _____

Signature

Date

Name (print)

ATTEST:

CLERK OF CIRCUIT COURT

BOARD OF COUNTY COMMISSIONERS

OF LEE COUNTY, FLORIDA

BY: _____

BY: _____

Chair

APPROVED AS TO FORM FOR THE
RELIANCE OF LEE COUNTY ONLY

County Attorney's Office

ATTACHMENT A: PROJECT DETAILS

Overview (Need and Response), Eligible activities.

Scope

The notice of funding availability included Section II. Scope of Grant Activities:

HVS encourages applicants to submit applications for projects, even if the project does not 'fit' perfectly into the descriptions here within. By submitting an application, the applicant is informing HVS of projects it intends or desires to develop to help meet an unmet need in the community and collaboratively work to reduce educational disparities in Lee County. HVS encourages creative applications that use technology, training, and data to expand programs and services in a sustainable manner.

Project Description

The project description was a response in Section 4 of the attached application.

Eligible Activities

A. Expense Category

Project(s) direct services must follow the restrictions from U.S Treasury rules and fit within the ARPA expense category: **2.25 Addressing Educational Disparities: Academic, Social, and Emotional Services*^**

* Denotes areas where recipients must identify the amount of the total funds that are allocated to evidence-based interventions.

^Denotes areas where recipients must report on whether projects are primarily serving disadvantaged communities.

B. Back-up Project Eligible Use Justification:

31 CFR 35.6(b)(3)(ii)(A)(4)

Responding to the negative economic impacts of the public health emergency for purposes including:

(A) Assistance to households and individuals, including:

(4) Programs to address the impacts of lost instructional time for students in kindergarten through twelfth grade;

ATTACHMENT B: SCOPE OF WORK

Description of the SUBRECIPIENT's and the COUNTY's task, deliverables, timelines, and milestones. Additional United States Treasury scope requirements may be identified and required after the execution of this agreement.

1. Task: Risk Assessment Questionnaire

All ARPA Subrecipients of Lee County are required to complete a subrecipient risk assessment questionnaire. The results will assist Lee County with subrecipient monitoring.

Deliverable: Completed Risk Assessment Questionnaire

2. Task: Project Planning

The project planning shall include an explanation of the plan components below. As necessary, copies of corresponding document for the components should be provided. Example: Provide a copy of the relevant policy and procedure.

NOTE: Much of this information was included with the funding application.

SUBRECIPIENT will provide updates to Lee County Human and Veteran Services if applicable.

Components:

- Provide an outline to document timelines for critical tasks associated with the project
 - *The activities outline was a response in Section 6 of the attached application.*
- Evidence-based Documentation;
 - *The evidence-based plan was a response in Section 5 of the attached application.*
- Equity-based Documentation;
 - *The equity-based plan was a response in Section 5 of the attached application.*
- Program Policy and Procedures;
 - *This program information may need to be provided to HVS staff.*
- Staffing Plan that includes a list of key staff, qualifications and special qualification requirements.
 - *The staffing plan was a response in Section 11 of the attached application.*

3. Task: Project Budget

The SUBRECIPIENT will maintain a Project Budget and Financial Accounting System. The SUBRECIPIENT will develop and maintain a project budget summary that shows annual and quarterly proposed obligated and actual expenses.

The original budget estimate was a response in Section 11 of the attached application.

Deliverables:

Annual and Quarterly Project Budget Updates; Contract Amendments as needed

4. Task: Reimbursement Requests

Due: Monthly by the 20th of the following month. All payments will be

reimbursement for eligible expenses/services defined as uncompensated expenses rendered during the contract term. Copies of supporting documentation is required as part of the Payment Request for review of grant compliance and before payment will be authorized by Human and Veterans Services.

Reimbursement for eligible expenses will be made after review and authorization of request and all required back up documentation. Appropriate back-up/supporting documentation may include: payroll reports, time cards, cancelled checks, vendor invoices, authorized purchase orders, attendance/service logs, other funder invoices, expenditure spreadsheets or other original documentation.

SUBRECIPIENTS are responsible for ensuring that any procurement using CSLFRF funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, and Appendix II to Part 200, as applicable. Proof of compliance must be included with back-up/supporting documentation.

The Payment Request must be submitted with an **authorized** signature. Cancelled checks, bank statements and/or other documentation from vendor that expense has been paid or service provided may be verified during monitoring.

Deliverables:

Payment reimbursement requests and supporting documents

5. Task: Project Monitoring

- a. The SUBRECIPIENT shall cooperate with the COUNTY's monitoring of the Grant project by making the necessary staff and project records available.
- b. The SUBRECIPIENT shall make the COUNTY aware of any project deemed at-risk of non-performance or non-compliance.
- c. When a project is deemed non-performing or incapable of expending its grant allocations as specified in its Subrecipient agreement, the SUBRECIPIENT may ask the COUNTY to repurpose the funds.

Deliverables:

Cooperation with monitoring

6. Task: Ensure Project Data Collection and Reporting

The SUBRECIPIENT will document its data collection and reporting methodology for the project. The SUBRECIPIENT will collect, compile, and report the project information in ATTACHMENT D to the COUNTY, including project performance, expenses, equity data, and learning data if applicable.

In addition, the COUNTY may ask the SUBRECIPIENT to collect other data as Treasury clarifies reporting and compliance requirements. The example required reports are listed in ATTACHMENT D – Reporting Requirements.

Deliverables:

SUBRECIPIENT'S Monthly Reports (Quarterly and Annual as required)

7. Task: Project Closeout

SUBRECIPIENT will comply with all closeout procedures of the awards, to include full compliance with the agreement terms and conditions, ARPA, CSLFRF rule and guidance, and 2 CFR 200. Key tasks will be closeout communications, confirmation for maintenance of records and financial documents, receipt of all final reimbursement requests or payment requests, receipt of all financial reports and performance reports, fulfillment of any requests to reconcile reports and payment requests.

Deliverables:

- Submittal of all performance and financial reports and records as required
- Plan for records retention

ATTACHMENT C: Project Budget and Expenses Worksheet

If a project cost overrun is identified or line item changes are needed, the SUBRECIPIENT must receive approval from the County before additional costs are incurred.

The budget was a response in Section 11 of the attached application.

ATTACHMENT D: REPORTING REQUIREMENTS (Example)

Below is an example of information that will be requested. There may be additional reporting requirements that the US Treasury requires or Lee County identifies during the project.

Items 1-3 were part of the response in Section 5 of the attached application. HVS will check in to see if there are any changes to the plan during the performance period.

1. Equity: Describe how you ensure that your program is designed and implemented with equity in mind for disproportionately affected populations. Additional Information – ATTACHMENT E: EQUITY-BASED REQUIREMENT
2. Community Engagement: Describe your communication, outreach, and engagement plan to make participants and the community aware of your project.
3. Evidence Based or Evidence Producing: If the project is an **evidence-based** practice, identify the source(s), the level of evidence, and explain how this project incorporates this principle.

If the project is an **evidence-producing** practice, identify related source(s) of your hypothesis and state your hypothesis clearly. Outline how evidence will be collected to validate that it presents as evidence-producing.

Additional Information – ATTACHMENT F: EVIDENCE-BASED REQUIREMENT

See Treasury's Compliance and Reporting Guidance State and Local Fiscal Recovery Fund,
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

4. Quarterly Reporting:

Schedule: Reporting due for SUBRECIPIENT.

Reporting Periods	Notes
Award Start Date – June 30, 2022	Due 15 working days after end of quarter
July 1, 2022 – September 30, 2022	
October 1, 2022 – December 31, 2022	
January 1, 2023 – March 31, 2023	
April 1, 2023 – June 30, 2023	
July 1, 2023 – September 30, 2023	
October 1, 2023 – December 31, 2023	
January 1, 2024 – March 31, 2024	
April 1, 2024 – June 30, 2024	
July 1, 2024 – September 30, 2024	
October 1, 2024 – December 31, 2024	
Close Out Report	Due January 15, 2025

A. Expenditure Summary

Reimbursement requests will detail expenditures. This project will report expenditures after reimbursement requests are approved and payment is distributed. Lee County will report project expenditures to US Treasury quarterly.

B. Disadvantaged Communities Summary (If applicable)

How much of the grant has been expended to serve disadvantaged communities through program or service that is provided at a physical location in a Qualified Census Tract (for multi-site projects, if a majority of sites are within Qualified Census Tract);
How much of the grant has been expended to serve disadvantaged communities through program or service where the primary intended beneficiaries live within a Qualified Census Tract;
How much of the grant has been expended to serve disadvantaged communities through program or service for which the eligibility criteria are such that the primary intended beneficiaries earn less than 60 percent of the median income for the relevant jurisdiction (e.g., State, county, metropolitan area, or other jurisdiction); or
How much of the grant has been expended to serve disadvantaged communities through program or service for which the eligibility criteria are such that over 25 percent of intended beneficiaries are below the federal poverty line.

C. Performance Success Summary

Project Status: Choice <ul style="list-style-type: none">• Not Started• Completed less than 50 percent• Completed 50 percent or more• Completed
Provide a success story or summary of successes from this program that can be shared publicly. Always protect the privacy of beneficiaries.
Provide a report of key outputs for the past period [between ____ and ____]. Indicate baseline and goal. 1) Number of participants in the program. Report quarterly. Report culminative number annually. 2) Number of students participating in at least 30 minutes of physical fitness activity. Report quarterly participation. 3) Number of participating students that achieved a 2.0 “C” average or higher. Report # of students with above 2.0 “C” average quarterly. Report cumulative achievement number annually (end of school year)

Provide a report of key outcomes for the past period [between ____ and ____].

Indicate baseline and goal

- 1) 85% of youth who participate in at least 30 minutes of physical fitness activity will increase their physical fitness skills.

Report Base-line information about student physical fitness skills.

Report physical fitness improvement annually.

- 2) 85% of measured students will achieve a 2.0 “C” average or higher.

Report base-line information about student grade average.

Report Achievement of clients annually.

Estimated Demographic Data: Treasury encourages recipients to provide data disaggregated by race, ethnicity, gender, income, and other relevant factors. Please supply data currently collected through existing registration process. Do not provide any personally identifying information.

ATTACHMENT E: EQUITY-BASED REQUIREMENT

Below is an example of information that will be requested. There may be additional reporting requirements that the US Treasury requires or Lee County identifies during the project.

Equity: Describe how you ensure that your program is designed and implemented with equity in mind for disproportionately affected populations. Address the following:

- a. Goals: Are there particular historically underserved, marginalized, or adversely affected groups that you intend to serve within your jurisdiction?
- b. Awareness: How do you market the program to Lee County residents with equity in mind? How equal and practical is the ability for residents or businesses to become aware of the services funded by the SLFRF?
- c. Access and Distribution: Are there differences in levels of access to benefits and services across groups? Are there administrative requirements that result in disparities in ability to complete applications or meet eligibility criteria?
- d. Outcomes: Are intended outcomes focused on closing gaps, reaching universal levels of service, or disaggregating progress by race, ethnicity, and other equity dimensions where relevant for the policy objective?

ATTACHMENT F: EVIDENCE-BASED REQUIREMENTS

SUBRECIPIENTS must briefly describe the goals of the project, and the evidence base for the interventions funded by the project.

- a) Demonstrate that the intervention is implemented as a program evaluation, see OMB M-20-12. "Recipients are exempt from reporting on evidence-based interventions in cases where a program evaluation is being conducted. Criteria requires the recipient to:

Required

- i. describe the evaluation design including whether it is a randomized or quasi experimental design;
- ii. state the key research questions being evaluated;
- iii. describe whether the study has sufficient statistical power to disaggregate outcomes by demographics;
- iv. post the evaluation publicly and link to the completed evaluation in the Recovery Plan;
- v. describe the timeframe for the completion of the evaluation (including a link to completed evaluation if relevant)
- vi. after sufficient evidence of efficacy has been provided, determine whether the spending for the evaluated interventions should be counted towards the dollar amount categorized as evidence-based for the relevant project
- vii. Recipient may be selected to participate in a nation evaluation which would study the project along with similar projects.

Encouraged

- viii. Consider how a Learning Agenda, either narrowly focused on SLFRF or broadly focused on the recipient's broader policy agenda, could support their overarching evaluation efforts in order to create an evidence-building strategy for their jurisdiction. See OMB M-19-23
- b) Strong Evidence-based interventions- Is the intervention, based on a "well-designed and well-implemented experimental studies conducted on the proposed program with positive findings on one or more intended outcomes".
- i. If yes, identify the program as "Strong Evidence Based", cite the study, summarize the findings, and provide the associations to the COUNTY program.
- c) Moderate evidence-based interventions – the intervention is based on one or more quasi-experimental studies with positive findings on one or more intended outcomes OR two or more non-experimental studies with positive findings on one or more intended outcomes.
- d) Preliminary evidence – the intervention is based on conclusions drawn from a non-experimental study which demonstrates improvement in program beneficiaries over time on one or more intended outcomes OR an implementation (process evaluation) study used to learn and improve program operations would constitute preliminary evidence. Examples of research that meet the standards include: (1) outcome studies that track program beneficiaries through a service pipeline and measure beneficiaries' responses at the end of the program. (2) pre- and post-test research that determines whether beneficiaries have improved on an intended outcome.

ATTACHMENT G: AGENCY NOFA APPLICATION

Application Attached below.

Extended Learning and After-School Programs that Address Educational Disparities

Completeness Checklist

Application Forms and Attachments	Page #
Project Name: BGCLC's 2 additional locations @ Title 1 Schools	
Project Applicant: Boys & Girls Clubs of Lee County	
<u>Table of Contents (COMPLETENESS CHECKLIST)</u>	1
1. Applicant Information	2
2. Project Information	2
3. Certification	3
4. Project Description	3-5
5. Quality of Service Questionnaire	6-10
6. Ability to Complete Activities Outline	Attachment 11-F
7. Budget Narrative	10-11
8. Budget Form	Attachment 11-G
9. Performance Outcomes	12
10. Equity Outcomes	13
11. Required Attachments	
a. Applicants Annual Operating Budget	Attachment 11-A
b. Chart of Key Project Staff	Attachment 11- B
c. Documentation of Project's Alignment with Community Goals	Attachment 11- C
d. Documentation of National Best Practices or Evidence Based Program design	Attachment 11-D
e. Proof of 501c3 Status	Attachment 11-E

SECTION V: Application Forms

All forms must be complete for application to be considered for conditional award.

1. Applicant Information

Organization Name: Boys & Girls Clubs of Lee County, Inc.	Authorized Organization Representative Name/Title: Denise Gergley, CEO
Address: P.O. Box 62736	Telephone: 239-334-1886
City, State/Zip: Fort Myers, FL 33906	Organization Website: www.bgcllee.org
Contact Person Name/Title: Julie Todaro, VP of Resource Development	DUNS #: 118431687
Contract Person E-mail: Jtodaro@bgcllee.org	Federal Employer ID #: 59-2013870

2. Project Information

Project Name: BGCLC's 2 additional locations @ Title 1 Schools
Project Address (if different from organization address): 1. Varsity Lakes Middle School: 801 Gunnery Rd N, Lehigh Acres, FL 33971 2. James Stephens Elementary School: 1333 Marsh Ave, Fort Myers, FL 33905
This is a/an: New Project or <input checked="" type="checkbox"/> Expanded Project
Total Funding Requested for this Project: \$ 260,000

Services Provided (check the services that will be provided with the funding requested):

☒ **After School Programs**

☐ Employment Assistance and Job Training

☒ **Tutoring**

☐ Child Care

☐ Transportation

☐ Outreach Engagement

Life Skills

☐ Assessment of Service Needs

Target Population (check as many as applicable below):

☐ Children Ages 0 to 4

☒ **Children Ages 5 to 9**

☒ **Children Ages 10 to 14**

X Children Ages 15 to 18

☐ LGBTQI+ Individuals/Families/Youth

☐ Other: _____

Target Service Location (check as many as applicable below):

☐ City of Cape Coral

X City of Fort Myers

☐ City of Bonita Springs

☐ City of Sanibel

☐ Town of Fort Myers Beach

☐ Unincorporated Lee County

☐ All of Lee County

X Other:

Lehigh Acres

3. Certification

To the best of my knowledge, I certify that the information in this application is true and correct and that the document has been duly authorized by the governing body of the applicant. I will comply with the program rules and regulations if assistance is approved. I also certify that I am aware that providing false information on the application can subject the individual signing such application to criminal sanctions. I further certify that I am authorized to submit this application and have followed all policies and procedures of my agency regarding grant application submissions.

Authorized Organization Representative:

Signature: Julie Todaro Typed Name: Julie Todaro
Title: Vice President of Resource Development Date: April 26, 2022

4. Project Description

Provide an overall summary of your project. Narrative response must include:

- ☐ sufficient information to understand the scope of the project, the number and age of children to be served, the services to be provided and the cost of the proposed activities.
- ☐ how the project will follow a “evidence based” approach.
- ☐ the project’s plan to coordinate with other services providers to ensure that the needs of the household are met to ensure the child’s continued success.
- ☐ the projects’ role in helping to address educational disparities; and
- ☐ an overall demonstration of need.

Since 1974, the Boys & Girls Clubs of Lee County (BGCLC) has been committed to providing a safe, positive, inclusive environment for youth to thrive, while out of school. Our mission is to enable all young people, especially those who need us most,

to reach their full potential as productive, caring, and responsible citizens. We provide high quality after-school and summer programs, serving kids ages 6-18, designed to build skills and knowledge in the areas of education, health & wellness, sports & recreation, the arts, workforce development, and service & leadership. As an outcome driven organization, we strive to ensure success is within the reach of every young person who enters our doors, with members on track to achieve academic success, demonstrate good character & citizenship and live a healthy lifestyle. BGCLC currently serves over 500 youth in Lee County at our current four locations. We are expanding to eight locations starting in the summer of 2022, including these two Title1 school sites:

1. Varsity Lakes Middle School: 801 Gunnery Rd N, Lehigh Acres, FL 33971
2. James Stephens Elementary School: 1333 Marsh Ave, Fort Myers, FL 33905

As we grow, we seek funding to support program costs for two of these expanded locations. Total costs to run the programs in these two schools from June 2022 to December 2024, are \$650,000. We are requesting \$260,000, (approximately 40% of the total costs). As we move past capacity constraints driven by COVID, our current Partnering for Results grant funding would not support our expansion efforts.

We plan to serve 100 kids at each site (200 total), ages 6-14, through our evidence-based afterschool and summer programs, developed by Boys & Girls Clubs of America. These programs focus on building skills in core subjects, through reading and STEM programs, along with providing mentors to guide youth through social and emotional development. For example, our *Project Learn* program utilizes a team-based approach that combines daily tutoring, school collaboration, parental involvement, and high-yield activities to significantly increase out-of-school learning supports. Columbia University evaluated the program and found that participants improved in verbal and writing skills, improved grades in reading, spelling, history, science, and social studies, and there was an increased enjoyment and engagement in reading. Additional BGCA programs such as *Summer Brain Gain* and *Triple Play*, also show evidence of increased performance in school subjects and physical fitness.

We believe ALL youth deserve access to high quality programs which is why we charge a minimal fee and provide scholarships to youth in need based on family income levels, to ensure equal access for all. For these two locations, the fee will be \$55 per week per summer and \$40 per month for afterschool, per child. We offer discounts to families with multiple children, and partial or full scholarships based on the family's income.

BGCLC does not discriminate based on economic status, race, color, national origin, gender or perceived gender, disability, sexuality, religion, or other protected status. The Club is committed to the spirit and letter of all federal, state, and local laws and regulations pertaining to equal opportunity.

BGCLC strives to be a connector in the community by building strategic partnerships with other agencies and organizations to provide additional services that would benefit our youth. Examples of these programs are United Way 211, which connects people with human and social service agencies; Lee Health safety classes and mental health services; the Coalition for a Drug-Free SWFL drug - alcohol and bullying prevention programs; Lee County Sheriff's Office (LCSO) - safety programs; Big Brother, Big Sisters - mentoring; Valerie's House - grief counseling; Florida Gulf Coast University (FGCU) - provides tutoring; and the Midwest Food Bank who provides food for families of our members in need. These partnerships allow us to provide access to essential services for our youth and their families.

Every year 1 in 5 youth have no place to go after school, leaving them unguided, unproductive, and unsafe. In fact, the afterschool hours from 3pm-6pm are a critical time when children are faced with multiple risk factors including drugs, delinquency, gangs, and violence. Additionally, 3 in 4 youth lack access to high-quality summer programs, leaving them at risk for significant summer learning loss. Studies show that there is a distinct gap between different socioeconomic backgrounds. Children from disadvantaged families experience much less enrichment opportunities, which increases the achievement gap. Therefore, afterschool and summer programs are essential in communities of economically disadvantaged families with Title 1 schools.

We have targeted these two Title 1 school locations (Varsity Lakes Middle and James Stephens Elementary) to expand our program, that are in need of afterschool and summer services in their area. According to the Census Tract records of 2021 for the area where Varsity Lakes Middle school is located, 76% families live in moderate to low economic status with 24% living in poverty and 68% of the population are minorities. For James Stephens Elementary in Fort Myers, 57% families live in moderate to low economic status with 28% living in poverty and 87% of the population are minorities. In Lee County, no middle school locations offer afterschool programs and currently there is no program offered at James Stephens Elementary. Additionally, transportation is often an issue in low-income areas. Offering the program at the school location is a great benefit to the families who work and have a safe place for their children to stay and learn until they can pick them up at 6pm.

Without programs like ours, these low-income youths are offered too few opportunities for structured academic and enrichment programming with guidance and life skills by positive adult role models. According to the Afterschool Alliance, studies show that students who regularly participate in afterschool programs improve their school attendance, school engagement, health-related behaviors, and math and reading achievement. Providing access to children at these schools give them the structured academic support and enrichment activities to inspire learning, keep kids safe, and provide peace of mind to working parents.

5. Quality of Service Questionnaire

A. Describe how the project is innovative, based on national best practices, and designed in accordance with an existing evidence-based program, or will be subject to a formal program evaluation. *Documentation of evidence-based model and/or planned program evaluation model is required for ARP funding and must be attached to this application.*

The Boys & Girls Clubs of Lee County (BGCLC) is a safe-haven for the youth in the community where children can explore their interests, build critical thinking skills, and create lasting relationships. We are committed to providing unique learning experiences and opportunities through evidence based BGCA programming along with strategic partnerships with local businesses, organizations, and agencies. As a youth development service, we help young people obtain the building blocks needed for positive cognitive, social, emotional, and physical development so they can thrive and be resilient.

The BGCLC is opening two (2) additional clubs at Varsity Lakes Middle School and at James Stephens Elementary school. We will offer our evidence-based methods such as *Project Learn*, which reinforces and enhances the skills and knowledge young people learn at school by focusing on academic achievement, homework help, and tutoring. Studies have shown that the *Project Learn* program has been proven to boost the academic performance of Club members. The program is based on research by Reginald Clark, who found that there is a positive relationship between academic achievement and the amount of out of school time that youth spend engaged in high yield learning activities. Other programs include *Summer Brain Gain*, *Triple Play*, *Smart Leaders*, and *Passport to Manhood*, which provide our youth with the tools and resources to achieve our 3 Priority Outcomes of Academic Success, Good Citizenship and Healthy Lifestyles. Additional programs such as mentoring with Big Brother Big Sisters, financial literacy classes with Bank of America, STEM projects with local businesses can be centralized at our club to benefit our youth through collaborative efforts with partner agencies. Our organization strives to offer each child the tools and support needed for their bright future. With our trained staff, strategic partners, and guest speakers, we are able to provide group programming and one-to-one mentoring that support critical, emotional and social development they need to help build resilience, life skills, and promote well-being for our members during and after club hours.

B. Describe how the project will engage and gather feedback from program participants and persons of any particular historically underserved, marginalized, or adversely affected groups.

BGCLC will use several ways to gather feedback from the program participants through our National Youth Outcome Initiative (NYOI) surveys, which are designed to measure indicators of youth achievement in Academic Success, Good Character and Citizenship, and Healthy Lifestyles The surveys and feedback help us gather information about the programs and the members' perceptions of the Clubs. That

information in turn allows us to assess how effectively we are implementing and delivering an experience that supports positive youth development. In addition, through our member tracking software, we collect data about our members' demographics, attendance, and participation. Our current demographics show that over 80% of our members are from ethnic groups that are considered underserved and over 70% of these families have an income of \$35,000 or less annually.

C. Describe how the project will be marketed to individuals who may need assistance, and how marketing will be targeted to those least likely to apply for assistance, specifically those persons of any particular historically underserved, marginalized, or adversely affected groups.

The two locations are Title 1 schools, located in low-income, underserved areas of Lehigh Acres (Varsity Lakes Middle School) and in Fort Myers, (James Stephens Elementary School) in Lee County Florida. Both schools are situated in areas with over 20% of the families living below poverty level according to the U.S. Census Bureau, and many from single parent homes. We will take a grass roots approach to reaching the individuals and families who can benefit from our programs, with the schools. First, these two schools will assist with giving flyers to each child and parents, allowing us to meet parents at specific times on campus to facilitate registrations, as well as having strategically placed banners at the schools for the community to see. Along with individual school marketing efforts in person and online the Lee County School District also posts on their "Peach Jar" platform that hosts information available to all parents. The United Way is also assisting with identifying underserved kids at these and nearby schools who are eligible to attend our programs. This is key in helping youths who are underserved. We never turn any kids away because they can't pay and therefore offer scholarships to families who cannot afford the nominal fee.

D. Describe your procedure for assessing participant's needs and making client referrals to other service providers.

The BGCLC has multiple measurements for success and needs assessment. Academic needs are assessed through report cards and I Ready scores provided by the Lee County School District. Based on data, we can target specific academic areas through homework assistance, reading programs and tutoring. Social-emotional needs are assessed through National Youth Outcome Initiative (NYOI) Survey administered through the Boys & Girls Clubs of America which measures club experience, youth engagement and decision making, plus critical thinking skills of our youth at each club. Survey results, along with staff observations and awareness, enable us to identify and target specific needs around issues such as safety, peer relationships, and other emotional well-being indicators. Staff can address these needs by providing mentorship, wellness check ins and referral services if needed. Risk behavioral needs are addressed through our prevention series such as opioid awareness, bullying and other drug prevention programs offered in partnership

with the Coalition for a Drug-Free SWFL. Pre and post surveys of the children for our prevention classes and Smart Programs measure learning and retention. These success measurements allow us to improve and enhance our programs and fit the needs of our members for years to come.

E. Explain your agency's experience providing services to children and families including federal, state, and/or local government grant experience and capacity of the organization to administer the project and oversee all compliance requirements.

We have a long history of being able to impact thousands of lives with the help of community support. We provide caring and trained staff, established researched and results-based curriculum, plus a space that is safe for the members to continue to learn and grow. When children have access to caring mentors and critical resources in an inclusive environment, they get good grades, become leaders, make smart decisions and plan for future success after high school graduation. The staff not only facilitate the curriculum, but they also provide a caring adult for the members to look up to and someone they can talk to. And with the support and services from local partners, our programs will provide our members with lifelong skills that help them build a successful future.

Over the last 2 years, we have expanded our locations in partnership with the Lee County School District, built new strategic partnerships and enhanced our programs by designing innovative content and exciting new learning experiences and opportunities for our youth. Our organization has built a strong foundation based on execution, accountability, and results. Last summer we successfully opened 2 new school locations and now are further increasing our school and year-round locations, starting in the summer of 2022.

Evaluations of our member's I Ready scores showed that on average, our youth maintained their learning levels in both reading and math. We continue to demonstrate our ability to satisfy the required deliverables for all our contracts with Lee County Human and Veterans Services, the Department of Education, and the Department of Juvenile Justice. We are committed to future growth through program enhancement, investing in technology, and implementing staff training and development.

F. Describe how your agency has worked to remove traditional barriers to education for children and families.

The BGCLC is committed to promoting a safe, positive, and inclusive environments for all. Research shows that regular participation in high-quality afterschool and summer programs resulted in considerable improvements in math test scores, work habits, and a reduction in behavioral problems. Our program addresses educational

disparities by offering the participating students a chance to bridge the learning gap that exists between them and their more affluent peers through our evidence-based educational services and practices to address the academic needs of students, including tutoring, extended learning, and enrichment programs, as well as address the social, emotional, and mental health needs of the students. We do this through project based, hands on, activities to help increase their educational and life skills, as well as teaching them ways to make positive choices and live a healthy lifestyle. And while at the club, the kids have access to technology and Wi-Fi, and teach digital literacy. If it wasn't for programs like what is offered by BGCLC, many students would not have access to evidenced-based, high quality programs that help them build their skills and reach their full potential.

In addition, other barriers exist besides the actual classroom work, such as food insecurity, supporting the family, and dealing with life and stress. Therefore, we assist with food insecurity through partnerships with Lee County School District and local food banks who provides meals and snacks to our members daily. Furthermore, we provide a safe place for kids afterschool so parents can work to allow them to provide for their families and build a stable home. Plus, we bring in partners who provides additional services such as grief counseling when needed, and more. And lastly, we offer caring mentors where our staff become extended family by serving as tutors and a support system.

G. Does your agency conduct an internal annual evaluation of services provided? If yes, please provide a copy of the most recent evaluation.

Yes. We use National Youth Outcome Initiative (NYOI) for this evaluation. We took the survey in March 2022 and the results will be available in October 2022. Due to Covid, 2020-21, the NYOI surveys were limited. Additionally, BGCA has recently revamped its Continuous Quality Improvement (CQI) process to align with the Weikart Center's evidence-based Youth Program Quality Intervention. We are currently building our capabilities around Continuous Quality Improvement, which is about fostering a culture of learning, with the belief that we can always do better by leveraging data and youth voice to better understand the needs of our members. The CQI process is built around a model of prepare, assess, plan, improve and reflect. We have established new procedures around CQI, which includes evaluation of outcomes from our National Youth Outcome Initiative (NYOI) surveys along with action planning against areas of opportunity to improve the overall club experience and outcomes for our members.

H. Describe how the agency will continue to provide quality services in the community after the end of this grant term.

Our organization has worked hard to diversify our revenue streams to build a stronger financial foundation. Our diverse funding sources comes from several revenue streams, including membership fees, government contracts, fundraising events, public and corporate support as well as grants from organizations such as the Schulze Foundation, Bank of America, and more. We continue to explore cost effective measures to ensure our services are supported by the community through new funding opportunities, strategic partnerships, and shared service agreements, such as our partnership with the Lee County School District. We continue to evolve and strengthen our position in community through new and continued partnerships along with building our donor base so that they serve as investors of the organization now and for years to come. Our Board of Directors takes an active role in providing the resources needed to achieve our strategic objectives through fundraising activities, leveraging their network connections, and advocating within the community for our organization. BGCLC is committed to building sustainability and partnerships to continue this project after this funding is complete.

6. Ability to Complete Activities Outline

The applicant shall provide an outline that documents their ability to complete the funded activities in the allotted timeframe. This outline shall include:

- ☐ Timelines of critical tasks to be accomplished for each proposed activity.
- ☐ Monthly spending plans and proposed drawn down schedules; and
- ☐ Reporting schedule for outcomes achieved.

See Attachment - 11. F

7. Budget Narrative

The applicant shall provide a budget narrative to describe the overall project budget. The budget narrative *must* include the following criteria:

- ☐ Description and justification of all costs.
- ☐ Clearly identify the timeframes and methods for obligating grant funds, and how the agency plans to ensure funds are spent before the deadline.

A copy of the applicant's overall budget, including other services or programs and funding sources, general management and oversight budget, overhead/indirect rates charged to grant sources, and chart of key project staff, including a description of their duties and qualifications must be attached following the Budget Narrative.

The total budget for these 2 locations at the Title 1 schools listed above is from June 2022 to December 2024, are \$650,000. We are requesting \$ 260,000, (approximately 40% of the total costs).

Descriptions:

1. The Program costs includes:

- a. Salaries for the Club Directors, Lead Counselors and Youth Development Professionals for afterschool and summer programs
- b. Operational supplies – staff office and janitorial supplies
- c. Program activities – school, STEM, and art supplies including but not limited to paper, pens, pencils, art supplies, and more
- d. Sporting equipment- including but not limited to balls, bats, nets, and more
- e. Educational Games – Kahoot, STEM projects, and more
- f. Transportation - buses for fieldtrips

2. The Additional costs include:

- a. Facilities costs - rent
- b. phone service - for service for our club staff
- c. Software programs - Kid-Trax – the online software program for registration membership tracking, and daily attendance
- d. Equipment – In 2022, a one-time equipment purchases of 50 chrome books (25 per site) and accessories for the students to use while at the club. In 2023, costs for additional technology items to be determined. All items are imperative elements to running the clubs effectively.

The funds will be used throughout the years based on the annual budgets and dispersed before December 2024. The equipment costs will be to purchase Chrome books for the students to use in the clubs daily. They will be purchased as soon as funds are dispersed during the summer of 2022. Items such as salaries, internet, software, and phone costs are paid ongoing on a bi-monthly and monthly basis. Operational supplies and program activities are paid when needed – largely before the beginning of each semester, (purchase summer items in April – Fall items in July – Winter items in November) and throughout out the year. All items will be purchased in advance of each semester and therefore will be used before the grant's completion. Transportation costs are billed by the Lee County School District to take the children on educational field trips, and again, will be used and paid before the grant's completion date.

8. Budget and Match Form

Complete each line as applicable to the proposed project. *An excel version of the budget and match form, which automatically calculates totals is attached to the NOFA notification email or may be requested via email to jsutton@leegov.com.*

- See Attachment 11. G

9. Performance Outcomes

Applicants must select at least ONE of the outcomes below and describe how the funds will be used to achieve the outcome, and how data will be tracked to measure progress toward the outcome.

Mark Selected Outcomes	Performance Measure	Describe the how the outcome will be achieved and how data will be tracked to measure progress
	<p>Number of students participating in evidence-based tutoring programs.</p> <p>75% of youth who complete the program will show an increase in 21st-century skills such as communication, teamwork, social skills, self-confidence, and analytical thinking.</p> <p>65% of students who complete the program will demonstrate grade-level reading ability.</p> <p>80% of students not on track to graduate will graduate high school</p> <p>65% of students not planning on going to college or vo-tech, will be accepted into college or vo-tech school.</p> <p>55% of students enrolled in the program will graduate from high school with a plan to work or attend college</p> <p>55% of participants will complete further education (college, technical school, or certificate program) after completion of program.</p> <p>85% of participants will increase their digital literacy</p> <p>70% of youth who complete the program will increase their skill level in Reading, Language Arts, Math, or Science.</p>	
	<p>85% of youth who participate in at least 30 minutes of physical fitness activity will increase their physical fitness skills.</p>	<p>We will work with our members to increase their fitness skills through our evidenced based Triple play program, measured through post-tests each summer.</p>
X	<p>90% of participating youth will learn healthy behaviors as demonstrated by not becoming pregnant or fathering a child</p> <p>45% of participants who are not involved in extracurricular activities will join upon completion of the program.</p> <p>80% of clients who complete the program will be able to improve soft skills. (Communication, critical thinking, life skills)</p> <p>80% of clients who complete the program will be able to complete activities of daily living.</p>	
X	<p>Other, please specify</p> <p>85% of our measured students will achieve a 2.0 "C" average or higher.</p>	<p>We measure this through participant's annual report cards through our data sharing agreement with the Lee County School district</p>

10. Equity Outcomes

The U.S. Treasury encourages uses of funds that promote strong, equitable growth, including racial equity.

1. Describe how your project prioritizes economic and racial equity as a goal,
2. Name specific targets intended to produce meaningful equity results and articulate the strategies to achieve those targets.
3. Explain how your agency's overall equity strategy translates into the specific services or programs offered by your agency in the following Expenditure Categories (*answer all that apply*):
 - a. services to address health disparities and the social determinants of health,
 - b. build stronger neighborhoods and communities (e.g., affordable housing),
 - c. address educational disparities (e.g., evidence-based tutoring, community schools, and academic, social-emotional, and mental health supports for high poverty schools),
 - d. and promote healthy childhood environments (e.g., home visiting, childcare).
4. Are intended outcomes focused on closing gaps, reaching universal levels of service, or disaggregating progress by race, ethnicity, and other equity dimensions where relevant for the policy objective?

Our mission and core beliefs drive our commitment to promoting safe, positive, and inclusive environments for all. BGCLC supports all youth and teens – of every race, ethnicity, gender, gender expression, sexual orientation, ability, socio-economic status, and religion – in reaching their full potential. We are committed to the overall emotional, cognitive and social well-being of our youth. Our goal is to provide safer childhoods, life-enhancing programs, and caring mentors, who coach and guide children who need us the most. This is why we are adding locations in and around Title 1 schools. Our core programs are designed to assist with bridging the educational gap that exists between low-income youth in underserved areas, and their moderate and upper- income peers. Through our educational and enrichment programs (e.g., STEM, sports, health & wellness, and more), we can offer children activities that foster skills which provide lasting developmental benefits. Also, we do not turn any child away if they are unable to pay, which is why we provide scholarships to low-income families who otherwise cannot afford to attend. Additionally, we address food insecurities by offering each child a hot meal or snack daily through our partnership with the Lee County School District and local food banks. Furthermore, our program is important to the families of working and single parents. By providing a safe place for kids afterschool, parents can work and/or seek employment to provide for their families.

Our intended outcomes are focused on closing the gap so that all children, no matter their circumstances, achieving positive outcomes in our three priority areas of Academic Success, Good Character and Citizenship, and Healthy Lifestyles.

11. Required Attachments

- a. Applicants Annual Operating Budget - **attached**
- b. Chart of Key Project Staff, including a description of their duties and qualifications - **attached**
- c. Documentation of how the agency's project meets community goals - **attached**
- d. Documentation of National Best Practices or Evidence Based Program design - **attached**
- e. Proof of 501c3 Status - **attached**

Additional attachments

- f. Ability to Complete Activities Outline - **attached**
- g. ARP3.3ED Budget filled out - **attached**

NOFA Released
Monday, March 7, 2022

Applications Due
Friday, April 29, 2022, at 5:00 pm

Applications must be submitted by email to
Jeannie Sutton at jsutton@leegov.com.
Lee County Human and Veteran Services
2440 Thompson St., Fort Myers, FL 33901

It is the responsibility of the applicant to ensure application(s) arrive prior to the due date and time

Applications received after 5:00 p.m. will be returned to the applicant and will not be considered.

**Fiscal 2021.2022
Budget**

INCOME

FUNDRAISING

Brunch with the Blades	\$	-
Evening with the Red sox	\$	65,000.00
Under the Harvest Moon	\$	-
Poker Tournament	\$	50,000.00
Golf Tournament	\$	50,000.00
New 2021(Food Fest)	\$	50,000.00
Other	\$	25,000.00
TTL FUNDRAISING	\$	240,000.00

GRANTS & CONTRACTS

Boy & Girls Club America	\$	40,000.00
Dept of Education	\$	45,300.00
Dept Juvenile Justice / DCF	\$	54,000.00
Lee County Human Services	\$	236,000.00
United Way	\$	212,000.00
Foundations	\$	90,000.00
Other Grants	\$	90,000.00
TTL GRANTS & CONTRACTS	\$	767,300.00

In Kind Rent	\$	180,000.00
In Kind Contributions		
PPP / ERC	\$	100,000.00
OTHER INCOME	\$	280,000.00

PROGRAM FEES

Membership Annual Fees		
Program Services	\$	30,000.00
Special Programs (summer)	\$	70,000.00
Scholarship		
Other		

TTL PROGRAM FEES	\$	100,000.00
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PUBLIC SUPPORT

Board of Directors	\$	100,000.00
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Individual	\$	145,000.00
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Corporate	\$	130,000.00
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Other / Payroll	\$	50,000.00
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TTL PUBLIC SUPPORT	\$	425,000.00
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TTL INCOME	\$	1,812,300.00
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EXPENSE

FUNDRAISING EXPENSE

Brunch with the Blades	\$	-
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Evening with the Red sox	\$	16,250.00
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Under the Harvest Moon	\$	-
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Poker Tournament	\$	10,000.00
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Golf Tournament	\$	10,000.00
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New 2021	\$	12,500.00
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Other	\$	6,250.00
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TTL FUNDRAISING EXPENSE	\$	55,000.00
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GENERAL

Auto / Transportation	\$	8,800.00
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Bank Charges	\$	1,500.00
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Computer & Software expense	\$	8,000.00
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Concession / Vending/M/E

Depreciation	\$	22,528.00
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Drug Testing / fingerprinting	\$	1,500.00
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Equipment	\$	10,000.00
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Insurance	\$	28,836.00
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Interest

License and Permits	\$	350.00
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Marketing	\$	20,000.00
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Membership Dues	\$	8,899.00
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Operation Supplies	\$	15,000.00
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Postage / shipping	\$	250.00
Print / Publications	\$	-
Professional Services	\$	46,900.00
Program Activity Supplies	\$	20,000.00
Rent Expense	\$	40,620.00
Repairs & Maintenance	\$	12,000.00
Telephone & Internet	\$	14,500.00
Training / Meetings	\$	5,000.00
Travel	\$	-
Club T Shirts	\$	1,000.00
Utilities	\$	3,500.00

TTL GENERAL	\$	269,183.00
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BENEFITS

Health Benefits	\$	27,372.00
Pension	\$	9,000.00

TTL BENEFITS	\$	36,372.00
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PAYROLL

Employee contribution UW

Accured Payroll Expense

Payroll Processing Fees	\$	5,000.00
Payroll Tax Expense	\$	74,611.70
Personnel	\$	829,018.88
Worker Comp Insurance	\$	7,000.00

Other

TTL PAYROLL	\$	915,630.58
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In Kind Rent Expense	\$	180,000.00
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PPP liability

Misc

TTL EXPENSE	\$	1,456,185.58
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NET ORDINARY INCOME	\$	356,114.42
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BGCLC Kep Project Staff

Title	Job Description	Qualifications
Director of Operations	Oversees Club operations and programs with primary concern for program development and implementation; staff development; supervision of assigned staff; facilities; and budget management.	Has a bachelor's degree; more than 5 years' experience working for a non-profit organization in operations and a supervisor role; has considerable knowledge of the BGC mission, objectives, policies, programs and procedures; strong communication skills; Strong ability to lead and multi-task; has high proficiency in Microsoft Office suite.
Club Director	Directs/manages overall daily operations of the designated Clubhouse with the primary concern for programs and service delivery, supervision and training of staff, facilities management and safety, community relations and membership administration	Has a bachelor's degree; more than 5 years' experience with the BGC or another similar non-profit organization planning, and supervising activities based on the developmental needs of young people, or equivalent experience; is great working with young people, parents and community leaders; has considerable knowledge of the BGC mission, objectives, policies, programs and procedures; strong communication skills; skilled at supervising, motivating & recruiting staff; ability to manage the facility; has high proficiency in Microsoft Office suite.
Lead Youth Development Professional	Assists with management of overall daily operations of the designated Clubhouse with the primary concern for programs, service delivery, and membership administration. Serves as acting Club Leadership in absence of the Club/Unit Director.	Has at least a two-year degree; has at least 1 year of experience in planning and supervising programs with the Boys & Girls Clubs or equivalent youth development experience; strong communication skills; basic computer skills with Microsoft Office; can motivate young people and staff; ability to deal with conflict resolution; ability to supervise staff; has certifications in First Aid and CPR.
Program Administrator/Manager	Plans, implements, supervises and evaluates all programs and activities provided in program areas leading to the priority outcomes of Academic Success, Good Character and Citizenship, and Healthy Lifestyles.	Has a bachelor's degree; 5+ years' experience in planning and implementing youth programs; knowledgeable in youth development; strong communication skills; and is an excellent representative of the BGCLC with external community groups and parents.

Project's Alignment with Community Goals

Academic Support Services

Project Learn – provides academic support and enrichment

Power Hour - homework help, strategies, and resources to become self-directed learners

Tutoring - partnership with FGCU & FSW

Summer Brain Gain – project-based, academic enrichment designed to prevent summer learning loss

DIY STEM – Hands on, activity-based STEM curriculum

My Future – Digital literacy activities designed to help youth ages 8-16 build digital skills

Visual Arts Programs

Digital Arts Programs

Image Makers – learn the art and science of photography

Youth Development Services

Triple Play – comprehensive health and wellness program through increased physical activities, recreation, and good nutrition

Youth Sports Training with local coaches

Karate Classes - taught by certified instructors

SMART Leaders – drug, alcohol, and tobacco prevention programs designed to increase knowledge of the health consequences of substance abuse.

SMART Girls – provides health and prevention education, along with self-esteem enhancement for girls ages 8-17

Passport to Manhood – cognitive, social, emotional development of adolescent boys to build positive values and healthy identity

Prevention Classes – Alcohol, Drug and Bullying prevention in partnership with Coalition for a Drug-Free SWFL

Torch Club – small-group leadership and service club

Youth of the Year – recognition program

Safety Classes - Safe at Home & Safe Sitter Classes taught by Lee Health

Nutrition & Culinary Classes – taught by Lee Health,

Workforce Development Services

Career Launch – prepare for post-secondary education, explore vocations, and career paths alternatives

Money Matters – Promotes financial responsibility by learning to manage a checking account, create a budget, save and invest, start small businesses and pay for college

Keystone Club – teen program provides leadership development opportunities focused on academic success, career preparation and community service

Financial Literacy - Programs instructed by local financial Institutions

Industry Projects - developed instructed by corporate partners

Community and Family Supportive Services

United Way 211 – connects family with human and social service agencies

Mentoring Programs - Big Brothers, Big Sisters

Grief Counseling - Valerie's House

Foundation for Lee County Public Schools – Resume writing, FAFSA applications, and scholarship opportunities

USDA Meal Distribution in partnership with the Lee County School District

Take home Snack Packs provided by Blessings in a Backpack

Boys & Girls Clubs of Lee County

Research-Based Programs

Project Learn

Program Area(s): Academic Support; Homework Help; Tutoring; Academic Enrichment; Remedial Education.

Research Basis: Project Learn is based on the research of Reginald Clark, who found that there is a positive relationship between academic achievement and the amount of out-of-school time that youth spend engaged in high-yield learning activities.

Citation: Clark, Reginald. (2002) *Building Student Achievement: In-School and Out-of-School Factors*. Policy Issues, North Central Regional Educational Laboratory, Issue 13.

Research results: An evaluation of Project Learn was conducted by Columbia University, using a quasi-experimental design with comparison groups. The evaluation documented the following improvements in Project Learn participants: improved verbal and writing skills; increased enjoyment and engagement in reading; and improved grades in reading, spelling, history, science, and social studies.

Citation: Schinke, Steven, et al. (2000) *Enhancing the Educational Achievement of At-Risk Youth*. Prevention Science, Volume 1, No. 1.

Summer Brain Gain

Program Area(s): Academic Enrichment; Literacy; Math Education.

Research Basis: Summer Brain Gain is modeled on research into the most effective types of youth-development and out-of-school-time programs.

Web Link: <http://www.metisassociates.com/news/2013/boys-and-girls-clubs.html>

Research Results: A multiple-year evaluation of Summer Brain Gain is currently underway, using a study design that includes rigorously matched control groups. Preliminary results documented the following improvements in Summer Brain Gain participants: improved math skills for 4th, 5th and 6th graders; and improvements in reading skills for 5th and 8th graders.

Citation: Unpublished; evaluation is underway.

Triple Play

Program Area(s): Physical Fitness; Nutrition Education; Recreational Activities.

Research Results: An evaluation of Triple Play was conducted by Youth Development Strategies, Inc., using a randomized experimental approach with treatment and control groups. The evaluation documented that youth who attended Clubs implementing Triple Play for 1.5 years were more likely to eat healthier foods, exercise more often, and rate their peer interactions as more positive than youth attending Clubs that were not implementing Triple Play.

Citation: Gambone, Michelle, et al. (2009) *Promoting Healthy Lifestyles: The Impact of Triple Play on Healthy Eating, Exercise Patterns, and Developmental Outcomes*. Youth Development Strategies, Inc.

SMART Leaders

Program Area(s): Drug and violence prevention

Research Results: An evaluation of SMART Leaders was conducted by Pennsylvania State University using a pre-test/post-test nonequivalent group design. The evaluation documented decreases in behaviors related to drugs, tobacco and alcohol, and increased knowledge of the health consequences of substance abuse.

Citation: St. Pierre, Tena L., D. Lynne Kaltreider, Melvin M. Mark, and Kathryn J. Aikin. (1992) *Drug Prevention in a Community Setting: A Longitudinal Study of the Relative Effectiveness of a 3-Year Primary Prevention Program in Boys & Girls Clubs Across the Nation*. American Journal of Community Psychology, Vol. 20, Issue 6.

Passport to Manhood

Program Area(s): Character Education

Research Basis: Passport to Manhood is based on research related to the cognitive, social and emotional development of adolescent boys, particularly as it relates to the development of positive values and a healthy identity.

Citation: McLean, K., et al. (2010) *Constructing the Self in Early, Middle and Late Adolescent Boys: Narrative Identity, Individuation, and Well-Being*. Journal of Research on Adolescence, Vol. 20.



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8012586154C-3	03/31/2022	03/31/2027	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

BOYS AND GIRLS CLUBS OF LEE COUNTY INC
13499 S CLEVELAND AVE STE 231
FORT MYERS FL 33907-7730

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

BGCLC
Activity Outline and Reporting

Critical Tasks	Timelines	Status	Reporting
Identify Schools for After-School, Summer and Year Round Programs	December-21	Complete	
Create MOU with Lee County School District (Summer 2022)	March-22	Complete	
Create MOU with Lee County School District (After School)	June-22	In Process	
Summer Planning and Strategic Partnership Alignment	March - May 2022	Complete	
Summer Hiring	March - May 2022	In Process	
Summer Supplies Ordered	May-June 2022	In Process	
Purchase New Equipment	May-June 2022	In Process	
Begin Summer Programming (James Stephens, Varsity Lakes)	June-22	In Process	
Implement Summer Evidence Based Programming (Triple Play, Summer Brain Gain, STEM)	June-22	In Process	
Summer 2022 Physical Activity Assessment	July-22	Not Started	Triple Play (physical activity) participation & annual summer assessment
After School Planning	July-August 2022	Not Started	

BGCLC
Activity Outline and Reporting

After School Program Hiring	July-22	Not Started	
After School Program Supplies	July-22	Not Started	
After School Program begins for 2022-2023 School Year	August-22	Not Started	
Implement Daily Evidence Based Programs (Project Learn & Power Hour, SMART Leaders, SMART Girls, Passport to Manhood)	August 2022 - May 20223	Not Started	
Request 2022-2023 School Year Report Cards from LCSD	Aug-23	Not Started	October 2023 Reporting on GPA
After School Physical Activity Assessment	May-23	Not Started	Triple Play (physical activity) participation
Summer Planning and Strategic Partnership Alignment	January - May 2023	Not Started	
Summer Hiring	March - May 2023	Not Started	
Summer Supplies Ordered	May-June 2023	Not Started	
Purchase New Equipment	May-June 2023	Not Started	
Begin Summer Programming (James Stephens, Varsity Lakes)	June-23	Not Started	
Implement Summer Evidence Based Programming (Triple Play, Summer Brain Gain, STEM)	June-23	Not Started	

BGCLC
Activity Outline and Reporting

Summer 2023 Physical Activity Assessment	July-23	Not Started	Triple Play (physical activity) participation
After School Planning	July-August 2023	Not Started	
After School Program Hiring	July-23	Not Started	
After School Program Supplies	July-23	Not Started	
After School Program begins for 2022-2023 School Year	August-22	Not Started	
Implement Daily Evidence Based Programs (Project Learn & Power Hour, SMART Leaders, SMART Girls, Passport to Manhood)	August 2023 - May 2024	Not Started	
Implement 2 New BGCA Programs	August 2023 - May 2024	Not Started	
Request 2023-2024 School Year Report Cards from LCSD	Aug-24	Not Started	October 2024 Reporting on GPA
After School Physical Activity Assessment	May-24	Not Started	Triple Play (physical activity) participation
Summer Planning and Strategic Partnership Alignment	January - May 2024	Not Started	
Summer Hiring	March - May 2024	Not Started	
Summer Supplies Ordered	May-June 2024	Not Started	

BGCLC
Activity Outline and Reporting

Purchase New Equipment	May-June 2024	Not Started	
Begin Summer Programming (James Stephens, Varsity Lakes)	June-24	Not Started	
Implement Summer Evidence Based Programming (Triple Play, Summer Brain Gain, STEM)	June-24	Not Started	
Summer 2024 Physical Activity Assessment	July-24	Not Started	Triple Play (physical activity) participation
Wrap Up Grant Reporting	October - December 2024		

Continue to next page for monthly spending plans

BGCLC Monthly Spending Plans

June 2022-July 2024

Month Spending Plans			
2022	Average MONTHLY costs	Timeframe	Annual costs
Club Director salary	\$ 4,761.00	June - December (7 months)	\$ 33,327.00
Lead Counselors salary	\$ 4,800.00	June & July (2 months)	\$ 9,600.00
After School (AS) Staffing	\$ 7,056.00	August - December (5 months)	\$ 35,280.00
Summer Staffing	\$ 24,000.00	June & July (2 months)	\$ 48,000.00
Operational supplies (AS)	\$ 720.00	August - December (5 months)	\$ 3,600.00
Operational supplies (Summer)	\$ 2,250.00	June & July (2 months)	\$ 4,500.00
Facilities /Rent	\$ 4,800.00	June & July (2 months)	\$ 4,800.00
Phones	\$ 300.00	June-December (7 months)	\$ 2,100.00
Summer program activities	\$ 9,750.00	April (for the summer)	\$ 9,750.00
Afterschool program activities	\$ 3,000.00	July (for 2022 Fall)	\$ 3,000.00
Afterschool program activities	\$ 3,000.00	December (for 2023 Spring)	\$ 3,000.00
Equipment	\$ 25,000.00	July	\$ 25,000.00
Transportation (AS)	\$ 240.00	Paid as needed - total \$1200	\$ 1,200.00
Transportation (Summer)	\$ 1,875.00	Paid as needed - total \$3750	\$ 3,750.00
Software (KidTrax)*	\$ 190.83	June-December (7 months)	\$ 1,335.81
		Total	\$ 188,242.81
2023	Average MONTHLY costs	Timeframe	Annual costs
Club Director salary	\$ 4,166.67	June - December (7 months)	\$ 50,000.04
Lead Counselors salary	\$ 4,800.00	June & July (2 months)	\$ 9,600.00
After School (AS) Staffing	\$ 7,897.50	Jan.- May & Aug-Dec (10 months)	\$ 78,975.00
Summer Staffing	\$ 26,000.00	June & July (2 months)	\$ 52,000.00
Operational supplies (AS)	\$ 450.00	Jan.- May & Aug-Dec (10 months)	\$ 4,500.00
Operational supplies (Summer)	\$ 2,250.00	June & July (2 months)	\$ 4,500.00
Facilities /Rent	\$ 4,800.00	June & July (2 months)	\$ 4,800.00
Phones	\$ 300.00	January-December (12 months)	\$ 3,600.00
Summer program activities	\$ 9,750.00	April (for the summer)	\$ 9,750.00
Afterschool program activities	\$ 3,750.00	July (for 2023 Fall)	\$ 3,750.00
Afterschool program activities	\$ 3,750.00	December (for 2024 Spring)	\$ 3,750.00
Equipment	\$ 20,000.00	July	\$ 20,000.00
Transportation (AS)	\$ 150.00	Paid as needed - total \$1500	\$ 1,500.00

BGCLC Monthly Spending Plans
June 2022-July 2024

Transportation (Summer)	\$ 1,875.00	Paid as needed - total \$3750	\$ 3,750.00
Software (KidTrax)*	\$ 190.83	January-December (12 months)	\$ 2,289.96
		Total	\$ 252,765.00
2024	Average MONTHLY costs	Timeframe	Annual costs
Club Director salary	\$ 4,500.00	January - July (7 months)	\$ 31,500.00
Lead Counselors salary	\$ 5,120.00	June & July	\$ 10,240.00
After School (AS) Staffing	\$ 4,618.25	January - July (7 months)	\$ 55,419.00
Summer Staffing	\$ 36,400.00	June & July	\$ 72,800.00
Operational supplies (AS)	\$ 835.71	January - July (7 months)	\$ 5,850.00
Operational supplies (Summer)	\$ 2,925.00	June & July	\$ 5,850.00
Facilities /Rent	\$ 4,800.00	June	\$ 4,800.00
Phones	\$ 300.00	January - July (7 months)	\$ 2,100.00
Summer program activities	\$ 12,675.00	April (for the summer)	\$ 12,675.00
Transportation (AS)	\$ 278.57	January - July (7 months)	\$ 1,950.00
Transportation (Summer)	\$ 2,437.50	June & July	\$ 4,875.00
Software (KidTrax)*	\$ 190.83	January - July (7 months)	\$ 1,336.00
		TOTAL	\$ 209,395.00

Budget Template

Notice of Funding Availability #ARP3.3ED

Complete ONLY BLUE fields. Do not edit grey fields.

Year 1 (June 1, 2022 - December 31, 2022)		
Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
	<i>Costs are for the 2 locations combined</i>	
1. Staff Costs (separate quantity and description for each position)	Club Directors	\$ 13,333.00
	Lead Counselor	\$ 3,840.00
	After School Staff	\$ 14,112.00
	Summer Staff	\$ 19,200.00
2. Supplies and Equipment (I.E. Computers, hardware, phones, furnishings, etc.) (separate quantity and description for each item)	operational supplies (office & janitorial supplies, furniture)	\$ 3,240.00
	Equipment - purchase of Chrome books	\$ 10,000.00
3. Other software (i.e. Zoom, financial management, etc.) (separate quantity and description for each item)	Kid Trax	\$ 534.40
	the online software program to register and take attendance daily	
4. Program and Operating Expenses (Costs associated with the provision of services. Including, but not limited to building lease, computer and telephone services, vehicle costs, etc.)	facility rental costs	\$ 1,920.00
	program activities	\$ 6,300.00
	Transportation	\$ 1,980.00
	phones & service	\$ 840.00
5. Training and Technical Assistance (separate quantity and description for each item)		
6. Administrative Expenses - Max of 5% of total project request (i.e. A portion of CEO staff salary, contract or accounting staff, payment to consultant for accounting or payroll services) (separate quantity and description for each item)		
7. Other		
8. Other		
Subtotal Requested		\$ 75,299.40
Admin Requested (max of 5%)		
Total Amount Requested Year 1 (2022)		\$ 75,299.40

Year 2 (January 1, 2023 - December 31, 2023)		
Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Staff Costs (separate quantity and description for each position)	<i>Costs are for the 2 locations combined</i>	
	Club Directors	\$ 20,000.00
	Lead Counselor	\$ 3,840.00
	After School Staff	\$ 31,590.00
	Summer Staff	\$ 20,800.00
2. Supplies and Equipment (I.E. Computers, hardware, phones, furnishings, etc.) (separate quantity and description for each item)	operational supplies (office & janitorial supplies, furniture)	\$ 3,600.00
	Equipment	\$ 8,000.00
3. Other software (i.e. Zoom, financial management, etc.) (separate quantity and description for each item)	Kid Trax	\$ 916.00
	the online software program to register and take attendance daily	
4. Program and Operating Expenses (Costs associated with the provision of services. Including, but not limited to building lease, computer and telephone services, vehicle costs, etc.)	facility rental costs	\$ 1,920.00
	program activities	\$ 6,900.00
	Transportation	\$ 2,100.00
	phones & service	\$ 1,440.00
5. Training and Technical Assistance (separate quantity and description for each item)		
6. Administrative Expenses - Max of 5% of total project request (i.e. A portion of CEO staff salary, contract or accounting staff, payment to consultant for accounting or payroll services) (separate quantity and description for each item)		
7. Other		
8. Other		
Subtotal Requested		\$ 101,106.00
Admin Requested (max of 5%)		
Total Amount Requested Year 2 (2023)		\$ 101,106.00

Year 3 (January 1, 2024 - December 31, 2024)		
Eligible Costs	Quantity AND Description (max 400 characters)	Annual Assistance Requested
1. Staff Costs (separate quantity and description for each position)	<i>Costs are for the 2 locations combined</i>	
	Club Directors	\$ 12,600.00
	Lead Counselor	\$ 4,096.00
	After School Staff	\$ 22,167.00
	Summer Staff	\$ 29,120.00
2. Supplies and Equipment (I.E. Computers, hardware, phones, furnishings, etc.) (separate quantity and description for each item)	operational supplies (office & janitorial supplies, furniture	\$ 3,900.00
3. Other software (i.e. Zoom, financial management, etc.) (separate quantity and description for each item)	Kid Trax	\$ 535.00
	the online software program to register and take attendance daily	
4. Program and Operating Expenses (Costs associated with the provision of services. Including, but not limited to building lease, computer and telephone services, vehicle costs, etc.)	facility rental costs	\$ 1,920.00
	program activities	\$ 5,382.00
	Transportation	\$ 2,574.00
	phones & service (for staff)	\$ 840.00
5. Training and Technical Assistance (separate quantity and description for each item)		
6. Administrative Expenses - Max of 5% of total project request (i.e. A portion of CEO staff salary, contract or accounting staff, payment to consultant for accounting or payroll services) (separate quantity and description for each item)		
7. Other		
8. Other		
Subtotal Requested		\$ 83,134.00
Admin Requested (max of 5%)		
Total Amount Requested Year 3 (2024)		\$ 83,134.00