

**First 5 Siskiyou**

**Children & Families Commission**

# **Strategic Plan**



**Fiscal Year 2017-2018**



CHILDREN & FAMILIES COMMISSION  
**Read. Sing. Play Everyday!**

**Never doubt**

**that a small group of thoughtful, committed citizens can  
change the world.**

**Indeed, it's the only thing that ever has.**

Margaret Mead (1901 – 1978)



## Table of Contents

- I. Introduction
- II. First 5 Siskiyou Children & Families Commission
- III. Vision
- IV. Mission
- V. Guiding Principles
- VI. Focus
- VII. Commission Structure
- VIII. Current Programs
- IX. Needs and Indicators
- X. Goals and Priorities
- XI. Project Submission
- XII. Reporting
- XIII. Independent Audit

## Appendices

- A. Family and Community Resource Centers
- B. Commission Roster
- C. Essential Elements for First 5 Funded Family and Community Resource Centers
- D. Advisory Group Assignments
- E. Priorities, Outcomes and Indicators
- F. Project Submission Forms
  - 1. Family and Community Resource Centers
  - 2. County Common Projects
- G. Core Services provided by FRCs
- H. Funded Project Overviews
- I. Proposition 10 Overview
- J. Background
- K. List of Supporting Documents & Glossary of Terms
- L. Financial Projections

## I. Introduction

In November 1998, California voters passed Proposition 10, the “*Children and Families Act of 1998*” initiative. The act levies a tax on cigarettes and other tobacco products to provide funding for early childhood development programs. Revenues generated from the tobacco tax must be used to enhance the early growth experiences of children, enabling them to be more successful in school and ultimately to give them an equal opportunity to succeed in life. Revenues must be used for the following specific purposes:

- To create a comprehensive and integrated delivery system of information and services to promote early childhood development;
- Support parenting education, child health and wellness, early child care and education, and family support services; and
- Educate Californians on the importance of early childhood development and smoking cessation.

Tobacco tax revenues are collected at the state level. Eighty percent of these funds are then allocated to the 58 counties according to annual birth rates. The remaining twenty percent of the money is allocated to First 5 California to support statewide programs, research, and media campaigns.

## II. First 5 Siskiyou Children and Families Commission

The purpose of First 5 Siskiyou Children and Families Commission (First 5 Siskiyou) is to invest in the future of the young children, and their families, that live in Siskiyou County. This investment begins with the patience and commitment to build a long-term, sustainable effort based on community generated collaborative action.

This will be accomplished through a partnership with local communities to identify community-specific and county-common needs, gaps in services and indicators of success. First 5 Siskiyou's approach in working with partners and families is grounded in building trust, helpful relationships and commitment to growth and change. Our success will be measured by the needs we have met, the gaps we have closed and improvements in the indicators that tell us that our young children and their families are healthy.

This strategic plan will guide our actions. It is a living document and will continue to evolve in the coming months and years.

For further understanding and information about First 5 Siskiyou, visit the website- [www.first5siskiyou.org](http://www.first5siskiyou.org) or visit us at First 5 Siskiyou Facebook

## III. Vision

Supporting healthy children and families of Siskiyou County.

## **IV. Mission**

Strengthening Siskiyou County's commitment to children and families by:

1. Improving the quality, availability and integration of resources for children and families to realize their fullest potential.
2. Ensuring every child in Siskiyou County enters school healthy and ready to learn.
3. Promoting Siskiyou County as a safe, friendly, nurturing environment for children and families.

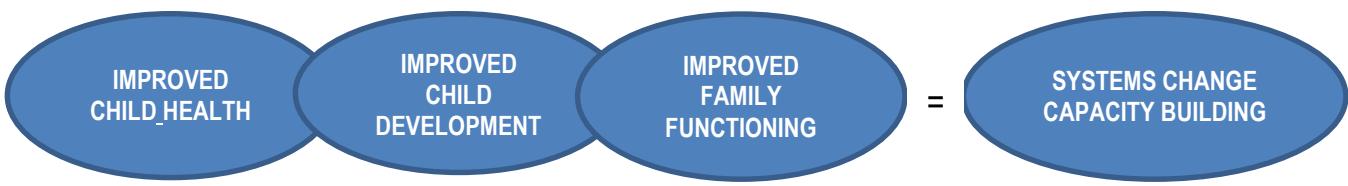
## **V. Guiding Principles**

First 5 Siskiyou Children and Families Commission.....

1. Acts with honesty and integrity.
2. Follows ethical practices in all work aspects and avoids conflicts of interest.
3. Adheres to the First 5 mission statement.
4. Values and affirms diversity in its many forms and endeavors to include the perspectives, opinions and experiences of the broadest possible cross-section of its communities to guide its work.
5. Is thoughtful and purposeful in the grant making process. It regularly reviews and evaluates its mission, priorities, policies and practices.
6. Is accessible, communicates clearly and promptly with grantees and the public, and builds constructive relationships based on mutual respect, candor and confidentiality.
7. Is an identifiable Commission that is responsible for the governance and oversight of the organization.
8. Provides appropriate and timely information on its work to the public, government and all stakeholders.
9. Assures transparency.
10. Is aware of and fulfills its fiduciary, programmatic and legal responsibilities.

## **VI. Focus**

First 5 Siskiyou is part of the statewide social movement that invests in young children and their families. First 5 Siskiyou works with partners to ensure children, prenatal to 5 years old, are thriving in supportive, nurturing, loving environments, and entering school healthy and ready to learn. This work is accomplished through community building efforts; policies, activities and ways of doing business support and encourage connections among individuals, groups, organizations, communities and the county.



### Improved Child Health

1. Children are in healthy and safe environments
2. Children are healthy and well nourished
3. Children have good oral health

### Improved Child Development

1. Children have access to high-quality early care and education
2. Children enter kindergarten “ready for school”

### Improved Family Functioning

1. Children live in home environments supportive of optimal cognitive development
2. Families are self-sufficient
3. Parents provide nurturing and positive emotional support to their children

## VII. Commission Structure

First 5 Siskiyou Children and Families Commission and the First 5 supported Family and Community Resource Centers work in partnership to establish and implement processes by which needs are identified, resources are applied and results are measured. The Executive Director and appropriate technical advisors assist this effort. First 5 Siskiyou works very closely with public agencies, service clubs, early childhood education providers, College of the Siskiyous and nonprofit agencies to improve the quality of life for children and families. First 5 funds are used for direct services to families, capacity building initiatives including training and technical assistance and systems building efforts.

### First 5 Siskiyou Children and Families Commission

First 5 Siskiyou consists of seven (7) commissioners appointed by the Board of Supervisors for an unspecified term who serve without compensation (Appendix B). The Commission typically meets 11 times during the year normally on the 4<sup>th</sup> Wednesday of the month from 8:30 to 10:30 am as posted on the First 5 Siskiyou website. Meetings are held at the Siskiyou County Office of Education in Yreka or elsewhere, as posted, when necessary. The Commission and the Family and Community Resource Centers work together to identify and refine needs resulting in projects that provide integrated services. First 5 Siskiyou is the principal governing body of its Proposition 109 revenue distribution and is the liaison to First 5 California Children and families Commission.

## Executive Director

The Executive Director is the primary staff member supporting First 5 Siskiyou Children and Families Commission in Siskiyou County. The Executive Director works for and is under contract to the Commission. The Executive Director is also the Commission's representative to the First 5 California Association.

## Advisory Groups

Advisory (or Task) Groups are formed by the Commission as needed to address specific issues or areas of interest. These groups may be comprised of commissioners and/or non-Commission members. Advisory Groups for current year – see Appendix D.

## Financial Management

On July 1, 2015, First 5 Siskiyou was designated as a Public Agency with control of its own Strategic Plan and Budget, independent of Siskiyou County government. (Reference: Proposition 10 Statute as amended January 1, 2004 – Section 130140.1 a.2.(c).) First 5 Siskiyou has adopted and operates under Policies and Procedures as required by the First 5 Financial Management Guide relative to Conflict of Interest Policy of Commission members, Contracting and Procurement, Administrative Cost, Annual Audit, Salary and Benefits, and Funded Program Evaluation. Additionally policies have been adopted to support the health and wellbeing of our youngest citizens and their families.

## **VIII. Current Programs 2017-2018**

### **Family and Community Resource Centers**

Family and Community Resource Centers (Appendix A) are the primary, though not the exclusive, source for engaging families and community partners for the identification of needs and how best to meet those needs. They start and drive the process in direct partnership with First 5 Siskiyou Children and Families Commission and are guided by the Essential Elements for First 5 Funded Family and Community Resource Centers (Appendix C).

The Family Resource Centers are designed based on the Strengthening Families™ framework, a research-informed approach to increase family strengths, enhance child development and reduce the likelihood of child abuse and neglect. The core programs are based on engaging families, partner organizations and communities in building five protective factors:

- Parental resilience
- Social connections
- Knowledge of parenting and child development
- Concrete support in times of need
- Social and emotional competence of children



The Family and Community Resource Centers are located throughout Siskiyou County, and are available to serve children and families regardless of age, income or disability. FRCs are typically open

4 days a week and offer a wide range of services including parenting education classes. Some FRCs offer support groups for relatives raising children, fathers, new parents and other targeted population. They also offer child development activities, resource and referral, CalFresh application assistance and peer-to-peer support. Based on available funding, some FRCs offer life skills, advocacy, job search, physical activity and nutrition education and promotion, safety education and injury prevention.

At present, eight FRC/CRCs are fully operational at various capacity, based on funding, and one is restructuring due to decreased funding. They are based as indicated but serving their surrounding communities.

1. Butte Valley Community Resource Center – Dorris
2. Dunsmuir Family Resource Center – Dunsmuir
3. Happy Camp Family Resource Center – Happy Camp (restructuring)
4. The HUB Communities Family Resource Center – Montague, Big Springs, Granada
5. Mt. Shasta Community Resource Center – Mt. Shasta, McCloud
6. Scott Valley Family Resource Center – Ft. Jones, Etna
7. Tulelake/Newell Family Resource Center – Tulelake
8. Family & Community Resource Center of Weed – Weed
9. Yreka Community Resource Center – Yreka

Each FRC/CRC is an independent 501(c)(3) corporation or affiliated with another resource center 501(c)(3), and consists of a Director and appropriate staff. The Directors are responsible for creating programs, maintaining and growing the FRC/CRC following the Essential Elements for First 5 Funded Family and Community Resource Centers (Appendix C). These individuals act as the primary community liaison to the Commission.

### **Kit for New Parents**

The First 5 California Kit for New Parents is a comprehensive resource for new and expectant parents emphasizing the importance of a child's early years. The kits are distributed countywide through the FRCs, clinics, home visitation programs and hospitals.

### **Connecting Families To Screenings Through *Help Me Grow***

In 2017 First 5 Siskiyou in partnership with Klamath Health Services and First 5 CA Association began expanding early screening efforts from Oral health to include Vision and Hearing Screenings.

Furthermore, we secured a partnership with the First 5 Association to move towards becoming a *Help Me Grow* county. *Help Me Grow* connects children and their families to developmental services to enhance the development, behavior and learning of children birth through 5 years. The plan for the upcoming year is to provide training to organizations and medical staff on ASQ-SE and begin phase II of building the universal early screening systems in Siskiyou County. The success of this systems change effort is based on strong partnerships between medical providers, early childhood and family support programs, county departments and First 5 Siskiyou.

## **Provider Capacity Building**

First 5 further aims to assure the wellbeing of children by working with multiple partners to build the capacity of service providers through implementation and coordination of free county-wide high quality professional development trainings. Child-centered institutions like CASA, Child Protective Services, early childhood educators, Family Resource Centers and Foster Family Agencies are represented. The merits of these trainings are not only manifested by the consistent high number of participants, but more importantly, attendees are always vocal about the impact of trainings. These trainings showcase the importance of empathy in dealing with clients and increased knowledge about child development, impact of trauma, etc.

## **Parenting Education**

First 5 Siskiyou Children and Families Commission believes that parents are their children's first and most important teachers, and that investment in a strong parenting education system is a critical strategy for ensuring that all children are ready to learn. The Siskiyou Parenting Education HUB Initiative is a county wide partnership between First 5 Siskiyou Children and Families Commission, Sierra Forever Families, Siskiyou Behavioral Health, Mental Health Services Act, College Of the Siskiyous' Foster/Kinship program, Adult Education Pathways, etc., with base funding from First 5 and the Ford Family Foundation. With local coordination primarily by the Family Resource Centers, partners work together to provide locally accessible evidence based parenting education classes and family support programs in a culturally inclusive and supportive environment. Additionally over 13 organizations, e.g. tribal programs, Early Head Start, Head Start, Human Services etc., provide resources and in kind services to, 1) Build a stronger more coordinated parenting education system, 2) Enhance parenting skills and support through evidence-based programs, and 3) Provide capacity building trainings by national experts for those who work with families.

## **Family Literacy**

Family literacy is a partnership with Siskiyou County libraries, Family and Community Resource Centers, Delta Kappa Gamma, preschools and childcare centers to provide early literacy resources, quality children's books, story time and parent education trainings about the importance of daily reading with children. Now in its 10<sup>th</sup> year, First 5 Siskiyou's annual **Read across Siskiyou** event throughout the county is the gateway to the promotion of daily reading and adding a book to each child's home library. Over 25,000 quality children's books are distributed annually. The following programs support deeper reach to promote this priority

## **Imagination Library**

This new partnership between Dolly Parton's Foundation and locally Delta Kappa Gamma, Yreka Community Resource Center and First 5 will provide monthly books to children mailed straight to their home.



## Reach Out and Read

ROR prepares Siskiyou County's youngest children to succeed in school by partnering with local medical clinics to prescribe books and encourage families to read together daily. Reach Out and Read is proven to be an effective mechanism to champion reading out loud and aid child development. The program is advocated by 15 independent published research studies. The goal is to establish three program sites in year one of the program.

## Read across Siskiyou starts at Birth

The partnership with Delta Kappa Gamma and Fairchild Medical Center Auxiliary expands outreach at local hospitals to promote early literacy at birth by providing books and resources to new parents to start/enhance the home library.

## Nutrition Education and Fitness



The key goal of this service area is to promote diet and physical activity behavior changes with a focus on increasing fruit and vegetable consumption, physical activity and participation of eligible families in the CalFresh assistance program. The largest activity is the Harvest of the Month (HOTM) program. Children and their parents are introduced to a different fruit or vegetable each month. Forms of education are taste testing, newsletters, flyers, posters and books that correlate with highlighted produce. Nutrition education is integrated into playgroups, family events, fairs, parenting classes and other promotional activities. Water or fruit or vegetable infused water are the only choice of beverage for First 5 funded programs and events. Parents have reported that because of these programs families are changing norms by increasing water consumption, physical activity and fruit and vegetable consumption. Based on a report from CSU Chico, children in our county are consuming more fruits and vegetables.

## Siskiyou Home Visitation Systems Coordination

In March of 2016 First 5 Siskiyou was awarded a two-year grant from The Ford Family Foundation to act as fiscal agent and provide leadership for the Siskiyou Home Visiting Collaborative - a partnership between Ford Family Foundation, First 5 Siskiyou, Shasta Head Start, Siskiyou Early Head Start, Siskiyou County Public Health and other home visitation programs to coordinate efforts, reduce duplication, and enhance services and support for the best outcome for children and families of Siskiyou County.

## Welcome Home, BABY! Universal Home Visitation Program

A pilot program to provide new parents with information, support and a trusted partner to help them through the journey of early parenthood. Services offered include information and support about newborns, personalized answers to any questions moms or dads may have including newborn care, infant sleep, crying and soothing, immunization, developmental screening tool, kits for new parents, infant feeding and nutrition for mom, postpartum blues and recovery, referral to resources as needed, and referral to fun and educational activities for parents/caregivers and the newborn.



## **Siskiyou IMPACT Initiative**

### **Improve and Maximize Programs so All Children Thrive**

First 5 IMPACT (Improve and Maximize Programs so All Children Thrive) is an innovative approach that forges partnerships between First 5 California and Siskiyou County to achieve the goal of helping children ages 0 to 5 and their families thrive by increasing the number of high-quality early learning settings, including supporting and engaging families in the early learning process. Supporting more settings to achieve high-quality standards helps ensure more of Siskiyou County's children enter school with the skills, knowledge, and dispositions necessary to be successful. This provides families the information and support they need to promote and optimize their children's development and learning, both inside and outside the home.

## **IX. Needs & Indicators**

### Needs

Communities will be the primary source for determining their needs and how to meet those needs through surveys, assessments and community input. Needs will be reviewed annually through the Resource Centers. A full Needs Assessment will be conducted as deemed necessary by the Commission.

### Funding Outcomes and Indicators

The Commission has developed a list of indicators (Appendix E) and is utilizing the evaluation tools established by First 5 Siskiyou, First 5 California and Oregon State University.

## **X. Goals and Priorities for Fiscal Year 2017-2**

### Long-Term Priorities

- **Improved Family Functioning: Strong Families.** Successful and strong families are those that are able to provide for the physical, mental and emotional development of their children. Young children are entirely dependent upon caregivers for survival, and nurturing parents and caregivers provide the foundation for a child's ability to create successful relationships, solve problems and carry out responsibilities.
- **Improved Child Development:** The importance sound foundation for preparing children to succeed in school and in life is critical. Skills that allow one to problem solve and think creatively are developed in early childhood by nurturing parents and care givers. Quality settings and interactions, early detection of developmental issues are key to improved child development
- **Improved Health and Nutrition: Healthy Children** - Children who are healthy in mind, body and spirit grow up confident in their ability to live a fulfilling, productive life. Healthy children have sufficient nutrition, health care, nurturing and guidance, and mental stimulation, and they live in families and communities that value them.
- **Improved Systems: Integrated, Consumer-Oriented, Accessible Services.** Many parents and caregivers with young children have difficulty in accessing existing forms of assistance, much less being able to learn about and utilize new services that are introduced. Services must be made available locally in a culturally competent manner, embracing the differences in cultures and languages within the county. The system of children and family services should also recognize the

challenges faced by families whose children have disabilities or other special needs, and work to make services more accessible to these families.

### Adopted Goals for Fiscal Year 2017-2018

1. First 5 Siskiyou's mission and goals are successfully implemented.
2. First 5 Siskiyou maintains an effective working relationship with the Statewide Association, First 5 California
3. Countywide initiatives funded by First 5 Siskiyou are based on First 5 Siskiyou priorities and as appropriate coordinated with Siskiyou County Family/Community Resource Centers.
4. First 5 Siskiyou will support the Siskiyou Family/Community Resource Network to increase the capacity of its members.
5. Evaluation systems required by First 5 California are in place. Parenting evaluation is conducted by Oregon State University. First 5 will contract with independent evaluation consultant to assist in revising annual evaluation plan to incorporate new programs and services.
6. First 5 Siskiyou funded FRC/CRCs provide identified core services and coordinated/collaborative broad-based services for children 0-5 and their families.
7. A five-year budget is adopted based on First 5 Siskiyou Commission goals and anticipated funding from First 5 California and other funding sources.
8. Community and County successes are acknowledged and celebrated through community and countywide promotional events and presentations.
9. First 5 Siskiyou's Strategic Plan is reviewed and updated annually.
10. When appropriate countywide projects are integrated with Core Services.
11. Successful implementation of the IMPACT grant
12. Coordinate efforts with SNAP-Ed to promote the importance of Nutrition and Physical Activities for healthy child development.
13. Continuation/support of trainings, capacity building activities and social marketing campaigns around tobacco cessation, cognitive development (math, literacy), parenting, early childhood mental health/social emotional development, Adverse Childhood Experiences Study (ACES) and the importance of father involvement.
14. Expansion of early screening programs and adoption of *Help Me Grow* model.
15. Participation in CalFresh Outreach and Support initiative through Chico State University.
16. Expand and strengthen connection with medical providers to adopt the *Reach Out and Read* early literacy program.
17. Continue to invest in developmentally appropriate toys, play equipment, activities and books that enhance and support play centers and parenting education within the FRC/CRCs, libraries and health centers.
18. Continue to find opportunities to strengthen connections with libraries, WIC, hospitals and service clubs. Work closely with Libraries and Friend of Libraries to promote and support Imagination Library.
19. Work with Yreka Community Resource Center and Delta Kappa Gamma to assure successful implementation of the Imagination Library Initiative.

20. Promote Talk, Read! Sing! Play! Campaign through local investments including Books for Babes, family concerts, *Read Across Siskiyou* and other book distributions.
21. Work with willing partners to co-fund parenting education classes and trainings for those working with children and families
22. Explore new parenting curricula to expand resources for families.
23. Work with Adult Education Pathways to increase coordinated support for PCIT families.
24. Work with Siskiyou County Public Health, WIC and Partnership health to increase public education about immunizations.
25. Work with willing mental health providers to increase knowledge of providers about early childhood mental health practices (including Early Childhood Mental Health).
26. Work with Human Services, JEDI, FRCs, Libraries, Chambers, preschools, childcare council and childcare programs to promote child tax credit and other tax programs benefiting families with young children.
27. Work with interested partners to promote the adoption of Strengthening Families Framework county wide.
28. Celebrate successes!

### Funding Priorities for Fiscal Year 2017-2018

(Listed in no particular order)

1. Family Resource Centers (FRCs)/ Community Resource Centers (CRCs) based on Essential Elements for First 5 funded Family and Community Resource Centers.
2. IMPACT – Quality Rating Improvement Systems at licensed centers, family childcare homes, home visitation programs and Family/Community Resource Centers.
3. Nutrition and Physical Activity Education and Promotion Programs.
4. Social marketing and public education campaigns and resource distribution for programs such as importance of literacy, math, father involvement, breastfeeding promotion and social/emotional development of children and Adverse Childhood Experiences.
5. Support programs and educational trainings that promote family support and children's health, mental health and cognitive wellbeing. Match funds whenever feasible.
6. Screening projects including oral health, vision and development screenings and adoption of *Help Me Grow*.
7. Capacity building of professionals through high-quality trainings to support children birth to 5 and their families.
8. Evaluation systems that measure outcomes.
9. Outreach to parents through distribution of Kits for New Parents.
10. Improved systems of care to expand FRC/CRC capacity and leverage funds to support sustainability of FRCs, countywide projects and other First 5 priorities.
11. Public awareness of First 5 activities in Siskiyou County.
12. New parent support programs through Welcome Home visits and support groups.
13. Tobacco cessation education and the risks of 2<sup>nd</sup> and 3<sup>rd</sup> hand smoke inhalation.

14. Programs that promote statewide Read! Sing! Play! Campaign including Books for Babes, Read Across Siskiyou, Reach Out and Read, playgroups, quality children's books and parent resources, etc.
15. Parenting education including evidence based classes.
16. Coordination of systems for home visitation programs.
17. Coordination of systems and implementation of parenting education programing.

## XI. Project Submission

### Family and Community Resource Centers

At a designated time each year the FRC/CRCs present a Request for Funding Application to the Commission. The Application is in a standardized format and includes a budget (Appendix F-1). At a regular Commission meeting the proposals are reviewed and a funding decision made based on the proposal's adherence to the Commission's established goals and priorities. For the FRC/CRCs, an agreed upon payment schedule is structured according to the scope of work approved for the FRC/CRC, taking into account each agency's operating requirements. Timely reports must be submitted as required by the MOA to avoid withholding of payments.

### County Common Projects

When a program is proposed that is countywide in nature, between July and September each year the proponents present a Request for Funding Application to the Commission. The Application is in a standardized format and includes a budget (Appendix F-2). At a regular Commission meeting the proposals are reviewed and a funding decision is made based on the proposal's adherence to the Commission's established goals and priorities.

For both types of grants, Memorandums of Agreement (MOA) are signed between the Commission and the funded entity based on the approved proposal and setting forth the terms of fund disbursements. County Common Projects are reimbursed on the basis of billings in arrears with appropriate backup. Up to 15% of the project total can be advanced, if requested.

All proposals are submitted through the Commission office and reviewed by the Executive Director and the appointed Advisory Group. In this way, comments and suggestions can be recommended so that the Commission receives the proposal in a final and acceptable form based on the Commission's established goals. Written reports are submitted to the Commission's Executive Director at a designated time.

## XII. Reporting

All Family and Community Resource Centers and County Common Projects are required to provide reports to the Commission on a schedule set forth in the Memorandum of Agreement. The FRC/CRCs are required to provide comprehensive reports by January 10 (Mid-Year Report) and August 10 (Final Report). The Report is in a standardized format and based on the Objectives and Outcomes on which their funding was granted (Appendix F-1). In addition, quarterly progress reports and evaluation data are submitted prior to payment of funds at the end of the 1<sup>st</sup> and 3<sup>rd</sup> quarters. Each reporting period includes a financial report based on the original budget submitted

with the proposal and substantiated by a Profit & Loss statement for that period. Written reports are submitted to the Commission office for review by the Executive Director. Each FRC/CRC is required to present a report on its progress towards its goals at a regularly scheduled Commission meeting during the year.

In addition, site visits/observations will be conducted by Commissioners and/or Executive Director for purposes of evaluating the qualitative outcomes of the funded projects.

County Common Project reporting frequency is based on the schedule set forth in the MOA and can be tailored to fit the specifics of the project. The Report is in a standardized format and based on the Objectives and Outcomes on which the funding was granted (Appendix F-2). Each reporting period includes a financial report based on the original budget submitted with the proposal.

Representatives from the County Common Projects are required to be present at the meeting to answer questions and provide additional input. The opportunity to highlight progress will be at regularly scheduled Commission meetings during the year, alternating with the FRC/CRC highlight presentations.

### Project Evaluation

A representative from each of the Family or Community Resource Centers and, as appropriate, County-Common Projects, is trained to collect and input data into First 5's evaluation system. Input is required quarterly by October 10, January 10, April 10 and July 10 for their respective programs. Commission staff is trained as well and in some instances may provide computer input based on written information. In addition to the data entry, funded projects collect surveys and other evaluation summaries at events or services. Each funded project has a list of identified tools to support qualitative and quantitative evaluation.

## **XIII. Independent Audit**

First 5 Siskiyou contracts with an independent Accounting/Audit firm to complete its annual audit in compliance with statutory requirements enumerated in Health and Safety Code section 130151(b). The State Controller's Office, along with a committee composed of representatives from the First 5 California Commission, local commissions, the Government Finance Officers Association, county auditor controllers and independent auditors, developed the initial audit guide which is updated as needed by the State's evaluation committee. Health and Safety Code section 130151(b) requires the scope of the independent audits address the local commissions' policies and practices related to:

- Contract and Procurement
- Administrative Costs
- Conflict of Interest
- County Ordinance
- Long Range Financial Plans (5 years)
- Financial Condition of Commission
- Program Evaluation
- Salaries and Benefits Policies

When First 5 Siskiyou's independent audit is completed it is reviewed by the Commission's Budget/Audit Advisory Group and adopted through a Public Hearing by no later than October 30 each year. It is submitted to First 5 California and the State Controller's Office with the annual report by November 1 of each year.

## Siskiyou County Family/Community Resource Centers

**BUTTE VALLEY CRC**

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 Dorris, CA 96023  
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**SCOTT VALLEY FRC**

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**DUNSMUIR CRC**

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**Alexandra Rivera, Program Manager**  
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**TULELAKE/NEWELL FRC**

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**HAPPY CAMP FRC**

**(In process of restructuring)**  
 38 Park Way  
 Happy Camp, CA 96039

**Family & Community Resource Center of Weed**

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**HUB COMMUNITIES FRC**

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**YREKA CRC**

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 201 S. Broadway Street  
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**MT. SHASTA CRC**

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**McCLOUD CRC**

**(In process of restructuring)**

**Please Note:** Family/Community Resource Center Drop-In Hours are subject to change without notice.  
 Please contact the Family/Community Resource Centers for more information.

**FIRST 5 SISKIYOU  
CHILDREN & FAMILIES COMMISSION  
COMMISSION/STAFF ROSTER**  
May 30, 2017

<b>COMMISSION CHAIR</b>	<b>COMMISSION VICE CHAIR</b>
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<b>COMMISSIONERS</b>	
Vacancy	Michael Kobseff Siskiyou County Board of Supervisors PO Box 750 Yreka, CA 96097 530-842-4037 <a href="mailto:mkobseff@co.siskiyou.ca.us">mkobseff@co.siskiyou.ca.us</a>
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Judithe Washington Retired 2412 W. Highway 3 Yreka, CA 96097 530.842.2055 <a href="mailto:rjwash@nctv.com">rjwash@nctv.com</a>	 <b>FIRST 5</b> <b>Siskiyou</b> <u>CHILDREN &amp; FAMILIES COMMISSION</u> <b>Read. Sing. Play Everyday!</b>



## ESSENTIAL ELEMENTS FOR FIRST 5 SISKIYOU FUNDED FAMILY AND COMMUNITY RESOURCE CENTERS

<b>Mandatory Requirements</b>
1. Site will have a legal structure as a Family/Community Resource Center focused 501(c)(3) to allow for letting of contracts.
2. Each FRC/CRC will have a family support mission beyond prenatal-5 year old children and families to include all members of the community.
3. Each First 5 funded FRC/CRC will employ an Executive Director who will oversee the operation, administration and sustainability of the FRC/CRC. Director must demonstrate skills, knowledge and ability to oversee fiscal program and positive community engagement efforts of the Resource Center.
4. There must be a designated AmeriCorps, staff person or consultant assigned to coordination and implementation of First 5 services. The person responsible for First 5 services must have skills and experience with a strong knowledge of child development, have extensive experience working with children prenatal-5 years old and their families in an early childhood setting or family support field. Preference should be given to those with an academic background in child development or related field. <b>Detailed resume of staff implementing First 5 services must be submitted with request for funding.</b>
5. Primary purpose of the FRC/CRC is to provide core services as defined in Appendix G and link community members with services.
6. All staff and administrators implementing First 5 programs, including childcare and early childhood play groups, story times or other programs for children and families, must have current fingerprint background check on file.
7. FRC/CRC will provide a welcoming, inclusive, non-discriminatory environment for children and families.
8. FRC/CRC must be clean, esthetically inviting.
9. FRC/CRC must be seasonally comfortable (warm/cool) and safe.
10. Create a neutral environment where all community members and organizations feel welcome.
11. FRC/CRC staff will work with partners to actively engage the community in addressing issues such as poverty, illiteracy, unemployment, education, health/mental health, affordable housing, family violence prevention, substance abuse, transportation and more as needed.

## Mandatory Requirements

12. FRC/CRC will sustain positive and productive relationships with key partners with focus on First 5 priorities.
13. Based on sound child development practices and increased number of hours children are exposed to media, First 5 Siskiyou will **NOT** fund “movie nights”.
14. FRC/CRC will offer improved systems for tobacco cessation training and resources to families. All Staff implementing First 5 programs will participate in Tobacco Cessation and Secondhand Smoke Training offered through First 5.
15. Board Membership shall be made up of diverse community representatives interested in the mission and vision of an FRC. Regular meetings of the board of Directors are required.  
***Annual Board Meeting calendar must be submitted to First 5 Siskiyou with your proposal.***  
Agenda and minutes must be submitted to First 5's Executive Director by email 72 hours prior to each Board Meeting.
16. Director is required to attend and participate in the FRC Network and attend 90% of scheduled meetings.
17. Designated First 5 coordinator will participate in First 5 meetings/trainings.
18. Center will have current business and financial plan.
19. Accounting will be provided by pre-approved bookkeeper using QuickBooks accounting program. Accounting will be provided by someone other than Director. P&Ls covering both total budget and First 5 budget only are required quarterly when submitting reports. FRCs will comply with fiscal policies of the Resource Center.
20. FRCs will collect, analyze and track over time appropriate data to document issues that need addressing and to quantify successful programs.
21. Parent and community input will be regularly solicited to assure parents in the community are an integral part of program planning.



## APPENDIX D

### First 5 Siskiyou Children & Families Commission Advisory Group Assignments – FY 17-18 – FY 19-20

#### Budget and Audit:

Kobseff  
Walters

#### Contract/Personnel:

(ED and Admin)

Kobseff  
Perry

#### Strategic Plan:

(Annual revision)

Perry  
tba

#### Proposal Review:

(FRC and Countywide  
Proposals plus report reviews)

Walsh  
Walters

#### Site Visits

All Commissioners  
(as available)

#### IMPACT

Emily Lacroix

Note: The Chair/Vice Chair will be the alternate for any of the groups.

## **PRIORITIES, OUTCOMES AND INDICATORS**

### **Improved Child Health**

#### **1. Children are in healthy and safe environments**

- *Indicator:* Number of training opportunities and number of parents who participate in trainings related to healthy and safe environments
- *Indicator:* Number of public education resources and number of locations for public access

#### **2. Children are healthy and well nourished**

- *Indicator:* Number of resources and activities to support nutrition education and physical activity promotion provided by Family /Community Resource Center.
- *Indicator:* Percentage of children in First 5 funded programs whose parents rate them to be in very good or excellent health
- *Indicator:* Number of parents in First 5 programs receiving assistance in obtaining CalFresh resources.
- *Indicator:* Number of Harvest of the Month activities at preschools, play groups and community events co-funded by First 5.
- *Indicator:* Number of planned outdoor activities such as community walks, play day at the park, nature education etc.

#### **3. Children have good oral health**

- *Indicator:* Number of children participating in Oral Health Screening and Treatment Program co-funded by First 5.

### **Improved Child Development**

#### **1. Children have access to high-quality early care and education**

- *Indicator:* Number of licensed centers participating in IMPACT / QRIS
- *Indicator:* Number of training opportunities that increase provider knowledge in working with children birth to 5 and their families.
- *Indicator:* Number of early childhood educators, social workers and family support workers participating in training and education opportunities co-funded by First 5

#### **2. Children enter kindergarten “ready for school”**

- *Indicator:* Number of connections between preschools and schools and the Family/Community Resource Centers (this connection can help early childhood educators and kindergarten teachers connect families to health, social services, life skills resources etc.).
- *Indicator:* Percentage of children reading at grade level by 3rd grade

### **Improved Family Functioning**

#### **1. Children live in home environments supportive of optimal cognitive development**

- *Indicator:* Percentage of families in First 5 funded programs who report reading with their children regularly (6 to 7 days per week)
- *Indicator:* Number of “New Parent Kits” distributed through hospitals, Family/Community Resource Centers, home visitation programs, etc.
- *Indicator:* Number of parents participating in First 5 funded Welcome Home, BABY! visit initiative
- *Indicator:* Percentage of mothers breastfeeding in the First 5 Welcome Home, BABY! visit initiative
- *Indicator:* Number of locations with access to information about Perinatal Mood And Anxiety Disorders
- *Indicator:* Number of trainings, support groups and other educational opportunities provided



at Family/Community Resource Centers co-funded by First 5

*Indicator:* Number of parents who access various parent education and support services funded/co-funded by First 5

- *Indicator:* Number of books distributed to children funded/co-funded by First 5
- *Indicator:* Number of play groups funded/co funded by First 5
- *Indicator:* Number of workshops and evidence based parenting series co-funded by First 5
- *Indicator:* Percentage of parents participating in evidence based parenting education classes and workshops co-funded by First 5 who report increased knowledge and satisfaction through participant surveys.

## 2. Parents provide nurturing and positive emotional support to their children

- *Indicator:* Number of parents participating in parenting education and support activities and services co-funded by First 5
- *Indicator:* Number of parent education/support workshops and evidence based trainings available at Local FRC/CRCs co-funded by First 5
- *Indicator:* Number of First 5 funded/co-funded family friendly events and gatherings throughout Siskiyou County
- *Indicator:* Number and percentage of parents reporting improvements in parenting behaviors based on OSU Evaluation

## Improved Systems for Optimal Outcome for Families with Children Birth to 5 Years Old

- *Indicator:* Number of programs co-funded by First 5 benefiting children birth to 5 year olds and their families
- *Indicator:* Number of volunteers and volunteer hours served by First 5 funded FRC/CRCs  
*Indicator:* Number of participants reporting satisfaction with content, quality, family centeredness of services co-funded by First 5
- *Indicator:* Successful system of collaboration between home visitation programs as identified by the Ford Home Visitation Collaborative.

## Capacity Building

- *Indicator:* Number of training opportunities co-funded by First 5 for service providers and number of participants
- *Indicator:* First 5 co-funded FRC/CRCs have increased capacity to provide quality family support services to families with children 0 to 5 years old (become certified in the Standards of Quality for Family Strengthening and Support)
- *Indicator:* Adoption of an FRC Network organizational structure that promotes cost savings, operational efficiency, local community engagement, shared decision making and effective outcomes

# FIRST 5 Siskiyou

## Children and Families Commission

(Name of) Resource Center  
Request for Funds – FY 2017-2018  
INSTRUCTIONS

**PLEASE NOTE – IMPORTANT MESSAGE:**

Requests for Funding proposals for Fiscal Year 2017-2018 are due by noon on June 7, 2017. Late or incomplete proposals will be declined. Take care to be intentional in your plans, provide details and include parents of children 5 and under, community partners, including preschools and libraries, as appropriate, in program planning and the development of your proposal to assure the highest level of success. Once submitted and approved there is an average of \$4,000 in CalFresh funds available for outreach and application support. For special programs or countywide events some funds will be available for 0-5 programs.

1. The maximum allowable for (Name of) Resource Center is up to \* (\$\*) for Fiscal Year 2017-2018.
2. Email complete proposal and supporting documents by end of day on June 7, 2017 to [cheryl@first5siskiyou.org](mailto:cheryl@first5siskiyou.org), [karenpautz@first5siskiyou.org](mailto:karenpautz@first5siskiyou.org) and [help@first5siskiyou.org](mailto:help@first5siskiyou.org) with a subject line of “Complete Proposal for 17-18”.

Note: If you have questions or need feedback on your proposal contact Karen Pautz before June 2, 2016.

3. Presentations will be made in person at the June 28, 2017 Commission Meeting to be held at Siskiyou County Office of Education, 609 S. Gold St., in Yreka at 8:45 am.
4. The forms are structured to expand as needed. Please insert rows as needed.
5. **Type in the name of the Resource Center** in the header of all applicable documents— space has been provided in each section.
6. **BE SURE** the Budget Detail and Budget Narrative forms include both the FRC’s TOTAL budget and FIRST 5 ONLY Budget – be specific. Please note if you anticipate changes to your total budget. Programs will have the opportunity to update the budget prior to the end of the first quarter.
7. **PLEASE NOTE** that Salaries and Wages cannot exceed budget without prior authorization of the Commission. *Take extra care in preparing your budget.*
8. **PLEASE NOTE** that all other budgeted items are allowed only a 10% variable without prior approval. *Take extra care in preparing your budget.*
9. Attach a copy of your 501(c)(3) Determination letter and current Bylaws.
10. FINALLY, INCLUDE a descriptive page to be included or updated on First 5’s website – [www.first5siskiyou.org](http://www.first5siskiyou.org). If your program uses Facebook, Like Us on Facebook.



**First 5 Siskiyou**  
Children & Families Commission

## **Proposal Checklist – FY 17-18**

Requests for Funding Proposals are due to First 5 by noon on June 7, 2017. They should be sent via email to [cheryl@first5siskiyou.org](mailto:cheryl@first5siskiyou.org), [karenpautz@first5siskiyou.org](mailto:karenpautz@first5siskiyou.org) and [help@first5siskiyou.org](mailto:help@first5siskiyou.org). They will be reviewed by the Executive Director and a panel of Commissioners and presented by the FRC to the Commission on June 28, 2017.

Be very diligent in completing each form as time is of the essence and only **complete** proposals will be considered at the June 28 meeting. Late proposals or incomplete proposals will be declined.

To be included in the proposal package:

- This checklist
- Proposal Instructions including maximum funding allowable
- Performance Review and Narrative – FY 16-17
- Proposal Information and Narrative
- Proposal Scope of Work
- Budget
- Budget Narrative
- Calendar of Closures
- Copy of 501(c)(3) Determination Letter
- Submit current ByLaws

Submitted by: \_\_\_\_\_

Signature: \_\_\_\_\_

**NOTE: This form must be completed before new proposal will be considered**

**FIRST 5 SISKIYOU  
(Resource Center)  
FY 16-17 Performance Review**

<b>PLEASE REVIEW THE 2016-2017 FIRST 5 SCOPE OF WORK SUBMITTED TO THE COMMISSION AND RESPOND TO THE FOLLOWING QUESTIONS FOR THE CURRENT FISCAL YEAR.....</b>	
1. Site has a legal structure as a family/community Resource Center focused 501(c)(3) or be under the umbrella of an FRC with long term proven fiscal, administrative and programmatic success.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If <b>NO</b> , explain	
2. Non-Profit has complied with its Bylaws and will be fully operational in fiscal year 17-18	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If <b>NO</b> , explain	
3. Site has a family support mission beyond prenatal-5 year old children and families to include all members of the community.	Yes <input type="checkbox"/> No <input type="checkbox"/>
b. If <b>NO</b> , explain	
4. Non-profit employs an Executive Director who has demonstrated experience, skills, knowledge and ability to lead and oversee the programming, administration and fiscal operation of the Non-profit.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If <b>NO</b> , explain	
5. Site has a designated staff person or consultant responsible for First 5 child development programs. This individual must have education, demonstrated skills and strong knowledge of child development. Must have minimum of 3 years of successful experience in leading and implementing early childhood and/or family support programs. Must demonstrate skills in creating developmentally appropriate learning environment for children birth to 5 years old. <ul style="list-style-type: none"> <li>• Staff/contractor understand and can explain the developmental milestones for children birth to 5 years old</li> <li>• Staff/contractor can comfortably explain how various activities and interactions support child development</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If <b>NO</b> , explain	
6. Site's primary purpose is to provide core services as defined in Appendix G (attached) and to link community members with services.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If <b>NO</b> explain	

7. All staff, administrators and contractors implementing First 5 programs, including childcare and early childhood play groups, story times or other programs for children and families, have DOJ and FBI fingerprint background check on file prior to employment.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
8. All staff, administrators and contractors have maintained current First Aid and CPR certifications.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
9. Site provides a safe, welcoming, inclusive, non-discriminatory environment for children and families.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
10. Site is clean and esthetically inviting	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
11. Site is seasonably comfortable (warm/cool) and safe	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
12. Site provides a neutral environment where all community members and organizations feel welcome, included and safe	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
13. Site staff works with partners serving targeted population to actively engage the community in addressing issues related to children prenatal to 5 and their families.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
14. All staff members are trained in CA Mandatory Child Abuse Reporting Laws. Training certificates on file at site or at grantee location.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
15. FRC has written protocols for reporting of possible child abuse. All staff can articulate program protocol.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
16. Site has completed the Strengthening Families Self-Assessment and has identified goals to improve practices in fiscal year 2017-2018	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	

17. Based on sound child development practices and increased number of hours children are exposed to media, site agrees to not fund "movie nights" or use any type of media including computers during children's events, programs, childcare, etc. Nurture and educate parents about the importance of electronic media free childhood.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
18. Site offers information and resources about tobacco cessation, send/third hand smoke resources to families.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
19. All grantee staff are required to participate annually in tobacco cessation and second/third hand smoke training offered through First 5.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
20. Annual Board meeting calendar is submitted to First 5 with request for funding.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
21. Site attends and participates in the FRC Network, has attended 90% of scheduled meetings, and has participated in a minimum of 90% of IMPACT meetings	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
22. Accounting is provided by pre-approved bookkeeper (not the Executive Director) using QuickBooks accounting program.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
23. Site collects, analyzes and tracks appropriate data to document issues and to quantify successful programs.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
24. Site regularly solicits community and parent input to assure parents in the community and other programs serving children birth to 5 are an integral part of collective program planning.	Yes <input type="checkbox"/> No <input type="checkbox"/>
a. If NO, explain	
I certify to the best of my knowledge that this information is true and accurate and that backups are available onsite for review. Furthermore, this information is shared or will be shared at the next meeting of the board of directors of the Family/Community Resource Center.	
(Name of Resource Center)	By _____ Board Chair
Date: _____	By _____ Executive Director

## **Narrative – Fiscal Year 2016-2017**

How did the **activities** your site provided improve your communities in each of these areas?  
**BE SPECIFIC.**

**Improved Child Health**

**Improved Child Development**

**Improved Family Functioning**

**Improved Systems of Care**

**Other: (Is there anything else you would like to share with us?)**

**FIRST 5 SISKIYOU**  
**Children & Families Commission**  
**Request for Funds for Fiscal Year 2017-2018**

**Applicant:**

**Funding Request**

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**Number of non-duplicated children 0-5 years old to be served with this funding**

--

**Number of non-duplicated parents/caregivers to be served with this funding**

--

**Contact Information:**

Director \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address (if different) \_\_\_\_\_

Phone \_\_\_\_\_

Email address \_\_\_\_\_

**Fiscal Agent:**  **Self – FRC 501(c)(3) – (attach copy)**  **Other FRC**

If Other:

Fiscal Agent	Physical Address	Phone
Email	Mailing Address	

**As of the date of this application the 501(c)(3) is in good standing**  Yes  No

**FRC/CRC Board Members** (attach additional sheet, if necessary)

Name	Affiliation	Phone	Email

**Communities to be served with these funds:**

- |  |  |                                       |  |
|--|--|---------------------------------------|--|
| <input type="checkbox"/> Big Springs     | <input type="checkbox"/> Grenada/Gazelle | <input type="checkbox"/> McCloud      | <input type="checkbox"/> Tulelake/Newell |
| <input type="checkbox"/> Butteville      | <input type="checkbox"/> Happy Camp      | <input type="checkbox"/> Montague     | <input type="checkbox"/> Weed            |
| <input type="checkbox"/> Dorris          | <input type="checkbox"/> Hornbrook       | <input type="checkbox"/> Mt. Hebron   | <input type="checkbox"/> Yreka           |
| <input type="checkbox"/> Dunsmuir        | <input type="checkbox"/> Klamath River   | <input type="checkbox"/> Mt. Shasta   | <input type="checkbox"/> Other _____     |
| <input type="checkbox"/> Etna            | <input type="checkbox"/> Lake Shastina   | <input type="checkbox"/> Scott Valley | <input type="checkbox"/> Other _____     |
| <input type="checkbox"/> Forks of Salmon | <input type="checkbox"/> Macdoel         | <input type="checkbox"/> Seiad Valley | <input type="checkbox"/> Other _____     |

**Did you meet, not fully meet or exceed the activities in your Scope of Work for Fiscal Year 16-17?**

Met  Not fully met  Exceeded

If not fully met, explain reason

**Please provide a brief summary of proposed program for fiscal year 2017-2018**

**Explain reasons for these efforts. How were parents of birth to 5 year olds involved in the planning of your proposal?**

**How were community, early childhood and family support partners, including libraries, as appropriate, involved in the proposal development?**

**In fiscal year 2017-2018 First 5 funding priorities include targeted outreach for family support for parents in licensed childcare centers and homes. Describe steps you will take to increase parent engagement through focused interactions and sharing of resources with preschools, childcare centers and family childcare homes.**

**Based on the Strengthening Families self-assessment, what areas need improvement?**

**What steps will the Center take to move towards implementing these improvements?**

**What trainings and professional development/mentoring resources are needed to successfully implement programs for children 0-5 and their families in your communities?**

**Who will implement First 5 programs? Provide a brief description of education and experience for those working with young children and families.**

**We certify to the best of our knowledge that the information submitted with request for funding for fiscal year 2017-2018 is true and accurate and that supporting documents are available for onsite review.**

(Resource Center)

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Board Chair

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Board Vice-Chair

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Executive Director

## IMPROVED FAMILY FUNCTIONING

### 1. Provide activities to support family self-sufficiency through Resource and Referral

				<b>BUDGET: \$ _____</b>	
<b>Proposed:</b>	<b>When? Timeline</b>	<b>What Community/ies</b>	<b>Who will implement?</b>	<b># of occurrences/ activities</b>	<b>Actual</b>
<i>Actual: (Use for reporting purposes)</i>					

### 2. Specify activities to promote and distribute Kits for New Parents

					<b>BUDGET: \$ _____</b>
<b>Proposed:</b>	<b>When? Timeline</b>	<b>What Community/ies</b>	<b>Who will implement?</b>	<b># of occurrences/ activities</b>	<b>Actual</b>
<i>Actual: (Use for reporting purposes)</i>					

3. Specify activities to promote Early Literacy					BUDGET: \$ _____
Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual
<i>Actual: (Use for reporting purposes)</i>					
4. Distribute books provided by First 5 to local preschools, childcare centers and family childcare homes and libraries.					BUDGET: \$ _____
Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual
<i>Actual: (Use for reporting purposes)</i>					

Request for Funding - Fiscal Year 2017-2018  
 (Resource Center)

APPENDIX F-1

<p><b>5. Specify activities to:</b></p> <ul style="list-style-type: none"> <li>a. Provide coordination for 4 parenting education one-time workshops for parents/caregivers of 0-5 population</li> <li>b. Provide coordination for 7, 12 or 16-week evidence based parenting education series</li> <li>c. Provide parent-to parent support groups based on community interest need for parents/caregivers of 0-5 population</li> </ul>					<b>BUDGET: \$ _____</b>
Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual
<i>Actual: (Use for reporting purposes)</i>					



## Request for Funding - Fiscal Year 2017-2018 (Resource Center)

APPENDIX F-1

IMPROVED CHILD DEVELOPMENT

- Proposed:**

  - Specify developmentally appropriate activities to promote Early Education Programs and Child Development (including Playgroups at WIC events, onsite, library, etc.) for children and families**
  - Facilitator must meet First 5 minimum requirements for reimbursement of activities in this area.**

When? Timeline	What	Who will

Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual
<i>Actual: (Use for reporting purposes)</i>					

Request for Funding - Fiscal Year 2017-2018  
 (Resource Center)

APPENDIX F-1

IMPROVED CHILD HEALTH					
Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	BUDGET: \$ _____
<b>1. Specify activities to promote:</b> a. Access for parents to health and nutrition brochures and educational materials at the Resource Center b. Harvest of the Month resources through all existing programs and activities c. Importance of healthy eating habits and physical activities including the increased consumption of daily recommended amounts of fruits and vegetables d. CalFresh application assistance					

Request for Funding - Fiscal Year 2017-2018  
 (Resource Center)

APPENDIX F-1

**2. Specify activities to promote good oral health for children during oral health promotion month (February).**

**BUDGET: \$ \_\_\_\_\_**

Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual
<i>Actual: (Use for reporting purposes)</i>					

**3. Specify activities to promote Nutrition Education during March**

**BUDGET: \$ \_\_\_\_\_**

Proposed:	When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual
<i>Actual: (Use for reporting purposes)</i>					



APPENDIX F-1

## Request for Funding - Fiscal Year 2017-2018 (Resource Center)

Request for Funding - Fiscal Year 2017-2018  
 (Resource Center)

APPENDIX F-1

**6. Specify activities to promote Tobacco Prevention Education including 2<sup>nd</sup> and 3<sup>rd</sup> hand smoke**

Proposed:				BUDGET: \$ _____	
When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual	

**7. Other – Special events, celebrations, fairs, etc.**

Proposed:				BUDGET: \$ _____	
When? Timeline	What Community/ies	Who will implement?	# of occurrences/ activities	Actual	

*Actual: (Use for reporting purposes)*

Request for Funding - Fiscal Year 2017-2018  
(Resource Center)

Narrative for First 5 Website update:

First 5 Siskiyou  
Proposed Budget - FY 2017-2018  
(Resource Center)

APPENDIX F-1

*Complete the budget form, including information on the **total** organization budget, information on monies requested from the Commission, and information on monies or in-kind received from any other sources*

Total Budget	Request from Commission	No. Children (unduplicated) 0-5 to be served	Percentage of total children 0-5 served
\$	\$		%

*Please note...Any increase to "wages and salaries" must have prior Commission approval. A 10% variable will be allowed on "expenses" before Commission approval is required.*



**Total Budget  
2017-2018**

**First 5 Budget  
2017-2018**

#### **Wages and Salaries:**

	Wages Benefits	_____	_____
<b>Total Wages and Salaries</b>		<u>\$</u> _____	<u>\$</u> _____

#### **Other Expenses**

Advertising	_____	_____
Communications/Telephone	_____	_____
Insurance (Liability, etc)	_____	_____
Maintnenance - Bldg. & Improvements	_____	_____
Memberships	_____	_____
Misc. Expense	_____	_____
Office Supplies	_____	_____
Professional Services (Incl Contracts/Cons)	_____	_____
Program Supplies and Materials	_____	_____
Rent/Lease (Space)	_____	_____
Rent/Lease (Equip)	_____	_____
Special Departmental (awards, stipends, etc)	_____	_____
Transportaton/Travel (mileage reimb/exp)	_____	_____
Utilities/Internet	_____	_____
Equipment Purchase	_____	_____
<b>Total Operating Budget</b>	<u>\$</u> _____	<u>\$</u> _____
<b>TOTAL BUDGET</b>	<u>\$</u> _____	<u>\$</u> _____

## First 5 Siskiyou Proposed Budget - FY 2017-2018 (Resource Center)

APPENDIX F-1

Commission Funds	Other Cash Funds	Value of In-Kind	Total Budget

Estimated 2017-2018	Actual 2017-2018
------------------------	---------------------

#### **Provide detailed listing of other funding:**

**Provide estimated value of in-kind services:**


**Include number of volunteers**

**ANSWER**

#### **Include number of volunteer hours**

#### **Provide estimate of anticipated grant funding**


#### **Provide estimate of anticipated fundraisers**



**First 5 Siskiyou Children & Families Commission**  
**BUDGET NARRATIVE FY 2017-2018**  
(Resource Center)

<b>WAGES AND SALARIES</b>				
<i>(any increases to Wages/Salaries must be approved by the Commission)</i>				
Name or Position	Number of First 5 Hours	First 5 FTE %	Hourly Rate	Total

<b>OTHER EXPENSES</b>			
Budget Category	Total Center Budget	First 5 Budget	Explanation
	Proposed Budget	Proposed Budget	
Advertising			
Communications/Phone			
Insurance/Liability etc.			
Bldg. Maintenance & Improvements			
Memberships			
Misc. Expense			
Office Supplies			
Professional Services (Incl contracts/cons)			
Program Supplies & Materials			
Rent/Lease (space)			
Rent/Lease (equip)			
Special Departmental (Awards, stipends, events)			
Transportation/Travel (Mileage reimb/training)			
Utilities/Internet			



(Name of) Resource Center

**SCHEDULED HOURS OF OPERATION – FY 2017-2018**

January	February	March	April
May	June	July	August
September	October	November	December



**First 5 Siskiyou**  
**Children & Families Commission**  
 P. O. Box 845  
 Mt. Shasta, CA 96067  
 530-918-7222  
[allaboutthekids@first5siskiyou.org](mailto:allaboutthekids@first5siskiyou.org)

## Request for Funds 17-18

### **Instructions**

1. RFF must be in First 5 Siskiyou's office by noon on \_\_\_\_\_ to allow time for review by Proposal Advisory Group. Email is preferred but hard copy will be accepted. *If hard copy, submit four (4) copies. No late or incomplete proposals will be accepted.*
2. **NOTE:** To qualify for this grant you must demonstrate your ability to serve those areas surrounding Happy Camp, Butte Valley, Tulelake and communities included in the Montague HUB and Scott Valley.
3. Presentations will be made in person at Commission Meeting scheduled to be held on Wednesday, \_\_\_\_\_ at Siskiyou Office of Education, 609 S. Gold St., Yreka, CA.
4. **DO NOT** change the format of the proposal. It is a Word table format and the cells are expandable to accommodate detailed explanations.
5. Make sure the Excel file Budget Detail is First 5 funds for 0-5 year olds and their families **ONLY**. ***Include budget narrative detailing the purpose of each line item.*** Budget line items may be adjusted to fit your project. Please note that wages/salaries/ benefits cannot exceed budgeted amount without prior approval of the Commission. Other line items may have a 10% variance before Commission approval is required.
6. Please attach a list of your Board Members and contact information including e-mail address (if available)
7. Space has been incorporated in the Scope of Work for mid-year and year-end reporting.
8. Finally, include a descriptive page of your project to be posted on First 5's website – [www.first5siskiyou.org](http://www.first5siskiyou.org)
9. If you have any questions or need clarification or help, please call Karen Pautz at (530) 261-1297.



## FIRST 5 Siskiyou Children & Families Commission

### Request for Funds for Fiscal Year 17-18

**Applicant:**

**Funding Request**

**Number of non-duplicated children 0-5 years old to be served with this funding**

**Number of non-duplicated parents/caregivers to be served with this funding**

**Contact Information:**

Project Coordinator \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Email address \_\_\_\_\_

**Fiscal Agent:**     Self – 501(c)(3) (attach copy)     Other

If Other:

Fiscal Agent \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_

Email address \_\_\_\_\_

**Communities to be served with these funds:**

- |  |  |                                       |  |
|--|--|---------------------------------------|--|
| <input type="checkbox"/> Big Springs     | <input type="checkbox"/> Grenada/Gazelle | <input type="checkbox"/> McCloud      | <input type="checkbox"/> Tulelake/Newell |
| <input type="checkbox"/> Butteville      | <input type="checkbox"/> Happy Camp      | <input type="checkbox"/> Montague     | <input type="checkbox"/> Weed            |
| <input type="checkbox"/> Dorris          | <input type="checkbox"/> Hornbrook       | <input type="checkbox"/> Mt. Hebron   | <input type="checkbox"/> Yreka           |
| <input type="checkbox"/> Dunsmuir        | <input type="checkbox"/> Klamath River   | <input type="checkbox"/> Mt. Shasta   | <input type="checkbox"/> Other _____     |
| <input type="checkbox"/> Etna            | <input type="checkbox"/> Lake Shastina   | <input type="checkbox"/> Scott Valley | <input type="checkbox"/> Other _____     |
| <input type="checkbox"/> Forks of Salmon | <input type="checkbox"/> MacDoe          | <input type="checkbox"/> Seiad Valley | <input type="checkbox"/> Other _____     |



First 5 Siskiyou  
Request for Funding – Fiscal Year 17-18  
(Name of Applicant)

**Description of your organization, experience and history of providing services to families and children birth-5 years old.**

**Brief description of your project for FY 17-18 relative to First 5's Funding priorities.**

**1. Improved Child Health**

***Why did you decide to offer these services?***

***How will you assure success?***

**2. Improved Child Development**

***Why did you decide to offer these services?***

***How will you assure success?***



First 5 Siskiyou  
Request for Funding – Fiscal Year 17-18  
(Name of Applicant)

**3. Improved Family Functioning**

***Why did you decide to offer these services?***

***How will you assure success?***

**4. Systems of Care – Capacity Building**

***Why did you decide to offer these services?***

***How will you assure success?***

**5. Community Strengthening Activities**

***Why did you decide to offer these services?***

***How will you assure success?***

**What steps will you take to secure additional funds and in-kind for these services.  
BE SPECIFIC.**



First 5 Siskiyou  
Request for Funding – Fiscal Year 17-18  
(Name of Applicant)

#### SCOPE OF WORK

- Improved Child Health**
- Children are in healthy and safe environments
  - Children are healthy and well-nourished
  - Children have good oral health

<b>BUDGET AMOUNT FOR THIS INDICATOR</b>		<b>Activities</b>	<b>Anticipated Outcome</b>	\$	<b>Est. Number of Occurrences</b>	<b>Actual Number of Occurrences</b>
1.	2.					

- Improved Child Development**
- Children have access to high quality early care and education
  - Children enter kindergarten “ready for school”

<b>BUDGET AMOUNT FOR THIS INDICATOR</b>		<b>Activities</b>	<b>Anticipated Outcome</b>	\$	<b>Est. Number of Occurrences</b>	<b>Actual Number of Occurrences</b>
1.	2.					

First 5 Siskiyou  
 Request for Funding – Fiscal Year 17-18  
 (Name of Applicant)

## SCOPE OF WORK

<b>Improved Family Functioning</b>			
<input type="checkbox"/> Children live in home environments supportive of optimal cognitive development <input type="checkbox"/> Families are self-sufficient <input type="checkbox"/> Parents provide nurturing and positive emotional support for their children			
<b>BUDGET AMOUNT FOR THIS INDICATOR</b>			
<b>Activities</b>	<b>Anticipated Outcome</b>	Est. Number of Occurrences	Actual Number of Occurrences
1.			
2.			

<b>Improved Systems of Care</b>			
<input type="checkbox"/> Service outreach, planning, support and management <input type="checkbox"/> Expand FRC/CRC capacity/programs <input type="checkbox"/> Raising or leveraging of funds <input type="checkbox"/> Interagency collaborations			
<b>BUDGET AMOUNT FOR THIS INDICATOR</b>			
<b>Activities</b>	<b>Anticipated Outcome</b>	Est. Number of Occurrences	Actual Number of Occurrences
1.			
2.			

First 5 Siskiyou  
Request for Funding – Fiscal Year 17-18  
(Name of Applicant)

**SCOPE OF WORK**

**Describe Internal Project Evaluation Methods and Timeline**

1. Use internal data collection methods, including phone logs, resource and referrals, FRC visits

First 5 Siskiyou  
PROPOSED BUDGET - FY 2017-2018  
(Countywide Program)

APPENDIX F-2

*Complete the budget form, including information on the **total** organization budget, information on monies requested from the Commission, and information on monies or in-kind received from any other sources*

Total Budget	Request from Commission	No. Children (unduplicated) 0-5 to be served	No. Parents/ Caregivers (unduplicated) to be served	Percentage of total children 0-5 served
\$	\$			%

***Please note...Any increase to "wages and salaries" must have prior Commission approval. A 10% variable will be allowed on "expenses" before Commission approval is required.***



**Year End Report  
2017-2018**

**First 5 Budget  
2017-2018**

**Wages and Salaries:**

	Wages Benefits	_____	_____
		_____	_____

**Total Wages and Salaries**

\_\_\_\_\_ \$ \_\_\_\_\_ -

**Other Expenses**

Advertising	_____	_____
Memberships	_____	_____
Office Supplies	_____	_____
Professional Services (Incl Contracts/Cons)	_____	_____
Program Supplies and Materials	_____	_____
Special Departmental (awards, stipends, etc)	_____	_____
Transportation/Travel (mileage reimb/exp)	_____	_____

**Total Operating Budget**

\_\_\_\_\_ \$ \_\_\_\_\_ -

Indirect Services

\_\_\_\_\_

**TOTAL BUDGET**

\_\_\_\_\_ \$ \_\_\_\_\_ -

Commission Funds	Other Cash Funds	Value of In-Kind	Total Budget

**Provide detailed listing of other funding:**

_____
-------

**Provide estimated value of in-kind services**

\_\_\_\_\_

**Other comments: Add sheet if necessary**

**FIRST 5 SISKIYOU**  
**BUDGET NARRATIVE – FISCAL YEAR 17-18**

**Wages and Salaries:** (*Please note that any increases to Wages/Salaries must be approved by the Commission*)

**Other Expenses:** (*There can be no more than a 10% variance in any line item.  
If changes are needed, please use the Progress Report worksheet*)

**Advertising**

**Memberships**

**Office Supplies**

**Professional Services (including Contracts/Consultants)**

**Program Supplies and Materials**

**Special Departmental (Awards, Stipends, Events)**

**Transportation and Travel (mileage reimb/training expenses)**



## Core Services of FRCs/CRCs

Minimum requirements as developed by the FRC/CRC Network-FY 16-17  
*(To be appended to and made a part of the Memorandum of Agreement)*

### **Parent Education** (Infant Massage, Car Seat Safety, *Parenting Now!*, *Nurturing Parenting*, etc ... )

- Make available resources and educational materials about developmental domains and parenting education provided by First 5 and other partners.
- Provide evidence based parenting education classes – 7 or 12 week
- Provide workshops based on interest of parents
- Provide parenting classes for targeted population (relatives raising children, adopted parent, fatherhood, workshops and educational resources)
- Provide education and resources to families about the importance of nature for healthy child development
- Provide outreach, education and resources for teen parents, pregnant moms (e.g., importance of breastfeeding, impact of secondhand smoke, violence prevention and substance abuse prevention)

### **Child Development Activities** (Creative movement, preschool fieldtrips, literacy kits, Mommy and Me swim classes, creative art, family fitness activities, story time, playgroups, physical activity, outdoor and nature activities, bike rodeo, bike safety, literacy night, summer camps, etc.)

- Minimum of 50 hours per year for birth to 5 year olds
- Assure programs are high quality and appropriate for birth to 5 year old population. For questions and resources, contact First 5 Siskiyou Executive Director.

### **Drop in Availability**

- Safe, welcoming, clean environment
- Consistent, reliable hours

### **Resource and Referral**

- Each FRC/CRC staff and AmeriCorps are knowledgeable of available resources
- Current resource information is maintained and regularly updated
- Knowledge of community assets is current
- Help others to help themselves
- Strive to "give a resource-get a resource"

### **Peer-to-Peer Support** (parent support, working parents, fathers, relatives raising children, community baby showers, physical activities, etc.)

### **Application Assistance**

- Each site supports completion of CalFresh applications
- Each site conducts outreach and marketing for CalFresh application assistance

### **Physical Activity and Nutrition Education and Promotion** (SCNAC, cooking, resources, classes)

- Nutrition education is provided at playgroups, preschools and other settings with young children
- Physical activity is promoted in conjunction with a nutrition component
- New food pyramid is posted at each FRC/CRC
- Promote and model healthy eating habits at FRC/CRC events and activities



## First 5 Siskiyou Children & Families Commission Overview of Funded Projects FY 2016-2017

### **Dunsmuir Community Resource Center**

PO Box 226 (5844 Dunsmuir Ave.)  
 Dunsmuir, CA 96025  
 (530) 235-4400  
 Michelle O'Gorman, Executive Director  
 Alexandra Rivera, Program Manager

**Funded by First 5 Siskiyou for \$18,000.00 for fiscal year 2016-2017**

Dunsmuir Community Resource Center's (DCRC) mission is to encourage healthy lifestyles and successful choices for the children and families of the Dunsmuir community. The Dunsmuir Community Resource Center's vision is that Dunsmuir families will receive the community support, referrals and resources necessary to meet their family's needs. The children and families of Dunsmuir will have ample opportunity to engage in learning and personal growth through the programs that evolve from the DCRC. DCRC will be responsive to and accountable to the community that it serves.

### **Happy Camp Family Resource Center**

PO Box 1076 (38 Parkway Rd.)  
 Happy Camp, CA 96039  
 (530) 493-5117  
 Executive Director: Abby Yeager  
[hcap@sisqtel.net](mailto:hcap@sisqtel.net)

**Funded by First 5 Siskiyou for \$15,000.00 for fiscal year 2016-2017**

Site was working through a restructure.

### **McCloud Community Resource Center**

PO Box 385 (304 W. Minnesota Ave.)  
 McCloud, CA 96057

Services were provided to this small community by the Mt. Shasta Community Resource Center during fiscal year 16-17.

## The HUB Communities Family Resource Center

PO Box 906 (310 S. 13th St.)  
Montague, CA 96064  
(530) 459-3481  
Michelle O'Gorman - Executive Director  
Katy Popa – Program Manager  
[hub\\_communities@hotmail.com](mailto:hub_communities@hotmail.com)

### **Funded by First 5 Siskiyou for \$32,000.00 for Fiscal Year 2016-2017**

The HUB Communities Family Resource Center is centrally located within the 10 rural “frontier” communities known as Shasta Valley. Our main office is located in downtown Montague. Our mission is to empower individuals and families by providing services, resources, and referrals, while celebrating the diversities and strengths unique to each community. The Hub provides services and activities for people of all ages. In addition to the funded First 5 project objectives, the Hub also provides Mental Health Services, Parenting classes, a Cal Fresh Outreach Program, MediCal and Great Northern application assistance, a Community Garden Project, and much more. Please call to get on our mailing list for monthly calendar of events and newsletter or find us on Facebook at Hub Communities FRC.

## Mt. Shasta Community Resource Center

109 E. Lake Street  
Mt. Shasta, CA 96067  
530-926-1400  
Bliss Bryan – Executive Director  
[mtshastacrc@sbcglobal.net](mailto:mtshastacrc@sbcglobal.net)

### **Funded by First 5 Siskiyou for \$35,000.00 for Fiscal Year 2016-2017**

The Mt. Shasta Community Resource Center (MSCRC) is a non-profit 501c3 organization whose mission is to embrace our diverse community by providing support, resources and services for all ages. The vision of the MSCRC is to unite our community through creative, collaborative partnerships. The MSCRC strives to create an inviting atmosphere available to all community members. We work together to enhance and expand our community resources through a broad spectrum of community partnerships including: business, childcare, economic development, education, recreation, public health, social services and community development. The administration and implementation of the organization's programs are implemented by a dedicated team including an Executive Director, Program Assistant, Family Services Coordinator, Experience Works volunteer and two, Health Insurance Counseling and Advocacy Program volunteers committed to serving the Mt. Shasta community and its residents. The operation and planning of the MSCRC is overseen by a Board of directors comprised of six members of the community. The Board of Directors represents a broad spectrum of community involvement and expertise including child development, economic development, education, recreation, public health and community planning.

The Mt. Shasta Community Resource Center operates under the following guiding principles:

- **INCLUSIVE:** Serving community members across all age, cultural, class and social backgrounds.
- **EXPANSIVE:** Continually developing programs and activities that address diverse community needs.
- **EMPOWERING:** Offering information, education, tools and support to help you grow.
- **COLLABORATIVE:** Partnering with local businesses, libraries, schools, and other non-profits to create cooperative opportunities for our community.
- **INVITING:** Providing a safe place to connect with essential resources in a supportive environment.

## **Scott Valley Family Resource Center**

PO Box 981 (11920 Main Street)

Fort Jones, CA 96032

(530) 468-2450

Eve Rooker, Executive Director

[svfocus@yahoo.com](mailto:svfocus@yahoo.com)

**Funded by First 5 Siskiyou for \$20,000.00 for Fiscal Year 2016-2017**

**"Our mission is to be a community-based organization dedicated to strengthening the community by enriching and empowering its individuals and families."**

Scott Valley FOCUS is a grassroots non-profit organization which seeks to improve the lives of everyone living in Scott Valley and the surrounding areas. Our staff consists of a Director, Program Coordinator, and Personal Services Coordinator. Our staff works in coordination with a community of volunteers to keep our programs running. Through multiple funding sources and community volunteers, Scott Valley Family Resource Center offers a wide range of services and programs such as resource and referral services, Parent Education classes, playgroups, Family Fun Nights, a computer lab with open access, Healthy Families and EDD online application assistance, Early Head Start program, WIC story time and book giveaway, car seat giveaway, bike helmet giveaway, new parent kits, nutrition education and after school enrichment. Community building activities include the Fort Jones Friends of the Library, Artisan Faire, Annual QVIR bike Rodeo, Salmon Festival and Water Festival. The long-term goal of Scott Valley FOCUS FRC is to provide a continuum of programs and services for community members from birth to 100 years of age.

The success of this grassroots organization depends on the many volunteers that provide programs services and leadership to improve the life of the children, youth, families and community members in our great valley.

## **Tulelake/Newell Family Resource Center**

PO Box 790 (810 Main Street)

Tulelake, CA 96134

530-667-2147

Carol Cullins, Executive Director

Kelly Harris – Director

**Funded by First 5 Siskiyou for \$18,000.00 for Fiscal Year 2016-2017**

The Tulelake/Newell Family Resource Center is located in the Tulelake Youth and Community Center (The Honker) in front of the Tulelake High School. Operating hours are Monday thru Thursday from 8:00 am to 12:00 noon for drop-in services and 1:00 pm to 4:00 pm by appointment. The Center, a division of T.E.A.C.H., Inc., began providing services in Tulelake and the surrounding area in April 1997. Since its inception it has provided a variety of health, educational and basic support services to children, youth and adults residing in the Tulelake area of Siskiyou County through support from First 5 Siskiyou, Siskiyou County MHSA, CalFresh, MSCAA and other supporting funders.

**Family and Community Resource Center of Weed**

260 Main Street  
Weed, CA 96094  
530-938-9914  
Bliss Bryan, Executive Director  
Andrea Herr, Program Director  
[rwestonfcrcw@gmail.com](mailto:rwestonfcrcw@gmail.com)

**Funded by First 5 Siskiyou for \$27,000.00 for Fiscal Year 2016-2017**

The Family & Community Resource Center of Weed (FCRCW) operates under the fiscal agent of the Mt. Shasta Community Resource Center and is entering their fifth year of funding from First 5 Siskiyou. The dedicated Family and Community Resource Center of Weed team includes an Executive Director, Program Director, Program Assistant and Family Services Coordinator. The FCRCW team takes great consideration in planning, organizing and implementing programs, events and activities that best meet the needs of the Weed community. The FCRCW team is dedicated to serving the community of Weed, while strengthening families, providing information on community resources and supporting families and individuals to promote healthier and happier family environments. We provide information and support to help individuals and the community increase their satisfaction with their environment, whether it is their home life, personal goals or a common goal-we are committed to helping guide you to find the solution that best serves you and your family.

**Yreka Community Resource Center**

PO Box 206 (201 S. Broadway)  
Yreka, CA 96097  
530-842-1313  
Michelle O'Gorman - Executive Director  
[mogorman511@hotmail.com](mailto:mogorman511@hotmail.com)

**Funded by First 5 Siskiyou for \$32,000.00 for Fiscal Year 2016-2017**

Yreka Community Resource Center has been providing free activities to the community for 15 years. By providing Resource Center services in a central location, the 19,000 sq. ft. building it is housed in has been utilized to its maximum capacity.

We have over 20 different programs and services. We want the entire community to feel welcome here – not just families and not just children. Our mission statement is “Resources for All!” We strive to either provide services or hook people up to the services they need. Last year, over 2,000 books were given to children, 306 family events were held, 762 individuals were provided clothing, 3,288 referrals were made, and over \$18,000 in Assistance grants were provided.

In addition to the First 5 project objectives below, the YCRC provides Mental Health Services, Nutrition Classes, and more!

- Drop-in availability from 9:00 am to 5:00 pm Tuesday thru Friday
- Provide Family Night Out event which includes a healthy meal, literacy, socialization and appropriate child development activities
- Provide access to parenting lending library Tuesday through Friday, 9:00 am to 5:00 pm
- Parenting education in the form of Parenting Now, Nurturing Parenting, Parenting Wisely, and Love and Logic; support groups, infant massage and more
- Help to build strong families through case management, support, and encouragement.
- Access to computer lab and internet
- Provide monthly Calendar of Events and Newsletter
- Provide helmets for bicycle and skateboard riders
- Clothing vouchers for gently used clothing and coats in the Broadway New to You Thrift Store
- Volunteer and job readiness skills opportunity in the CRC and in the Broadway New to You Thrift Store.
- CalFresh Benefits application assistance
- CalFresh outreach to area schools, preschools, childcare centers and community events
- Book giveaways
- Parenting Kit Distribution

## Countywide Initiatives

In addition to funding provided to the Family and Community Resource Centers the Commission sets aside funds each year for projects that fit indicators and criteria set forth in its Strategic Plan. Proposals are presented between July and September of each year, but depending on available funds, applications can be considered throughout the year.

### Oral Health Project

#### **Klamath Health Services, Inc. on behalf of the Siskiyou Health Partnership**

Siskiyou Health Partnership continues to provide its Oral Health early education and screening projects through Siskiyou County's preschools. This project utilizes the services of Registered Dental Hygienists in Alternative Practice (RDHAP) qualified to provide dental screenings, cleanings, fluoride treatments, referrals and educational programs. An educational component of the project is directed towards teachers and parents. Each child participating in the educational and screening process receives a tooth-brushing kit (toothbrush, toothpaste, timer), information on nutrition and tooth-brushing and an age-appropriate educational storybook to keep. In addition, this project incorporates the general outreach and educational portion to pregnant women through the distribution of tooth-brushing kits and educational information to area obstetricians, including Karuk Tribal Health Clinic, for their patients. It is anticipated that an approximately 300 women benefit from this portion of the project.

### Siskiyou IMPACT Initiative

#### **Improve and Maximize Programs so All Children Thrive**

First 5 IMPACT (Improve and Maximize Programs so All Children Thrive) is an innovative approach that forges partnerships between First 5 California and Siskiyou County to achieve the goal of helping children ages 0 to 5 and their families thrive by increasing the number of high-quality early learning settings, including supporting and engaging families in the early learning process. Supporting more settings to achieve high-quality standards helps ensure more of Siskiyou County's children enter school with the skills, knowledge, and dispositions necessary to be successful. This provides families the information and support they need to promote and optimize their children's development and learning, both inside and outside the home. This is a five year partnership grant.

### Siskiyou Home Visitation Systems Coordination

In March of 2016 First 5 Siskiyou was awarded a two-year grant from The Ford Family Foundation to act as fiscal agent and provide leadership for the Siskiyou Home Visiting Collaborative - a partnership between Ford Family Foundation, First 5 Siskiyou, Shasta Head Start, Siskiyou Early Head Start, Siskiyou County Public Health and other home visitation programs to coordinate efforts, reduce duplication, enhance services and support for the best outcome for the children and families of Siskiyou County.

## **“Welcome Home, BABY!” – Universal Home Visitation Program**

A New Parent home visitation program to support parents during a critical time in the child and family early development. It provides information, support and a trusted partner to help the family through the journey of early parenthood. Services offered include information and support about newborns, personalized answers to any questions moms or dads may have including newborn care, infant sleep, crying and soothing, immunization, developmental screening tool, kits for new parents, infant feeding and nutrition for mom, post-partum blues and recovery, referral to resources as needed, referral to fun and educational activities for parents/caregivers and the new born.

## **Parenting Education Programs**

Siskiyou Parenting Education HUB Initiative is a county wide partnership between First 5 Siskiyou Children and Families Commission sierra Forever Families, Siskiyou Behavioral Health, Mental Health Service Act, College of the Siskyous Foster/Kinship program, Adult Education Pathways, etc., with base funding from First 5 and the Ford Family Foundation. With local coordination primarily by the Family Resource Centers, partners work together to provide locally accessible evidence based parenting education classes and family support programs in a culturally inclusive and supportive environment. Additionally over 13 organizations provide resources and in-kind services.

## **PROPOSITION 10 OVERVIEW**

The California Children and Families Commission, created by Proposition 10, supports children from prenatal to age 5 by creating a comprehensive and integrated system of information and services to promote early childhood development and school readiness. The initiative, approved by voters in November 1998, added a 50 cent-per-pack tax to cigarettes and a comparable tax to other tobacco products. Prop. 10 is expected to generate approximately \$700 million annually.

### **Proposition 10 is designed to:**

- Provide funding for community health care, quality child care and education programs for young children and families, customized to meet local needs;
- Educate Californians via a statewide public education campaign on the importance of early childhood development; and
- Provide assistance to pregnant women and parents of young children who want to quit smoking.

**Regardless of residency status or income level, all California children from prenatal to age 5 and their families are eligible for services, which may include:**

- Education on the importance of nurturing children;
- Child care skills for parents and child care providers;
- Family sufficiency, resources and support;
- Prenatal and postnatal maternal and infant nutrition services;
- Child development, health resources and family support services not provided by existing programs;
- Education and training on the avoidance of tobacco, drugs and alcohol during pregnancy;
- Parent/child programs such as play groups.

### **Program Funding**

Studies have shown that a child's experiences in the first years of life have a profound impact on educational, social and economic outcomes. Prior to Prop. 10, California spent little on children during these important developmental years. All revenue generated by Prop. 10 is collected in the California Children and Families Trust Fund Account, set up within the State Treasury.

- Eighty percent of the approximately \$700 million collected each year is allocated to community trust funds established by each County Commission. Allocations to each county are based on the number of births, according to the birth mother's county of residence. Before

disbursing any funds locally, the County Commission must develop/update its strategic plan. Siskiyou County parents, families, FRCs and caregivers provide input on how to best meet local needs.

- Twenty percent of the revenues are allocated to the State Commission for statewide expenditures, including a public education campaign, educational materials and training, technical support for the local county Commissions, education and training of child care providers, and research and development. Only one percent will be used for administrative functions of the State Commission.

## **Accomplishments**

Prop. 10 continues to move forward and on target:

- County Commissions established in each of California's 58 counties are operating and many are funding local programs;
- The additional tax on tobacco products levied by Prop. 10 has contributed to a significant reduction in tobacco sales statewide. In the year since Prop. 10 took effect in January 1999, youth smoking rates dropped 35.0 percent, and adult smoking prevalence inched downward to 18.0 percent in 1999, compared to 18.4 percent in 1998. This dramatic drop in youth smoking and decrease in adult tobacco consumption also means that fewer infants and young children in California are being exposed to the dangers of secondhand smoke.
- As mandated by the California Children and Families Act, the State Commission has developed and is currently implementing a comprehensive statewide public education program, including launch of a statewide toll-free hotline for parents (1-800-KIDS-025);
- Increased number of resources and support are available to families with children birth to 5 years old throughout Siskiyou County;
- Increased number of families participate in parent/child programs;
- Increased number of parents report improved parenting skills and positive parent/child interactions;
- Increased number of professional development opportunities for early childhood educators, childcare providers and those who work with families;
- Increased resources, education and support for oral health, nutrition and physical activities.

**BACKGROUND INFORMATION****Children and Families Commission – Siskiyou County**

- Siskiyou County Children and Families First Ordinance, July 1998
- C&F Commission for Siskiyou County formed and began meeting monthly in April 1999
- Consultant hired in November 1999 to assist in program development and to build strategic plan
- County wide training of civic leaders in “Results Based Decision Making & Budgeting” including all Commissioners, politicians, the public, and key agency department heads has occurred
- Consensus building among public, Commission, and agencies to invest in community based systems, now FRCs
- Agreement on our vision and mission statements, and our focus areas
- Appointment of a “technical advisory committee” to develop and refine indicator lists
- Countywide mailing to all citizens regarding upcoming town hall meetings
- Initiated Community Team formation in each of the County’s major populations areas
- Held planning retreat to address further evolution of our planning and implementation structure and process

**Siskiyou County**

Siskiyou County is centrally located in inland northern California, adjacent to the Oregon border. Greater than 60% of the land within the County is currently managed by agencies of the Federal and State governments. These include: The U.S.D.A. Forest Service; Bureau of Land Management; U.S. Fish and Wildlife Service; and California Department of Fish and Game. These lands are maintained in various National Forests; Parks; Wilderness Areas; National Grasslands; National Wildlife Refuges; and State Wildlife Areas.

Next to the Appalachian region, Siskiyou County is one of the most ecologically diverse regions in the world. It sits the "meeting" of several western mountain ranges and the transitional mixing of various habitat types. Geographically, it has considerable vertical variance in elevation, hydrological and soil conditions. Siskiyou County is the fifth largest county by size and with a population currently estimated at 44,200.

While a large percentage of our population lives along the I-5 corridor, our communities are spread out over great distances. In addition to the distances, communities are separated by great variation in terrain and climate. These variations range from narrow river canyons deep in temperate rain forests, to wide, arid valleys of high chaparral, and from alpine areas surrounding 14,000 foot peaks to volcanic deserts.

Siskiyou County is in the process of transitioning from an economy heavily based on forestry and lumber related industries. As a result, its residents are experiencing considerable economic dislocation. Per capita income, based on 2011 figures, was \$22,335.

**SUPPORTING DOCUMENTS**

- California Children and Families First Act 1998
- California Health and Safety Code 130110
- Bylaws for the California Children and Families State Commission
- California Children and Families Commission: Guidelines (September 16, 1999)
- California Children and Families State Commission Objective and Priorities for Program Funding (Draft Framework, April 2000)
- Bagley-Keene Act
- The Brown Act
- Siskiyou County Children and Families First Ordinance, July 1998
- Resolution of Board of Supervisors – June 2012

**First 5 Siskiyou  
Children & Families Commission  
Financial Projection  
Fiscal Year 17-18 thru 21-22**

APPENDIX L

**PROJECTED EXPENDITURES**

<b>Source Year</b>	<b>FY 17/18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>
Public Education	5,000	5,000	5,000	5,000	5,000
Communications	2,540	1,050	1,050	1,050	1,050
Insurance	1,600	1,700	1,800	1,900	2,000
Memberships	4,500	4,500	4,500	4,500	4,500
Prog. Matls/Office Supplies	7,500	7,500	7,500	3,500	3,500
Legal/Publications	250	250	250	250	250
Rents/Leases	7,200	4,500	5,000	5,500	6,000
Travel/Training	29,000	41,000	41,009	23,000	23,000
ED Contract	121,909	121,909	121,909	121,909	121,909
Admin. Svcs Coord Contract	45,720	45,720	45,720	45,720	45,720
Contracted Services (spec proj)	225,000	58,700	58,700		
Audit	6,500	7,000	7,000	7,000	7,000
Accounting/Legal Services	3,000	3,000	3,000	3,000	3,000
Parenting & Parent Support	79,297				
Tech/Computer	1,000	600	600	600	600
Data Tracking/Evaluation	7,500	5,000	5,000	5,000	5,000
Resource Centers/FRC Network	260,000	252,700	227,430	216,054	210,000
Countywide Programs	37,000	22,000	19,000	17,000	15,000
CalFresh	24,000	24,000	24,000	24,000	24,000
Literacy/Numeracy	50,000	27,000	25,000	23,000	21,000
Developmentally Appropriate Environment	5,000	5,000	3,500	3,000	3,000
<b>TOTAL</b>	<b>923,516</b>	<b>638,129</b>	<b>606,968</b>	<b>510,983</b>	<b>501,529</b>
 <b>FIRST 5</b> Siskiyou <small>CHILDREN &amp; FAMILIES COMMISSION Read. Sing. Play Everyday!</small>					

**First 5 Siskiyou  
Children & Families Commission  
Financial Projection  
Fiscal Year 17-18 thru 21-22**

APPENDIX L

<b>ANTICIPATED REVENUE</b>					
<b>Source Year</b>	<b>FY 17-18 Projected</b>	<b>FY 18-19 Projected</b>	<b>FY 19-20 Projected</b>	<b>FY 20-21 Projected</b>	<b>FY 21-22 Projected</b>
Revenue from First 5	500,000	475,000	451,250	451,250	428,688
Interest	4,500	3,500	3,000	2,500	2,000
CalFresh Reimbursement	40,000	30,000	30,000	30,000	30,000
State Match Programs	137,602	145,092	145,102		
Home Visitation Coord. Grant	90,000				
Oregon Community Foundation	50,000				
OPEC Carry Forward Funds	8,000				
Siskiyou Co - Comm. Corrections	46,414				
Siskiyou Co - Probation	18,000				
COS-Adult Education Pathways	15,000				
COS-Foster/Kinship	10,000				
MHSA - Behavioral Health	5,000				
Community Partners	1,000				
<b>Total Estimated Revenue</b>	<b>925,516</b>	<b>653,592</b>	<b>629,352</b>	<b>483,750</b>	<b>460,688</b>
<b>Expenses</b>	<b>923,516</b>	<b>638,129</b>	<b>606,968</b>	<b>510,983</b>	<b>501,529</b>
Net Loss Reserve Balance*	2,000	15,463	22,384	-27,233	-40,841
Fund Balance	<b>393,299</b>	<b>408,762</b>	<b>431,146</b>	<b>403,913</b>	<b>363,072</b>
<b>Fund Balance 2/28/17- \$391,299.09</b>					
*Interest increase					
 <b>FIRST 5</b> Siskiyou CHILDREN & FAMILIES COMMISSION Read. Sing. Play Everyday!					