

MEMORANDUM

COMMUNITY SERVICES DEPARTMENT

TO: Bob Rawls, Interim Town Administrator

FROM: Bette Stark, Recreation Supervisor

THROUGH: Sharon Kent, Community Services Director

DATE: April 15, 1999

SUBJECT: State of Florida Department of Education Summer Food Service Program for Children

The attached grant is for the Summer Nutrition Program which is held at the Town's Davie Summer Daze, drop-in programs, located at Silver Oaks Mobile Home Community Center, and the Eastside Community Hall. The program is for those children that meet the Federal Guidelines for free or reduced lunch programs.

The grant allows for the reimbursement to the Town for a portion of the cost of the lunches and staff salaries. Many children rely on this summer food program as their noon time meal during the eight week summer program.

The Town staff recommends approval to apply for, accept and execute this State of Florida Department of Education Summer Food Service Program Grant. Staff requests this item be on the May 5, 1999 Council agenda, because the final grant must be completed and returned to Tallahassee by May 15, 1999.

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING APPLICATION, APPROVAL AND EXECUTION FOR A GRANT UNDER THE STATE OF FLORIDA DEPARTMENT OF EDUCATION SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

WHEREAS, the Town of Davie provides a Davie Summer Daze drop-in program at Silver Oaks Mobile Home Community Center, and Eastside Community Hall with supervised activities for eight weeks; and

WHEREAS, these community facilities qualify for the federal guidelines for a free or reduced lunch program which makes them eligible for this summer food program; and

WHEREAS, this Grant will provide lunches, at no charge, for all children 18 years old and younger, both enrolled and non-enrolled at an open site, and those children are eligible for a lunch at no charge; and

WHEREAS, it is in the best interest of the Town of Davie that the Town enter into an agreement for such funding from the Florida Department of Education Summer Food Service program for children.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA.

SECTION 1. The Town Council of the Town of Davie does hereby authorize the application, approval and execution by the Town for a grant from the Florida Department of Education, Exhibits "A" through "J".

SECTION 2. Further, the Town Council authorizes the Mayor, Town Administrator and appropriate staff to execute said contract and all necessary documents.

SECTION 3. This resolution, determined as being for the benefit of the children of this Town, shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 1999.

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 1999.

Revised original by:
 Florida Department of Education
 Food and Nutrition Management
 325 W. Gaines Street, Room 1032
 Tallahassee, Florida 32399-0499
 1-800-604-6809

**FLORIDA DEPARTMENT OF EDUCATION
 FOOD AND NUTRITION MANAGEMENT
 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN**

Agreement Number: 04-0723

Terminated Date:

Fiscal Year: 1999

APPLICATION FOR PARTICIPATION

FEID Number: F599048527001

1. Name and Mailing Address of Sponsor Name: TOWN OF DAVIE Address: 6591 ORANGE DRIVE City: DAVIE Zip: FL 33314 Phone: (954)797-1145 Ext: _____ Fax: _____ Street Address: _____ County: BROWARD SUNCOM: Email: Bette.Stark@Davie-Fl.Gov		2. Type of Sponsor Public School Food Auth. Nonprofit Private School <input checked="" type="checkbox"/> Government Pub Residential Camp Pvt Residential Camp Nonprofit Pvt Org. Pvt NYSP Pvt NYSP		3. Person in Charge: a. Administrator Name SHARON KENT Title: DIRECTOR b. Authorized Person Name: BETTE STARK Title: SUPERVISOR		4. Average Number of Meals Served (Daily) a. Breakfast 0 b. AM Supplement 0 c. Lunch 125 d. PM Supplement 0 e. Supper 0		5. Number of Operating Days 39 6. Number of Sites 2 7. Dates of Summer Food Operation From: 6/21/99 To: 8/13/99					
8. Administrative Cost a. Mgmt. Salaries 989 b. Monitor Salaries 1041 c. Clerical Salaries 398 d. Transportation 0 e. Communication 0 f. Rental Off. Space 0 TOTAL 0		9. Office Supplies 25 10. Operational Reimbursement (Max. Rate) a. Breakfast 4875 b. Lunch 4875 c. Spilmt 0 d. Supper 0 TOTAL 10,384		11. Administrative Reimbursement (Max. Rate) a. Breakfast 4875 b. Lunch 4875 c. Spilmt 0 d. Supper 0 TOTAL 1085		12. Reimbursement Projected a. Administrative 2553 b. Operational 33092 TOTAL 35645		13. Describe plans to visit, review and monitor sites visit all sites first week review all sites first		14. Document action taken to utilize district school food service for meals per phone call. They are not interested			
9. Operational Cost a. Food 10384 b. Labor 21988 c. Transportation mileage 200 d. Nonfood Supplies 200 e. Other Fridge rental (Specify) 320 TOTAL 33092		15. Sponsor Training for Personnel Dates: 6/18/99 Number Attending: 10		16. Request for Advance Funds June Advance Request July Advance Request		17. ALL Sites are a. Self-Preparation Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> b. Rural Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> c. Self-Preparual Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		18. Sponsor Handbook has been received and read X Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		18. Do you receive over \$300,000 in funds from all federal sources annually? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		20. Sponsor Signature: Date: 5/5/99	



Exhibit "A"

Florida Department of Education
 Food and Nutrition Management
 215 W. Gaines Street, Room 1032
 Tallahassee, Florida 32399-0460
 1-904-594-6600

FLORIDA DEPARTMENT OF EDUCATION
 FOOD AND NUTRITION MANAGEMENT
 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

Agreement Number: 04-0723

Fiscal Year: 1999

APPLICATION FOR PARTICIPATION

Terminated Date:
 FEID Number: F596046527001

Instructions: List, by position, all administrative personnel. If volunteer or paid from other sources, insert 0 in column C. Combine like positions on one line. Positions will include site monitors, clerks, and the administrator. To calculate(f), multiply (b) * (c) * (d) * (e).

21. List By Position All Administrative Personnel

Title of Position (a)	NO. in Position (b)	Wage / HR Salaries and Fringe (e)	Hours Worked Per Day (d)	Total NO. Days Worked (e)	Gross Wages Salaries and Fringe (f)
Management/Rec Supr	1	25.35	1	39	989
Monitor/Rec Leader	1	13.35	2	39	1041
Clerical/adm. Sec'y	1	24.44	.25	39	238
Clerical/Secretary	1	16.41	.25	39	160
Total Wages					2428

Instructions: List, by position, all operational personnel. If volunteer or paid from other sources, insert 0 in column C. Combine like positions on one line. Positions will include site supervisors, delivery men, and kitchen production workers. To calculate(f), multiply (b) * (c) * (d) * (e).

22. List By Position All Operational Personnel

Title of Position (a)	NO. in Position (b)	Wage / HR Salaries and Fringe (e)	Hours Worked Per Day (d)	Total NO. Days Worked (e)	Gross Wages Salaries and Fringe (f)
Drop-In Counselor	6	7.37	9	39	15521
Team Counselor	3	7.37	7.5	39	6467
Total Wages					21988



Return original to:
 Florida Department of Education
 Food and Nutrition Management
 325 West Ganna Street, Room 3032
 Tallahassee, Florida 32399-6400
 1-800-594-6938

Fiscal Year: 1999

FLORIDA DEPARTMENT OF EDUCATION
 FOOD AND NUTRITION MANAGEMENT
 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN
 SITE INFORMATION SHEET

Agreement Number: 04-0723
 Sponsor Name: TOWN OF DAVIE
 Site ID: 2

1. Name and Address of Site
 Name: SILVER OAKS PARK
 Add: 3020 SW 61ST AVE
 City: DAVIE
 Phone: (954) 787-1145 OR (954) 581-5429
 Zip: FL 33314
 Ext: _____

2. Person in Charge
 Name: TBA
 Title: Drop-In Counselor
 Beginning Date: 6/21/99
 Ending Date: 8/13/99

3. Period of Operation
 Beginning Date: 6/21/99
 Ending Date: 8/13/99

4. # of Oper. Days

Month	Days	Total
May	0	0
June	8	8
July	21	21
Aug.	10	10
Sept.	0	0
TOTAL		39

5. Meals Served Daily

Type	Avg.	Max.	Est. Time
a. Breakfast	75	100	12:00
b. AM Supplement			
c. Lunch			1:00pm
d. PM Supplement			
e. Supper			

6. Method of Meal Service
 On-Site Self Preparation
 Satellite Self Preparation
 Contract School Vended
 Contract Food Mgr. Co. Vended

7. Type of Site
 Recreational
 School
 Breakfast OVS
 Lunch OVS
 Residential Camp
 Migrant
 Church
 Day Care

8. Classification of Site
 Open Regular Needy School Print out
 Open Regular Census Tract Data
 Open with Applications
 Restricted with Applications
 Residential Camp with Applications
 Migrant with Certification
 NYSP with Certification

9. Census Tract and Block Group
 10. Quantifying School Name: DAVIE ELEM
 11. School/Census Tract % Eligible: 52.73%
 12. Is site located in a rural area? Yes No

13a. Sponsor Rep. who provided (if new site)
 Tim Thompson
 13b. Date of visit: 4/6/99

14. Site Operates On Fridays?
 Yes No

15. Shelter Available?
 Yes
 b. If not, we will... Cancel Other

16. Access to Phone?
 Yes No

17. Site Personnel Working with the Food Program
 a. # of Person: 1-3 >3
 b. # of Hours: X 1-4 >4

FOR DOE ONLY:
 Approved
 Disapproved
 Reason: _____
 Date: 5/5/99
 Title: Mayor
 Signature: _____

18. Storage Facilities for Meals
 Refrigeration for All Refrigeration for Leftovers No Refrigeration

19. Plans for Excess Meals
 Serve Following Day Serve as Seconds Other: except on Fridays

20. I certify that this site has been visited, that the information on this form is true and correct to the best of my knowledge and that this site is a nonprofit private or public institution. If a NYSP site, all of the children who will receive program meals are enrolled participants in the NYSP. I understand that this information is being given in connection with the receipt of Federal funds, and that deliberate misrepresentation may subject me to prosecution under applicable state and federal statutes.

Return original to:
 Florida Department of Education
 Food and Nutrition Management
 318 West Gaines Street, Room 1632
 Tallahassee, Florida 32399-0400
 1-800-491-4558

Exhibit "C"

Fiscal Year: 1999

FLORIDA DEPARTMENT OF EDUCATION
 FOOD AND NUTRITION MANAGEMENT
 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN
 SITE INFORMATION SHEET

Agreement Number: 04-0723
 Sponsor Name: TOWN OF DAVIE
 Site ID: 1

1. Name and Address of Site Name: EASTSIDE COMMUNITY HALL Add: 4300 SW 55 AVENUE City: DAVIE Phone: (954)797-1184 Zip: FL 33314 Ext:		2. Person in Charge Name: TBA Title: Drop-In Counselor 1. Period of Operation Beginning Date: 6/21/99 Ending Date: 8/13/99		4. # of Oper. Days <table border="1"> <tr><td>May</td><td>0</td></tr> <tr><td>June</td><td>8</td></tr> <tr><td>July</td><td>21</td></tr> <tr><td>Aug.</td><td>10</td></tr> <tr><td>Sept.</td><td>0</td></tr> <tr><td>TOTAL</td><td>39</td></tr> </table>		May	0	June	8	July	21	Aug.	10	Sept.	0	TOTAL	39	5. Meals Served Daily <table border="1"> <tr><th>Type</th><th>Avg.</th><th>Max.</th><th>Est. Time</th></tr> <tr><td>a. Breakfast</td><td></td><td></td><td></td></tr> <tr><td>b. AM Supplement</td><td></td><td></td><td></td></tr> <tr><td>c. Lunch</td><td>50</td><td>100</td><td>12:00-1:00pm</td></tr> <tr><td>d. PM Supplement</td><td></td><td></td><td></td></tr> <tr><td>e. Supper</td><td></td><td></td><td></td></tr> </table>		Type	Avg.	Max.	Est. Time	a. Breakfast				b. AM Supplement				c. Lunch	50	100	12:00-1:00pm	d. PM Supplement				e. Supper			
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6. Method of Meal Service <input type="radio"/> On-Site Self Preparation <input type="radio"/> Satellite Self Preparation <input type="radio"/> Contract School Vended <input checked="" type="radio"/> Contract Food Mgt. Co. Vended		7. Type of Site <input checked="" type="radio"/> Recreational <input type="radio"/> School <input type="radio"/> Breakfast OVS <input type="radio"/> Lunch OVS <input type="radio"/> Residential Camp <input type="radio"/> Migrant <input type="radio"/> Church <input type="radio"/> Day Care		8. Classification of Site <input checked="" type="radio"/> Open Regular/Needy School Print out <input type="radio"/> Open Regular Census Tract Data <input type="radio"/> Open with Applications <input type="radio"/> Restricted with Applications <input type="radio"/> Residential Camp with Applications <input type="radio"/> Migrant with Certification <input type="radio"/> NYSR with Certification		9. Census Tract and Block Group 10. Qualifying School Name DAVIE ELEMENTARY 11. School/Census Tract % Eligible 52.73% 12. Is site located in a rural area? <input type="radio"/> Yes <input checked="" type="radio"/> No		13a. Sponsor Rep. who provided (if new site) Tim Traipson 13b. Date of Visit 4/7/99																																			
14. Site Operates On Fridays? <input checked="" type="radio"/> Yes <input type="radio"/> No		15. Shelter Available? <input checked="" type="radio"/> Yes b. If not, we will... <input type="radio"/> Cancel <input type="radio"/> Other		16. Access to Phone? <input checked="" type="radio"/> Yes <input type="radio"/> No		17. Site Personnel Working with the Food Program a. # of Person <input checked="" type="radio"/> 1-3 <input type="radio"/> > 3 b. # of Hours <input checked="" type="radio"/> 1-4 <input type="radio"/> > 4		18. Storage Facilities for Meals <input checked="" type="radio"/> Refrigeration for All <input type="radio"/> Refrigeration for Leftovers <input type="radio"/> No Refrigeration 19. Plans for Excess Meals <input checked="" type="radio"/> Serve Following Day <input type="radio"/> Serve as Seconds <input type="radio"/> Other except on Fridays																																			
FOR DOE ONLY: <input type="radio"/> Approved <input type="radio"/> Disapproved Initial: _____ Reason: _____ Date: 5/5/99		Date: 5/5/99 Title: Mayor Signature: _____		20. I certify that this site has been visited, that the information on this form is true and correct to the best of my knowledge and that this site is a nonprofit private or public institution. If a K-12 site, all of the children who will receive program meals are entitled participants in the NSIP. I understand that this information is being given in connection with the receipt of federal funds, and that deliberate misrepresentation may subject me to prosecution under applicable laws and federal statutes.																																							

12/11/98

BROWARD

FLORIDA DEPARTMENT OF EDUCATION
PERCENT OF PUBLIC SCHOOL MEMBERSHIP ELIGIBLE FOR
FREE/REDUCED LUNCH BY SCHOOL
SURVEY 2 9899

Exhibit "D"

PAGE 12

DIST #	SCH #	SCHOOL NAME	TOTAL MEMBER-SHIP	# ELIGIBLE		% ELIGIBLE		# ELIGIBLE		% ELIGIBLE	
				FREE LUNCH	REDUCED LUNCH	FREE LUNCH	REDUCED LUNCH	FREE/REDUCED LUNCH	FREE/REDUCED LUNCH		
06	2631	FOREST HILLS ELEMENTARY SCHOOL	1,070	221	78	20.65	7.29	299	27.94		
06	2644	CENTRAL PARK ELEMENTARY SCHOOL	1,164	46	35	3.95	3.01	81	6.96		
06	2661	PEMBROKE LAKES ELEMENTARY SCHOOL	943	66	52	7.00	5.51	118	12.51		
06	2671	NOB HILL ELEMENTARY SCHOOL	921	125	50	13.68	5.43	176	19.11		
06	2681	WESTCHESTER ELEMENTARY SCHOOL	1,192	117	73	9.82	6.12	190	15.94		
06	2691	MORROW ELEMENTARY SCHOOL	1,640	279	100	16.95	6.10	373	22.74		
06	2711	RAMBLEWOOD MIDDLE SCHOOL	1,783	152	83	8.52	4.65	235	13.18		
06	2721	MAPLEWOOD ELEMENTARY SCHOOL	956	112	71	11.72	7.43	183	19.14		
06	2731	TARAVELLA, J. P. HIGH SCHOOL	933	121	61	12.97	6.54	182	19.51		
06	2801	DAVIE ELEMENTARY SCHOOL	2,619	145	63	5.14	2.23	206	7.38		
06	2811	PINWOOD ELEMENTARY SCHOOL	1,045	442	108	42.30	10.43	551	52.73		
06	2831	WESTERN HIGH SCHOOL	1,137	386	124	32.19	10.91	490	42.10		
06	2851	GRIFFIN ELEMENTARY SCHOOL	3,634	95	48	2.61	1.32	143	3.94		
06	2861	PINES LAKES ELEMENTARY SCHOOL	821	36	17	4.36	2.06	53	6.42		
06	2871	SEA CASTLE ELEMENTARY SCHOOL	978	249	57	25.46	6.44	143	17.42		
06	2881	WELLEY ELEMENTARY SCHOOL	1,028	163	93	15.86	9.10	242	24.93		
06	2891	RIVERGLADES ELEMENTARY SCHOOL	1,172	13	10	1.11	0.85	262	25.49		
06	2892	EVERGLADES ELEMENTARY SCHOOL	798	30	16	3.76	2.01	46	5.75		
06	2894	CHAPEL TRAIL ELEMENTARY SCHOOL	1,304	30	15	2.30	1.15	46	3.53		
06	2961	SILVER LAKES MIDDLE SCHOOL	1,815	86	50	4.75	2.75	135	7.45		
06	2981	COUNTRY ISLES ELEMENTARY SCHOOL	809	132	15	16.33	1.85	805	99.63		
06	3001	WALTER C. YOUNG/RESOURCE CENTE	1,903	188	109	9.88	5.73	47	2.46		
06	3011	STONEMAN DOUGLAS HIGH SCHOOL	1,903	188	109	9.88	5.73	47	2.46		
06	3031	RIVERSIDE ELEMENTARY SCHOOL	2,134	163	80	7.64	3.75	243	11.34		
06	3041	CORAL PARK ELEMENTARY SCHOOL	1,040	68	36	6.54	3.45	104	10.00		
06	3081	FOREST GLEN MIDDLE SCHOOL	930	41	36	4.37	3.88	84	9.03		
06	3081	SANDPIPER ELEMENTARY SCHOOL	1,466	331	43	22.58	2.92	414	28.25		
06	3081	SILVER RIDGE ELEMENTARY SCHOOL	1,044	105	63	10.06	6.06	201	19.25		
06	3091	WINSTON PARK ELEMENTARY SCHOOL	704	105	26	14.85	3.68	71	10.09		
06	3111	COUNTRY HILLS ELEMENTARY SCHOOL	1,190	43	64	3.61	5.37	964	81.00		
06	3121	QUIET MATERS ELEMENTARY SCHOOL	1,329	270	94	20.32	7.08	214	16.10		
06	3131	HAWKES BLUFF ELEMENTARY SCHOOL	1,026	183	61	17.84	5.95	94	9.15		
06	3151	TEQUESTA TRACE MIDDLE SCHOOL	1,184	287	25	24.24	2.11	371	36.20		
06	3171	PARK SPRINGS ELEMENTARY SCHOOL	2,105	40	28	1.90	1.33	65	3.09		
06	3181	INDIAN TRACE ELEMENTARY SCHOOL	933	111	49	11.90	5.25	160	17.15		
06	3181	EMBASSY CREEK ELEMENTARY SCHOOL	1,203	21	27	1.75	2.24	48	3.96		
06	3221	CHARLES DREW ELEMENTARY SCHOOL	1,072	42	17	3.92	1.59	59	5.50		
06	3221	CROSS CREEK SCHOOL	865	565	12	65.11	1.40	612	70.76		
06	3222	THURGOOD MARSHALL ELEMENTARY S	170	73	12	42.94	7.06	85	50.00		
06	3291	PALM COVE ELEMENTARY SCHOOL	832	722	4	86.79	0.48	80	96.15		
06	3311	VIRGINIA SHUMAN YOUNG ELEMENTA	1,006	139	52	13.82	5.15	783	77.81		
06	3321	SILVER TRAIL MIDDLE SCHOOL	939	206	102	21.94	10.86	221	21.97		
06	3331	SILVER LAKES ELEMENTARY SCHOOL	2,089	88	92	4.21	2.49	308	14.70		
06	3391	CHARLES W. FLANNAGAN HIGH SCHOOL	748	43	35	5.75	4.68	78	10.43		
06	3401	SAWGRASS ELEMENTARY SCHOOL	4,137	189	121	4.57	2.92	305	7.40		
06	3431	SAWGRASS SPRINGS MIDDLE SCHOOL	1,011	134	55	13.25	5.44	189	18.69		
06	3441	EAGLE RIDGE ELEMENTARY SCHOOL	1,683	146	89	8.67	5.29	235	13.99		
06	3441	EAGLE RIDGE ELEMENTARY SCHOOL	1,068	113	56	10.56	5.24	168	15.82		

SUMMER FOOD SERVICE PROGRAM FOR CHILDREN AGREEMENT

Name of Sponsor: Town of Davie
Address: 6591 Orange Drive, Davie, FL 33314

INSTRUCTIONS: (1) Return two copies of this agreement with original signatures prior to the beginning of the program to Food and Nutrition Management, 325 West Gaines Street, Room 1022, Tallahassee, Florida 32309-0002. (2) When the agreement is approved, one copy will be returned to the Sponsor.

In order to evaluate the purpose of the Summer Food Service Program for Children, the Florida Department of Education (hereinafter referred to as the "Department") and the sponsor (hereinafter referred to as the "Sponsor") acting in behalf of each state listed on the Site Information Sheet, (FSE 197), consent and agree as follows:

- A. THE DEPARTMENT AGREES TO THE extent of funds available it shall reimburse the sponsor in accordance with applicable requirements and regulations of the Summer Food Service Program for Children, and any amendments thereto.**
1. In connection with meals served to children only at sites during any fiscal year for sponsors approved for summer sessions May through September or under the "Continuous School Calendar" when all or part of the student body of a school district are on vacation for a period of 15 or more continuous days during the period of October through April:
 - (a) The amount of operational reimbursement for meals shall not exceed the lesser of:
 - (1) An amount equal to the total number of meals, by type, multiplied by the rates assigned by the Department; or
 - (2) Actual operating costs incurred by the sponsor;
 - (b) The amount of administrative reimbursement for meals shall not exceed the lesser of:
 - (1) An amount estimated in the sponsor's approved administrative budget;
 - (2) Actual administrative costs incurred by the sponsor; or
 - (3) An amount equal to the total number of meals, by type, multiplied by the rates assigned by the Department.
 - (c) Program income accruing to a sponsor's program that is deducted from either operating or administrative costs, whichever is applicable, before a comparison is made with the maximum rates and the administrative budget.
- B. THE SPONSOR, being the authority for supervision and control over the program warrants that, it accepts final financial and administrative responsibility for the program and that it will:**
1. Operate a nonprofit food service for children on school vacation during the months of May through September or during the months of May through September and at some other time or times during the year for children on school vacation under a continuous school calendar system;
 2. Serve meals which meet the requirements and provisions set forth in 7 CFR 225 during a period designated as the meal service period by the sponsor, and serve the same meals to all children, regardless of race, color, sex, handicap, age, or national origin and make a statement to this effect regarding the total meals made;
 3. Serve meals without cost to all children, except that camps may charge for meals served to children who are not eligible for free or reduced price school meals;
 4. Issue a policy statement in accordance with 7 CFR 225;
 5. Hold hearing sessions for its administrative and site personnel with regard to program dates and allow no less than 30 days notice to all personnel who are affected by such hearing sessions. Training of site personnel at a minimum shall include, purpose of the program, site eligibility, recordkeeping, site operations, meal pattern requirements, and duties of a monitor. Each sponsor shall ensure that its administrative personnel attend Department training provided to sponsors under 7 CFR 225, and sponsors shall provide training sessions throughout the summer to ensure that administrative and site personnel are thoroughly knowledgeable in all requisite areas of program administration and operation and are provided with sufficient information to enable them to carry out their program responsibilities;
 6. Claim reimbursement only for the type or types of meals specified in the agreement and served to children at approved sites during the approved meal service period, except that camps shall claim reimbursement only for the type or types of meals specified in the agreement and served without charge to children who are eligible for free or reduced price school meals.

(Continued on Reverse)

7. Submit data for reimbursement on a form provided by the Department in accordance with procedures established by the Department;
 8. Maintain, in the storage, preparation and service of food, proper sanitation and health standards in conformance with all applicable state and local laws and regulations;
 9. Purchase, in as large quantities as may be efficiently utilized in the program, foods designated as priority by the Department, if and when available;
 10. Accord and use, in as large quantities as may be efficiently utilized in the program, such foods as may be offered as donated by the Department;
 11. Have access to facilities necessary for storing, preparing and serving food;
 12. Maintain a financial management system as prescribed by the Department;
 13. Maintain full and accurate records of all program operations under this agreement. Upon request make all accounts and records pertaining to the program available to state, federal, or other authorized officials for audit or administrative review, at a reasonable time and place. Such records shall be retained for a period of three years after the end of the fiscal year to which they pertain, except that, if such records have not been reviewed, the records shall be retained beyond the three year period as long as required for the resolution of any issues raised by the audit;
 14. Maintain children on site while meals are consumed;
 15. Maintain children on site while meals are consumed.
- C. The Sponsor hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. 2000d et seq.) and all requirements imposed by the regulations of the Department of Agriculture (7 CFR Part 15), Department of Justice (28 CFR Parts 42 and 50), and FNS directives or regulations issued pursuant to that act, to the effect that, no person in the United States shall, on the grounds of race, color, national origin, sex, age, or handicap be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the sponsor receives federal financial assistance from the Department, and hereby gives assurance that it will immediately take any measures necessary to effectuate this agreement.**
- This assurance is given in consideration of and for the purpose of obtaining any and all federal financial assistance, grants, and loans of federal funds, reimbursable expenditures, grant or donation of federal property and release in property, the detail of federal personnel, and the sale and lease of and the permission to use, federal property or realty in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with federal financial assistance extended to the program applicant by the Department. This includes any federal regulation, arrangement, or other contract which has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.
- By accepting this assurance, the sponsor agrees to complete data, maintain records, and submit reports as required, to permit effective enforcement of Title VI and permit authorized USDA personnel during normal working hours to review such records, books, and accounts as needed to ascertain compliance with Title VI. If there are any violations of this assurance, the Department of Agriculture, Food and Nutrition Service, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the sponsor, its successors, transferees, and assigns, as long as they receive assistance or retain possession of any assistance from the Department. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the sponsor.
- D. The terms of this Agreement, and the detailed information contained on the Application for Participation (FSE 197), and the Site Information Sheet (FSE 197), which shall be considered a part of this Agreement, shall not be modified or changed in any way other than by consent in writing of both parties hereto.**



SUMMER FOOD SERVICE PROGRAM FOR CHILDREN AGREEMENT

<p>E. This Agreement may be renewed annually by the Department and the Sponsor by mutual agreement in writing. Renewal will be contingent on the Sponsor meeting program requirements in this Agreement and those outlined in part 225 of the Code of Federal Regulations and other pertinent instructions from the Department or the United States Department of Agriculture and shall pertain to programs under Sponsor's jurisdiction that have submitted annual applications and said applications have been given Department approval.</p> <p>F. This Agreement may be terminated upon 15 days written notice on the part of either party hereto, and the Department may terminate this Agreement immediately after receipt of evidence that the terms and conditions of this Agreement and of the regulations governing the program have not been fully complied with by the Sponsor. Any termination of this Agreement by the Department shall be in accord with applicable laws and regulations. No termination or expiration of this Agreement, however, shall affect the obligations of the Sponsor to maintain and retain records and to make such records available for audit. Termination of this Agreement for noncompliance with Title VI of the Civil Rights Act of 1964 shall be in accordance with applicable laws and regulations.</p>	<p>G. The Department may take such action, including prosecution for fraud under applicable state and federal statutes or initiate a claim, if any part of the money received by the Sponsor, through improper or negligent action, is furnished, lost, misapplied, or diverted from the program. This liability on the part of the Sponsor shall remain in effect for the applicable periods or limitations as called for by law after the effective date of termination of the Agreement.</p> <p>H. The Department shall inform the Sponsor of its right to request a review of decisions made by the Department which affect the participation of a sponsor in the program or the Sponsor's claim for reimbursement.</p> <p>I. It is understood and agreed by and between the Department and the Sponsor, whether public or private, that the regulations of the United States Department of Agriculture relating to the Food and Nutrition Service, Regulation number 225, attached, are made a part of this Agreement and that the Department, Sponsor, and staff are to abide by all of the conditions and terms set forth in the regulations.</p>
<p>SPONSORING AGENCY</p> <p>Sponsor <u>Town of Davie</u> County <u>Broward</u></p> <p>My signature certifies that the information submitted on this form and its attachments is true and correct. I am aware that deliberate misrepresentation or withholding of information may result in prosecution under applicable state or federal statutes.</p> <p>Signature and Title of Authorized Representative <u>HARRY VENIS, Mayor</u></p> <p>Date: <u>5/5/99</u></p>	<p>CERTIFICATION AND APPROVAL</p> <p>FLORIDA DEPARTMENT OF EDUCATION</p> <p>Recommended for Approval by: _____ Date: _____</p> <p>Administrator, Food and Nutrition Management</p> <p>Period of Agreement: _____ To: _____</p> <p>From: _____</p> <p>Approved By: _____ Date: _____</p> <p>Commissioner of Education</p>

[Both copies must have original signatures.]

SUMMER FOOD SERVICE PROGRAM FOR CHILDREN AGREEMENT

<p>INSTRUCTIONS: (1) Return two copies of this agreement with original signatures prior to the beginning of the program to Food and Nutrition Management, 326 West Gaines Street, Room 1302, Tallahassee, Florida 32399-0400. (2) When the agreement is approved, one copy will be returned to the sponsor.</p> <p>In order to facilitate the purposes of the Summer Food Service Program for Children, the Florida Department of Education (hereinafter referred to as the "Department") and the sponsor whose name and address appear on the Application for Participation (ESE 196) (hereinafter referred to as the "Sponsor") acting in behalf of each site listed on the Site Information Sheet, (ESE 187), covenant and agree as follows:</p> <p>A. THE DEPARTMENT AGREES TO THE extent of funds available it shall reimburse the sponsor in accordance with applicable requirements and regulations of the Summer Food Service Program for Children, and any amendments thereto:</p> <ol style="list-style-type: none"> 1. In connection with meals served to children only at sites during any fiscal year for sponsors approved for summer sessions May through September or under the "Continuing School Calendar" when all or part of the student body of a school district are on vacation for a period of 15 or more consecutive days during the period of October through April. <ol style="list-style-type: none"> (A) The amount of operational reimbursement for meals shall not exceed the lesser of: <ol style="list-style-type: none"> (1) An amount equal to the total number of meals by type, multiplied by the rates assigned by the Department; or (2) Actual operating costs incurred by the sponsor. (B) The amount of administrative reimbursement for meals shall not exceed the lesser of: <ol style="list-style-type: none"> (1) An amount estimator in the sponsor's approved administrative budget; (2) Actual administrative costs incurred by the sponsor; or (3) An amount equal to the total number of meals by type, multiplied by the rates assigned by the Department. (C) Program income, according to a sponsor's program shall be deducted from either operating or administrative costs, whichever is applicable, before a comparison is made with the maximum rates and the administrative budget. <p>B. THE SPONSOR, being the authority for supervision and control over the program warrants that, it accepts final financial and administrative responsibility for the program and that it will:</p> <ol style="list-style-type: none"> 1. Operate a nonprofit food service for children on school vacation during the months of May through September or during the months of May through September and at some other time or times during the year for children on school vacation under a continuous school calendar system. 2. Serve meals which meet the requirements and provisions set forth in 7 CFR 225 during a period designated as the meal service period by the sponsor, and serve the same meals to all children regardless of race, color, sex, handicap, age, or national origin and make a statement to this effect available to the local news media. 3. Serve meals without cost to all children, except that camps may charge for meals served to children who are not eligible for free or reduced price school meals. 4. Issue a policy statement in accordance with 7 CFR 225. 5. Hold training sessions for its administrative and site personnel with regard to program duties and allow no site to operate until site personnel have attended such training sessions. Training of site personnel at a minimum shall include: purpose of the program, site eligibility, recordkeeping, site operations, meal pattern requirements, and duties of a monitor. Each sponsor shall ensure that its administrative personnel attend Department training provided to sponsors under 7 CFR 225; and sponsors shall provide training sessions throughout the summer to ensure that administrative and site personnel are thoroughly knowledgeable in all requisite areas of program administration and operation and are provided with sufficient information to enable them to carry out their program responsibilities. 6. Claim reimbursement only for the type or types of meals specified in the agreement and served to children at approved sites during the approved meal service period, except that camps shall claim reimbursement only for the type or types of meals specified in the agreement and served without charge to children who are eligible for free or reduced price school meals. 	<ol style="list-style-type: none"> 7. Submit claims for reimbursement on a form provided by the Department in accordance with procedures established by the Department. 8. Maintain, in the storage, preparation, and service of food, proper sanitation and health standards in conformance with all applicable state and local laws and regulations. 9. Purchase in as large quantities as may be efficiently utilized in the program, foods designated as payable by the Department, if and when available. 10. Accept and use, in as large quantities as may be efficiently utilized in the program, such foods as may be offered as donated by the Department. 11. Have access to facilities necessary for storing, preparing and serving food. 12. Maintain a financial management system as prescribed by the Department. 13. Maintain on the documentation of site visits and reviews in accordance with 7 CFR 225. 14. Maintain full and accurate records of all program operations under this agreement. Upon request make all accounts and records pertaining to the program available to state, federal, or other authorized officials for audit or administrative review, at a reasonable time and place. Such records shall be retained for a period of three years after the end of the fiscal year to which they pertain, except that, if audit findings have not been resolved, the records shall be retained beyond the three year period as long as required for the resolution of any issues raised by the audit. 15. Maintain children on site while meals are consumed. <p>C. The sponsor hereby agrees that it will comply with Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. 2000a et seq.) and all requirements imposed by the regulations of the Department of Agriculture (7 CFR Part 15), Department of Justice (28 CFR Parts 42 and 80), and FNS directives or regulations issued pursuant to that Act and the regulations to the effect that, no person in the United States shall, on the grounds of race, color, national origin, sex, age, or handicap be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the sponsor receives federal financial assistance from the Department, and hereby gives assurance that it will immediately take any measures necessary to enforce this agreement.</p> <p>This assurance is given in consideration of and for the purpose of obtaining any and all federal financial assistance, grants, and loans of federal funds, reimbursable expenditures, grant or donation of realty property and interest in property, the title of federal personnel, and the sale and lease of, and the permission to use, federal property or interest in such property or the furnishing of services without consideration or at a nominal consideration, or at a consideration which is reduced for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale, lease, or furnishing of services to the recipient, or any improvements made with federal financial assistance extended to the program applicant by the Department. This includes any federal agreement, arrangement, or other contract which has as one of its purposes the provision of cash assistance for the purchase of food, and cash assistance for purchase or rental of food service equipment or any other financial assistance extended in reliance on the representations and agreements made in this assurance.</p> <p>By accepting this assurance, the sponsor agrees to compile data, maintain records, and submit reports as required, to permit effective enforcement of Title VI and permit authorized USDA personnel during normal working hours to review such records, books, and accounts as needed to ascertain compliance with Title VI. If there are any violations of this assurance, the Department of Agriculture, Food and Nutrition Service, shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the sponsor, its successors, transferees, and assigns as long as they receive assistance or retain possession of any assistance from the Department. The person or persons whose signatures appear below are authorized to sign this assurance on the behalf of the sponsor.</p> <p>D. The terms of this Agreement and the detailed information contained on the Application for Participation (ESE 196), and the Site Information Sheet (ESE 187) which shall be considered a part of the Agreement, shall not be modified or changed in any way other than by consent in writing of both parties hereto.</p>
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(Continued on Reverse)



SUMMER FOOD SERVICE PROGRAM FOR CHILDREN AGREEMENT

E. This Agreement may be reviewed annually by the Department and the Sponsor by mutual agreement in writing. Renewal will be contingent on the Sponsor meeting program requirements in this Agreement and those outlined in part 225 of the Code of Federal Regulations and other pertinent instructions from the Department of the United States Department of Agriculture and that written to programs under Sponsor's jurisdiction that have submitted annual applications and said applications have been given Department approval.

F. This Agreement may be terminated upon 15 days written notice on the part of either party hereto, and the Department may terminate this Agreement immediately after receipt of evidence that the terms and conditions of this Agreement and of the regulations governing the program have not been fully complied with by the Sponsor. Any termination of this Agreement by the Department shall be in accord with applicable laws and regulations. No termination or expiration of this Agreement, however, shall affect the obligations of the Sponsor to maintain and retain records and to make such records available for audit. Termination of this Agreement for noncompliance with Title VI of the Civil Rights Act of 1964 shall be in accordance with applicable laws and regulations.

G. The Department may take such action, including prosecution for fraud under applicable state and federal statutes or initiate a claim, if any part of the money received by the Sponsor, through improper or negligent action, is omitted, lost, misapplied, or diverted from the program. This liability on the part of the Sponsor shall remain in effect for the applicable periods or limitations as called for by law after the effective date of termination of the Agreement.

H. The Department shall retain the right to request a review of decisions made by the Department which affect the participation of a sponsor in the program or the Sponsor's claim for reimbursement.

I. It is understood and agreed by and between the Department and the Sponsor, whether public or private, that the regulations of the United States Department of Agriculture relating to the Food and Nutrition Services, Regulation number 225, attached, are made a part of this Agreement and that the Department, Sponsor, and state are to abide by all of the conditions and terms set forth in the regulations.

CERTIFICATION AND APPROVAL SPONSORING AGENCY Sponsor <u>Town of Davle</u> County <u>Broward</u> My signature certifies that the information submitted on this form and its attachments is true and correct. I am aware that deliberate misrepresentation or withholding of information may result in prosecution under applicable state or federal statutes. Signature and Title of Authorized Representative <u>Harry Venis, Mayor</u> Date: <u>5/5/99</u>	FLORIDA DEPARTMENT OF EDUCATION Recommended for Approval by: _____ Date: _____ Administrator, Food and Nutrition Management Period of Agreement: _____ To: _____ From: _____ Approved By: _____ Date: _____ Commissioner of Education
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(Both copies must have original signatures.)

Exhibit "F"
FLORIDA DEPARTMENT OF EDUCATION

Please return completed compliance review and supporting documents to:
Food and Nutrition Management
Florida Department of Education
325 West Gaines Street, Room 1032
Tallahassee, Florida 32399-0400
(904) 488-3994, Fax/Com 278-3964
Retain a copy for your files.

PREAWARD NONDISCRIMINATION COMPLIANCE REVIEW
SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

Name and Address of Sponsor: Town of Davie 6591 Orange Drive Davie, FL 33314	Completion of the form is required by FNS Instruction 113-8 issued by the U.S. Department of Agriculture in order to participate in the Summer Food Service Program for Children. Failure to complete this form will result in a denial of the Summer Food Service Program application.
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Please Answer the Following Questions

I. Estimated Daily Meal Participation by Racial/Ethnic Group:

Meal Type	White Non-Hispanic	Black Non-Hispanic	Hispanic	Asian/Pacific Islander	American Indian or Alaskan Native	Multiracial	TOTAL
Breakfast							
A.M. Supplement							
Lunch	40%	45%	10%			5%	100%
P.M. Supplement							
Supper							

II. Describe efforts to be used to assure that minority populations have an equal opportunity to participate:
Registration announcement at all schools and in local newspapers in surrounding site neighborhood. Davie Update mailed to home with information.

III. Describe efforts to be used to contact minority and grassroots organizations about the opportunity to participate:
Registration applications to all target schools. Delivered to homes, past participants are notified by mail. Davie Update mailed to all residents in Town.

IV. List federal agencies other than the U.S. Department of Agriculture that provide financial support to your organization:
Town of Davie
Broward County Children's Administration Division

Signature of Sponsor Representative

Date Signed



Exhibit "G"

PRESS RELEASE FOR IMMEDIATE RELEASE

The Town of Davie Community Services Department will be sponsoring the Summer Food Service Program for children during the months of June, July and August.

The program provides nutritionally balanced meals to needy children regardless of race, color, creed, religion, sex, handicap, age or national origin during summer vacation, when school lunches are not available. All children 19 years old and younger, both enrolled and non-enrolled at an open site, are eligible for a lunch at no charge.

The following sites will be participating in the summer food program in Davie, FL:
Eastside Community Hall, 4300 SW 55 Avenue
Silver Oaks Mobile Home Community Center, 3020 SW 61 Street

This summer food program will be an eight week program and will begin June 21, 1999 and continue through August 13, 1999.



Exhibit "H"

Administration 797-1030
Administration Services 797-1020
Budget & Finance 797-1050
Community Services 797-1145
Development Services 797-1111

Engineering 797-1113
Fire Department 797-1090
Police Department 797-1200
Public Works 797-1240
Utilities 433-4000

TOWN OF DAVIE 6591 Orange Drive, Davie, Florida 33314-3399

(954) 797-1000

April 7, 1999

Mr. Willard Galbreath, Director
Environmental Sanitation
2421 SW 6 Avenue
Fort Lauderdale, FL 33315

Dear Mr. Galbreath;

The Town of Davie will be providing lunches at no charge from the State of Florida Department of Education Summer Food Service Program for Children at two of our recreation facilities as part of our Davie Summer Daze drop-in recreation program. The locations will be in operation for eight weeks beginning June 21, 1999 and continue through August 13, 1999. All food will be purchased and vended from a contract food management company.

The locations are:

1. Eastside Community Hall, 4300 SE 55 Avenue, Davie, FL 33314
2. Silver Oaks, 3020 SW 61 Avenue, Davie, FL 33314

Timothy Thompson, Recreation Leader for the Town of Davie, will be the monitor and he can be reached at 797-1161. If further information is required, please feel free to call me at 797-1089.

Sincerely,

Bette P. Stark
Recreation Supervisor



Exhibit "I"

TOWN OF DAVIE COMMUNITY SERVICES

6591 ORANGE DR. Davie, Florida 33314 (954)-797-1145 - OFFICE (954)-797-1156 - SPORTS INFO

REGISTRATION

SUMMER DAZE - CHECK ONE

Eastern Davie :

- Berman Park 5801 SW 58 Ave
Driftwood Estates 3300 NW 77 Ave
Eastside Hall 4300 SW 55 Ave
Silver Oaks corner of SW 61 Ave & SW 34 Ct

Western Davie:

- Orange Park 841 SW 133 Ave
Shenandoah Park 14601 SW 14 St
The Park at Waverly 6625 Hawkes Bluff Ave
Waterford Park 15090 S Waterford Dr

OTHER CAMPS - CHECK ONE

- Indian Ridge Teen Program 1355 S Nob Hill Rd
Pine Island Adventure Camp 3800 SW 92 Ave

PLEASE PRINT FIRMLY

Participant's Name last first middle

[] Male [] Female

Address

City, State Zip

Home Phone Work Phone

In case of emergency, call:

name phone

Recreation

Activity

date of birth present age

Proof of residency Fla. Driver Lic. #

The Davie Community Services Department reserves the right to dismiss or expel any person(s) from our programs or facilities for behavior that is detrimental to the programs and facilities.

GENERAL RELEASE

THIS AGREEMENT WAIVES LEGAL RIGHTS. PLEASE CONSULT AN ATTORNEY IF YOU HAVE ANY QUESTIONS.

The UNDERSIGNED PARTICIPANT and/or his guardian, in consideration for the Town of Davie through its Recreation Division for providing facilities, instruction and supervision in the activity listed above does hereby:

- 1) Assume all risk of possible damage or injury involved through participation in the above noted activity.
2) Request permission to participate in the activity with full knowledge that said activity could result in permanent damage or injury to me.
3) Agree to release, indemnify and hold harmless the Town of Davie and/or its departments or agents, officers, officials and employees from liability resulting from my participation in said activity, including the Town of Davie's negligence including gross negligence.

participant

print guardian's name and date

Recreation Official

REGISTRATIONS ARE TO BE POSTMARKED
NO EARLIER THAN MAY 10, 1999

CAMP SITE SELECTION SHEET

First Choice: _____
Second Choice: _____
Third Choice: _____

Parent check list:

- Copy of birth certificate
Copy of most recent utility bill (*Davie residents only*)
Signed registration form (*one per child*)
No faxes will be accepted, original signature required on form.
Check payable to: Town of Davie

FEES:

Davie Summer Daze/8 weeks \$10 per child June 21-August 13
Indian Ridge Teen Program 1/2 day \$25 per week June 22-July 30
Pine Island Adventure Camp/8 weeks \$600/8 wks June 28-August 20
\$450/8 wks 2nd child & subsequent
children in same family
1/2 payment due at registration \$300 deposit \$225 deposit 2nd child
balance due June 7, 1999 \$300 balance \$225 balance 2nd child

If you select Pine Island Adventure Camp, and your application is not selected, you will be called to pick up your check, and will be admitted to your 2nd or 3rd choice location upon payment of \$10.

Child T-shirt size (*please circle*) child S M L XL adult S M L

NO REFUNDS WILL BE ISSUED

Return form to:
Town of Davie/Summer Camps
6591 Orange Drive
Davie, FL 33314

For general information call:
Davie Community Services Department at 797-1145

Exhibit "J"
NON-CAMP POLICY STATEMENT

SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

1999

The Town of Davie
assures Food and Nutrition Management Services that all children in attendance are served the same meal(s) at no separate charge, regardless of race, color, creed, religion, sex, handicap, age or national origin, and there is no discrimination in the course of the food service.

Assurance is hereby given that we have made available to the informational media serving the area from which our Institution draws its attendance, a public release announcing the policy as stated above.

INCOME ELIGIBILITY GUIDELINES

FISCAL YEAR 1999

<u>Family Size</u>	<u>Yearly Income</u>
1	\$ 14,893
2	\$ 20,073
3	\$ 25,253
4	\$ 30,433
5	\$ 35,613
6	\$ 40,793
7	\$ 45,973
8	\$ 51,153
Each additional family member, add	\$5,180

Signature of Sponsor Representative

5/5/99

Date

Signature of State Representative

Date

04-0723

Agreement Number