



### Children and Families Commission

*GROWING CHILDREN...ONE BY ONE  
Campaign for Kids*

### Direct Service Contract Contract #1314-90004-17-508 "Ready to Read @ Your Library"

**THIS AGREEMENT** is made this 1st day of July, 2013, by and between First 5 El Dorado Children and Families Commission and

El Dorado County Library  
Jeanne Amos, Director  
345 Fair Lane  
Placerville, CA 95667  
Phone: (530) 621-5546  
Fax: (530) 622-3911

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Grantee shall use funds derived from this Contract as outlined in the Budget (Attachment II) submitted to and approved by the Commission.

3. **PAYMENT & BUDGET.** All professional, technical documents and information developed under this contract; writings, worksheets, reports and related data and materials shall become the property of the Commission. Basic data or information obtained by this contract is made available to the Commission without restriction or limitation of use, and no charges can be made for any of the foregoing. All payments of funds to the Grantee shall be made by and through the Office of the El Dorado County Auditor/Controller, upon approval by the Commission, in accordance with the following schedule: 10% of the contract total upon signing and approval of the contract, and monthly invoices to be paid according to the terms outlined below.
- A. Monthly Budget Reports shall be submitted to the Commission along with detailed records (timesheets, receipts, paid invoices, etc...) supporting all reported expenditures. These reports will serve as invoices that will be payable upon review and approval by Commission staff.
  - B. The Commission shall forward payment request to the County Auditor/Controller within fifteen (15) business days of approving monthly Invoice/Budget Reports.
  - C. Grantee agrees to expend allocated Commission funds as outlined in the Contract Budget (Attachment III). Grantee is permitted a budget variation of up to fifteen percent (15%) for each budget line item for the contract period. Any larger budget variation must be submitted in writing using the Budget Revision Request Form (Attachment V), and receive prior Commission approval. **All Budget Revision Requests must be received by the Commission by April 15<sup>th</sup>.** The Commission will not compensate Grantee for unauthorized services rendered by the Grantee, nor for claimed services which Commission contract monitoring shows have not been provided as authorized. If Commission has advanced funds for services later determined not to have been provided, Grantee shall refund requested amounts within five (5) days of demand by Commission. The Commission has the option of offsetting such amounts against future payments due to Grantee.
  - D. Indirect costs charged to this grant shall not exceed the approved indirect cost rate of the El Dorado County Superintendent established by the California Department of Education's School Fiscal Services Division. For fiscal year 2013-2014 this rate has been set at 8.9% (rounded to nearest tenth).
  - E. Monthly Budget Reports to the Commission shall be submitted per Attachment II along with detailed records supporting all reported expenditures. Copies of such records will be available to the Commission for review upon request at Grantee's place of business. Any Subcontractor paid by the Grantee as authorized by the Commission, shall be required by

7. **INSURANCE:** The Grantee shall maintain a commercial general liability insurance policy in the amount of one million dollars (\$1,000,000.00). Where the services to be provided under this Contract involve or require the use of any type of vehicle by the grantee in order to perform said services, the Grantee shall also provide comprehensive business or commercial automobile liability coverage including non owned and hired automobile liability in the amount of \$300,000.00.

Said policies shall remain in force throughout the life of this Contract, and shall be payable on a "per occurrence" basis unless the Commission specifically consents to a "claims made" basis. If the Commission does not consent to "claims made" coverage, the Grantee shall purchase "tall" coverage in the event that the Grantee changes insurance carriers during the term of this Contract or for one year thereafter. Proof of such "tall" coverage shall be required at any time during the term of this Contract that the Grantee changes to a new carrier prior to receipt of any payments due.

The Commission shall be named as an additional insured on the commercial general liability policy. The insurer shall supply certificates of insurance and endorsements signed by the insurer evidencing such insurance to the Commission prior to commencement of work, and said certificates and endorsements shall provide for a minimum ten (10) day advance notice by the Commission of any termination or reduction in coverage.

Failure to provide and maintain the insurance required by this Contract will constitute a material breach of the contract. In addition to any other available remedies, the Commission may suspend or recover payments to the Grantee for any work conducted during any time that insurance was not in effect and until such time as the Grantee provides adequate evidence that Grantee has obtained the required coverage. "Public agencies" (County Departments, cities, school districts, etc.) are exempt from this requirement.

8. **WORKER'S COMPENSATION:** The Grantee acknowledges that it is aware of the provisions of the Labor Code of the State of California which requires every employer to be insured against liability for worker's compensation or to undertake self insurance in accordance with the provisions of that Code and it certifies that it will comply with such provisions before commencing the performance of the work of this Contract. (Statutory or \$1,000,000. Employers Liability-minimum \$100,000)
9. **NONDISCRIMINATORY EMPLOYMENT:** In connection with the execution of this Contract, the Grantee shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, political affiliation, ancestry, marital status or disability. This policy does not require the employment of unqualified persons.
10. **SUBCONTRACTING:** The grantee shall not subcontract nor assign any portion of the work required by this Contract without prior written approval of the Commission except for any subcontract work identified herein.



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14. **RELATIONSHIP BETWEEN THE PARTIES:** It is expressly understood that in performance of the work under this Contract, the Grantee, and the agents and employees thereof, shall act as an independent contractor and not as officers, employees or agents of the Commission.
15. **TITLE TO PROPERTY:** Title to Property on any single item valued at \$1,000.00 or more shall remain with First 5 El Dorado for the first two years after purchase, thereafter Title to Property shall transfer to grantee unless otherwise agreed upon in writing.
16. **AMENDMENT:** This Contract may be amended or modified only by written agreement of all the parties. Grantee agrees to provide immediate written notice to the Commission if significant changes or events occur during the term of this contract which could potentially impact the progress or outcome of the grant including, but not limited to, changes in the Grantees management personnel, loss of funding, revocation or suspension of the Grant Recipient's tax-exempt status (if applicable) or license.
17. **AUTHORITY TO CONTRACT:** The undersigned person, if signing on behalf of an organization, warrants that he or she has the authority to enter into this Contract on behalf of the Grantee organization.
18. **JURISDICTION AND VENUE:** This Contract shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in El Dorado County, California.
19. **INDEMNIFICATION:** To the fullest extent allowed by law, Grantee shall defend, indemnify and hold Commission harmless against and from any and all claims, suits, losses, demands, and liability for damages including attorneys-fees and other costs of defense brought for or on account of injuries to or death of any person, or damage to any property, or any economic, consequential or special damages which are claimed or which shall in any way arise out of or be connected with services, operations or performance hereunder, caused by Grantee's negligence. This duty of Grantee to indemnify and save Commission harmless expressly includes the duties to defend set forth in California Civil Code section 2778. Commission shall give Grantee prompt written notice of any such demand, claim or suit against it, and Commission shall have the right to compromise or defend the same to the extent of his own interest.

To the fullest extent allowed by law, the Commission shall defend, indemnify, and hold the Grantee, and their officers, employee's agents, and representatives harmless against and from any and all claims, suites, losses, demands, and liability for damages, including attorney's fees and other costs of defense brought for or on account of damage to any property, or any economic, consequential or special damages which are claimed or which shall in any way arise out of or be connected with services, operations or performance hereunder, caused by Commission's

26. **DATA COLLECTION:** Grantee agrees to collect data and report to the Commission for the purposes of program planning and evaluation. Grantee agrees to maintain a roster of children, parents/guardians, other family members and early care and education providers served through this grant for the purposes of reporting unduplicated counts. Data collection shall include, but is not limited to:
- A. Unduplicated count of the number children less than 3 years of age, and 3 through 5 years of age by ethnicity and primary language that receive services through this First 5 El Dorado grant (see Attachment III).
  - B. Unduplicated count of the number of parents/guardians/other family members of children 0-5 years of age by ethnicity and primary language that receive services through this First 5 El Dorado grant (see Attachment III).
  - C. Unduplicated count of the number of early care and education providers of children 0-5 years of age that receive services through this First 5 El Dorado grant (see Attachment III).
  - D. First 5 El Dorado Parent Surveys (Attachment VI) to be offered to each family that receives services through this First 5 El Dorado grant.

27. **CONFIDENTIALITY AND INFORMATION SECURITY PROVISIONS:**

- A. The Commission and Grantee ("Parties") shall both comply with applicable laws and regulations, including but not limited to The Code of Federal Regulations, Title CFR45, parts 160-164, regarding the confidentiality and security of personal identifiable information (PII).

Personal identifiable information (PII) means any information that identifies, relates to, describes, or is capable of being associated with, a particular individual, including but not limited to, his or her name, signature, social security number, passport number, driver's license or state identification card number, insurance policy number, education, employment, employment history, bank account number, credit card number, or any other financial information.

- B. Permitted Uses and Disclosures of PII by the Commission and Grantee:

- (1) Permitted Uses and Disclosures. The Parties hereto shall each develop and maintain an information privacy and security program that includes the implementation of administrative, technical, and physical safeguards appropriate to the size and complexity of its operations and the nature and scope of its activities. The information privacy and security programs must reasonably and appropriately protect the confidentiality, integrity, and availability of the PII that it creates, receives, maintains, or transmits; and prevent the use or disclosure of PII other than as provided for in this Agreement. Except as otherwise provided in this

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D. **Mitigation of Harmful Effects.** To mitigate, to the extent practicable, any harmful effect that is known of a use or disclosure of PII by each Party or its subcontractors in violation of the requirements of this Agreement.

E. **Agents and Subcontractors of the Consultant.** To ensure that any agent, including a subcontractor that receives PII for the purposes of this contract shall comply with the same restrictions and conditions that apply through this Agreement to both Parties with respect to such information.

F. **Notification of Electronic Breach or Improper Disclosure.** During the term of this Agreement, either Party shall notify the other immediately upon discovery of any breach of PII and/or data, where the information and/or data is reasonably believed to have been acquired by an unauthorized person. Immediate notification shall be made to the County Privacy Officer, within two business days of discovery, at (530) 621-5572, or to First 5 El Dorado Children and Families Commission at (530) 622-5787, as appropriate. Prompt corrective action shall be taken to cure any deficiencies and any action pertaining to such unauthorized disclosure required by applicable Federal and State laws and regulations. The Party in breach shall investigate such breach and provide a written report of the investigation to the County Privacy Officer and/or First 5 as appropriate, postmarked within thirty (30) working days of the discovery of the breach.

**28. MEDI-CAL OUTREACH & MEDI-CAL ADMINISTRATIVE ACTIVITIES (MAA) FUNDING:**

A. Based on the principles of First 5 El Dorado to maximize opportunities for screening children aged 0-5 for health insurance, staff supported through this agreement shall:

1. Ensure children 0 through 5 years of age and their families are informed of and screened for eligibility for Medi-Cal and other health insurance programs.
2. Assist individuals in determining their eligibility for Medi-Cal and other health insurance programs.
3. Ensure all children 0 through 5 year of age and their families are referred to appropriate health care services.

B. Staff supported through this agreement shall spend 5% of the time charged to this contract providing Medi-Cal Outreach and linkages to services that support beneficiaries and potential beneficiaries to gain access to Medi-Cal and other public behavioral health, health and other services that improve their wellbeing and health outcomes. Activities will include:

1. **Medi-Cal Outreach** - Providing Medi-Cal information to potentially Medi-Cal eligible people and encouraging potentially eligible people to apply for Medi-Cal. Bringing potential eligible people into the Medi-Cal system for the purpose of determining



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IN WITNESS WHEREOF, The parties have executed this Contract on the date written

APPROVED BY: CHILDREN AND FAMILIES COMMISSION OF EL DORADO COUNTY

*Janet Slatman*  
Commissioner

6/21/13  
Date

*Vicki L. Bond*  
Commissioner

6/26/13  
Date

*Kathy Guerrero*  
Managing Director

6/21/13  
Date

GRANTEE: COUNTY OF EL DORADO

Dated: 7/16/13

*[Signature]*

Ron Briggs, Chair  
Board of Supervisors  
"County"

ATTEST:  
James S. Mitrison  
Clerk of the Board of Supervisors

By: *Maicie MacFarland*

Dated: 7/16/13



Scope of Work & Scope of Work Report

<b>Initiative Name:</b>	Ready to Read @ Your Library	<b>FY 13-14 Budget</b>	\$212,500
<b>Commission Outcomes &amp; Objectives:</b> By June 2017, increase the % of parents that read to their children every day to at least 85%.			
<b>Grantee:</b> El Dorado County Library		<b>Contract Number:</b> # 1314-90004-14-508	
<b>Contact Person:</b> Jeanne Amos		(530) 621-5546	jeanne.amos@eldoradolibrary.org
<b>Contract Period:</b> July 1, 2013 – June 30, 2014			

<b>Strategy:</b>	Provide parents with information and resources about early literacy.
<b>Process Measure:</b>	Increase the number and percentage of families that understand the importance of reading to children on a regular basis
<b>Activities:</b>	<ul style="list-style-type: none"> <li>➤ Inform families of the importance of reading to your child on a daily basis</li> <li>➤ Promote the assistance available through the CHI for obtaining Medi-Cal and connecting to health service providers in the community that accept Medi-Cal</li> <li>➤ Provide families with emergent literacy activities and materials</li> <li>➤ Demonstrate to families how to develop early literacy skills in their children</li> </ul>

	Quantity (Number)	Progress	Quality (Rate or Percentage)	Progress
<b>Effort</b>	During FY 13-14, R2R@YL staff will present information and materials that inform parents/guardians about the benefits of reading to children on a regular basis to at least <b>1,600</b> parents/guardians of children 0-5. <b>(minimum # of parents/guardians served over last 3 years=1,609)</b>		During FY 13-14, at least <b>85%</b> of parents/guardians that participate in R2R@YL services will report that they learned about the importance of reading to children on a daily basis through R2R@YL.	
<b>Effect</b>	During FY 13-14, at least <b>1,600</b> parents/guardians of children 0-5 will participate in Ready to Read @ Your Library services.		During FY 13-14, at least <b>85%</b> of parents/guardians that participate in Ready to Read @ Your Library services will (report/demonstrate) that they know these activities help to develop early literacy skills in their children (i.e. reading, singing, playing, talking, writing).	
<b>Tools:</b>	Library Storytime Registration, First 5 El Dorado Parent Surveys			





Scope of Work & Scope of Work Report

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<b>Contact Person:</b> Jeanne Amos		(530) 621-5546	jeanne.amos@eldoradolibrary.org
<b>Contract Period:</b> July 1, 2013 – June 30, 2014			

<b>Strategy:</b>	Provide parents with prevention services to optimize early learning opportunities for children.
<b>Process Measure:</b>	Increase the number and percentage of families with children 0-5 that utilize library services
<b>Activities:</b>	<ul style="list-style-type: none"> <li>➤ Provide Early Literacy Programs and Activities for families with children 0-5 years of age at County Library sites.</li> <li>➤ Provide “Mother Goose on the Loose” Storytimes in English and Spanish for families with children less than 2 years of age.</li> <li>➤ Provide “Toddler Storytimes – 2’s &amp; 3’s On the Go”</li> <li>➤ Provide “Let’s Read Together” Storytimes for families with children 0-5 years of age.</li> <li>➤ Inform families of the benefits of having a Library Card and utilizing library services</li> <li>➤ Promote library services available to develop early literacy skills in children 0-5</li> <li>➤ Distribute books to families that register for Ready to Read @ Your Library Programs</li> </ul>

	Quantity (Number)	Progress	Quality (Rate or Percentage)	Progress
<b>Effort</b>	During FY 13-14, R2R@YL staff will offer at least <b>700</b> storytimes and early literacy activities for families with children 0-5 at County Library locations. <b>(a minimum of 46 weekly early literacy activities for families with children 0-5 at 6 locations throughout the county, most locations have at least 2 early literacy programs and activities planned each week for 46 weeks)</b>		During FY 13-14, average attendance will be at least <b>10</b> children 0-5 and <b>10</b> parents/guardians will attend each Early Literacy Programs and Activities held at each location. (Average attendance/storytime/location)	
<b>Effect</b>	During FY 13-14, at least <b>2,000</b> children 0-5 and <b>1,600</b> parents/guardians will register for Early Literacy Programs and Activities across all sites.		During FY 13-14, at least <b>85%</b> of parents/guardians that attend R2R@YL Early Literacy Programs will report that they have checked out books for their children.	

<b>Tools:</b>	Storytime Statistic Log Tracking System (Excel Spreadsheet), Attendance Tracking, F5ED Parent Surveys
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Scope of Work & Scope of Work Report

<b>Initiative Name:</b>	Ready to Read @ Your Library	<b>FY 13-14 Budget</b>	\$212,500
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<b>Contact Person:</b> Jeanne Amos	(530) 621-5546	jeanne.amos@eldoradolibrary.org	
<b>Contract Period:</b> July 1, 2013 – June 30, 2014			

<b>Strategy:</b>	Provide ECE Providers with information and resources about early literacy.
<b>Process Measure:</b>	Increase the number and percentage of ECE Providers that utilize library services
<b>Activities:</b>	<ul style="list-style-type: none"> <li>➢ Inform ECE Providers of the importance of reading to children on a daily basis</li> <li>➢ Inform ECE Providers of the benefits of having a Library Card and utilizing library services</li> <li>➢ Identify library services available to develop early literacy skills in children 0-5</li> <li>➢ Assist ECE Providers to include emergent literacy best practices in a family engagement plan</li> <li>➢ Demonstrate to ECE Providers how to utilize Library resources and services to develop early literacy skills in children 0-5</li> </ul>

	Quantity (Number)	Progress	Quality (Rate or Percentage)	Progress
<b>Effort</b>	During FY 13-14, R2R@YL staff will inform at least <b>35</b> early care and education sites of the benefits of reading to children on a daily basis. <b>(H5Q goal is to have at least 50 ECE sites participating during FY 13-14)</b>		During FY 13-14, at least <b>85%</b> of early care and education sites that receive R2R@YL services will (report/demonstrate) that they know the benefits of reading to children on a daily basis.	
<b>Effect</b>	During FY 13-14, at least <b>20</b> ECE sites that receive R2R@YL services will develop a family engagement plan that includes emergent literacy strategies that encourage daily reading children.		During FY 13-14, at least <b>85%</b> of ECE sites that receive R2R@YL services will (report/demonstrate) that they utilize best practices to support emergent literacy for the children in their care. (ELLCO, ECERS & ITERS Subscales/Language & Literacy Promotion Survey?)	

<b>Tools:</b>	ECE Provider survey, retrospective post or Pre/Post
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Scope of Work & Scope of Work Report

<b>Initiative Name:</b> Ready to Read @ Your Library		<b>FY 13-14 Budget</b>	\$212,500	
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<b>Grantee:</b> El Dorado County Library		<b>Contract Number:</b> # 1314-90004-14-508		
<b>Contact Person:</b> Jeanne Amos		(530) 621-5546	jeanne.amos@eldoradolibrary.org	
<b>Contract Period:</b> July 1, 2013 – June 30, 2014				
<b>Strategy:</b>		Collaborate with community partners to increase access to services.		
<b>Process Measure:</b>		Increase the # and % of parents/guardians with children 0-5 that connect to services that meet their needs.		
<b>Activities:</b>		<ul style="list-style-type: none"> <li>➤ Provide "Play to Grow" services for families with children 0-5 years of age.</li> <li>➤ Promote Commission Initiative and other community services for families with children 0-5</li> </ul>		
	<b>Quantity (Number)</b>	<b>Progress</b>	<b>Quality (Rate or Percentage)</b>	<b>Progress</b>
<b>Effort</b>	During FY 13-14, R2R@YL staff will schedule at least <b>24</b> presentations with community service providers at Early Literacy Events and Activities to inform parents/guardians of children 0-5 about the availability of: health services including Medi-Cal, newborn home visits, Ages & Stages screenings, quality early care and education services, and other community resources. <b>(44 Play to Grow Workshops during FY 12-13)</b>		During FY 13-14, at least <b>85%</b> of parents/guardians that participate in Play to Grow Workshops will report that they learned about services available in the community.	
<b>Effect</b>	During FY 13-14, at least <b>200</b> parents/guardians of children 0-5 will learn how to connect to services available in the community to meet their needs through the Library.		During FY 13-14, at least <b>85%</b> of parents/guardians that participate in R2R@YL services will report that they see the Library as a place to learn about and connect to services that meet their needs.	
<b>Tools:</b>	Storytime Calendars, Attendance Tracking, Play to Grow Follow Up Surveys			



Budget/Invoice Form (DRAFT)

Due Monthly by the 2nd Friday of the Month

Grantee Name: El Dorado County Library								
Project Name: Ready to Read @ Your Library								
Contract Number: 1314-90004-17-508								
Contact Name & Title: Jeanne Amos								
Fiscal Year: 2013-2014								
Reporting Period: July 2013								
Budget Item			Total Approved Budget Amount	Billed this Period		Previous Statement YTD	Total YTD Billed	Unexpended Balance
	Salary	Benefits		Salary	Benefits			
<b>Personnel:</b>								
1) ECLS (4 - .7 FTEs) + Additional Staff	\$ 179,790	\$ -	\$ 179,790			\$ -	\$ -	\$ 179,790
		\$ -	\$ -			\$ -	\$ -	\$ -
		\$ -	\$ -			\$ -	\$ -	\$ -
<b>Subtotal Personnel</b>	<b>\$ 179,790</b>	<b>\$ -</b>	<b>\$ 179,790</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 179,790</b>
<b>Operating Expenses:</b>								
5) Rent and Utilities						\$ -	\$ -	\$ -
6) Supplies/Materials			\$ 9,600			\$ -	\$ -	\$ 9,600
7) Telephone						\$ -	\$ -	\$ -
8) Postage/Mailing						\$ -	\$ -	\$ -
9) Reproduction/Copying/Publicity			\$ -			\$ -	\$ -	\$ -
10) Equipment Lease						\$ -	\$ -	\$ -
11) Travel & Mileage			\$ 3,860			\$ -	\$ -	\$ 3,860
12) Training & Conferences			\$ -			\$ -	\$ -	\$ -
13) Consultants			\$ -			\$ -	\$ -	\$ -
14) Books			\$ 19,250			\$ -	\$ -	\$ 19,250
15)						\$ -	\$ -	\$ -
16)						\$ -	\$ -	\$ -
17)						\$ -	\$ -	\$ -
18)						\$ -	\$ -	\$ -
<b>Subtotal Operating:</b>			<b>\$ 32,710</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 32,710</b>
<b>Indirect Expenses:</b>								
			Indirect Cost (8.9% Max)			\$ -	\$ -	\$ -
<b>TOTAL COSTS</b>			<b>\$ 212,500</b>	<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 212,500</b>

	Estimated Annual	This Month	Previous Month YTD	Total YTD
MAA Claim (5% of Personnel Expenditures):	\$ 8,990	\$ -	\$ -	\$ -

I hereby state that the budget items requested do not supplant any existing revenue sources, or any existing program. I certify that all statements in this report are true and correct.

\*Proper backup documentation sufficient to support all reported expenditures must be attached to this form. (timesheets, receipts, paid invoices, etc.)

Print Name of Program Contact Person or Authorized Representative \_\_\_\_\_

Signature: Program Contact Person or Authorized Representative \_\_\_\_\_

For Commission Use Only-Do Not Fill In Shaded Area			
		TOTAL REIMBURSEMENT APPROVED	<input type="text"/>
Date Received			
Signature of Authorized Fiscal Staff	Date	Signature of Authorized First 5 Staff	Date
Signature -Executive Director	Date		



# Population Served Report

Submit along with Semi-Annual Reports

FY: 2013-2014

First 5 El Dorado  
2776 Ray Lawyer Drive  
Placerville, CA 95667

Project Name  
Contract #

Grantee Name & Contact Person  
Grantee Address  
Grantee Phone  
Grantee Email

Population Served (Unduplicated Yearly Counts)	Q1 & Q2	Q3 & Q4	YTD Total
Children Less than 3 Years of Age			0
Children 3 through Five Years of Age			0
Children 0-5 (Ages Unknown)			0
<b>Total Children 0-5</b>	<b>0</b>	<b>0</b>	<b>0</b>
Parents/Guardians			0
Other Family Members			0
Providers			0

Ethnic Breakdown of Population Served	Children 0-5			Parents/Guardians			Other Family Members		
	Q1 & Q2	Q3 & Q4	YTD Total	Q1 & Q2	Q3 & Q4	YTD Total	Q1 & Q2	Q3 & Q4	YTD Total
Alaska Native/American Indian			0			0			0
Asian			0			0			0
Black/African-American			0			0			0
Hispanic/Latino			0			0			0
Pacific Islander			0			0			0
White			0			0			0
Multiracial			0			0			0
Other/Unknown			0			0			0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Primary Language (Spoken in the Home)	Children			Parents/Guardians			Other Family Members		
	Q1 & Q2	Q3 & Q4	YTD Total	Q1 & Q2	Q3 & Q4	YTD Total	Q1 & Q2	Q3 & Q4	YTD Total
English			0			0			0
Spanish			0			0			0
Other (Please Specify):			0			0			0
Other (Please Specify):			0			0			0
Unknown			0			0			0
	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Print Name of Program Contact Person or Authorized Representative

Signature: Program Contact Person or Authorized Representative

Date Received \_\_\_\_\_ Signature of Authorized First 5 Staff \_\_\_\_\_ Date \_\_\_\_\_



**Semi-Annual PROGRESS REPORT**

**Reporting Period (Check One):**

Q1 & Q2: July – Dec.

Q3 & Q4: Jan – June

<b>Agency Name:</b>
<b>Project Title:</b>
<b>Contact Name &amp; Title:</b>
<b>Email Address:</b>
<b>Phone:</b>

<p><b>1. Did you experience any noteworthy successes? Identify and list possible contributing factors.</b></p>
<p><b>2. Did you encounter any unexpected difficulties or barriers? Identify and explain how they were/are being addressed.</b></p>



**Budget Revision Request Form  
Attachment V**

<b>Grantee Name:</b> El Dorado County Library				
<b>Project Name:</b> Ready to Read @ Your Library				
<b>Contract Number:</b> 1314-90004-17-508				
<b>Contact Name &amp; Title:</b> Jeanne Amos				
<b>Budget Period:</b> FY 2013-2014				
<b>Proposed Effective Date:</b>				
<b>Budget Item</b>	<b>Approved Budget Amount</b>	<b>Proposed Budget Adjustment * Amount to Increase (+) or decrease (-)</b>	<b>Proposed Local Budget</b>	<b>% Change</b>
<b>Personnel:</b>				
1) ECLS (4 - .7 FTEs) + Additional Staff	\$179,790.00		\$179,790.00	0%
0	\$0.00		\$0.00	#DIV/0!
0	\$0.00		\$0.00	#DIV/0!
0	\$0.00		\$0.00	
<b>Subtotal Personnel:</b>	<b>\$179,790.00</b>	<b>\$0.00</b>	<b>\$179,790.00</b>	<b>0%</b>
<b>Operating Expenses:</b>				
5) Rent and Utilities	\$0.00		\$0.00	
6) Supplies/Materials	\$9,600.00		\$9,600.00	0%
7) Telephone	\$0.00		\$0.00	
8) Postage/Mailing	\$0.00		\$0.00	
9) Reproduction/Copying/Publicity	\$0.00		\$0.00	
10) Equipment Lease	\$0.00		\$0.00	
11) Travel & Mileage	\$3,860.00		\$3,860.00	0%
12) Training & Conferences	\$0.00		\$0.00	
13) Consultants	\$0.00		\$0.00	
14) Books	\$19,250.00		\$19,250.00	0%
15)	\$0.00		\$0.00	
16)	\$0.00		\$0.00	
17)	\$0.00		\$0.00	
18)	\$0.00		\$0.00	
<b>Subtotal Operating:</b>	<b>\$32,710.00</b>	<b>\$0.00</b>	<b>\$32,710.00</b>	<b>0%</b>
<b>Indirect Expenses:</b>				
Indirect Cost (8.9% max)	\$0.00	\$0.00	\$0.00	
<b>TOTAL COSTS</b>	<b>\$212,500.00</b>	<b>\$0.00</b>	<b>\$212,500.00</b>	<b>0%</b>

*\*Please attach a Budget Revision Request Narrative explaining each budget revision requested by line item.*

Jeanne Amos, Library Director

Print Name of Program Contact Person or Authorized Representative

Signature: Program Contact Person or Authorized Representative

DATE

For Commission Use Only - Do Not Fill In Shaded Area

Program Coordinator

Date

Executive Director

Date



**Budget Revision Narrative**

Please explain each budget revision requested by line item.

Jeanne Amos, Library Director

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Print Name of Program Contact Person or Authorized Representative

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Signature: Program Contact Person or Authorized Representative





*Is your child Ready?*



*5 ways to maximize your child's learning*

- ✓ **Take your child to all well-child visits and see a dentist by your child's first birthday.**
- ✓ **Schedule a home visit for your newborn.**
- ✓ **Make sure your child is developing on track.**
- ✓ **Read with your child each day.**
- ✓ **Choose quality child care programs.**



Healthy

Caring

Growing

Learning

Connected

[www.first5eldorado.com](http://www.first5eldorado.com) (530) 622-5787

*Growing Children, One by One...*

### *First 5 El Dorado can help*

**How do I find a doctor, dentist or get health insurance?**

Contact the Children's Health Initiative to start your child's path to a healthy life.

**Children's Health Initiative**

(800) 388-8690

S Lake Tahoe (530) 573-3155

**Who can I talk to about caring for my newborn?**

Marshall Medical and Barton Hospital nurses visit families with newborn children by appointment.

**Best Beginnings**

(530) 626-2770 x2315

S Lake Tahoe (530) 543-5547

**Is my child developing like other children their age?**

Call for a development questionnaire and personalized support for every day parenting.

**Together We Grow**

(530) 295-2403

S Lake Tahoe (530) 543-8202

**Where do I go for books and fun literacy activities?**

Visit your local library for books, story times, and make and take activities.

**Ready to Read @ Your Library**

Placerville (530) 621-5540

S Lake Tahoe (530) 573-3185

Cameron Park (530) 621-5500

El Dorado Hills (916) 358-3504

Pollock Pines (530) 655-2498

Georgetown (530) 333-4724

**What is a quality child care program?**

Find out what to look for when choosing quality child care.

High 5 For Quality (530) 295-2403

### *Get connected*

**What is First 5 El Dorado Children and Families Commission?**

First 5 El Dorado is funded by tobacco tax revenues (Prop 10). The Commission is committed to developing a comprehensive early childhood system to promote nurturing, stable and loving family environments so that all children enter school physically and emotionally healthy, ready to learn.

**What is Ready?**

According to the research, an early childhood system provides access to health insurance and medical homes, family support services, developmental screenings, parent education, family literacy, and expanding access to high quality early care and education programs.

**Is my community Ready?**

First 5 El Dorado funds five research based, early childhood services in each community: Children's Health Initiative, Best Beginnings, Together We Grow, Ready to Read @ Your Library and High 5 for Quality.

**How can I help my community get Ready?**

Contact the Commission to help children in your community get Ready: Divide Ready by 5, Georgetown Divide; Lake Tahoe Collaborative, South Lake Tahoe; Western Slope Ready by 5, Western Slope

### *Contact the Commission*

2776 Ray Lawyer Drive, Placerville, CA 95667

Phone: (530) 622-5787 Fax: (530) 622-6761

[www.first5eldorado.com](http://www.first5eldorado.com)



¿Está preparado su niño?



5 maneras de apoyar el desarrollo sano de su niño

- ✓ Lleve a su niño a todos sus chequeos médicos y al dentista antes de cumplir 1 año.
- ✓ Reciba una visita en casa de las enfermeras de Mejores Comienzos para su recién nacido.
- ✓ Asegúrese de que su niño está desarrollándose como debería.
- ✓ Lee con su niño cada día.
- ✓ Elija guarderías y programas pre-escolares de alta calidad.



Sanos

Cariñosos

Creciendo

Aprendiendo

Conectados

www.first5eldorado.com (530) 622-5787

### Primeros 5 El Dorado Ofrece Ayuda

¿Cómo puedo encontrar un médico, dentista o conseguir seguro médico para mi niño? Contacte La Iniciativa de La Salud Infantil para empezar el camino hacia una vida sana para su niño.

La Iniciativa de La Salud Infantil

(800) 388-8690

S Lake Tahoe (530) 573-3155

¿Con quién puedo hablar sobre cómo cuidar a mi recién nacido? Las enfermeras de los hospitales de Marshall y Barton hacen visitas a las casas de familias con recién nacidos.

Mejores Comienzos

(530) 626-2770 x2315

S Lake Tahoe (530) 543-5547

¿Está desarrollándose mi niño como debería?

Llame para pedir un cuestionario de desarrollo de "Edades y Etapas" y para recibir apoyo personalizado.

Juntos Crecemos

(530) 295-2403

S Lake Tahoe (530) 543-8202

¿Adonde puedo ir para libros y actividades divertidas que apoyan la lectura en familia?

Visite la biblioteca en su comunidad para libros, horas de cuentos, y actividades divertidas para los niños y sus padres.

Listos para Leer @ Su Biblioteca

Placerville (530) 621-5540

S Lake Tahoe (530) 573-3185

Cameron Park (530) 621-5500

El Dorado Hills (916) 358-3504

Pollock Pines (530) 655-2498

Georgetown (530) 333-4724

¿Cómo puedo encontrar un programa pre-escolar de alta calidad? Aprenda sobre las características de un programa pre-escolar de alta calidad.

"High 5" por La Calidad (530) 295-2403

Criando a los Niños, Uno por Uno...

### Conéctense

¿Qué es la Comisión?

Primeros 5 El Dorado recibe fondos por medio de los impuestos estatales en el tabaco (Proposición 10). La Comisión se enfoca en establecer un sistema de servicios para niños menores de 6 años que apoya a familias para que sean estables y cariñosas, y para que todos los niños entren a la escuela físicamente y emocionalmente sanos, y preparados para aprender.

¿Qué servicios preparan a los niños para aprender?

La investigación científica indica que un sistema de servicios para niños debería proveer: acceso a seguros y servicios médicos, servicios de apoyo para familias, chequeos de desarrollo e información sobre cómo apoyar el desarrollo sano en los niños, actividades que apoyan la lectura en familia, y acceso a guarderías y programas pre-escolares de alta calidad.

¿Está preparada mi comunidad?

Primeros 5 El Dorado patrocina cinco servicios que preparan a los niños y apoyan a sus familias en cada comunidad del condado: La Iniciativa de La Salud Infantil, Mejores Comienzos, Juntos Crecemos, Listos para Leer @ Su Biblioteca y "High 5" por La Calidad.

¿Cómo puedo ayudar a mi comunidad?

Contacte la Comisión para ayudar a los niños en su comunidad a estar preparados. Hay un grupo en cada región del condado: Divide Ready by 5: Georgetown Divide; Lake Tahoe Collaborative: South Lake Tahoe; Western Slope Ready by 5: Western Slope

### Contacte la Comisión

2776 Ray Lawyer Drive, Placerville, CA 95667

Phone: (530) 622-5787 Fax: (530) 622-6761

www.first5eldorado.com



# *The Path to Good Health:*



**Step 1: Get Health Insurance for your child**

**Step 2: Identify a doctor and dentist for your child**

**Step 3: Take your child for regular check-ups**

**Step 4: Know your child's health history**

**Step 5: Keep your child's health Insurance**

**Step 6: Keep track of Documents**

# (800) 388-8690

**El Dorado County Health and Human Services Agency, Public Health Division**

## **Children's Health Initiative**



Parent/Guardian Privacy Notice: The law requires us to tell you what we will do with any personal information you choose to send us on this form. I understand that the information given on this form is confidential and will not be used for any purpose other than use by a certified application assistant of El Dorado County Health Services Department, Public Health Division. If you have questions about this form, please call 1-800 388-8690.

Parent/Guardian Name: \_\_\_\_\_ Sign: \_\_\_\_\_

Day-time phone number: (    ) \_\_\_\_\_ - \_\_\_\_\_

Residence address: \_\_\_\_\_

# “Buenas Noticias”

## Seguro Médico está Disponible para Ni-



¿Tiene usted un(a) niño(a) sin seguro médico? (Sí) (No)

Si su hijo tiene 18 años o menos, podrán calificar para Medi-Cal u otro seguro de salud de bajo costo que cubre medico, dental y visión. Asistencia **gratuita** está disponible para ayudarle con el proceso de solicitud. Al completar la siguiente información está dando permiso a un asistente de seguro de salud de El Dorado County Children's Health Initiative ponerse en contacto con usted para determinar qué plan de seguro su hijo califica.

# (800) 388-8690

Departamento de Servicios de Salud del Condado de El Dorado

## Children's Health Initiative



Noticia de Privacidad para el padre/tutor: La ley nos requiere informarle qué haríamos con información que usted decida mandarnos en este formulario. Entiendo que la información proporcionada en este formulario es confidencial y no se va a usar para otro propósito mas que para el uso de un asistente certificado de solicitudes del Departamento de Servicios de Salud del Condado de El Dorado. Si usted tiene preguntas acerca de este formulario, favor de llamar al 1-800-388-8690.

Nombre de padre/tutor: \_\_\_\_\_ Firma: \_\_\_\_\_

Número de teléfono de día: (    ) \_\_\_\_\_ - \_\_\_\_\_

Dirección física: \_\_\_\_\_