**Family Center**
OF WASHINGTON COUNTY
*fostering the positive growth and development of young children and their families*

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RECEIVED
OCT 27 2016
MARSHFIELD, VERMONT
TOWN CLERK'S OFFICE

October 24, 2016

Bobbi Brimblecombe, Town Clerk
Budget Committee Members
Town of Marshfield
122 School St., Room 1
Marshfield, VT 05658

Dear Ms. Brimblecombe and Budget Committee Members:

With this letter, the Family Center of Washington County respectfully requests funding of $300 in the budget to go before the voters in 2017, the same as last year's request.

During our last fiscal year, July 1, 2015 – June 30, 2016, it was our pleasure to serve 51 members of the Marshfield community through our array of child development and family support services. Enclosed with this letter is a Summary Report for Marshfield, a Request for Appropriation from the Town of Marshfield and our most recent financial statement. We look forward to continuing our activities in Marshfield during the coming year.

Thank you for your on-going assistance in facilitating this request to be on your town meeting ballot. Your support is important – it demonstrates to government agencies and private foundations that we have the support of communities where we provide services.

Sincerely,

Joann

Joann K. Jenkins
Administrative Manager

Enclosures

**REQUEST FOR APPROPRIATION FROM THE TOWN OF MARSHFIELD**

Name of organization: Family Center of Washington County

Address: 383 Sherwood Drive, Montpelier, Vermont 05602

Telephone number: (802) 262-3292

What type of services do you provide?
All services are available to Marshfield residents. Our 4 STAR Early Childhood Program (ECP) serves children from 6 weeks to 5 years as a traditional early childhood program as well as a therapeutic program for children with special physical or behavioral health needs. Our ECP also works in partnership with Washington County Mental Health to provide intensive services to children recovering from trauma backgrounds. Family Center services and programs include Children's Integrated Services-Early Intervention, Family Support Home Visiting, Family Works – a wrap-around support program for parenting teens, as well as community playgroups including our award winning Dads Playgroup, Welcome Baby Home Visiting, and parent education classes. The Family Center has long been recognized as a model of integration for children with and without disabilities and for families from diverse economic and social backgrounds. We are dedicated to investing resources in early care, education, and stronger families to foster healthier communities with decreased social, education, and health costs. With 51 professionals on staff, in FY'16 we served 3,643 individuals.

How do your services directly impact the citizens of Marshfield?
In the past year, Marshfield residents consulted our Child Care Resource and Referral service, received Child Care Financial Assistance, consulted our Child Care Provider Support services, participated in our Playgroups, participated in Parent Education workshops, attended our Community Events, were served by one of our Home Visiting services, received food and household items from our Food Pantry, and received employment training in our Job Development program.

How many Marshfield residents were served? 51

How do you calculate or justify the amount of money that you are requesting from us?
Population, number served, and level of service.

Last year's appropriation request: $300.00

Last year's grant: $250.00

Explanation of any increase in this year's request (if applicable):
We are respectfully requesting $300 in 2017, the same amount as last year.

Please include your most recent financial statement, and submit your request prior to December 1st. The Budget Committee will meet in December. Call for the meeting date (426-3305) or check the Town's website: http://town.marshfield.vt.us

Family Center
OF WASHINGTON COUNTY

# FAMILY CENTER OF WASHINGTON COUNTY

**....serving families in Marshfield**

The Family Center of Washington County fosters the positive growth and development of young children and their families. We offer services for children, youth and families, including: Early Care and Education, Children's Integrated Services-Early Intervention, Family Support Home Visiting, Specialized Child Care supports, Transportation, Child Care Provider supports, Reach Up and Job Development, Family Works, Child Care Financial Assistance, Child Care Referral, Welcome Baby visits, Strengthening Families Demonstration Project, Parent Education, and Playgroups for children from birth to five. For more information about Family Center programs and services, please visit: www.fcwcvt.org .

**Among the 51 individuals in Marshfield who benefited from the Family Center's programs and services from July 1, 2015 – June 30, 2016 were:**

* 3 **families** who consulted our **Child Care** and other **Resource and Referral services**, receiving assistance in finding child care to meet their needs, answering questions related to child care and child development, and receiving information about other community resources available to them.
*14 **families** who received **Child Care Financial Assistance**.
* 2 **licensed and registered child care providers** and other support agencies who consulted our **Child Care Provider Support** services, and received monthly newsletters and training on a wide variety of topics through home visits, conferences, and workshops.
* 3 **children and caregivers** who participated in our **Playgroups**. Playgroups are free, open to all families with children birth to five, and have no eligibility requirements. Children have a chance to play with others in a safe, stimulating and nurturing environment. Parents talk to other parents, draw upon each other for support, learn new skills from Playgroup Facilitators and get information about community resources.
* 7 **adults and children** who participated in **Parent Education** workshops and related activities for children.
* 3 **children and caregivers** who attended our **Community Events.**
* 8 **individuals** who were served by one of our **Home Visiting** services, providing parent and family education and support.
*10 **children** and **caregivers** who received food and household items from our newly created Food Pantry to help supplement their nutritional and basic needs of families we serve.
* 1 **individual** who received **employment training** in our **Reach Up Job Development**.

We are grateful for the support shown by the voters of Marshfield. For more information about Family Center programs and services, contact Information and Assistance at (802) 262-3292, Ext. 122.

*"...fostering the positive growth and development of young children and their families."*

# Family Center
OF WASHINGTON COUNTY

# ANNUAL REPORT

# FY'16

Family Center
OF WASHINGTON COUNTY

## FAMILY CENTER OF WASHINGTON COUNTY
***Working with Families* in CENTRAL VERMONT**

The Family Center of Washington County fosters the positive growth and development of young children and their families. We offer services for children, youth and families, including: Early Care and Education, Children's Integrated Services-Early Intervention, Family Support Home Visiting, Specialized Child Care supports, Transportation, Child Care Provider supports, Reach Up and Job Development, Family Works, Child Care Financial Assistance, Child Care Referral, Welcome Baby visits, Strengthening Families Demonstration Project, Parent Education, and Playgroups for children from birth to five. For more information about Family Center programs and services, please visit: www.fcwcvt.org .

**Among the 3,643 individuals in Central Vermont who benefited from the Family Center's programs and services from July 1, 2015 – June 30, 2016 were:**

- ***369** **families** who consulted our **Child Care** and other **Resource & Referral services**, receiving assistance in finding child care to meet their needs, answering questions related to child care and child development, and receiving information about other community resources available.
- ***971** **families** who received **Child Care Financial Assistance**.
- ***151** **licensed and registered child care providers** and other support agencies who consulted our **Child Care Provider Support** services, and received monthly newsletters and training on a wide variety of topics through home visits, conferences, and workshops.
- ***222** **children and *171 caregivers** who participated in one of our **Playgroups**. Playgroups are free, open to all families with children birth to five, and have no eligibility requirements. Children have a chance to play with others in a safe, stimulating and nurturing environment. Parents talk to other parents, draw upon each other for support, learn new skills from Playgroup Facilitators and get information about community resources.
- *** 81** **adults and *61 children** who participated in **Parent Education Workshops** and related activities for children.
- *** 72** **children** who attended our 4 STARS **Early Childhood Education** program.
- ***276** **children and parents** who attended our **Community Events**.
- ***697** **individuals** who were served by one of our **Home Visiting** services, providing parent and family education and support.
- ***452** **children and caregivers** who received food and household items from our newly created **Food Pantry** to help supplement their nutritional and basic needs of families we serve.
- *** 42** **children** who received **Transportation** assistance through our bus.
- *** 17** **young parents** who received **wrap around support** in our **Family Works program.**
- *** 61** **individuals** who received **Reach Up Job Development** skills and hands-on work experience.

**Contact Information and Assistance at (802) 262-3292, Ext. 122**
**for more information about Family Center programs and services.**

## Overview of Programs FY'17

### FAMILY DEVELOPMENT SERVICES

**Child Care Financial Assistance** – Determines eligibility for Vermont's child care subsidy program, which funds child care costs for low to middle income families.
**Child Care Referral** – Serves child care providers and families by connecting parents in need of child care with licensed child care centers and registered family child care providers that have openings. Also provide parents with information and support on what to look for in a quality child care program and referrals to other child development resources.
**Parent Education** – Classes and workshops are held on a regular basis and include the popular Parent Café which incorporates components of the previous popular "How to Talk so Kids Will Listen and Listen so Kids Will Talk," "Siblings Without Rivalry," as well as "1-2-3 Magic," among other topics of interest.
**Welcome Baby** – Home visiting program for families with new babies in Washington County to provide parents with information on community resources
**Family Support Visiting** – All families are eligible for short-term free home visiting services, regardless of income, if there is a child in the household age birth to 12. Parents and families are offered information and connected to a variety of supports and community resources, as they wish. They work with the five protective factors that Strengthening Families uses.
**Strengthening Families Demonstration Project** – The Family Center is one of three PCCs chosen for a pilot program called Strengthening Families Demonstration Project (SFDP). We completed our third year of the project and it has been a success with families and staff. The project brings together the DCF Family Services Division, the DCF Child Development Division, and Parent Child Centers in a special model designed to engage and strengthen particularly high need and high risk families. The project's primary objective is to engage and strengthen families to reduce the number of children coming into state custody. The project uses the Center for the Study of Social Policy's Strengthening Families Protective Factors as a framework for engaging, planning, and providing a range of supports and case management services.
**Playgroups** – For children newborn to age 5, free, community-based facilitated playgroup activities in Montpelier. Playgroup facilitators create play spaces for young children and parents – providing an opportunity for children and parents to interact, explore and socialize. Information about the Family Center and other community resources is available at each playgroup. *Baby Play* on Thursday mornings is especially tailored for children birth to 2 and their grownups and is facilitated by infant/toddler program staff. *Dads and Kids Playgroup* on Thursday nights provides a unique opportunity for fathers to interact with their young children and share experiences with other fathers. *Saturday Morning Playgroup* is for children birth to six and their adults. A new playgroup is held on the last Sunday of each month for families and children who use America Sign Language and is open to all.

### CHILD AND YOUTH DEVELOPMENT SERVICES

**Early Childhood Program** – On-site child care program for children ages 6 weeks – 5 years, serving 54 children daily. STARS accredited – 4 STARS, an inclusive program with priority for children of staff, Family Works participants and children in DCF custody. The Preschool is fully integrated with the Montpelier public school's Essential Early Education Program.
**Child Care Resources** – Serves child care providers by offering, through phone consultation and home visits, support on registration and state regulations, orientation, ongoing professional training opportunities, and newsletters. Also support local provider group leaders in four areas throughout the county. 802-262-3292, ext. 172 and 123
**Children's Integrated Services Child Care Coordinator** – Provides program support, technical assistance and case management and referrals for specialized child care providers, DCF case workers and families involved with CIS Specialized Services, also support state regulations and ongoing professional training opportunities.
**Integrated Systems Manager** – Coordination of the regional team of providers representing maternal-child health, family support, early intervention, and early childhood and family mental health services. The team works together on community outreach, referral, intake, case coordination and systems planning. Manager focus on service integration, quality oversight, RBA support work and data implementation.
**Children's Integrated Services-Family Support Home Visitors** – Home visiting program for pregnant women and children up to 5 who are receiving Medicaid. The program provides professional support, role modeling and advocacy for families facing life stressors. Its goal is to promote optimal health.
**Children's Integrated Services-Early Intervention** – Program serving families with children ages birth to three who have developmental delays or medical conditions that may lead to developmental delays. CIS-EI service coordination provides advocacy, developmental evaluations, developmental therapy, nutritional consultation, speech, occupational and physical therapy, and hearing and vision services to the families it serves through collaboration with school systems, private providers and an array of other agencies in Washington County.
**Specialized Transportation** – Transport authorized children in the Barre/Montpelier area from their homes to and from designated child care programs.
**Reach Up and Job Development** – Services for pregnant and parenting teens and young adults, created by the state to assist parents with the transition from welfare to economic self-sufficiency. Home visitors assist parents in identifying and pursuing goals such as going back to high school, enrolling in GED study, obtaining a driver's license and securing housing, as well as plugging into programs at the Family Center and other community agencies. Pregnant women (in the last month of pregnancy) and families with children apply for Reach Up cash benefits and 3Squares at Economic Services in Barre (McFarland Building on Perry Street). Referrals are then made to the Family Center for Reach Up case management.
**Family Works** – Provides comprehensive on-site supports to parents including parenting education and mentoring, life skills coaching, career and job readiness assessment and activities and hands-on work experience. A menu of individual and group activities are offered to participants and are designed to help parents meet personal and family goals. Parents have access to quality child care (either on-site or offsite in a licensed or registered facility) and on-site counseling services from our clinical director. Anyone can be referred to the Family Works program; however, preference is given to people who are interested in moving toward economic self-sufficiency and have personal goals related to obtaining parenting skill development and employment. Ongoing program supports are offered to the participant through the transition.

## Financial Statements for Fiscal Year ended June 30, 3016

## STATEMENT OF FINANCIAL POSITION

| Family Center of Washington County | | | | Percent of Income | Unaudited FY'16 Actual Income |
|---|---|---|---|---|---|
| **INCOME SOURCES FY'16** | | | | % | $ |
| State & Federal | | | | 65.09% | $1,633,898 |
| Local Towns | | | | 0.70% | $17,450 |
| United Way | | | | 0.17% | $4,236 |
| Fundraising | | | | 1.68% | $42,172 |
| Other - Fees for Service | | | | 28.42% | $713,316 |
| Other - Private Foundations | | | | 1.22% | $30,519 |
| Other - Grants | | | | 2.61% | $65,492 |
| Other - Misc. | | | | 0.08% | $2,006 |
| Deferred | | | | 0.04% | $1,127 |
| **Total** | | | | **100.00%** | **$2,510,215** |
| | | | | **Percent of Actual Expenses** | **FY'16 Actual Expenses** |
| **EXPENDITURES** | | **Percent of Expenses** | **FY'16 Budget** | % | $ |
| | | % | $ | | |
| Personnel (Total) | | 80.63% | $2,040,853 | 81.02% | $2,029,911 |
| *Break down by position:* | | | | | |
| Administration & Fundraising | | 13.84% | $350,313 | 10.77% | $269,734 |
| Early Childhood Program | | 18.95% | $479,715 | 20.47% | $512,924 |
| Child Care Support Services | | 9.61% | $243,246 | 9.02% | $225,994 |
| Central VT Building Bright Futures | | 2.57% | $64,949 | 2.68% | $67,199 |
| Family Support | | 35.66% | $902,630 | 38.08% | $954,060 |
| Insurance/Rent/Utilities | | 7.15% | $181,089 | 7.11% | $178,097 |
| Fundraising Costs | | 0.10% | $2,500 | 0.14% | $3,398 |
| Other - Travel/Training | | 1.65% | $41,870 | 1.34% | $33,650 |
| Other - Pass Through | | 1.57% | $39,824 | 2.16% | $54,110 |
| Other - Operating | | 8.89% | $225,029 | 8.24% | $206,363 |
| **Total** | | **100.00%** | $2,531,166 | **100.00%** | $2,505,528 |

Number of full-time paid staff positions (or full-time equivalents): 45 FTE / 51 Total Employees

Number of full-time volunteer staff position (or full-time equivalents) : 7 FTE

Family Center
OF WASHINGTON COUNTY

# BOARD MEMBERS
**July 28, 2016**

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Family Center
OF WASHINGTON COUNTY

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**September 2016**

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