



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1415-63**

**File ID:** K-1415-63

**Type:** Contract

**Status:** ATS Paused

**Version:** 1

**Reference:** Item No. 34

**In Control:** City Council

**Department:** Planning and  
Community  
Development  
Department

**Cost:** \$9,700.00

**File Created:** 10/10/2014

**File Name:** SVSC Contract with Community After School  
Program

**Final Action:**

**Title:** CONSIDERATION OF A RECOMMENDATION FROM THE SOCIAL AND VOLUNTARY SERVICES COMMISSION TO APPROVE A REQUEST FOR FUNDING IN THE AMOUNT OF \$9,700 AND ENTER INTO CONTRACT NO. K-1415-63 WITH COMMUNITY AFTER SCHOOL PROGRAM, INC.

**Notes:** ACTION TAKEN: Motion to approve or reject the recommendation from the Social and Voluntary Services Commission to fund a request in the amount of 9,700 from Community After School Program, Inc., and Contract No. K-1415-63; and, if approved, authorize the execution thereof and direct payment in the amount of \$9,700 to Community After School Program, Inc.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 10/28/2014

**Agenda Number:** 34

**Attachments:** Narrative on Agencies.pdf, K-1415-63 with CASP,  
CASP FYE 2015 App, CASP Req 10-14

**Project Manager:** Linda Price, Revitalization Manager

**Entered by:** linda.price@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File K-1415-63

Body

**BACKGROUND:** Funding for social service agencies of \$150,000 was established in the Fiscal Year 2014-2015 City of Norman budget adopted on June 10, 2014. Interested agencies were required to submit an application that required information regarding the overall mission of the agency, specific project for which funding was being requested, financial information including budget summary and projected budget, copy of most recent audit and copy of IRS tax exempt status letter. The application also required a list of the current board members and staff members of the agency.

Agency project funding will be on a reimbursement basis. Payment will be made as invoices with appropriate documentation of project execution and receipts are received.



**DISCUSSION:** On September 22, 2014, the Social and Voluntary Services Commission (SVSC) heard presentations from 21 social service agencies who had submitted applications for funding. The Commission held a subsequent meeting on September 29, 2014 to discuss the applications received and to determine their funding recommendations.

After consideration of the applicants, the SVSC Commission determined that 19 of the agencies would be recommended for funding to the Norman City Council at the October 28, 2014 meeting (see attached spreadsheet). Each of these agencies, if funded, will be visited a minimum of once during the fiscal year by Commission members. The members will visit each workplace and meet with agency staff. They inquire about future trends, what special challenges are ahead for the organization and how partnerships with others doing work in this field can be established. They evaluate and form an overall impression of the organization as well as determine contract compliance.

Community After School Program, Inc., founded in 1974 is a 501(c)(3) non-profit agency. The purpose of CASP is to provide a safe, supervised after school environment for school age children enrolled in Norman Public Schools who might otherwise be left unsupervised while their parents are at school or work. The proposed funding will be utilized to provide oversight staff for the volunteer tutoring program that is available at no cost to participants. This additional oversight is a new requirement by DHS for this program.

**RECOMMENDATION:** The Social and Voluntary Services Commission recommends approval of the proposed contracts. Funds are available in Contributions (account 010-1087-411.47-41).