

City of Fayetteville Staff Review Form

2020-0341

Legistar File ID

5/5/2020

**City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item**

Tiffany Hoover

4/16/2020

PARKS & RECREATION (520)

Submitted By

Submitted Date

Division / Department

Action Recommendation:

Request approval of a budget adjustment to recognize revenue in the amount of \$4,329 from the Friends of YRCC for a grant received through Tyson and the United Way to fund a paid summer internship opportunity with the YRCC Summer Fun4Kids/Summer Fun4Teens camp program.

Budget Impact:

1010.520.5280-5130.00	General
Account Number	Fund
33051.2001	YRCC Summer Fun4Kids / Program Donation
Project Number	Project Title
Budgeted Item? <u>No</u>	Current Budget \$ -
	Funds Obligated \$ -
	Current Balance \$ -
Does item have a cost? <u>Yes</u>	Item Cost \$ 4,329.00
Budget Adjustment Attached? <u>Yes</u>	Budget Adjustment \$ 4,329.00
	Remaining Budget \$ -

V20180321

Purchase Order Number: _____

Previous Ordinance or Resolution # _____

Change Order Number: _____

Approval Date: _____

Original Contract Number: _____

Comments:



MEETING OF MAY 5, 2020

TO: Mayor and City Council

THRU: Connie Edmonston, Parks & Recreation Director
Lee Farmer, Recreation Superintendent
Tiffany Hoover, Assistant Recreation Superintendent

FROM: Tenisha Gist, YRCC Director

DATE: April 16, 2020

SUBJECT: Request approval of a budget adjustment to recognize revenue in the amount of \$4,329 from the Friends of YRCC for a grant received through Tyson and the United Way to fund a paid summer internship opportunity with the YRCC Summer Fun4Kids/Summer Fun4Teens camp program.

RECOMMENDATION:

Request approval of a budget adjustment to recognize revenue in the amount of \$4,329 from the Friends of YRCC for a grant received through Tyson and the United Way to fund a paid summer internship opportunity with the YRCC Summer Fun4Kids/Summer Fun4Teens camp program.

BACKGROUND:

YRCC provides a summer camp for families seeking affordable programming during the summer months. YRCC's summer camp offers eight weeks of programming and accommodates 75 children for seven of the eight camp weeks. YRCC's Summer Fun4Kids camp serves youth who have completed Kindergarten through 5th grades, YRCC's Summer Fun4Teen camp serves youth who have completed 6th through 8th grades and provides high school students who have completed 9th through 12th grades. Each week of camp is themed, and entails field trips, meals, snacks, gardening, swimming, recreational games, and educational opportunities provided through STEAM related activities (i.e. science, technology, engineering, art, and math). Camp focuses on developing relational skills, problem solving, social awareness, and leadership in the community.

The Tyson Summer Community Internship Program is a partnership between United Way of Northwest Arkansas and Tyson Foods to provide an invaluable opportunity for select college students to gain professional experience while making a positive impact in the community. The program provides full-time college students an eight-week paid summer internship to assist community organizations and gain experience with diverse social issues. In addition, students will attend 90-minute educational sessions during the program to build business-related skills including leadership, professionalism, critical thinking, collaboration and interpersonal

communication. Friends of YRCC applied for and were awarded this grant, allowing the YRCC to host a summer intern who will work directly with the Summer Fun4Kids/Teens program.

DISCUSSION:

Friends of YRCC applied for and received a grant in the amount of \$3,200 to host a paid internship with the YRCC Summer Fun4Kids/Teens camp program. Per grant requirements, interns must receive the full grant amount as compensation for their service. In addition, host sites must process the student intern as a seasonal/temporary employee. To do so, YRCC will hire the intern as summer camp staff through TEC Staffing. The Friends of YRCC have confirmed the very kind donation in addition to the grant amount that includes \$1,129 to cover fees associated with using TEC as well as a small number of hours (eight) for camp staff training. In the event that the YRCC Summer Fun4Kids/Teens camp is unable to take place or altered in some way (due to Covid-19) the intern's primary focus and job responsibilities would shift to planning for fall semester programming for the afterschool and Homeschool PE programs.

BUDGET/STAFF IMPACT:

A \$4,329 donation will be utilized to fund hourly wages for a YRCC Summer Intern to work with summer camp. Per the program requirements, the intern will work 328 hours and be compensated \$3,280. The additional amount of the donation is to cover the cost associated with hiring the summer intern as camp staff through TEC and eight hours of staff training not included in the grant.

Attachments:

Staff Review Form – YRCC Donation Recognition from FOYRCC for Tyson Internship Grant
Budget Adjustment Form
Grant Award Announcement
Letter Confirming Donation from FOYRCC

Gist, Tenisha

From: United Way of Northwest Arkansas <administrator@grantinterface.com>
Sent: Tuesday, November 26, 2019 10:37 AM
To: Gist, Tenisha
Subject: UWNWA - 2020 Tyson Community Internship Program CONGRATULATIONS!
Attachments: YRCC Grant Agreement - 2020 Tyson Internship Program.pdf; YRCC - Summer Camp Intern.docx

Congratulations!

Tyson Foods and the United Way of Northwest Arkansas are pleased to announce Yvonne Richardson Community Center has been selected to host a Tyson Community Intern next summer.

Following are some items that will need your immediate attention:

- Please review the job description that is attached. This is the document you submitted with some suggested edits to correct or strengthen the job description. If it is a Word document, comments are noted through Track Changes. If it is a PDF document, please see highlighted areas and accompanying sticky note. Before UWNWA can post your intern position, you will need to **update your job description, save it as a PDF, and upload it in the grant system by 11:45 pm Thursday, December 5th**. You will see a Follow Up item for this on your grant management dashboard. I am available to answer questions or provide guidance if you need assistance.
- A program orientation webinar will be held Wednesday, **January 8th from 9:00-10:00**. You will receive a meeting request under separate cover. Even if you hosted an intern last year, I hope you or another staff member will participate in the webinar. We have implemented some changes that will be shared during the webinar.
- Your grant agreement is attached. Please review, sign, and upload all five (5) pages of the agreement no later than **Friday, January 10th**. Similar to the job description, a Follow Up item has been set up on your dashboard.

Thank you again for ALL that you and your team do every day to make our community stronger and more vibrant. The UWNWA Community Impact Team looks forward to working with you in the coming months as you prepare for your intern.

Living United,
Melody Timinsky
Vice President Community Impact



April 14, 2020

Dear Yvonne Richardson Community Center Staff and City Administration,

The Friends of Yvonne Richardson Community Center Board of Directors is pleased to present a check to the City of Fayetteville in the amount of \$4,329.60. This check which includes the \$3,200 grant from Tyson Foods and \$1,129.60 from the Friends of YRCC. This check will be used for the employment of a summer intern at the Yvonne Richardson Community Center working a total of 328 hours for the YRCC Summer Camp program at a rate of \$10 per hour and a \$3.20 per hour fee required by TEC Staffing. The check includes a one day 8-hour training and fee; totaling \$105.60.

We are very grateful for the 2020 Tyson Summer Community Internship Grant and the partnership with the Yvonne Richardson Community Center.

Sincerely,

Laura Underwood

Friends of YRCC Board President