

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM****SUBJECT:** Annual Choose Life Specialty License Plate Affidavit**DEPARTMENT:** Community Services**DIVISION:** Administration - Community Services**AUTHORIZED BY:** Michele Saunders**CONTACT:** Pamela Martin**EXT:** 2302**MOTION/RECOMMENDATION:**

Approve and authorize the Chairman to execute the Annual Choose Life Specialty License Plate Affidavit to the Florida Department of Highway Safety and Motor Vehicles.

County-wide

Michele Saunders

BACKGROUND:

The "Choose Life" tag funds are distributed annually to each county based on sales and renewals in that county by the Florida Department of Highway Safety and Motor Vehicles. Seminole County has contracted with a local agency, Adoption by Shepherd Care, Inc. to provide services as stipulated in the Florida Statutes Sections 320.08058 and 320.08062. The attached annual "AFFIDAVIT" and Certification Letter are required by the Department. The agency files have been audited by staff for compliance with regulations.

During the period October 1, 2008 through September 30, 2009, the agency provided the services as indicated on the "AFFIDAVIT" to seven (7) birth mothers. During this period two (2) of the children were actually placed in adoptive families.

STAFF RECOMMENDATION:

Staff recommends to approve and authorize the Chairman to execute the Annual Choose Life Specialty License Plate Affidavit to the Florida Department of Highway Safety and Motor Vehicles.

ATTACHMENTS:

1. Renewal #2 - RFP 1327-06
2. Affidavit Of Compliance
3. Certification letter
4. Florida Statutes

Additionally Reviewed By:

- Budget Review (Betty Segal, Lin Polk, Lisa Spriggs)
- County Attorney Review (Susan Dietrich)



Department of Administrative Services – Purchasing and Contracts Division

DATE: August 11, 2009

TO: Adoption by Shepherd Care
Attn: Joseph D. Sica, Exec Dir
251 Maitland Ave. #304
Altamonte Springs, FL 32701

FROM: Robert T. Bradley, Procurement Analyst

SUBJECT: Renewal #2 – RFP-1327-06 – Choose Life License Plates

It is the County's intention to exercise the renewal option of the above mentioned Contract. By signing below you agree to the extension of the current terms of the Contract through 9/30/2010

Please provide this office with a current certificate of insurance *with the above contract number referenced on the certificate as required in the original contract agreement.*

Return this signed letter and your current insurance certificate to this office within Ten (10) days. **FAILURE TO RESPOND IN A TIMELY MANNER MAY RESULT IN THE EXPIRATION OF YOUR CONTRACT.**

Please provide an email address for future correspondence: adopt@adoptionshepherdcare.com

If you have any questions please call me at 407-665-7113.

Sincerely,

Robert T. Bradley, Procurement Analyst

Gail Huggins
Authorized Signature

GAIL HUGGINS
(Printed Name)

EXECUTIVE ASSISTANT
Title

ANNUAL CHOOSE LIFE SPECIALTY LICENSE PLATE AFFIDAVIT TO DHSMV BY COUNTY

County: Seminole

Fiscal Year Ending: September 30, 2009

County Prior Year Ending Balance	\$ <u>21,661.96</u>
Annual Plate Fees Received from State	\$ <u>20,869.32</u>
Interest Earned on Fees	\$ <u>285.32</u>
Total Available for Distribution by the County	\$ <u>42,816.60</u>
Annual Plate Fees Distributed to Agencies	\$ <u>21,661.96</u>
Interest Earned by Agencies on Fees	\$ <u>-</u>
Total Available for Agency Expenditure	\$ <u>21,661.96</u>

Annual Plate Fee Expenditures By Agencies

Primary	Women	Infants	Total
Clothing	\$136.54		\$136.54
Housing	\$9,867.93		\$9,867.93
Medical Care			
Food	\$878.92		\$878.92
Utilities	\$821.27		\$821.27
Transportation	\$431.48		\$431.48
Other Material Needed			
Total Primary Expenses:			\$12,136.14

Secondary:	Women	Infant	Total
Counseling	\$2,687.50		\$2,687.50
Training			
Advertising			\$950.30
Adoption			
Total Secondary Expenditures:			\$3,637.80

Total Primary and Secondary Expenditures	\$ <u>15,773.94</u>
Primary Expenses as a % of total Expenditures	<u>76.9%</u>
Secondary expenses as a % of total Expenditures	<u>23.1%</u>
Percentage of Distributed Fees Utilized-	<u>72.8%</u>
Amount Returned by Agency (if any) to County	\$ <u>5,888.02</u>
Amount Retained by Agency (if any)	\$ <u>0.00</u>
County Fiscal Year Ending Balance	\$ <u>27,042.66</u>

We certify that all recipient agencies and the County have complied with Florida Statutes, 320.08056 and 320.08058.(29)

Chair, Board of County Commissioners

Adoption by Shepherd Care

PROFESSIONAL ADOPTION SERVICES



www.AdoptionShepherdCare.com

October 12, 2009

Corporate Office:

5935 Taft St.
Hollywood, FL 33021
Phone: 954-981-2060
Fax: 954-981-2117
adopt@adoptionshepherdcare.com

*Manager Community Assistance Division
Attn: Michele Saunders
534 W. Lake Mary Blvd.
Sanford, FL 32773*

Dear Ms. Saunders,

This is to certify that Adoption By Shepherd Care, Inc. (ASC), has met all of the minimum requirements necessary to receive the benefits from the Choose Life License Plates. ASC is in compliance with Florida Statutes Chapter 320.08058 and 320.08062.

ASC is a non-governmental, not-for-profit organization within Seminole County. ASC certifies that the services provided to birthmothers are limited to counseling and meeting the physical needs of pregnant women who have committed to placing a child for adoption.

ASC certifies that at least 70% of the funds received have been used for direct material needs of clients including clothing, housing, medical care, food, utilities and transportation. ASC certifies that not more than the remaining 30% will be used for adoption, counseling, training and advertising. ASC certifies that the funds have not been used for administrative expenses, legal expenses or capital expenditures. ASC certifies that we do not provide abortion counseling or referrals to abortion clinics. ASC certifies that we do not provide pro-abortion advertising. ASC certifies that we do not charge clients for services. ASC has submitted an annual audit to Seminole County which cost may be allowable for grant funds. ASC certifies that interest earned on funds will be reported and utilized within the program and any unused funds will be returned to Seminole County. ASC certifies that the funds received will be utilized for clients being served through our Seminole County office.

Submitted By:

Joseph D. Sica MS
Joseph D. Sica, MS
Executive Director

Gail Huggins
Gail Huggins
Executive Assistant

Central Florida:

2911 Lakeview Dr.
Fern Park, FL 32730
Phone: 407-265-9599
Fax: 407-265-9549
erlando@adoptionshepherdcare.com

Palm Beach:

3405 Forest Hill Blvd. #104
West Palm Beach,
FL 33406
Phone: 561-588-3649
adopt@adoptionshepherdcare.com

Florida West Coast:

St. Petersburg, FL
Phone: 941-627-5929
adopt@adoptionshepherdcare.com

- Hague Accredited
- COA Accredited
- BBB Member
- FAC Member
- NCFA Member
- JCICS Member

• 501(C)(3) non-profit agency

B. County Medical Services (Statutory and Contractual Obligations)
Choose Life Tag Contract Guidelines

Under provisions of F.S. 320.08058 and 320.08062 funds are made available to Seminole county from proceeds of the sale of "Choose Life" license plates within Seminole County. These funds are contracted to local agencies that meet the following guidelines:

"Non-governmental, not-for-profit agencies within Seminole County, which agencies' services are limited to counseling and meeting the need of pregnant women who have committed to placing their children for adoption. Funds may not be distributed to any agency that is involved or associated with abortion activities, including counseling for or referral to abortion clinics, providing medical abortion related procedures, or pro-abortion advertising, and funds may not be distributed to any agency that charges for services received."

The Department of Motor Vehicles notifies the county of the amount of revenue to be returned to Seminole County Government based on \$20 per tag sold/renewed. These funds are currently contracted to *Adoptions By Shepherds Care* to provide housing assistance, clothes, counseling, food, and medical services for the clients. Bills are received from the agency with itemization of services provided and reimbursement is forwarded.

320.08058 Specialty license plates.--

29) CHOOSE LIFE LICENSE PLATES.--

(a) The department shall develop a Choose Life license plate as provided in this section. The word "Florida" must appear at the bottom of the plate, and the words "Choose Life" must appear at the top of the plate.

(b) The annual use fees shall be distributed annually to each county in the ratio that the annual use fees collected by each county bears to the total fees collected for the plates within the state. Each county shall distribute the funds to nongovernmental, not-for-profit agencies within the county, which agencies' services are limited to counseling and meeting the physical needs of pregnant women who are committed to placing their children for adoption. Funds may not be distributed to any agency that is involved or associated with abortion activities, including counseling for or referrals to abortion clinics, providing medical abortion-related procedures, or proabortion advertising, and funds may not be distributed to any agency that charges women for services received.

1. Agencies that receive the funds must use at least 70 percent of the funds to provide for the material needs of pregnant women who are committed to placing their children for adoption, including clothing, housing, medical care, food, utilities, and transportation. Such funds may also be expended on infants awaiting placement with adoptive parents.

2. The remaining funds may be used for adoption, counseling, training, or advertising, but may not be used for administrative expenses, legal expenses, or capital expenditures.

3. Each agency that receives such funds must submit an annual attestation to the county. Any unused funds that exceed 10 percent of the funds received by an agency during its fiscal year must be returned to the county, which shall distribute them to other qualified agencies.

320.08062 Audits and attestations required; annual use fees of specialty license plates.--

(1)(a) All organizations that receive annual use fee proceeds from the department are responsible for ensuring that proceeds are used in accordance with ss. 320.08056 and 320.08058.

(b) Any organization not subject to audit pursuant to s. 215.97 shall annually attest, under penalties of perjury, that such proceeds were used in compliance with ss. 320.08056 and 320.08058. The attestation shall be made annually in a form and format determined by the department.

(c) Any organization subject to audit pursuant to s. 215.97 shall submit an audit report in accordance with rules promulgated by the Auditor General. The annual attestation shall be submitted to the department for review within 9 months after the end of the organization's fiscal year.

(2) Within 90 days after receiving an organization's audit or attestation, the department shall determine which recipients of revenues from specialty license plate annual use fees have not complied with subsection (1). If the department determines that an organization has not complied or has failed to use the revenues in accordance with ss. 320.08056 and 320.08058, the department must discontinue the distribution of the revenues to the organization until the department determines that the organization has complied. If an organization fails to comply within 12 months after the annual use fee proceeds are withheld by the department, the proceeds shall be deposited into the Highway Safety Operating Trust Fund to offset department costs related to the issuance of specialty license plates.

(3) The department has the authority to examine all records pertaining to the use of funds from the sale of specialty license plates.

The 2006 Florida Statutes

Title XXIII
MOTOR VEHICLES

Chapter 320
MOTOR VEHICLE LICENSES
320.08056 Specialty license plates.--

[View Entire Chapter](#)

(1) The department is responsible for developing the specialty license plates authorized in s. [320.08053](#). The department shall begin production and distribution of each new specialty license plate within 1 year after approval of the specialty license plate by the Legislature.

(2) The department shall issue a specialty license plate to the owner or lessee of any motor vehicle, except a vehicle registered under the International Registration Plan, a commercial truck required to display two license plates pursuant to s. [320.0706](#), or a truck tractor, upon request and payment of the appropriate license tax and fees.

(3) Each request must be made annually to the department, accompanied by the following tax and fees:

(a) The license tax required for the vehicle as set forth in s. [320.08](#).

(b) A processing fee of \$2.

(c) A license plate fee as required by s. [320.06\(1\)\(b\)](#).

(d) A license plate annual use fee as required in subsection (4).

A request may be made any time during a registration period. If a request is made for a specialty license plate to replace a current valid license plate, the specialty license plate must be issued with appropriate decals attached at no tax for the plate, but all fees and service charges must be paid. When a request is made for a specialty license plate at the beginning of the registration period, the tax, together with all applicable fees and service charges, must be paid.

(4) The following license plate annual use fees shall be collected for the appropriate specialty license plates:

(a) Manatee license plate, \$20.

(b) Challenger/Columbia license plate, \$25, except that a person that purchases 1,000 or more of such license plates shall pay an annual use fee of \$15 per plate.

(c) Collegiate license plate, \$25.

(d) Florida Salutes Veterans license plate, \$15.

(e) Florida panther license plate, \$25.

(f) Florida United States Olympic Committee license plate, \$15.

- (g) Florida Special Olympics license plate, \$15.
- (h) Florida educational license plate, \$20.
- (i) Florida Professional Sports Team license plate, \$25.
- (j) Florida Indian River Lagoon license plate, \$15.
- (k) Invest in Children license plate, \$20.
- (l) Florida arts license plate, \$20.
- (m) Bethune-Cookman College license plate, \$25.
- (n) Florida Agricultural license plate, \$20.
- (o) Girl Scout license plate, \$20.
- (p) Police Athletic League license plate, \$20.
- (q) Boy Scouts of America license plate, \$20.
- (r) Largemouth Bass license plate, \$25.
- (s) Sea Turtle license plate, \$17.50.
- (t) Protect Wild Dolphins license plate, \$20.
- (u) Barry University license plate, \$25.
- (v) Everglades River of Grass license plate, \$20.
- (w) Keep Kids Drug-Free license plate, \$25.
- (x) Florida Sheriffs Youth Ranches license plate, \$20.
- (y) Conserve Wildlife license plate, \$15.
- (z) Florida Memorial University license plate, \$25.
- (aa) Tampa Bay Estuary license plate, \$15.
- (bb) Florida Wildflower license plate, \$15.
- (cc) United States Marine Corps license plate, \$15.
- (dd) Choose Life license plate, \$20.
- (ee) Share the Road license plate, \$15.

- (ff) American Red Cross license plate, \$25.
- (gg) United We Stand license plate, \$25.
- (hh) Breast Cancer Research license plate, \$25.
- (ii) Protect Florida Whales license plate, \$25.
- (jj) Florida Golf license plate, \$25.
- (kk) Florida Firefighters license plate, \$20.
- (ll) Police Benevolent Association license plate, \$20.
- (mm) Military Services license plate, \$15.
- (nn) Protect Our Reefs license plate, \$25.
- (oo) Fish Florida license plate, \$22.
- (pp) Child Abuse Prevention and Intervention license plate, \$25.
- (qq) Hospice license plate, \$25.
- (rr) Stop Heart Disease license plate, \$25.
- (ss) Save Our Seas license plate, \$25, except that for an owner purchasing the specialty license plate for more than 10 vehicles registered to that owner, the annual use fee shall be \$10 per plate.
- (tt) Aquaculture license plate, \$25, except that for an owner purchasing the specialty license plate for more than 10 vehicles registered to that owner, the annual use fee shall be \$10 per plate.
- (uu) Family First license plate, \$25.
- (vv) Sportsmen's National Land Trust license plates, \$25.
- (ww) Live the Dream license plate, \$25.
- (xx) Florida Food Banks license plate, \$25.
- (yy) Discover Florida's Oceans license plate, \$25.
- (zz) Family Values license plate, \$25.
- (aaa) Parents Make A Difference license plate, \$25.
- (bbb) Support Soccer license plate, \$25.
- (ccc) Kids Deserve Justice license plate, \$25.

(ddd) Animal Friend license plate, \$25.

(eee) Future Farmers of America license plate, \$25.

(fff) Donate Organs-Pass It On license plate, \$25.

(ggg) A State of Vision license plate, \$25.

(hhh) Homeownership For All license plate, \$25.

(5) If a vehicle owner or lessee to whom the department has issued a specialty license plate acquires a replacement vehicle within the owner's registration period, the department must authorize a transfer of the specialty license plate to the replacement vehicle in accordance with s. 320.0609. The annual use fee or processing fee may not be refunded.

(6) Specialty license plates must bear the design required by law for the appropriate specialty license plate, and the designs and colors must conform to the department's design specifications. In addition to a design, the specialty license plates may bear the imprint of numerals from 1 to 999, inclusive, capital letters "A" through "Z," or a combination thereof. The department shall determine the maximum number of characters, including both numerals and letters. All specialty license plates must be otherwise of the same material and size as standard license plates issued for any registration period. A specialty license plate may bear an appropriate slogan, emblem, or logo in a size and placement that conforms to the department's design specifications.

(7) The department shall annually retain from the first proceeds derived from the annual use fees collected an amount sufficient to defray each specialty plate's pro rata share of the department's costs directly related to the specialty license plate program. Such costs shall include inventory costs, distribution costs, direct costs to the department, costs associated with reviewing each organization's compliance with audit and attestation requirements of s. 320.08062, and any applicable increased costs of manufacturing the specialty license plate. Any cost increase to the department related to actual cost of the plate, including a reasonable vendor profit, shall be verified by the Department of Management Services. The balance of the proceeds from the annual use fees collected for that specialty license plate shall be distributed as provided by law.

(8)(a) The department must discontinue the issuance of an approved specialty license plate if the number of valid specialty plate registrations falls below 1,000 plates for at least 12 consecutive months. A warning letter shall be mailed to the sponsoring organization following the first month in which the total number of valid specialty plate registrations is below 1,000 plates. ¹This paragraph does not apply to collegiate license plates established under s. 320.08058(3).

(b) The department is authorized to discontinue the issuance of a specialty license plate and distribution of associated annual use fee proceeds if the organization no longer exists, if the organization has stopped providing services that are authorized to be funded from the annual use fee proceeds, or pursuant to an organizational recipient's request. Organizations are required to notify the department immediately to stop all warrants for plate sales if any of the conditions in this section exist, and must meet the requirements of s. 320.08062 for any period of operation during a fiscal year.

(9) The organization that requested the specialty license plate may not redesign the specialty license plate unless the inventory of those plates has been depleted. However, the

organization may purchase the remaining inventory of the specialty license plates from the department at cost.

(10) A specialty license plate annual use fee collected and distributed under this chapter, or any interest earned from those fees, may not be used for commercial or for-profit activities nor for general or administrative expenses, except as authorized by s. 320.08058 or to pay the cost of the audit or report required by s. 320.08062(1).

http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=choose+life&URL=CH0320/Sec08056.HTM

The 2006 Florida Statutes

Title XXIII
MOTOR VEHICLES

Chapter 320
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320.08058 Specialty license plates.--

[View Entire Chapter](#)

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http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=choose+life&URL=CH0320/Sec08058.HTM

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http://www.leg.state.fl.us/statutes/index.cfm?mode=View%20Statutes&SubMenu=1&App_mode=Display_Statute&Search_String=320.08062&URL=CH0320/Sec08062.HTM