

FEC Resource List – Palo Verde

Furniture

Tables / Chairs / Couches (+ kids items)
Office Desk
Office Chairs
Cubicles (15)
Display Units / Brochure Shelving
Lobby Furniture (trees, rugs, etc.)

Technology Upgrades and Equipment

LAN/WAN Upgrades (WWT)
Cabling Upgrades (ACE)
Phone System Upgrades (CenturyLink)
Computers (HP)
Phones
Copy/Fax/Scanner Machine
Big Screen Video System

Custodial Supplies

Capital

Toys, Books, Etc. Items for Child Care Ctr

ORIGINAL 9/3/14

Original list of needed resources
for FRC

Room type/ capacity	Potential uses	Furniture or equipment needed
Receptionist desk/area	Space for administrative assistant	Desk Chair Copy machine Phone Computer Cubicle/room divider
Equity Director's office		Desk Chair Bookshelf Phone Computer
Large meeting room	Parent education Parent events Community services	Tables (round preferred) for seating for 30 people (est. 7-8 round tables) 40 chairs Screen Projector White board Plants Art for walls Speakers
Small welcoming area/gathering room	Service delivery-individual families (information and resource referrals) Area for parents to read or review resources Place for parents to gather to connect with one another Informal meeting area	Sofa 2 arm chairs Plants Art for walls Display case for brochures, resource materials Phone Computer Book shelf Lamps
Multi-use room	Available for community resource providers that may provide services permanently co-located or on a rotating basis (e.g. ACA Marketplace Navigators, services through Health Department, financial stability workshops, free	Folding tables (that can easily be stored or moved depending on room usage)- 30-40 people 30-40 chairs Art for walls Screen Projector (optional)

	tax preparation	
Restroom		Changing table
Computer lab	Parent access to technology Parent education	15 computers 15 desks with privacy barriers or long counter with privacy screens 15 chairs
Child care room	Parent education (family support) Child care during parent trainings Could be used as meeting room if parent had young children	Rugs Shelves for toys- 4-5 shelves Child size tables for activities (3-4) Child size and adult size chairs (10-15 child, 5-10 adult) Art for walls Toys in a range of developmental level (age appropriate for 2 years to 12 years) Optional: dramatic play materials (e.g. play kitchen) Book shelf (1-2) Books in a range of developmental level (age appropriate for 2 years to 12 years) Baskets to hold books and materials Soft pillows for floor