

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**

**Record Group #:** 9101  
**Name:** Chatham-Savannah Youth Futures Authority  
**Dates:** 1987-2017, no date  
**Extent/Size:** 11 records cartons, 1 document case (11.5 cubic feet)  
**Language:** English

**Organizational History:**

The Chatham-Savannah Youth Futures Authority (YFA) was a state legislated authority serving as the collaborative group for addressing issues relevant to children, youth and families in Chatham County, Georgia. YFA was founded in 1988. YFA was dissolved in 2017 due to cessation of funding from Savannah City Council. The collaborative was comprised of representatives from city, county and state government, the local board of education, more than twenty health and human service providers with a focus on children, youth and families, the United Way of the Coastal Empire, the faith community, and area businesses and neighborhoods. YFA was also the collaborative body and fiscal agent representing Chatham County in the Georgia Family Connection Partnership, a statewide initiative that promotes the use of collaborative development and family engagement to effect positive impacts on the condition of children and families across Georgia's counties.

Source: "Our History." *Youth Futures Authority*, <http://chatham.gafcp.org/about-us/our-history/>. Accessed 22 June, 2017.

**Scope and Content:**

Record Group 9101, Chatham-Savannah Youth Futures Authority (1987-2017, no date) includes 11.5 cubic feet of records documenting the establishment and functions of the Youth Futures Authority.

This finding aid describes records from the following series:

- Record Series 9101-003 – Administrative Subject Files
  - Sub-series 9101-003.01 – Organizational Documents
  - Sub-series 9101-003.02 – Meeting Minutes and Agendas
  - Sub-series 9101-003.03 – Agreements, Grants and Projects
  - Sub-series 9101-003.04 – Financial Records
- Record Series 9101-008 – Photographs, Albums and Scrapbooks
- Record Series 9101-009 – Audio Visual Materials
- Record Series 9101-010 – Awards, Plaques and Artifacts

See Scope and Content notes for each record series for further information about the content and arrangement of the materials.

**System of Arrangement and Ordering:**

See attached inventory.

**Conditions Governing Access:**

The following additional record series are restricted due to privacy and confidentiality considerations. Contact the Archivist for more information.

- Records Series 9101-001 – Terminated Employees [RESTRICTED]
- Record Series 9101-007 – General Accounting Records [RESTRICTED]

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**Digital Access:**

Playable items from Series 9101-008 have been downloaded to Municipal Archives drives for researcher access. Access granted upon request. Researchers are required to bring their own ear phones.

**Related Collections:**

Savannah Area Local Government Documents. SGA. YFA documents. City of Savannah Municipal Archives, Savannah, Georgia.

Savannah Area Local Reference Files. *City of Savannah - Authorities - Youth Futures Authority* folder. City of Savannah Municipal Archives, Savannah, Georgia.

**Access Points:**

Child Welfare  
Families  
Human Services  
Johnson, Otis S. (Otis Samuel), 1942-  
Public Health  
Teenagers  
Youth  
Youth – Employment  
Youth – Services for  
Youth Futures Authority

**Preferred Citation:**

Record Group 9101, Chatham-Savannah Youth Futures Authority. City of Savannah Municipal Archives, Savannah, Georgia.

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***Transferred from:***

Chatham-Savannah Youth Futures Authority, May 2017.

***Processed by:***

K. Zacovic, February 2019.

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Record Series #:** 9101-003  
**Name:** Administrative Subject Files  
**Dates:** 1988-2017  
**Extent/Size:** 6 records cartons (6.0 cubic feet)  
**Language:** English

***Scope and Content:***

Record Series 9101-003, Administrative Subject Files (1988-2017) includes 6.0 cubic feet of records documenting the administrative functions of Youth Futures Authority (YFA), including bylaws, meeting minutes, subject files, and financial records.

***System of Arrangement and Ordering:***

Record Series 9101-003, Administrative Subject Files (1988-2017) is arranged into the following subseries:

- Sub-series - 9101-003.01 – Organizational Documents
- Sub-series - 9101-003.02 – Meeting Minutes and Agendas
- Sub-series - 9101-003.03 – Agreements, Grants and Projects
- Sub-series - 9101-003.04 – Financial Records

9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)  
City of Savannah Municipal Archives, Savannah, Georgia  
Record Group 9101, Chatham-Savannah Youth Futures Authority

**Sub-series #:** 9101-003.01  
**Name:** Organizational Documents  
**Dates:** 1988-2011  
**Extent/Size:** 4 folders (0.33 cubic feet)

***Sub-series description:***

Sub-series 9101-003.01, Organizational Documents (1988-2011) includes documentation about the foundational and organizational elements of Youth Futures Authority (YFA) including 501(c)(3) designation, By-Laws, and Articles of Incorporation.

***Arrangement:***

Alphabetical

***Inventory:***

Box 9101-003-004

Folder 1: 501(c)(3) designation, 1990-2011

Folder 2: Articles of Incorporation, 1988

Folder 3: Case Management System Operations Manual, 1994

Folder 4: Enactment of YFA By-Laws, 1991

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Sub-series #:** 9101-003.02  
**Name:** Meeting Minutes and Agendas  
**Dates:** 1997-2017  
**Extent/Size:** 5 record cartons (5.0 cubic feet)

**Sub-series description:**

Sub-series 9101-003.02, Meeting Minutes and Agendas (1997-2017) includes meeting minutes and agendas for the Youth Futures Authority (YFA) Board, Executive Board, and Collaborative Board.

**Arrangement:**

Alphabetical then chronological within each box

**Inventory:**

Box 9101-003-001\* YFA Collaborative Meeting Minutes and Agendas 2000 – 2008  
Box 9101-003-002\* YFA Collaborative Meeting Minutes and Agendas 2009  
Box 9101-003-003\* YFA Collaborative Meeting Minutes and Agendas 2010  
Box 9101-003-004

YFA Board Minutes and Agendas 1997-2016:

Folder 1: Minutes 1997-1998  
Folder 2: Agendas / Minutes 1999  
Folder 3: Minutes, 2000  
Folder 4: Minutes, 2001  
Folder 5: Minutes, 2002  
Folder 6: Minutes, 2003  
Folder 7: Minutes, 2004  
Folder 8: Minutes, 2005  
Folder 9: Minutes, 2006  
Folder 10: Minutes, 2007  
Folder 11: Minutes, 2008  
Folder 12: Minutes, 2009  
Folder 13: Minutes, 2010  
Folder 14: Minutes, 2011  
Folder 15: Minutes, Feb-April 2014  
Folder 16: Minutes, 2015  
Folder 17: Minutes, 2016

YFA Collaborative Board Minutes and Agendas (date of meeting provided):

Folder 18: 01/10/2012  
Folder 19: 2/14/12  
Folder 20: 3/13/12  
Folder 21: 4/10/12  
Folder 22: 5/8/12  
Folder 23: 6/12/12  
Folder 24: 7/10/12  
Folder 25: 8/14/12  
Folder 26: 9/11/12  
Folder 27: 10/9/12  
Folder 28: 11/13/12  
Folder 29: 12/11/12

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)  
City of Savannah Municipal Archives, Savannah, Georgia  
Record Group 9101, Chatham-Savannah Youth Futures Authority**

Folder 30: 1/8/13  
Folder 31: 2/12/13  
Folder 32: 3/12/13  
Folder 33: 4/9/13  
Folder 34: 5/14/13  
Folder 35: 6/11/13  
Folder 36: 8/13/13

**Box 9101-003-005**

**YFA Collaborative Board Meeting Minutes and Agendas:**

Folder 1: 9/10/2013  
Folder 2: 10/8/2013  
Folder 3: 11/12/13  
Folder 4: 12/10/13

**Executive Committee Meeting Minutes:**

Folder 5: Minutes and Agendas 1998-2000  
Folder 6: Agendas 2002-2005  
Folder 7: Agendas 2006  
Folder 8: Agendas 2007  
Folder 9: Agendas 2010  
Folder 10: Minutes 2011  
Folder 11: Minutes 2012  
Folder 12: Minutes 2013  
Folder 13: Minutes 2014  
Folder 14: Minutes 2015  
Folder 15: Minutes 2016  
Folder 16: Minutes 2017  
Folder 17: YFA Sunset Vote Ballots 2016

**\* see Records Management Transfer Documentation for box contents lists**

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)  
City of Savannah Municipal Archives, Savannah, Georgia  
Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Sub-series #: 9101-003.03**

**Name:** Agreements, Grants and Projects

**Dates:** 1991-2016

**Extent/Size:** 2 record cartons (2.0 cubic feet)

**Sub-series description:**

Sub-series 9101-003.03, Agreements, Grants and Projects (1991-2016) includes grant applications, projects undertaken by Youth Futures Authority (YFA), and agreements with other organizations.

**Arrangement:**

Alphabetical

**Inventory:**

- Box 9101-003-005
- Folder 1: 21<sup>st</sup> Century Community Learning Centers (CCLC) 1/10-6/10
  - Folder 2: 21<sup>st</sup> CCLC 9/10-10/10
  - Folder 3: 21<sup>st</sup> CCLC 11/10-12/10
  - Folder 4: 21<sup>st</sup> CCLC 2015
  - Folder 5: Beacon Adaptation Initiative 2002-2003
  - Folder 6: Bridge to Success Youth Individual Development Account Program 2010
  - Folder 7: Chatham County Grant in Aid Services, no date
  - Folder 8: City of Savannah Community Development Block Grant, 2005
  - Folder 9: Continuum of Care, circa 1991
  - Folder 10: Continuum of Development, 2005
  - Folder 11: Emory University Health Based Clinic Planning Grant, 2011
  - Folder 12: Family Connection Partnership (FCP) FY 2008 Annual Plan
  - Folder 13: Family Connection Self Assessments, 2012-2016
  - Folder 14: FCP 2010
  - Folder 15: FCP 2011
  - Folder 16: FCP 2012
  - Folder 17: FCP 2013
  - Folder 18: FCP 2014
  - Folder 19: FCP 2015
  - Folder 20: FCP 2016
  - Folder 21: FCP 2017
  - Folder 22: Fatherhood Initiative 2005 (binder)
- Box 9101-003-006
- Folder 1: Grant-in-Aid for Chatham – Savannah Youth Service Corps, 1997
  - Folder 2: Gwinnett / Rockdale / Newton (GRN) Community Service Board Agreement, 2006
  - Folder 3: GRN Community Service Board 2010
  - Folder 4: Healthcare Georgia Foundation, 2016
  - Folder 5: Healthy Living Grant, 2013
  - Folder 6: Healthy Savannah 2012



**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

- Folder 7: Healthy Start Phase II Application Part II, 1998 (book)
- Folder 8: Healthy Start Grant Application, 1999-2000 (book)
- Folder 9: Healthy Start Initiative Application, 2000 (book)
- Folder 10: Healthy Start Initiative Application, 2001 (book)
- Folder 11: Healthy Start Initiative Grant, 2001
- Folder 12: Kayton Frazier Youth Safe Haven and Police Mini-Station, no date
- Folder 13: The Path of Most Resistance, 1995
- Folder 14: Performance Report and Payment Request – Governor’s Office for Children and Families, 2012
- Folder 15: St. Pius X Family Resource Center, 2010
- Folder 16: Savannah-Chatham Juvenile Justice Task Force Project, circa 2004
- Folder 17: Savannah Parent Involvement Academy, 2011
- Folder 18: Savannah Promise Neighborhood Program, 2010
- Folder 19: Teen Pregnancy Prevention Program, 2010
- Folder 20: Telemon, 2010
- Folder 21: Youth Services Organization Collaborative Mini-Grant, 2016
- Folder 22: YFA 25<sup>th</sup> Anniversary Gala, 2013
- Folder 23: YFA Cares Mini-Grant program, circa 2014

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Sub-series #: 9101-003.04**

**Name:** Financial Records

**Dates:** 1992-2016

**Extent/Size:** 0.5 record carton (0.5 cubic feet)

**Sub-series description:**

Sub-series 9101-003.04, Financial Records (1992-2016) includes audit reports, tax returns, financial reports, lease agreements, and insurance policy information.

**Arrangement:**

Alphabetical

**Inventory:**

Box 9101-003-006

- Folder 1: Audit Agreement and Review, 2009
- Folder 2: Audit Agreements and Summaries, 2012-2015
- Folder 3: Byck Property Management, 2009
- Folder 4: Financial Statements and Independent Auditor's Reports, 1992
- Folder 5: Financial Statements and Independent Auditor's Reports, 1993
- Folder 6: Financial Statements and Independent Auditor's Reports, 1994
- Folder 7: Financial Statements and Independent Auditor's Reports, 1995
- Folder 8: Financial Statements and Independent Auditor's Reports, 1996
- Folder 9: Financial Statements and Independent Auditor's Reports, 1998
- Folder 10: Financial Statements and Independent Auditor's Reports, 2001
- Folder 11: Financial Report 2002
- Folder 12: Financial Report 2003
- Folder 13: Financial Report 2003-2004
- Folder 14: Financial Report 2004-2005
- Folder 15: Financial Report 2005-2006
- Folder 16: Financial Report 2006-2007
- Folder 17: Financial Report 2007-2008
- Folder 18: Financial Report 2008-2009
- Folder 19: Financial Report 2009-2010
- Folder 20: Financial Report 2010 – 2011
- Folder 21: Financial Report 2011-2012
- Folder 22: Financial Report 2012-2013
- Folder 23: Financial Report 2013-2014
- Folder 24: Financial Report 2014-2015
- Folder 25: Insurance Policies, 2010
- Folder 26: SBA Towers Lease Agreement, 2016
- Folder 27: Tax Return, 2008
- Folder 28: Tax Return, 2009
- Folder 29: Tax Return, 2010
- Folder 30: Tax Return, 2011

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

Folder 31: Tax Return, 2013  
Folder 32: Tax Return, 2014  
Folder 33: Tax Return, 2015

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Record Series #:** 9101-008  
**Name:** Photographs, Albums and Scrapbooks  
**Dates:** 1987-2011, no date  
**Extent/Size:** 4 records cartons (4.0 cubic feet)  
**Language:** English

**Scope and Content:**

Record Series 9101-008, Photographs, Albums and Scrapbooks (1987-2011, no date) contains photographic albums, clipping albums of newspaper and magazine articles assembled chronologically, and one scrapbook containing clippings, photographs, awards, calendars, and announcements documenting the activities of the Youth Futures Authority (YFA).

**System of Arrangement and Ordering:**

By format

**Inventory:**

Box 9101-008-001	Photographic Albums Album 1: unlabeled and undated Album 2: unlabeled and undated Album 3: unlabeled and undated Album 4: unlabeled and undated Album 5: unlabeled and undated Album 6: unlabeled and undated Album 7: unlabeled and undated Album 8: Project Uhuru, 1993-1996, 1997-1998
Box 9101-008-002	Photographic Albums Album 1: unlabeled and undated Album 2: unlabeled and undated Album 3: unlabeled and undated Album 4: unlabeled and undated Album 5: unlabeled and undated Album 6: unlabeled and undated
Box 9101-008-003	Clipping Albums ( <i>dates clippings cover provided</i> ) Album 1: 7/12/1987 – 12/18/1988 Album 2: 12/1988 – 3/8/1989 Album 3: 3/16/1989 – 1/19/1990 Album 4: 5/30/1989 – 10/20/1993 Album 5: 10/19/1989 – 12/31/2001 Album 6: 1998 – 1999
Box 9101-008-004	Clipping Albums and Scrapbooks ( <i>dates clippings cover provided</i> ) Album 1: Clipping Album 2002 – 2010 Album 2: Clipping Album 2008 – 2009 Album 3: 2011 Album 4: Scrapbook, 1992

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Record Series #:** 9101-009  
**Name:** Audio Visual Materials  
**Dates:** 2000-2016, no date  
**Extent/Size:** 1 document case (0.5 cubic feet)  
**Language:** English

**Scope and Content:**

Record Series 9101-009, Audio Visual Materials (2000-2016, no date) contains VHS, CD, and CD/DVD videos and digital photographs. Events represented in the recordings include: various Youth Futures Authority (YFA) events, summits, Teen Maze, galas, radio interviews, and unidentified images and videos from personal computer drives. All playable media (CD / DVD) has been downloaded to Municipal Archives digital drives and are also available digitally upon request. Two recordings were deemed unplayable during processing.

**System of Arrangement and Ordering:**

By format, alphabetical

**Inventory:**

Box 9101-009-001

Item #	Description - <i>titles listed as identified on the item</i>
1	<i>One Voice, One Table.</i> The Annie E. Casey Foundation. Runtime: 29:16
	(VHS)
2	Summit – October 19, 2000 (VHS)
3	Summit – October 20, 2000 (VHS)
4	Berean Association Activities April 7, 2015 (CD / DVD)
5	FRC Photos (CD / DVD) (unplayable 6/6/2017)
6	Gala – March 8, 2013 (CD / DVD)
7	Gala Photos and Videos March 21, 2013 (CD / DVD)
8	Photos from C. Green Domain 2012 (CD / DVD)
9	Videos from C Green My Video Folder, My Pictures Folder Disk 1 (CD / DVD)
10	Videos from C Green My Pictures Folder Disk 2 (CD/DVD)
11	“Light On” 2000 CD / DVD
12	Photographs from the Community Summit October 27-28, 2005 (CD/DVD)
13	Summit VIII (CD / DVD)
14	(in same case as Item 13) Teen Maze 2013 Video (CD/DVD)
15	<i>Stir it up!</i> November 30, 2012 Youth Futures Authority Radio Interview – Savannah State YFA and Girl Scouts Abuse and Use of Alcohol among youth (CD / DVD)
16	Teen Maze 2012 Video, Mixed (CD / DVD)
17	Teen Maze Video (CD / DVD)
18	Teen Maze PSA (CD / DVD)
19	(in same case as Item 18) 2012 Teen Maze November 26, 2012 (CD / DVD)
20	Teen Maze Photos March 26, 2012 (CD / DVD)
21	Top Teen November 6-13, 2008 (CD / DVD) (unplayable on 6/6/2017)

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)**  
**City of Savannah Municipal Archives, Savannah, Georgia**  
**Record Group 9101, Chatham-Savannah Youth Futures Authority**

- 22 YFA Youth Summer Employment Program 2016 Video (CD / DVD)
- 23 Youth Futures Authority – A Vision for Savannah (CD/DVD)
- 24 Chatham Savannah Youth Futures Authority (CD / DVD)
- 25 YFA 25<sup>th</sup> Anniversary (CD / DVD)
- 26 (in same case as Item 4) My Pictures, My Videos, Video Test (CD /DVD)
- 27 Unidentified (CD / DVD)
- 28 Unidentified (CD / DVD)

**9101-GSM-gau (USMARC); GSG (OCLC/SOLINET)  
City of Savannah Municipal Archives, Savannah, Georgia  
Record Group 9101, Chatham-Savannah Youth Futures Authority**

**Record Series #:** 9101-010  
**Name:** Awards, Plaques and Artifacts  
**Dates:** 1989-2013, no date  
**Extent/Size:** 1 document case, 1 oversized item (0.5 cubic feet)  
**Language:** English

**Scope and Content:**

Record Series 9101-010, Awards, Plaques and Artifacts (1989-2013, no date) includes records documenting the achievements and honors of the department, as well as other artifacts relating to Youth Future Authority's (YFA) existence.

**System of Arrangement and Ordering:**

By size

**Inventory:**

Box 9101-010-001

- Item 1: Article mounted on foam core for Annie E. Casey Foundation article celebrating YFA's 25<sup>th</sup> Anniversary, circa 2013
- Item 2: Article mounted on foam core for Annie E. Casey Foundation article celebrating YFA's 25<sup>th</sup> Anniversary, circa 2013 [duplicate of Item 1]
- Item 3: Soccer in the Streets Plaque, 1993
- Item 4: Savannah Chatham County Public School System Fresh Start Award for Continued Support, 2013
- Item 5: Safe Kids Captain Lightfoot Hero award plaque, 2011-2012
- Item 6: Eureka San Diego presents YFA Eureka Mentor Award, 1998
- Item 7: Letter from Mayor Edna Jackson congratulating YFA for 25<sup>th</sup> anniversary, circa 2013
- Item 8: Safe Kids Savannah Captain Lightfoot Hero award certificate, 2011-2012
- Item 9: 4 Resolutions and proclamations from Savannah and Chatham county government organizations
- Item 10: Certificate – Governor's Conference Planning Committee, November 15, 1989
- Item 11: Certificate from Parent and Child's Board, August 12, 1994
- Item 12: Annie E. Casey Foundation 25 Year Anniversary recognition, March 9, 2013
- Item 13: Embossing Press with YFA seal, no date
- Item 14: Embossing Press with YFA seal, no date
- Item 15: YFA poster for 10<sup>th</sup> Anniversary, rolled, circa 1998

9101-010-002 (oversized item)

- Item 1: Youth Futures Authority Poster