

City of Burlington / CDBG 2011 Application Form

Eligibility _____ National Objective _____ NRSA _____
(Office Use)

Project # PS27
(Office Use)

Project Name: *Technology Training for Hunt Families*

Project Location/Address: *Hunt Middle School 1364 North Ave. Burlington, VT 05408*

Organization: *Hunt Middle School Burlington School District*

Mailing Address: *1364 North Ave. Burlington, VT 05408*

Contact: *Marcie Lewis*

Title: *Principal*

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I. CDBG Funding Request:

\$2,660.00

II. Project Summary: Briefly describe the project or program to be funded with CDBG. (Please use a one or two sentence description – there is room in Section IV for more detail.)

Technology Training for Hunt Families

Provide technology classes to Hunt families to assist in the development of technology skills and literacy skills:

Goals:

- Increase employment Opportunities
- Develop Technology Skills including internet search and evaluation skills
- Increase Access to 21st Century Learning Tools

III. Description of Organization: Describe the capacity of your organization to successfully carry out the program activities. What is your mission, and how do the proposed activities fit with your mission?

Lyman C. Hunt Middle School is a school-wide Title I public school in the Burlington School District. Our Title I status signifies an under-served population that meets federal poverty guidelines. Hunt educates a diverse student population with ever-changing needs. Hunt has the capacity and determination to successfully carry out a technology training for families with the support of this grant. We have the facilities and equipment necessary and an employee capable of teaching this content to adults.

One key, common belief of Hunt is that education is most accessible and relevant when it is supported by the larger community. This is reflected in our mission statement: Hunt Middle School strives to engage our students in an education that promotes academic excellence, fosters a sense of community, provides a safe and respectful environment, and values individuality and diversity. The proposed Technology Training Program and activities are congruent with this mission in fostering a sense of community by using our facility and expertise to support under-served families in accessing appropriate and equitable education through knowledge of technology.

IV. Project Description:

- a. Describe the specific activities to be carried out by your project with CDBG dollars and the accomplishments you plan to achieve. Please distinguish the total number to be served from the number of Burlington clients to be served. Be specific about the tasks / work that CDBG will pay for. Use the table below, adding rows if necessary. You may add narrative below the table if needed for further description.

Specific Service / Activity:	CDBG will pay for:	Unduplicated Total # of Households / Persons to be Served in this Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	Outcome(s) to be Achieved:
Technology Training for Families: Night Class	Instructor Salary 8- 90 minute sessions	Can accommodate 20 individuals per session	Can accommodate 20 individuals per session	Increase Employment Opportunities Develop Internet Search and Evaluation Skills Increase Access to 21 st Century Learning Tools
Child Care provided for families	Child Care provider	Can accommodate 15 children	Can accommodate 15 children	Increased attendance by reducing child care as a barrier to participation
Transportation	Bus Passes for Families to and from	20 persons for each of the 8 sessions	20 persons for each of the 8 sessions	Increased attendance by reducing transportation as a barrier to participation
Translation for English Language Learners	Translators as needed for families to access content	Up to 3 families or 2 languages	Up to 3 families or 2 languages	Access to content and resources for families with limited English proficiency
Resources & Materials	DVD's and materials for participants to take home	20 persons	20 persons	Continued learning outside sessions/classes

- b. If you plan to pay for staff with CDBG funding, describe what they do in relation to the specific service(s) / activity(ies) described above. All staff that appear in the salary / benefits line items in your budget (Section XV) must be described below. Add rows if necessary.

Specific Service / Activity	Position/Title	Work Related to CDBG-Funded Activity	# of Hours per Week spent on this Specific Service / Activity	% of Hours per Week spent on this Specific Service / Activity to be paid with CDBG
Create Curriculum, Plan Lessons, Provide Instruction, & Set up Tech Tools	Instructor	Technology Training Sessions/ Classes	1 hour per week	100%
Provide access to content through translation	Translator(s)	Providing access in native language to Technology Training Sessions/Classes	minutes per session (8 sessions)	100.00%
Provide Child Care	Child Care Provider(s)	Providing child care so families may attend training sessions	90 minutes per session (8 sessions)	100.00%

V. Beneficiary Information

a. For each service / activity you identified in Section IV, please project how the Burlington residents will break out into the following income categories. Use the Income Table at http://www.cedoburlington.org/cdbg/income_limits.htm.

Service / Activity:	Unduplicated Total # of Burlington Households / Persons to be Served:	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
Technology Training	20	2	12	4	2

b. Please provide a single unduplicated total beneficiary count below:

Unduplicated Total # of Burlington Households / Persons to be Served:	# Extremely Low-Income	# Low-Income	# Moderate-Income	# Above Moderate-Income
Technology Training	20	2	12	4

c. How will/do you document beneficiary income levels?

Participants will certify their status in meeting federal guidelines for free and reduced lunch.

VI. Problem Statement

a. What particular problem or need will this project address?

Many Hunt families do not have adequate access or sufficient training to access 21st century learning tools. Families face transportation and child care barriers in participating in school sponsored activities and learning opportunities. Families with increased tech skills will have increased opportunities in finding and sustaining higher levels of employment and will be better equipped to support their children's use of such tools in their learning.

b. How was this need identified?

Continued parent requests for child care and transportation to school sponsored activities. Follow up from school technology use forms indicated a lack of understanding and familiarity of emerging technologies.

c. Why is this a funding priority for Burlington?

Funding is a priority for Burlington in order to combat the consequences of poverty including a lack of access to basic education. It shows a commitment by Hunt Middle School to combating the consequences of poverty by provide an equal opportunity for under-served families. We would be able to leverage resources by utilizing equipment, facilities, and expertise of teaching at Hunt Middle School with the Community Development Program Resources. This grant also support opportunities for quality employment by teaching skills necessary for many such jobs and careers.

VII. Program Goals: How will this project reduce the number of people living in poverty? Will it help people move out of poverty? Prevent people from entering poverty? Address basic needs of people living in poverty?

This grant addresses the basic needs of education and equal access of people living in poverty by providing access to technology tools and education necessary for today's world. Increasing job skills has the potential of helping families move out of poverty by securing an income that supports independence and possibly home ownership.

a. Are you targeting any specific disadvantaged population/group of people? If so, who are they? (i.e., people with disabilities, minorities, women with children living in poverty, people with limited English proficiency, at-risk youth, etc.)

We are targeting families who come to Hunt Middle School from the Sustainability Academy and the Integrated Arts Academy. Demographically, these schools have the highest poverty rate in the Burlington School District. They are also the greatest distance from our location increasing the transportation barrier. We are also targeting families with limited English proficiency.

VIII. Equal Opportunity/Accessibility: How do you make sure your programs are accessible to all and culturally appropriate? What equal opportunity efforts do you make in hiring and, if applicable, Board recruitment?

We will provide translation when appropriate and as needed for families with limited English proficiency. This grant would provide up to 2 translators per class. By providing transportation through bus passes our program and activities will be accessible to all families.

IX. Impact and Evaluation:

a. How do you define success? How do you measure it? How many of your beneficiaries achieve it?

Our goal is to have twenty parents attend our technology trainings and for these participants to deepen their technology literacy skills. We will use a pre and post test along with participant surveys to measure our goals within each tech training and an exit survey to measure our overarching goals of increased employment opportunities and increased access to 21st Century Learning Tools.

b. If this is an existing project: IT IS NOT AN EXISTING PROJECT

1. What were your projected accomplishments for your most recent completed funding period or fiscal year?

2. What were your actual accomplishments for that period? If you did not meet projections, please explain (i) why and (ii) how you will overcome that issue in the future.

X. Community Participation & Partners

a. How are the community and/or program participants involved in decision-making and in identifying the program need, design and/or evaluation?

Program participants will provide input into the content of the technology trainings as well as provide feedback for the overall program and after each training through the use of surveys and discussions.

b. What other agencies or sectors (i.e., government, private) do you work with on this project/program?

The Burlington School District and Hunt Parent-Teacher Organization are working together to support this program.

XI. Sustainability

a. How will this project have a long-term benefit to the City of Burlington?

You cannot “un” educate an individual or group. Education is the great equalizer in providing individuals and families with equal access. The long term benefit of technology training for families is increased knowledge and skill which can be applied to their person and professional lives. Participants will have the capacity to support such learning with other family members to also support their growth.

b. If the project ends, will that benefit continue?

Yes, again once the participant has the skill and education acquired through this program it cannot be diminished.

c. If CDBG funding ends, will the project be sustainable (i.e., able to continue)?

Once the program is established and gains support and recognition, it is possible to sustain. It may not be possible to sustain at the current rate in reducing transportation or child care barriers. However, the grant will provide capacity in curriculum development and implementation that may be continued at a reduced cost promoting sustainability.

XII. Consistency

a. What Consolidated Plan objective does this project support?

Public Service: The Technology Training Project addresses the basic needs of people living in poverty.

- Creates opportunities for disadvantaged groups of people
- Supports basic human needs including education
- Demonstrates cooperation / collaboration between agencies in leveraging resources of Community Development Block Grant, Burlington School District, & PTO
- Commitment to accessibility and equal opportunity
- Supports Hunt Middle School's capacity to address the needs of under-served families

b. What other City plans, if any, does this project support or complement?

Increased education for residents and accessibility of city resources. Once participants have increased skill sets they will be able to better access technology resources at the public library.

1. Readiness to Proceed

a. Is the project ready to begin July 1, 2011 and be completed by June 30, 2012?

Yes, with funding from this grant, Hunt Middle School will be able to implement the Technology Training Program to begin October 2011 and continue until May 2012.

b. If not, what are the expected start and completion dates?

c. Are there any other conditions that may affect your ability to begin or complete this project?

No

XIV. Financial Narrative

a. Why should CDBG resources, as opposed to other sources of funding, be used for this project?

Hunt Middle School does not have access to funding outside this grant to provide for the scope of this project. Other sources are not committed to targeting under-served families.

b. Describe your use of community resources. For example, will your project be matched or leveraged with other funding sources or resources (such as volunteers) that don't appear in the budget summary below?

Yes, the technology training programming will utilize school resources including computers, internet access, and facilities to teach on the Hunt campus.

c. Has your organization had any significant changes in funding levels over the last year? If so, please describe.

Yes, the school budget process has reduced programming and teaching positions at Hunt Middle School including but not limited to: a reduction to .5 of the Community Outreach Coordinator, the elimination of the Parent Involvement Coordinator, and the elimination of the Kaleidoscope Team. The Kaleidoscope team served struggling learners from a diverse background.

d. What percent of Agency funds are used for administration vs. program costs? Zero cost for administration beyond the cost of providing instruction.

XV. Budget

a. Summary

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$	\$ 2,660	\$51,932,746.00	\$53,391,029.00
State		*	FY 11	FY 12
Federal				
United Way				
Private				
Program Income				
Other				
Total	\$	\$ 2,660	\$	\$

* Must match your CDBG request amount on Page 1.

** Must match in all three boxes on Pages 7 and 8.

b. Proposed Project Budget Sources

CDBG	\$ 2,660 *
Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)	
	\$
	\$
	\$
	\$
State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)	
	\$
	\$
	\$
	\$
United Way of Chittenden County	\$
Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)	
	\$
	\$
	\$
Other – please specify (i.e., fee-for-service, etc.)	
	\$
	\$
TOTAL	\$ 2,660 **

c. Proposed Budget Uses

<u>Line Item</u>	CDBG	Other	<u>Total</u>
Instructor	\$1,280.00	\$	\$1,280.00
Translators	\$960.00	\$	\$960.00
Child Care Providers	\$320.00	\$	\$320.00
Resources & Materials	\$100.00	\$	\$100.00
	\$	\$	\$
TOTAL	\$ 2,660 *	\$	\$ 2,660 **

* Must match your CDBG request amount on Page 1.

** Must match in all three boxes on Pages 7 and 8.