

## City of Burlington / CDBG 2011 Application Form

Eligibility \_\_\_\_\_ National Objective \_\_\_\_\_ NRSA \_\_\_\_\_  
(Office Use)

Project # PS9  
(Office Use)

*Project Name: After School Food & Nutrition Programs*

*Project Location/Address: 62 Oak St. & 6 Archibald St., Burlington, VT 05401*

*Organization: Boys and Girls Club of Burlington*

*Mailing Address: 62 Oak St., Burlington, VT 05401*

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**I. CDBG Funding Request:**

\$ 5,000

**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.)**

The Oak Street and Integrated Arts Academy (IAA) Units of the Boys and Girls Club of Burlington will provide all Kindergarten through 8<sup>th</sup> grade After School Program participants daily nutritional snacks and encourage enrollment in our Healthy Habits curriculum. Additionally, members in 4<sup>th</sup> through 12<sup>th</sup> grade at the Oak Street clubhouse will be served a hot, nutritious dinner twice weekly through our Kids Café program.

**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?**

The Boys & Girls Club has been serving Burlington's Old North End since 1942. Our mission is to inspire and enable community youth, especially those who need us most, to realize their full potential as productive, healthy, responsible and caring citizens. We provide a safe and positive space for all youth who need us and provide them with caring adult role models and programs that contribute to their quality of life.

The majority of the youth we serve come from very low income families, many of whom live in multi-generational poverty or are new Americans adjusting to an unfamiliar way of life. We strive to give all of our members access to the tools that help them meet their basic needs as well as help them set and achieve goals for the future. The nutritional programming we offer is a perfect example of how we reach this goal. We offer healthy food choices every day for each child that attends our After School Program. Many of our members do not eat regularly outside of free and reduced school food programs, so by providing a source of healthy food, families of our members can be assured that their child is not going hungry. The provision of two hot meals per week lessens the burden on parents and guardians knowing that their child is fed regularly on these two nights. Serving healthy food fulfills the immediate need of the children's hunger and nutritional balance, but it is also our goal to educate our members about health and nutrition so that they incorporate it into their daily lives. Our Healthy Habits curriculum is the method we use to teach kids the basics of living healthy: reading nutrition labels, understanding the food pyramid, making healthy choices, shopping on a budget, and eating appropriate portions.

**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:
Snack	Food	175	170	-Youth received healthy afterschool snack
Healthy Habits	Staff	54	50	-Youth learn about good nutrition
Kids Cafe	Food	100	95	-Youth receive two hot meals weekly

- 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
Healthy Habits	Coordinator	Planning and implementing Healthy Habits curriculum, Oak St.	6	50%
Healthy Habits	Unit Director	Planning and implementing Healthy Habits curriculum, IAA	2	100%

**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](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
Snack	170	89	49	32	
Healthy Habits	50	26	14	10	
Kids Cafe	95	49	28	18	

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

<b>Unduplicated Total # of Burlington Households / Persons to be Served:</b>	<b># Extremely Low-Income</b>	<b># Low-Income</b>	<b># Moderate-Income</b>	<b># Above Moderate-Income</b>
210	109	61	40	

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

We gather information regarding income levels, gender, grade, ethnicity, and family size from our membership forms and enter the information into our KidTrax database. We also make use of data provided through free and reduced lunch qualifications, a commonly used and recognized measure of poverty.

**VI. Problem Statement**

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

More than half of our members' families qualify as extremely low income on the CEDO Income Level Table, and 100% of students at our IAA location qualify for free and reduced lunch. The one basic need that suffers the most for our members living in poverty is good nutrition. Often, the least expensive food available is also the least nutritious, and families balancing multiple pressures frequently opt for convenience rather than nutritional value.

On average, the Club serves 150 children daily in its After School Programs at Oak and Archibald Streets (IAA). The majority of this population arrives at the Club immediately after school and does not leave until a parent or guardian returns from work at about 6:00 p.m. For most of these growing, physically active children, their last meal was school lunch some five to six hours prior to the Club's closing. Many times over the course of the year, staff at the Club get feedback from children and their families that the food we provide is an integral part of the value of our After School Program.

The families of the youth we serve have communicated with us personally and on formal surveys citing the great importance of the hot meals we provide twice weekly through our Kids Café program. This is also true of our teen population that arrives after 6:00 p.m. The majority of our teens are either latchkey kids or living on their own. We see several single parents under the age of 18, high school drop outs, and other youth who are high risk but not receiving services. In some cases, the Kids Café dinners are the only nutritious meals they have during the week.

**b. How was this need identified?**

In addition to researching national data, we identify the needs of our members through the United Way Community Needs Assessment, The Hunger Council of Chittenden County, the Vermont Campaign to End Childhood Hunger, School Data from the Center for Rural Studies, and Boys & Girls Club of Burlington income data. Anecdotal evidence is also collected from surveys and self-report from our members and their families.

**c. Why is this a funding priority for Burlington?**

The number of families in Chittenden County receiving food stamp benefits has increased each year since 2004, as has the number of children receiving subsidized school lunch (*source: Annie E. Casey Kids Count Data Book*). According to data from the USDA released through the Vermont Foodbank, Vermont and Alabama have the greatest increase in household food insecurity in the U.S. over the past 10 years. The number of Vermont households that run short of food or lack access to enough food to maintain good health rose from 12.1% in 2008 to 13.6% in the past year. Children living in food insecure homes are at greater risk for nutrient deficiencies, obesity, poor academic performance, developmental delays, and increases in aggression, depression, and hyperactivity (*source: Vermont Campaign to End Childhood Hunger*). The Boys and Girls Club of Burlington is in a position to combat these statistics as we already serve the very neighborhoods that are at the greatest risk of experiencing food insecurity.

**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?**

Feeding hungry children addresses the most basic need of people living in poverty. Although feeding children does not, in itself, reduce poverty levels, a key component of our programming is to educate children about healthy choices, fitness, and nutrition. With the gardens that the kids plant themselves and our fully equipped kitchen, we give them hands on experience from harvest to kitchen to table. The recipes they learn are sent home so they can either cook independently, or share the recipes with their family or guardians. Healthy, satisfied kids result in more attentive, enthusiastic students, and successful students grow to be productive adults. Parents benefit from our programs by feeling secure in the knowledge that their children are safe and fed during after school hours. This allows them to stretch their food budget farther and ease the strain on their limited budget.

- 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.)**

The populations being served are the members of our Club at 62 Oak Street and 6 Archibald Street in grades K – 12. The vast majority of our members are living in poverty according to the free and reduced lunch statistics provided by the public schools which we use as an indicator.

**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?**

Membership at The Boys & Girls Club is available to all regardless of income level. Our fee is a mere \$5 per year, and that fee is waived for families unable to pay. The children we serve come from the most culturally diverse area of the city and with an overwhelming number of residents living in generational poverty. We are an equal employment opportunity employer and look to hire staff which reflects the youth we serve. We solicit a wide mix of people from the community to participate on Boards, committees and advisory groups, while balancing the need to have an influential group for successful resource development.

**IX. Impact and Evaluation:**

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

We define the success of our food programs by having healthy, educated members. We measure this by the number of youth served; results of the pre and post tests administered for Healthy Habits; and by feedback from youth and families. We survey parents for feedback regarding their satisfaction with program components and curriculum and have consistently scored high on these surveys. We also informally survey the members on their satisfaction with the food served for snack and adjust what is purchased accordingly, assuming it is nutritionally acceptable. Though we always feel we have room for improvement, every youth who has participated in our food program has increased his or her health and knowledge of nutrition.

- b. If this is an existing project:**

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

-Serve an average of 138 youth a daily nutritional snack  
-Provide health education and nutritional training to more than 98 children during the course of the academic year.

-Provide hot meals twice weekly to 101 members of our Club in grades 4 through 12 with our Kids Café program, as well as serving daily lunch to our summer program members.

**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.**

-Served daily nutritional snack to 167 unduplicated youth  
-Provided 126 unduplicated youth with nutritional education through our Healthy Habits program  
-Served hot meals twice weekly to 85 unduplicated youth. This number does not count the many times that these youths' families join them on Kid's Café evenings, feeding siblings and parents/guardians.

**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 needs and designs are based on past program attendance, participant feedback, surveys, and nationally produced research based models provided by the Boys & Girls Clubs of America. Parents, children and the community are invited to participate in the Club in a variety of ways from serving on the Board of Directors, leading a specific activity and volunteering to assist with programs or events. Some current staff members are former Club kids who have grown with the Club. These alumni provide a valuable perspective regarding programming and a legitimate ear in their own neighborhoods.

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

The Club works with Child Care Resource who provides staff training, recipes, and nutrition resources. We also work with the Vermont Foodbank which reaches out to sources throughout the state to help fund our Kids Café program.

**XI. Sustainability**

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

It is our goal to educate our members about the basics of good nutrition and healthy choices and to encourage them to use that information in their daily life. To that end, we are encouraging healthy lifestyles for the current and future citizens of Burlington. We also aim to ease the burden on parents and guardians who have financial difficulty bringing good food to the table, and to supply the knowledge required to shop and cook on a limited budget.

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

If our food programming were to end, we would not be able to meet the immediate need of alleviating the hunger and supplementing the nutrition of our members. It is our intention, however, that the nutritional education we provide to our members and their families will serve them for the rest of their lives.

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

We are fortunate to have several sources that assist us in meeting the costs of our food programs. Costs, however, are rising and we depend on every dollar we get to maintain the quality of what we do. Additionally, working with Child Care Resource, we have re-vamped our menus and have significantly increased the amount of fresh fruits and vegetables we serve which has caused a great increase in our monthly food bills. We will continue to pursue a host of funding avenues. Our programs are supported through a diverse development plan that includes CDBG, private foundation grants, United Way allocations, special events, corporate support, and direct mail solicitation.

## **XII. Consistency**

### **a. What Consolidated Plan objective does this project support?**

This project supports the Consolidated Plan strategy to provide access to services to stabilize living situations; enhance health, safety and quality of life; and improve youth development and Objective SL-1.2, to help 2,000 residents access nutritious food each year over the next five years.

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

These projects complement the Burlington Community Schools Project.

## **XIII. Readiness to Proceed**

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

### **b. If not, what are the expected start and completion dates? N/A**

### **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?**

One of the main goals for CDBG funding is addressing the basic needs of people living in poverty, a description that fits the majority of our members and their families. Our snack program provides sustenance to youth who might otherwise have at least 5 hours between eating school lunch and dinner. It is important that we provide members and their families with the knowledge that healthy food can be affordable, taste good, and can be easy to make. The use of CDBG dollars to fund this project is directly tied to the Anti-Poverty activities it was designed to promote and the result is cost effective and measurable.

### **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?**

The Boys and Girls Club of Burlington collaborates with community partners in many of our food programs. Local businesses such as Prudential Realty, Banana Republic, City Market, Gap and others have volunteered their time and services to help feed our members. We receive partial funding and nutritional counsel from the Vermont Foodbank, Child Care Resource, and Vermont Health Foundation.

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

While we have not had significant changes in our funding levels this past year, we have experienced decreased funding from some small family foundations who have traditionally supported the Club annually.

### **d. What percent of Agency funds are used for administration vs. program costs?**

A total of 27% of our agency funds are used for administration and fund raising, and 73% of agency funds are used for direct program services.

**XV. Budget**

**a. Summary**

	<b>Project</b>		<b>Agency</b>	
	Current	Projected	Current	Projected
CDBG	\$ 3,000	\$ 5,000 *	\$ 6,000	\$ 13,000
State	-	-	2,000	2,000
Federal	4,000	4,000	256,500	321,500
United Way	-	-	77,500	77,500
Private	21,000	23,000	637,000	647,000
Program Income			76,000	71,000
Other			14,000	14,000
<b>Total</b>	<b>\$ 28,000</b>	<b>\$ 32,000 **</b>	<b>\$ 1,069,000</b>	<b>\$ 1,146,000</b>

\* 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	\$ 5,000*
<b>Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)</b>	
USDA Child and Adult Care Food Program (CACFP)	\$ 4,000
	\$
	\$
	\$
<b>State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)</b>	
	\$
	\$
	\$
	\$
United Way of Chittenden County	\$
<b>Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)</b>	
Vermont Health Foundation	\$ 17,000
Vermont Foodbank	\$ 6,000
	\$
<b>Other – please specify (i.e., fee-for-service, etc.)</b>	
	\$
	\$
<b>TOTAL</b>	<b>\$ 32,000 **</b>

**c. Proposed Budget Uses**

<u>Line Item</u>	<u>CDBG</u>	<u>Other</u>	<u>Total</u>
Food	\$ 5,000	\$ 19,000	\$ 24,000
Wages and benefits	\$	\$ 8,000	\$ 8,000
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
<b>TOTAL</b>	<b>\$ 5,000*</b>	<b>\$ 27,000</b>	<b>\$ 32,000**</b>

\* Must match your CDBG request amount on Page 1.

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