

City of Burlington / CDBG 2011 Application Form

Eligibility _____ National Objective _____ NRSA _____
 (Office Use)

Project # _____
 (Office Use)

Project Name: **Parent Sliding Tuition Scale**

Project Location/Address: **241 North Winooski Avenue, Burlington , VT 05401**

Organization: **Burlington Children’s Space Mailing Address: Same**

Contact: **Sarah Adams-Kollitz** *Title:* **Director** *Phone #:* **802 658 1500 Ext. 13**

Web Address: *Fax #:* **802 658-6974** *E-mail:* **sadamskollitz@burlingtonchildrensspace.org**

www.burlingtonchildrensspace.org

I. CDBG Funding Request: \$ 12,000

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.)

CDBG funds are used to support child care and early educational services for Burlington families who are of low or very low-income. These funds help offset the difference between the actual cost of services and revenue received through child care subsidy payments or reduced tuition payments made by parents through the sliding scale for tuition.

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 BCS mission: *The Burlington Children’s Space is a licensed, nonprofit, community-based child care center serving families of all backgrounds from the Greater Burlington area.*

BCS is a 5 STAR, NAEYC accredited program serving children from 6 weeks to 5 years which operates year round and is open from 7:30 a.m. to 5:30 p.m. Children are able to stay with the same teaching team for the first three and second two years at BCS through a “looping” system that emphasizes continuity of care. BCS has maintained at least 40% of its spaces for families receiving financial assistance from the State of Vermont and is able to offer Specialized Child Care for qualifying families. Families who do not qualify for tuition assistance from the State of Vermont, but who cannot afford quality child care on their own, receive tuition assistance through BCS’s sliding scale, the only one of its kind in Chittenden County.

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:
Full time full year child care	Tuition support	68 children	42 children	Maintain quality programming, access for families regardless of income and family supports

- 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
Family income verification, subsidy paperwork, attendance, tuition, budgeting, payroll, taxes, bookkeeping.	Budget Manager	All	25	41%

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
Full day full year child care	43	23	2	9	9

- 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
43	23	2	9	9

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

Parents are required to produce income verification in order to access the sliding scale for tuition and must update annually or when significant changes occur.

VI. Problem Statement

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

Quality programming, employing highly qualified teachers with schedules that allow for planning and collaboration is costly and BCS must seek support from multiple funding streams to make up the difference between the tuition families can afford to pay (or the state reimbursement rate) and the actual cost of care. Without this funding BCS would be forced to exclude families who are not capable of making the required weekly co payments and eliminate many of the program elements that are necessary to meet the needs of children who are experiencing a number of risk factors. Without access to BCS many children would be in lower quality programs, unregulated care, or in settings with substantiated risk of abuse and neglect.

- b. How was this need identified?

Without tuition assistance provided by BCS' sliding scale for tuition, a family of 4 making \$38,000 with two children in full time child care would pay almost \$20,000 per year in tuition- more than 50% of their annual budget. A family receiving a state subsidy for tuition could be asked to pay as much as \$1600 per year in co pays- much more than 10% of an extremely low income family's annual budget- the original goal of the subsidy program. BCS knows from enrollment data that over 125 families are waiting for high quality care, many of whom would never be able to afford full tuition or a substantial co-pay.

c. Why is this a funding priority for Burlington?

Burlington has a 2% vacancy rate among family and center based child care programs. Because of the sliding scale for tuition and high quality programming BCS has a vacancy rate of less than 1% with over 125 families on the waiting list. High quality, affordable child care, especially for infants and toddlers, is difficult to find.

In 2010 changes to ESD benefit programs such as fuel assistance, food stamps, and reach up have resulted in services being processed centrally through the State of Vermont. These changes have resulted in widely publicized delays that can be disastrous for families. As the State simultaneously scrambles to correct ESD system mistakes and prepare for a future centralizations of the child care subsidy system programs like BCS are desperately trying to keep families enrolled despite gaps in subsidy payments that may worsen in the coming year.

The City of Burlington, Non-Profits, State programs, private foundations and local schools are all working as hard as they can to help families in this community weather an economic crisis. Food, fuel, education, and health care are all in jeopardy when families meet with job losses, illness, loss of benefits and financial crisis. BCS serves as a safety net for children and their families allowing them peace of mind, warmth, warm meals, connection to needed supports, an excellent education and the sense that they have somewhere to turn as they face these kinds of stresses on a daily basis. CDBG funds help to lay the foundation for a network of supports that families must have to survive. Beyond survival, BCS is a place of hope where children are actually thriving, becoming active participants in the shaping of a community where they want to grow up and raise their families.

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?

Quality child care directly impacts a family's ability to move toward economic independence. The BCS Parent Sliding Tuition Scale gives families opportunities to access affordable child care while they pursue employment, education and training. In the annual parent survey 97% of the respondents reported they were able to find or keep a job/good job that they enjoyed while their children attended BCS. Another 74% of the respondents reported that they were able to begin, continue or complete an educational endeavor.

Through community collaborations with Head Start, the HowardCenter for Mental Health, COTS family shelter and the VNA, BCS has been able to connect families with the necessary support to address additional barriers to employment and financial stability including mental health issues, addiction, domestic violence, homelessness, and lack of education.

However, statistics do not tell a family's story. Ken comes from a family with a history of violence, drug use, and mental illness. He was enrolled at BCS as an infant and attended for three years. In his third year at BCS his father had become increasingly violent, his mother was dealing with an anxiety disorder and his older brother had extensive special education needs. She failed to meet her Reach Up requirements and, after many chances, was asked to leave BCS because her child care subsidy had expired. Ken's mother tried to find other child care and work toward positive change in her life. She could not find a safe place to leave Ken. Six months later she returned to BCS with a renewed subsidy, having pressed charges against her abusive husband and moved into her own apartment. Ken was readmitted to BCS and completed two more years of preschool. Ken's mother went back to school, kept her subsidy, and became a regular participant in family events at the school. On a recent visit she reported that Ken is doing very well in kindergarten, his teachers commented on how well prepared he was for the social and academic challenges of elementary school.

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 Parent Sliding Tuition Scale was developed specifically to target low income families who do not qualify for a child care subsidy and BCS works directly with CDD to target low income, high risk families who need specialized care. BCS also enrolls families with higher incomes that pay full tuition, thereby creating a community where children and parents are models for each other and everyone has the opportunity to expand their understanding of the people who live and work in their community. By working with VNA, HowardCenter, Refugee Resettlement and COTS, BCS has been able to give priority enrollment to children who are the most vulnerable and whose families face many barriers to finding quality care.

VIII. Equal Opportunity/Accessibility:

a. How do you make sure your programs are accessible to all, inclusive and culturally appropriate?

Enrollment at BCS is via wait-lists on a first come first served basis. Any family entering the program may take advantage of the Parent Sliding Tuition Scale based on the family's yearly income. Because it is located in the O.N.E. community, the BCS programs attract a diverse membership reflective of the O.N.E. itself. BCS addresses cultural issues by encouraging families and community members to engage in the program through parent/teacher conferences, staff development, classroom visits, workshops and forums. Board members are recruited community wide and parent members reflect the diversity of the program. BCS has received and hosted several trainings on the Bridges Out of Poverty model for understanding the culture of class and found it to be extremely helpful in understanding BCS's unique culture and population.

Describe the diversity status of (i) your staff for this program and (ii) your Board. How does that compare with the diversity status of the clients of the program / project you're requesting funding for?

The Burlington Children's Space has seven board members and three administrators. The Board and Leadership Team are all Caucasian, 8 are women and two are men.

b. Describe the diversity / cultural competency trainings that your staff and Board have participated in during the last year.

In 2009 BCS offered a two part training on the culture of class called Bridges Out of Poverty. It was very well received and the material was used in many ways by BCS staff. In 2010 BCS worked with King Street Center to apply for funding to offer the second module of this training for both centers staff, but funding was not available. BCS has been working with its partners at the Burlington School District to bring similar training to the community.

BCS receives over 50 hours of training and consultation with the Howard Center's early childhood mental health staff to address specific issues related to the emotional health of children and families in our setting. Topics covered include how to be responsive to the emotional needs of children and families experiencing incarceration of a family member, extreme poverty, homelessness, addiction in the household, and attachment issues in children.

IX. Impact and Evaluation:

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

BCS chooses to define success in the following terms as they relate to the goal that families have access to high quality child care and that children live in safe, supported households.

- Success in providing quality programming is measured through benchmarks such as achieving 5 stars in the State of Vermont's quality recognition system (STARS), reaccreditation through the National Association for the Education of Young Children, and high scores from parents on the annual survey. In 2009 97% of respondents reported that they agreed or strongly agreed that coming to BCS helped their child(ren) grow in important ways.
- Success in affordability is measured by the ability to raise enough funds to support the sliding scale for tuition and to keep payments affordable to parents.
- Success in achieving the goal of contributing to safe, supported households is tracked as part of the United Way outcomes. This is measured primarily through parent survey results tracing the stability achieved through consistent care and the ability to connect families with additional support services. In 2010-11, 51% of Burlington families qualified for a child care subsidy and an additional 28% received tuition relief through the sliding scale for tuition. Forty percent of Burlington children at BCS and/or their parents accessed consultation or support services through the HowardCenter or EEE and 15 participated in Head Start programming imbedded in the preschool.
- An additional goal is that children have access to healthy food and the opportunity to develop positive attitudes about food and nutrition. Success is measured in our ability to expand from serving 100 lunches and 200 snacks per week to 400 meals (lunch and breakfast) and 200 snacks per week .

b. If this is an existing project:

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

- d.** 1. Provide child care to 65 children in 2010-11 through our 48 spots for children ages 0-5.
- e.** 2. Maintain high quality programs as evidenced by NAEYC accreditation, STARS system for quality Achievement and positive parent survey results.
- f.** 3. Complete portfolio assessments at least twice annually for all children.
- g.** 4. Maintain the number of families who are low-income accessing our program at or above 40%
- h.** 5. Work with the State of Vermont reserving spaces for families receiving a child care subsidy.

- i. 6. Provide tuition assistance to families through our sliding scale with the greatest relief going to those families making under \$50,000 annually.
- j. 7. Continue working with other agencies and programs to provide early intervention services for children who are at risk within our program including Head Start, the HowardCenter, and the Public Schools.
- k. 8. Provide at least 36 hours of staff training specific to early childhood education and mental health, at least 4 workshops or discussion groups for parents, participate in at least 5 additional trainings for educators in the community.
- l. 9. Work with the area colleges/universities, public and private schools to provide job training and
- m. volunteer opportunities for at least 10 students or volunteers.
- n. 10. To continue our intergenerational programs and resources.

1. 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.

1. Provided child care to 68 children in 2010-11 through our 48 spots for children ages 0-5.
2. Maintained high quality programs as evidenced by NAEYC accreditation, STARS system for quality Achievement and positive parent survey results.
3. Completed portfolio assessments twice a year for all children.
4. Maintained the number of families who are low-income accessing our program at 51%.
5. Was granted a Strengthening Families grant from the State of Vermont to help serve at risk families receiving a child care subsidy.
6. Provided tuition assistance to families through our sliding scale with the greatest relief going to those families making under \$50,000 annually.
7. Continued working with other agencies and programs to provide early intervention services for children who are at risk within our program including Children's Integrated Services, Head Start, the HowardCenter, and the Public Schools.
8. Provided 36 hours of staff training specific to early childhood education and mental health, offered a free 4 week yoga workshop for children and parents, and at least 5 additional trainings for educators in the community.
9. Work with the area colleges/universities, public and private schools to provide job training and volunteer opportunities for 15 college students and 3 regular volunteers.
10. Continued our intergenerational programs with art workshops, weekly chair yoga for seniors and children, and weekly cooking projects with the Champlain Senior Center.

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?

BCS seeks to engage parents and community partners in the process of design and implementation of the program while at the same time advocating for positive growth in the community, especially concerning the rights of young children and their families. BCS has taken the following steps to engage with the community on the issue of access to affordable, high quality programming for young children:

- The BCS Board of Directors oversees the direction of the organization and our mission and vision statements, fund raising, and supervision of finances and the Executive Director.
- All BCS parents volunteer at least 6 hours per year volunteering and giving input on project proposals.
- Parents complete an annual program evaluation survey with a return rate of 90-100% of participants.
- BCS maintains partnerships with HowardCenter, Head Start, ELP (Act 62 group), and local school districts.
- BCS's Director is a member of Building Bright Futures of Chittenden County Council and Steering Committee.

b. Who do you mainly work with (i.e., what partners) to get the outcomes you want for your clients?

Until January, 2010 BCS held a Reserved Spaces Agreement with the state DCF division to contract for a specific number of slots designated for low-income families. In March 2010 this was replaced with a Strengthening Families grant from CDD directed at the same families. In 2011 BCS successfully recompleted for continued funding under this program. BCS collaborates with the area public school systems to draw down funds for 3 and 4 year olds (now Act 62) and to offer integrated services for developmentally challenged preschoolers through the schools' EEE programs. BCS is a United Way agency and tracks program outcomes and measure its impact on the community. BCS continues to work with Children's Integrated Services to provide early intervention services for children under age three. A grant funded collaboration with the HowardCenter in 2008 is now permanently funded through State and federal Medicaid funding. BCS was one of the first local child care programs to enter into a grant funded project to increase participation in the federally funded child and Adult Care Food Program (CACFP) in 2009

and now receives funding for two meals and a snack served daily at BCS. A variety of private foundations also support BCS through tuition and special project support.

XI. Sustainability

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

BCS has served the children and families of Chittenden County for 27 years. During this time BCS has continued to evolve and adjust its programming to the needs of the community, but has always maintained high quality programming available for full days throughout the year. Among the families it has served are valuable workforce members who could not have done their jobs without quality child care. Currently, 37% of Burlington children receive a child care subsidy under a Specialized Service agreement because they are at high risk for abuse and neglect or have specialized health needs. Without care these children are at risk of falling into DCF custody or falling behind in their development, which will result in higher educational and social service costs in the future.

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

Without community support BCS would not be able to offer the sliding scale for tuition. Without discounted tuition many low to middle income families would not be able to afford care and even families receiving child care subsidies would not be able to afford the co-payments. Eliminating the sliding scale for tuition would force families to seek substandard care and jeopardize BCS's ability to operate a high quality program.

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

Without funding for its sliding scale for tuition, BCS will not be able to serve the number of families with very low, low or moderate incomes who are at the greatest risk of being unable to find other quality care. With 125 families on its current waiting list, BCS could enroll new families with higher incomes, but that is contrary to the mission and vision of the organization.

XII. Consistency

a. What Consolidated Plan objective does this project support?

BCS programming supports the objective of Economic Opportunity by allowing parents to work or receive job training while their children are in full time, full year child care in an accredited program. BCS directly impacts *the # of children in accredited programs* (BCS alone met almost 50% of the goal of 88 children served in accredited centers by serving 43 Burlington children).

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

BCS works directly with COTS to enroll children living in shelter and help their parents move toward financial independence. The BCS program helps support the O.N.E. community and compliments plans within the Enterprise Community. Our Building site, at the McClure Multi-Generational Center, is a former brown-land site and was part of the city's Old North End rejuvenation project. The BCS direct services support current community families accessing employment, entrepreneurial, and educational opportunities in the area (In 2010-11 parents of 7 BCS students started or operated businesses in Burlington).

XIII. Readiness to Proceed

- a. Is the project ready to begin July 1, 2012 and be completed by June 30, 2013? Yes**
- b. If not, what are the expected start and completion dates?**
- c. Are there any other conditions (i.e., obtaining permits, the availability of other funding, etc.) 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?

27 years ago the City of Burlington and then Mayor, Bernie Sanders, recognized that the availability of high quality, affordable child care for residents and workers was an economic essential for the City of Burlington. Because there is no one sufficient source of funds for high quality child care, communities must be creative in layering funding to meet the critical needs of families. CDBG is one of many sources of funding that keep BCS alive. BCS is committed to many projects highlighting the importance of healthy children and families in the overall health and sustainability of the community. CDBG funding is part of

this story. BCS helps attract and retain employees and students to Burlington businesses and schools. BCS assists Burlington families in moving out of or away from poverty by supporting them in their employment and/or educational endeavors, supports children and promotes their full development. BCS is open to all and strives to support diversity in the Burlington community. Funding for this program is diverse and comes from both the private and public sectors. Through a state match for Medicaid dollars, federally funded CACFP, and the Head Start partnership, BCS draws down over \$100,000 per year of federal dollars, which stay in the community.

- 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?**

BCS raises one third of its annual budget through public grants and private foundations. It is essential to both of these entities that BCS demonstrates active pursuit of multiple sources of funding.

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

Despite continued conversations and efforts on the State level, including a large Race To The Top application in late 2011, Vermont has still not found a way to successfully fund the portion of early childhood programming that parents cannot afford to pay. State funding for at risk children still does not cover the full cost of care, nor does it mitigate the administrative and staff costs associated with the increased supports provided to families. BCS has been very successful in writing grants to make up this funding gap, but private local funders have warned repeatedly that they do not have the funds to continue to fund operating support year after year. Funding from private foundations for operating support has dropped dramatically in 2011. Many of these funders have said they are shifting their efforts toward pushing for system change that will lead to long term, sustainable public funding for early childhood education. BCS supports and participates in these efforts, but is also left scrambling to keep its doors open while waiting for these changes.

- d. What percent of Agency funds are used for administration vs. program costs? 10%**

XV. Budget

a. Summary

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$ 5,882	\$ 12,000	\$ 5,882	\$ 12,000
State	\$88,349	\$91,357	\$88,349	\$91,357
Federal	\$40,900	\$48,900	\$40,900	\$48,900
United Way	\$45,374	\$45,000	\$45,374	\$45,000
Private	\$40,923	\$69,400	\$40,923	\$69,400
Program Income	\$489,866	\$479,049	\$489,866	\$479,049
Other	\$500	\$4050	\$500	\$4050
Total	\$ 711,794	\$ 749,756**	\$ 711,794	\$ 749,756

* 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	\$ 12000 *
Other Federal – please specify funder and program (i.e., HUD – Emergency Shelter Grant, etc.)	
Insurance rebate	\$5500
CACFP (Food program)	\$26500
Head Start	\$16900
State – please specify funder and program (i.e., Department of Health – AIDS Prevention, etc.)	
EI	\$15,000
EDLP	\$50,000
Strengthening Families	\$22320
VCTF	\$4037
United Way of Chittenden County	\$ 45,000
Private – please specify (i.e., individual donations, foundations, faith-based organizations, etc.)	
Turrell	\$10,000
Amy Tarrant	\$15,000
New and Other Grants	\$44,400
Other – please specify (i.e., fee-for-service, etc.)	
Fee for service (tuition)	\$479049
Investments	\$4050
TOTAL	\$ 749,756 **

c. Proposed Budget Uses:

<u>Line Item</u>	<u>CDBG</u>	<u>Other</u>	<u>Total</u>
Budget Manager Salary	\$12,000	\$18,402	\$30402
TOTAL	\$12,000	\$18,402	\$30,402

* Must match your CDBG request amount on Page 1.

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