

City of Burlington / 2013 CDBG Application Form

Project Name: ___Burlington Children's Space Tuition Support

Project Location / Address: _241 North Winooski Avenue, BTV 05401

Applicant Organization / Agency: Burlington Children's Space

Mailing Address: ___241 North Winooski Avenue, BTV 05401

Physical Address: ___241 North Winooski Avenue, BTV 05401

Contact: _Sarah Adams-Kollitz_____ Title: _____Director_____ Phone #:802 658 1500

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EIN #: __22-2533646 DUNS #: _____

CDBG Funding Request: \$_12,000_____

1. Type of Organization

___ Local Government

___ For-Profit Organization

___ Faith-Based Organization

__x__ Non-Profit Organization (please provide copy of your
IRS 501(c)(3) tax exemption letter)

___ Institution of Higher Education

2. **Conflict of Interest:** ___ Please complete and sign attached form.

3. **List of Board of Directors:** ___ Please attach.

Certification

To the best of my knowledge and belief, data in this proposal are true and correct.

I have been duly authorized to apply for this funding on behalf of this agency.

I understand that this grant funding is conditioned upon compliance with federal CDBG regulations.

I further certify that no contracts have been awarded, funds committed or construction begun on the proposed program, and that none will be prior to issuance of a Release of Funds by the Program Administrator.

Signature of Authorized Official

Name of Authorized Official

Title

Date

I. Demonstrated Need

1. Project Narrative: Provide a description of the project/program to be funded with CDBG. (Refer to NOFA for required information in this section.)

The Burlington Children's Space provides services to children ages six weeks to five years of age and is open Monday through Friday 7:30 am to 5:30 pm. It is licensed by the State of Vermont Child Development Division and accredited by the National Association for the Education of Young Children (NAEYC). BCS's sliding scale for tuition allows children from very low to moderate income homes access to a wide range of services in one setting. BCS programming as a whole is available to families of low, moderate, or high incomes, creating an environment rich with peer models. CDBG funds allow BCS to lower tuition costs and cap child care subsidy co-payments so that families can access the care they need and a range of supports. 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 over \$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.

2. Innovation

a. What new programs and/or services will be provided as a result of CDBG assistance?

BCS is applying for funding to maintain access to a program that continues to evolve and innovate on a very tight budget. CDBG funding does not cover these innovations on its own, but is part of a multi-layered funding plan. Recent innovations include the following:

- Therapeutic Child Care partnership (started with a grant in 2009) with the HowardCenter that provides onsite mental health supports for children and parents who have experienced trauma associated with parent mental health issues, violence in the home, homelessness, incarceration, substance abuse, and protective custody. The partnership also provides specialized training for staff and workshops open to all parents. This program has become a model that is now being replicated in other settings.
- Participation in the Child and Adult Care Food Program (CACFP). BCS offers two meals and one snack each day and receives reimbursement from CACFP that covers the cost of food. Grant funding and the sale of lunches to over income families help to cover additional program costs and bi-monthly family dinners.
- Participation in UVM's Public Health Projects researching positive health outcomes for children and families at BCS.

b. How will existing programs and/or services be expanded as a result of CDBG assistance? Use actual numbers to demonstrate expansion.

Without CDBG funding BCS would be forced to reduce the number of spaces available to low to moderate income families.

c. Are there other programs in the community that address similar issues? Yes No If Yes, how is this proposal different?

Burlington is lucky to have a number of high quality child care programs. However, only a few of these programs serve infants and toddlers. Of those that do, none offer a sliding scale for tuition, a nutrition program, and on site mental health supports.

II Proposed Outcomes

1. How will this project/program impact individuals and contribute to the City's anti-poverty strategy?

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. We know from working with COTS that child care is often a significant factor in homeless families' ability to find stable housing. In many cases, parents are motivated to meet training or work requirements in order to keep their child care subsidy and thus, their spot at BCS. The partnership with the Howard Center provides an onsite Master's level Clinician who meets with families weekly, helping parents address crises, manage finances, address safety issues in the home and set and meet parenting goals. This partnerships has allowed us to address some of the factors affecting children that cannot be mitigated in the classroom alone and we have seen very positive results.

2. List your goals/objectives, activities to implement and expected outcomes (# of units, # of individuals, etc.)

Provide full time, full year care for up to 68 children each year (BCS is always fully enrolled, but numbers fluctuate based on the number of 2,3, and 5 day spots)

Cap co-pays for families receiving a child care subsidy at \$20.00 per child per month and base all other tuition on family income.

Provide onsite mental heal support for up to 8 children and mental health consultation for any family.

Provide 2 meals and 1snack each day for all children with 100% of families participating in the Child and Adult Care Food Program (CACFP).

Offer 45 take home bags per year full of nutritious food for low income families over school breaks.

Offer 6 family dinners per year.

III. Experience / Organizational Capacity

1. What is your agency's mission, and how do the proposed activities fit with your mission?

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.

Vision: Our vision is to be a nurturing, educational haven for children and an indispensable early education and child care resource to families and our community.

BCS has been committed to serving a diverse populations since its inception, with particular attention paid to economic diversity, the Sliding Scale for Tuition makes this possible.

2. How long has your agency been in operation? 29 years

3. What programs and services do you offer?

Full time, full year child care for ages 6 weeks to 5 years, child nutrition program, onsite mental health support for families, parenting workshops, teacher education, multigenerational programming with the neighboring senior center, and student internships.

4. If you plan to pay for staff with CDBG funding, describe what they do in relation to the specific service(s) / activity(ies) in your Project Narrative.

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	38%

5. Explain how your agency has the capacity to carry out the proposed activity (i.e., staff qualifications and years of experience related to this type of activity, etc.)

BCS has the highest quality rating from the State of Vermont and accreditation from the National Association for the Education of Young Children (NAEYC). BCS's two program administrators have Master's Degrees. Nine out of 10 full time teachers have bachelor's degrees in education or a related field. All teachers meet or exceed the NAEYC requirements and receive 36 hours of specialized training each year (the State requirement is 12 hours).

6. Have you received Federal or State grant funds in the past three years? Yes No

7. Were the activities funded by these sources successfully completed? Yes No
If No, please explain.

IV. Proposed Low & Moderate Income Beneficiaries / Commitment to Diversity

1. Will the program target any specific group of people? (check one below):

- Abused Children Elderly (62 years +) People with AIDS
 Battered Spouses Homeless Persons Illiterate Adults
 People with Severe Disabilities

2. For your proposed project, please estimate how the Burlington residents will break out into the following income categories. Use the Income Table at <http://www.burlingtonvt.gov/cedo/cdbg/2012-HUD-Income-Limits>.

Service / Activity	Unduplicated Total # of Burlington HH / Persons to be Served	Extremely Low-Income	Low-Income	Moderate-Income	Above Moderate-Income
Child Care	47	22	5	6	14

3. Explain how the target population is selected, qualified and monitored.

BCS works directly with HowardCenter, the VNA, and COTS to enroll high risk families who have an urgent need for specialized care. All prospective parents list their income when applying to the wait list and enrollment is carefully managed so that slots in each category are filled and enrollment is balanced. Parents are required to produce income verification each year in the form of tax returns or pay stubs. When job changes occur, these documents are updated.

4. How do you ensure that your programs are accessible to all, inclusive and culturally appropriate?

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 receives over 50 hours of training and consultation with the Howard Center's early childhood mental health related to families we serve. 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.

In order to maintain NAEYC accreditation BCS must provide extensive documentation about the program's approach to inclusion and diversity, showing that the classroom environment, materials, curriculum, and the program practices include and reflect all families. The program must also document staff awareness of and participation in local community events as well as specialized training related to our unique population.

5. What steps has your organization/board taken in the past year to become more culturally competent?

BCS recently applied for and received a grant to offer Bridges out of Poverty training for all staff and Board members. The training will take place on February 25, 2013. In 2012 the Board considered the option of participating in CEDO's We All Belong program, but decided they could not meet the Board training requirements nor the financial obligations to host a We All Belong intern. BCS will continue to look for ways to fund participation in this project in the future.

V. Budget / Financial Feasibility

1. Project Budget

Line Item	CDBG Funds	Other	Total
Salary, Budget Manager	\$12,000	\$19,315	\$31,315

2. Funding Sources

	Project		Agency	
	Current	Projected	Current	Projected
CDBG	\$ 5750	\$ 12000	\$ Same	Same
State (specify)				
EEI	\$15000	\$10,000		
CDD grant	\$22320	\$18600		
ACT 62 Partnerships	\$50,000	\$52000		
Children's Trust Foundation	\$4037	\$5408		
Federal (specify)	\$169000	\$16900		
Head Start	\$26500	\$2600		
CACFP food program	\$5500	5500		
Insurance Rebate				
United Way	\$45000	\$45,000		
Private (specify)	\$65000	\$43,450		
Foundation Grants	\$10650	\$10100		
Donations (fund raising. Board				
Program Income				
Tuition (subsidy and family payments)	\$470,849	\$485,933		
Lunches	\$7,000	\$6,500		
Waitlist	\$1,200	\$1,200		
Other (specify)				
VEIC energy upgrades	\$10,000	\$10,000		
FAHC grant	\$0	\$5,000		
Investment	\$4,4025	\$4,000		
Total	\$ 749,731	\$ 757,591	\$	\$

3. Of the total project cost, what percentage will be financed with CDBG?

$$\frac{\$ \underline{\quad 12,000 \quad}}{\text{CDBG Funding}} \div \frac{\$ \underline{\quad 757,616 \quad}}{\text{Total Project Cost}} = \underline{\quad <1 \quad} \% \text{ Percentage}$$

4. Of the total project cost, what would be the total cost per person?

$$\frac{\$ \underline{\quad 12,000 \quad}}{\text{CDBG Funding}} \div \frac{\underline{\quad 63 \quad}}{\text{\# Proposed Beneficiaries}} = \underline{\quad \$ 190 \quad} \text{ Cost Per Person}$$

5. 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 viable. 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. 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 of federal dollars, which stay in the community.

6. Describe your use of community resources. Include any resources not listed in your budget.

BCS collaborates with the area public school systems and Children's Integrated Services to provide early intervention services for children. City Market funds bi-monthly family dinners and ongoing nutrition training for staff. BCS regularly works with local college students as interns or work study placements and is about to begin a third community health project with the UVM Medical School and a psychiatrist from Colombia University to research positive health outcomes related to our program. A foster grandparent from RSVP's Read to Me program visits once a week and another RSVP volunteer acts as the Board treasurer. BCS works with the Intervale Center to receive free gleaned produce during the growing season, which is used for the meals program and sent home with families. In 2012 BCS received a grant from VEIC for energy upgrades, which we hope to match with additional donations or rebates. Donations of graphic design and web design services allowed BCS to create a new website and donated tech support was used to set up discounted classroom computers purchased with a grant. A variety of private foundations also support BCS through tuition and special project funding. Myers trash has worked with BCS to compost of over 7,000 pounds of food scraps and paper towel waste at minimal cost and volunteers help maintain three gardens.

7. Has your organization experienced any significant changes in funding levels during the past year? Yes No

If Yes, please explain.

BCS is very proud of the way we have continued to increasing services and the quality of the work we do on a very tight budget. However, BCS always struggles to find funding just to keep families enrolled and accessing these services. Several factors have significantly influenced BCS's finances in the past year, straining BCS's multi-layered funding plan. Due to underfunding in the childcare system, CDD subsidies do not cover the full cost of care, especially for infants, toddlers, and high risk children. BCS must also cover the cost of keeping families enrolled when their child care subsidies are in jeopardy, often taking on significant financial risk. The cost of administrative time spent advocating for families who are struggling with the child care subsidy system has increased significantly while the losses for uncovered tuition have also increased. BCS has also faced reductions in funding from private foundations. The explanations from these funders has been that they have less money to distribute because of losses to their own investments, the need from non-profits has increased, and they are not capable of providing the support the underfunded child care system needs. Finally, families' needs continue to increase, especially those who are not eligible for a child care subsidy. Many of these families have asked for additional tuition support in the face of job losses or reductions in hours or because of income increases that have led to the loss of benefits. Some of these families are desperate to keep their child care so that they can hold on to jobs, health insurance, housing, and even the ability to put food on the table. BCS's sliding scale for tuition exists to support these families, but the strains on BCS's budget from these requests are greater than ever.

8. What cost-cutting measures has your organization implemented?

BCS operates on a very tight budget by utilizing community partnerships that fund many of the services provided on site. In 2012 BCS was able to use the partnership with the Howard Center to provide free training. The program spends less than 2% of its budget on classroom supplies and equipment, utilizing recycled and donated materials for the majority of projects.

VI. Community Support / Participation

1. What other organizations or key individuals (if any) have given support to this project?

BCS receives funding for CDD and the State of Vermont, local school districts participating in Act 62, Head Start, the HowardCenter, CACFP, Child Care Resource, the United Way, the Amy Tarrant Foundation, Richard Tarrant Foundation, Turrell Foundation, The Agnes Lindsay Foundation, The Hoehl Foundation,

Fletcher Allen Health Care, Children's Trust Foundation , the Edward's Scholarship fund, Golub Foundation, VEIC, City Market, and many private donors.

2. How are the community or program participants involved in decision-making and/or 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. The BCS Board of Directors is made up of 4 community members and 4 parents, with one additional parent acting as an advisor to the Building Committee.
- In order to address BCS's long term sustainability , the BCS Board of Directors began 2012 with a Big Picture Meeting, inviting staff, community partners, and parents to generate new ideas about how to best use the resources of our local community. Twenty one community members, staff and parents participated in discussions previously reserved for the Board of Directors. Four sub groups formed to address community partnerships, fund raising, family involvement, and messaging. Positive outcomes directly related to the ideas generated at the meeting include a 5k fundraiser that involved over 100 participants and raised \$1500, the formation of an Enrichment Endowment to fund hands on learning, field trips, and guest artists which has raised over \$4000, and a new website which significantly increased new donors in the 2012 Friends Letter drive.
- All BCS parents volunteer at least 6 hours per year participating in and giving input on project proposals.
- Parents complete an annual program evaluation survey, an annual food program survey, and a strengthening Families Protective Factors Survey.
- 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 and the Chittenden County Hunger Council.

VII. Readiness to Implement

1. Is the project ready to begin on July 1, 2013 and be completed by June 30, 2014? _x_Yes

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

2. List any conditions (i.e., obtaining permits, availability of other funding, etc.) that may affect your ability to begin or complete this project. N/A

VIII. Impact / Evaluation

1. Describe how this project will effectively measure outcomes.

BCS chooses to define success in the following terms as they relate to the goal that families with young children access child care and/or early education opportunities that meet their diverse needs. (A United Way target outcome) .

- 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.
- 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 meeting families' diverse needs is measured primarily through parent survey results and BCS referrals for additional services such as screening for developmental delays, transportation, housing, and parent education.
- 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 successfully enroll families in CACFP and continue the meals program.

2. What strategies will you implement to collect the data necessary to analyze your results?

BCS collects demographic information from families, conducts at least two satisfaction surveys annually, collects data on child development for all children, and maintains records on referrals for additional services.

3. How are clients better off as a result of your program?

Children show significant developmental progress in the program. Children with delays receive additional services such as speech, physical, or developmental therapy. Children and parents with mental health issues receive onsite or home support. All of these services build trusting relationships between BCS and families. In some cases BCS is the last stop for children who have been kicked out of numerous programs and it becomes the first time the child (and in some cases the parent) finds success in a school setting.

Respondents to the annual survey reported the following:

26 parents (100%) agree or strongly agree that their child is safe and well cared for at BCS and that coming to BCS helps their child learn and grow. 77% say that being a part of BCS allows them to get help from people who know a lot about children and 73% say it helps them get ideas about parenting.

IX. Sustainability

1. How will this project have a long-term benefit to the City of Burlington? If this project ends, will that benefit continue?

The Child Trends Databank Reports the following data from national studies, making a compelling case for the importance of high quality early education programming. Involvement in high-quality center-based care, preschool, and prekindergarten programs can improve academic and behavioral outcomes for children in kindergarten (Takanashi 2004 and Owen, Klausli, Mata-Otero & Caughy 2008). Children who spend more hours in high-quality center-based care perform better in math and reading in the early grades of elementary school (NICHD Early Child Care Research Network 2002). The Abecedarian Project found that children who participated in full-day high-quality programs from birth to kindergarten were more likely than those who did not to eventually attend a four-year college and score higher on measures of academic and intellectual success, and were less likely to have a teen pregnancy (Campbell, Ramey, Pungello, Miller-Johnson, & Sparling 2002).

Among the families BCS serves are 50 parents who work in Burlington, 6 of whom own businesses, and 6 more Burlington residents who attend school or training programs. These are valuable workforce members who could not do their jobs without quality child care.

2. Provide evidence of long-term support for this project.

In his 2013 Inaugural address Governor Peter Shumlin asked the legislature to double the amount of funding invested in child care subsidies and increase funding for child nutrition, emphasizing the important role early education and nutrition play in the health and economic wellbeing of the entire state. BCS is in line to receive additional funding through child care subsidies, CDD grants, and increases to CACFP.

3. If CDBG funding ends, will the project be able to continue?

Yes, BCS could continue without CDBG funding, but 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.