PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: The Nest - Center for Women, Children and Families

Mailing Address: 530 North Limestone, Lexington, KY 40508

Street Address: 530 North Limestone, Lexington, KY 40508

Phone: (859) 259 - 1974

Is your Agency registered with the IRS as a 501(c)3 organization? ☑ Yes ☐ No

*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a current profile with Blue Grass Community Foundation's GoodGiving.net? ☑ Yes ☐ No

*Note: Agencies **must** have profiles with GoodGiving.net to be eligible for ESR funding.*

Website Address: www.thenestlexington.org

Agency Representative *(typically the Executive Director - Name, Title, Phone, Email)*:

Jeffrey White, Executive Director, 859-259-1974 x223, jwhite@thenestlexington.org

Person Completing Application *(Name, Title, Phone, Email):*

Jenny Norman, Director of Child Care, 859-259-1974 x228

Program Information

Name of program for which funds are being requested: **The Nest Respite Child Care Program**

Total Funding Amount Requested: $ **100,000**

RFP #12-2019 PROPOSAL SUBMITTAL FORM

- **Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.**
- **LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS**
- **REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.**

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement **15 Points**

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

Two problems facing Fayette County are increasing cases of child abuse and the number of children entering kindergarten unprepared. According to Southern Bluegrass Child Protective Service, annually there were 3,772 children with substantiated cases of child abuse and neglect in Fayette and surrounding counties; 50% of those were under the age of five. The Commonwealth Institute for Policy states that 47% of Fayette County's children enter kindergarten unprepared due to lack of access to affordable high-quality early childhood programs.

The Nest addresses these problems for this at-risk and under-served population by providing the only FREE 5-STAR quality-rated childcare for families in poverty in Fayette County.

The Nest is located in Duncan Park in the impoverished 40508 zip code. The population is racially diverse, younger, majority single with the median household income significantly lower than the U.S. average. Communities where poverty is prevalent face problems because of low educational attainment, unemployment, economic pressures, substance abuse, damaged self-confidence and instability.

All children deserve high-quality childcare regardless family situations, background or inability to pay. There is a lack of affordable quality childcare in Fayette County. The Nest fills the gap in service for this under-served and at-risk population by providing the only free quality childcare program.
When children are well-cared for in a safe, educational environment it reduces the risk of child abuse and allows parents to pursue what is necessary for long-term stability of the family, while preparing children for school success!

5.1.2 Service Delivery Model **15 Points**

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each "unit of service" you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

The Nest Childcare maintains a 5-STAR quality rating through the KY ALL-STARS Program. We provide Free Respite childcare, Monday-Friday from 7:00 am to 5:30 pm for 200+ children annually.

Our intake process identifies the needs of both parent and child. Understanding the problems our families face allows us to schedule time accordingly and connect them with beneficial resources. During follow-up meetings we discuss how stress is being alleviated through meeting goals, therefore reducing the risk of child abuse and strengthening the family unit.

A unit of service equals each time a child attends our program. This varies from one hour while caregivers attend a counseling session, to a full-day while working, attending classes or taking a much- needed break. Other families need childcare once they find employment, but their Child Care Assistance has not yet started. We fill this gap in service for our working-class families. We make on-going commitments based on situations such as grandparents who are caregivers or a full-semester of care allowing the parent to take classes or finish their GED. Childcare ranges from 1 day up to 235 days annually for families in crisis.

We partner with parents to complete the Ages & Stages Developmental Screenings to address areas where early intervention services may be needed. Through partnering with parents to address developmental needs and providing free high-quality childcare to at-risk children, we are able to address Fayette County's problem of children entering Kindergarten not ready to learn, offering a firm early childhood foundation.

5.1.3 Client Eligibility and Requirements **5 Points**

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay $30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

The Nest Child Care Program's number one goal is preventing child abuse and neglect, which is why no family is turned away when experiencing crisis. Respite Childcare is provided free of charge to families who fall below 150% of the Federal Poverty Guideline and/or are experiencing some form of trauma/crisis, including but not limited to domestic violence, history of abuse, homelessness or referral from a social service agency.

Families are expected to communicate their needs, plan ahead for the time slots needed and notify The Nest of any change in circumstances. Parents are required to provide documentation when requesting on-going care, such as class schedules, court dates, and counseling sessions. This allows us to appropriately schedule childcare and meet their individual needs. Ongoing meetings are conducted with parents to assess their current needs and the developmental needs of their child.

Families are asked to contribute by bringing their child's daily needs including wipes, diapers, formula and lunch. If the family is unable, The Nest will always provide these items for free. We also ask families to take part in assessing their children using the Ages & Stages Questionnaire and working with our staff to schedule early intervention services if needed. Families are also encouraged to participate in classroom activities, family nights and parent/teacher conferences.

For families whose incomes are above 150% of the Federal Poverty Guideline a sliding scale is available. Of the children we cared for last year, over 95% received care free of charge.

5.1.4 Evidence-Based/Best Practice **10 Points**

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

Our Childcare Program maintains a 5-STAR quality rating, the highest obtainable, by the KY-ALL STARS program. Receiving the highest rating requires meeting standards of excellence in: classroom and instructional quality, family and community engagement, staff qualifications, leadership practice and professional learning. We exceed in all these categories and maintain ratios averaging a 1:4 teacher-to- child ratio. Smaller class sizes are particularly effective at raising achievement levels of low-income and minority children according to a study done at Northwestern University.

High-quality Respite childcare for children whose parents are experiencing stress, crisis or lack of other support, contributes to the much needed mission of preventing child abuse. According to a report by the National Resource Center for Community-based Child Abuse Prevention, this type of childcare directly contributes to a reduction in the likelihood of child abuse and neglect. When parents have access to emergency childcare their children are less likely to be left with unsuitable caregivers or to witness stressful or inappropriate events. Emergency childcare has also been shown to significantly reduce the stress level being experienced by the parent and in turn improves the quality of the relationship between parent and child.

Early childhood studies have produced mountains of evidence supporting high-quality early childhood education. Research from Schuyler Center shows that high-quality intensive early education programs for low-income children can have lasting positive effects such as: greater school success, higher graduation rates, lower juvenile crime, decreased need for special education services and lower adolescent pregnancy rates.

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes **10 Points**

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define "successful" completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

Our service philosophy is to prevent child abuse, strengthen the family unit and give access to high-quality education to children, preparing them for school success. This is achieved by providing a safe nurturing environment for children while giving parents a much needed break. We work with parents to set goals allowing them to meet immediate needs and work toward stability. Our program works with at-risk children towards the goal of reaching developmental milestones and achieving the skills necessary for success.

Success is achieved when 100% of the children who attend our program have access to a high-quality learning environment. When a parent is certain their child is being well-cared for it reduces the risk of child abuse and neglect allowing parents to focus on strengthening their family situation. 95% of the families that utilize our Respite Care report a reduction in stress. Family achievements such as completing counseling sessions, finding employment or graduating from classes are recorded and celebrated! We provide care for over 90% of the families that reach out to us.

Our next indication of success is that 100% of enrolled children will be assessed within 90 days of their enrollment and every 6 months thereafter. 100% of red flags in development will be referred for early intervention services. These assessments will show that we are helping children reach the milestones needed to succeed in school.

We support families during transitional times, with the ultimate goal of helping them reach a situation where we are no longer needed.

5.2.2 Client Empowerment & Community Impact **10 Points**

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

Our program provides a meaningful difference in the immediate needs of our families. First, the children at The Nest are in a safe, nurturing environment that not only prevents child abuse and neglect, but also provides high-quality early education. Families can use our services to utilize other departments within The Nest such as Domestic Violence Counseling and Advocacy, Parenting Education and Support and Crisis Care resources for basic human needs. Respite childcare allows parents to job hunt, take classes, attend other necessary appointments and receive much needed support to move toward a more stable situation.

Children excel while attending our program. They have access to a wide range of developmentally appropriate learning activities in a nurturing environment. We have seen children who are initially withdrawn learn to interact positively with peers and their language and social skills have blossomed.

Early education is perhaps the most important investment our community can make. It creates opportunities to promote better individual life outcomes, as well as, strengthening our economy. A cost-benefit analysis of the HighScope Perry Preschool study indicates a savings to the public of more than seven times the initial investment per child, with a return of $7.16 for every dollar spent.

Disadvantaged students who lack prior knowledge and vocabulary skills will struggle, thus falling even further behind in school. Our FREE Respite childcare is often the only opportunity for early education for the at-risk and under-served population we serve. The Nest helps eliminate these gaps from the start!

5.2.3 Data Assessment & Quality Improvement **10 Points**

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

We collect data during our intake process of why the service is requested, time needed and barriers they are facing. The results of the data collected allow us to determine ways to eliminate these barriers in the future.

Families using our Respite care are encouraged to complete a Parent Survey which assess our capability to reduce stress and meet their current needs on a scale from 1 to 5. We know our services have been effective based on averaging over a 4.5 on successfully meeting those needs. We complete a Family Feedback assessment annually, from no less than 50% of families currently enrolled, to evaluate the parent's perspective on the environment, staff knowledge and education expectations. These results allow us to make adaptations to our program structure when needed.

In addition to the surveys, we evaluate our program to ensure we are maintaining high-quality classrooms. Annually, we must submit paperwork to show that we our maintaining our 5-STAR quality rating. During this time we complete the Infant and Toddler Rating Scale and the Early Childhood Environment Rating Scale to evaluate our center. These Rating Scales were developed to evaluate the global quality of learning environments. Each scale contains items assessing the physical environment, basic care of children, curriculum, interactions, program structures and children's needs.

Assessments are completed on each enrolled child within 90 days of enrollment and every six months thereafter. This is an effective way for us to gauge developmental progress and the potential for school success.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience **5 Points**

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

Director of Childcare- Jenny Norman (13 years at The Nest) – Bachelor of Arts in Child and Family studies with an emphasis in Child Development. Director's Credential

Associate Director – Shelly Ginter (9 years at The Nest) – Child Development Associates/Director's Credential

Preschool Teacher – Blair Bush (20 years at The Nest) – Child Development Associates/Director's Credential

Early Preschool Teacher – Wendy Carpenter (1 year at The Nest) – Bachelor of Science in Youth and Family Ministry, working toward CDA-will complete summer 2019

Toddler Teacher – Marlese Bess (1.5 years at The Nest) working toward CDA-will complete summer 2019

Infant Teacher – Pam Rogers (1 year at The Nest)

Full-time Floater/Substitute – Lisa Everett (5 years at The Nest) Bachelor of Science in Child Development Psychology/Director's Credential

Our staff are highly educated in child development and early childhood education practices. This education comes from

5.3.2 Partnership & Resource Leverage **5 Points**

How do your programs and services support our community's comprehensive response to the identified priority area of Community Wellness & Safety? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

We have a broad understanding of the problem's families are dealing with and work with them in ways that are culturally sensitive and appropriate. The Nest is unique in that we offer holistic care to our clients through our four programs. Whereas some agencies only provide one service then refer clients elsewhere for other assistance we are able to offer child care as well as domestic violence counseling/advocacy, emergency needs assistance & referrals, and parenting classes and support. When clients come in for one service, our staff assesses the client's needs and refers them to any of our other services that will also be helpful in assisting that person as he or she works toward self-sufficiency. Our families have four points of entry to receive services from The Nest.

Our Childcare Program has formal agreements with Greenhouse 17 and Help Me Grow Kentucky. We provide childcare services for victims of domestic violence who are participating in the transitional housing program at Greenhouse 17. Help Me Grow provides ASQ materials and access to an online database for assessing results and referrals. We also partner with Chrysalis House and Arbor Youth Services to provide care for families using their services.

Each board member plays an active role in advising and providing support for our programing. Our volunteers help us to keep administrative costs low and donors provide tangible resources for our families.

Secured funding sources: Ingram Foundation, Children's Charity, Orphan's Society, KU, United Way, Normandy Farm, PNC and BGCF.

5.3.3 Outreach & Inclusion Strategy **15 Points**

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community?

The Nest is a safe and healing place for everyone! We ensure that program information and outreach materials are linguistically and culturally appropriate and inclusive. Our Childcare Program often provides childcare for children whose parents are attending English as a second language classes at the Carnegie Center. We also have accounts with Language Line and other interpretative services that are accessible when needed, so all clients can benefit from our programs. In addition, we serve the LGBTQ+ community with childcare and all other services.

All our programs are offered free of charge which means we are accessible to those impacted by poverty or experiencing economic distress. Transportation is often an issue for our clients, so our close proximity to our families and having a bus stop at our location makes us easily accessible. Our building is handicap accessible and is designated a "Safe Place" in Duncan Park.

We build a relationship with our families to learn about their needs, beliefs and expectations including those related to the child's culture and traditions. We partner with our families to incorporate these features into our program and classroom activities.

We recognize how oppression and discrimination deeply impacts our community. All staff completes Implicit Bias training and will be educated on how to serve each person without bias. In addition to our Equal Employment Opportunity law, The Nest signs a Consent Form with each client stating they will be treated with respect, dignity, fairness and cultural sensitivity.

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. *(Including total amount of ESR grant request.)*

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2020. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2020 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name **The Nest - Center for Women, Children and Families**

Program Name **Respite Childcare Program**

FY 2020 (July 1, 2019-June 30, 2020) Total Program Budget

	# of Employees:	Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
1. Staff Salaries for Program				
Full-Time (FTE)	7	262,000	**85,000**	177,000
Part-Time	0	0	**0**	0
Total Salaries		262,000	**85,000**	177,000
3. Consultant Services	$	0	**0**	0
list details	N/A			
4. Space/Facilities	$	21,000	**0**	21,000
list details	Gas, Electric and Water $12,000 Office Equipment $3,000 Telephone/Internet $1,500 Rent: $0.00 (inkind)			
5. Operating Expenses	$	27,100	**15,000**	12,100
list details	Program Supplies $12,000 Insurance $3,800 Professional Fees $6,000 Travel/Training/Development $4,500			
6. Scholarships / Stipends	$	0	**0**	0
list details - numbers & amounts	N/A			
7. Other	$	0	**0**	0
list details	N/A			
8. TOTAL PROGRAM BUDGET	$	310,100	**100,000**	210,100

Cost per Program Participant: $ **1,550**

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative *(typed name)*: Jeffrey A. White

Title: Executive Director **Date**: 4/18/2019