PROPOSAL SUBMITTAL FORM

Agency Information

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

Mailing Address: 530 N Limestone Lexington, KY 40508

Street Address: 530 N 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 Gold Seal of Transparency or higher profile on GuideStar.org? ☑ Yes ☐ No

*Note: Agencies **must** have a Gold Seal of Transparency or higher profile with GuideStar.org 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 and Family Assistance, 859-259-1974 x228, jnorman@thenestlexington.org

Program Information

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

Total Funding Amount Requested: $ **135,000**

RFP #2-2022 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.

Affordable child care is a barrier for many Kentuckians, but it has always affected lower-income families the hardest. The average annual cost of a child care center for a toddler in Kentucky is $7,574, meaning that a two-parent household would on average need to spend 9 percent of their income on care for one child every year. The families supported by The Nest fall well below the average income referred to in this statistic.

In Kentucky, rates of kindergarten readiness hover around 50 percent, meaning only half of young children are getting the early learning experiences that set them up to succeed in school. Research and data have shown that learning starts at birth, and the subsequent early years of childhood are the most formative over a person's entire lifetime. The Nest Child Care is the only program in Central Kentucky that addresses this problem by providing free high-quality drop-in childcare for families in need. The Nest is serving this at-risk population because all families deserve support and all children deserve high quality childcare regardless of family situations or inability to pay.

The Nest will meet the immediate needs of low-income families within our community by providing free high-quality childcare for children birth through age five. We will also provide support and resources for caregivers allowing them to meet their basic human needs. When communities offer affordable, accessible, and culturally-relevant options for high quality early learning programs, children start Kindergarten better prepared to succeed.

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 Program provide FREE Drop-in Childcare Monday through Friday from 8:00 am to 5:00 pm for children birth through age five. 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 Childcare Assistance has not yet started. We fill this gap in service for our working-class families. We make long term commitments based on situations such as grandparents who are caregivers or for a parent furthering their education. Childcare ranges from 1 day to ongoing weekly care, based on the individual needs.

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.

The Nest plays a crucial role in supporting parents and caregivers by helping them manage stressful situations and providing concrete support to families in crisis. By providing Free access to high-quality childcare, The Nest helps eliminate the stress and financial burden parent's face when trying to find a safe environment for their children, ultimately reducing the risk of child abuse and neglect.

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 Childcare Program's number one goal is preventing child abuse and neglect. We recognize that all families go through times of stress, which is why no family is turned away when experiencing crisis. Childcare is provided free of charge to families with incomes that are low income (less than 80% of the average area median income) and/or are experiencing some form of 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 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 and formula. If the family is unable, The Nest will always supply these items free of charge. We also ask families to take part in assessing their children using the Ages & Stages Questionnaire to identify if early intervention services are needed for developmental delays. Families are also encouraged to participate in classroom activities, family nights and parent/teacher conferences.

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.

Kentucky All STARS is Kentucky's five-star quality rating and improvement system serving all early care and education programs – The unified system is based on Kentucky's Early Childhood Standards and research-based indicators of quality. Kentucky All STARS recognizes programs that have made a commitment to continuous quality improvement. The Nest Childcare maintains a 4-STAR quality rating which 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.

We deliver a holistic approach to services that incorporates the six protective factors that help families thrive in our community and promote positive outcomes. Kentucky's Strengthening Families Framework includes: Parents Resilience, Social Connections, Knowledge of Child Development, Concrete Support in Times of Needs, Social and Emotional Competence, and Nurturing and Attachment. These protective factors help children and families flourish despite whatever risk factors they might face.

Research from Schuyler Center for Analysis and Advocacy 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 later 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 the children who need it most. Families encounter difficulties coordinating trusted, reliable and affordable care when there is no dependable support system in place to help them meet their immediate goals. The Nest provides safe accessible childcare for up to 200 children annually, allowing families to meet immediate needs.

Our staff works with at-risk children towards the goal of reaching developmental milestones and achieving the skills necessary for school success. The Nest creates a partnership with parents, providing the needed resources and understanding of developmental milestones to support their role in their child's early childhood education. We act as a concrete support in times of need for our families by providing a safe nurturing environment for children while giving parents a much-needed break.

Success is achieved when we see a child learn to interact positively with his peers, develop self-help skills and see their language blossom. We also celebrate success with family achievements such as completing counseling sessions, finding employment, or graduating from classes. The ability to provide care for over 90% of the families that reach out to us is also a measurement of success, and 90% of the families that utilize our Respite Care report a reduction in stress. 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.

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. We have a broad understanding of the problem's families are dealing with which is why we offer a variety of support to strengthen the family and work with them in ways that are culturally sensitive and appropriate. Along with childcare we offer domestic violence counseling, legal counsel and advocacy, emergency needs assistance, and parenting education 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 be helpful in assisting that person as they work toward self-sufficiency.

We recognize that children learn best when they feel safe, nurtured, and have positive experiences with their caregivers and peers. We work to help each child be successful life-long learners by building the skills needed such as curiosity, cooperativeness, respectfulness, and the ability to follow routines and directions. We've witnessed the progression and maturity of students who may have struggled and now are adapting and learning social and emotional skills which will them help them succeed in school!

The value that we provide to the community is our ability to help reduce child abuse by providing free high-quality childcare that they would otherwise not be able to access. In addition, parents and care givers receive the resources and support needed to provide for the basic needs of their family. We continually make a difference in our community one child and one family at a time!

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 continually evaluate our program to ensure that we are meeting the needs of the children and families we serve. Annually, we complete the Infants and Toddler Environment Rating Scale(ITERS-R) and the Early Childhood Environment Rating Scale (ECERS-R) to evaluate our classrooms. The Environment Rating Scales were developed to evaluate the process quality in settings for children. Each scale contains items assessing the physical environment, basic care of children, curriculum, interactions, schedule and program structure, and parent and staff needs.

We use the Ages & Stages Questionnaire, which is proclaimed as the gold standard for developmental screening by leading authorities. The assessment is completed within 90 days of enrollment and every 6 months thereafter. Screening young children is an effective, efficient way for us to gauge developmental progress and determine meaningful next steps. We evaluate our curriculum and lesson plans based on these results to adapt to the needs of the children we serve.

We collect data (why they need of services, times needed, issues preventing them from utilizing services) from all families who contact The Nest for child care services. We will use the data collected to evaluate barriers that prevent clients from utilizing our service. The results will help us determine ways to help eliminate these barriers in the future. We complete a Family Feedback assessment annually 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.

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.

Childcare Director - Jenny Norman (16 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 (12 years at The Nest) – Child Development Associates/Director's Credential

Preschool Teacher – Blair Bush (23 years at The Nest) – Child Development Associates/Director's Credential

Early Preschool Teacher – Wendy Carpenter (4 year at The Nest) – Bachelor of Science in Youth and Family Ministry/CDA

Toddler Teacher – Pam Rogers (3.5 years at The Nest) – Child Development Associates/Director's Credential

Infant Teacher – Jane Sanner (3 years at The Nest) – Bachelor's in Elementary Education

Teacher's Aide - Open Position

Each teacher is responsible for maintaining a safe, positive, supportive environment for all parents and children, as well as, lesson plans which provide developmentally appropriate activities for their classroom. Our teachers are highly educated in child development and early childhood education best practices, and have a combined 100+ years of teaching experience

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.

The Nest Child Care Program is a key component of the Childhood and Youth Development Priority Area. We provide affordable access to early care and education for children under 5 years of age. The only center in the area that provides this high-quality service at no cost to families in need. We also provide support and resources for parents and caregivers through our Family Assistance Program. All families who utilize our Respite Child Care are eligible to receive assistance with tangible items such as toiletries, diapers, wipes, cleaning supplies, clothing, food, and baby equipment. Finally, we help prepare young children for Kindergarten Readiness by providing a safe nurturing environment that helps transition into a school setting and providing daily activities which help them reach the milestones needed for school success!

We have formal agreements with Greenhouse 17 and Lexington Rescue Mission to provide childcare for families utilizing their services. We have a contract with Help Me Grow Kentucky to provide developmental screening materials to assess children and provide resources and/or referrals when necessary. We work with Food Chain to provide nutritious meals. We also partner with local physicians and mental health providers to provide care while caregivers attend appointments.

Each board member plays an active role in advising our programs, securing financial support, and supporting out staff. Volunteers help keep administrative costs low by assisting in the classroom and sorting donations and donors provide tangible resources to assist our families.

Secured Funding: Orphan Society, Kentucky Utilities, PNC, Fifth Third Bank

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? How does your proposal support or enhance the recommendations made by the Mayor's Commission on Racial Justice & Equality?

The Nest is a safe place that treats all our clients with respect, dignity, fairness, and cultural sensitivity. Our programs are offered free of charge which means we are accessible to those impacted by poverty or experiencing economic distress. We ensure that program information and outreach materials are linguistically and culturally appropriate and inclusive. Our Parenting and Domestic Violence classes are offered in both English and Spanish and our Family Assistance Coordinator is fluent in Spanish. We partner with online interpretative services so all clients with language barriers can benefit from our programs. Our building is handicap accessible and is designated a "Safe Place" in Duncan Park.

The Education section of the Mayor's Commission on Racial Justice & Equality families states that there should be access to high quality learning experiences within neighborhoods with high asset needs and concentrated poverty. The Nest fills a gap in services by providing free accessible childcare in the impoverished 40508 zip code where the population is racially diverse, and poverty is prevalent.

We recognize how oppression and discrimination deeply impacts our community. The Nest has developed an Anti-Racist statement along with a Racial Justice and Cultural Sensitivity orientation for all staff and interns. As of 2022 we have a Nest Advisory Council made up of previous or active clients that have a familiar relationship with services provided by the organization. Their primary role is to provide recommendations to our leadership team on how to enhance services to our community.

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 the first year of the cycle, Fiscal Year 2023.)*

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 2023. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2023 program expenditures. The allocation for FY 2024 shall be the same as FY 2023.

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

Budget for Year One (FY2023) of Cycle; Budget for Year Two (FY2024) to be the same

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

Program Name **The Nest Emergency Child Care**

FY2023 (July 1, 2022-June 30, 2023) Total Program Budget

Only fill columns B &C; they will automatically sum in Column A		**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	**# of Employees:**			
Full-Time (FTE)	7	289,005	**120,000**	169,005
Part-Time	0	0	**0**	0
	Total Salaries	289,005	**120,000**	169,005
3. Consultant Services	**$**	0	**0**	0
list details				
4. Space/Facilities	**$**	9,600	**0**	9,600
list details	Occupancy: Gas, Electric and Water $6,000 Office Equipment $2,000 Telephone/Internet $1,600 Rent: $0.00 (inkind)			
5. Operating Expenses	**$**	30,500	**15,000**	15,500
list details	Program Supplies $10,500 Insurance $6,000 Professional Fees $9,000 Travel/Training/Development $4,000			
6. Scholarships / Stipends	**$**	0	**0**	0
list details - numbers & amounts	N/A			
7. Other	**$**	74,348	**0**	74,348
list details	Fringe Benefits and Payroll Taxes for Child Care Employees: $74,348			
8. TOTAL FY22 PROGRAM BUDGET	**$**	403,453	**135,000**	268,453

Cost per Program Participant: $ 2,017

Brief detail on Cost per Participant:

Total FY22 Program budget divided by anticipated number of children (200) who will receive child care from The Nest.

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**: 3-2-22