Project EMPOWER

FY 2017 Buncombe County Community Funding

Mount Zion Community Development, Inc.

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Application Form

Project Name*
Name of Project

> Project EMPOWER

Amount Requested*
Amount Requested

> $15,000.00

Service Area*
Which Commissioner Districts are served by this program?

Access a map of Buncombe County Commissioner districts **here**.

> District 1
> District 2
> District 3

Which county sustainability goal aligns best with the goals of this project?*
Based on the Buncombe County Sustainability Plan, select a <u>Category</u>, <u>Goal</u> & <u>Objective</u> that align with the focus of the project and the specific results that will be achieved.

Access the Buncombe County Sustainability Plan **here**.

> Community > Educational Resources that Match the Needs of the Community > Increase high school graduation rate

If applicable, select a second sustainability goal that aligns with project goals.
Result 2 is optional - Select if project aligns with more than one Sustainability Category, Goal & Objective.

> Community > Educational Resources that Match the Needs of the Community > Increase high school graduation rate

If applicable, select a third sustainability goal that aligns with project goals.

Result 3 is optional - Select if project aligns with more than one Sustainability Category, Goal & Objective.

> *[Unanswered]*

Project Description

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Description of Project

Project EMPOWER (Education Means Power), established in 2003, is a N. C. DHHS Teen Pregnancy Prevention Initiative. The goal of Project EMPOWER is to reduce pregnancy rates and STDs among African American 11-16 year olds in Buncombe County.

Project EMPOWER supports and increases protective factors including: sexual attitudes, beliefs and skills, increased emotional well- being, reduced risk taking behavior and substance abuse, increased attachment to and success in school, parental involvement and a positive vision for the future, including enrollment in college.

Project EMPOWER provides comprehensive sexuality education through educational curricula and partnering with community based experts. Program participation begins with a psycho-social assessment of individual, family, and social dynamics; assessing individual risk and protective factors and developing steps to support protective factors and ameliorate the impact of risk factors.

Making Proud Choices! and Reducing the Risk are safer-sex curricula to reduce STDs, HIV and pregnancy. Both are designed to empower adolescents to change their behaviors in a way that will reduce their risk of becoming infected with HIV, other STDs, and significantly decrease their chances of being involved in unintended pregnancies. Staff and volunteers assist participants by developing a strong referral network of supportive services and advocating on the participants' behalf in facilitating services and resources. Referrals to available resources if/as needed based on assessment

Project EMPOWER also provides program participants with activities to support improved choices about their future through: Collaboration with AVID re: academic tutoring needs, college tours, cultural and social activities as well as a health fair to address healthy physical choices. Additionally, program participants and their families may be referred to the partners to address needs such as safety, housing, food, shelter, or financial assistance.

How many people will this project serve?*

State the number of individuals or households in Buncombe County that will be served by this project. Also state the number of people that will experience the desired result. For example, if dropout prevention services are being delivered to 100 students, how many will successfully graduate from high school?

Forty(40) teens will be served each semester. Participants are recruited in partnership with Asheville City School Superintendent, teachers and community partners prior to the beginning of the school year.

100% (40) will: complete an initial psycho-social assessment & care plans identifying assets, strengths, needs and referrals; receive information to address activities reported on their initial assessment and care plans addressing barriers to enhance academic success, and, complete an empowerment plan to set goals for academic success & safe behaviors/activities associated with academic success.

75% (30) will increase delay of sexual initiation.

85% (34) will report an increase in knowledge on the use of condoms and contraceptives.

80% (32) will report a decrease in sexual activity and number of sexual partners.

90% (36) will report a decrease in unprotected vaginal/penile sex.

Describe the people this project will serve.*

Characterize the demographics of the project's target population in terms such as age, gender, income, race, ethnicity, geographic area, etc. Include information about method of referral/recruitment of the target population.

Project EMPOWER will serve teenagers ages 11-16, male and female, who attend Asheville Middle and High School and SILSA in the City of Asheville & reside in or attend school in the 28801, 28803, 28804, 28805, and 28806 zip codes.

While Project EMPOWER serves all teens, it targets African American students. Project EMPOWER participants have the highest antecedents for teen pregnancy. The teen participants chosen for Project EMPOWER have a high level of exposure to environmental & individual risk factors for teen pregnancy.

Project EMPOWER recruits participants in partnership w/ Asheville City School Superintendent, teachers & community partnerships. Additionally, Project EMPOWER partners w/ area churches, Baptist Ministers Union/IMA, BCDHHS's CHIP, City of Asheville's CAYLA & other community organizations to sponsor a "Back to School Bash"; event recruits additional participants.

Project EMPOWER creates PSAs, aired on area radio & TV, leading up to the "Back to School Bash"

What key steps will you take to achieve the results of this project?*

Describe the core elements of your implementation plan, including milestones that will take place within the funding timeframe.

1) Reduce the incidence of teen pregnancy;
2) Increase high school graduation rate among project participants, and
3) Increase access to mental health and substance abuse counseling for program participants.

Reducing the Risk classes will be provided during school hours at AHS and SILSA. Reducing the Risk will run 10 weeks during the 1st Semester at AHS and SILSA & will be repeated during the 2nd Semester. Two (2) groups of fifteen 9th grade students will meet once per week for 90 minutes during school hours.

Making Proud Choices! classes will be provided after school hours in collaboration with Asheville City Schools Foundation's In Real Life Program . The curriculum will be presented two times per week, each group attending one session per week for 90 minutes. Students will participate in classes within their grade level; 2 groups of 5 students will participate each semester; one group for each of 6th, and 7th graders. A third class for 8th grade will be facilitated as needed.

Describe the evidence of success that backs this project's approach.*

What evidence of success (i.e. evidence-based research, practice model, accreditation, industry standards, and/or other framework) are you using as a basis for your project design?

Making Proud Choices! and Reducing the Risk are evidence based safer-sex approaches to reducing STDs, HIV and pregnancy. They were chosen based on program components listed on the NC DHHS Pregnancy Prevention Program Models, demographics, and statistical data for the targeted community.

Both are proven to empower adolescents to change their behaviors in a way that will reduce their risk of becoming infected with HIV, other STDs, and significantly decrease their chances of being involved in unintended pregnancies.

Additionally, the project employs proven methods to address other risk and protective factors, including: academic tutoring, creating a positive vision for the future, including college, strong parental involvement and community connection.

It is a requirement for staff to participate in continuing education and to apply new knowledge/skills to improve performance. Additionally, staff are required to maintain certifications if/as required.

Describe your data collection, tracking, and reporting procedures.*

Explain your methods for documenting project, service and client information. Include a description of any software or other tools utilized.

Project EMPOWER utilizes Pre-Post participation satisfaction surveys as well as Pre-Post Teen Pregnancy Prevention Surveys to track qualitative data on satisfaction, knowledge acquisition and behavior changes. Project EMPOWER staff also completes monthly activity logs to track quantitative data on monthly activities with participants.

Project EMPOWER completes several reports on a regular basis: Activity logs are completed on the first of the month following services rendered; Data is entered monthly on TPPI database. Additionally, bi-annual data is entered on the IRL database. In Real Life (IRL) is a network of after-school programs to provide youth leadership opportunities and transportation to project activities.

MZCD staff members have computers with Microsoft Access and Microsoft Office 2014 applications and internet access that are used to enter data into the Project NAF database.

Explain your technological resources and capacity.*
Explain your current technological strengths and barriers and how this impacts your ability to track data and report outcomes. Who is responsible for adaptation and use of technology within your organization?

Project EMPOWER staff members participate in on-going trainings on data collection and reporting. Trainings include education on monitoring and review of technology to track what is effective and what is ineffective in evaluation. At the onset of employment, all staff are trained that "If it is not documented, it did not happen". The Executive Director & staff are cognizant that documentation is needed to record pertinent facts, for internal compliance & risk management. Project EMPOWER staff have extensive training and experience at maintaining and reporting on outcomes.

The most consistent barrier for data collection is limited administrative help. This may occasionally impact work activities as staff may revise work day activities to ensure that data is entered into the system in a timely manner.

The Executive Director has oversight to ensure data is entered to meet contractual agreement with funders and to ensure an appropriate paper trail that aligns with program activities

Organizational Profile

How does the proposed project support your mission and strategic plan?*

State your mission and the date of your most recent strategic plan, and explain how the proposed project helps advance your organizational goals.

MZCD's mission is twofold: (1) empowerment of the individual & community by providing spiritual, economic, socio-economic, educational, & cultural opportunities to the greater Asheville/Buncombe County Community to address the needs for jobs, housing, crime prevention, education & health care, & (2) collaboration with local community-based organizations in the physical redevelopment of the "Block" for housing & supportive services. Project EMPOWER works to ensure advocacy & support services for youth & teens through the provision of community partnerships to prevent teen pregnancy rate, increase high school graduation rates & lower rates of HIV and STD infections. Strategic Plan Date: 12-20-15

Through case coordination services, this project advances MZCD's goals through the provision of economic, socio-economic, educational, cultural opportunities & health care services to youth and teens; & strives to enhance educational initiatives that will address gaps in the educational system.

What expertise/accomplishments do you have that are relevant to the proposed project?*

List your organization's strengths as well as accomplishments from the past 3 years that position the organization to be successful with the proposed project.

Since 2003, Project EMPOWER's (PE) presence has been represented through continuous service and representation through Buncombe County's Community Health Improvement Process (CHIP) and Student Health Advisory Committee. Qualified, knowledgeable, certified, engaging staff. Executive Director (ED) continues to serve on the Continuing Education & Training Advisory Committee (CETAC). CETAC's mission is to advance the practice and profession of Public Health Social Work & assure high quality education and training for N. C. Public Health Social Workers. PE receives immense support from Parents/Guardians of Students, Asheville City School's District Superintendent, Principals/Staff & community partnerships

ED Certified in "Making Proud Choices for Youth in Foster Care: part of a collaborative training initiative w/Buncombe County HHS; Served as Tri-Chair: N. C. Social Work Conference; Honored during the N. C. Public Health Association in 2015; Listed as Women in History (Via The Urban News).

Describe partners that are critical to the success of your organization.*

List any external partners, intermediaries or advisors important to your success, and describe

their role and evidence of their commitment. Describe successful collaborations with these people or groups.

Project EMPOWER participants & the Community Advisory Council are involved w/ program planning & evaluation from inception to final decisions. Evaluation tasks include interpretation of evaluation information & development of recommendations for future program

Agencies represented: Asheville City Schools District (Class facilitators, referrals, meeting space, computer access); AVID: (Tutoring); Buncombe County Health & Human Services/CHIP/Student Health Adv (Class facilitators, technical support, community/educational updates/resources, statistical data); "I Have A Dream" Foundation (Class facilitator, empowerment sessions, leadership development); Mission Hospital (Statistical data); Mount Zion Missionary Baptist Church of Asheville, Inc. (Financial support, meeting space, in-kind services, receptionist services, transportation, guidance); WNCAP (Policy updates, class facilitators, statistical data); WRES & The Urban News (Public Affairs: Audio-Visual); A teen & a former teen mom.

Financial Information

Nonprofit financial assurance requirements:

Financial statements, prepared using a recognizable basis of accounting (i.e., modified accrual) and IRS Form 990s must be submitted to Buncombe County annually.

- Organizations with annual revenues of $300,000 or greater must submit financial statements <u>audited</u> in accordance with generally accepted auditing standards.
- Those with revenues between $100,000 and $300,000 must submit financial statements <u>reviewed</u> in accordance with SSARS 19.
- Those with revenues of less than $100,000 must submit non-disclosure financial statements <u>compiled</u> in accordance with SSARS 19.

All financial statements must be reported on by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

These requirements are considered minimum requirements. Organizations may submit a higher level of assurance than is required.

IRS Form 990 - Upload Here

Click Choose File to upload a copy of the 990 form you most recently completed.

MZCD 2013 Form 990 Final - for Public Inspection (1).pdf Year Ending 2014.pdf

If your organization does not have a 990, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

Statement of Intent: MZCD 2014 Form 990 currently in progress with Corliss & Solomon, PLLC. Contact: (828) 236-0206

Financial Statements - Upload here

Click Choose File to upload a copy of the most recently completed financial statements (audit, compilation or review).

If your organization does not have financial statements, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

Mount Zion Community Development, Inc. has initiated request to Corliss & Solomon, PLLC to complete a financial statement. Plans are to submit statement to the BCSF once completed

Complete Budget Worksheet - Upload Here*

Download the budget form **Here.**
Complete the budget form for this project/program and the overall agency. Save it to your computer, then upload it by clicking Choose File.

BCSF Community Funding Budget Form (3) TPPI 12-3-2015 It bkg.ods

Budget Narrative*

Describe all differences between current year and proposed year. List all pending funding sources with expected date of notification. Please detail any other information that may help clarify the budget.

July 2016-June 2017:

Current Year Approved Budget   Proposed Year Budget
BCSF: $10,000.00   BCSF: $ 15,000.00
N. C. DHHS: $75,000.00   N. C. DHHS: $ 75,000.00
Total: $85,000.00   Total: $ 90,000.00

Difference: Current FY & Proposed Year Budget: $5,000.00 to be used for Assistance to Individuals (Program Participants)

Empowerment Sessions: Snacks estimated to be $13/per week x 15 classes =$195; Closing Class Session snacks estimated to be $4.50 x 80 students= $360; Gift Cards as incentive to attend class sessions: $15 x 80 students = $1200 for 16 Class Sessions (Reducing The Risk) at AHS; $15 x 10 students = $150 for 8 Class Sessions (Making Proud Choices) at Asheville Middle School. Gift cards will be copied, logged & signed by participants. Total $1905. The remaining $3095 to be used for Salaries/Fringe for Administrative services

What (if any) portion of requested funds will be used to support capital expenses?*

Capital projects are defined as those used to acquire or upgrade physical assets such as property, buildings, or equipment. Please detail.

> None

Employee Wages

Please provide information about the wage breakdowns of your employees. Living wage for Buncombe County has been identified as $11.00 per hour for employees with employer-provided health insurance and $12.50 per hour for employees without.

Employees with employer-provided health insurance*

List the number of employees in your organization with employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

$7.25 - $10.99 per hour

$11.00 - $14.99 per hour

$15.00 - $19.99 per hour

$20.00 - $24.99 per hour

$25.00 - $29.99 per hour

$30.00 - $34.99 per hour

$35.00 - $39.99 per hour

$40.00+ per hour

> Number of employees in your organization with employer-provided health insurance: 3
> 1 Staff: $25.00 - $29.99 per hour
> 2 Staff: $15.00 - $19.99 per hour

Employees without employer-provided health insurance*

List the number of employees in your organization without employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

$7.25 - $12.49 per hour

$12.50 - $14.99 per hour
$15.00 - $19.99 per hour
$20.00 - $24.99 per hour
$25.00 - $29.99 per hour
$30.00 - $34.99 per hour
$35.00 - $39.99 per hour
$40.00+ per hour

    NA