

YWCA Drop In Child Care

*FY 2017 Buncombe County Community
Funding*

YWCA of Asheville and Western North Carolina

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Application Form

Project Name*

Name of Project

YWCA Drop In Child Care

Amount Requested*

Amount Requested

\$50,000.00

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 Category, Goal & Objective that align with the focus of the project and the specific results that will be achieved.

Access the Buncombe County Sustainability Plan [here](#).

Economy > Workforce Development > Identify and reduce barriers to employment (e.g., childcare, transportation, housing, insurance)

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.

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.

Project Description

Project Description*

Description of Project

The YWCA Drop-In Child Care Center (DI) offers the only no-cost child care in Buncombe County. DI is available to families seeking economic security by pursuing education, job training or accessing vital social services such as Family Justice Center, Work First, substance abuse treatment, or legal matters. Childcare is available 58 hours per week, Monday-Saturday and is open until 8 PM Monday-Thursday. While reservations are needed for efficient staffing, the program holds emergency slots to help families in crisis, particularly those fleeing domestic violence or accessing services to help in recovery from domestic violence or sexual assault. Each adult participant works with the Drop In Coordinator, who is a trained Community Service Navigator, to set empowerment goals to improve their education or income levels. Participants are provided with information and referral services as needed and are required to report the status of goal achievement. Daily, children in the center receive a healthy lunch provided by the YW's Rainbow in my Tummy Program and engage in enrichment activities. The majority of our referrals to DI are from Buncombe County Health and Human Services. Referrals from Buncombe County services made up 41% of our participants last year.

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?

Annually Drop In Child Care serves approximately 140 adult parents and 225 children.

1) While the center currently runs a wait-list, a minimum of 130 adults and 200 children will access safe, affordable childcare resulting in 100% (130 adults) of participants meeting the county's objective of reducing barriers to employment, including child care.

2) Approximately, 65% (84 people) will improve their education and/or income levels by going to school, ESL classes, job training, or by securing employment.

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.

Many of the participants are survivors of domestic violence, recently divorced, parents in transition, and single parents. Participants are largely female, 35-45 years of age; with at least one child (7% of participants are male). Most possess a high school diploma or less. Of the 208 participants who used our Drop-In child Care Center in the last year, all were low-income, as defined by receiving SNAP (food stamps), Medicaid or WIC and 60% headed single parent homes. All desire to improve their circumstances through employment, education and training, and social services. Participants enter the program through partner agency referrals or through self-referral. Last year, the majority of our referrals to Drop In Child Care were from Buncombe County Health and Human Services, followed by AB Tech and Helpmate.

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.

Families in financial crisis are often faced with compounding issues of unemployment/underemployment, recovery from substance abuse, child custody issues, substandard housing, lack of education and domestic violence. Providing children no cost child care and a nutritious lunch, allows parents peace of mind, and the time to pursue their economic security goals. In order to help families navigate systems (educational, social service, financial, etc.) to improve their circumstance we assist clients through the following process:

1. Intake and verification of eligibility
2. Goal Setting and one-on-one needs assessment with Program Coordinator
3. Information and Referral as needed
4. Progress check in/elimination of barriers
5. Achievement of goal or reset new goals.

Programmatically, the organization will continue to standardize childcare practices, offer continuing education and trainings for staff and explore multi-year funding.

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?

The YWCA has been providing Drop-In Child Care almost continuously in one form or another since 1973. We have long understood the lack of affordable, quality child care in our community impedes participants with children from pursuing economic security. Providing free child care is both a highly sought after and unique service not being addressed by any other agency in our community. Our best evidence of success are the outcomes achieved by our participants. In FY 15 we served 208 families with the goal of improving economic security; 33 secured FT jobs, 11 secured PT jobs, 15 persons with disabilities secured benefits, 2 enrolled in a four year college, 2 enrolled in a 2 year college, 48 enrolled in community colleges or vocational training, 1 started their own business, and 38 obtained other training. Last year Drop-In Childcare provided 290 children with 10,024 hours of quality child care and approximately 2,000 healthy lunches.

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.

The program uses a Microsoft Excel database to track all participant data. This database tracks progress towards goals, referral sources, partner agency verification, referrals and follow up. We use an attendance spreadsheet that tracks the childcare hours per child and are able to sort based on track (education, job search, social services, etc.), or based on referring agency. Improvements to the tracking tool were made in FY 15 based on the required County reports. Support and feedback of County staff in identifying and compiling key information continues to be helpful to our staff in collecting data.

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?

The current database is sufficient for staff to track attendance, progress, impact, and results for this program. However, we still need organization wide outcomes/impact tracking software that will allow us to better analyze trends and track data in one cohesive system for all programs. We have explored various outcomes tracking software but have not yet found one that meets the various needs of all of our programs. Further, our budget does not allow for such an expense at this time.

Two years ago the YWCA purchased new Daxco software to replace older systems used by various programs. This has greatly streamlined our processes especially in terms of enrollment and billing in our fitness and youth programs. This program is used successfully by several programs, therefore no one person holds all the knowledge reducing risk to the agency overall. We also have a part time IT Coordinator who has an extensive background in systems and is responsible for general support for all IT needs.

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.

The YWCA is dedicated to eliminating racism, empowering women, and promoting peace, justice, freedom, and dignity for all. Our mission-driven programs bridge gaps in earning power, education, health and wellness, and child care for low-income and underrepresented members of our community. The YWCA's Strategic Plan, passed by the board in May of 2014, identifies empowering women, including economic empowerment programs, as an integral part of the organization's mission. Drop In Child Care had previously been part of our New Choices Program, whose most stable funding source was eliminated in the State Budget in FY13/14. Retooling the program with community input, diverse and multi-year funding, was identified as one of the organization's top five priorities in the Planning process. In February 2015 we implemented an evidenced based program called Getting Ahead in a Just Getting By World to replace New Choices.

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.

Over the past three years, DI has helped 520 families improve their economic security by securing employment, public benefits such as disability, or attending school or other vocational training. Annually, DI provides about 10,000 hours of free child care in a safe and fun learning environment that includes a nutritious lunch. Annually, DI provides approximately 2,080 free healthy lunches using the Rainbow In My Tummy model. While not required, we have ensured that Drop In adheres to the same standards as our 5 star Child Care Center, including staff training, sanitation and health standards, and learning opportunities for the children. Finally, in response to language and behavior issues with children who do not speak English, we have hired employees that speak Spanish, Russian, Romanian, Moldovan and Ukrainian, which will help us to better assist our English learning participants. We have accomplished all of this while recovering from significant state funding cuts.

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.

We have collaborative referral loops with over 15 partner agencies. Partner agencies provide a variety of services which directly or indirectly impact economic security, including job search and training opportunities, vocational education, welfare-to-work services, housing counseling, green jobs training, entrepreneur classes, financial management, health services, family legal services, and clinical counseling. In addition, we rely on volunteers from The American Association of University Women.

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 audited in accordance with generally accepted auditing standards.
- Those with revenues between \$100,000 and \$300,000 must submit financial statements reviewed in accordance with SSARS 19.
- Those with revenues of less than \$100,000 must submit non-disclosure financial statements compiled 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.

990 Tax Return FY 2014-151.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.

Financial Statements - Upload here

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

Audited Financial Statements FY 2015-2015.pdf

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.

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.

County Budget Request - Drop-In (3).xlsx

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.

The submitted budget reflects no significant changes in the current and proposed year. Potential implementation of a co-op model that would allow parents to work shifts and share the cost of child care could change the budget. This would allow us to continue serving numerous AB-Tech students while building our capacity through the new Family Justice Center Partnership. We have secured DI funding from United Way.

Pending funding includes:

Trinity Episcopal(early 2016)

FJC Partnership funds(early 2016)

Unfortunately the agency ended the year in a deficit largely a result of unanticipated cuts by the state legislature to child care vouchers; resulting in a loss in our School Age Program, which had previously turned a profit. We are transitioning into a new business model that will allow us to continue serving our target population but reduces costs and decreases our reliance on vouchers. Losses in this program and adjustments to the expenses are reflected in the organizational budget.

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

- \$7.25 - \$10.99 per hour- 14
- \$11.00 - \$14.99 per hour- 14
- \$15.00 - \$19.99 per hour- 7
- \$20.00 - \$24.99 per hour- 1
- \$25.00 - \$29.99 per hour- 2
- \$30.00 - \$34.99 per hour-1

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

In accordance to our strategic plan, last year the YWCA raised all employees starting wage to 9.00/hour. While we are unable to offer a living wage at this time we do offer generous benefits including 10.5%

retirement to everyone who works 1,000 hours/year, a free fitness membership, a 33% discount for our full time child care program and no cost afterschool and summer care for children 5-12.

\$7.25 - \$12.20 per hour- 54

\$12.50 - \$14.99 per hour- 4

\$15.00 - \$19.99 per hour- 1

As we implement our new comprehensive business model for our three child care programs we hope to become profitable once again, and be able to raise wages again for our front line staff-especially those in our Child Care, School Age and Drop In programs.