

GO KitchenReady, GOBuild, GOReady to Work

*FY 2018 Buncombe County Community
Funding*

Green Opportunities

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Application Form

Project Name*

Name of Project

GO KitchenReady, GOBuild, GOReady to Work

Amount Requested*

Amount Requested

\$175,000.00

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.

Economy > Workforce Development > Provide robust job training that fits present and anticipated workforce demand

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.

Community > Equity in Access > Increase the availability of and education about locally produced foods to low income individuals

Project Description

Project Description*

Description of Project

GO Kitchen Ready (KR) prepares students for employment in the hospitality sector. During this full-time, 15-week culinary arts training program, students gain technical skills, hands-on experience, & exposure to local chefs required to become a contributor to Asheville's food scene. The course covers sanitation, knife skills, equipment identification, culinary techniques, & kitchen communication. Students who complete the program earn a ServSafe® certificate & a Foundations of Culinary certificate from A-B Tech. Successful students are invited to participate in GO's 6-week paid apprenticeship program, Work Experience Fridays.

GO Build is a full-time, 9-month training & pre-apprenticeship program for students seeking to enter the building trades. Students learn tool use & identification, earn the OSHA-10 Hour Construction Safety certification, and gain hands-on experience in carpentry, electrical, plumbing, masonry, & HVAC. Students study the Home Builder's Institute (HBI) Pre-Apprenticeship Certificate Training (PACT). The program integrates contextual, work-based learning with vocational & academic skills training in the classroom, including employability, life skills, & career development. GO Build students receive weekly stipends as part of their learning process.

The Ready to Work (RTW) program provides a fast-track to sustainable employment opportunities for motivated job seekers. RTW students complete 2 weeks of training, during which they demonstrate work-readiness & career interests, & learn the soft skills critical for workplace success. Prior to placement with RTW employment partners, students must successfully pass a drug test & background check. RTW students complete the NC "Working Smart" Curriculum & Career Occupational Preference System (COPS) Interest Inventory assessment, & participate in monthly on-site job coaching sessions post-placement. Students are eligible to receive wrap-around support services during training & on-the-job.

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?

Green Opportunities (GO) anticipates serving 170 students in the 3 different job training programs in FY 2017-2018: KR plans on 75 students, GOBuild -30 students and the Ready to Work program - approximately

80 students during the FY 2017-2018. This number includes 18 students in the KR and the GOBuild program that would be returning for ongoing employment and support services. We anticipate 74 people will graduate from the KR and GoBuild programs.

Program Outcomes: Improved job skills, life skills & overall work readiness: 105 students will demonstrate increases in technical/life skills & job knowledge as measured through testing, technical certificate accreditation & hands-on work experience.

Improved self-sufficiency & access to resources: 105 students will overcome employment barriers &/or increase self-sufficiency using evidence-based assessment (ROMA) at entry & 6 & 12 months after graduation.

Improved financial well-being &/or increased academic achievement: 95

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.

Green Opportunities serves adults 18 years & up facing employment barriers that may include: a criminal record, lack of stable housing, transportation, childcare & healthcare, substance abuse, low basic education & other circumstances.

The 3 programs recruit from low-income areas across Buncombe City (past yrs.-79% District 1, 16% District 2 & 5% District 3) with a focus on distressed areas & public housing developments in Asheville. Seventy percent or more of households in the target neighborhood surrounding our center earn less than \$25,000 annually & just over 42% in key focus areas live below the US poverty line. Homeless or imminently homeless made up 16 % of students. 35% lack food security. Gender breakdown: 64% male & 36% female. About 64% of GO graduates are Black & 30% White with the other 6% being Hispanic, Pacific Islander & Unspecified.

We recruit through partner agency referrals, community events, churches, probation officers, social media and a network of Alumni.

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.

*The 3 GO programs recruit student/workers through community outreach strategies &/or by partner referrals. "Ready to Work" program will work with students who come to GO between training cycles.

*Students complete GO Prep, a 3 wk life skills training that provides soft skills & confidence as a prerequisite to enrolling in KR & GoBuild. RTW students complete similar training in 2 wks; must successfully pass a background check & drug test. RTW students also complete the NC "Working Smart" Curriculum & COPS Interest Inventory & participate in monthly on-site job coaching.

*Both KR & GoBuild offer training & testing in key areas. KR earn ServSafe & AB Tech Culinary Arts certificates. GoBuild can earn HVAC, OSHA-10, AB Tech, & HBI certification.

*Case Management- asses each student's goals & barriers to success; provide assistance & connect to support services (On going for 1 yr.)

*RTW has dedicated CM to support
GO will hold temp-perm contracts for students who complete

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?

Curriculum Design: GO's curriculum emphasizes training based on industry standards, portable certifications, flexible strategies that integrate support & education & other essential job training approaches proven to be effective at equipping workers with skills that match the needs of employers looking to hire ("What Works...", Dept. of Labor, 2014)

Holistic Training: GO's approach of bundling training & placement services with life skills, basic education & case management is based on best practices for serving low-income individuals with employment barriers (Ella Baker Center for Human Rights, 2010).

Recruitment: GO's recruitment strategy continues to be consistent with research showing that client success correlates more strongly with positive attitudinal & motivational factors than it does with lack of employment barriers (Univ. of Chicago, 2012). This allows GO to target high-risk populations while maintaining greater confidence in their success.

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.

GO uses a variety of measurement tools to track student success. For eligibility, GO requires proof of income & residence. For training, staff track attendance records, pre & post tests & accreditation post-tests & accreditation post-tests from 3rd parties (e.g. ServSafe, OSHA). For job/education placements & wages, GO tracks job offers &/or requires submission of pay stubs. For success of support services, GO uses the Results Oriented Management & Accountability (ROMA) Self-Sufficiency Matrix upon program entry & every 6 months thereafter to score clients in 7 assessment dimension scores (basic life skills, employment, housing, income management, health, education, & nutrition). The gathered data is entered into a Salesforce database that is designed for social service outcomes. Program staff use Salesforce to run a variety of sophisticated reports from different time frames.

Both KR & GB have pacing guides to track student progress. KR, GB & RTW track job placements 3, 6 & 9 month.

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?

Green Opportunities uses a powerful Salesforce database that has been customized to reflect GO's program needs and to calculate key progress indicators. It meets the needs of the 2 training programs, as well as RTW; & the tracking of donors & gifts. Staff have the ability to run pre-made reports over variable

timeframes to track & compare outcomes. The system features 10 object types a variety of fields, formulas & custom rules that were developed to ensure data input accuracy & to calculate advanced client outcome metrics.

Barriers: Human Inconsistency - A program staffer may forget to enter a case management activity or if changes in a student's contact information have failed to be changed in the system. Also, GO's various laptops are aging; however, we utilize Microsoft Office 365 for general cloud storage & Salesforce cloud storage to protect our records.

GO's Admin. Asst. with the help of Asheville Technology Services are responsible for monitoring & adapting technology.

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.

Green Opportunities' mission is to connect youth & adults from low-wealth neighborhoods to sustained employment opportunities that support families & improve community & environmental health. KitchenReady, GOBuild & Ready to Work all directly support GO's mission by providing proven training and support designed to match the needs of local industries. RTW screens, trains and places temporary workers; getting them started in employment while they are awaiting a new training cycle. The GO continued case management helps to insure student success in sustained employment.

GO completed a strategic plan in 2013, refining its mission, vision & social impact model through the development of a business plan. Even through leadership changes, J Hackett as Interim Executive Director has added stability in programming, community support, training and industry proven training for the Board and Staff to keep GO ready to offer the programs and services to meet the needs of the service community.

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.

During this past year, 2016, 68 students were trained across GO KitchenReady, GOBuild & Table Service Essentials; 53 Members Graduated for a 78% Graduation Rate. There were 59 Certifications Awarded (44 SerSafe Food Handler & 15 OSHA Construction Safety). 48 students were placed in 35 jobs and 23 apprenticeships.

GO continues to operate from the Edington Center; includes GO offices, state of the art Southside Kitchen, and a

workshop used for training GOBuild students.

Green Opportunities continues to benefit from strong community partnerships with business partners and employers.

During the past year, KitchenReady served 15,000 + meals in the Southside Kitchen, catered more than 100 local events & hosted 2 Job Fairs at the Center.

The agency was awarded the YouthBuild USA Provisional Affiliate status, awarded a "FreshLO:Fresh, Local & Equitable" Planning Grant by the Kresge Foundation, 1 of 24 organizations selected nationally from over 500 applicants.

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.

Green Opportunities relies on a network of strong community partnerships that are critical to the success of our organization. Asheville Independent Restaurants, MANA Food Bank, Mountain Food Produce have long been supporters of Kitchen Ready providing food, professional guidance and work opportunities. AB Tech, Asheville Housing Authority, Brassfield & Gorrie, Duke Energy, Mission Health, Mountain Area Workforce Development Board are among the strategic partners that have provided support, guidance and places for work for our students and program managers. GO actively connects students with serves at other organizations, such as OnTrack Financial, Pisgah Legal, Our Voice, All Souls Counseling and others.

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.

2014 Form 990(1).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).

2015-16 P & L.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.

We have not received our official Audit for 2015-1016, and should have it no later than January. We will forward the audit to you upon our receipt of it.

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.

2017community-funding-budget-form-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.

GO is applying for 3 programs this year & not 1, as before; thus more expenses.: RTW- \$57,950, GOBuild-\$68,000 & KR-\$68,000. Anticipated Grant Funding: Sisters of Mercy-\$36,000 & Cannon-\$43,000; both Boards meet in December. GO will apply for unidentified grant funding in new FY. Salaries: RTW includes 1 dedicated Case Manager for the proposed 80 students; Salaries for other programs include splitting cost of CM between GoBuild & KR. Printing costs increase due to information needed for RTW program & other recruiting info. Asst. to Indvls.: \$500- 1 month for childcare x 8 students; \$4,000 transportation (bus passes, etc.) & est. \$50 emergency asst per student (\$7,750). Rent: \$900 per month. Dues increase to include HBI-\$6,000, Youth Build, \$150.00, etc. Supplies include wood, tools, etc. for GoBuild teaching modules.

REVENUES: Grants, Mission Hospital made a 1 time \$1000,000 grant to GO.\$88,108 is CDBG funds administered through Asheville. Program Service Fees increase due to RTW .

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

N/A

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

\$7.25 - \$12.49 per hour - None
\$12.50 - \$14.99 per hour - 4 employees
\$15.00 - \$19.99 per hour - 8 employees
\$20.00 - \$24.99 per hour - 2 employees
\$25.00 - \$29.99 per hour - 1 employee
\$30.00 - \$34.99 per hour - None
\$35.00 - \$39.99 per hour - None
\$40.00+ per hour - None