

## FY2018

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### *FY 2018 Buncombe County Community Funding*

#### ***One Youth At A Time, Inc.***

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# Application Form

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## Project Name\*

Name of Project

FY2018

## Amount Requested\*

Amount Requested

\$67,000.00

## 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](#).

Community > Educational Resources that Match the Needs of the Community > Increase access to higher education

**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**

Many Buncombe County youth, particularly those from African-American households with low incomes, lack positive role models to steer them from behaviors such as substance abuse, truancy, and engaging in unprotected pre-marital sex. One Youth at a Time (OYAAT) proposes to address this problem through its Mentoring, Tutoring and Outreach Education (MTOE) project which will provide at-risk youth with life skills, academic and health education. For over 20 years, OYAAT has worked with youth by providing services designed to keep them in school and out of the criminal justice system.

OYAAT will provide trained volunteer mentors and tutors from throughout the African-American Community who can serve as positive role models to struggling youth. These mentors and tutors will help support the educational needs and goals of children in elementary, middle and high school to ensure their continued advancement in grade level and earning a high school diploma. MTOE will provide one-on-one tutoring, as well as Homework Help sessions to strengthen fundamental reading, math, science and English skills. In addition, MTOE will work with pregnant teens and teen mothers who have previously dropped-out of school to help them prepare for and take the GED High School equivalency test. OYAAT can further assist these women in acquiring job skills, finding employment and affordable housing.

Mentored youth and other adolescents in the community will receive academic, health and life skills education via community events, classroom presentations and individual tutoring. This series of events and presentations will focus on timely and relevant topics that feature lessons in STD/HIV/AIDS prevention, substance abuse prevention, the benefits of staying in school and personal goal-setting.

By combining the interpersonal effects of mentoring with the benefits of tutoring and focused outreach education, the MTOE project can meet each of its sustainability goals and turn young lives around!

### **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?

The MTOE Project proposes the following service levels and outcomes:

15 youth will receive at least 6 hours of mentoring and tutoring per month. Approximately 90% or more of these students will successfully be promoted to the next grade level or graduate from high school.

3-4 outreach events will be held per quarter, and 150 Buncombe County youth will receive health and life skills education and/or homework assistance, and achieve one or more of the following outcomes:

- 1) Gain a better understanding of how to avoid HIV/STD transmission
- 2) Develop strategies to avoid drug use
- 3) Improve knowledge of how to make better food choices
- 4) Gain understanding of how to be a good citizen
- 5) Increase completion of school work and improve study skills

## **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 serves youth in grades K through 12. At least 90% of MTOE project participants are eligible for free and reduced-price meals as part of the National School Lunch Program, or whose households receive Medicaid. Most will likely live in single-parent households.

OYAAT will primarily serve residents in the high-poverty communities of Bingham Heights, Klondyke Homes, Lee Walker Heights, Leicester, Montford and Courtland Avenues, Pisgah View Apartments, West Asheville and areas south of Biltmore Avenue.

Due to the high level of need for this type of service, the MTOE Project will target members of the African American community, but will also be open to eligible children of other races and ethnic backgrounds. Historically, the project has served 76% African Americans, 12% Hispanic, and 12% Caucasian youth. Youth are referred through the school system, parents/guardians, churches and word-of-mouth throughout the target community.

## **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.

OYAAT will prepare volunteer mentors and tutors by August. Community partners and school counselors will refer new mentees by 8/2016. Most mentees are anticipated to require and receive weekly tutoring throughout the school year. OYAAT staff will meet bimonthly with school staff to monitor student behavior, grades and academic progress.

MTOE will provide health and life skills education to mentees and to other youth every month through classroom presentations and 6 large annual events (including the Community Healthcare Fair, Enough Is Enough Celebration, Martin Luther King Jr. Tribute to Children and Youth Celebration, and Black Church Week of Prayer for the Healing of Aids). For events with any religious content, this instruction will be separate to comply with public funding rules. Homework Help will be available to MTOE participants every Wednesday during the school year. Expecting and single teen mothers will receive GED, job, and housing counseling throughout the year.

## **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?

Mentoring is proven to help youth meet positive academic, employment, and personal goals. In 1994-1995, Big Brothers Big Sisters conducted a foundational study about the positive effects of mentoring and found that, compared to youth not in a program, youth receiving mentoring services were

- 46% less likely to begin using illegal drugs
- 27% less likely to begin using alcohol
- 52% less likely to skip school
- 37% less likely to skip a class

33% less likely to hit someone

The International Academy of Education cites in its tutoring booklet (2000) that "a great deal of research evidence shows that tutoring can be very effective - and a very cost-effective way of raising achievement (Bloom, 1984; Cohen, Kulik & Kulik, 1982; Devin-Sheehan, Feldman & Allen, 1976; Levine, Glass & Meister, 1987; Rohrbeck et al., 1999; Sharpley & Sharpley, 1981; Topping & Ehly, 1998; Waberg & Haertel, 1997)."

## **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.

OYAAT keeps hard copy files for each mentee in the MTOE program. OYAAT currently collects program data, such as students' attitudes, behaviors and attendance, through hard copy monthly and quarterly reports from mentors, partner schools and the Homework Help volunteer assistant. The Executive Director tracks participating student's progress and analyzes charts of program benchmark performance on a spreadsheet. OYAAT staff will develop a new mentee survey to be administered at the start and end of participation in MTOE that measures social, health and life skills outcomes, and these will be tracked in an Excel spreadsheet.

## **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?

OYAAT plans to upgrade its Microsoft Office software and Internet access to improve its technological capacity. The Executive Director, who has a Bachelor of Science in Business Management and Accounting, is responsible for these new improvements in data tracking, evaluation and reporting.

## **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.

OYAAT's mission is to assist City/County students in need of tutoring and/or mentoring - especially those who have demonstrated a lack of enthusiasm for education, citizenship, good health practices, or have become at-risk or critically at-risk students.

OYAAT's 2011 5-year strategic plan goals include abating truancy and behavior problems; increasing participating youth's self-esteem and responsibility to teachers/parents; and reducing school conflicts, suspensions and dropouts involving participating mentees. The MTOE Project directly addresses all these goals. The Federal Mentoring Council finds "mentoring has the potential to be a successful intervention strategy to address risk among youth and to promote positive behaviors and attitudes," including better school attendance, decreased likelihood of initiating illegal drug and alcohol use, increased social and

emotional development, increased engagement in the classroom, decreased violent behavior, and better academic performance.

## **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.

OYAAT has served disenfranchised youth in Buncombe County for more than 20 years by providing mentoring and tutoring, health awareness education, job training and preparedness, and after-school programs. It has become known throughout the community as the "go to" resource for troubled African American youth. It is the organization County minority residents often seek first when faced with significant behavior problems with their children. OYAAT accepts all eligible mentees into MTOE, even ones who do not qualify for assistance from other support organizations.

OYATT has partnered with Buncombe County Schools for the past 15 years. During the past 3 years:  
 98% of 60 OYAAT mentees were promoted to the next grade level  
 6 out of 10 senior mentees graduated high school and went on to attend college  
 100% of these mentees were drug-free  
 100% of the single parents of mentees contributed to the success of their children

## **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.

OYAAT has several partners that provide professional expertise and speakers for its outreach education:  
 Mission Health (partner and collaborator for over 20 years on several health-related events)  
 Baptist Ministers Union (partner for over 20 years, providing over 200 volunteer mentor/tutors)  
 WNC Aids Project  
 Pisgah Legal Services (partner for 3 years and provides consultation on legal services)  
 Interdenominational Ministerial Alliance (partner for over 20 years providing 25 speakers)  
 Helpmate (partner for 4 years)  
 MAHEC (partner for 2 years)  
 Christians for a United Community (referral partner for 12 years providing 15 volunteer mentor/tutors)  
 City of Asheville (Strategic partner for over 20 years) and included OYAAT in its "In and After School" initiative  
 Housing Authority of the City of Asheville

## ***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.

### **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.

The most recent 990 has been provided to staff.

### **Financial Statements - Upload here**

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

OYAAT Financial Statements.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.

*[Unanswered]*

### **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.

OYAAT Budget Worksheet.pdf

### **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.

No changes

### **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

No employees in this classification

**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

One Youth at a Time employs 2 staff without employer-provided health insurance:

1 employee at \$12.50 - \$14.99 per hour

1 employee at \$25.00 - \$29.99 per hour