Opening the New Center for 170 Children

FY2021 Early Childhood Grants

Swannanoa Valley Child Care Council-Children and Friends Enrichment Center

Ms. Linda Hobson
3126 US Hwy 70
Black Mountain, NC 28711

O: 704-898-1898

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Lindahobson@hotmail.com
O: 7048981898

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Black Mountain, NC 28711
Application Form

INSTRUCTIONS
Buncombe County requests proposals for community based projects to enhance outcomes for young children and their families in our community. Grants made through the Early Childhood Education and Development Fund will be focused on access to quality early childhood care and education.

Please refer to the Grant Guidelines published on the Early Childhood Grants website at buncombecounty.org/grants for complete information about the grant program, including: Purpose; Funding; Eligibility; Timeline; Grant writing workshop; Review process; Awards; and more.

Applications are due by 5:00 pm on February 14, 2020.

BASIC INFORMATION
BASIC INFORMATION – Before completing the application, please tell us a little about the request.

Project Name*
Opening the New Center for 170 Children

Strategy*
Recognizing that some projects will use more than one strategy, select the strategy that most closely applies to this project:
Creating new classrooms to serve more children in early care and education settings

Funding Request*
How much funding is this project requesting for FY2021?
$347,821.00

Grant Guidelines*
Have you read and understand the information presented in the FY2021 Grant Guidelines for Early Childhood Grants (Grant Guidelines)?

If no, please contact County staff to request assistance: Rachael Nygaard, (828) 250-6536 or rachael.nygaard@buncombecounty.org.
Yes
APPLICATION

APPLICATION QUESTIONS – Responses to these questions will be scored by the grant committee. Each question is worth 10% of the final score.

Organization*
Give a brief history, including date of founding, focus, services, and record of success.

Established in 1979, Children and Friends Enrichment Center offers infant, toddler, and preschool programs and has earned a Five Star Child Care License from the State of North Carolina based on Staff Education.

The mission of CFEC is to serve diverse families with children from six weeks old through kindergarten age. A caring, dedicated, and trained staff partners with families in order to provide a safe, nurturing, and loving atmosphere; an intentional, play-based, developmentally appropriate education; and a creative environment that encourages children to be successful learners.

CFEC teachers plan age-appropriate lessons utilizing centers that use building blocks, manipulatives, dramatic play, art and writing, sensory play, math and science, music and movement, and daily outdoor exploration. The vision of CFEC’s staff and board is to provide high-quality individualized learning experiences so that each child develops a sense of self-confidence and self-regulation, which prepares children for subsequent grade levels.

During the past 2 years, the board of Directors has taken on the responsibility to build a new Center, which will serve 170 children in a specifically designed building for childcare. We have been successful in the project, and the modular building is being constructed and will be located on leased property in the center of the town. We have raised enough funds to construct the building, estimated cost of 1.2 Million dollars, and now need to complete the project to equip all the classrooms with cribs, furniture, supplies, etc. (list of items attached). We will open by the first of May, 2020 with our current population of 80 children, using some of the equipment, but due to the constant flooding of the existing building, most of the furniture must be replaced, which necessitates the need for the purchase of all new furniture and equipment.

Also, the present building is for sale, thus we could be without a place anytime.

Need for the Project*
What is the main issue this project is established to address? What data or qualitative factors/stories are available to show that need?

The main issue of this request is to complete the project of building and expanding services to another 100 children in the newly constructed 10,000 square foot facility that is located in Black Mountain.

The board has raised over 1.1 Million dollars for the construction of the facility, which was specifically designed to serve 170 children in 14 classrooms. We anticipate the construction and placement of the building to be completed by April 2020, and now need funds to purchase the needed equipment and supplies. As mentioned, we will immediately transfer the existing equipment and supplies from our existing site to the new center, and all 70 children will be able to continue the program.

All equipment and supplies will be ordered immediately after this grant is approved. If the funding is not available until June, we will obtain a
loan to complete the project, and repay the loan as soon as the funding becomes available, as we are moving on the building which will be delivered in April/May. We have signed the lease and will begin site work in February, after the groundbreaking ceremony on February 20.

The need for this project was presented at a Commission meeting last year, with pictures of the flooding that often occurs, often resulting in closing the Center until we can mop the floors and sterilize the equipment and carpets. Closed again for 2 days the week of Feb 2, 2020, due to flooding.

**Project***

Project and how it will work. Include the overall purpose and any models or evidence-based practices that will be included. What specific activities and milestones are included in the project plan?

The staff works to provide a quality, individualized learning experience in order to develop in each child a sense of self-confidence and self-competency in order to grow with their own unique learning style. In their engagement with families and children, our Staff at Children and Friends believe that each family brings to the program their love, hopes, values, and diverse family experiences related to their child. We recognize the importance of these and the need for teachers to form a partnership with families to create a positive welcoming experience for all children. Families are encouraged to become involved in their child’s learning, communicating with teachers about their child, their interests, and highlights growth development.

Our educational philosophy ensures that the whole child is nurtured, taught, and responded to with respect, compassion, and encouragement. We support research that purposeful, intentional play is developmentally appropriate and a significant element of our early childhood program. High-quality early childhood programs teach children to think creatively and cooperatively, so they may succeed in a complex and ever-changing world. Children are encouraged to take initiative, interact positively with adults and peers, explore the environment, establish routine, and understand transitions.

Our curriculum is diverse from classroom to classroom, from age group to age group, yet planned to reflect the center’s philosophy of learning through active, engaging play as well as planned small group and large group experiences. Because each child is different we look to plan for the uniqueness of each child, but we also plan according to what research tells us is appropriate for a typical child of that age.

We also use the Kambu Learning system, which provides interactive technology for the teachers to track children’s progress, identifies the individual learning strengths and weaknesses of each child, and provides feedback to parents.

**People Served***

Who will be served by this project? Include demographics for children and families served, workforce, and/or any other relevant groups.

Proposed plans for the Children and Friends Site
1. Size of the building- 10,000 Sq. feet - location downtown Black Mountain - behind Frist Baptist Church on leased property
2. Fenced playground areas- 17,200 sq. feet - includes area attached to each classroom and the large area below the Center
3. 100 Parking spaces for staff and visitors
4. Easy access and exit from the Center to town streets.
5. Children’s garden area for “Rainbow in My Tummy Program”

Information about Children enrolled and to be enrolled in Center
1. We currently serve 70 children of which 44 are on State Subsidy, meaning they qualify due to being below the poverty level. This ratio generally is between 60-70% and we would expect this to continue to be higher as we open to more children. The Buncombe Partnership, which administers the subsidy program has told us that they have over 140 children on waitlists for the two Zip codes (Black Mountain and Swannanoa).

2. With those numbers, we would estimate that of the 170 children to be served, between 100-110 children will be on full subsidy from the State as these families are all eligible as low-income families.

3. In addition, the new Center will apply to be a licensed Pre-K center, which will qualify the Center for full state funding for the children in the program. The center will have two classrooms, each serving 9-18 children, who according to State guidelines, will all be children from low-income families.

4. At present we have 9 teachers and 5 support staff, and with the new Center, we will have at least 14 teachers and 14 support staff and additional administrative support.

5. We will continue to provide breakfast, snacks, lunch to all students, and are working with the Buncombe County Schools food service department to provide support for this program, using some of the food from our garden.

Results*
What results do you hope to achieve with this project? Be specific about how much impact the project will have in line with the goals of the fund, and how many people will be served.

For projects requesting funding for slots, also please include:

- Total new slots created
- Total slots maintained
- # of Subsidy slots created
- # of Subsidy slots maintained
- # of teachers/staff positions created
- # of teachers/staff positions maintained

C: Measures of Success
- Funds from this grant will be directly used to equip classrooms, prepare the site, and provide financial support until we reach full occupancy.
- Building: New facility will be completed at cost, by April 2020, all of which has been paid by the Center through fundraising.
- Enrollment: Building capacity will allow for 170 children, an increase of 100 available slots for Buncombe County children.
- Quality: Approximately 14 additional qualified teachers and aides will be hired to comply with state ratios and maintain CFEC’s five-star rating with the State of North Carolina.
- NC Pre-K: We will apply to become an NC Pre-K site, serving up to 18 4-year-olds and maintaining the required 1:9 staff to child ratio for the program.
- Affordability: We will maintain 60% participation of children funded by state subsidy (96 children subsidized).
- Nutrition: Children ages 3-5 will participate in gardening and learn about nutrition through the Rainbow In My Tummy® curriculum.
We will employ a full-time budget manager to deal with the fiscal operations and general operations of the expanded services and the Center.

We will construct a 6-foot high fence surrounding the entire complex, as required by State regulations.

We will use the funds for the connection of the Center to the water system, which according to the Town of Black Mountain will be $43,000 based on the projected number (200 +) children and staff.

All children will be enrolled in the Kaymbu system which measures children’s performance on a daily basis in various activities. This data is used to plan individual programs for children and all information is shared electronically with parents. The reports will also be used by the board to monitor student performance.

**Evaluation**

How will you know you have succeeded? Explain the project evaluation process, including specific measures that will be tracked.

The primary purpose of this grant to purchase and support the opening of the New Building that will open in April of 2020. The building is in construction as a modular unit, consisting of 14 units that will be combined to make a 10,000 square foot building. The receiving of the equipment, supplies, etc which will be purchased by the funds from this grant will be documented with receipts and serve as an evaluation that the funds have been spent according to the budget. The additional funding to support some of the operating costs for the site will be documented by copies of checks or receipts used to pay for those expenses.

Copies of numbers of children enrolled will be available to the County staff to document enrollments and financial status of families as to receiving a subsidy.

All children are enrolled in the Kaymbu system, which tracks children's performance in various areas, and are used to evaluate and plan all educational programs for children. This system tracks each child's individual developmental growth, provides guidance to the teachers as to instructional activities that each child needs and the system is capable of sending pictures, videos and updates to all parents as often as the teacher of parent wants this information. The data provided by the system documents developmental growth in various areas, and summaries can be provided to County staff as requested.

All of the funds will be spent and accounted for as specified in this grant application. Documentation will be provided to the County.

**Equity**

Describe your approach to racial and socio-economic equity, both inside and outside the organization. What are some specific examples of practices that are in place or to be put in place with this project?

The board of the Center has always adopted and supported a policy of non-discrimination for all aspects of its work, as applicable to children and families, and to the employment of staff. An example of this is a description of the current children being served.

African American-5
Hispanic-7
bi-racial-5
Asian-1
Indian-1
Children that are severely developmentally delayed 2
(1 that requires a feeding tube)

We estimate that the additional 100 children to be enrolled will be consistent with the ratios that we currently serve. The only change might be different if we are accepted to serve Pre-K children under the program from the Partnership as the Pre-K program requires certain requirements as to the poverty level of children that can be served under their funding.
The Center continues to actively recruit minorities as teachers/aides and often when we employ, such as our former Executive Director, they are recruited by other agencies and leave due to much higher salaries and benefits. As we expand our program to serve more children, it is planned by the board to increase salaries and benefits, and become a certified living wage Center.

**Collaboration**

List any formal and/or supportive partners. Describe their roles in the project. How will they make it stronger?

The project has received a great deal of financial support for the construction of this new Child Care Center. The following is a list of our major partners who have contributed a significant amount of money.

- Cannon Foundation $75,000
- WNC Bridge Foundation $250,000
- Kiwanis Club of Black Mountain- Contributed a cash donation of $50,000 and has made a commitment of $1,750,00 a month.
- Rotary Club of Black Mountain members- $41,377
- Montreat Presbyterian Church- has donated $50,000
- Black Mountain Parks and Greenways Foundation- $9903
- Board of County Commission- Seed grant of $200,000 to start a fundraising project to construct a new facility
- First-Citizens Bank- Black Mountain- $300,000 long term construction loan
- First Baptist Church of Black Mountain- has signed a long term lease-15 year renewable for a large area for the location of the building, large playground, and full use of their parking area. Also, they have committed church members as volunteers for the program.
- The additional financial support from over 100 individual donors has been in the range of $25 to $30,000. In addition to financial support, many of them will also volunteer at the center.

Each of these organizations has been involved in the planning of the project, and their funds have been used for the construction of the modular units.

**Budget**

Download a copy of the budget form [HERE](#). Complete the form, and upload it using the button below.

Explain how grant funds will be used, specifically what type of expenses will be covered by County funds. Describe other sources of revenue, including type of funding, source, restrictions and status.

FY21_ECE_Grant_Budget_Form.xlsx

We have been fortunate to raise the funds to construct and set up a new 10,000 Sq. foot building serving 170 children, which increases our enrollment by 100 children and moves us to a new location, as the existing building is being sold by the owner. As the building is being constructed, there are significant costs associated with the opening, and all the funds requested by this grant are to fill these gaps, so that the building can open in April/May 2020. We have begun to accept new enrollments, and based on the recruitment of additional staff, we will be at capacity by the end of this year. We will immediately transfer our existing students to the new facility. Copies of purchase with Mobile Modular and time schedules are available to the staff for documentation.
The funds from the county will be used for the following items, all of which will be a ONE TIME CHARGE as we will be fully operational by January of 2021 and will have a balanced budget to cover the full operation of the Center:

1. Construction of 6 ft fence around grounds - $20,000
2. Equipment and supplies for new 8 classrooms - $150,000
3. Replace broken and water damaged equipment from existing building - $50,000
4. Washer and dryer - $1200
5. Kitchen equipment, Refrigerator, Stove, freezer, etc. - $3500
6. Water connection to water system - $43,000 (Fee determined by Town based on 170 children and 30 staff)
7. Ipads and expansion of Kaymbu License for new classrooms - $3500 + $1596 = $5096
8. Furniture for teacher lounge and waiting rooms, and therapy rooms - $4300
9. Office furniture for new staff - $1000
10. Lease funds for 9 months until January 2021, when we will be at full operation - $18,000
11. Playground equipment for each age group as a current playground cannot be transferred and is inadequate for projected numbers - $14,000
12. Required building insurance for 9 months - $1725
13. Full-time business/operation manager to assist with the operation of the new building and increased number of children - $36000

**Sustainability**

How will the project continue to succeed after the funding of the grant? Explain your plan for making this an ongoing effort.

All of the funds will be used to complete the immediate opening of the new facility, as we have raised the necessary funds of $1.1 Million was is enough to construct and deliver the new Center. We estimate that we will be at full capacity by the end of 2020, and the income from tuition, state subsidy and continued support and gifts, we will be able to operate fully and sustain the program, without any additional funds from the County.

We have a proposed budget that demonstrates that we will be able to continue after we become fully operational.

Based on current waiting lists from other Centers (Verner) we are aware of the need for more child care services in the area. Also, with the projected opening of the Avidem Center, they estimate that they will have 400 employees and that Child Care will be a critical issue in the recruitment and employment of workers.

**OPTIONAL INFORMATION**

**OPTIONAL INFORMATION** – This information will not impact grant scoring but will be helpful to the committee.

**Partial Funding**

If the project were to be offered a grant for partial funding, what factors would need to be considered?

We are on a strict timeline to open the Center by April, as the present building we are located on the market by the owner, and we could easily be out of the building, with a 30-day notice. We are on a monthly lease as the previous lease expired on December 30, 2019. The owner understands our need and has agreed to our use of the facility until April, but should the property sell, there will no options for other locations, and we would close the present facility and not serve these children. We would continue to seek funding until we
are able to open again for the existing 78 children, as the funds from this grant will fund the requirements of State policies regarding the safety of the children. If the grant is awarded, we would immediately purchase and install all of the items mentioned, and become fully operational, once our license if approved by the county and the State.

As we have enough funding to have the building constructed and delivered, we will not open until we complete the requirements for licensing, and full funding of this request would allow us to stay open and begin to serve additional children. Partial funding would place many limits on our opening, as most of the requested items in the budget are required for the operation of the Center.

**Multi-Year Funding**

If you would like this project to be considered for multi-year funding (up to 3 years), what amounts would you request for years 2 and 3? What milestones would this funding allow you to accomplish? Explain why more years are needed to accomplish goals.

This is a one-time request as the building will be located on the property, we will be paying on the lease, and must open as soon as we complete the building, equip each classroom with the equipment and supplies needed, build the required fence (over 1000 linear feet @ $20 a foot) around the property, and complete all the items specifically mentioned in the budget attached to this grant. Our goal is to be at capacity by the end of 2020 and our projected budget with 170 children will be adequate to cover all expenses for the full operation of the Center.

**Resource Support**

How can Buncombe County support your organization with this project and in strengthening your work (related to equity, scale, or impact)?

The most critical support element of this project is releasing the needed funds to open the building as soon as possible as we are very much uncertain how long we will be able to continue to provide a facility to continue to serve our existing children and families. One issue we would ask the County to support is helping set up a living wage scale for all child care workers, and if necessary help provides financial support.

The tremendous cost of child care places a large burden on many families, Centers are unable to provide a living wage or even any benefits to its great staff.

This certainly will continue to be an issue for our Center but is a major issue for all Centers and families in this county.

**Scale-up**

What is your vision for how the strategies from this project could contribute to a significant scale-up the overall system to collectively address the child care crisis?

This grant request will directly provide high-quality child care to 100 more children in the county, and possibly for the existing 70+ children that are currently being served.

Our board has had this vision for over 2 years as it recognized the tremendous waiting lists for services, that our existing facility could not be expanded and that the building was in desperate need of repairs, including the fact that when it rained, we often had to close due to the flooding of the building. As mentioned we have succeeded in raising 1.1 million dollars, obtained a lease for property, and obtained site approval from the town, and signed a contract for the construction of a 10,000 Square foot building which will serve 170 children from 6 week to Pre-K, clearly demonstrates our vision and commitment to this project.
Other

Is there anything else that you want the committee to know?

- **FSS-8070 NC - plans.pdf**
  
  Attached is the building drawings of the building that is being constructed by Mobile Modular and should be delivered during April 2020.

  The funding from this grant will complete the project and we will open the building with an anticipated date of May 1, 2020. The items requested in this project are the final items that are needed, as the building is completely paid for through the generous support of various organizations and the individual generosity of over 110 members of this community.

  The existing 78 children presently enrolled in our program will transfer to the new facility and we have begun taking applications for all ages, and our goal is to be at full occupancy by the end of this calendar year.

  We have begun actively recruiting additional teachers, will immediately apply for Pre-K licensing when the building is open, and work closely with other child care centers (Verner) to determine if any of the children on their waiting lists, might live in the area.

  The board is aware that the funding might not be available until June 2020, and will make arrangements to loan the needed funds until the awards are available, as we cannot wait until June/July to open the new facility. Some board members have indicated that they could possibly loan some funds (at no interest), should this be needed and no other arrangements could be found. We have itemized lists of all the materials needed for each new classroom and will make them available to the committee if needed.
File Attachment Summary

Applicant File Uploads

- FY21_ECE_Grant_Budget_Form.xlsx
- FSS-8070 NC - plans.pdf
## Early Childhood Education and Development Fund

**Proposed FY2021 Project Budget (July 1, 2020 - June 30, 2021)**

### Organization Name:

### Project Name:

### Grant Amount Requested:

### FY2021 Proposed Project Revenue

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<tr>
<th>Proposed Grant Description</th>
<th>Amount</th>
<th>Notes</th>
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<tbody>
<tr>
<td>Proposed Buncombe County Early Childhood Grant</td>
<td>$347,821.00</td>
<td>We have 1.1 Million dollars in the bank to pay for construction and delivery of building</td>
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<tr>
<td>List other sources: General operational budget</td>
<td>$10,000.00</td>
<td>Fringe benefits for new project financial manager</td>
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<td>List other sources:</td>
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<td>List other sources:</td>
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<td>Total</td>
<td>$357,821.00</td>
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### FY2021 Proposed Project Expenses

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<th>Proposed Grant Description</th>
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<th>Other Funds</th>
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<td>Licensing fee for 100 children for Kaymbu Systerm</td>
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<td>Nutrition</td>
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<td>$3,500.00</td>
<td>$3,500.00</td>
<td>Equipment for kitchen, stove, refrigerator, frezer, microwave</td>
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<td>Transportation</td>
<td>$200,000.00</td>
<td>$200,000.00</td>
<td>$200,000.00</td>
<td>1000 linear 6Ft. Fence around center grounds ($20@ft)</td>
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<td>Supplies/Materials</td>
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<td>$61,000.00</td>
<td>$61,000.00</td>
<td>Lease for 9 months, Town fee for water connection,</td>
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<td>Building Maintenance/Repair</td>
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<td>Furniture</td>
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<td>Total</td>
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### Overall Organization Budget

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<tr>
<th>Budget Amount Description</th>
<th>Amount</th>
<th>Notes</th>
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<td>Partial refund of tuition due to facility issues.</td>
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<td>FY2019 Actual Year-End Expenses</td>
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<td>Higher expenses due to flooding of center and other facility issues requiring closing</td>
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<td>based on opening new building by May, 2020,</td>
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<td>FY2021 Proposed Budget Amount</td>
<td>$1,188,583.00</td>
<td>Based on new building opening and fully operational</td>
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