

**Buncombe County FY2020 Strategic Partnership Grants
Application Summary Sheet**

Project	Life Works for the Justice Involved
Organization	Community Action Opportunities

Amount Requested	\$84,484	Strategic Priority or Sustainability Goal	Justice Resource
New or Renewal Request	New	Commissioner Districts Served	All

Organization Description	<ul style="list-style-type: none"> Local nonprofit, tied to the national Community Action Agency network, which has served Buncombe County since 1964. Deeply rooted in anti-poverty work, CAO's Mission is "We help people who live on limited resources transform their lives." CAO provides Head Start, Weatherization and Life Works programs at no-cost to families in living in poverty. Life Works is an intensive, holistic employment-focused program that assists over 80 families annually, living at or below 125% of the federal poverty guideline attain self-sufficiency in Buncombe, Madison and McDowell Counties.
Project Description	<ul style="list-style-type: none"> Proposes a collaborative approach to working with individuals with justice involvement who are reentering the community. Purpose is to increase public safety and reduce recidivism rates through increased accountability while meeting the criminogenic needs of those served. Coaches will provide holistic, long-term support with a focus on full-time, living wage employment and provide direct assistance to help remove barriers to self-sufficiency. Coaches will facilitate individuals in accomplishing the goals of decreased justice involvement, obtaining employment/better employment, securing jobs with medical benefits, completing education/training, obtaining housing, and completing goals related to financial capabilities and reducing the need for financial assistance while increasing stability and autonomy.
People Served	<ul style="list-style-type: none"> Justice involved individuals who have an income at or below 200% of the federal poverty guideline will be the targeted population for this project. 40 individuals will be served over the course of the fiscal year. After being released from incarceration almost 700 people will return to Buncombe County each year. Almost 14% of Buncombe County residents are living in poverty; of those, 27% are African American and 36% are Latinx, despite the fact that Buncombe County is only comprised of only 6% African Americans and 6% Latinx. The demographics of those served will largely mirror the population served by the Justice Resource Center. Life Works anticipates a majority of customers will include minorities with a wide age range.
Outcomes	<ul style="list-style-type: none"> Uses a scale which measures intermittent change in nine key life domains. Success will include decreased justice involvement, increasing income over the federal poverty guideline, completion of goals and movement in the scale to "stable," "safe," or "thriving" in all life domains. Post service follow up will be conducted to measure long term success.

Budget			
Amount Funded FY2019	n/a	Increase Request	n/a
Project Budget	\$144,775	Total Organization Budget	\$9,381,310
Other Funding Sources:			

Additional Information	
<ul style="list-style-type: none"> Other Justice Resource Center onsite workforce services are budgeted in the Justice Support/Behavioral Health budgets (A-B Tech/Upskill job coach) 	

Life Works for the Justice Involved

FY2020 Strategic Partnership Grants

Community Action Opportunities

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Application Form

Question Group

Please complete the form below and upload the required files for your application. Organizations submitting more than one project must complete one submission form for each project. Incomplete applications will not be considered.

Priority is given to nonprofit organizations with projects that contribute to Buncombe County's strategic priorities or sustainability goals.

For FY2020, no Strategic Partnership Grant applications will be considered for the strategic priorities "Affordable Housing" or "Early Childhood Education." Funding for affordable housing projects is managed through Buncombe County's Affordable Housing Services Program. Funding for early childhood projects will be managed through the newly forming Early Childhood Education and Development Fund.

Project Name*

Name of Project.

Life Works for the Justice Involved

Amount Requested*

\$84,484.00

Strategic Priority*

Which of the following priorities best reflects the primary goal of your project?

Buncombe County Commissioners are dedicated to strengthening the quality of life for everyone by setting new fiscally, socially and environmentally responsible goals that will guide decisions and improve our community for future generations. The Board has committed to strategic priorities as a guide to shape partnerships and investments of resources to insure a healthy, safe, well-educated, thriving and sustainable community.

Details about the Strategic Priorities are available at [THIS LINK](#).

Justice Resource Support

Strategic Priority - Other Sustainability Goal

If you selected "Other Sustainability Goal" from the list of Strategic Priorities, please list it here.

Details about the Sustainability Goals are available at [THIS LINK](#).

Organization Description*

Tell us about your organization. What is your mission? Highlight two or three key facts and accomplishments that best define your organization.

Community Action Opportunities, Inc. (CAO) is a local nonprofit, tied to the national Community Action Agency network, which has served Buncombe County since 1964. Deeply rooted in anti-poverty work, CAO's Mission is "We help people who live on limited resources transform their lives." CAO provides Head Start, Weatherization and Life Works programs at no-cost to families in living in poverty. Life Works is an intensive, holistic employment-focused program that assists over 80 families annually, living at or below 125% of the federal poverty guideline attain self-sufficiency in Buncombe, Madison and McDowell Counties. Life Works received OnTrack's 2017 Financial Literacy Community Partner Award for our work in helping families move out of poverty and put over \$6,500 into emergency savings accounts. In FY 2017-2018, the Life Works Program provided over 1,050 interventions to help 17 families raise their income above the poverty line and 43 families obtain employment or better employment.

Project Description

What do you propose to do? What is your plan? What are your goals?

CAO proposes a collaborative approach to working with individuals with justice involvement who are re-entering the community. Our purpose is to increase public safety and reduce recidivism rates through increased accountability while meeting the criminogenic needs of those served. Coaches will provide holistic, long-term support with a focus on full-time, living wage employment and provide direct assistance to help remove barriers to self-sufficiency. The goal is to enroll 40 justice involved individuals living at or below 200% federal poverty guideline with 25% increasing their income by June 30, 2020. Additionally, Coaches will facilitate individuals in accomplishing the goals of decreased justice involvement, obtaining employment/better employment, securing jobs with medical benefits, completing education/training, obtaining housing, and completing goals related to financial capabilities in order to reduce the need for financial assistance while increasing stability and autonomy.

Key Steps*

How will the project work? What are specific activities and milestones that your project entails?

Two Coaches will be devoted to this project; one current Coach has been identified. The hiring process for the new Coach will begin once the grant award is announced with a projected employee start date of July 1, 2019. Life Works will sit on Workforce Development Group (comprised of UpSkill WNC, SPARC, Re-Entry Council, etc.) as well as the Service Provider Collective to maintain a team-based approach and enhance the training to employment pipeline. Coaches will receive referrals from the Justice Resource Center and will complete 40 enrollments by March 30, 2020. Customers and Coaches collaboratively set goals tailored to the customer's specific needs. Customers must maintain consistent contact and complete goals to remain in the program. Coaches assist customers with all activities pertaining to self-sufficiency and provide direct assistance, or funds to help overcome barriers. Customers will submit pay stubs and complete quarterly assessments with coaches to monitor progress.

Area Served*

Which areas of the County will be served by this project? Which Commissioner District(s) will be served?

A Buncombe County Commissioner district map is available at [THIS LINK](#).

All of Buncombe County will be served by this project, including Commissioner Districts 1, 2 and 3. Coaches will be placed at the Justice Resource Center to field walk-in referrals, to adhere to a team-based approach and to strengthen collaborations with agency partners. Life Works currently serves customers throughout Buncombe County and supports an “in the field” working model as a means to reduce barriers for customers. Each Life Works Coach will have a smartphone, laptop and access to fleet vehicles to support remote meetings. CAO’s main office, located in the Southside neighborhood of Asheville, and remote meeting space in Black Mountain are both available for Life Works use.

People Served*

Who are the members of our community this project will serve? How many people will be served? Include demographics, including age, area median income, race, neighborhood and/or school.

Justice involved individuals who have an income at or below 200% of the federal poverty guideline will be the targeted population for this project. 40 individuals will be served over the course of the fiscal year. After being released from incarceration almost 700 people will return to Buncombe County each year. Almost 14% of Buncombe County residents are living in poverty; of those, 27% are African American and 36% are Latinx, despite the fact that Buncombe County is only comprised of only 6% African Americans and 6% Latinx. The demographics of those served will largely mirror the population served by the Justice Resource Center. Life Works anticipates a majority of customers will include minorities with a wide age range. Life Works intends to remove the barriers for those living in poverty with justice involvement as a means to addressing racial disparities by creating opportunities for employment, education, housing, transportation, childcare and financial assistance.

Partners*

Which other organizations are you working with to reach your goals? What other local organizations provide similar services or serve similar beneficiaries, and how do you work together?

Partnership is at the heart of this project. Life Works intends to create a model where someone with justice involvement has a group of providers to help them meet their needs while providing accountability. Life Works’ primary partners will include the Justice Resource Center, UpSkill WNC, the SPARC Foundation, Project Re-Entry and the Re-Entry Council. As these partnerships have recently been established, Buncombe County’s Strategic Partnership Funds will be used to solidify and expand the work that Life Works is able to do to support the needs of the justice involved while creating a more diverse workforce. Each partner has their own role and areas of specialty which benefits the customer. Life Works is uniquely able to provide intense, long-term, holistic case management, direct assistance to pay for those factors that are essential to achieving self-sufficiency and offer an integrated financial capabilities case management program, developed out of collaboration with OnTrack WNC.

Personnel*

Who is responsible for the project? Briefly describe project leaders and the role each will play in the project. How do these leaders reflect the population or community that you serve?

The Executive Director will oversee all finalized contracts as well as function as the signor of all program delivery. The Finance Director will oversee financial transactions and ensure correct disbursement of funds. The Economic Development Director will provide supervision of program activities while overseeing additional grants. The Self Sufficiency Program Manager will manage program operations, supervise Coaches, serve as the initial approval for direct assistance, track expenditures, approve enrollments, monitor contacts/services and track/report outcomes. Both Life Works Coaches will carry out the critical work of coaching individuals, managing cases and completing all essential program functions. Both Coaches assigned

to this project will be diverse in race and gender. Coaches will have professional experience with justice involvement, substance abuse and/or mental health needs with a preference for lived experience so as to directly represent the customers being served.

Success*

How will you measure results? What will success look like? How will you document the impact of your project? Include whether there is a model that serves as basis for project design.

Results are measured through customer information that is input to CAO's database. This information is gathered at intake to establish a baseline and updated quarterly to track progress; various reports are easily accessible through the database. Information gathered includes court documentation, pay stubs, leases, training certificates, financial statements, credit reports and self-reporting surveys. CAO uses a scale which measures intermittent change in nine key life domains. Success will include decreased justice involvement, increasing income over the federal poverty guideline, completion of goals and movement in the scale to "stable," "safe," or "thriving" in all life domains. Post service follow up will be conducted to measure long term success. Data will be collectively reported with the Justice Resource Center to demonstrate impact. The project design follows a mix of strengths-based case management with assertive case management while following a team-based approach.

Funding*

What is your plan for finding the balance of the project budget? What is your funding timeline and what are your other sources of support?

CAO will use a percentage of its FY 2019-2020 CSBG grant allocation to fund .50 FTE of the 2.0 FTE Coaches planned for this project and some direct assistance for customers. Life Works received \$40,000 from Sisters of Mercy for calendar year 2019 and intends to reapply for these funds for calendar year 2020; these funds save salary dollars not associated with this project, allowing for more CSBG funds to be used toward direct assistance. Life Works recently received \$1,000 from the Walmart Foundation. In February 2019, we intend to apply for an additional \$15,000 for use in calendar year 2019 and another \$15,000 from the Walmart Foundation in February 2020. All Walmart Funds are available for direct assistance. Furthermore, Life Works is requesting \$30,000 from Asheville City's Strategic Partnership Grant for direct assistance to be used with customers that live within Asheville City Limits. We are prepared to source additional funds for direct assistance if needed.

Sustainability*

How will this project be maintained? Please describe funding sources and how you plan to sustain the project in future years.

This project will be maintained through diversified funding streams. CAO will use Year 1 project results and evaluation (including data from customers, community partners and CAO staff) to develop a solid summary of the work impact. From there CAO will utilize its internal resources, including CAO Program Resource Coordinator, and community partners to identify and pursue funding sources that align with project, some of which have already been identified. CSBG dollars are federal funds that are distributed through the state each year. While the amount changes from year to year, as it is based off of the percentage of individuals living in poverty within each county in the state, this is a relatively secure funding stream. CAO is applying to receive CSBG dollars in three additional counties for FY 2019-2020: Henderson, Transylvania and Polk. Should we be awarded this designation we will have an increased opportunity to further diversify funding streams and expand partnerships.

ATTACHMENTS

Project Budget*

Download the budget form at **THIS LINK**.

Complete the budget form for this project and the overall organization.

Save it to your computer, then upload it.

SFP Buncombe County Budget.xlsx

Financial Statements

Upload a copy of the most recently completed financial statements.

All financial statements must be audited, reviewed or compiled by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

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

Audited Financial Statements 6-30-2017.pdf

IRS Form 990

Upload a copy of the 990 nonprofit tax reporting form that you most recently completed.

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

990 FYE 6-30-17 for Public Disclosure.pdf

Board of Directors List

Upload a current list of your organization's Board of Directors.

If your organization does not have a board of directors, briefly state the reason.

CAO Board of Directors Roster.pdf

Authorized Signatory

By typing in below the name of the authorized signatory and date of submittal, you acknowledge that your governing body has authorized this application, that it is true and current to your knowledge. As a condition of any grant awarded, this organization will provide all information in the manner described in the contract to be executed between the organization and Buncombe County or its designee, including program and financial reporting.

Name & Date

Kate Singogo, 2/8/2019

Other attachments or supplemental information may be submitted to Rachael Nygaard at rachael.nygaard@buncombecounty.org

File Attachment Summary

Applicant File Uploads

- SFP Buncombe County Budget.xlsx
- Audited Financial Statements 6-30-2017.pdf
- 990 FYE 6-30-17 for Public Disclosure.pdf
- CAO Board of Directors Roster.pdf