



2015 Social Service Funding Application – Non-Alcohol Funds

Applications for 2015 funding must be complete and submitted electronically to the City Manager's Office at ctoomay@lawrenceks.org by 5:00 pm on Friday, May 2, 2014. Applications received after the deadline **will not** be reviewed by the Social Service Funding Advisory Board.

General Information: Each year, the City Commission considers requests for the allocation of dollars to a number of agencies that provide services benefiting the Lawrence community. These funds are to be used to support activities that align with the Community Health Plan which was developed with input from many people throughout the community. The five areas for the plan are listed below:

- Access to healthy foods
- Access to health services
- Mental health
- Physical activity
- Poverty and jobs

More information on the Community Health Plan can be found at <http://ldchealth.org/information/about-the-community/community-health-improvement-plan/>.

Applications will be reviewed by the Social Service Funding Advisory Board at meetings held from 8:00 a.m. to 12:00 p.m. on May 23 and May 30. **Applicants are asked to make a contact person available by phone at that time in case questions arise.**

Following their review, the Advisory Board will forward recommendations for funding to the City Commission. Recommendations will be based upon the following criteria:

- availability of city funds
- the stated objectives of the applicant's program
- alignment of the program with the Community Health Plan
- the efforts to collaborate and create a seamless system of support for residents
- outcomes that move program participants from total dependency toward measurable levels of independence
- ability to measure progress toward the program objectives and the Community Health Plan
- past performance by the agency in adhering to funding guidelines (as appropriate)

The final decision regarding funding will be made by the City Commission when they adopt the Annual Operating and Capital Improvement Budget in August.

Please note that funds will be disbursed according to the following schedule unless otherwise agreed to in writing:

- First half of funds will not be disbursed before April 1
- Second half of funds will not be disbursed before October 1

Questions? Contact Casey Toomay, Budget Manager at ctoomay@lawrenceks.org or at 785-832-3409.



2015 Social Service Funding Application – Non-Alcohol Funds

SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: Communities In Schools of Mid-America, Inc.
Name of Program for Which Funding is Requested: CIS Program at Kennedy Elementary School
Primary Contact Information (must be available by phone 5/23/14 and 5/30/14 from 8 a.m. to 12:00 p.m.)
Contact Name and Title: Kelly Stanford, Director of Development and Marketing
Address: 2721 West 6th Street, Ste. E Lawrence, KS 66049
970-819-9482 (cell for grant
Telephone: review contact) Fax: 785-856-5191 office phone – 785-856-5190
Email: kelly.stanford@cismidamerica.org

SECTION 2. REQUEST INFORMATION

- A. Amount of funds requested from the City for this program for calendar year 2015: \$ 5,000
- B. Will these funds be used for capital outlay (equipment or facilities?) **No** If so, please describe:
- C. Will these funds be used to leverage other funds? **No** If so, how:
- D. Did you receive City funding for this program in 2014? **No** If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.):
1. How would any reduction in city funding in 2015 impact your agency?
 2. If you are requesting an increase in funding over 2014, please explain why and exactly how the additional funds will be used:

SECTION 3. PROGRAM BUDGET INFORMATION

- A. Provide a detailed budget for the proposed program using the following categories: personnel (list each staff position individually and note if new or existing), fringe benefits, travel, office space, supplies, equipment, other.
- B. What percent of 2015 program costs are being requested from the City? **7.6%**
- C. Provide a list of all anticipated sources of funding and funding amount for this program in 2015:
United Way of Douglas County - \$30,000
Westar Energy Foundation – \$5,000
CIS National Impact Fund - \$9,375.

CIS of Mid-America will attempt to raise the remaining \$21,009 needed to fully fund the program at Kennedy through fundraising efforts in the Lawrence community focused on foundation grants, corporate gifts and individual donations.

SECTION 4. STATEMENT OF PROBLEM / NEED TO BE ADDRESSED BY PROGRAM

- A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding and/or the impact of not funding this program. The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.
- Families experiencing pervasive poverty are engaged in a daily battle for stability; this battle extends to their children. Children living in poverty face tremendous barriers to school success each day. Many of the most significant barriers they face exist outside the classroom. Each day, students living in poverty must overcome barriers of safety, food insecurity, reliable transportation, housing, unhealthy relationships and unmet health concerns among others. These barriers prevent students from being able to access and experience the benefits of educational opportunities provided in their classrooms. For many students, over time these barriers will prove too great to overcome on their own and they will decide drop out. This is not a list of challenges that children should be expected to handle on their own. When it is pointed out that children face these barriers, it is important to keep in mind that each of their families is also experiencing these barriers to stability and family health. At Kennedy Elementary School, 90% of the students qualify for free and reduced lunch. This means 299 students out of the 332 enrolled at the school are engaged in this daily battle with poverty. These students and their families are experiencing the instability and chaos that goes along with lives lived**

in pervasive poverty.

- B. How was the need for this program determined?

Douglas County United Way, working in conjunction with USD 497 and other human service providers, identified Kennedy Elementary as the elementary school in Lawrence in greatest need of intensive services. CIS of Mid-America submitted a proposal to implement the CIS program at Kennedy in the effort to meet the identified need. Under the leadership of Douglas County United Way, CIS of Mid-America met with a collaborative team that included DCUW, Kennedy Elementary staff, USD 497 leadership, Boys and Girls Club, Big Brothers Big Sisters and a few other agencies to develop a plan for working together to meet the significant needs at Kennedy Elementary.

- C. Why should this problem/need be addressed by the City?

A city with stable, healthy families is a stable and healthy city. By funding the CIS program at Kennedy Elementary School, the City of Lawrence will be contributing to direct, hands-on services that are increasing the stability and health of families living in poverty. When the CIS site coordinator works with families to address barriers that are preventing their children from being successful in school, the site coordinator is convening community resources and connecting them to families in need in a highly efficient and effective manner. City funding used in support of this effort will have direct impacts on increasing the overall health and stability of families living in poverty in Lawrence. These kinds of impacts have positive ripple effects on the larger community.

- D. How does the program align with the Community Health Plan (see page one)?

The CIS program is closely aligned with the goals of the Community Health Plan. The nature of the integrated student supports provided by the CIS program make it a natural fit for the strategies to increase awareness of available services for both health services and mental health services. In addition, in regards to health services, the CIS site coordinator will contribute to the enhancement of navigation supports/services and skills by working with families to help connect them to available health services and, at times, assisting in arranging appointments and transportation. In collaboration with community partners like Just Food, Harvesters, Trinity Episcopal Church and other community food banks the CIS program is working to improve access to healthy food for the low-income families at Kennedy Elementary, as well as contributing to efforts to improve the nutrition environment of children. CIS of Mid-America takes an active role in building understanding of the factors that contribute to poverty and the impact it has on students. It is clear that the CIS program is closely aligned with the goals and identified strategies included in the Community Health Plan.

SECTION 5. DESCRIPTION OF PROGRAM SERVICES

- A. Provide a brief description of the service you will provide and explain how it will respond to the need you identified in Section 4. The description should include how many clients will be served, and should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

Communities In Schools has refined a process to bring needed community services into school buildings. Partnering with public school districts, Communities In Schools places site coordinators in schools who serve as a bridge between schools and businesses, faith groups and not-for-profit agencies to mobilize local resources to provide a range of services to students and families living in poverty. Site coordinators work with school staff to identify students facing the greatest barriers to school success and conduct a needs assessment to identify issues existing that negatively impact the school as a whole.

Communities In Schools site coordinators then deliver two types of core services:

- 1. In each school, a minimum of 65 students are enrolled for case management. Teachers, counselors and other school personnel are involved in identifying students for case management. Each case managed student will have demonstrated behaviors that are indicative that they are struggling in school, such as poor academic performance or excessive absenteeism. After parental consent is received, each case managed student works with the site coordinator to develop and carry out an individualized plan that identifies areas of improvement and achievement goals. The site coordinator works with the student throughout the school year to overcome barriers that exist and achieve the goals in the student's case management plan.**

2. During the school year, a minimum of eight "whole school programs" are conducted. The "whole school" programs center on addressing issues that exist in the school. At elementary schools, whole school topics might involve improving reading skills or reducing bullying. At Kennedy Elementary identified school wide needs for the current school year include: literacy enrichment, transition and transportation support for homeless students, truancy intervention, family engagement and involvement, student self-esteem and positive peer relationships, motivation and life skills/social development and service learning. Additionally, food, clothing and school supplies are critically needed and are provided through the CIS program.

Through case management and whole school services, Communities In Schools will help 449 students and their families deal with the daily barriers to school success caused by poverty. The site coordinator works with students and families to not only address current crises but to build capacity and problem solving skills to better handle situations that arise in the future.

- B. What other agencies in the community are providing similar types of services. What efforts have you made to avoid duplication or coordinate services with those agencies?

The CIS model is centered on the site coordinator as a convener and coordinator of existing community resources applied to the specific conditions and situations occurring for both their case-management students/families and the school as a whole. As a result of this core structure, CIS does not offer services already available from other agencies, but rather coordinates those services and gets them most efficiently to the students and families that need them. In Lawrence at Kennedy Elementary, the CIS program currently collaborates with more than ten community partners to meet the needs of students/families and the school. Those partners include: Boys and Girls Club, KU Outreach, KU Truancy Diversion Program Mentors, USD 497 Title 1 Staff and Parent Involvement Facilitators, First Student Bus Company, Harvesters, Trinity Episcopal Church, Just Food, Douglas County Youth Services and more.

SECTION 6. PROGRAM OBJECTIVES

Please provide three specific program objectives for 2015. Objectives should demonstrate the purpose of the program and measure the amount of service delivered or the effectiveness of the services delivered. A time frame and numerical goal should also be included. Examples include, "75% of clients receiving job training will retain their job one year after being hired," "increased fundraising efforts will result in a 15% increase in donations in 2015," "credit counseling services will be provided to 600 clients in 2015," etc. **Applicants will be expected to report their progress toward meeting these objectives in their six-month and annual reports to the City.**

1. CIS of Mid-America will provide case-management services to at least 65 students at Kennedy Elementary during the spring semester of the 2014-2015 school year and the fall semester of the 2015-2016 school year.
2. CIS of Mid-America will provide at least eight "whole school" programs during the grant period.
3. Goal attainment for students with individual goals in the areas of academic performance, attendance and behavior will increase an average of 5% during the grant period as measured by data available from the school district after the completion of the 2015-2016 school year.

CIS Kennedy Elementary FY15 Proposed Budget

Salary, Taxes & Benefits

1 full time Site Coordinator	\$ 34,000	
Taxes and Benefits at 21%	\$ 7,140	
<i>Cost of Employment</i>		\$ 41,140

Program Supplies	\$ 2,500	\$2,500
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Travel	\$ 300	\$300
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Equipment	\$750	\$750
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Office Space	\$0	\$0
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Other (see note below)	\$20,694	<u>\$20,694</u>
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TOTAL		\$ 65,384
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Note - Items included in the "Other" line item include: training, technical assistance, data analysis, program evaluation, supervision, program management and administrative support.