

PLEASE SUBMIT AN ORIGINAL APPLICATION AND 7 COPIES

Attach additional pages as necessary.

PLEASE PRINT NEATLY OR TYPE YOUR ANSWERS TO THE QUESTIONS IN THIS APPLICATION.

1. Describe your organization and list your Mission Statement.

GRACE (“Guiding, Reaching, and Creating Expectation” for our area youth) Education & Business Community Center is a non-profit community based blended learning facility. Our Mission is to bridge the gap of mastery in Reading Comprehension and Mathematics skills for our students, as we help prepare them for the Florida Assessment and the end of course exams. Our goal is to create “Thinkers and Responsible Citizens” in the 21st Century.

2. Describe your organization’s history and prior experience, including a description of programs/projects similar to the one you are applying for in this application.

GRACE (“Guiding, Reaching, and Creating Expectation” for our area youth) Education & Business Community Center was founded by Joann Thompson, who has serviced K-12th grade students as a highly effective educator in St Lucie County public school system for the past 19 years to the present. Mrs. Thompson has obtained her Master’s in Educational Leadership from Nova University and a Bachelor’s in Organizational Management from Warner Southern College. She has obtained her National CDA certificate in early childhood and holds industry certifications in Microsoft Office “MOS”, Adobe programs, and Industry Certification in Career & Technical Education (CTE) coursework.

GRACE (“Guiding, Reaching, and Creating Expectation” for our youth) Education & Business Community Center is a non-profit community based blended learning environment. Four and a half years ago, GRACE opened her doors to assist in the learning process of our low/moderate income community families. I am convinced that all students should participant in some type of academic learning year-round, but especially those who we target. Even though research states students who do not participant in some type of academic learning during the summer tends to lose weeks of learning while on summer vacation. Research goes on to say, students from poverty-stricken areas lose the most during this time. As we completed research for the Fort Pierce area, it was found that 41% of Fort Pierce residents live below the federal poverty level, in comparison to 21% for the whole state of Florida. In addition, nearly half of children in Fort Pierce (47.5%) live below the federal poverty level, in comparison to 22.8% statewide.

As we ministry to their academic needs, we cannot over look preparing them to be successful young adults. Career Exploration opportunities will play a major role in the preparation of our youth, stated the “Georgetown Center on Education and the Workforce”. Having students do more hands-on learning activities are crucial for their development. The more opportunities students have to participant in CTE/hands-on activities, the more they acquire the skills needed in the working market: employability skills such as communication, teamwork, problem solving, initiative and self-management skills that are portable across occupations and different work settings.

I have not found any project in the area that I can say is similar to the project I am adding to our Middle School students’ program.

3. List all previous grants awarded by the City of Fort Pierce to **YOU or any organization(s) you were previously or are currently associated with.** If None, write N/A below:

<u>Program Year</u>	<u>Amount</u>	<u>Purpose</u>
2017-18	\$1000	Used to give scholarships to needy families in the Fort Pierce area
2016-17	\$3000	Startup cost for my LLC to help purchase a vehicle to transport foster care students to important appointments. I also purchased Business cards, brochures etc.
2015-16	— ?	

Please Note: Organizations/Applicants that have received funding for three consecutive years may be deferred in order to provide funding for newer activities.

4. If you have received funding from the City of Fort Pierce for Public Service projects in the past, please explain **HOW** the program/project described in this grant application is **NEW OR EXPANDED:**

The programs that the City sponsored was for Grace Development & Community Outreach. The funds were used to purchase startup items (cards, brochures, laptops, etc.) and put down on a vehicle to help transport students. The mission of this business is to provide guidance to aging-out foster care young adults (life-coaching), provide them with safe house, and transportation. Last year I received funds to help my 501c3 program keep students off the street in a safe environment.

The funds this year will be used to implement a Career Exploration program that will give our Middle Schoolers an opportunity to volunteer 2 to 3 times a week (with a Chaperones) with business partners of GRACE Ed. Students will learn new skill sets that will assist them as they become positive contributing individuals in our communities.

5. What is your organization's annual budget? Describe how your organization is currently funded.

Annual Budget \$82,972

Our 2018 funding sources are: Children Service Council, Early Learning Coalition, In Kind, Fundraisers, St Lucie County Food Bank, and The City of Fort Pierce.

6. Does the City of Fort Pierce and/other local organizations in Fort Pierce provide services similar to your agency? There is no organization in our area that is ministering to our middle schoolers career exploration needs in this manner.

If you answered Yes, how do your services compliment their offerings? If yes, explain.

How are your services different? N/A

7. Project Name (please keep it short):

Grace Ed Middle Schoolers' Career Internship.

8. U.S. Dept. of Housing & Urban Development (HUD) National Objective Activities: (check one)

- Area benefit** activity (the activity benefits/is open to everyone in a particular low income neighborhood or geography)
- Limited Clientele** activity (particular individuals or households receive a benefit, and the majority of them qualify as low income)
- Presumed Benefit** activity (the activity benefits a group of individuals presumed by HUD to qualify for a benefit: battered spouses, homeless, elderly, severely disabled adults, abused children, illiterate adults, persons with HIV/AIDS, or migrant farm workers)

9. Which National Objective(s) shown below does your project/program(s) meet?

- Benefit low to moderate-income persons;
- Help in the prevention of slums or blight; and/or
- Meet other community needs having a particular urgency because other financial resources are not available to meet such needs.

10. Beneficiaries from National Objective Activities (#8 Above)

A. Who are the intended beneficiaries of this program/project? Describe how the project will ensure that the intended beneficiaries are being served and the target population will be reached, including how beneficiaries are identified, and any outreach performed:

GRACE EBCC will focus on 6-8th grade students from all the local area schools. To ensure that the intended beneficiaries are served, daily attended will be tracked using our online tracker that will also include their addresses and zip codes. We will identify our beneficiaries using local statistic to identify families in need who are using affordable housing or from the area title 1 schools. We will get approval to place flyers in the St Lucie County schools, at public events, in the local churches, at the local libraries, as well as sharing information about our program by word of mouth.

B. If the project will provide an “**Area Benefit**”, please define clearly the geographic area to be served by the proposed activity. Include a map, if necessary.

Though our program will service low to moderate income families mostly North of Okeechobee Road, we will concentrate more on the geographic area closes to the center: 2nd Street (East), Okeechobee Road (South), 13th Street (West), to Avenue H (North)

C. If the project will benefit “**Limited Clientele**”, list the approximate number and percentage of total persons assisted through this project/program who will be Low to Moderate Income (LMI) and how their income level will be determined.

Department of Housing and Urban Development (HUD) 2018 Income Limits								
Number of People Living in Household	1	2	3	4	5	6	7	8
Extremely Low Income	\$12,750	\$16,460	\$20,780	\$25,100	\$29,420	\$33,740	\$37,550	\$39,950
Very Low Income	\$21,200	\$24,200	\$27,250	\$30,250	\$32,700	\$35,100	\$37,550	\$39,950
Low Income	\$33,900	\$38,750	\$43,600	\$48,400	\$52,300	\$56,150	\$60,050	\$63,900

D. If the project will provide a “**Presumed Benefit**”, please identify the group(s):

- Abused Children
- Illiterate Adults
- Lower Income Senior Citizens
- Migrant Farm Workers
- Elderly
- Persons with HIV/AIDS
- Homeless
- Severely Disabled Adults
- Lower Income Youth
- Severely Disabled Children/Youth
- Other _____

11. Describe the existing problems or needs to be addressed by this program/project.

Our program service low to moderate income families mostly north of Okeechobee Road. Parents are working or attending other supporting activities while their pre-teens are left for hours of idle and unmonitored time. Statistically, middle schoolers are the hardest to get and keep involve in positive activities. As an Industry Certification educator, I understand the importance of starting the preparation for careers in middle school. Starting career exploration in middle school, helps our students narrow down occupations and course work needed before entering high school. This make them more prepared to enter college or the workforce in the area that best fit.

12. Describe your proposed project’s activities and how they will address the problems/needs you listed in #11 above.

I am thrilled to initiate a on the job training for our middle schools to help with preparing them for future careers. I am working with community businesses like Manatee Observation and Education Center and Indian River State College in this initiative to preparation our middle schoolers through an internship program. This addition to our program will not only give them the training needed, but the background, environment experience, and work ethic needed to becoming a responsible individual. They will also be taught the appropriate way to act, how to do a resume, and how to complete debit/credit transaction during their time at the center.

13. List the physical addresses where the your proposed project activities (listed in #12 above) will take place, using street addresses within the City limits of Fort Pierce.

Our physical location is 712 N. 7th Street-Suite A, Fort Pierce FL 34950, but two to three days per week our middle schoolers will be training at different businesses in the area.

14. List this project's measurable goals and objectives. Date the goals and objectives.

1. After our middle schoolers complete 6 weeks of training, they will reflect on the job description, what soft skills learned during their training, take online behavior test, and check out job posting in the industry of interest.

15. How will you track the results of these goals and objectives? (This information will be required with your monthly status reports.)

Our Job Coach will track the results from our evaluation tool and input from employers.

16. Briefly describe measurements of outcomes for each of the activities listed in #12. (Examples - number of unduplicated low/moderate income youth served, number of unduplicated senior citizens served, number of unduplicated Veterans served, number of unduplicated adults served, etc.)

100% of our participants will be unduplicated, and 80% to 90% will be from low/moderate income families.

17. Amount of Grant Funds requested in this application: 5,000

Amount of other funds secured for this program/project: 1,480

Amount of other funds earmarked for the program/project: 0

Total amount needed to complete this program/project: 6,480

18. Describe your contingency plan in the event this grant request is not fully funded, or not funded at all by the City of Fort Pierce:

In the event this grant request is not fully funded, we will do additional fundraisers to assist.

19. If this is a multi-year project, how will you continue to implement this project if City grant funds are not available in future years?

To continue the implementation of this program, we will seek long-term resources through United Way, Children Service Council, and other agencies (local and abroad) to assist us in our efforts to support our low to moderate income families with the necessary community resources to help their children.

20. Select every qualifier below that best describes your project.

- Improve or enhance education opportunities
- Improve or enhance job training opportunities
- Improve or enhance employment opportunities
- Promote cultural diversity

- Promote outdoor activities and a healthy lifestyle
- Spur interest and participation in neighborhood improvement activities
- Encourage citizen involvement and leverage resources to revitalize low and moderate-income neighborhoods
- Encourage partnerships between City Hall, residents and other community organizations that will result in projects and activities that benefit a community

- Instill and foster community pride
- Promote neighborhood beautification and revitalization
- Promote activities that protect the environment
- Discourage adverse activity such as crime, drug use, and vandalism

- Inspire and support the healthy development of youth

21. Write an explanation below of **how** your project will perform **each** qualifier you selected above:

1. To enhance job training opportunities, we have partnered with local businesses to give area middle schoolers summer internship opportunities. These opportunities allow us to train them in different career areas in preparation for the workforce.
2. Our partnership with Career Source services also gives us the opportunity to improve job opportunities. Through this program, local businesses allow our middle schoolers to volunteer during the summer months to gain the training and build working skills and ethics along the way.
3. To promote cultural diversity, GRACE Education and Business Community Center does not discriminate based on race, gender, or sex. All applicants are welcome. We promote diversity in our staff, as well as our campers to promote unity and appreciation of our differences.
4. Providing GRACE Education and Business Community Center with the funds needed to enhance the lives of low/moderate income families, will create a partnership that promotes career readiness, education, health, safety, and community awareness. Working together to accomplish a common goal for the betterment of a community, is partnerships. Grace Education & Business Community Center greatly appreciate the business relationships we are building in our community to assist in producing positive contributing community citizens.

22. Date project to begin: June 10, 2019
Date project to be completed: August 1, 2019

23. Describe any participant fees that will be required as part of this project/program. Please see "New for Program Year 2018-2019" on Page 4 of the Grant Guidance.

Grace is striving to be a community site where all services are free to all community students to attend. Funding will allow Grace to offer 18 scholarships to low/moderate income middle schoolers families whose parents cannot afford to place them in a safe environment for the summer. GRACE will use the U.S. Department of Health & Human Services Guidelines to determine if the family qualifies for a summer scholarship on a first come first serve basis. To be eligible for a scholarship, parents must provide GRACE with one of the below documentations to prove they are financially in need (approval letter for free or reduce lunch from the school board or approval letter to receive services from Department of Children & Families.)

24. Applicants must demonstrate that the selection of participants is an objective process and Grant Recipient may not limit participation on the basis of race, gender, nationality, ethnicity, religion, creed or disability. How will your project comply with this expectation?

GRACE does not discriminate based on race, gender, nationality, ethnicity, religion, creed or disability. We are here to serve all families wanting to receive our services in the Fort Pierce area on a first come first serve basis.

25. If this project is sponsored by a church or religious group, participation may not be limited to members of the church. What efforts will you make to ensure that the community at-large is aware of this project and the opportunity for participation?

We are not a religious group, but to ensure we make every effort to reach the community at-large, we will advertise on the radio, place flyers in local schools & businesses, as well as advertise on our website and other social medias.

26. Complete a COMPLETE detailed budget below for **THIS** project. List proposed City grant funds and other *committed funds* and 'in-kind contributions', donated professional services, fees and other resources that will be used to complete the project. List a detailed breakdown of individual items. Use specific descriptions, not broad categories. Remember, committed funds and/or in-kind services **must equal at least 25% of your grant request**.

Be sure to include verification documentation of all funds listed below as 'Committed' or 'In-Kind'. Commitments listed in the budget below that lack documentation **will not be counted as commitments**.

NOTE: Volunteer Hours may be calculated at \$12/hour.

- **Please provide at least one (1) quote for each item listed that you will purchase with this grant award** in the above Budget under 'Expense/Description'. Each quote should list vendor/company with contact information.

Program/Project Expense/Description	City Grant	Other Committed Funds and/or \$\$ Amount or In-Kind	Source of Other Committed Funds or In-Kind Services (Please provide written verification of <u>Every</u> in-kind service listed here from the "Source")
18 (8 weeks) Full Scholarship for middle schoolers to attend at a discounted rate of \$45.	\$5000	\$1480	
TOTALS	\$5000	\$1480	
(use more lines/pages as necessary)			

27. Organization Staff and Volunteers

Please complete the information listed below for **each person** in your organization who will work on **THIS** project and the percentage of time they will dedicate to this project, including all volunteers.

Name Joann Thompson

Telephone Number (772) 579-0251

Email Address graceeducationcenter@gmail.com

Organization Position Director

City of Residence Port St Lucie

Qualifications: Present Educator (22 years +), BA in Business Management, MA degree in Educational Leadership, 35 years of experience working with youth, and 18 year in Industry Certification testing.

Professional Licenses : Teacher/School Leadership Certificate through the State of FL

Role in Project : Director, Trainer

% of Time Dedicated to Project : 90%

28. Please attach **ALL** of the documents listed below to your application. Please include a written explanation for EACH document not included:

- _ Articles of Incorporation and By-Laws
- _ State and Federal Tax Exempt determination letter
- _ Employee Identification Number
- _ List of Board of Directors with contact information
- _ Organizational Chart for your Organization
- _ Board of Director's authorization to apply for this grant
- _ Last three month's bank statements
- _ Annual budgets for 2018 and 2019
- _ Most recent audit report (if this is not available, provide written explanation)
- _ Matching funds and In-Kind Services commitment documentation (Budget, page 16)
- _ Three (3) Letters of Support for this project
- _ Newspaper articles, and Thank-You letters, etc., as available, for your organization's work within the City of Fort Pierce.