

Grant Amount Requested: \$ 5000



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Grants Administration

2019-2020 PUBLIC SERVICE GRANT APPLICATION

Organization Legal Name: Grace Education & Business Community Center

Mailing Address: 712 N. 7th Street, Fort Pierce FL 34950

Physical Address: 712 N. 7th Street, Fort Pierce FL 34950

Contact Person: Joann Thompson Title: Director

BEST CONTACT Phone Number: (772) 242-1581 Email Address: graceeducationcenter@gmail.com

Website Address: facebook.com/graceeducationandbusiness

LEGAL STATUS OF ORGANIZATION:

() Incorporated, Not-for-Profit - Month and Year of incorporation/creation: Not-for-Profit June 2016

INCLUDE COPY OF CURRENT 501(c)(3) DOCUMENTATION FROM INTERNAL REVENUE SERVICE.

Person Authorized to Sign on Behalf of this Organization. Signature Must Be Notarized.

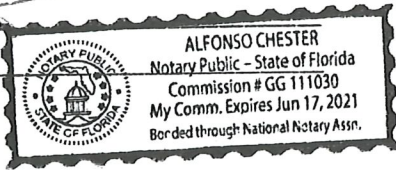
[Signature] Today's Date: 2/6/2020
Signature
Print Name: Joann Thompson Title: Director
Telephone Number: (772) 242-1581 Email Address: graceeducationcenter@gmail.com

NOTARY STATE OF FLORIDA, COUNTY OF ST. LUCIE

BEFORE ME, an officer duly authorized by law to administer oaths and take acknowledgements, personally appeared Joann Thompson, who is personally known to me or produced _____, as identification, and acknowledged he/she executed the forgoing Agreement for the use and purposes mentioned in it and that the instrument is his/her act and deed.

IN WITNESS OF THE FORGOING, I have set my hand and official seal in the State and County aforesaid in this 26th day of February, 2020.

NOTARY PUBLIC
My Commission Expires:



PLEASE SUBMIT AN ORIGINAL APPLICATION AND 7 COPIES Attach additional pages, as necessary.



2019-2020 PUBLIC SERVICE GRANT APPLICATION

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 participate in some type of academic learning year-round, but especially those who we target. Even though research states students who do not participate 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 overlook 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 participate 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:

Program Year	Amount	Purpose
2018-19	\$5000	Used to give needy families in the Fort Pierce area scholarships for their middle school students.
2017-18	\$1000	Used to give scholarships to needy families in the Fort Pierce
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.

Please Note: Organizations/Applicants who 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.

The following year, I received funds to help my 501c3 program keep students off the street in a safe environment.

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

The Career Exploration program last year was such a great success for the students and partners, that we would like to expand the program this year for more Middle School students. The hands-on skills students learn during this program is sure to make a major impact as they become positive contributing individuals in our communities.

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

Proposed Annual Budget \$85,897

Our 2019 funding sources are: Children Service Council, Early Learning Coalition, The City of Fort Pierce, In Kind, Fundraisers, St Lucie County Food Bank, Allegany Ministries, and Community & Parental support.

6. Do the City of Fort Pierce and/other local organizations in Fort Pierce provide services similar to your agency? No! if you answered Yes, how do your services compliment their offerings? If yes, explain.
How are your services different?

There is no organization in our area that is ministering to our middle schoolers career exploration needs in this manner that I am aware of. Therefore, our services right now is new to the area.

7. Project Name (please keep it short): Grace Ed. Middle Schoolers' Career Internship

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Department of Housing and Urban Development (HUD) 2019 Income Limits								
Number of People Living in Household	1	2	3	4	5	6	7	8
Extremely Low Income	13,550	16,910	21,330	25,750	30,170	34,590	39,010	42,550
Very Low Income	22,550	25,800	29,000	32,200	34,800	37,400	39,950	42,550
Low Income	36,050	41,200	46,350	51,500	55,650	59,750	63,900	68,000

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 clearly define 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.

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

- | | |
|---|---|
| <input type="checkbox"/> Abused Children | <input type="checkbox"/> Illiterate Adults |
| <input type="checkbox"/> Lower Income Senior Citizens | <input type="checkbox"/> Migrant Farm Workers |
| <input type="checkbox"/> Elderly | <input type="checkbox"/> Persons with HIV/AIDS |
| <input type="checkbox"/> Homeless | <input type="checkbox"/> Severely Disabled Adults |
| <input type="checkbox"/> Lower Income Youth | <input type="checkbox"/> Severely Disabled Children/Youth |
| <input type="checkbox"/> 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 .

We are ecstatic about continuing this on-the- job training program for our middle school students. Knowing how essential these skills will be in preparing them for future careers, is awesome! I am working with community businesses: Manatee Observation and Education Center and local small businesses to help with the preparation of our middle schoolers through this internship program. This addition to our program will give them the training needed, but the background, environment experience, and work ethic needed to become responsible individuals. Their training at the center will also include: appropriate way to act in job settings, how to do a resume, entrepreneurship, school choice, how to complete debit/credit transactions, and much more.

13. List the physical addresses where your proposed project activities (listed in #12 above) will take place. Use 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, as well as the date(s) when each will be met.

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 career interest/best fit test, and check out many industry job postings.



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.

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17. Amount of Grant Funds requested in this application: \$5000
Amount of other funds secured for this program/project: \$3800
Amount of other funds earmarked for the program/project: \$0
Total amount needed to complete this program/project: \$8800

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 and ask for donations to assist in financing this program.

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 will be hard without assistance from the City. However, we will seek long-term resources through United Way, Children Service Council, and other agencies (local and abroad) to help us in maintaining our efforts for our low to moderate income families. The necessary community resources to help their children is a must, and we will seek out any and all resources available to keep this program available for our community.

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

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

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.

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.

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.

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 8, 2020
Date project to be completed: July 31, 2020

23. Describe any participant fees that will be required as part of this project/program. Please see "New for Program Year 2019-2020" 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 20 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.) Grace will need to charge a registration fee of \$25 to cover uniform shirt and other program necessities. However, we are seeking other sources in hope to eliminate this fee.

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.



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26. Provide a COMPLETE, detailed budget for **THIS** project in the budget chart below. 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 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")
20 (8 weeks) Full Scholarship for middle schoolers to attend at a discounted rate of \$55	\$5000	\$3800	
TOTALS	\$5000	\$3800	
(use more lines/pages as necessary)			



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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 the 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. 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 2019-2020
- ✓ Most recent audit report (if this is not available, provide written explanation)
- ✓ Matching funds and In-Kind Services commitment documentation (Budget, #26)
- ✓ 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.

END OF 2019-2020 PUBLIC SERVICE GRANT APPLICATION

Roster of Board of Directors

President – Joann Thompson - (772) 579-0251

Vice President – Randy Toombs- (772) 359-5256

Chairman – Anthony Thompson- (772) 579-0252

Treasurer – Ruby Huewitt Godfrey- (772) 577-1505

Asst. Treasurer – Brenda Walton - (772) 940-6548

Secretary – Rachel Williams – (210)710-7941

Officer- Harry Williams - (772) 834-5559

Organizational Chart of the Agency

Board of Directors

Director of Organization

Academic Facilitators

Recreation Leaders

Job Coach

Office Clerk

Volunteers