MEMO

To: Affordable Housing Loan Committee Members

From: Sylvia D. Brown, Planner I

Date: March 4, 2013

CC: Merrill Flood, Community Development Director

Re: Affordable Housing Loan Committee Meeting

The regularly scheduled meeting of the Affordable Housing Loan Committee will be held on Wednesday, March 13, 2013 at **4:00 PM** at City Hall, 200 West 5th Street in the 3rd Floor City Council Chambers.

Please call (252) 329-4481 by 5:00 PM, Tuesday, March 12, 2013 to confirm your attendance.

Thank you for your time and effort in helping to move our housing programs forward!

CITY OF GREENVILLE
NORTH CAROLINA
PO BOX 7207 – GREENVILLE, NC 27835-7207

Affordable Housing Loan Committee
Wednesday, March 13, 2013
City Hall Council Chambers 3rd floor
200 West 5th Street
4:00 PM

Agenda

A. **Roll Call**

B. **Approval of Agenda**

C. **Approval of meeting minutes from February 13, 2013**

D. **Old Business**

    1. **Subrecipient Funding Request Recommendation**

E. **New Business**

F. **Staff's Report**

G. **Other**

H. **Adjournment**

Present:

☑ Alice Brewington   ☑ Kevin Fuell   ☑ R. J. Hemby
☑ Howard Conner   ☑ Lovella Perkins   ☑ Walt Kitchin
☑ Jackie Parker   ☑ Melissa Grimes

Absent:

☐ Alice Brewington   ☐ Kevin Fuell   ☐ R. J. Hemby
☐ Howard Conner   ☐ Lovella Perkins   ☐ Walt Kitchin
☐ Jackie Parker   ☐ Melissa Grimes

Staff:

☐ Merrill Flood   ☑ Sylvia Brown
☑ Niki Jones   ☑ Betty Moseley
☑ Gloria Kesler   ☐ Kandie Smith (City Council Liaison)

A.   Roll Call

B.   Approval of Agenda

Ms. Brown stated that items E.6.c. and E.6.e. needed to be removed from the agenda.

Motion was made by Mr. Conner and seconded by Mr. Kitchin to approve the amended agenda. Motion Carried unanimously.

C.   Approval of meeting minutes from January 9, 2013

Motion was made by Mr. Conner and seconded by Mr. Kitchin to approve the meeting minutes for January 9, 2013 as presented. Motion carried unanimously.

D.   Old Business

1. Subrecipient Funding Update

Ms. Brown state that the October 2012 reimbursement request contract ended October 26. The Boys & Girls Club of Pitt County has submitted an additional reimbursement request for $650.42. The Center for Family Violence Prevention Family Center, the Center for Family Violence Prevention Safe House, and Building Hope Community Life Center have not submitted any additional reimbursement requests.

Mr. Robert Lee, CEO for Building Hope Community Life Center, stated that during the grant year, one apprentice was hired by ECU. The difficulty is not in expending the funds but in getting reimbursed. Also, the reimbursements are two or three months behind the request for reimbursement. The HUD guidelines and reimbursement schedule does not encourage nonprofits to reapply.

Mr. Conner asked if this was the sole reason for BHCLC not reapplying this year.

Mr. Lee replied that the requirement for 2-years of audits and the cost for having them done was an issue. The cost meant it was not financially feasible for BHCLC to reapply. Otherwise, there were no issues with the program.

Mr. Hemby asked if BHCLC would have to pay $16,000.00 for two audits.

Mr. Lee replied that the audits were $8,000.00 each, so two audits would be $16,000.00. The funding requests are usually for $18,000.00 reapplying would not be financially feasible. Audits reimbursements would be 13% of award.

Mr. Conner asked if the audit requirement was a HUD rule.

Ms. Brown replied yes; Subrecipients are held to the same standard as the recipients.

Mr. Conner asked what the threshold was for audits.

Mr. Lee replied that HUD required any agency receiving $500,000.00 or more from the Federal Government to have annual audits.

Ms. Brown stated that the requirement was because the nonprofits were subrecipients under the City. If the nonprofits received their funding directly from HUD then the audit would not be required.

Ms. Brown continued the subrecipient funding update. Literacy Volunteers have expended 100% of the funds awarded. PAL has submitted a reimbursement request for $10,641.00.

Ms. Brewington asked why the reimbursement had not been made yet.

Ms. Brown replied that there were documents missing from the request. Efforts to make contact with PAL have been made.

Mr. Fuell asked if PAL submits the correct documents, will they receive the reimbursement requested.

Ms. Brown replied yes. PAL has been contacted by e-mail and messages left on voicemail.

Ms. Brewington stated that there was a problem with nonprofits not expending funds and then coming back another year to request more funds.

Mr. Jones stated that not all of subrecipients' requests are reimbursable under HUD guidelines.

Mr. Fuell asked if subrecipients are aware of HUD guidelines.

Ms. Brown replied that when subrecipients submit an application package, they have a budget included. Some line items can be expended while money is left on other line items. Subrecipients are allowed to request to move funds between line items. Subrecipients

know at the beginning of a funding year how much they plan to spend. At the subrecipient workshop, the requirements for reimbursement are covered.

Ms. Perkins asked if the subrecipients call for guidance to ensure that they are following guidelines.

Ms. Brown replied no; usually the errors are found during the review of reimbursement requests. The nonprofits must spend money before reimbursements can be made.

Mr. Kitchin asked if the application included the budget with line items.

Ms. Brown replied yes. Also, the cost is split between all funding agencies. Nonprofits submitting proposed budgets that are not in compliance with HUD guidelines can receive assistance from staff to make corrections.

Mr. Conner asked if this information could be added to the subrecipient workshop.

Ms. Brown replied line items are covered in the workshop. Before a contract is signed, staff will sit down with the nonprofits to go over the budget. When the work begins, the nonprofits already know how much money they have in each line item.

Mr. Conner asked if staff is working with the agency staff or directors.

Ms. Brown replied that she normally works more with the agency's staff. However, she does carbon copy in directors when communicating by e-mail.

Ms. Brown continued the subrecipient funding update. ECU Foundation, Inc. Lucille W. Gorham Intergenerational Community Center did not submit a request for any additional reimbursements.

Dr. Kerry Littlewood, ECU Foundation, Inc. Lucille W. Gorham Intergenerational Community Center, stated that the agency had received their contract in June 2012. The agency had a very short time frame to spend the funds.

Mr. Jones stated that the Greenville Police Athletic League and the ECU Foundation, Inc. Lucille W. Gorham Intergenerational Community Center were both city initiated projects.

E.   New Business

1. **Election of Chairman and Co-Chairman**

Chairman

Ms. Brown requested nominations for the position of Chairman for the Affordable Housing Loan Committee.

Mr. Conner nominated Ms. Melissa Grimes as Chairman.

Ms. Brewington nominated Mr. R.J. Hemby as Chairman.

Motion was made by Ms. Brewington and seconded by Mr. Parker to elect Mr. R.J. Hemby as chairman of the Affordable Housing Loan Committee for 2013-2014. Motion carried. Motion opposed by Mr. Conner and Mr. Kitchin.

Co-Chair

Ms. Brown requested nominations for the position of Co-Chairman for the Affordable Housing Loan Committee.

Mr. Hemby nominated Ms. Perkins as Co-Chairman.

Ms. Brewington nominated Ms. Grimes as Co-Chairman.

Motion was made by Mr. Hemby and seconded by Mr. Parker to elect Ms. Lovella Perkins as co-chairman of the Affordable Housing Loan Committee for 2013-2014. Motion carried unanimously.

Ms. Brewington withdrew her nomination of Ms. Grimes for Co-Chairman.

2. **Overview of Owner Occupied Housing Rehabilitation Program**

Mr. Jones stated that the Council liaison has suggested providing an overview of the Owner Occupied Housing Rehabilitation program. As the name implies, the rehab program is for owner occupied homes. The program has been in effect since the 1970's. CDBG began in 1974. Rehabs done prior to the program were completed using local funds. In 1992, the Affordable Housing Bond was created and in 1994, the City of Greenville became an entitlement community. Staff averages about 11 rehabs per year; however this year the goal is 15 rehabs. Residents interested in having their home rehabbed need to complete a pre-application, which will put them on the waiting list. To qualify for the rehab program, the following criteria must be met:

- Home must be occupied by owner
- Home must be the owners' primary residence
- All taxes must be current
- Mortgage must be current
- Owner must have property insurance
- Household income must be at or below 80% of AMI

Ms. Perkins asked how long the waiting list was.

Mr. Jones replied that it was about two years out. There are 243 people on the list.

Ms. Perkins asked how many Rehab Officers were on staff.

Mr. Jones replied that there were two Rehab officers and one Planner dedicated to the program.

Mr. Kitchin asked if the work was subbed out.

Mr. Jones replied that Housing has six contractors on the approved contractor list.

Mr. Conner asked who does the research for ensuring taxes and mortgage are current.

Mr. Jones replied that the planner working with the homeowner does the research.

Mr. Hemby stated that he heard the guideline was for 80% or below the AMI; however he wanted it to be clear that the rehab money is earmarked for 50% AMI.

Mr. Jones replied that HUD guidelines require 80% AMI or below.

Mr. Hemby stated that the money was earmarked for households that were 50% or below only. Those over 50% should not have access to this money.

Mr. Jones replied that the threshold set by HUD requires 80% AMI or below. The money transferred to the rehab line item will adhere to the HUD guidelines.

Mr. Fuell asked if the money in question was the $226,000.00 transferred at the last AHLC meeting.

Mr. Jones replied yes.

3. Recapture Provision Update

Mr. Jones stated that HUD has issued a memo outlining new regulations for the recapture and resale of property. The new regulations ensure that the City and Federal Government does not lose funds. The City already recaptures the funds invested and does not resell property. Because of this, the City has made some minor changes to the recapture policy. Loans will be recaptured at 0% interest over a 15-year period. This change is a wording change only. The recapture provision will be in accordance to CRF 92.25A4.

Motion by Mr. Conner and seconded by Ms. Perkins to recommend the recapture provision policy update. Motion carried unanimously.

4. Downpayment Assistance Request

a. 1504 West 5th Street

Ms. Kesler stated that the current downpayment assistance request is for a home built during the project with Streets to Homes and Metropolitan Housing CDC for six houses. The amount requested is a $14,000.00 grant. In addition, the owner will receive $500.00 for their homeowner workshop certification.

Mr. Hemby asked where the house was located on Fifth Street.

Ms. Kesler replied that it was the first house on the right across from the park.

Mr. Kitchin asked if this was a 30-year mortgage.

Ms. Kesler replied yes. The grant is a 15-year forgiven lien.

Mr. Fuell asked how the back ratios were lower than the front ratios.

Ms. Kesler replied that she had inadvertently flipped the numbers.

Motion was made by Mr. Conner and seconded by Mr. Parker to approve a $14,000.00 downpayment assistance grant for 1504 West 5th Street. Motion carried unanimously.

5. Overview of Subrecipient Applications received

Ms. Brown stated that 31 different organizations were represented at the subrecipient workshop. Six applications for funding were received. Of that, four agencies will present.

Mr. Hemby asked when the committee would receive the application packages

Ms. Brown stated that the packages will be included with the March meeting packages.

6. Subrecipient Presentation

a. Center for Family Violence Prevention - Family Center

Ms. Diana Cooper-Mann represented the Center for Family Violence Prevention. Ms. Cooper-Mann stated that $32,400.00 was needed for the Family Center. This amount is a correction to the amount reflected in the application. The name of the program is Client Supportive Services.

In regards to prior unspent funds, Ms. Cooper-Mann stated that unexpected staff turnover at the Family Center meant they were unable to spend the funds requested.

The program will focus on counseling and finding affordable housing for the clients. Part of the program will focus on teenagers who are trapped in the home with the abused parent.

Ms. Perkins asked if there was a budget for the program.

Ms. Lucas replied that the budget was submitted with the funding application.

b. Literacy Volunteers of Pitt County

Ms. Teresa Barefield represented Literacy Volunteers of Pitt County. Ms. Barefield stated that the focus of Literacy Volunteers is to provide free and confidential tutoring services to Pitt County Residents who are 18 or older. The name of the program is Adult and Family Literacy. The program will focus on health and financial literacy by providing assistance with medical forms and banking documents. The grant requested is $10,075.00.

c. Greenville Police Athletic League

Item removed from agenda.

d. **ECU Foundation, Inc. – Lucille W. Gorham Intergenerational Community Center**

Mr. Conner stated that for clarification, he was not serving on the board for the ECU Foundation. He is currently serving on the board of Lucille W. Gorham Intergenerational Community Center, Inc.

Dr. Kerry Littlewood represented the ECU Foundation, Inc. – Lucille W. Gorham Intergenerational Community Center. Dr. Littlewood stated that the program Youth Excelling for Success was in need of $15,000.00. Focus of this program is to provide mentors for 75 youth, and provide them with cultural enrichment and education opportunities.

Ms. Grimes asked Dr. Littlewood to clarify how ECU Foundation, Inc. was separate from the Lucille W. Gorham Intergenerational Community Center if it operated out of the center.

Dr. Littlewood replied that the City owns the property and leases it to ECU Foundation, Inc. ECU has a memorandum of agreement with LWGICC.

Ms. Grimes asked for elaboration on how the money would be used outside the community.

Dr. Littlewood replied that they would be exposing the youth to different education factors outside community. For example, they would take the youth to an aquarium where they could see and touch the exhibits. The activities are structured to offer a culture different than the classroom setting, and present hands on learning.

e. **Streets to Homes**

Item removed from agenda.

f. **Boys and Girls Club of Pitt County**

Mr. Steve Stephenson, President of the Board and Ms. Misty Marston, Executive Director, represented the Boys and Girls Club of Pitt County. The program Club Activity, Youth Development was requesting $22,280.00. The focus of the program is education, character building, healthy lifestyles, and help with the graduation rate.

Ms. Grimes asked if any B&G Clubs were slated to be closed.

Ms. Marston replied that despite what has been stated in the newspapers, there are no locations slated to be closed.

Mr. Fuell asked if the funding requested was for the location on Belvoir Highway.

Ms. Marston replied that the funding being requested would be used for that club and that one program. Additionally, Grady-White Boats has guaranteed three years of funding for the program.

Ms. Brown stated that the City has not been informed of how much funding will be received.

Mr. Hemby stated that the agencies requesting funds need to have a clean report card before additional funds are awarded. There have been gray areas in the past.

Mr. Conner asked when the committee could expect to receive the application packages.

Ms. Brown replied that the application packages would be mailed with the regular meeting packages. She indicated that, if possible, the packages would be mailed a little earlier.

F. **Staff Report**

None

G. **Other**

None

H. **Adjournment**

Motion was made by Mr. Conner to adjourn the AHLC meeting.

_____

R. J. Hemby, Chairman

_____

Sylvia D. Brown, Staff Liaison

B. PROPOSED PROGRAM SUMMARY:

The primary purpose of this program is to help: ☐ Homeless Needs ☐ Persons with HIV/AIDS ☐ Persons with Disabilities /Special Needs ☒ Youth Development ☐ Owner Occupied Housing Needs ☐ Employment Needs ☐ Economic Growth Activity
☐ Other (please explain)

AGENCY Name:	ECU CHE Lucille W. Gorham Intergenerational Community Center					
PROGRAM Title:	Youth Excelling for Success				X	Public Services
						Economic Services

PRIORITY NEED: (DETAILS - PG. 8)	INDICATE WITH (X)		PROGRAM OPERATION: (DETAILS - PG. 8)				
#1 – HOUSING NEEDS			PROGRAM LOCATION: 1100 WARD ST. GREENVILLE, NC 27834				
#2 – SPECIAL NEEDS SERVICES							
#3 – COMMUNITY SERVICES	X		TIME OF OPERATION:				
#4 – COMMUNITY FACILITIES							
#5 – BUSINESSES & JOBS			New Program?	___Yes X No	Underway?	X Yes	___No
#6 – INFRASTRUCTURE			Existing Program?	X Yes ___No	Underway?	X Yes	___No
#7 – NEIGHBORHOOD SERVICES			Requested funding for program before?			X Yes	___No
HUD ELIGIBILITY DESIGNATION (NATIONAL OBJECTIVE CATEGORY): (DETAILS - PG. 18)	X	1. Provide a benefit to low and moderate income persons					
		2. Prevent or eliminate slums or blight					
	X	3. Meet an urgent community need that threatens health/welfare of citizens					

PROGRAM SUMMARY: (Must reference page(s) where details are provided)

PROGRAM OBJECTIVE / DESCRIPTION: (DETAILS - PG. __)	PROGRAM (NEED) RATIONALE: (DETAILS - PG. 10)
(1) (DESCRIBED TARGET GROUP TO BE SERVED AND PROGRAM PURPOSE) The target group is low income, at-risk African American youth in third through six grade in West Greenville. Promoting healthy community mentor relationships and exposing youth to cultural and educational enrichment opportunities are two ways proven to reduce risk factors for these low income youth.	**(2) (JUSTIFY THE NEED FOR THE SERVICES BEING PROPOSED)** These funds will provide an opportunity for these low income, at-risk African American youth to be mentored and exposed to cultural and educational experiences and opportunities.

SPECIFIC SERVICE(S) TO BE DELIVERED: (DETAILS – PG. 7)	PROGRAM OUTCOME MEASUREMENT: (DETAILS – PG. 20)
(3) (STATE THE SERVICES THAT WILL BE RENDERED TO THE TARGET GROUP) These funds will promote positive mentoring and purchase transportation for low income, at-risk, African American youth to visit museums, colleges and universities, aquariums, and other destinations which provide cultural enrichment.	**(4) (DEFINE WHAT WILL BE A UNIT OF SERVICE)** (HOW WILL THE TOTAL NUMBER SERVED BE DETERMINED?) A. 75 youth will be connected to a positive adult mentor in their community. B. 75 youth will be exposed to at least two cultural enrichment activities. C. 75 youth will participate in at least one planned trip outside their community. These trips will allow an opportunity to expose youth to educational and cultural enrichment activities These trips will take place in several destinations, including: aquariums, zoo, museums, theaters, colleges, and parks.

Funding Source	Proposed Outcomes		Prior Year Outcomes		How will requested funding be used (DETAILS - PG. 15)
	(2013-14) Funding Requested	Units of Service TO BE PROVIDED (PG. 7)	(2011-12) Funding Allocated	Actual Units of Service Delivered	**(5)** Personnel - $_____
CDBG	$15,000		$15,000	69	Travel - $ 15,000
Other	$ 150,000	70			Admin - $_____ Audit cost - $_____ Other - $_____
Total:	$165,000				

SPECIFIC PROGRAM SERVICES/ACTIVITIES:

1.   List the specific activities/services that will be provided by the program:

A. Mentorship
Mentorship provides access to a support system during critical stages of academic development. Research confirms that a caring adult can make a significant difference in a child's future. Mentors serve as role models, advocates, friends, and advisors. Various studies confirm that mentors help young people augment social skills and emotional well-being, improve cognitive skills, and plan for the future. High-quality mentoring also results in better attendance at school, lowers dropout rates, and decreases involvement with drugs and violent behavior. We know that quality mentoring works. Without mentoring and immediate guidance and support by caring adults, youth could make choices that undermine their futures, and, ultimately, the economic and social well-being of our City.

B. Participation in Cultural and Educational Opportunities
Key elements of successful interventions for at risk students include enrichment and accelerated learning— exposure to visual and performing arts, field trips, character education, critical thinking skills, foreign languages, and technology. Participation in cultural and educational opportunities addresses several protective factors in the prevention of delinquency, including: presence of a caring adult, opportunity for achievement, opportunity for recognition, and involvement in a pro-social activity. Exposure to diverse perspectives and experiences

2.   List program goals to be achieved and project the number of people that will obtain the achievements.
   A.   75 youth will be connected to a positive adult mentor in their community.
   B.   75 youth will be exposed to at least two cultural enrichment activities.
   C.   75 youth will participate in at least one planned trip outside their community. These trips will allow an opportunity to expose youth to educational and cultural enrichment activities These trips will take place in several destinations, including: aquariums, zoo, museums, theaters, colleges, and parks.

SECTION IV - SCORING CRITERIA

This scoring criterion is a primary tool in which grants awarded will be determined.
Agency Response is required: Your responses will be evaluated by Board members and Staff.

AGENCY:	ECU
PROGRAM:	Lucille W. Gorham Intergenerational Community Center

Evaluation Criteria:				**AHLC Criteria:**		**AGENCY RESPONSE**
1.	**NEED FOR THE SERVICE**	Does the Program address a Priority Need in accordance with the City's Consolidated Plan to HUD (listed in column on the right)	#1 – Housing Services	30	Board member scoring will not exceed 30 points	IGCC provides mentorship to low income, African American youth from an area with high childhood poverty rates (63%). This proposed project will provide these youth with an opportunity to visit a college, museum, and other places to expand their world view and expose them to new educational opportunities.
			#2 – Special Needs	25		
			#3 – Community Services	20		
			#4 – Community Facilities	15		
			#5 – Businesses & Jobs	10		
			#6 – Infrastructure	5		
			#7 – Neighborhood Services	5		
2.	**INTERNAL AND EXTERNAL CONSISTENCY**	Can program strategies described in the proposal be reasonably implemented? Do the strategies make sense and appear achievable? Are expectations realistic?		Board member scoring 10 Maximum points		The program can be reasonably implemented because we have a dedicated and committed staff who "get it done." We've successfully implemented these services for over 5 years.
3.	**LEVERAGING**	Will the agency utilize funds from other resources to implement program services or rely solely on the City's funding?		Board member scoring 15 Maximum points		Yes, IGCC leverages funds and personnel from ECU, Kate B. Reynolds's Charitable Trust, and Brookdale Foundation.
4.	**SELF-SUFFICIENCY**	Does the program services provide for empowering independence upon successful completion?		Board member scoring 10 Maximum points		IGCC has the benefits of strong partnerships in the community and university to work hard to promote our self-sufficiency.
5.	**INNOVATION AND PARTNERSHIPS**	Is the program a new or creative approach in meeting an established priority need? Does the program exhibit originality in its delivery and is not a duplication of any program implemented by another agency and/or serving the same neighborhood?		Board member scoring 10 Maximum points		Although IGCC has provided mentorship and cultural enrichment trips for youth in the past, our approach is creative in that we promote parent involvement and mentorship opportunities for adults in community.
6.	**FINANCIAL FEASIBILITY**	Do program costs appear reasonable and necessary in delivering proposed services?		Board member scoring 5 Maximum points		We've done comparative analysis that shows that the costs associated with this project are at the lowest rate possible for transportation for youth.
7.	**PERFORMANCE**	Did the agency submit the proposal in its entirety and were responses to questions thorough enough to ascertain program intentions, processes and target population?		Board member scoring 10 Maximum points		This agency submitted the proposal in its entirety. The purpose, process and target population are clearly stated.
8.	**DIRECT BENEFIT**	Does the agency's proposed program and services benefit low income persons?		Board member scoring 10 Maximum points		Yes, we serve low income youth, who qualify for free or reduced lunch.
				Total	**100**	

B. PROPOSED PROGRAM SUMMARY:

The primary purpose of this program is to help: ☒ Homeless Needs ☐ Persons with HIV/AIDS ☐ Persons with Disabilities /Special Needs ☐ Youth Development ☐ Owner Occupied Housing Needs ☐ Employment Needs ☐ Economic Growth Activity ☒ Other (please explain) _Domestic Violence Victims_____

AGENCY Name:	Center for Family Violence Prevention			
PROGRAM Title:	Client Supportive Services		_X_ Public Services _____ Economic Services	

PRIORITY NEED: (DETAILS - PG. 18)	INDICATE WITH (X)		PROGRAM OPERATION: (DETAILS - PG. 11_)				
#1 – HOUSING NEEDS	X		PROGRAM LOCATION: 150 E. ARLINGTON, GREENVILLE AND 805 S. EVANS, GREENVILLE				
#2 – SPECIAL NEEDS SERVICES							
#3 – COMMUNITY SERVICES	X		TIME OF OPERATION: 8:30AM – 5:00PM				
#4 – COMMUNITY FACILITIES							
#5 – BUSINESSES & JOBS			New Program?	__Yes _X_No	Underway?	_X_ Yes ___No	
#6 – INFRASTRUCTURE			Existing Program?	_X_ Yes _ No	Underway?	_X_ Yes ___No	
#7 – NEIGHBORHOOD SERVICES			Requested funding for program before?			_X_ Yes ___No	
HUD ELIGIBILITY DESIGNATION (NATIONAL OBJECTIVE CATEGORY): (DETAILS - PG. 18___)	X		1. Provide a benefit to low and moderate income persons				
			2. Prevent or eliminate slums or blight				
	X		3. Meet an urgent community need that threatens health/welfare of citizens				

PROGRAM SUMMARY: (Must reference page(s) where details are provided)

PROGRAM OBJECTIVE / DESCRIPTION: (DETAILS - PG. 20__)	PROGRAM (NEED) RATIONALE: (DETAILS - PG. 10__)
(1) (DESCRIBED TARGET GROUP TO BE SERVED AND PROGRAM PURPOSE) THIS PROGRAM WILL ASSIST ADULTS AND CHILDREN WHO ARE VICTIMS OF DOMESTIC VIOLENCE AS WELL AS LOW INCOME RESIDENTS WHO WOULD BENEFIT FROM PARENTING INSTRUCTION	**(2) (JUSTIFY THE NEED FOR THE SERVICES BEING PROPOSED)** Low and moderate income clients who use our services have the need to receive counseling and parenting class services for safety and prevention needs but do not have the funds to pay for such.

SPECIFIC SERVICE(S) TO BE DELIVERED: (DETAILS - PG. 7__)	PROGRAM OUTCOME MEASUREMENT: (DETAILS - PG. 20)
(3) (STATE THE SERVICES THAT WILL BE RENDERED TO THE TARGET GROUP) Continued operation of the Family Center parenting classes as well as agency adult and children counseling services	**(4) (DEFINE WHAT WILL BE A UNIT OF SERVICE)** (HOW WILL THE TOTAL NUMBER SERVED BE DETERMINED?) **1 HOUR OF COUNSEING SESSION** **1.5 HOURS OF PARENTING INSTRUCTION** **TOTAL NUMBER BEING SERVED WILL BE DETERMINED BASED ON THE NUMBER OF QUALIFIED CLIENTS THAT WE ARE CURRENTLY SERVING**

Funding Source	Proposed Outcomes		Prior Year Outcomes		How will requested funding be used (DETAILS - PG. 15__)
	(2013-14) Funding Requested	Units of Service To Be Provided (PG. _7_)	(2011-12) Funding Allocated	Actual Units of Service Delivered	**(5)** Personnel - $ 31,600.00 Travel - $ _____ Admin - $ _____ Audit cost - $ _____ Other - $ 800.00
CDBG	$32,400.00		$50,000.00	395	
Other	$183,000.00	744	110,000.00		
Total:	$221,000.00		160,000.00		

SPECIFIC PROGRAM SERVICES/ACTIVITIES:

1. List the specific activities/services that will be provided by the program:

Total recovery services for victims of domestic violence and their children are necessary for total independent living from abuse. These services will include the continuation of parenting classes and adult and child counseling for low income domestic violence victims.

2. List program goals to be achieved and project the number of people that will obtain the achievements.
Goal#1; equip clients with the necessary parenting skills to provide safe and healthy environments for children who have been witnesses/victims of violence.
Goal #2: Assure long term recovery and independence from abuse by providing counseling services both during and after the crisis

12 hours of parenting instruction for 30 participants = 360 units of service.
4 hours of adult counseling sessions for 48 participants = 192 units of service.
4 hours of children counseling sessions for 48 participants = 192 units of service.

744 units of service Total

This scoring criterion is a primary tool in which grants awarded will be determined.
Agency Response is required: Your responses will be evaluated by Board members and Staff.

AGENCY:	Center for Family Violence Prevention
PROGRAM:	Client Supportive Services

Evaluation Criteria:				AHLC Criteria:		**AGENCY RESPONSE**
1.	**NEED FOR THE SERVICE**	Does the Program address a Priority Need in accordance with the City's Consolidated Plan to HUD (listed in column on the right)	#1 – Housing Services	30	Board member scoring will not exceed 30 points	Yes - The agency addresses primarily the priority need of special needs services. These needs are those of the populations of both homeless domestic violence victims as well as other domestic violence victims at risk for homelessness. In addition, both domestic violence victims and other qualified clients will receive parenting instruction designed to prevent future abuse in the home.
			#2 – Special Needs	25		
			#3 – Community Services	20		
			#4 – Community Facilities	15		
			#5 – Businesses & Jobs	10		
			#6 – Infrastructure	5		
			#7 – Neighborhood Services	5		
2.	**INTERNAL AND EXTERNAL CONSISTENCY**	Can program strategies described in the proposal be reasonably implemented? Do the strategies make sense and appear achievable? Are expectations realistic?		Board member scoring 10 Maximum points		Yes – Program strategies are already in place. These strategies are achievable and realistic as they are based on numbers and results with previous clients.
3.	**LEVERAGING**	Will the agency utilize funds from other resources to implement program services or rely solely on the City's funding?		Board member scoring 15 Maximum points		Yes – Other funds to implement program services are being sought from the NC Council for Women and the NC Governors Crime Commission as well as United Way of Pitt County.
4.	**SELF-SUFFICIENCY**	Does the program services provide for empowering independence upon successful completion?		Board member scoring 10 Maximum points		Yes- Program services are designed to empower participants with tools to move past abuse and/or to promote good parenting.
5.	**INNOVATION AND PARTNERSHIPS**	Is the program a new or creative approach in meeting an established priority need? Does the program exhibit originality in its delivery and is not a duplication of any program implemented by another agency and/or serving the same neighborhood?		Board member scoring 10 Maximum points		Yes –The program assists domestic violence victims and other qualified clients by empowering them to rebuild their lives through counseling and/or parenting classes. It is not a duplication of services as our agency is the only recognized provider of domestic violence services in Pitt County. (
6.	**FINANCIAL FEASIBILITY**	Do program costs appear reasonable and necessary in delivering proposed services?		Board member scoring 5 Maximum points		Yes – CDBG funding is only supplying part of the cost of the program. Materials costs are based on actual costs.
7.	**PERFORMANCE**	Did the agency submit the proposal in its entirety and were responses to questions thorough enough to ascertain program intentions, processes and target population?		Board member scoring 10 Maximum points		Yes – This proposal was developed with the input of both program and administrative staff and reviewed before submission.

8.	**DIRECT BENEFIT**	Does the agency's proposed program and services benefit low income persons?	**Board member scoring** **10** **Maximum points**	Yes- This funding will enable low income victims of domestic violence and other qualified clients to access counseling and parenting instruction.
			Total **100**	

B. PROPOSED PROGRAM SUMMARY:

The primary purpose of this program is to help: ☐ Homeless Needs ☐ Persons with HIV/AIDS ☒ Persons with Disabilities /Special Needs ☒ Youth Development ☐ Owner Occupied Housing Needs ☒ Employment Needs ☐ Economic Growth Activity ☐ Other (please explain) _____

AGENCY Name:	Literacy Volunteers – Pitt County		
PROGRAM Title:	Adult and Family Literacy		_X__ Public Services _____ Economic Services

PRIORITY NEED: (DETAILS - PG. 19)	INDICATE WITH (X)		PROGRAM OPERATION: (DETAILS - PG. 12)					
#1 – HOUSING NEEDS			**PROGRAM LOCATION:**					
#2 – SPECIAL NEEDS SERVICES			Literacy Volunteers – Pitt County office and periodically other public locations in Greenville					
#3 – COMMUNITY SERVICES	X							
#4 – COMMUNITY FACILITIES								
			TIME OF OPERATION:					
			Monday through Saturday, time varies based on individual learner's schedules					
#5 – BUSINESSES & JOBS			New Program?	_X_Yes	__No	Underway?	_X_Yes	__No
#6 – INFRASTRUCTURE			Existing Program?	_X_Yes	__No	Underway?	_X_Yes	__No
#7 – NEIGHBORHOOD SERVICES			Requested funding for program before? *new component to program				_X_Yes	__No
HUD ELIGIBILITY DESIGNATION (NATIONAL OBJECTIVE CATEGORY): (DETAILS - PG. 19)	X		1. Provide a benefit to low and moderate income persons					
			2. Prevent or eliminate slums or blight					
			3. Meet an urgent community need that threatens health/welfare of citizens					

PROGRAM SUMMARY: (Must reference page(s) where details are provided)

PROGRAM OBJECTIVE / DESCRIPTION: (DETAILS - PG. 7)	PROGRAM (NEED) RATIONALE: (DETAILS - PG. 11)
(1) (DESCRIBED TARGET GROUP TO BE SERVED AND PROGRAM PURPOSE) Literacy instruction will be provided to low-level literacy adults 18 years of age or older in Greenville. At least 70% of learners are low income persons seeking tutoring services to help them improve their skills and achieve their goals. Goals may include, but at not limited to learning to read, getting their high school equivalency, becoming more involved in their children's education, or obtaining or maintaining a job. This program will teach learners how to become a life-long learner and be effective in the family, in the workplace, and in the community.	**(2)** (JUSTIFY THE NEED FOR THE SERVICES BEING PROPOSED) Over 20% of adults in Pitt County are illiterate. There is no other community based organization in Greenville that provides free and confidential individualized instruction to low-level literacy learners. We also know that there is a tremendous need for computer and financial literacy classes to help learners live a more independent life. From 2011 to 2012 we saw an 18.5% increase in enrollment for computer classes.
SPECIFIC SERVICE(S) TO BE DELIVERED: (DETAILS - PG. 7)	**PROGRAM OUTCOME MEASUREMENT:** (DETAILS-PG.8&21)
(3) (STATE THE SERVICES THAT WILL BE RENDERED TO THE TARGET GROUP) Adult Basic Education (ABE) learners and English as a Second Language (ESL) learners who wish to receive a tutor in a one-on-one or small group setting will complete an assessment as well as orientation before getting paired with a tutor. Orientation is offered to new learners quarterly. Supplemental instruction which include computer classes and workshops that focus on health literacy, financial literacy, and family literacy are offered to our learners as well as the general public throughout the year.	**(4)** (DEFINE WHAT WILL BE A UNIT OF SERVICE) (HOW WILL THE TOTAL NUMBER SERVED BE DETERMINED?) A unit of service will be defined as one hour of instruction. Total number served will be defined as any learner who receives at least one hour of instruction. Extensive reporting is kept on each learner to determine not only demographic information, but also education functioning level and growth. All learners are required to complete an intake form regardless of if they are taking a one-time class or workshop or enrolling in the ABE or ESL program to receive a weekly tutor. Learners who wish to receive a tutor on a one-on-one or small group setting may complete an assessment and orientation.

Funding Source	Proposed Outcomes		Prior Year Outcomes		How will requested funding be used (DETAILS - PG. 16)
	(2013-14) Funding Requested	Units of Service TO BE PROVIDED (PG. 21)	(2011-12) Funding Allocated	Actual Units of Service Delivered	(5)
CDBG	$ 10,075.00		$ 11,960.00	203	Personnel - $ 2,900.00
Other	$ 130,490.79	180	$ 136,375.00		Travel - N/A Admin - N/A Audit cost - $ 1,000.00
Total:	$ 140,565.79		$ 148,335.00		Other - $ 6,175.00

SPECIFIC PROGRAM SERVICES/ACTIVITIES:

1. List the specific activities/services that will be provided by the program:

One-on-One and Small Group Tutoring
Trained volunteer tutors will provide one-on-one and small group tutoring to adults with limited reading, writing or English speaking skills. Free and confidential individualized instruction is offered to low-level literacy adults 18 years of age or older who seek to improve educational and employability skills. These foundational skills lay the groundwork for participants to continue their education, secure and maintain meaningful employment, and develop their self-confidence to pursue additional personal goals leading to independent living.

Tutoring is offered every day of the week to adult learners in Greenville. Volunteer tutors are trained in a 12-hour workshop where they learn how to teach foundational literacy development to adult learners. All adults entering the program are pre-tested using Comprehensive Adult Student Assessment Systems (CASAS), a nationally recognized testing instrument. Learners and tutors are matched and grouped according to availability and skill level. Learners and tutors are provided with materials, workbooks, and supplies free of charge. Monthly reporting on learner progress, attendance, and materials used is required. Annual CASAS testing is required to determine progress within their skill level and upward movement towards another educational level.

Computer Classes
Computer classes will be offered at the Literacy Volunteers – Pitt County (LV-PC) office every Tuesday and Thursday from 9:30am-11:30am and 6:00pm-8:00pm during the months of February, March, April, September, October, and November. LV-PC offers three types of computer classes: Computer Basics, Computer Applications I, and Computer Applications II. Computer Basics instructs learners on the general information of the computer. This course is recommended for new computer users. Computer Applications I instructs learners how to use the processing systems Microsoft Word and Microsoft Excel, and introduces the Internet. Computer Applications II introduces learners to social media and Skype. Classes will help learners become more comfortable with computerized testing as it relates to continuing education or the GED. One-on-one tutors whose learner's goal is to obtain their GED will be able to use the computer lab independently to become more comfortable with this kind of testing environment.

Health Literacy, Family Literacy, and Financial Literacy Workshops

LV-PC has partnered with East Carolina University (ECU) to receive part-time and full-time interns who will provide learners with instruction in specialized fields. Health Education and Promotion interns at Literacy Volunteers – Pitt County will provide individualized instruction to learners utilizing a research based health literacy curriculum. The eighteen sections of this curriculum integrate literacy skills and practice with pertinent health information. Learners will receive help obtaining, processing, and understanding health information to make appropriate health decisions. Interns from the College of Social work will provide Family Literacy services through a program called Family Read. Adult discussion will be combined with the use of children's books to enhance literacy, and initiate family communication and quality time through reading. Financial literacy initiatives have been integrated into activities in various computer classes and individual tutoring sessions. New partnerships with local banks will help us to provide learners with other opportunities such as the BB&T Bank Bus.

2. List program goals to be achieved and project the number of people that will obtain the achievements.

We are projecting to serve approximately 180 adult learners through the Adult and Family Literacy Program. The goals to be achieved include, but are not limited to:

- Provide new Tutor Training Workshops nine times a year in order to certify at least 32 new tutors
- Provide Learner Orientation once a quarter to place at least 50 new ABE or ESL learners in a one-on-one or small group setting to help learners live a more independent life while becoming more effective in the home, in the workplace, and in the community
- Provide two cycles of three computer courses to at least 72 new learners in order to teach them how to properly operate a computer, demonstrate financial managerial tools to improve financial literacy skills, and introduce learner's seeking to obtain their GED to electronic test taking skills
- Provide at least three Family Read workshops throughout the year and serve at least 30 learners to promote the importance of family literacy and involvement in their children's education
- Continue serving all active learners who are currently paired with a tutor and provide them with supplemental instruction in specialized areas to help them achieve their personal goals

SECTION IV - SCORING CRITERIA

This scoring criterion is a primary tool in which grants awarded will be determined.
Agency Response is required: Your responses will be evaluated by Board members and Staff.

AGENCY:	Literacy Volunteers – Pitt County
PROGRAM:	Adult and Family Literacy

Evaluation Criteria:				AHLC Criteria:		**AGENCY RESPONSE**
1.	**NEED FOR THE SERVICE**	Does the Program address a Priority Need in accordance with the City's Consolidated Plan to HUD (listed in column on the right)	#1 – Housing Services	30	Board member scoring will not exceed 30 points	,- Yes, the program addresses a priority need. The program will provide a community service by administering educational programs and employment services such as job training. This program was developed as a direct result of increasing needs from low-level literacy adults unable to achieve independence without higher level skills.
			#2 – Special Needs	25		
			#3 – Community Services	20		
			#4 – Community Facilities	15		
			#5 – Businesses & Jobs	10		
			#6 – Infrastructure	5		
			#7 – Neighborhood Services	5		
2.	**INTERNAL AND EXTERNAL CONSISTENCY**	Can program strategies described in the proposal be reasonably implemented? Do the strategies make sense and appear achievable? Are expectations realistic?		Board member **scoring** 10 Maximum points		- Yes, the program strategies described can be reasonably implemented and are feasible. The strategies used have proved to be effective and result in achievements.
3.	**LEVERAGING**	Will the agency utilize funds from other resources to implement program services or rely solely on the City's funding?		Board member **scoring** 15 Maximum points		- LV-PC will utilize funds from other grants, special events, corporate sponsorships, and individual contributions.
4.	**SELF-SUFFICIENCY**	Does the program services provide for empowering independence upon successful completion?		Board member **scoring** 10 Maximum points		- Yes, the program is created to empower learners to become a life-long learner and be effective in the family, in the workplace and in the community upon completion.
5.	**INNOVATION AND PARTNERSHIPS**	Is the program a new or creative approach in meeting an established priority need? Does the program exhibit originality in its delivery and is not a duplication of any program implemented by another agency and/or serving the same neighborhood?		Board member **scoring** 10 Maximum points		- Yes, the program takes a creative and original approach at encouraging sound financial management, continuing education, and employability skills through technology. There is no other organization of its kind in the area.
6.	**FINANCIAL FEASIBILITY**	Do program costs appear reasonable and necessary in delivering proposed services?		Board member **scoring** 5 Maximum points		The budget for this project is very conservative, but all funds requested are necessary to provide quality services.
7.	**PERFORMANCE**	Did the agency submit the proposal in its entirety and were responses to questions thorough enough to ascertain program intentions, processes and target population?		Board member **scoring** 10 Maximum points		- The proposal submitted is very thorough, providing a clear purpose and objectives to be obtained by the target population.
8.	**DIRECT BENEFIT**	Does the agency's proposed program and services benefit low income persons?		Board member **scoring** 10 Maximum points		- Yes, the program will certainly benefit low income persons who are seeking employment or continuing education.
			Total	100		

B. PROPOSED PROGRAM SUMMARY:

The primary purpose of this program is to help: ☐ Homeless Needs ☐ Persons with HIV/AIDS ☐ Persons with Disabilities /Special Needs ☒ Youth Development ☐ Owner Occupied Housing Needs ☐ Employment Needs ☐ Economic Growth Activity ☐ Other (please explain) _____

AGENCY Name:	Boys & Girls Clubs of Pitt County					
PROGRAM Title:	Club Academy				x Public Services Economic Services	

PRIORITY NEED: (DETAILS - PG. __)	INDICATE WITH (X)	PROGRAM OPERATION: (DETAILS - PG. _8_)			
#1 – HOUSING NEEDS		PROGRAM LOCATION:475 BELVOIR HIGHWAY, GREENVILLE NC 27834			
#2 – SPECIAL NEEDS SERVICES					
#3 – COMMUNITY SERVICES	X	TIME OF OPERATION: YOUTH DEVELOPMENT			
#4 – COMMUNITY FACILITIES					
#5 – BUSINESSES & JOBS		New Program?	_x_Yes ___No	Underway?	___Yes _x_No
#6 – INFRASTRUCTURE		Existing Program?	___Yes x_No	Underway?	___Yes _x_No
#7 – NEIGHBORHOOD SERVICES		Requested funding for program before?			___Yes _x_No
HUD ELIGIBILITY DESIGNATION (NATIONAL OBJECTIVE CATEGORY): (DETAILS - PG. ___)	X	1. Provide a benefit to low and moderate income persons: Yes			
		2. Prevent or eliminate slums or blight			
		3. Meet an urgent community need that threatens health/welfare of citizens			

PROGRAM SUMMARY: (Must reference page(s) where details are provided)

PROGRAM OBJECTIVE / DESCRIPTION: (DETAILS - PG. _4_)	PROGRAM (NEED) RATIONALE: (DETAILS - PG. _7_)
(1) (DESCRIBED TARGET GROUP TO BE SERVED AND PROGRAM PURPOSE)	(2) (JUSTIFY THE NEED FOR THE SERVICES BEING PROPOSED)
Club Academy will be a comprehensive academic success program that targets 150 children in grades K-12 and offers a broad array of specialized services, programs and activities designed to reinforce and complement the regular academic school-day. *Club Academy* will be a year long program featuring three core components that integrate technology into the learning process.	Research indicates that children from low-income families (children who receive free and reduced lunch rate) are at higher risk of falling behind academically, failing one or more subjects, or lacking the resources needed to complete homework and school assignments. The current graduation rate in Pitt County is 73%.

SPECIFIC SERVICE(S) TO BE DELIVERED: (DETAILS - PG. _4_)	PROGRAM OUTCOME MEASUREMENT: (DETAILS - PG. _7_)
(3) (STATE THE SERVICES THAT WILL BE RENDERED TO THE TARGET GROUP)	(4) (DEFINE WHAT WILL BE A UNIT OF SERVICE) (HOW WILL THE TOTAL NUMBER SERVED BE DETERMINED?)
Homework Help KidzLit 101 KidzMath 101 Kids College Science Explored (?)	Units are based on the number of children participating

Funding Source	Proposed Outcomes		Prior Year Outcomes		How will requested funding be used (DETAILS - PG. _12_)
	(2013-14) Funding Requested	Units of Service To BE PROVIDED (PG. _17_)	(2011-12) Funding Allocated	Actual Units of Service Delivered	(5)
CDBG	$20,280		$	167	Personnel - $ 57,830
Other	$55,000	150			Travel - $ Admin - $ Audit cost - $
Total:	$75,280				Other - $ 19,000

SPECIFIC PROGRAM SERVICES/ACTIVITIES:

1.   List the specific activities/services that will be provided by the program:

Boys & Girls Clubs of Pitt County will provide the following programs to 150 low income children daily at the Club located in Northern Pitt County.

Daily Homework Help- members will be provided assistance with homework completion daily.

KidzLit 101- After school KidzLit is an evidence-based after school literacy program that fosters young people's motivation to read and helps them develop reading skills and competencies based upon the latest research that documents students' learning patterns.

KidzMath 101- Research based and created specifically for use in after-school settings, the After School KidzMath program is an enrichment curriculum designed to promote mathematical learning and social development. Closely aligned with the standards of the National Council of Teachers of Mathematics, the program includes cooperative games and literature-based story guide activities that give children opportunities to practice and build key mathematical skills and concepts in fun, engaging ways, and become confident math learners.

Kid's College simplifies the process of differentiating instruction and engaging students. This unique computer web-based program, developed by the company "Learning through Sports", combines _adaptive technology and common core standards-aligned virtual curriculum_ and interactive sports video games to deliver effective, targeted and engaging instruction.

2.   List program goals to be achieved and project the number of people that will obtain the achievements.

Goal: To provide academic enrichment services and activities that enhance the overall academic performance of participants in the core content areas of reading, math, and science.

Process Objectives with Measurable Outcomes
1.   To implement afterschool and summer programs that will increase the knowledge and skills of participants in the core content areas of math and reading.
   1.1 By the end of each program year, 50% (75 members) of the members participating in **Club Academy** will have raised their grades in the core content areas (or have them remain the same, if S's/A's) according to their school report card.
2.   To improve members reading and literacy skills through Kid's College.
   2.1 By the end of the program year, 50% (75 members) of members enrolled in **Club Academy** will meet or exceed reading proficiency for their grade level, as measured by the Kid's College program.
3.   To improve members math skills through Kid's College.
   3.1 By the end of the program year, 50% (75 members) of members enrolled in **Club Academy** meet or exceed math proficiency for their grade level, as measured by the Kid's College program.

SECTION IV - SCORING CRITERIA

This scoring criterion is a primary tool in which grants awarded will be determined.

Agency Response is required: Your responses will be evaluated by Board members and Staff.

AGENCY:	Boys & Girls Clubs of Pitt County
PROGRAM:	Club Academy

Evaluation Criteria:				**AHLC Criteria:**		**AGENCY RESPONSE**
1.	**NEED FOR THE SERVICE**	Does the Program address a Priority Need in accordance with the City's Consolidated Plan to HUD (listed in column on the right)	#1 – Housing Services	30	Board member scoring will not exceed 30 points	# 3 Community Service Points:
			#2 – Special Needs	25		
			#3 – Community Services	20		
			#4 – Community Facilities	15		
			#5 – Businesses & Jobs	10		
			#6 – Infrastructure	5		
			#7 – Neighborhood Services	5		
2.	**INTERNAL AND EXTERNAL CONSISTENCY**	Can program strategies described in the proposal be reasonably implemented? Do the strategies make sense and appear achievable? Are expectations realistic?		**Board member scoring 10 Maximum points**		Yes, the numbers of participants along with the program offerings are reasonable and very achievable. Points:
3.	**LEVERAGING**	Will the agency utilize funds from other resources to implement program services or rely solely on the City's funding?		**Board member scoring 15 Maximum points**		The agency will use foundation funds along with operational funds to support the program. Potential for additional funding. Points:
4.	**SELF-SUFFICIENCY**	Does the program services provide for empowering independence upon successful completion?		**Board member scoring 10 Maximum points**		Yes, the program, once it achieves the successes proposed, will be very marketable to funding sources. Points:
5.	**INNOVATION AND PARTNERSHIPS**	Is the program a new or creative approach in meeting an established priority need? Does the program exhibit originality in its delivery and is not a duplication of any program implemented by another agency and/or serving the same neighborhood?		**Board member scoring 10 Maximum points**		Yes, the program combines several research based activities to achieve a desired outcome. There are few services provided in the neighborhood; therefore no duplication. Potential for additional partnerships Points:
6.	**FINANCIAL FEASIBILITY**	Do program costs appear reasonable and necessary in delivering proposed services?		**Board member scoring 5 Maximum points**		Yes, given then number of participants and the frequency of participation. Points:
7.	**PERFORMANCE**	Did the agency submit the proposal in its entirety and were responses to questions thorough enough to ascertain program intentions, processes and target population?		**Board member scoring 10 Maximum points**		Yes Points:
8.	**DIRECT BENEFIT**	Does the agency's proposed program and services benefit low income persons?		**Board member scoring 10 Maximum points**		Yes, Points:
				Total	**100**	

Club Academy
Grady-White Boats/E.R. Lewis Family Club

I. Overview

Boys & Girls Clubs of Pitt County is proposing to develop and implement a comprehensive academic support program entitled *Club Academy* at the Grady White Boats/E.R. Lewis Family Club (GWB/ERL Club). *Club Academy* will target 50 children in grades K-2 and offer a broad array of specialized services, programs and activities designed to reinforce and complement the regular academic school-day. *Club Academy* will be a year long program featuring four core components (listed below) that integrate technology into the learning process. Boys & Girls Clubs of Pitt County is respectfully requesting the Eddie and Jo Allison Smith Family Foundation consider funding this program at $55,000 per year for 3 years; with continued funding contingent on annual evaluations. It is the intent of the Boys & Girls Clubs for this program to serve as a pilot program that can be replicated in all of the Clubs in Pitt County.

II. Need

Boys & Girls Clubs traditionally serve youth from economically disadvantaged households located in low-income communities, 84% of the children that attend the GWB/ERL Club qualify for free and reduced lunch. Research indicates that children from low-income families (children who receive free and reduced lunch rate) are at higher risk of falling behind academically, failing one or more subjects, or lacking the resources needed to complete homework and school assignments. The current graduation rate in Pitt County is 73%. Boys & Girls Clubs can play a vital role in increasing the academic success of Club members. The Club makes every effort to reach out, recruit, and serve disadvantaged youth and provide programming that enables them to reach reading, math and science proficiencies. *Club Academy* will further support the work of Pitt County Schools by enabling Club members to obtain proficiency in reading and math.

III. Project Details

Goal: To provide academic enrichment services and activities that enhance the overall academic performance of participants in the core content areas of reading, math, and science.

Process Objectives with Measurable Outcomes

1. To implement afterschool and summer programs that will increase the knowledge and skills of participants in the core content areas of math, reading, and science.

    1.1 By the end of each program year, 50% of the members participating in *Club Academy* will have raised their grades in the core content areas (or have them remain the same, if S's/A's) according to their school report card.

2. To improve members reading and literacy skills through Kid's College and KidzLit.

    2.1 By the end of the program year, 70% of members enrolled in *Club Academy* will meet or exceed reading proficiency for their grade level, as measured by the Kid's College program.

3. To improve members math skills through Kid's College and KidzMath.

   3.1 By the end of the program year, 70% of members enrolled in *Club Academy* meet or exceed math proficiency for their grade level, as measured by the Kid's College program.

4. To improve member science skills through Kid's College and Science Explorer.

   4.1 By the end of the program year, 70% of members enrolled in *Club Academy* will meet or exceed science proficiency for their grade level, as measured by the Kid's College program.

Four Core Components of *Club Academy*

1. KidzLit 101

KidzLit 101- After school KidzLit is an evidence-based after school literacy program that fosters young people's motivation to read and helps them develop reading skills and competencies based upon the latest research that documents students' learning patterns. KidzLit utilizes a wealth of strategies and activities built around 100 compelling and carefully selected, age-appropriate grade/reading level books for instructors to read with students and for students to be able to read on their own and/or check out during library time. The books cover a wide range of formats and genres: picture books, chapter books, fiction, nonfiction, biography, autobiography, and poetry. Activities are designed with after school in mind—to be active, engaging, and fun. The academic focus is promoted by engaging activities that spark young people's interests in and enjoyment of reading, and appropriate for the informality of after-school settings. "KidzLit "is based upon research from the Communities Organizing Resources to Advance Learning; the National Center for Research, Evaluation, Standards, and Student Testing; and Developmental Studies Center which showed an increase in reading overall, reading efficacy, vocabulary gains, ability to express ideas and critically think, and increases in altruistic behavior.

2. KidzMath 101

KidzMath 101- Research based and created specifically for use in after-school settings, the After School KidzMath program is an enrichment curriculum designed to promote mathematical learning and social development. Closely aligned with the standards of the National Council of Teachers of Mathematics, the program includes cooperative games and literature-based story guide activities that give children opportunities to practice and build key mathematical skills and concepts in fun, engaging ways, and become confident math learners. The materials and activities are designed to be adaptable to a variety of after school settings including whole-group activity time, free-choice time, math clubs, and individual tutoring. Materials include over 50 cooperative math games and story guides. The Developmental Studies Center found that participants in KidzMath improved their level of mathematics skill and understanding, were helped by the program to feel more positive about mathematics, enjoyed the games and story guide activities, and improved their relationships with others through playing math games.

3. Science Explorer 103

Science Explorer 103- Science Explorer is a hands-on experiential science program that introduces children to the scientific approach and helps them develop problem-solving skills, think critically, and succeed in school as curious learners. Science Explorer was created by the Exploratium, a leader in inquiry-based hands-on education, which developed the program based upon research. This learn-by-doing approach to science and math education invites exploration of important principles and helps students learn by asking questions and experimenting.

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4. Kid's College

Kid's College simplifies the process of differentiating instruction and engaging students. This unique computer web-based program, developed by the company "Learning through Sports", combines _adaptive technology and common core standards-aligned virtual curriculum_ and interactive sports video games to deliver effective, targeted and engaging instruction. One-of-a-kind STRIDE™ _adaptive technology diagnoses an individual student's strengths and skills gap on grade-level strands, then automatically scaffolds curriculum up or down to accelerate or remediate the student accordingly._ Kid's College adaptive technology navigates each student along individualized grade level appropriate courses of learning for K-8 students in math, reading/ literacy, and science. Kid's College tracks progression or regression, generating a valuable suite of data reports that are automatically emailed each week to the instructors of the program to monitor student progress. _The key features of the program are bulleted below:_

- **Standards-Based Content:** Kid's College is aligned with North Carolina state and common core standards in math, reading, and science, so Club members who participate in Kid's College improve their academic skills and state test performance.

- **Assessment (Skills Gap Identifier Report)** Kid's College online assessment quickly and easily identifies skills gaps and monitors progress. The program generates appropriate activities for members based on their skill gaps and works on those gaps until they achieve mastery in them. The system then will keep working until at or above grade level.

- **Customized Instructional Workbooks** Kid's College automatically generates a customized instructional workbook for each Club Member targeting his or her needed skills. This instructional workbook is ideal for members as they are tutored.

- **Adaptive Technology** Kid's College automatically adjusts online curriculum to remediate or accelerate learning, easing the responsibility on staff members for assigning individualized instruction.

- **Self-Paced** Club Members are at no risk of embarrassment if they do not know a correct answer or if they work at a different level or pace than their friends. Educational Hints can be enabled for extra help.

- **Interactive Web-Based Learning** Today's digital learners are naturally engaged by interactive, web-based lessons. Kid's College makes engaging skills practice available 24/7 from any Internet connection.

- **Exciting Sports Video Games** Club Members are rewarded for correct answers on Math, Reading/ Language Arts, and Science questions, allowing them to enjoy a brief activity in their favorite sports video game (football, volleyball, baseball/softball, snowboarding, basketball or soccer). Kid's College sports video games are exciting rewards for youth.

- **Accountability & Documentation** Reports are automatically generated to report utilization, performance and progress data critical to keeping and expanding funding opportunities.

- **Parent Involvement** The program supports parent involvement goals by emailing parents timely student program reports.

IV. Budget

Education Director (including fringe benefits)	$36,000
Office Supplies for Education Director	$1,000
KidzLit Program	$1,800
KidzMath Program	$1,500
Science Explorer Program	$750
Kid's College Program	N/A (funded by another source)
Staff Development (attending the National BGCA Education Summit)	$2,000
Materials and Supplies	$2,500
Technology- 20 ipads to be used for Kid's College, 1 laptop for Education Director	$8,500
Bean Bag Chairs for reading centers	$500
Tables & Chairs for Cooperative Learning Centers	$450
Total	**$55,000**

National Community Development Week, 2013
April 1st – 6th

Community Development Department/Housing Division
City of Greenville, NC

Wednesday, April 3, 2013: Opening Ceremony
Location: Thomas Foreman Park, 400 Nash Street
Time: 10AM-12Noon
Target Population: Invitees

Thursday, April 4, 2013: Housing Fair
Location: 901 W. Fifth Street
(vacant lot adjacent to The Little Willie Center)
Time: TBD
Target Population: General Public

Friday, April 5, 2013: Tour of Community Development Activities
Location: Various
Time: 10AM-12Noon
Target Population: Invitees

Saturday, April 6, 2013: Homeownership Workshop
Location: TBD
Time: 8:00AM-4:30PM
Target Population: General Public
(Potential Homebuyers)