

From: Margaret Heard [mheard@netins.net]
Sent: Saturday, April 25, 2009 7:21 PM
To: Chastain, Amy
Subject: 2009 Boost4Families Grant Report

GRANT APPLICATION COVER PAGE (Attachment A)

Name of Applicant Organization: Kids and Kinship

Address: 600 East 3rd Street Apt. 11
Villisca, Iowa 50864

Phone: (712)-826-4061

Contact Person: Margaret Heard-Executive Director

Board of Directors Chairperson of Applicant: Leland Carmichael

Our organization is private and non-profit.

Tax Exempt Status [e. 501 C (3)]: City

Federal ID#: 51-0573663

Name of Project: Boost4Families Kids and Kinship Mentoring

Target Population of Project: 4-18 years old

Category: Existing Project

Total amount requested from Boost4Families \$45,888

In-Kind Contributions/10% Match \$4,588

Other funding secured for this project \$500

TOTAL PROGRAM COST \$45,888

I certify that I am duly authorized to commit and assurances for the applicant, and therefore agree to comply with all the provisions of the Request for Proposal, and to the best of my knowledge, the information contained in this application is correct and complete.

Signature of authorized Officer/Director of Applicant

Date

Title

Attachment B

Proposal Check List

Proposal Components **Proposal Page #**

Cover Page	1
Proposal Check List	2
Action Plan/Project Narrative	3-7
Budget Detail	8
Budget Narrative and Sustainability	9

Applicant Name: Kids and Kinship
600 East 3rd Street Apt. 11
Villisca, Iowa 50864

Narrative

Kids and Kinship is a private, nonprofit organization which believes in and promotes the concept of youth mentoring. We are an affiliate member of a larger national Kinship organization with their Midwest headquarters located in Minneapolis, MN. The national Kinship Inc. organization has more than 50 years of mentoring experience and serves as regulators of all Kinship affiliate offices.

We are requesting \$45,888.00. This is more than in the past as we have gone from fourteen matches two years ago to serving 52 kids in four different mentoring modes this year.

Kinship's goal is to make sure every child who wants and needs one can get a mentor. In Montgomery county Iowa 25% of the population are 17 years and younger and more than 25% of these children are from single parent families. This is higher than the state average.

Kids and Kinship takes referrals for children needing an extra positive adult role model .These referrals generally come from school system, law enforcement, church, social services, Doctors, or the parents themselves. Kinship obtains adult mentor volunteers who after being thoroughly interviewed, screened, and cleared through a federal background check are willing to spend consistent time each week role modeling one on one in one of four different mentoring scenarios. After the child and adult mentor are screened and interviews completed the Kinship Director then matches the mentor/mentee according to mutual interest and needs.

Kids and Kinship serves children between the ages of four and eighteen. These children would normally be from single parent or disruptive families.

Action Plan/Purpose of Proposal/Evaluation:

Goal 1: To provide emotional support for the children, families, and mentors in our program.	
<u>Objectives & Activities</u> <ul style="list-style-type: none"> • Employ adequate, trained personnel • Match children accepted into our program with eligible adult mentors • Involve professional support services for families on issues beyond our scope of expertise • Provide information and resources to parents/families on issues relating to parenting and healthy family living skills • Provide orientation, training, and follow-up support services for mentors 	<u>Measurable Outcomes</u> <ul style="list-style-type: none"> • One project coordinator/support staff is hired • Kinship staff attends, at minimum, 2 training sessions per year in areas related to mentoring, family living skills, or child development • Increase mentoring matches by 20% over the next 3 years • Families are referred to appropriate professional services/resources • Participate with children & families (when necessary) in professional counseling or planning sessions, to provide support and assistance • Two parenting workshops are offered each year • A minimum of two newsletters per year are mailed to families & mentors • One orientation/training session is provided for approved mentors prior to being matched • A minimum of two mentor workshops are conducted per year • A minimum of two mentor support group meetings are organized per year • Contact is made with new matches (<1 year) on a monthly basis & seasoned matches (1+ years) quarterly for follow-up

Goal 1: To provide emotional support for the children, families, and mentors in our program	
<u>OUTCOMES</u>	<u>EVALUATION METHODS/TOOLS</u>
<i>Objective: Employ adequate, trained personnel</i>	
One project coordinator/support staff at .25 FTE is hired at .75 FTE	Resumes; the 2 proposed staff positions are filled
Kinship staff attends, at minimum, 2 training sessions/year in areas relating to mentoring, family living skills, or child development	Attendance at training/conferences; employee monthly and annual reports
<i>Objective: Match children with eligible adult mentors</i>	
Increase mentoring matches by 20% over 3 years	Client/mentor applications and files

Objective: Involve professional support services for families on issues beyond our scope of expertise	
Families are referred to appropriate professional services/resources	Referral logs
Participate with children & families in professional counseling or planning sessions, to provide support & assistance	Client files
Objective: Provide information and resources to parents/families on issues relating to parenting and healthy family living skills	
Two parenting workshops offered each year	Total of 2 workshops planned and completed
A minimum of 2 newsletters/year mailed to families & mentors	Total count of 2 or > newsletters created and mailed
Contact made with new matches on a monthly basis and seasoned matches quarterly for follow-up	Phone logs; follow-up logs; client files
Objective: Provide orientation, training, and follow-up services for mentors	
One orientation/training session provided for approved mentors prior to being matched	Orientation/training sessions held when 2 or > mentors approved
A minimum of 2 mentor workshops conducted per year	Total of 2 or > workshops organized and conducted
A minimum of 2 mentor support group meetings organized per year	Total of 2 or > support group meetings planned and promoted
A minimum of 2 newsletters/year mailed to families & mentors	Total count of 2 or > newsletters created and mailed
Contact made with new matches on a monthly basis and seasoned matches quarterly for follow-up	Phone logs; follow-up logs; client files

Goal 2: Evaluating our outcome and success		
EVALUATION METHOD/TOOL	HOW OFTEN ASSESSED:	INFORMATION/DATA/FEEDBACK INTENDED TO OBTAIN
Assets checklists	Administered at entrance, then every 2 years	Checklists given individually from 4 th -12 th grade to gauge personal asset development in all aspects of human growth/development`
Applications	Upon applying	Applications used to review personal background information in the screening and acceptance/hiring
Interviews	Upon applying	Interviews will target specific, personal information that will be used to screen individuals and develop profiles – information will asses quality & quantity of interested volunteers/personnel
Follow-up	Monthly (>1 yr) &	Mentors & families personally contacted by

Contact	Quarterly (1+yrs)	Director for qualitative feedback on experiences; Assess families'/mentors' perception on child's behavior, performance, ect.; Director also available to field questions or concerns and offer support
Evaluations	Annually (match); per select event; at closure	Evaluations solicited from mentors & families for qualitative feedback on experiences of program overall; may request feedback on some events/activities to assess effectiveness
Logs: Attendance, Referral, Phone	On-going	These records will track the amount of work being conducted, as well as document interest and supports provided (quantitative)
Employee Reports	Monthly/1 Annual	Reports generated to illustrate work conducted & activities completed during the month/year
Report Cards	Per semester	Targets kids with academic risk: to assess academic progress, school attendance, and issues with behavior at school

Goal 3: To expose children in our program to various experiences they may not otherwise encounter	
<u>OUTCOMES</u>	<u>EVALUATION METHODS/TOOLS</u>
Objective: Provide scholarships to children to attend a summer camp experience	
<ul style="list-style-type: none"> A minimum of 10 children will attend summer camp 	Receipts; Follow-up contact; Evaluations
Objective: Introduce children to a variety of cultural activities/events (including arts, sports, sciences, cultural fairs, ect.)	
<ul style="list-style-type: none"> Arrangements to attend a minimum of one cultural event will be made each year 	Employee reports; Attendance logs; Evaluations; Assets checklists
<ul style="list-style-type: none"> A minimum of two activities will be sponsored per year to draw children into drug-free celebrations & hobbies (i.e. fishing, camping, skating, hiking, ect.) 	Employee reports; Attendance logs; Evaluations; Assets checklists
<ul style="list-style-type: none"> A minimum of one environmental project or environmental learning opportunity will occur each year 	Employee reports; Attendance logs; Evaluations
<ul style="list-style-type: none"> Children will perform one community service project or participate in one service learning project each year 	Employee reports; Attendance logs; Evaluations; Assets checklists
Objective: Encourage activities that promote respect for the natural world	
<ul style="list-style-type: none"> A minimum of one environmental project or environmental learning opportunity will occur each year 	Employee reports; Attendance logs; Evaluations

<i>Objective: Teach children the importance of community</i>	
<ul style="list-style-type: none"> Children will perform one community service project or participate in one service learning project each year 	Employee reports; Attendance logs; Evaluations; Assets checklists
<i>Objective: Model/Teach life skills</i>	
<ul style="list-style-type: none"> A minimum of one workshop/activity will be organized to teach children an important life-skill (i.e. good hygiene, cooking, anger-management, ect.) 	Employee reports; Attendance logs; Evaluations; Assets checklists
<i>Objective: Offer various fun group activities</i>	
<ul style="list-style-type: none"> Arrangements to attend a minimum of one cultural event will be made each year 	Employee reports; Attendance logs; Evaluations; Assets checklists
<ul style="list-style-type: none"> A minimum of two activities will be sponsored per year to draw children into drug-free celebrations & hobbies (i.e. fishing, camping, skating, hiking, ect.) 	Employee reports; Attendance logs; Evaluations; Assets checklists
<ul style="list-style-type: none"> A minimum of one environmental project or environmental learning opportunity will occur each year 	Employee reports; Attendance logs; Evaluations; Assets checklists
<ul style="list-style-type: none"> Children will perform one community service project or participate in one service learning project each year 	Employee reports; Attendance logs; Evaluations; Assets checklists

DETAILED BUDGET (Attachment C)

Description of Expenses	Proposal Request	Other Funding	In-Kind Match
Salaries:			
Executive Director-3/4	\$21,600		
Administrative-1/4	\$7200		
SUBTOTAL	\$28,800		
Benefits:			
<i>FICA</i>	\$3,200		
SUBTOTAL	\$3,200		
Training/Travel:			
<i>Registration fees</i>	\$200		
<i>Out of area travel</i>	\$1,600		
<i>In area travel</i>	\$600		
SUBTOTAL	\$2,400		
Office Supplies:			
<i>Postage</i>	\$500		
<i>Printing</i>	\$300		
<i>Supplies</i>	\$500		
SUBTOTAL	\$1,300		
Program Materials:			
Participant materials	\$1,500		
SUBTOTAL	\$1,500		
Equipment:			
Purchase	\$800		
Rental	\$1,000		
Maintenance	\$300		
SUBTOTAL	\$2,100		
Purchased Services:			Volunteer Drives:
Participant Transportation	\$500		\$2,900
Facility rental	\$2,400		
SUBTOTAL	\$2,900		
Subcontract Services:			Grant writing
Subcontract with other agencies	\$2,000		Services: \$2,000
SUBTOTAL	\$2,000		
SUBTOTAL	\$42,200		
Indirect Cost	\$1,688	Indirect Fundraising: \$840	
TOTALS	\$45,888	\$840	\$4,900

Attachment C

Budget Narrative

Kids and Kinship's budget request is larger this year because the program is four times as large as it was in last year's budget request. We are offering three new mentoring initiatives in addition to our one on one original program in an effort to reach more kids on the waiting list.

Through this effort we went from serving 14 kids to now serving 52 kids.

Sustainability

We will continue applying for any available grants. We will continue to pursue foundation giving and private donations as well as fundraising. We will appreciate anything Boost4Families can give us and scale back accordingly to our budget.