

A. GRANT APPLICATION COVER PAGE (Attachment A)

Name of Applicant Organization: Nishna Valley Family YMCA

Address: 1100 Maple Street
 Atlantic, IA 50022

Phone: 712-243-3934 Fax: 712-243-3934

Contact Person: Dan Haynes

Board of Directors Chairperson of Applicant: Steve Tjepkes

Is your organization

- Private School Public School
- Private Not for Profit Government
- Private for Profit Other _____

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

Federal ID#: 42-0844143

Name of Project: Early Childhood Development Center Start-up Grant

Target Population of Project: Cass County Children Ages six weeks to five years old

Category New Project Existing Project

Total amount requested from Boost4Families	\$ <u>25,000</u>
In-Kind Contributions/10% match	\$ <u>37,816</u>
Other funding secured for this project	\$ <u>0</u>
TOTAL PROGRAM COST	\$ <u>312,816</u>

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
Executive Director

April 30, 2009
Date

B. Project Narrative

1. Description of Organization:

The Nishna Valley Family YMCA is a 501©3 not-for-profit organization headed by a 12 person volunteer Board of Directors. Seven full-time staff carry out the mission of the organization. We received our first charter in 1890.

The Nishna Valley Family YMCA's purpose is to provide programs and services to the Cass County area that address the needs of our constituency and promote strong kids, strong families, and strong communities. On an average we provide over 40 different programs from youth through adult in the use of our state of the art facility of over 46,000 square feet. We also provide membership and program scholarships for youth and families who can't afford the regular fees. In 2008 the YMCA provided scholarships and subsidies to over 200 families totaling over \$60,000. The contact person for the Nishna Valley Family YMCA is Dan Haynes, the Executive Director.

2. Amount Requested:

The Nishna Valley Family YMCA is requesting \$25,000 to assist in the startup of the Ann Wickman Child Development Center to provide high quality childcare for children six weeks through five years of age.

3. Purpose of Request:

The Nishna Valley Family YMCA's goal is to operate the first ever child development center that is specifically built for the sole purpose of the development of the young child from 6 weeks through five years for Atlantic, Iowa. In doing this the YMCA will provide quality 0-5 programming that will enhance child well-being, reduce the likelihood of child abuse, and promote positive family and community relationships. This is in keeping with the Boost4Families purpose and leads to this request. We are asking Boost4Families for a first year operating grant of \$25,000 to supplement the first year of operation so that this new asset to the community can get off to a strong start in providing children with the highest quality care.

4. Detailed Project Description:

The YMCA has entered into an agreement with Southwest Iowa Family Services to be the operator of the new Ann Wickman Child Development Center in Atlantic Iowa. The new center construction is scheduled to begin June 1, 2009 and be completed in the Spring of 2010.

As everyone knows, the start-up of any new enterprise is challenging and expensive. A not for profit child development center is no different and probably more challenging as there are many local, state, and federal requirements to meet for physical facilities and operations. We also intend to participate in the Quality Rating Scale which can also require additional standards.

As a new start-up operation there will be staffing requirements to prepare for the opening day. This staffing and preparation are needed to help meet the quality

guidelines and must be done prior to opening. The dilemma is that no operating revenue is being generated since the facility is not open, making the first year financial picture very bleak without an infusion of operating funds from the outside.

Our hope is that Boost4Families will approve a start-up operating grant to supplement our first year budget. We would like this new child development center to get off to a good start in building strong kids, strong families, and strong communities, which are in keeping with the goals and priorities of Boost4Families.

5. Target Population:

This new facility will be providing child care service for children from six weeks old through five years. Many families with children live outside Atlantic and commute in for work so this facility can serve a wide geographic area. This new facility will be the only licensed child development center serving this population in Atlantic.

6. Project Outcome:

Our projected outcomes for this facility mirror the principles outlined by Boost4Families proposal objectives.

- The Quality Rating Scale guidelines will be followed that have been proven to give children the best possible start in life.
- All staff will be certified in their area of expertise, before opening and will be required to attend no less than 5 hours of continuing education training per year, so that all children are cared for by a loving and nurturing adult.
- Our facility will meet the environmental rating scale guidelines to ensure that children are surrounded by the people and things that create an upward cycle of health, non-violence, and responsibility.
- Provide a one stop shop for a seamless system of licensed childhood services from six weeks of age through 5th grade to include childcare, preschool, before and after school care, and summer care.
- Provide monthly special event programming to promote and strengthen families and their ties to the community and agencies that support them.

7. Strategies needed to implement project:

a) The YMCA Board of Directors has commissioned a new committee to oversee the operation of the new center. This committee will be made up of the new center director, two YMCA Board Members, a member of the Southwest Iowa Family Services Board, two parents of participating children, the YMCA Executive Director and 1-2 community members.

b) The committee will begin recruiting a center director once construction begins to start three months prior to the opening of the facility. All other staff will be recruited to start training part time one month prior to opening.

c) Develop and implement plans to open up and successfully administer childcare programming. Monitor, review, and evaluate the program components.

- d) Identify funding streams and raise funds to develop the center into a self sustaining program.
- e) Develop a long-range plan for the CDC program and identify key annual planning targets to develop the program goals.
- f) Ensure the implementation of programs according to established national and local YMCA policies and procedures as well as local and state quality standards.
- g) Work with the YMCA Board of Directors to ensure a balanced fiscal operation.

8. Sustainment of Project:

The YMCA will proceed with this project working closely with the Southwest Iowa Families Services Board, local agencies and businesses to secure funding and write grants to give this new asset for our children the very best possible start. We will collaborate with our YMCA state and national colleagues to advocate positive legislation and to secure joint funding opportunities that will benefit childcare in our area. We will draw heavily on the YMCA of the USA's expertise as the YMCAs are the largest provider of childcare in the United States.

9. Minimum Funding:

This project will proceed no matter what the funding. However, services, environment, or training may only meet minimum standards if this grant is not secured. This could be detrimental to subsequent years of operation. A good first impression and good start for the center is critical for the long term success of the center and this grant could be what makes the difference. This project will be a landmark accomplishment and a true feather in the cap for Cass County and Atlantic in the area of early childhood development. We are hoping that at least \$20,000 would be funded however like any not-for-profit we will accept any amount.

10. How will we know if the project is successful?:

Our facility will be at capacity and we will be giving the children the very best start to their life using early childhood proven practices. We will be a positive influence in the lives of the entire family, and build connections within the community for parents and for us as an organization.

11. Measurement of Success:

Success of the project will be measured in several ways:

- We will strive to be at 80% of capacity by the end of the first year.
- The facility will reach no less than a 4 Star rating on the Quality Rating Scale by the end of the second year.
- We will have an 80% retention rate of eligible clients each year.
- We will conduct parent/child/family surveys twice a year to get feed back suggestions, and data to plan and improvement.
- Individual child progress will be measured within the Creative Curriculum format.

Attachment B

**BOOST4FAMILIES
CASS/MILLS/MONTGOMERY
Prevention, Early Intervention, and Family Well-Being Project
FY10 Request for Application**

Proposal Check List

<i>Proposal Components</i>	<i>Proposal Page #</i>
Cover Page (Attachment A)	Page 1
Proposal Checklist (Attachment B)	Page 5
Action Plan/Project Narrative	Pages 2,3,4
Budget	
Budget Detail (Attachment C)	Page 6
IRS Tax Form	Page 7

Applicant Name: Nishna Valley Family YMCA

Financial Information (Attachment C)

DESCRIPTION OF EXPENSES	PROPOSAL REQUEST	OTHER FUNDING (IDENTIFY SOURCE)	OTHER FUNDING (IDENTIFY SOURCE)	IN-KIND MATCH
Salaries: <i>Center Director 1FTE \$35,000</i> <i>Childcare Providers 10FTE \$187,000</i> SUBTOTAL \$222,000	\$20,000 \$ 5,000 \$25,000	Fees \$159,184	YMCA \$37,816	
Benefits: <i>FICA</i> <i>\$16,983</i> <i>IPERS/Retirement</i> <i>\$1,750</i> <i>Health</i> <i>\$8,400</i> <i>Dental</i> <i>0</i> <i>Other</i> <i>0</i> SUBTOTAL \$27,133		Fees \$27,133		
Training/Travel: <i>Registration fees</i> <i>\$2,000</i> <i>Out of area travel</i> <i>\$2,000</i> <i>In area travel</i> <i>\$1,000</i> SUBTOTAL \$5,000		Fees \$5,000		
Office Supplies: <i>Postage</i> <i>\$2,000</i> <i>Printing</i> <i>\$4,000</i> <i>Supplies</i> <i>\$5,000</i> SUBTOTAL \$11,000		Fees \$11,000		
Program Materials: <i>Curriculum</i> <i>\$3,000</i> <i>Participant materials</i> <i>\$3,000</i> SUBTOTAL \$6,000		Fees \$6,000		
Equipment: SUBTOTAL 0				
Purchased Services: <i>Participant Transportation</i> <i>\$2,000</i> <i>Food Services</i> <i>\$25,000</i> SUBTOTAL \$27,000		Fees \$27,000		
Subcontract Services: <i>Subcontract with other agencies</i> SUBTOTAL 0				
Other: Utilities \$11,000 Insurance \$3,683 SUBTOTAL \$14,683		Fees \$14,683		
Indirect Cost (not to exceed 8%)				
TOTALS \$312,816	Subtotal B4F \$25,000	Subtotal Fees \$250,000	Subtotal YMCA \$37,816	

Internal Revenue Service

Department of the Treasury

District
Director

Person to Contact: EO:TPA

YOUNG MENS CHRISTIAN
ASSOCIATION
703 E 14TH ST
ATLANTIC IA 50022

Telephone Number: 1-800-829-1040
312-435-1040

Refer Reply to: 93-1392

Date: April 1, 1993

RE: EXEMPT STATUS
KIN: 42-0844143

This is in response to the letter, dated March 9, 1993, regarding your status as an organization exempt from Federal income tax.

Our records indicate that a ruling letter was issued in February, 1961, granting your organization an exemption from Federal income tax under the provisions of Section 501(c)(3) of the Internal Revenue Code of 1954. Our records also indicate that your organization is not a private foundation but one that is described in Section 509(a)(1) & 170(b)(1)(A)(vi) of the Internal Revenue Code.

Contributions made to you are deductible by donors in computing their taxable income in the manner and to the extent provided in Section 170 of the Internal Revenue Code.

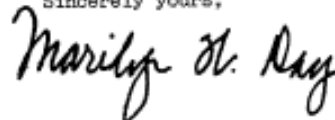
If your gross receipts each year are normally \$25,000 or more, you are required to file Form 990, Return of Organizations Exempt from Income tax by the fifteenth day of the fifth month after the end of your annual accounting period.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under Section 511 of the Code. If you are subject to this tax, you must file an income tax return on F-990-T.

If any question arises with respect to your status for Federal income tax purposes, you may use this letter as evidence of your exemption.

This is an advisory letter.

Sincerely yours,



Marilyn W. Day
District Director

