Kindergarten Ready

2022-23 Doing Good - Community Fund

Duke Office of Durham and Community Affairs

Sandra Martinez-Zuniga   smm107@duke.edu
400 W Chapel Hill St   O: 919-684-6960
Suite 500
Durham, NC 27701

Sandra Martinez-Zuniga

sandra.martinezzuniga@duke.edu

Application Form

Information and Eligibility

Correct Application*

This application is for our Community Grant. Our other grants are listed below.

Our other grants include:
- Building Healthy Communities Charitable Grant Fund
- Doing Good - Education and Employment
- Doing Good - Health
- Doing Good - Housing & Neighborhoods

Please click on the Apply menu at the top of this screen to access Building Healthy Communities Charitable Grant Fund.

I am applying for the correct grant application.

Yes

Triangle nonprofits can apply for Duke Doing Good funding through the Doing Good – Community Fund. Since the fund was created in 2009, more than a hundred nonprofits have received grants for projects meeting significant community needs.

Annual Grant Cycle
The application window for 2022-23 funding is Sept. 20 - Oct. 17, 2022. There will be an Applicant Orientation on Sept. 27,2022.

The review process runs mid-October through mid-November and applicants will be notified of decisions in late November. Recipients must submit final grant reports by August 30, 2023.

Award Amounts
Grants range from $1,000 to $5,000.

Eligibility Requirements - Themes

In the Spring of 2017, Duke Office of Durham & Community Affairs staff consulted subject matter experts as well as researched community priorities set by Durham County, Wake County and Orange County governments to form Community Fund themes. The themes are:

Affordable Housing – Working toward a vibrant, safe, and stable community for Triangle residents of all income levels and diverse backgrounds.

Child Development & Education — Providing enrichment and learning for Triangle children starting at infancy through 8th grade with a special focus on children living in poverty.

Environment & Sustainability – Organizing programs that strengthen community awareness, advocacy, or

stewardship for environmental issues and sustainable "green" behaviors.

Food Access & Education — Helping Triangle residents access affordable and nutritious food and creating a culture of healthy eating.

Healthy Communities — Supporting health and wellness initiatives that positively promote the physical and mental well-being of individuals and their communities. Projects must address one of the following issues: chronic illnesses, mental health, obesity, sexual & reproductive health (maternal health, sexually transmitted infections, teen pregnancy), substance abuse.

Young Adult Empowerment & Education — Developing enrichment, empowerment, and training programs to help high school students as well as 18 - 24 year olds achieve economic resilience and a fulfilling social and civic life.

Eligibility Requirements - Criteria*

All projects and organizations must also meet the following eligibility criteria:

• The project, key partners and benefits must be located in Durham, Orange or Wake counties.

• The project must align with one of the Community Fund themes described above.

• **The grant applicant must be a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code or must have the consent of a 501(c)(3) organization to serve as fiscal agent.** Written confirmation by the 501(c)(3) organization of its willingness to serve as fiscal agent is required. **At this time, individual schools (public, private, charter or otherwise), school systems and parent-teacher or booster organizations may not apply.**
• **Organizations may only receive a DGCF grant three years in a row.** Organizations that have received grants three years in a row must take one year off before reapplying.

• **Past DGCF grant recipients must have completed all previous award requirements, including final reports by the time the application is due.**

• The proposal must not fund deficit or emergency funding, debt reduction, loan repayment or retirement, or project costs incurred before the effective date of the grant.

• **Funding will not be awarded to reimburse program staff or volunteers for travel mileage.**

• **The proposal must not fund political programs or activities to support, change, lobby, or otherwise influence legislation and/or ballot measures, candidacies for public office, or other political issues.**

• The proposal must not fund any organization that discriminates on the basis of age, gender, race, ethnicity, religion, disability, sexual orientation, national origin or political affiliation.

• The fund may support organizations and projects that target groups that have been subject to historical discrimination.

• The proposal must not fund religious activities; however, religious institutions may apply for funding for nonsectarian projects.

• The proposal must not fund the purchase of real estate or long-term real estate rental, lease, or sub-lease expenses.

• The proposal must not fund the purchase of alcoholic beverages, or any activity that primarily consists of a banquet or meal.

• The proposal must not exclusively benefit Duke University or Duke University Health System employees or students.

I meet these requirements

Attestation Statement*

The Duke Office of Durham and Community Affairs promotes an environment of diversity, equity and inclusion. Do you attest that you have examined your own practices and commit to actions that address systemic bias and anti-racism within your organizational structure and programming?

Yes

Review Committee

Each grant proposal is reviewed by the Doing Good - Community Fund Review Committee. The 2023 Review Committee will be comprised of Duke employees who represent a variety of departments from across the university and health system.

How to Apply

Please submit your completed application by October 17, 2022, along with any supporting documents.

Questions

Please send any inquiries to Sandra Martinez-Zuniga.

Organization Information

Please note:

- You can save the form as often as you need but remember to submit it by the due date.
- Once you submit your application, you cannot edit the form. Please review your answers before submitting.

We strive to make the Doing Good - Community Fund accessible to non-profits of all shapes and sizes across the Triangle. Please help us learn about the leadership, size, service area, and age of the organizations that apply to the Doing Good - Community Fund.

Is your organization a 501c3?*

Yes

Please provide the year your organization received nonprofit status.*

1990

Mission Statement*

The mission of TCA is to prepare children socially, emotionally, and academically for kindergarten and beyond by developing and supporting the implementation of evidence-based preschool programs across the

Greater Triangle.

Organization History*

Please provide a brief history of your organization.

Triangle Children's Association (TCA) was founded in 1990 by a group of parents and educators in Wake County who needed affordable, high-quality child care for their own families. In 1996, TCA opened its first coop
preschool location in Wake County, closely followed by the opening of a second Wake County location in 2011 and the Durham County location in 2019.

Organization Make Up - Optional

It is helpful to have the following detailed information but we understand if it is not feasible.

We value organizations that demonstrate a commitment to diversity, inclusion, and equity as reflected by the individuals who serve as board members. Please describe how your board of directors and key leadership reflect the people and communities you serve in terms of race, ethnicity, class, gender, and/or lived experiences. Every organization is different and we recognized that advancing equity is an ongoing process so please know that there is no "correct" answer.

*Key leadership staff members are defined as directors who control and direct people/funding/resources in accordance with your mission.

Total number of key leadership staff

[Unanswered]

Percentage of our key leadership staff identify as people of color

[Unanswered]

Percentage of our key leadership staff identify as female

[Unanswered]

Total number of board members

[Unanswered]

Percentage of our board members identify as people of color:

[Unanswered]

Percentage of our board members identify as LGBTQ:

[Unanswered]

Percentage of our board members identify as female:

[Unanswered]

Operating Budget*
What is your organization's total fiscal budget?

$500,000.00

Organization Counties Served*
What counties does your organization serve?

Durham

Other Counties Served
If other counties are served, please list here:

Project Information

Project Contact Name*
Micaela Jackson

Project Contact Title or Role*
Grants Officer

Project Contact Email*
grants@tca.org

Project Contact Phone*
919-123-4567

Funding Amount Requested*
Please indicate the amount of funding you are requesting. The maximum award amount is $5,000.

$5,000.00

Project Name*
Kindergarten Ready

Project Theme Area
Please choose the ONE theme area that best suits your project. A detailed description of each theme is available on our website.

Child Development & Education

Project Description and Fit*

Describe how your project goals and activities are aligned with the Doing Good - Community Fund theme you are applying under.

The "Kindergarten Ready" program includes a research-based curriculum for two classrooms (30 students total) and four parent engagement events. The grant would also provide funding for program coordination. Currently, the program operates in one Durham location, The Center for Learning. With funding, TCA can provide summer programming for two classrooms at The Children's Center (TCC). TCC is located in Northeastern Durham, where access to high-quality summer activities for young children and parent support programs are limited TCA's Kindergarten Ready initiative will concentrate on three key activities: implementing research-based enrichment activities for rising kindergarteners in two classrooms, four parent engagement events, and three evaluations (pre, mid-point, post). TCA in collaboration with The Center for Learning and TCC will host two Kindergarten Ready programs at the centers over ten half-days in June. A lead teacher and an assistant teacher at each location will incorporate classroom and school routines into their daily teaching: teach literacy and math and utilize the research-based curriculum, which builds critical social, school- readiness, and self-regulatory skills that can help young children achieve more and get along with others. Children will receive breakfast, lunch, and transportation each day. Kindergarten Ready centers will host four 1-hour parent engagement events at each location. Events will include 1) a program orientation to learn about the program curriculum, 2) a workshop focusing on positive parenting strategies, how they can support learning at home and what to expect in kindergarten. 3) a workshop about navigating the school system, and 4) an end-of-program event for families to celebrate what their students learned over the summer. Interpretation, printed materials (in English and Spanish), childcare, and food are provided at each event. These workshops are designed for a total of 75 parents.

Project Need*

Clearly describe why there is a need for this project.

Research demonstrates that economically disadvantaged students with little preschool experience are more likely to enter school behind their more economically advantaged peers and that the gap grows over time. These students are more likely to face academic and behavioral challenges and drop out of school. Reaching these children before they enter kindergarten is critical. According to 2010 census data, there are approximately 700 children below the age of four living in the neighborhoods around TCL and TCC. The percentage of children ages 0-4 is higher in this area than in most areas of the city. Key indicators of distress in this community include a 42% adult poverty rate, 58% child poverty rate, high rates of crime, and low rates of homeownership. More than 54% of residents receive public assistance. More than 400 children currently attend TCL and TCC's after-school programming. Approximately 50% of TCL students are Black and 46% are Latinx. More than 97% of students qualify for free/reduced-price lunch. Only 19% of third graders were performing at or above grade level in reading in 2016. Kindergarten Ready addresses the pillars of school readiness as identified by the K-3 NC Policy and Action Coalition: approaches to learning, cognitive development, emotional-social development, health, and physical development, and language development and communication. In addition, our programs seek to engage parents in the learning process. Parents living in poverty lack both resources and support and face disproportionate burdens, even while they strongly value school readiness. TCA seeks to address many parental barriers through the Kindergarten Ready program, including providing access to high-quality summer programming for their child, helping parents understand what their child needs to know for kindergarten, presenting on how best to support learning at home, and supplying information on district and community resources that are available to them.

Counties Project Serves*

Which county or counties will be served with Doing Good - Community funds?

Durham

Population To Be Served*

Please describe the people or communities you plan to serve with a grant from the Doing Good - Community Fund.

Does the project serve marginalized people? (Ex. People with physical or mental disability, low socioeconomic status, immigrants, people of color, women, LGBTQ)

TCA's Kindergarten Ready program will seek to enroll 30 rising kindergartners from Northeast Durham in 10 half-days of enrichment and learning activities. Based on the demographics of this target area, we expect more than half of the students to be from households where families earn 80% or less of the Average Median Income. Studies have shown that high-quality pre-kindergarten programs can create an improved learning environment and increase children's school readiness regardless of their poverty level. Our recruitment goal is for half of the students to be from families that earn 40% or less of the Average Median Income (AMI) and half from families that earn 80% or less of AMI. Based on the demographics of the recruitment area, we expect that 95% of students who are enrolled in our program will identify as African American, Latinx, or multi-racial. Beginning in February, the Site Coordinator and staff at both centers will personally reach out to families with rising kindergartners. We will give first enrollment priority to families that earn 40% or less of the Average Median Income (AMI) and second priority to families at 80% or less of AMI. Outreach materials (flyers and brochures) in Spanish and English will be distributed to all priority families. If spaces are still open two weeks before our deadline, open enrollment will begin for anyone who is interested. We will fill spaces on a first-come, first-served basis with priority given to students with little or no pre-kindergarten experience. We ask families about their preferred method of communication and what language is spoken at home. Our team uses a range of messaging and social media to share information about program activities and events.

Number of People to be Served*

How many people will your project directly serve or benefit?

105

For this project are you partnering, collaborating or coordinating with another organization?*

Yes

Partnerships, Collaborations, Coordination

Please list any organizations you are partnering, collaborating or coordinating with.

Name of Partner 1*

The Children's Center (TCC)

Name of Partner 2

The Center for Learning (TCL)

Name of Partner 3

County Public Schools (CPS)

Briefly describe their role with this project.*

TCA partners with several groups each summer. While Triangle Children's Association funds Kindergarten Ready, manages the Site Coordinator, and trains and supports classroom teachers and staff on the Kindergarten Ready curriculum, The Children's Center and The Center for Learning's teachers handle all direct program implementation with children and families. TCA also relies heavily on the partner centers for family recruitment and program evaluation.

TCL and TCC: Agreed to host the program at their locations at no cost to TCA, allowing teachers to use their classrooms, materials and building resources. The office staff and administrators at each facility play a crucial role in participant recruitment by informing kindergarten families about opportunities.

CPS: Offers free breakfast and lunch to participating Kindergarten Ready students. They allow TCA to contract with its transportation department to offer bus service for all participating students living in the target area.

Project Implementation Evaluation

Project Evaluation & Outcomes*

How will you define your success? What outcomes do you expect to see? What evaluation methods and specific metrics will you use to measure the success of your project?

The site coordinators will conduct pre/post-program evaluations using assessment tools recommended by County Public Schools. We anticipate a range of highly positive outcomes that will result from children and parents attending the Kindergarten Ready programs. At the end of the program, children should be better prepared socially, emotionally, and academically for kindergarten. The programming has been proven to enhance literacy, math, self-regulatory, critical social, and cognitive skills. Following parent programs, caregivers will have a better understanding of positive family engagement, school readiness, pathways to academic success, and be comfortable with navigating educational resources in the community. We hope parents come away with a better understanding of policies that impact their child, how to be an advocate for their child, as well as feel welcome at each center and more confident supporting their child's education at school and at home. Progress toward meeting our objectives will be assessed through an ongoing curriculum and program evaluation process that will include teacher, student, and parent pre-program, mid-point, and post-program assessments. Teachers will write daily classroom observations, anecdotal notes, and complete curriculum checklists for each child. Our evaluation strategies are designed to balance quality with ease of administration and cost.

Pre-program surveys and mid-point assessments will drive instruction, ensuring the curriculum is aligned with students' needs and program objectives. This kind of evaluation will allow each classroom to accommodate for the uniqueness of participants, making curriculum more fluid Kindergarten Ready is designed to reflect the needs of the schools and students it serves. We collect satisfaction data from families via paper surveys at the end of the program, and we conduct a focus group with the classroom teachers to reflect on the successes and challenges. The Site Coordinator collects and reviews survey data and will recommend changes and improvements for the following year.

Specific, measured objectives:

• By the end of the program, at least 90% of the children will have shown mastery of skills on the Kindergarten Ready Indicator Checklist (copies of the list are available upon request).

• Each child will be able to demonstrate at least two strategies of self-regulation or controlling their emotions and resisting impulsive behavior.

• At least 25 parents will attend our two program-parent workshops and at least 50 parents will attend our navigating the school system workshop.

• 100% of parents will report feeling welcome at the centers and comfortable talking to teachers, and more confident supporting their child's education at school and at home.

• At least 75% of parents will report they have a better understanding of policies that impact their child and how to be an advocate for their child.

Best Practices

If applicable, describe any practices based on previous successes or research or evidence-based strategies that will be used in your project.

The Kindergarten Ready program uses an evidence-based curriculum and strong community relationships to prepare students and families for their school. Several independent studies have shown the program to be effective in reducing aggression and increasing pro-social behaviors. The studies concluded that children that participated in the programs had an easier time transitioning to kindergarten than those who did not participate in the program. By connecting Kindergarten Ready families to staff at both Centers, the program helps to build trust and form relationships that bolster the long-term success of students served. That network of support helps to address some of the challenges of poverty, unemployment, and disconnection faced by many families in our program area. In 2017, Triangle Children's Association's own pre- and post-program evaluations found that the number of participants proficient in motor skills, self-regulation, social expression and kindergarten academics increased by 51 percentage points. Of the 75% of parents who completed a post-program survey, 100% reported that they felt welcome at the centers, comfortable talking to teachers, and more confident supporting their child's education at school and at home.

Sustainability*

How will you sustain your project?

Budget and Documentation

Project Budget

Using the instructions included on the budget form, please complete both tabs, the project budget and budget narrative, and upload the Excel file below. For your reference, here is a budget example. Budgets submitted in other formats will not be considered.

2022-23 DGCF - Budget EXAMPLE.pdf

501c3 Documentation

Please upload 501c3 documentation

W9 Tax Documentation

Please upload W9 tax documentation

End of the Application Information

- **Note:** Once you submit your application, you cannot edit the form. Please review your answers before submitting.

Please note: Duke University Office for Durham and Community Affairs will send automated email communications regarding receipt of your application from administrator@grantinterface.com. If you find you are not receiving emails (i.e. application submission confirmations or other important reminders) from this address, look in your junk or spam folder. Please add this email to your address book and safe sender list to ensure you don't miss out on important communications. Please talk to your IT person about adding administrator@grantinterface.com to the safe sender list if you don't receive an email after submitting your application.

File Attachment Summary

Applicant File Uploads
- 2022-23 DGCF - Budget EXAMPLE.pdf

INSTRUCTIONS FOR PROJECT BUDGET

1) Under the **PROJECT EXPENSES** heading, list each expense related to your project budget.
　· Please only list expenses associated with your project funding request. We do not need your organization's total budget.

2) Refer to the **SOURCE OF FUNDING** heading and input the dollar amount(s) related to your expense(s) under the appropriate funding source (requested from CCF, other source, in-kind).

3) When complete, click the **BUDGET NARRATIVE** tab where you will describe how your CCF line item expenses help you meet your project's goals.
　· A budget narrative is *REQUIRED* for your proposal to be considered.

Project Expenses	Source of Funding			
Expense	Requested from CCF	Other Source ($)	In-kind ($ value)	Total Cost (auto calculated)
Salary and Benefits / Direct Service	$4,545.00	$0.00	$0.00	$4,545.00
Salary and Benefits / indirect Service - Administration	$60.00	$0.00	$0.00	$60.00
Travel	$210.00	$0.00	$0.00	$210.00
Supplies	$65.00	$0.00	$0.00	$65.00
Office Rent/Utilities	$35.00	$0.00	$0.00	$35.00
Telecommunications	$20.00	$0.00	$0.00	$20.00
Other: Supplies for end of year performance	$65.00	$0.00	$0.00	$65.00
	$0.00	$0.00	$0.00	$0.00
	$0.00	$0.00	$0.00	$0.00
				$0.00
Add rows, as needed				$0.00
				$0.00
				$0.00
				$0.00
Totals:	**$5,000.00**	**$0.00**	**$0.00**	**$5,000.00**

Project Expenses	Source of Funding	CCF Funding Narrative	
Expense (auto populated)	Amount requested from CCF (auto populated)	Describe expenses (highlighted in yellow) that would be supported by a Community Care Fund grant.	Explain how expenses supported by a Community Care Fund grant would help you reach your project's goals.
Salary and Benefits / Direct Service	$4,545.00	Our main cost of service is the salary cost of our music therapists.	This cost is for our specialized program to be facilitated for one full year, weekly in one classroom that would not otherwise have this program. The weekly program also provides teachers with new innovative ideas as we build capacity in their classrooms as they see their students grow in new ways. The organization can only afford to pay for a limited number of classrooms every year.
Salary and Benefits / indirect Service - Administration	$60.00	Payroll costs	
Travel	$210.00	Mileage for music therapists	
Supplies	$65.00	Supplies for programming	
Office Rent/Utilities	$35.00	Rent and utility costs	
Telecommunications	$20.00	Phone, website and internet costs	
Other: Supplies for end of year performance	$65.00	Programs, presentation, snacks, etc..	
Total Requested from CCF:	**$5,000.00**		