

# CONN MEMORIAL FOUNDATION GRANT APPLICATION

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## GRANT REQUEST

Organization name: **Cornerstone Kids, Inc.**

Program title: **Agency Support**

Amount Requested: \$ **15,000**

## ORGANIZATION INFORMATION

Mailing address, city, state, zip: **2708 N. Central Avenue, Tampa, FL. 33602**

Physical address, city, state, zip :**Same as Above**

Telephone: **813-226-3066**

Website: **HTTPS://www.Cornerstonekidsinc.org**

Executive Director/CEO name: **Leila Mizer**

Title: **President-Board of Directors**

E-mail: **ljmizer@yahoo.com**

Telephone: **813-220-2412 (Cell)**

Contact person name:

Title: **Executive Director**

(If other than Executive Director/CEO)

E-mail: **Olatha E. Leggett**

Telephone: **813-220-2412**

## TOTAL ORGANIZATION BUDGET FOR THE LAST THREE YEARS

\$	\$	\$
(2022)	(2021)	(2020)
(105,000)	(105,000)	(107,000)

Is your organization tax exempt under Section 501 (C) (3)? (Check one)  Yes  No

Organization geographic service area(s): **Tampa** county: **Hillsborough County** specific neighborhood(s) (specify) **Tampa Heights**

Program geographic service area(s): county specific neighborhood(s) (specify)

Provide the organization's mission statement: : **The mission of Cornerstone Kids, Inc. is to assist at-risk inner-city children in their educational, spiritual, and emotional development in a safe, secure, and nurturing environment.**

### **SUMMARIZE THE PURPOSE OF YOUR REQUEST:**

Cornerstone Kids, Inc. is requesting \$15,000 agency support to maintain its core curriculum that offers at-risk youth the opportunity to develop academic skills to succeed in school and provide opportunities for learning outside of their traditional school day. Cornerstone Kids program activities assist us with our mission of providing the educational, spiritual, and emotional development of 35 underserved children who do not have this opportunity for growth and academic support in their community. Due to changes with the COVID-19 pandemic our program size will increase to 35 and continue to provide activities in a safe environment that include homework assistance/tutoring, reading, math, technology, nutrition, mentoring and development of social emotional skills for children, ages 5-11 years old, free of charge. The program operates Monday-Thursdays in a safe, supervised environment located at St. James House of Prayer Episcopal Church in Tampa Heights from 2:30p.m. - 5:30p.m. with 4 Instructors, a cook, and an Executive Director.

## **PROPOSAL NARRATIVE**

### **1. Organization History:**

Cornerstone Kids, Inc. after-school program started as a club in 1984 at St. James House of Prayer Episcopal Church. The club was financially supported by the church and successfully operated 3 days a week for many years until the parishioners could no longer support it. In October 1998, it began operating 5 days a week as a 501 (c) (3) non-profit organization with a Board of Directors and the official name of Cornerstone Kids, Inc. The organization became a "Kids Café" agency of Feeding America Tampa Bay and began providing the children a hot, well-balanced meal daily. Now after 38 years, hot meals are still served daily and Cornerstone Kids, Inc. provides a quality after-school program that serves 25 children in grades K-5 in Tampa Heights. Several members who assisted in making the organization non-profit in 1998 are still on the Board of Directors today.

### **2. Proposed program and need or problem it is addressing:**

Cornerstone Kids, Inc. requests \$15,000 agency support to help deliver its core curriculum activities to 35 at-risk youth in a safe and healthy environment. Academic success, improvement in social skills, safety and the well-being of each child are our focus areas. To achieve academic success the program provides support through homework assistance, math and reading programs for all grade levels. Because learning to read is so important to the success of our students, it continues to remain one of our main target areas. Throughout the school year as we review reading results from progress reports and report cards, we are aware that it must remain one of our program's key focus areas because it is so important for each child to be successful in school and reach their full potential. Each year when the school year begins, many of our returning and new students start the program as struggling readers. Our goal is to help our students learn the foundational skills and strategies required for reading by using the 180 Days of Reading Workbooks which are designed for after-school programs. These books were created by teachers for teachers. We have seen success in using these workbooks more importantly for reading comprehension for all grades. Through our partnership programs, activities such as tutoring, learning social-emotional development skills and the importance of nutrition also support academic success and help our children discover new interests and experiences they may not get in school. The most significant effect of our program is to provide academic and life skills to ensure academic success and ultimately break the cycle of hopelessness and generational poverty and school dropouts. The goal is for the children to graduate from high school and become empowered leaders in the community.

### **3. Target population/service population:**

Cornerstone Kids, Inc. After-School Program is located at St. James House of Prayer Episcopal Church in Tampa Heights. The program is structured specifically to reach at-risk, inner-city children who reside in low income, single-parent households, or with grandparents or other caregivers in Tampa Heights and surrounding neighborhoods. All of the students we serve qualify for the free or reduced lunch program at their Hillsborough County School. There are 25 children in the program in grades K-5, ages 5-11. The program is offered free of charge.

#### **4. Organization's capacity:**

At Cornerstone Kids our program is strengthened by including volunteers, external organizations, and partnerships to add great value and resources to improve our overall effectiveness. Some partners are: The Food Recovery Network Chapter (FRN) at the University of Tampa, Bess the Book Bus, Teens in Action, and Feeding Tampa Bay. The FRN of the University of Tampa supplies the program with healthy snacks and fruit weekly as well as homework help and other engaging activities, Bess the Book Bus attends our program and provides storytelling and free books twice a year. Feeding Tampa Bay has been a partner for 24 years. Some of the program's food items are purchased from the food bank at a low cost. We also have a great partnership with Teens in Action through the Frameworks of Tampa Bay organization; the Teens provide the children information on social- emotional learning and development weekly as well as homework help and other activities. We have successfully partnered with each organization for several years to implement valuable projects/programs to help deliver our mission.

#### **5. Problems you anticipate:**

Currently I do not see any future problems with our program. When a change occurs in our organization the Board of Directors will make sure any problems that may occur in the areas of executive and employee support, sponsorships/donor support, or in organizational structure will be seamless.

#### **6. What is new with your organization or program?**

This school year we began a new partnership with 10-12 students from Academy Prep High School and we are very happy with this partnership. The students formed a club called "Cornerstone Kids 21-22". Most of the students are seniors but some will be returning next year. They were instrumental in training the children on the kids version of Financial Literacy called Financial Peace Jr, by Dave Ramsey. The children enjoyed the training, it was completed in several sessions. They also help with homework, serve meals, provide one-on-one tutoring, and provide birthday gifts each month when we celebrate birthdays.

## **BOARD OF DIRECTORS INFORMATION**

Board Chair's name: **Leila Mizer**

Email: **ljMizer@yahoo.com**

Phone number: **813-220-2412**

Number of Board Meetings: **6**

Meeting Schedule: **Every other month**

Number of Board Members: **10**

Number of Board Members who are donors: **100%**

Annual Donations of the Board: **\$10,000**

% of Budget: **10%**

### **What training does your board receive and what ongoing training is provided?**

Board members receive Management/Leadership training through workshops/seminars and meetings with their individual employers and other organizations during the year. Recently, a board member participated in a financial growth webinar with Mission Increase. When the Executive Director attends any type of training, program or seminar that pertains to non-profits the information is shared with board members.

### **What training does your staff receive?**

The Executive Director attends the Non-Profit Leadership Center's annual Leadership Conference as well as other training and webinars associated with Nonprofits. In 2021, the Executive Director attended several online webinars associated with Nonprofits, for example Network for Good, which is a training and fundraising organization that provides coaching for nonprofits, Mighty Cause and Mission Increase, also provided fundraising information training. All information from a conference or webinar attended by the Executive Director is shared with other program instructors. The Executive Director stays connected to the Nonprofit Leadership Center in Tampa through its newsletter. Staff development training/meetings are held quarterly and as needed. The Executive Director has received training through the Nonprofit Leadership Center.

### **What is your organization's Training budget? What percentage of your operating budget does this represent?**

About \$500 is budgeted for training, however, more funds are provided as needed. This represents less than 10% of the operating budget.

**Olatha E. Leggett- Executive Director**

**3/11/22**

**Signature of Executive Director/CEO (Please note title)**

**Date**

Electronic signature is acceptable.

## **PROGRAM DEMOGRAPHIC SURVEY**

Please answer the following questions and complete the survey for the Conn-funded program only. If you are a new applicant, you do not need to complete this.

1. Organization name :**Cornerstone Kids, Inc.**
2. Name of Conn-funded program: **Cornerstone Kids-Agency Support**
3. Date this survey was compiled:**3/10/22**

<b>AGE</b>	<b># Served</b>	<b>% of Total</b>
PreK		
Elementary School	25	100
Middle School		
High School		
College		
<b>Total</b>	<b>25</b>	<b>100</b>
<b>ETHNICITY/RACE</b>		<b>%</b>
African American	25	100
Caucasian		
Hispanic		
Asian		
Other		
<b>Total</b>	<b>25</b>	<b>100</b>
<b>PRIMARY LANGUAGE</b>		<b>%</b>
English	25	100
Spanish		
Other		
<b>Total</b>	<b>25</b>	<b>100</b>
<b>POVERTY LEVEL</b>		<b>%</b>
Free & Reduced Lunch	25	100
Not eligible for above		
<b>Total</b>	<b>25</b>	<b>100</b>

\*All totals should be equal

## EVALUATION OF PROGRAM OUTCOMES

If you have received a grant from the Conn Memorial Foundation, this report is to be completed and sent to Beth Doyle one year after the original grant award. OR if you have been invited to apply again, it is due with this current grant application.

Review the program data on outcomes with special attention to comparing what was achieved (results) to what was expected (expected outcomes). Complete this matrix using the matrix information from your original application and then adding the RESULTS data. Provide answers to the four questions on the next page.

1. Organization name: Cornerstone Kids, Inc.
2. Name of Conn-funded program: Cornerstone Kids, Inc. Agency Support
3. Program Period / Date: **August 21-May 21**

Objectives/Goals (what)	Program Activities (how)	Expected Outcomes (why)	Indicators (evidence)	Results
<p>1.) Provide homework assistance for 25 children to support academic success.</p> <p>2.) Provide a reading and math tutoring program to help children in kindergarten learn to read and increase reading skills for first and 4<sup>th</sup> grade. Also, reading program for 5<sup>th</sup> through coaching and peer reading.</p>	<p>1.) 25 children in grades K-5<sup>th</sup> will receive home-work assistance Monday through Thursday for 1.5 hours each day using 4 instructors. An average of 6 hours of homework assistance will be provided weekly from August to May 2022.</p> <p>2.) Children in grades K-2 will be tutored in reading and Math workbooks will be used by 3-5<sup>th</sup> . Summaries will be written based on their reading comprehension.</p> <p>3.) Students in grades 3-5<sup>th</sup> will use the Internet to complete projects that are school or Cornerstone Kids, Inc. initiated. Projects will be completed at the end of reporting period.</p>	<p>1.) 80-85% children will bring homework daily or homework packet for the week and follow homework completion instructions and complete assignments before the end of day/week and build confidence due to improved academic performance.</p> <p>2.) 70-75% children will be able to read on level by May 2022. 3.) At least 100% of all students will meet project objectives when due 2021-2022 school year.3)80% of the students will use the internet (lab) or tablet to complete their project and practice on I-Ready or Clever,</p>	<p>1) Progress reports, individual homework record, report cards every 9 weeks as well as instructor feedback and observation.</p> <p>2) Assessments for 1-4<sup>th</sup> grade are used from 180 Days of Reading and Math Books. By using each book, reading and math skills are practiced, assessed, and diagnosed. Progress reports are also reviewed. The Dolch Sight Word Assessment is used to determine kindergarten reading levels as well as report cards. Standardized tests are also indicators. Students in 3<sup>rd</sup> &amp; 4<sup>th</sup> grade complete projects. Students in 5<sup>th</sup> grade used the internet or tablets to complete their projects and book reports. Students also use I Ready or Clever.</p>	<p>1)This year teachers have been consistent with giving homework which has been helpful to the kids. About 80% of the children bring homework. (20)</p> <p>2) 2.) Results from the most recent reporting period indicate 64% or 16 students on level in reading with 9 students below level. Math results show 72% on level or 17 students. There are two more reporting periods in the school year.</p> <p>3.) Children in K-2<sup>nd</sup> have the use of Kindle tablets to strengthen their technology and reading skills. Grades 3<sup>rd</sup> -5<sup>th</sup> use tablets and the computer lab to strengthen skills and complete homework. Students have access to I Ready and Clever and can practice their reading and math skills.</p>

## EVALUATION NARRATIVE

1. Were you able to provide your program to your intended target population?
  - If not, why not? Yes, we were able to provide our program to our intended target using other methods to help the children improve reading foundational skills and comprehension.
  - What would you do differently in the future to better reach or engage the target population? In the future, plans are to include all grades in the learning process (Reading) especially Kindergarten students who were not included in the past. Also create focus groups with the students who are below average rather than including everyone in the same group.
2. What outcomes were most successfully achieved? **(Refer to results data to support your analysis)**

Math projections were most successfully achieved with 72% and reading 64% at this point.
3. What outcomes were not achieved? **(Refer to results data to support your analysis)**
  - What were the problems that made achievement of these outcomes difficult?

At the beginning of the school year there was a lot of absenteeism due to covid-19 that created problems in planning activities for the children in their deficient areas. We were constantly playing catch up on the areas that the children were weak in to bring them up to grade level.
  - What lessons did you learn that might help you better achieve these outcomes in the future? We learned that most students do not comprehend what they are reading, and this is true with struggling readers as well as those readers who read beautifully. Students have difficulty understanding vocabulary, inferencing and oral expressions. We are aware that vocabulary is one of the weak areas that we need to focus on.
4. Based on your experiences, what advice would you give to others who are considering developing a program such as yours?

Based on my experience after 21 years, the advice I would give to others would be for them to follow the best strategies for developing a quality After School Program. Basic conditions include, A clear mission, good planning and organizing skills, a safe environment, a committed/trained and supportive staff with high expectations for all. Also, effective programs and planning should be a high priority to ensure the program succeeds. As always, in developing a program like Cornerstone Kids, Inc., one must love and enjoy working with children. It also requires one to have people skills because it is important be able to interact with those in and outside of your work environment. Additionally, you must be able to understand the dynamics of working with single-parent, family situations, and be totally dedicated to the overall safety, care, and well-being of the children in the program. One must also stay informed of best practices and training and stay aware of what is new in the field and keep abreast of what is going on in the non-profit community. Situations like Covid-19 have taught us to be flexible and able to pivot and adjust to whatever condition arises.

## CURRENT YEAR PROGRAM DESIGN MATRIX

This is the matrix format to use. Do not add additional boxes. 1. State **goal(s)** (one to three goals) of the proposed program. (*Goal: Specific aims of a particular program consistent with the mission and what the program intends to accomplish in order to create or facilitate change.*) 2. Provide **program activities** you will undertake to achieve each goal. Specify who will be responsible for assuring that activities are conducted. (*Program Activities: What the program staff propose to actually do for, to, or with clients.*) 3. Provide **expected outcome(s)** for each goal. That is, what result would you like to see as a consequence of your activities? (*Outcomes: The desired changes in the client or client situation the program hopes will result as a consequence of accomplishing stated goals.*) 4. Provide the **measurement tools/indicators** you will use as evaluation of outcomes. (*Measurement Tools: Test scores, scaled measures, client satisfaction surveys, grades, graduation rates, teacher reports, etc. Indicate how often these measures will be taken. Indicators: Specific measures and/or benchmarks are used as evidence that outcomes have actually been achieved.*)

1. Organization name: Cornerstone Kids, Inc.
2. Name of program: Agency Support

Goals (1-3) (what)	Program Activities (how)	Expected Outcomes (why)	Measurement Tools / Indicators (evidence)
<p>1.) Provide homework assistance for 24-35 children to support academic success.</p> <p>2.) Provide a reading and math tutoring program to help children in kindergarten learn to read and increase reading skills for first and 4<sup>th</sup> grade. Also, reading program for 5<sup>th</sup> through coaching and peer reading.</p>	<p>1.) 24-35 children in grades K-5<sup>th</sup> will receive homework assistance Monday through Thursday for 1.5 hours each day using 4 instructors. An average of 6 hours of homework assistance will be provided weekly from August to May 2022.</p> <p>2.) Children in grades K-2 will be tutored in reading and Math workbooks will be used by 3-5<sup>th</sup> - Summaries will be written based on their reading comprehension.</p> <p>3.) Students in grades 3-5<sup>th</sup> will use the Internet to complete projects that are school or Cornerstone Kids, Inc. initiated. Projects will be completed at the end of reporting period.</p>	<p>1.) 80-85% children will bring homework daily or homework packet for the week and follow homework completion instructions and complete assignments before the end of day/week and build confidence due to improved academic performance.</p> <p>2.)</p> <p>2.) 70-75% children will be able to read on level by May 2023. 3.) At least 100% of all students will meet project objectives when due 2021-2023 school year. 3) 80% of the students will use the internet (laptop) or tablet to complete their project and practice on I-Ready or Clever,</p>	<p>1) Progress reports, individual homework record, report cards every 9 weeks as well as instructor feedback and observation.</p> <p>2) Assessments for 1-4<sup>th</sup> grade are used from 180 Days of Reading and Math Books. By using each book, reading and math skills are practiced, assessed, and diagnosed. Progress reports are also reviewed. The Dolch Sight Word Assessment is used to determine kindergarten reading levels as well as report cards. Standardized tests are also indicators.</p> <p>Students in 3<sup>rd</sup> &amp; 4<sup>th</sup> grade complete projects. Students in 5<sup>th</sup> grade used the internet or tablets to complete their projects and book reports. Students also use I Ready or Clever</p>





AGENCY BUDGET	CURRENT FISCAL YEAR	PERIOD	TC	12/31/2022	CURRENT YEAR	PERIOD:	UPCOMING YEAR	(IF AVAILABLE)
1.0 INCOME:	PERIOD 1/21	BUDGET	%	BUDGET	BUDGET	%	BUDGET	%
1.1 INDIVIDUAL GIFTS-Direct support/Donations	\$40,000	38%			#DIV/0!		#DIV/0!	
1.2 SPECIAL EVENTS-Fundraiser	\$25,000	24%			#DIV/0!		#DIV/0!	
1.3 FOUNDATIONS	\$40,000	38%			#DIV/0!		#DIV/0!	
1.4 CORPORATIONS-Other Grants		0%			#DIV/0!		#DIV/0!	
1.5		0%			#DIV/0!		#DIV/0!	
1.6 CHILDRENS BOARD		0%			#DIV/0!		#DIV/0!	
1.7 OTHER GOVERNMENT		0%			#DIV/0!		#DIV/0!	
1.8 EARNED INCOME		0%			#DIV/0!		#DIV/0!	
1.9 INVESTMENT INCOME		0%			#DIV/0!		#DIV/0!	
1.0 OTHER (EXPLAIN)Private Donors		0%			#DIV/0!		#DIV/0!	
TOTAL INCOME	\$105,000		\$1	\$0	#DIV/0!		\$0	#DIV/0!
2.0 EXPENSES:								
2.1 EXECUTIVE SALARIES:								
NAME:								
2.1.1 Oatha Leggett	SALARY \$40,000	38						
	BENEFITS \$3,060	3						
2.1.2	SALARY							
	BENEFITS							
2.1.3	SALARY							
	BENEFITS							
2.2 Program PERSONNEL(Instructors)	\$28,423	27						
2.3 Benefits	\$2,176	2						
2.4 FACILITIES utilities/maintenance)	\$7,200	7						
2.5 PROGRAM(supplies, food, curriculum, field trips)	\$10,127	10						
2.6 FUND RAISING /Accounting Fees	\$6,250	6						
2.7 INS/Internet/tele/trg/bank fees	\$7,764	7						
2.8								
2.9								
3.0								
3.1								
3.2 TOTAL EXPENSE	\$105,000	100%						
IN-KIND DONATIONS								
Donated Volunteer Services	260 Hrs.							
TOTAL IN-Kind	260 Hrs.							