

## Facilities 4 Families

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*GHF COVID-19 Relief Fund - September 2020*

### ***SEGCC - Southeast Georgetown Community Council***

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Chuck Collins  
805 W. University Ave., Suite 105  
P. O. Box 73  
Georgetown, TX 78627

info@segcc.org  
O: 512-688-5174

### ***Chuck Collins***

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805 W. University Ave., Suite 105  
P. O. Box 73  
Georgetown, TX 78627

chuck.collins@segcc.org

# Application Form

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## **COVID-19 Relief Effort**

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**\*PLEASE REFER TO GHF'S COVID-19 RELIEF FUND DESCRIPTION FOR COMPLETE ELIGIBILITY INFORMATION.** Applicants must align with GHF's established guidelines for its target population & geographic area. **In all cases, special emphasis will be given to efforts that help the most vulnerable people in our community.**

### **Title of Organization's Relief Effort\***

Facilities 4 Families

### **Type of Organization\***

Please define your organization type. Are you a 501c3 nonprofit organization? A church or faith-based organization? Other?

501c3

### **Amount Requested\***

Please provide an exact dollar amount requested not to exceed \$25,000.

\$25,000.00

### **Type of Support\***

If funded, are your relief efforts intended to:

Support community members hardest hit by COVID-19

### **Type of Relief\***

What type of relief are you providing (check all that apply)?

Childcare

Technology for remote curriculum-based education

### **COVID-19 Challenges\***

What are the most pressing COVID-19-related challenges your organization is facing at this time? What adjustments have you made to address these challenges?

Before Covid-19, SEGCC strove to have the majority of our interactions with the public to be face-to-face. Due to concern for staff, volunteers, and the public, we decided to switch all of our programs and offerings to be completely on-line. That decision necessitated the purchase of new software and the hiring of a

technology expert. In the interest of community health, we also tripled our health outreach budget. All three actions were unexpected expenditures and required serious program prioritization and restructuring.

## Client/Target Population Challenges\*

What are the most pressing COVID-19-related challenges faced by your client/target population right now? What adjustments have you made to address these challenges?

SEGCC conducted a series of COVID-19 focus groups. Respondents identified their most pressing Covid-19 concerns as follows:

1. Meeting Basic needs : Respondents indicated that they were currently capable of meeting their housing, food, transportation, financial needs but their ability to meet basic needs on a ongoing basis was a concern not only for them but also for others in their community. There were also concerns expressed about the risk of stigmatizing by social service providers.

### 2. The Impact on Employment:

The major concerns identified were:

- The risks of being an essential worker
- Concerns about work hour reduction
- Needing to stop working to attend to children and their education
- Dealing with work and family
- Fears about safety in the workplace because of COVID

### 3. The Social Impact

Much of the social impact was characterized as loss of access to social networks which they had developed with Immigration status presenting unique barriers. Residents response ranges from feeling overwhelmed with the added responsibilities COVID response demands to struggling to fill time in a meaningful way

### 4. Health Impact

- Participants were only moderately concerned about their risk of contracting COVID-19, but were concerned for others
- Some participants report having a family member or member of social network who were infected
- A major concern was access to healthcare and mental healthcare, because of and independent of COVID
- They indicated that assistance was available for those who needed care, but also that asking for such assistance could be embarrassing

### 5. Emotional Impact

Participants observed numerous instances of the emotional impact of COVID on themselves and their communities.

- Stresses were about managing multiple roles, isolation and loneliness, fear
- As participants mentioned their methods for coping with stress, they noted their frustration that COVID prevented them deploying those methods
- As need for mental healthcare increased, challenges to access were noted

### 6. Needs of Children

Parents expressed many concerns about their children: education, safety, mental health, socialization and development

Several indicated that they felt overwhelmed by the increased demands made on them, particularly working parents trying to manage parenting, working and their children's education.

Access to childcare was a significant concern

### 7. Needs of Elders

Respondents shared concerns about the elders in their families, as well as those in the community. Again, isolation was a central concern.

- Seniors shared the challenge that can occur between long-time partners who may or may not be able to channel frustration, stress, boredom or loneliness

- People in care facilities can face particular loneliness as they are prevented from seeing family members
  - Respondents offered suggestions to assist seniors
8. Misinformation
- There was a tendency among some participants to downplay the reported seriousness of COVID, which they attributed to media misrepresentation.
  - A few participants were dismissive of the practice of wearing masks in public and thought inaccurately that masks increase risk of infection and illness
  - On the other hand, some were concerned about the increase in their risk because others were misinformed.

To see the focus group results, please click here:

<https://www.segccc.org/wp-content/uploads/2020/09/covid-19-survey-results-segccc.pdf>

## Evolving Challenges\*

How do you anticipate these challenges - both for your organization and target population - will evolve over the next 6-12 months?

The greatest challenge during this time is the need to provide a sense of calm, comfort, security and continuity to all our participants. With that in mind we shall:

- Stay current on CDC/TEA regulations and act as a reliable information source for families
- Act as liaisons between families, GISD and individual campuses by monitoring all communications from the schools in order to assist families in dealing with all changes in status and requirements on both the District and the campus level. With schools changing their school dates depending on Williamson County's positivity rate, we will be able to assist families in adapting to those changes
- Maintain Small groups to limit exposures, allow for containment, and contact tracing.
- Consulting Dr. Ritalinda Lee, SEGCC's Director of Health Outreach that has 40 years' experience as a health researcher with a specialty in infectious disease, to create a feedback loop and constant review of protocols and the program.
- Have monthly meetings with our community partners to stay abreast of community wide and specific issues that may be arising
- SEGCC's Director of Information Technology, Al Palmer, will be available to remotely address any technical issues as they arise and offer specialized technology support
- Although a stringent safety protocol has been developed, we are anticipating health issues arising such as Flu and Covid-19. We are working on forming a partnership to gain access to rapid result Covid-19 tests. Protocols for suspected exposures and confirmed positives have been developed and will be clearly communicated to families to ensure they are able make an informed risk assessment for their student.

## Organizational Adjustments\*

What changes or shifts prompted by COVID-19, if any, have been or will be made by your organization in order to continue to achieve your mission?

At the start of the outbreak, when masks were not widely available and expensive, we began purchasing reusable cloth face masks in bulk and then distributing them for free to neighborhoods, non-profits, small businesses the homeless, and public agencies. We have distributed approximately 5,000 masks to date. We also ran focus groups to ask the community what things are actually needed during this time. As a result, we are starting programs to ease the social isolation caused by the virus and to promote healing due to racial unrest. Our first effort is a community discussion series called "Why Can't We Be Friends?", where members

of the public can ask anonymous questions to members of marginalized groups to promote understanding. We are also addressing the needs of families and students with the creation of Facilities4Families, an on-line tutoring program using retired teachers as a resource, and a technology donation program called “Tech to the People!”, which will collect and refurbish devices that will allow students to connect to on-line learning.

## Mitigation of Systemic Barriers\*

How does your organization serve individuals and families experiencing systemic barriers to weather the economic and health effects of COVID-19?

We plan to mitigate the systematic barriers facing our community by:

1. Maintaining contact with families and students
2. Monitoring of social/emotional needs of families and students
3. Providing wi-fi, technology and usage support
4. Acting as liaisons between families and available social services
5. Acting as liaisons between families and GISD
6. Providing safe and supportive spaces for children to remote learn

## Single Sentence Description\*

Describe the relief efforts for which you are seeking funding, detailing how you will provide support for those in need.

Facilities 4 Families is a needs based program utilizing unused Wi-Fi enabled rooms in the community of Georgetown to provide small cohorts of student in 3rd through 12 grades a safe, supportive, and supervised environment to remote learn with confidence providing safety check-ins, disinfecting standards, social-emotional support, physical movement, and COVID mitigating strategies to provide stability and an environment conducive to addressing and coping with the stresses of remote learning.

## COVID-19 Relief Description\*

Please specifically indicate how those affected will benefit from your relief efforts. Describe who will be served, how eligibility for services will be determined, how you will reach the individuals and families you hope to serve, and describe your process for implementation. If this relief funding will be used to support your organization's operations and programs, please describe the need for these funds and how they will be used.

Benefits:

- A safe and supportive spaces for children to remote learn
- 2 adults to a maximum of 10 student ratio
- A team of individuals monitoring of social/emotional needs of families and students
- Access to stable wi-fi and technology support
- A source of reliable and scientifically vetted information, along with the latest CDC guidelines
- Limited cohorted social interaction during school hours for 3rd to 12th graders attending GISD
- Overall decreased stress for families, know that school exposures will be limited
- Fun for students
- Allow students to have a positive perception of remote learning
- Remote tutoring sessions

Partnering with Georgetown's grassroots organizations and ESL teachers within the district will provide an information pipeline to those that are experiencing the most social disparity in the Georgetown area. Families will be reached via email, phone, or in person visit.

Success will be determined by how many families continue to stay with the program, consistent attendance, additional tutoring hours offered, and additional tutoring hours utilized. Each facility will be staffed with a COVID Coordinator to monitor and enact safety protocols. Learning Coaches and Moderators will directly supervise the children. These positions will be filled by applicants over the age of 18, pass a background check with Safe Hiring Solutions or another reputable source. Disinfecting protocols will occur upon dismissal of students by a trained staff member that has been background checked.

Community support has allowed many expenses to be waived. The majority of the funds will be used to compensate those choosing to step up as front-line workers to support the children onsite.

## Implementation Timeframe\*

How long do you anticipate it will take you to develop and implement your relief efforts? Please include the duration of time you anticipate offering these services.

In place as of today: infrastructure program policies, procedures, safety protocols, and required materials have been established and documented. 2 facilities with the capacity to hold a minimum of 30 students have been donated for use and safety accessed for each site. F4F will follow the GISD's school calendar and will offer services when school is scheduled, if schools are closed due to COVID we will keep our doors open as needed by families and pivot to tutoring, online learning games, physical movement, and mental health.

October 9th meet with Dr. Brent, GISD's Superintendent. Volunteer and job postings go live online

October 10th ordering and accounting of supplies/disinfectants begins

October 17th training and orientation begins for staff and families

October 19th students first day to attend F4F

Dates of Social emotional survey conducted for each student :

- October 20th (establishes baseline)
- November 9th
- December 1st
- January 6th
- February 8th
- March 8th
- April 12th
- May 18th
- May 28th last day of school

## Collaboration

If you are collaborating your relief efforts with other organizations, please list these organizations here and describe the nature of the collaboration.

- Kelly St. Julien with Boys and Girls Club of Georgetown has been consulting, offered pantry stable snacks, and recommendations of all ages socially distanced activities. As Boys and Girls Club transitions to an after-school program, we are hoping to have some of his students folded into Facilities for Families

- Suzanne Wood with TBCH's Hope Project will be providing "Calming Totes" and "Stress Recess" materials to serve as activities for each child. These are provided to support mental health on a monthly basis and help build a common connection activity within the pod

- Jennie Thollander with Brookwood at Georgetown has provided forms, protocols, and consultations about real world situations that have arisen
- San Gabriel Unitarian Universalist Fellowship has donated the use of the main sanctuary, deck, and one additional room
- Veronica Johnson with Southwestern University's Facilities Management Department provided floor plans along with illustrations of social distancing in a variety of situations

### Number of People Served\*

Please provide an estimate of the total number of people you hope to serve through this relief effort. Be sure to include an estimate of Georgetown residents served as well.

75

### Expected Outcome(s)\*

What do you expect the outcome(s) of the relief effort to be? How do you plan to assess results?

We are striving for better health and educational outcomes and social/emotional well-being.

Metrics of success will be measured by the following outcomes:

- attendance
- social emotional surveys of staff, students, and caregivers
- resisting rigidity in thinking, allowing creative solutions to arise
- Tutoring, tech support, social/emotional support, and physical activities will empower students to rise up and meet the challenges of distance learning. These results should be self-evident but will also be assessed through social/emotional surveys conducted by each student monthly
- low or no community spread of Flu and/or COVID-19 within pods.

### Budget\*

Specifically detail program costs with rationale for each line item. Indicate the number of individuals and families that you can serve with the funds requested. Be sure to include overhead and indirect costs, with rationale.

Facilities 4 Families Budget 2.pdf

### Prior Fiscal Year Balance Sheet\*

Attach PDF.

Statement of Financial Position Dec 31st 2019.pdf

### Prior Fiscal Year Income Statement\*

Attach PDF.

2019 Income Statement.pdf

## Other Sources of COVID-19 Support\*

Please list all other COVID-19 sources for which you have received or applied for funds, including federal, state, local, and private. Provide requested amount, date of request, anticipated response date or date received, and how you are using or plan to use the funding.

Kenneth Witherspoon, SEGCC Development Specialist will develop a program-specific funding plan seeking Individual, Business, Government, Corporate and Foundation support equaling 3 times the amount anticipated to be needed to fund the program for this school year and will begin submitting applications and solicitations by October 1st.

## Sharing This Application

We have an opportunity to share information with Chisholm Trail Communities Foundation should their Fund Advisors be interested in supporting the programs that apply through this process. May we share this application and/or information about your relief effort with Chisholm Trail Communities Foundation?

Yes, share application

## Brief Funding Agreement\*

Please read the following information, and click "I agree" below before submitting your application.

If funds are granted, my organization will enter into a grant agreement which will require the following along with other standard requirements:

- We agree to spend all the grant funds, as described herein, during the grant period.
- We agree, if we cannot spend all grant funds during the grant period, to request a grant extension. If a grant extension is not granted, or if funds cannot be spent during the extension period, we agree that we will return all remaining funds.
- We confirm that the organization is in good standing with all appropriate local, state and federal governmental bodies and/or regulatory agencies with jurisdiction over the organization and its activities.
- We agree to submit a final grant report.

I Agree



## File Attachment Summary

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### ***Applicant File Uploads***

- Facilities 4 Families Budget 2.pdf
- Statement of Financial Position Dec 31st 2019.pdf
- 2019 Income Statement.pdf

\*30 students enrolled in 4 pods for the remainder of the school year, starting October 19th, 2020.\*

Income		Expenses	
San Gabriel Unitarian Universalist Fellowship's Sanctuary	\$ 3,850.00	Cleaning & Disinfection Materials	\$ 5,224.00
SGUUF's additional room	\$ 420.00	PPE/Safety Materials	\$ 4,968.00
Kaleidoscope Room	\$ 700.00	Social/Emotional Materials	\$ 900.00
TOTAL income from 30 students	\$ 4,970.00	Administrative Materials	\$ 660.00
<b>In Kind Donations</b>		Tutoring	\$ 29,400.00
Calming Totes by TBCH	\$ 140.00	Program Coordinator	\$ 29,400.00
Zoom Tutors for an hour each week for each student	\$ 29,400.00	Graphic Design/Marketing	\$ 350.00
Program Coordinator	\$ 29,400.00	Covid Coordinators	\$ 33,600.00
Graphic Design/Marketing	\$ 350.00	Learning Coaches/Moderators	\$ 96,600.00
<b>Building Rental Rates w/ Utilities</b>		Disinfection Personnel	\$ 2,800.00
SGUUF Deposit	\$ 150.00	Personnel Screening/Training	\$ 1,170.00
SGUUF Sanctuary	\$ 27,300.00	SGUUF Deposit	\$ 150.00
SGUUF additional room	\$ 13,650.00	SGUUF Sanctuary	\$ 27,300.00
SGUUF outside deck and meeting space	\$ 13,650.00	SGUUF additional room	\$ 13,650.00
Janitorial for all of SGUUF	\$ 1,400.00	SGUUF outside deck and meeting space	\$ 13,650.00
Kaleidoscope Room	\$ 700.00	Janitorial for SGUUF	\$ 1,400.00
TOTAL In Kind Donations	\$ 116,140.00	Kaleidoscope Room	\$ 700.00
<b>TOTAL INCOME</b>	<b>\$ 121,110.00</b>	<b>Total out of pocket expenses</b>	<b>\$ 145,922.00</b>
Overall Program Cost	\$ 261,922.00	Overall Expenses	\$ 261,922.00
In Kind Donations	\$ 116,140.00		
Income	\$ 4,970.00		
<b>Funds Required</b>	<b>\$ 140,812.00</b>		







**Statement of Financial Position**  
**As of December 31, 2019**

**ASSETS**

**Current Assets**

Cash	\$	27,762.00
Investments	\$	-
Accounts Receivable	\$	-
Contributions and Grants Receivable	\$	-
Pre-paid Expenses	\$	-

<b>Total Assets</b>	<b>\$</b>	<b>27,762.00</b>
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**LIABILITIES AND NET ASSETS**

**Liabilities**

Accounts Payable	\$	-
Accrued Expenses	\$	-
Payroll Expenses	\$	-

<b>Total Liabilities</b>	<b>\$</b>	<b>-</b>
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**Net Assets**

Temporarily Restricted Funds (Immigration Services)	\$	3,000.00
Unrestricted Funds (Operating Costs)	\$	24,762.00

<b>Total Net Assets</b>	<b>\$</b>	<b>27,762.00</b>
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<b>Total Liabilities and Net Assets</b>	<b>\$</b>	<b>-</b>
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# Income Statement

**SEGCC**

**January 1, 2019-December 31, 2019**

Financial Statements in U.S. Dollars

## Revenue

GHF Grant	\$ 106,270.00	
State Farm-Immigration	\$ 2,500.00	
General Motors	\$ 500.00	
Individual Donatins	\$ 2,604.00	
<b>Net Income</b>		<b>\$ 111,874.00</b>

## Expenses

Advertising	\$ 1,645.00	
Amortization	\$ -	
Bad Debts	\$ -	
Bank Charges	\$ 202.00	
Charitable Contributions	\$ -	
Commissions	\$ -	
Contract Labor	\$ 388.00	
Depreciation	\$ -	
Dues and Subscriptions	\$ -	
Events	\$ 285.00	
Immigration Program	\$ 1,500.00	
Insurance	\$ 650.00	
IRS	\$ 5,350.00	
Licenses and Fees	\$ -	
Program Expenses	\$ 8,683.00	
Office Expense		
Payroll Taxes	\$ 7,969.00	
Postage	\$ -	
Rent	\$ 10,012.00	
Repairs and Maintenance	\$ -	
Supplies	\$ 288.00	
Telephone/Internet	\$ 1,274.00	
Texas Workforce	\$ 51.00	
Travel	\$ 85.00	
Vehicle Expenses	\$ -	
Wages	\$ 45,730.00	
<b>Total Expenses</b>		<b>\$ 84,112.00</b>

<b>Net Operating Income</b>	<b>\$ 27,762.00</b>
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