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SEP 13 2018

CITY MANAGER

2018 COMMUNITY FOR ALL GRANT
PROGRAM APPLICATION FOR FUNDS
SECTION 1: ORGANIZATION INFORMATION

Organization: Just READ

Address: 1299 Bryant Ave. Mountain View CA 94040

Phone Number: (408) 892-6874

Website URL: www.justreadcenters.org

E-mail: info@justreadcenters.org

Project Lead Name: Lew Epstein

Project Lead Title: Executive Director

Project Lead E-mail: lew.epstein@justreadcenters.org

Project Lead Phone: (408) 892-6874

Federal Tax ID (if your program is fiscally sponsored, enter the tax ID of your sponsoring organization): 68-0647480

If your program is fiscally sponsored, please enter the name of the sponsoring 501(c)(3): N/A

Organization:

Address:

Contact Person's Name:

Title:

Website URL:

E-mail:

Phone Number: ()

Organizational Background

Year Founded: 2005

Mission:

JustREAD's mission is that every student, with direct help from caring, trained community volunteers, will graduate high school with the skills and self-confidence needed to pursue their dreams and become productive members of their communities.

JustREAD is dedicated to:

- Improving the reading, writing and math skills of young people and helping them become self-directed and motivated learners;
- Involving the community by providing trained volunteers who serve as tutors;
- Stimulating the development of reading and math centers by providing a comprehensive curriculum, individualized lesson plans and tutor training services.

Geographic Focus: Middle and elementary schools in the MVWUSD and Mountain View High School

Current number of Paid Full-Time (30+ hours/week) Staff Members: 1

Current number of Paid Part-Time (less than 30 hours) Staff Members: 4

SECTION 2: PROJECT/PROGRAM/EVENT DESCRIPTION

1. Name of project/program/event:

1:1 math tutoring assisted by online courses for 4th and 5th graders in the MVWUSD who are 2-4 years below grade level

2. Please provide a brief summary of the project/program/event to be funded by the grant.

The purpose of the grant is to offer remedial math 1:1 tutoring classes in conjunction with online enhancements to 4th and 5th graders who are 2-4 below grade level and enrolled at Monta Loma, Theuerkauf, and Mariano Castro Elementary schools.

3. What is the need or the issue that you are addressing with this grant?

If we look at standardized test scores for 4th and 5th grade students attending Monta Loma, Mariano Castro, and Theuerkauf elementary schools as few as 51% and as many as 78% do not meet basic math standards. A significant percentage of these students are 2-4 years below grade level in math.

4. Who will be served by this grant?

4th and 5th grade students in Monta Loma, Mariano Castro, and Theuerkauf schools who are struggling in math. The vast overwhelming majority of these students are underrepresented who qualify for free/reduced meal programs.

a) Number of individuals' total: 48

b) Number of Mountain View residents: 48

c) Particular community groups: Underrepresented elementary school students who qualify for free/reduced meal programs

5. What other similar project/program/event exists to serve Mountain View residents? How is your proposed project/program/event unique from similar projects/programs/events?

There are NO programs focusing on remedial math during the school year targeting this population of students. This would be unique.

6. Will you collaborate with other organizations to deliver the project/program/event funded by this grant? If so, which organizations and how?

We will be partnering with the MVWUSD. They will provide us with the classrooms for the program.

7. This grant will fund a(n):

Existing project/program/event; established in _____ (year)

New project/program/event

8. Date(s) and/or duration of project/program/event

15 Jan 2019-15 Dec 2019

SECTION 3: PROJECT/PROGRAM/EVENT BUDGET

1. Amount of funds requested: \$ \$7500

Grants are limited to no more than \$10,000 per group/organization.

2. Please provide a copy of the budget of the specific project/program/event to which this grant will be applied.

ATTACHED

3. Indicate what percentage of the project/program/event budget will be covered by this grant and other sources of funding, if any.

Less than 40%

4. If this is an ongoing project/program/event, how will you sustain it for the long-term?

Potential financial support from:

Variety of Family Foundations

SVCF

Corporate Grants

5. Will you be charging any fees for this project/program/event? If yes, briefly describe.

NO

SECTION 4: METRICS AND OUTCOMES

1. Briefly describe 2-3 metrics and/or outcomes that you will use to measure the success of this grant.
 - a. Outcome 1: Serve a minimum of 8 and a maximum of 16 students in each of the three elementary schools targeted
 - b. Outcome 2: Increase skill level of each student by 1/2 to 1 grade level based on standardized tests and input from appropriate teachers and principals
 - c. Outcome 3: Provide a minimum of 30 tutoring sessions per student

SECTION 5: ADDITIONAL INFORMATION TO SUBMIT

1. IRS Determination Letter: ATTACHED
2. Organization's budget for current fiscal year: ATTACHED
3. Audited or Reviewed Income Statement and Balance Sheet for the last completed fiscal year: ATTACHED
4. IRS 990: ATTACHED
5. List of Board members and their affiliation: ATTACHED
6. City of Mountain View business license: N/A
7. Proof of Insurance: ATTACHED
8. If you are fiscally sponsored by a 501(c)(3), please provide a signed letter from a representative of that nonprofit. The letter should contain the following: N/A
 - a. A statement that this organization is currently fiscally sponsoring your program and will continue to do so during the period that you would be using Community for All grant funds
 - b. City of Mountain View business license
 - c. Proof of Insurance
 - d. The organization's EIN number
 - e. The organization's contact information
 - f. The name, title, and contact information of the person authorizing the fiscal

JustREAD FY 2018 Budget
August 1, 2018 to July 31, 2019

INCOME

Cash Donations

Foundations	\$ 26,000
Corporate	\$ 28,000
Individuals & Family Foundation	\$ 98,000
Service Clubs-Rotary-Kiwanis	\$ 6,250
Education Funds	\$ 15,000
AmazonSmile	\$ 100
Total Cash Donations & Fees	\$ 173,350
In-Kind & Pro Bono Services	\$ 51,200
TOTAL INCOME	\$ 224,550

EXPENSES -- G&A	Cash		In-Kind & Pro Bono	Total
Personnel	\$ 6,660			\$ 6,660
Payroll Taxes - ER	\$ -			\$ -
E&O Insurance	\$ 2,794			\$ 2,794
Supplies	\$ -			\$ -
Postage	\$ -			\$ -
Bank Fees	\$ 100			\$ 100
Prof. fees (Acctg, Legal, IT & Other)	\$ 1,000		\$ 9,600	\$ 10,600
Software (IT)	\$ 600		\$ -	\$ 600
Other G&A	\$ 200			\$ 200
Total G&A	\$ 11,354	6%	\$ 9,600	\$ 20,954
EXPENSES -- Fundraising				
Personnel	\$ 6,660			\$ 6,660
Payroll Taxes - ER	\$ -			\$ -
Supplies	\$ 200			\$ 200
Postage	\$ 500			\$ 500
Printing-newsletters, mailings	\$ 1,000			\$ 1,000
PayPal fees, other	\$ 300			\$ 300
Event Expense	\$ 600		\$ 500	\$ 1,100
Other Fundraising	\$ 2,000			\$ 2,000
Total Fundraising	\$ 11,260	6%	\$ 500	\$ 11,760
EXPENSES -- Program				
Personnel	\$ 129,000			\$ 129,000
Payroll Taxes - ER	\$ 14,185			\$ 14,185
Payroll Bank Charges	\$ 1,000			\$ 1,000
Consultant Expense	\$ 1,500			\$ 1,500
Site Coordinator Stipend	\$ 1,000			\$ 1,000
Supplies - general	\$ 800			\$ 800
Printing & Copying	\$ 1,400		\$ 500	\$ 1,900
Computer, Fax, Internet, Phone	\$ -		\$ 600	\$ 600
Website host, maintenance	\$ 200			\$ 200

Student Binders & Materials	\$	100		\$	100
Student WJ Tests	\$	100		\$	100
Books & Enhancement Material	\$	800		\$	800
Curriculum Mat'ls Printing,Repro	\$	100		\$	100
ToolBoxes Repro (JustREAD)	\$	-		\$	-
Tool Boxes Repro (JustMATH)	\$	-		\$	-
Tutor Recruiting & Trainings	\$	600		\$	600
Appreciation Lunch & Conference	\$	1,000		\$	1,000
Pro Fees - Graphics Design, Mkt	\$	-		\$	1,000
Other Programs	\$	300		\$	1,000
Tutors Fingerprinting	\$	600		\$	1,800
Test Administrators / Edu Consulting	\$	-		\$	-
Rent	\$	-		\$	35,000
Janitorial	\$	-		\$	1,200
Total Program	\$	152,685	87%	\$	41,100
GRAND TOTALS	\$	175,299	100%	\$	226,499

NET INCOME \$ (1,949)