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Executive Summary

The Town of Guadalupe will operate YouthBuild Guadalupe as an Education Award Only program. Members recruited into the program will complete 675 hours of community service. Community service will consist of building and/or renovating homes for low-income, senior and/or disabled residents of Guadalupe and service projects that benefit the community of Guadalupe. Members will also work towards earning their GED and participate in workshops/trainings that address life skills.

Rationale and Approach

The Town of Guadalupe has been designated as rural by congress. The Town of Guadalupe was incorporated in 1975 and covers an area of approximately 0.75 square miles, a single census tract surrounded by the City of Phoenix to the west and the City of Tempe to the north, east and south. Interstate 10 to the west and the Salt River Project High line Canal to the east, form natural barriers tending to isolate the Town of Guadalupe from its neighbors which has resulted in the community retaining its cultural values and rural nature. A population of 5,990 currently resides in the area according to the Arizona Department of Health Services (AZ DHS). 44.2% of that population is American Indian and 72.3% consider themselves as Hispanics.

According to the 2000 census, there are 1,184 housing units in the Town of Guadalupe, of which 1,110 (93.8%) were occupied and 74 (6.3%) were vacant. According to the Arizona Department of Health Service the population density for Guadalupe is 7217.7 per square mile compared to 51.3 per square mile statewide. According to a 1995 Town of Guadalupe survey, over 75% of the housing stock is substandard. The total number of housing units estimated to be overcrowded is 533, close to half of the occupied homes in the Town of Guadalupe. This overcrowding often leads to homelessness for some families. In fact, in the state of Arizona there are an estimated 22,000 homeless people on any given day, 13,000 of which are located in Maricopa County alone (AZ DES and AZ HUD). This data can only grow worse as Guadalupe is landlocked and the population is growing steadily.

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Guadalupe is the poorest community in Maricopa County and one of the poorest communities in Arizona. 66.1% of the community is 200% below the federal poverty level. This is twice the amount of the state of Arizona. Of residents age 25 and over, 62.2% do not have a diploma and of that same age group 39.3% have less than a 9th grade education. In a society that increasingly relies on the education of its citizens, Guadalupe is falling farther and farther behind.

The Town of Guadalupe is working to address these issues with programs such as YouthBuild Guadalupe. We also recently completed an AmeriCorps program. One of the benefits of working with AmeriCorps that our programs discovered was the education award. Upon receipt of a diploma or GED, most students in the community head right to work, but with the AmeriCorps education award, we have seen more of our residents start classes at our local community college or even head to a trade school.

The participants in the program will be responsible for assisting in the construction of two homes for senior, low-income, elderly and/or disabled residents of the community. Our cycles will last 9 months long and consist of no more than 22 participants. In that time, participants will not only assist in the construction of two new homes, but will also be responsible for increasing their educational attainment, whether that be through earning a GED or increasing their skill level to an equivalent of 2 grade levels. In addition, members will be responsible for participating and planning service projects throughout their involvement in the program. This opportunity to give back to the community not only through service projects but through the construction of new homes, affords these young men and women a chance to give back to their community.

Through our program, 15 participants will be eligible to serve as an AmeriCorps member. During their 9 month stay in our program each participant will complete 675 hours of community service. In addition,

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members will be responsible for either earning their GED or increasing their education level by an equivalent of two grade levels. Members will attend the program four days a week with a total of 30 hours spent in the program per week. Members will spend 16 hours a week focused on educational activities, service projects and earning their GED. They will also spend 14 hours a week focused on construction. They will be constructing homes for low-income, senior and/or disabled residents of Guadalupe.

With this program, not only will the residents benefit by having two new homes in the community for needy residents, but the community will be affected in a positive way. Young men and women enrolled in the program will give back to their community through a minimum of 4 service projects that they will run in collaboration with local community organizations. These AmeriCorps members will provide the community with young people inspired to give back to their community and continue their education. With education rates in Guadalupe being so low, it is important for these members to earn their GED and continue their schooling.

We successfully completed 7 cycles of AmeriCorps through our umbrella title, Guadalupe Youth and Young Adult Program. We had a wonderful experience working with AmeriCorps and would like the opportunity to do so again. While we were not awarded the AmeriCorps grant with this last cycle we would like the opportunity for our members to continue earning education awards. This grant would allow for our members to participate in our YouthBuild Guadalupe program and earn an education award at the same time. The education award allows for our members to continue their education once they have completed our program.

We will ensure that our members do not violate non-duplication, non-displacement and non-supplementation requirements by providing members with a detailed position description and including

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this statement in their member contracts. Their contracts will provide the members with a clear understanding of their service and the rules and regulations associated with their service. In addition, members will be asked to sign time sheets that clearly state that they have not been involved in prohibited activities with program dollars during that time period.

Our members will have a clear understanding of what is expected of them as they enter the program. During Mental Toughness, they will receive an orientation regarding the expectations that staff has for them as they go through the program. Members will also receive training in construction safety, construction, CPR/First Aid, facilitating and general life skills such as money management and job readiness training. Members will be supervised by YouthBuild Guadalupe staff for the duration of the program. In addition to a policy entitled 3-caring adults, members will be the beneficiaries of a formalized mentoring program. Throughout the 9-month period, members will receive support not only from staff but from a local mentor. In addition, the mentor will provide assistance to the member for 6 months after they complete the program. This is to ensure the members successful completion and to provide support as they exit the program. In addition, staff will meet with members as a group twice monthly to discuss their progress in the program and to evaluate the programs progress to date.

As a former AmeriCorps site, we have seen how important it is for a young person not only to have access to education, but to feel as if they have opportunity to continue their education. Being in possession of an education award provides our members that opportunity. In the past year we have had former members return to our program to express their gratitude at receiving an education award. Members have used their award to attend not only local community colleges and universities, but also to attend trade schools.

Our program will align 5 of our performance measures with the National performance measure

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standards. We will be addressing the focus area of opportunity. We will be building two homes for low-income, senior and/or disabled residents of Guadalupe. The residents will be processed through our Housing Department and homes will be built using funds from Housing and Urban Development Community Development Block Grants. The homeowners will be processed through our housing department. The Housing Department will select homeowners based on low-income. We will also be tracking GED progress and employment attainment through the program period and for a year afterwards. This aligns with the requirements for our existing YouthBuild program and will not require an undue burden on staff as we track these outcomes.

The improvement and evaluation of our programs relies not only on our members but on our community partners as well. During bi-weekly meetings with members, staff will discuss any changes that should be considered to improve the program with the members. In addition, members are responsible for completing an evaluation not only of their progress but of the program, quarterly. Staff will review the evaluations and make necessary changes accordingly. Program staff are also responsible for working with community organizations to provide services to the community in form of service projects. While meeting with local organizations, staff will be responsible for informally gathering information regarding program effectiveness. Staff will also meet quarterly with local stakeholders to discuss assessment of program deliverables. This is a chance not only for our program to improve, but also to receive valuable feedback about what we are doing well.

Local community stakeholders are vital to the continued success of our programs. In the years that our programs have been active, we have been able to provide support for community events such as Dia del Nino, which is sponsored by Centro de Amistad and promotes the well-being of youth in our community. There are several such activities that our programs continue to participate in. Our local partners have remained constant and committed to our programs. We provide support in the planning

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and execution of 7 community service projects.

We are currently an affiliate of YouthBuild USA and have been such since 2001. The YouthBuild program model is not a new model and has been replicated successfully in many other locations. To date there are 4 YouthBuild programs in the state of Arizona alone.

Organizational Capability

Our programs have been in operation since 1996 and have operated within the auspices of the Town of Guadalupe. Our fiscal oversight is supplied by the Finance Department within the Town of Guadalupe. In addition, the Town is the recipient of an annual audit conducted by the firm of Colby & Powell in compliance with federal regulations. Our programs ability to provide successful programming is evidenced by our programmatic success. Over the years we have constructed and assisted in the construction of over 100 homes, implemented more than 30 service projects and supervised more than 5, 784 volunteers in service. YouthBuild Guadalupe has been a constant in the community and has provided more than 200 youth with the opportunity to continue their education by earning a GED and if they were a participant in the AmeriCorps program, to earn an education award as well.

Our programs are operated within the Town of Guadalupe. The Town Manager oversees the program operations through the Department Head who serves as the Program Director. The Program Director works with both the Program Coordinator and the Construction Assistant to provide programming to the members. Staff provides GED instruction, life skills instruction and construction instruction. In addition, staff works with the members in close format allowing for the members to receive both support and informal mentoring. This will be the first year that staff will be organizing a mentoring program for the members to utilize. The fiscal oversight is provided by the Town of Guadalupe Finance Department.

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Ongoing internal assessment is conducted yearly by the Town Manager and covers not only staff performance, but program performance. Staffing is evaluated on a yearly basis to provide staff with insight on their performance and discuss ways to improve. In addition, the Town of Guadalupe goes through a yearly audit of its fiscal procedures to determine areas that are working well and areas for improvement. This fiscal audit is conducted by the firm of Colby & Powell, PLC.

Staff will work with current grant providers to receive any and all technical assistance needed. In addition, the staff maintains a network of program directors to provide assistance as they navigate some of the trickier aspects of program operation. Both YouthBuild USA and the Department of Labor (current funders) have pledged to provide technical assistance as needed.

Staff will meet on a weekly basis to discuss program goals, members, and program performance. If there is an issue that arises that requires technical assistance, staff will notify the correct agency and seek assistance. The Department Head for youth programs will also meet on a bi-weekly basis with the Town Manager to discuss program performance, updates and successes. At that time, there will also be discussion of any technical assistance needed from the Town Manager or the resources provided to that office.

AmeriCorps members were able to generate more than 5,784 volunteers and supervised 36,031 hours of community service. While the majority of volunteers counted are episodic, our programs have been able to generate a key group of agencies that continue to provide support through volunteering.

Our organization continues to serve the community. Current staff has received recognition of service from the different agencies in the Town through thank you letters and increased support from the community. Our staff remains involved in community service events like Dia del Nino and the Family

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Peace Walk. These events are hosted by another agency in the community that staff and members participate in and support. Events like these are posted on our calendars as days of service. We continue our long and well received relationships with community organizations.

This past three year grant period, our programs were able to rely increasingly on Town funding. However, this past year the economy hit not only our community hard, but our programs hard as well. This past year we considered closing our doors as the Town of Guadalupe saw a decline in their revenue of more than \$400,000 which accounts for about 10% of the Town's budget. This decline was felt by all of the Departments and was the first year that we increased our reliance on Federal dollars.

However, with this coming year we are confident that we will be able to provide an increase in our in-kind support as we rely increasingly on our partners. We will be working with our partners to provide more services for our members as they go through our programs. Town staff has been successful in securing donations from Home Depot and we hope to continue this beneficial relationship and others like it.

Budget/Cost Effectiveness

Our program is currently the recipient of a YouthBuild grant through the Department of Labor. We will use this resource to fund staff, member stipends and programming. We will also continue to work with our National Affiliate, YouthBuild USA to secure funds for other programming costs as needed. The funding that our program currently has will support our YouthBuild members with stipends, necessary equipment and support services. In addition, the grant will cover staff salaries and fringe benefits, travel and training costs, supplies and equipment for the members and staff. The money that we are requesting through this grant will provide our program with more monies to support trainings.

Our current budget adequately funds our program. We have been in operation since 1996 and in that

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time have been able to successfully run 8 AmeriCorps cycles. We have also been able to support three programs that serve the youth of this community; YouthBuild Guadalupe, AmeriCorps and the Youth Volunteer Corps. The funds that we are applying for will further support participants in the YouthBuild program by providing them with an education award following their successful completion of 675 hours of service in a 9-month period.

Evaluation Summary or Plan

The staff and community will conduct an evaluation of the program. A survey and questionnaire will be developed to address the effectiveness of the program. A review of the evaluation will be discussed and acted upon by staff and the Town Manager.

Amendment Justification

N/A

Clarification Summary

Clarification on Member Supervision

Members will be supervised at all times by staff of the program. While on the construction site, a staff member will be present with the members. In addition, when in the classroom or in scheduled trainings, staff will be present.

Clarification on Member Training

The training regarding the AmeriCorps state office was in reference to the training conference provided by the Governor's Office for Children Youth and Families (AmeriCorps) during the summer months. It has been organized by LeaderCorps members in the past. In addition to this training, members will receive construction safety training when they first begin the program. Then, members will receive training periodically throughout their term of service. There will be a focus by staff to provide life skills

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training at least once a month. In the middle of their term of service members will also receive a week long training focused on various topics such as dealing with diversity, conflict resolution, facilitation, money management and many others. Members will also receive training the last month of their service with a focus on job readiness and career exploration.

Clarification in Discrepancy in Narrative and eGrants

We will recruit 22 members for our YouthBuild program, but 15 will be co-enrolled as AmeriCorps members. Those who qualify for AmeriCorps will be co-enrolled as AmeriCorps members. YouthBuild allows for members to be under the age of 17 when enrolled. Those members will not be eligible to serve as AmeriCorps members.

Continuation Changes

N/A

Performance Measures

SAA Characteristics

- AmeriCorps Member Population - None
 Geographic Focus - Urban
 Geographic Focus - Rural
 Encore Program

Priority Areas

- | | |
|--|---|
| <input type="checkbox"/> Education | <input type="checkbox"/> Healthy Futures |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input type="checkbox"/> Environmental Stewardship | <input type="checkbox"/> Veterans and Military Families |
| <i>Selected for National Measure</i> <input type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Economic Opportunity | <input type="checkbox"/> Other |
| <i>Selected for National Measure</i> <input checked="" type="checkbox"/> | <i>Selected for National Measure</i> <input type="checkbox"/> |

Grand Total of all MSYs entered for all Priority Areas 5.71

Service Categories

GED/Dropouts

Housing Infrastructure

National Performance Measures

Priority Area: Economic Opportunity

Strategy to Achieve Results

Briefly describe how you will achieve this result (Max 4,000 chars.)

Members will be responsible for attending GED preparation classes twice a week for 8 hours a day.

Result: Output

Result.

All members will receive TABE testing prior to beginning their term of service. Members will be expected to increase their TABE scores by a grade level in at least one subject area per quarter (reading, language, mathematics).

Indicator: O13: Members without a high school diploma prior to service.

Target : Members will be expected to increase their TABE scores by a grade level in at least one subject area per quarter.

Target Value: 15

Instruments: TABE test scores

PM Statement: All members will receive TABE testing prior to beginning their term of service. Members will be expected to increase their TABE scores by a grade level in at least one subject area per quarter (reading, language, mathematics).

Result: Intermediate Outcome

Result.

Of those members who score higher than 10th grade on all of their subject areas for the TABE, 10 will receive their GED in 9 months.

Indicator: O16: Members that obtain a GED/diploma.

Target : 10 members testing above a 10th grade level on their TABE will receive their GED in 9 months.

Target Value: 10

Instruments: GED test scores and diplomas

PM Statement: 10 members testing above a 10th grade level on their TABE will receive their GED in 9 months.

Required Documents

Document Name

Status

Evaluation

Not Applicable

Labor Union Concurrence

Not Applicable