

A. Organization & Contact Information

Case Id: 10734
Name: MENTOR - 2020/21
Address: *No Address Assigned

Completed by dothula@gmail.com on 11/21/2019 3:49 PM

A. Organization & Contact Information

The Request for Proposals and additional materials to assist with completing the application can be found on the City's webpage for [Community Agencies](#)

A.1. Organization Name

My FACE (Males and Females Acting in Confidence and Empowerment)

A.2. Project/Program

MENTOR

A.3. FY 2020-21 Funding Request Amount

\$30,000.00

A.4. Agency's Total Operating Budget

\$80,000.00

A.5. Mailing Address

PO Box 773 Winston-Salem, NC 27102

A.6. Project/Program Location Address

MENTOR 2021 S. Salem Bluff Drive Winston-Salem, NC 27127

A.7. Organization Website

None

A.8. Year 501(c)(3) status obtained

2015

A.9. Organization Fiscal Year

January-December

A.10. Federal Tax ID Number

A.11. Federal DUNS Number

EXECUTIVE DIRECTOR/MANAGER

A.12. Name, Title

Dothula Baron, President/Executive Director

A.13. Email

dothula@aol.com

A.14. Phone

(336) 331-3320

CONTACT

A.15. Name, Title

Dothula Baron, President

A.16. Email

dothula@gmail.com

A.17. Phone

(336) 331-3320

BOARD CHAIR

A.18. Name

Dothula Baron

A.19. Term Expiration

12/31/2020

A.20. Email

dothula@gmail.com

A.21. Phone

(336) 331-3320

B. Project Overview

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B. Project Overview

Please provide the following information

APPROACH (7 POINTS)

B.1. Provide a concise description of the proposed project/program, indicating specifically how City funds will be used. Briefly, what are the goals/objectives of the project/program?

MY FACE is in the midst of implementing a pilot project geared towards families in the Boston community. MENTOR (Mentoring, Education, Nurturing, Training, Opportunities, and Responsibility) is a hands-on program providing mentors to unemployed/underemployed families in Boston-Thurmond. Thus far, five (5) mentors have participated in intensive training in, not only mentoring, but also listening/ communication, leadership development, problem solving, goal setting, and career development offered through several partners in Winston-Salem. A community resource manual has also been designed.

As mentors continue to meet with families on a weekly face-to-face basis, they will form partnerships and build relationships, based on courage, hope and transformation. They initially develop Family Empowerment Plans, constructed on the basis of their dreams, their goals, development of actions plans, and how to work towards them. Their plans might include accessing financial counseling, computer training, personal leadership/empowerment, communications skills, diplomas or college degrees, and/or career development/employment assistance. Included in career development will be how to dress, interviewing, completing applications/resumes, and conflict resolution skills. The MENTOR training and the resource manual, including partnering agencies, helps with identifying appropriate agencies to assist.

Our goals are to enhance opportunities for empower families to compete in the marketplace; to improve the financial status of families in Boston-Thurmond; and to empower and develop heads of household to become leaders in their community and the working world. Objectives are: To assist families in obtaining sufficient employment for unemployed/under-employed families; To assist heads of household in improving quality of life by identifying and supporting adequate education; To assist heads of household in improved ability to create and maintain household budgets through introducing financial literacy skills; To meet basic needs; i.e. food, clothing, shelter; To utilize technology in navigating through 21st century society and culture; To assist in attaining proficiency in effective communication; and to develop personal leadership and empowerment skills. Through the first year of MENTOR (our current year), we working with five (5) families, out of which perhaps only one participant will become employed; one person will work towards a certification or a degree; and one family will move towards food security. We expect all families to utilize technology, become more proficient in effective communication, and develop better personal leadership and empowerment skills. In the second year (2020), we will work with at least fifteen families from which at least 30% will begin a certification or degree program, and all of them (100%) will have taken training in financial literacy, computer/technology skills, and leadership development (including communication, personal affirmation, and problem solving).

B.2. How will a participant access the proposed project/program, use the services, and derive a beneficial outcome from participation?

Participants will access the project through Boston-Thurmond area schools--Paisley International Baccalaureate Magnet, Kimberley-Park, and Cook, plus Social Services, Goodwill, Family Services, and Martin Luther King Community Center. Mentors will also go door-to-door to identify interested families. Mentors will work one-on-one with families to help them develop Family Empowerment Plans and identify community resources to assist them in implementing their plans. Mentors will work with them during their processes until they reach their goals.

B.3. How many participants on average will be served at any one time? What is the maximum number that can be served at any one time? What is the unduplicated total number of participants to be served during the program year?

In 2019, five families are being served as part of this pilot project. In 2020, we expect to serve 15 families. Additional mentors will be trained to work with these families. As more families are referred from our partner agencies, we will train more mentors to whom compensation to some degree will be necessary. Eventually, we hope to be able to serve all those families living below the poverty level (39%) or at least 5% of the total households.

NEED (7 POINTS)

B.4. Describe the population(s) to be served. Describe the key demographic and economic characteristics of the clients to be served.

My FACE is proposing to identify, assist and provide mentoring and support to low to moderate income/unemployed and under-employed families in Boston-Thurmond inn Winston-Salem. The Boston-Thurmond neighborhood is a low to moderate-income community. According to Winston-Salem City-Data, the median household income is \$24,521, less than half the North Carolina rate; and approximately 60% have less than a high school education; approximately 60% of the total Boston-Thurmond population are black, almost 15% are white, and roughly 25% are Hispanic, black/white, and other; thirty-nine (39) per cent are below the poverty level. Another interesting point is that 38.7% are in service occupations, compared to 20.7% in the state, another indication of low incomes. Additionally, the percentage of never married females 15 years and older is 12.5%, while in North Carolina, it is 15.2%; plus the number of married couples is low (36.9%), compared to 57 state-wide. Academically, only 4% of the total residents in Boston-Thurmond were in undergraduate college in 2015. We want to raise this statistic.

With the low number of married couples and high number of never-marrieds, this program has been designed to primarily assist females/single mothers who are low income. The administrators and providers for MENTOR are female, all of whom have been single mothers, most with some higher education yet they have experienced struggle and lack because of the disadvantage of limited household income associated with human service and social justice work. They are able to empathize and support the needs of our target population.

B.5. Describe the unmet need that the proposed project/program seeks to address. Why does the population described above need the proposed assistance? Include data supporting the need.

An unmet need in the Boston-Thurmond neighborhood is the large numbers of never-marrieds, many of whom are low income single mothers. This population needs the assistance, not only because many of them want to raise their standards of living but also, because of the efforts to revitalize Boston-Thurmond physically with new housing and renovations.

The Boston-Thurmond community is currently in the midst of transition—Habitat for Humanity is located in that community and has built and renovated many houses there. The Boston-Thurmond Community Engagement Roundtable is in the process of developing a revitalization plan focused on housing and beautification, and the Boston-Thurmond Neighborhood Association continues to primarily focus on safety. My FACE is focusing on assisting residents in upward

academic and economic mobility. All of our mentors are residents of Boston-Thurmond community and members of the Boston-Thurmond Neighborhood Association. Most are members of the Roundtable. They are all Africa American.

COLLABORATION (6 POINTS)

B.6. Describe any specific collaborative relationships with other organizations (public or private) and how they will impact the project/program. How will collaboration contribute to the planning, implementation, operation, oversight, and performance measurement of the proposed project/program?

Collaboration is in place with Family Services, Goodwill, M.L. King Community Center, NC Work Career Center, and Social Services. They all have educational and work programs in place that will benefit our families, and have agreed to work with us in our efforts. All of them, plus Winston-Salem/Forsyth County Schools have committed to send us referrals. Habitat for Humanity has agreed to talk to potential families who might be interested in and want affordable new homes. They have also provided us meeting space, when needed.

C. Strategy and Performance

Completed by dothula@gmail.com on 11/21/2019 5:03 PM

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C. Strategy and Performance

Please provide the following information

STRATEGY (5 POINTS)

C.1. The City of Winston-Salem adopted the [2017-2021 Strategic Plan \(2019 Update\)](#) as a guiding document to establish community priorities based on the vision, mission, and values set forward by the Mayor and City Council. Indicate which of the City's strategic focus areas your program aligns with best (select one):

Economic Vitality and Diversity

C.2. Select the service area(s) that your project/program relates to:

- Housing/Homelessness
- Economic Development
- Construction Rehabilitation
- Poverty Reduction
- Arts and Culture
- Youth
- Public Safety
- Transportation
- Other

PERFORMANCE (15 POINTS)

C.3. Explain the plan for monitoring and evaluating the project/program. Also include the steps that will be taken if original goals provided in C.5. are not achieved.

Monitoring and evaluation will consist of:

Family Empowerment Plans
Mentor Evaluation Sheets and Monthly Reports
Monthly Coordinator Reports
Annual Reports

If original goals are not achieved, the Coordinator and Mentors, along with partners, will evaluate and plan strategies for moving forward. We will determine what elements will be deleted or modified and other elements that need to be added. Next steps will be decided. We are committed to our work with Boston-Thurmond.

C.4. Describe the system to be used to track participant and program data. List any key reports and their frequency that will be used to capture project/program performance.

Monthly compilation of data, tracking reports will be turned in by Mentors. The Coordinator will conduct monthly data tracking, based on reports given by Mentors.

C.5. Use the chart below to show how your agency measures program effectiveness. List goals, activities, and performance measures you will use to evaluate services, facilities, and programs that will be funded by the City. Performance measures can be quantitative and/or narrative.

- Include at least three goals and performance measures.

- One of the performance measures must include the unduplicated number of participants served.

Stated Program Goals	Program Activities in Support of Goals	FY 18-19 Previous Year Results	FY 19-20 Current Year Projected Results	FY 20-21 Next Year Anticipated Results
To enhance opportunities for improving the financial status of families in the Boston-Thurmond community	Mentors will work with families, providing budget counseling, educational guidance, motivation and employment assistance, where necessary	N/A	Families will learn how to open bank account, balance checkbooks, set up budgets, and how to set financial goals	Financial Pathways will have worked with 15 families for teaching them financial literacy skills in 2020
To increase opportunities for economic success of unemployed/underemployed families in Boston-Thurmond	Mentors will work with families, providing gentle guidance, direction, courage, and hope. Activities will include: training mentors, selecting families, pairing mentors with families, assessing needs, setting up regular meetings, meeting with school personnel, reviewing family progress mid-term and at end of year	N/A	-Search for and confirm trainer(s) for project mentors -Select five mentors -Work with five families, assisting them in developing Family Empowerment Plans and implementing them.	-15 families will have participated in the MENTOR program and demonstrate enthusiasm in achievement -15 mentors will have worked with families, guiding and encouraging them -Coordinator will have connected with school personnel and other agencies at least monthly
To empower heads of household for success in the community and the workplace	Mentors will guide family heads of household in determining and attaining leadership/empowerment skills	N/A	Mentors will have demonstrated and exemplified leadership skills	15 families will have participated in leadership/life skills classes no later than December 2020

C.6. FY 18-19 Program Accomplishments

Accomplishments in 2019 are:

Recruited Mentors

Created MENTOR brochure and flyer

Engaged Trainer

Developed training curriculum and materials

Designed Training Manual

Developed Family Process and Application, also Family Empowerment Worksheet, Plan and Commitment Form, plus other necessary materials

Met with community agencies, including Experiment in Self-Reliance, Family Services, Imprints Cares, Goodwill, NC Works Career Center, Social Services; engaged partners

Met with Parent Involvement Coordinators at Paisley and Kimberley-Park

Met with WSFCS Parent Involvement Coordinator

Spoke to parents at Paisley Community Forum

Spoke to parents at Kimberley-Park Community Night

Developed Community Resource Manual

C.7. FY 20-21 Key Objectives

Key objectives for 2020-2021 are:

Mentor 15 families to become strong, efficient contributors to society

Train at least 15 family heads of household

Train at least 10 mentors

Enroll all (15) family heads of household in education classes for either high school GED/graduation or college credits

Train all families (15) in budgeting and financial literacy

Easier access to at least two designated community services and programs

Improved leadership/life skills for all families, as measured by Family Empowerment Plans

D. Organizational Capacity

Completed by dothula@gmail.com on 11/21/2019 10:14 PM

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D. Organizational Capacity

Please provide the following information

MISSION (5 POINTS)

D.1. Provide an overview of the organization. Include the organization's mission statement and the major services, programs, and activities provided. How does the proposed project/program help advance the mission of your organization?

Purpose: MY FACE was formed to train women in personal development and leadership, including communication, esteem-building, personal affirmation, responsibility, self-respect/honoring oneself, respect for others, acknowledging/encouraging other women, trust, relationship-building, team building and problem solving. Other activities include Education and Employment; Economic Awareness and Financial Competency; Civic and Political Awareness; Sexual Aptitude and Personal Health; and Spiritual Awakening. In the past, MY FACE has sponsored classes/workshops in topics, such as Economics 101 – Banking/Savings and Beating the Winter Blues.

Mission: To improve and enhance the status and quality of life for women and young men of color

Vision: Historically women and men of color have lagged behind the majority population, socially and economically, and thus have been generally been powerless and disenfranchised. They have not been encouraged to be strong leaders. Our vision is that all women and young men of color will be prepared to live and thrive abundantly, proficiently and effectively in the contemporary world.

Programs:

Personal Awareness and Leadership Development – MY FACE trains women in personal development and leadership, including communication, esteem-building, personal affirmation, responsibility, self-respect/honoring oneself, respect for others, acknowledging/encouraging other women, trust, relationship-building, team building and problem solving.

Education and Employment – MY FACE staff and mentors provide support and assistance for women who want to enhance their skills and further their careers. Where necessary, staff and mentors assist them in identifying potential trade schools or colleges, preparing and submitting applications, obtaining financial assistance, and enrolling in their chosen institution. Additionally, MY FACE was with individuals to prepare resumes, learn interviewing skills, understand appropriate dress, the job search, networking, self-awareness/life skills, preparing for the future, strengths/weaknesses, thinking outside the box, and self-sufficiency, and other related skills.

Because needs of African American males are extensive, in the future MY FACE will also work with young African American males to assist them in staying focused during high school, graduating, applying for, and enrolling in higher education. During their college years, MY FACE staff and volunteers act as mentors to ensure that students stay on track, maintain appropriate grade point averages and have other necessary tools for achieving college graduation and transitioning into the working world, including college/career planning and college funding.

Economic Awareness and Financial Competency – MY FACE realizes that women often are not very well versed in economic awareness and financial competency. Our aim is to change that phenomenon. MY FACE conducts classes and workshops that will include What is Wealth?, Economics 101 – Banking/Savings, Mortgage Bundling, Consumerism, Insurance and investments, Credit and Credit Cards, Money Management, Financial Literacy, and Managing through Tough Times, among others. We call on financial counselors and other similar professionals to assist in this training.

MENTOR will help advance our organization because its activities are exactly why My FACE was established.

FUNCTION (5 POINTS)

D.2. How long has your organization been in operation?

We were incorporated in 2008, and received our tax exempt status in 2015 (11 years total).

D.3. How does your organization benefit and serve the City of Winston-Salem and its citizens?

My FACE was originally established in Wilmington, NC to serve the state of North Carolina. We just recently became visible in Winston-Salem. The Founder and President has served the city of Winston-Salem for many years having grown up here and lived here for many years since, when she served as Co-Chairman of the Governor's Conference on Leadership Development for Women in the 1980s. She also volunteered quite abundantly at the YWCA, here she helped establish a project entitled Black Women Coping that served 75 women as part of their very first event. She was also head of Women in the Work Force in High Point. She moved away in 1990, and just recently returned in 2016.

STRUCTURE (5 POINTS)

D.4. In the chart below, list key personnel involved in the proposed project/program.

Position Title	Activities/Inputs	Total Work Hours Per Week	% of hours proposed to be funded
Coordinator	Designs and facilitates key components of the project, manages the project and oversees the mentors' work with families	40	0.00 %
Mentors (15)	Will work with families in determining and fulfilling goals	6	100.00 %
Trainer	Trains Mentors and devises working materials and guide books for Mentors	8	100.00 %

D.5. List all executive staff and their compensation (other than per diem).

Executive Staff Name	Title/Role	Compensation	% of Hours Proposed to be Funded
Dothula Baron	President	\$24,600.00	0.00 %
Hazel McGill	Trainer	\$10,400.00	50.00 %

D.6. Attach an organizational chart

Organizational Chart *Required

MyFACE_Organizational Chart.docx

D.7. Please complete the Diversity of Employment and the Employment Profile below. See the [Request for Proposals \(RFP\)](#) for definitions of position types used in the Employment Profile.

Describe the hiring process and how it is structured to provide the most diverse candidate pool.

The hiring process includes 1.) Announcing jobs in the Boston-Thurmond neighborhood; 2.) Reviewing applications/resumes by Admin team; 3.) Using a score sheet to compare candidate qualifications; and 4.) hiring personnel.

Please enter the total number of Full-Time Positions and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers					1	
Professionals						
Technicians						
Office/Clerical						
Laborers/Service Workers						

Please enter the total number of Temporary/Part-Time Positions (FTE) and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers					1	
Professionals					15	
Technicians						
Office/Clerical						
Laborers/Service Workers						

D.8.



Attach a list of all Board Members AND compensation (other than per diem) *Required

MyFACE_BoardMembers2019.docx

D.9. Number of full Board meetings held during the last twelve months

3

D.10. Number of Board's Executive Committee meetings held during the last twelve months

3

ABILITY (5 POINTS)

D.11. Describe the implementation or operational plan to get the proposed project/program up and running in a timely manner. Describe any key contingencies on which the startup depends. Please upload any maps, milestones, etc. to "F. Required Documents."

Operational Plan

1. Advertise positions (no later than July 2020)
2. Interview and hire/confirm (no later than August 2020)
3. Train no later than October 2020
4. Introduce to schools and other community agencies (no later than November 2020)
5. Meet with family heads of household (no later than November 2020)
6. Assist heads of household in creating Family Empowerment Plans (no later than November 2020)
7. Begin implementing Plans in November 2020

D.12. How do your policies and procedures (including marketing, outreach, eligibility determination and appeals) ensure fair and equal access to the benefits of the program to all persons who seek to participate?

My FACE is currently working on a Policies and Procedures Manual to address marketing, outreach, eligibility, appeals, etc. Tentatively in draft status to show the My FACE generally supports fairness and equality in all its activities across the board, particularly in selection of vendors and contracts; i.e. insurance agents, accountants, consultants, etc.

E. Cost Effectiveness

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E. Cost Effectiveness

Please provide the following information

BUDGET AND FUNDING (10 POINTS)

E.1. Please complete the table to show the organization's operating budget.

Expenditures by Program	Budgeted FY 19-20	Projected Actuals FY 19-20	Proposed Budget FY 20-21
Program Services	\$1,800.00	\$1,800.00	\$50,500.00
Fundraising	\$0.00	\$0.00	\$0.00
Management and General	\$0.00	\$0.00	\$29,500.00
	\$1,800.00	\$1,800.00	\$80,000.00

Expenditures by Category	Budgeted FY 19-20	Projected Actuals FY 19-20	Proposed Budget FY 20-21
Employee Salaries and Wages	\$0.00	\$0.00	\$24,600.00
Employee Benefits	\$0.00	\$0.00	\$0.00
Facility Rent and Utilities	\$0.00	\$0.00	\$3,600.00
Training and Conference Registration	\$0.00	\$0.00	\$10,400.00
Membership and Dues	\$0.00	\$0.00	\$0.00
Travel and Transportation	\$0.00	\$0.00	\$1,200.00
Grants to Individuals and Organizations	\$0.00	\$0.00	\$0.00
Contracted Fundraising Services	\$0.00	\$0.00	\$0.00
Goods Purchased for Resale	\$0.00	\$0.00	\$0.00
Other Contracted Services	\$1,800.00	\$1,800.00	\$14,400.00
Other Operating Expenditures	\$0.00	\$0.00	\$25,800.00
Capital Outlay	\$0.00	\$0.00	\$0.00
	\$1,800.00	\$1,800.00	\$80,000.00

Revenues by Category	Budgeted FY 19-20	Projected Actuals FY 19-20	Proposed Budget FY 20-21
City of Winston-Salem	\$0.00	\$0.00	\$30,000.00
Forsyth County	\$0.00	\$0.00	\$0.00
State of North Carolina	\$0.00	\$0.00	\$0.00
Federal Government	\$0.00	\$0.00	\$0.00
Admissions/Program Revenues/Sales	\$0.00	\$0.00	\$0.00
Memberships	\$0.00	\$0.00	\$0.00

Donations	\$0.00	\$0.00	\$0.00
Foundation Grants	\$0.00	\$0.00	\$45,000.00
Interest and Investment Income	\$0.00	\$0.00	\$0.00
Parent Organization	\$0.00	\$0.00	\$0.00
Other	\$1,800.00	\$1,800.00	\$5,000.00
	\$1,800.00	\$1,800.00	\$80,000.00

Describe any amounts listed under "Other Operating Expenditures" or "Other Revenues." Provide details on any specific federal government revenue sources.

supplies, equipment, printing, incentives, miscellaneous

E.2. Has the City of Winston-Salem provided funding in the past? If so, provide a funding history of the most recent five years of City contributions in the table below.

Year	Funding Source	Funding Amount
2019	N/A	\$0.00

E.3. Please complete the table below to show specific details of proposed City funding and other leveraged funding for the proposed project/program.

Activity	Funding Requested from City	Funds from Other Sources	Other Funds Source
Management	\$0.00	\$24,600.00	ZSR/Women's Fund
Mentor Training	\$10,400.00	\$0.00	
Mentors Contract	\$14,400.00	\$0.00	
Supplies	\$0.00	\$500.00	ZSR
Equipment	\$0.00	\$2,000.00	ZSR
Marketing Materials	\$0.00	\$6,000.00	ZSR
Office Space	\$0.00	\$3,600.00	NBN
Travel	\$0.00	\$1,200.00	NBN
Incentives	\$5,200.00	\$0.00	
Insurance	\$0.00	\$1,300.00	Women's Fund
Miscellaneous	\$0.00	\$10,800.00	Women's Fund
	\$30,000.00	\$50,000.00	

E.4. If this year's request is different in any way (amount, activities, etc.) from a prior year's request, explain how and why. If you are a new applicant, please describe how you would adjust your project/program if your funding request is not funded at the full amount.

If My FACE receives less than we request, then we will have to go elsewhere for additional funding. We have operated thus far on minimal income, and have received lots of additional volunteer support and in-kind donations, but eventually will have to cover at least some of these expenses; i.e. mentors, supplies, equipment, and printing. We have a team of dedicated staff, so the goals and objectives will probably not be affected. It would be much easier with City funding.

SUSTAINABILITY (7 POINTS)

E.5. Describe the plan to sustain the project/program funding in future years. Include information about other funding sources to leverage City funds requested.

The project will be sustained through foundation and corporate funding, plus special events and donations. We have

commitment from NBN and strong interest from the Women's Fund. Within the next few years, we will approach United Way. Though we do not have fundraising expenses included in our budget, we understand the need to be steadfast in acquiring funds and planning for the future of MyFACE.

BARRIERS (3 POINTS)

E.6. Describe any potential barriers to the project implementation and how you plan to overcome them.

At this point, our biggest barrier is receiving support from schools and other agencies who make referrals. Since we are a new service, we will have to continually communicate and educate them on our capability and efficiency. That will come with time.

AVERAGE COST (5 POINTS)

E.7. Use the table below to show the average amount of City funds requested per beneficiary to be served during the year and the average total cost of the service per beneficiary to be served during the year (including all funding sources)

Proposed funds from the City for this project:	30000
Number proposed to be served for the year:	30
Average City funds per beneficiary:	1000
Proposed funds from all sources:	80000
Number proposed to be served for the year:	15
Average total funds per beneficiary:	15

F. Required Documents

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F. Required Documents

Please provide the following information

Documentation

- Code of Conduct/Conflict of Interest Policy *Required**
MYFACE_ConflictOfInterest.doc

- Submit a copy of the agency's latest 990 Form as submitted to the Internal Revenue Service. *Required**
scan0002.pdf

- Organization By-Laws *Required**
MyFACE_bylaws.doc

- Articles of Incorporation *Required**
ArticlesofIncorporation_2008.pdf

- Organization Policies (including personnel, formal non-discrimination, procurement, accounting, etc) *Required**
Financial Procedures.docx

- IRS 501(c)3 Designation Letter *Required**
scan.pdf
scan0001.pdf

Audited financial statements or a third-party review ***Required**

MyAudit Letter.docx

North Carolina Secretary of State - Current and Active Status (<https://www.sosnc.gov/search/index/corp>)

***Required**

scan0003.pdf

Other

***No files uploaded*

G. Community Development Only

Completed by dothula@gmail.com on 11/21/2019 10:04 PM

Case Id: 10734

Name: MENTOR - 2020/21

Address: *No Address Assigned

G. Community Development Only

** Complete this section only if you are requesting funds for a Community Development project (for CDBG, HOME and/or ESG funding).**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

1. In the right-hand column below, indicate the number of participants to be served by the proposed project/program within each income category during the year. Click [here](#) to see Winston-Salem income limits by household size.

Ranges of Income	# to be served
0 to 30% of median	0
31% to 50% of median	0
51% to 80% of median	0
Greater than 80% of median	0

2. Describe policies, procedures, and criteria for determining who is eligible. Describe the procedures for screening, eligibility determination, intake, assessment and orientation of participants

3. Explain how services will assist participants in reaching objectives of the proposed project/program. Describe the policies or procedures for follow-up after participants leave the proposed project/program.

H. Construction/Rehab Only

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Name: MENTOR - 2020/21

Address: *No Address Assigned

H. Construction/Rehab Only

** Complete this section only if you are requesting funds for a Housing Construction or Rehabilitation project.**
If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

1. Describe the proposed project, including any plans. If the project is approved, we will need a detailed work write-up.
2. Provide a projected timeline for the proposed work.
3. Describe how the project will be managed, including the contractor procurement process.
4. Describe the target market, including any special populations to be served.
5. Describe the services or program you plan to provide.
6. Describe the property management plan.
7. List the development team members.
8. Describe the financial capability of the sponsor/owner organization, including submission of the organization's operating budgets, agency audits, and Form 990s for the prior three years, unless already submitted to the City.
9. Listing of projects undertaken by principals over the past ten years, identifying project name and address, type of project, and number of units; please note any projects for which local government funding was received.

Project Name	Address	Type of Project	No. Units	Govmt Funding
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Documentation

Market study or other analysis to verify the need for the project.

***No files uploaded*

Development costs that include a detailed sources and uses statement of all funds, including the requested loan from the City, in electronic format, preferably a spreadsheet.

***No files uploaded*

Operating pro forma that includes rent and operating cost assumptions and all estimated loan payments, in electronic format.

***No files uploaded*

Operating Budget

***No files uploaded*

Form 990

***No files uploaded*

I. Emergency Shelter Only

Completed by dothula@gmail.com on 11/21/2019 10:05 PM

Case Id: 10734

Name: MENTOR - 2020/21

Address: *No Address Assigned

I. Emergency Shelter Only

** Complete this section only if you are requesting funds for an Emergency Shelter project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Emergency Shelter: Essential Services

Activity	Total Budget (\$)
Case Management	\$0.00
Child Care	\$0.00
Education Services	\$0.00
Employment Assistance	\$0.00
Job Training	\$0.00
Outpatient Health Services	\$0.00
Transportation	\$0.00
Legal Services	\$0.00
Services to Special Population	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

Emergency Shelter: Operating Costs

Activity	Total Budget (\$)
Rent	\$0.00
Shelter Security	\$0.00
Fuel	\$0.00
Equipment	\$0.00
Insurance	\$0.00
Utilities	\$0.00
Food	\$0.00
Furnishings (limited to less than \$500 per item)	\$0.00
Supplies	\$0.00
Maintenance or Minor Repairs	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

J. Rapid Rehousing and HMIS Only

Completed by dothula@gmail.com on 11/21/2019 10:05 PM

Case Id: 10734

Name: MENTOR - 2020/21

Address: *No Address Assigned

J. Rapid Rehousing and HMIS Only

** Complete this section only if you are requesting funds for a Rapid Rehousing project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Rapid Rehousing Financial Assistance

Activity	Total Budget (\$)
Rent Assistance	\$0.00
Rental Application Fees	\$0.00
Security Deposits	\$0.00
Last Month's Rent	\$0.00
Utility Deposits	\$0.00
Utility Payments	\$0.00
Moving Cost Assistance	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

Rapid Rehousing Services

Activity	Total Budget (\$)
Case Management	\$0.00
Housing Search and Placement	\$0.00
Mediation	\$0.00
Legal Services	\$0.00
Credit Repair	\$0.00
Counseling	\$0.00
Information and Referral	\$0.00
Monitoring/Evaluation of Progress	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

HMIS/Data Collection Budget

HMIS Activity	City ESG Request	State ESG Request
Staff Costs	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
User Fees	\$0.00	\$0.00
	\$0.00	\$0.00

Submit

Completed by dothula@gmail.com on 11/21/2019 10:15 PM

Case Id: 10734

Name: MENTOR - 2020/21

Address: *No Address Assigned

Submit

I certify that the applicant meets the conditions specified in the application instructions and will be able to carry out the proposed services in concert with these conditions. I also certify that the organization is a certified IRS 501(c)(3) non-profit organization.

Dothula E. Baron

Electronically signed by dothula@gmail.com on 11/21/2019 10:15 PM