

Program Overview

Completed by shana@thecfec.org on 3/25/2022 11:54 AM

Case Id: 15068

Name: Centers for Exceptional Children ARPA Request -

Address: *No Address Assigned

Program Overview

Please provide the following information.



City of Winston-Salem
ARPA Transformational
Non-Profits Application

City of Winston-Salem
P.O. Box 2511
Winston-Salem, NC 27102
336-727-8000
ARPA@cityofws.org

This application portal is to request funding from the City of Winston-Salem as part of the Transformational Non-Profits Application Process. Applications received through this portal will only be reviewed by the City of Winston-Salem. Other jurisdictions may have separate application processes. Please contact other jurisdictions (e.g., Forsyth County) for instructions regarding requests to those jurisdictions.

Submitting an application does not guarantee funding. Please see the section below regarding the scoring process. The Mayor and City Council will have final decision-making authority regarding program funding requests.

Non-profit organizations may submit funding requests for capital or operating costs.

Minimum Criteria

- Must be registered non-profit organization (includes faith-based organizations providing a public purpose)
- Must have been incorporated as a non-profit for at least one year

Scoring Process and Matrix

All completed applications will undergo a review to ensure required documents are attached. Fully completed applications will be reviewed by selected City staff members and scored based on the scoring matrix approved by the Mayor and City Council. [Click here](#) to view the scoring matrix. Scored applications will be reviewed by the City's Management Team for potential recommendation to the Mayor and City Council who will have authority to appropriate funding for programs.

Staff reserves the right to contact any applicant to request clarification or additional details regarding application responses and materials.

Defining Performance Measures

Sections of the application will reference performance measures and outcomes as required by the U.S. Department of Treasury. Specifically, the application will request workload and effectiveness/outcome measures. Please see this video (<https://www.cityofws.org/2809/Performance-Measures-Video>) for general information on performance measures.

Upcoming Application Orientation Session

The City will host a virtual application orientation session on April 1, 2022 at 10:00 am. The meeting will take place virtually via the Zoom platform and will also have a live simulcast on the City's YouTube page. The link for that meeting will be posted the morning of the meeting to the website: www.cityofws.org/clfrf

Contact Information

For any questions or concerns, please email ARPA@cityofws.org or call City Link at 336-727-8000.

A.Contact Information

Completed by shana@thecfec.org on 4/18/2022 2:30 PM

Case Id: 15068

Name: Centers for Exceptional Children ARPA Request -

Address: *No Address Assigned

A.Contact Information

Please provide the following information.

ORGANIZATION/AGENCY INFORMATION

A.1. Organization/Agency Name

The Centers for Exceptional Children

A.2. Mailing Address

2315 Coliseum Drive Winston-Salem, NC 27106, NC 27106

A.3. Organization Website

www.thecfec.org

A.4. Year 501 (c)(3) Status Obtained

1,957

A.5. Organization/Agency Fiscal Year

2,022

A.6. Federal Tax ID Number

A.7. Federal DUNS Number

A.8. Federal SAM Registered?

Yes

ORGANIZATION/AGENCY CONTACT INFORMATION

EXECUTIVE DIRECTOR

A9. First Name

Meredith

A10. Last Name

Flowe

A11. Title

Executive Director

A12. E-mail

meredith@thecfec.org

A13. Phone Number

(336) 727-2440

BOARD CHAIR

A14. First Name

Cindy

A15. Last Name

Bay-Wall

A16. E-Mail

cindybay@live.com.

A17. Phone Number

(336) 404-6844

A18. Term Expiration Date

06/30/2022

B. General Project Information

Completed by shana@thecfec.org on 4/18/2022 2:31 PM

Case Id: 15068

Name: Centers for Exceptional Children ARPA Request -

Address: *No Address Assigned

B. General Project Information

Please provide the following information.

PROJECT INFORMATION

B.1. Project/Program Title

Hallways of Hope Building Project

B.2. Project Location/Address

2315 Coliseum Drive Winston-Salem, NC 27106

PROJECT CONTACT/MANAGER

B3. First Name

Shana

B4. Last Name

Heilbron

B5. Title

Director of Development & Marketing

B6. E-Mail

shana@thecfec.org

B7. Phone Number

(336) 727-2440

C. General Project Narrative

Completed by shana@thecfec.org on 4/18/2022 2:32 PM

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C. General Project Narrative

Please provide the following information.

C.1. Provide description of project and how funds will be used

On August 20, 2021, the first report of isolated, visible mold at The Children's Center was reported on physical therapy equipment in a hallway. The management team and Board of Directors at The Centers for Exceptional Children (CFEC) and Winston-Salem / Forsyth County Schools (WS/FCS) immediately began exploring the situation and understanding the appropriate next steps. With the health and safety of medically fragile children under the age of twelve, and the hard-working employees in the building, it was critical to take corrective actions in an immediate manner.

Abatemasters was brought in to clean the equipment. On August 25, visible mold was identified in a classroom. Trinity Environmental was contracted to perform air monitoring and clearance testing on August 25, August 30 and September 2 in select classrooms. A portable dehumidifier was placed in select rooms to aid in reducing humidity levels. On September 2, air clearance was passed by Trinity Environmental in select rooms. On September 14, visual inspection of the HVAC diffusers showed high humidity. On September 18, Abatemasters performed on-site air sampling throughout the building and gathered an outside control sample. Samples were sent to the EMSL lab to be analyzed and results returned and showed as compared with outside air, elevated levels of Aspergillus/Penicillium in select areas of the facility. On September 19, the decision was made to relocate children and staff to an alternate location and begin immediate remediation to address the elevated levels of Aspergillus/Penicillium in the facility. CFEC and WS/FCS operated at a temporary location for six weeks while remediation occurred at The Children's Center.

Remediation includes both the identification and correction of the conditions that permit mold growth, as well as the steps to safely and effectively remove mold damaged materials. The remediation plan included steps to permanently correct the elevated humidity problem and also steps to carefully contain and remove moldy building materials in a manner that will prevent further contamination. From September to October 2021, Abatemaster completed three stages of remediation at The Children's Center: (1) Remediation of mold/cleaning of contents, (2) Protecting remaining contents and removal of ceiling tile, and (3) Final cleaning of all rooms and installation of new ceiling tile.

The Remediation of Mold/Cleaning of Contents included setting up a cleaning station under the front portico of the building and providing labor and cleaning supplies of all contents to be relocated to a temporary location for the school. All work was performed in a negative air environment with High-Efficiency Particulate Absorbing (HEPA) rated air scrubbers inside the cleaning station. Items were HEPA vacuumed, wet wiped, and boxed up to load onto trucks to go to the temporary school locations during the abatement process.

The protection of remaining contents and removal of ceiling tile included moving remaining contents of the building to the sides of the rooms and covering these remaining contents with plastic. Abatemaster then removed all ceiling tiles under negative air pressure throughout the building from all rooms to enable the duct cleaning company to perform services. Negative air pressure machines were placed from room to room during the duct cleaning process.

The final cleaning of all rooms and installation of new ceiling tile included cleaning all remaining contents in each room

and installing 500 cases of new ceiling tile throughout the building. All work was performed under a negative air pressure containment.

Faulkner Flooring then provided new carpeting, wall base, thresholds, and vinyl tile. The abatement process could not properly clean the carpeting in the administrative office areas, conference rooms, five classrooms, nurse's office, hallway ramps, media center, and large multipurpose room. Thus, it needed to be replaced with new carpeting or vinyl tile. New carpeting and vinyl tile was installed where needed.

Stanley Steamer's work included the cleaning of ductwork associated with six Rooftop Units (RTUs) including treatment of systems with Vital Oxide (EPA-registered hospital disinfectant). This work involved the removal and disposal of particulates from the HVAC supply and return systems as well as the exhaust systems. Stanley Steamer utilized aggressive agitation tools, compressed air and negative pressure, all passing through to their Caddy Vac trucks. Each system or zone was put under negative pressure independently by connecting the vacuum line from the truck to the duct work. They mechanically cleaned all main trunk lines and branch duct runs. All lined ductwork and flexible ductwork was cleaned with compressed air, non-aggressive agitation devices along with contact vacuuming. The cleaning also included the wiping down and cleaning of all registers and diffusers.

In addition, Stanley Steamer cleaned the RTUs internally addressing the coils and blowers, HEPA vac internal components, and treated with vital oxide. The cleaning and disinfecting service included the combination of Vital Oxide applied to all areas and surfaces with an electrostatic sprayer, in this case within the air ducts as an antimicrobial agent/disinfectant/deodorizer. The electrostatic charge during the spraying process breaks down the spray droplet size while evenly and thoroughly coating target surfaces without damage to materials. Stanley Steamer also encapsulated trunk lines as needed upon visual inspection and replaced flex lines as needed.

After this work was completed in October 2021, both CFEC and Winston-Salem/Forsyth County Schools were able to resume classes and programming at The Children's Center in November 2021. In order to cover the expenses, CFEC had to utilize about \$105,000 of operating reserves and \$238,000 of cash reserves for a total expense of about \$343,000. This had a significant impact on CFEC's financial health, as prior to the project CFEC had about 11 months of cash on hand and following the project costs CFEC now has about 5.5 months of cash on hand.

As a final step, beginning in June 2022 Brady Services will provide the necessary replacement of the HVAC controls to prevent reoccurrence of elevated humidity levels. This upgraded web-based system will enable us to catch any issues in real time and take immediate action steps to address any issues, thus producing the best air quality possible moving forward. The work includes adding the Java Application Control Engine (JACE) system, providing a Building Automation and Control Network (BACnet) and installing a new Variable Air Volume (VAV) system. Prior to this replacement and following the completion of the replacement, a Testing, Adjusting and Balancing (TAB) test will be completed by Phoenix Agency of North Carolina. The TAB tests are completed to ensure that the air and water in the HVAC system is being delivered efficiently, quietly and safely throughout the building.

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

A total of 118 children under twelve years old are participating in programming at The Children's Center. There are currently 39 children under five years of age enrolled in the CFEC's Infant & Toddler Inclusion Program at The Children's Center occupying five classrooms. In addition, there are 79 children enrolled in the Winston-Salem Forsyth County Schools (WS/FCS) attending the Exceptional Children (EC) Pre-School, EC School Age Program and Kindergarten at The Children's Center across 10 classrooms. All students participate in programming Monday - Friday from 7:30 am - 2:30 pm. Additionally, CFEC operates an Extended Day Program for enrolled children until 5:30 pm. Participants in the CFEC's

program access services on a rolling basis. Parents enroll their children based on word of mouth, referral from the Children’s Development Services Agency (CDSA), or community referral. The students attending the WS/FCS program are assigned to The Children’s Center by the Exceptional Children’s Division based on service needs and geography.

This project will support the critical maintenance and repair costs incurred as a result of elevated levels of Aspergillus/Penicillium in the facility. The safety of our students - particularly those who are medically fragile - is of the utmost importance and this project will ensure that all students and staff on campus will be safe from mold or other airborne challenges.

C.3 Total estimated number of unique participants to be served annually

149

C.4. Will program beneficiaries be only residents of Winston-Salem?

No

Describe the other areas (counties) that will benefit

All are in Forsyth County - other cities include Clemmons, Lewisville, Pfafftown, Rural Hall

Estimate the percentage of beneficiaries that will be residents of Winston-Salem

76.00 %

TOTAL FUNDING REQUEST

C.5. Total Operating Funding Request

\$357,662.00

C.6. Total Capital Funding Request

\$135,285.00

SPENDING TIMEFRAME

C.7 Capital Spending Timeframe

June 2022 - October 2022

C.8 Operating Spending Timeframe

September 2021 - December 2022

D. Project Budget Categories

Completed by shana@thecfec.org on 4/18/2022 2:36 PM

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D. Project Budget Categories

Please provide the following information.

Use templates below to input **the total** Project Budget (**only requested expenses and estimated revenues related to the program or project for which you are requesting funding**) by clicking **Add Column**. Please include all funding from the City and other sources.

Operating Costs	Total
Building Abatement	\$293,967.00
Building Flooring	\$23,195.00
Duct Cleaning	\$26,100.00
Testing, Adjusting & Balancing	\$14,400.00
	\$357,662.00

Capital Costs	Total
HVAC Upgrade	\$135,285.00
	\$135,285.00

PROJECT/PROGRAM REVENUE CATEGORIES

Please fill out the revenue estimate table. **Note: operating revenues and expenses must be balanced (be equal).**

Operating	Total
Board of Directors Reserve Fund	\$72,000.00
ARPA - City of Winston-Salem	\$285,662.00
	\$357,662.00

Please list below all known/expected **individual** grants and contributions totaling 10% or more of the project's budget.

Note: capital revenues and expenditures must be balanced (be equal)

Capital	Total
ARPA - City of Winston-Salem	\$135,285.00
	\$135,285.00

E. Demographic and Geographic Distribution

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E. Demographic and Geographic Distribution

Please provide the following information.

Demographic distribution is an assessment of the level of the project funds spent on a program or service provided at a physical location in a Qualified Census Tract (QCT), OR where the primary intended beneficiaries live within a QCT, OR whether the program benefits residents that earn less than 60 percent of median income for the City, OR whether over 25 percent of program beneficiaries are below the federal poverty line.

E.1 Is this project/program located in a QCT or serve residents that live in a QCT?

Yes

If yes, what percentage of clients served are estimated to be residents of QCTs? ([Click here](#) to view the QCT mapping tool)

44.00 %

E.2 If the project or program is not a QCT or specifically serve residents in a QCT, will residents meet the follow criteria:

25% or more of participants below the federal poverty line or participants served make less than 60% of the Area Median Income

The project/program does not operate in a QCT, and beneficiaries neither reside in a QCT nor meet the income thresholds mentioned above.

F. Alignment to Strategic Plan

Completed by shana@thecfec.org on 4/18/2022 2:38 PM

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F. Alignment to Strategic Plan

Please provide the following information.

Strategic planning is a process in which organizational leaders determine their goals and objectives, and allocate needed/limited resources to successfully achieve those goals and objectives. [Click here](#) to view Winston Salem's Strategic Plan. The Strategic Plan includes three (3) tiers of priorities:

Tier 1:

- Focus on job creation/sustainability and workforce development
- Collaboration and funding for pre-K opportunities
- Funding for affordable housing
- Funding for economic development

Tier 2:

- Poverty reduction/cessation
- COVID reopening plan
- Community engagement (Power of connections)
- Funding for arts

Tier 3:

- Community Fundraising
- Environmental initiatives
- Address digital divide
- Address childcare needs
- Neighborhood maintenance
- Organization efficiency and public-private partnerships
- Law enforcement reform

F.1. Please select the primary priority from the list above addressed by your project/program.

Tier 3

F.2. Please select the secondary priority from the list above addressed by your project/program.

Tier 1

F.3. Please describe how the workload or outcomes from your project/program addresses the primary priority you

selected.

Primary Priority: Address Childcare Needs

Secondary Priority: Collaboration and funding for pre-K opportunities

One of the most important decisions a parent will ever make is choosing quality childcare for their child. Every child is special and unique and deserves the best start possible. Studies reveal that a high quality child care program will better prepare children for school, increasing their chances for success. As the only 5-star facility in Forsyth County serving birth - five year old's, and working with children with the most severe and profound disabilities, we are often the only facility available to meet those families needs.

Extensive research shows that starting school early increases students' chances of succeeding in school and in life. The majority of brain development occurs prior to the age of 5 and early learning experiences thus prepare the brain for future learning success. According to the national Childhood Longitudinal Study, studies carried out the National Association for the Education of Young Children, the International Reading Association, the Center for Public Education, and others, benefits of early intervention and pre-k programs include:

- Helping close the gap between low-income/minority students and their non-minority counterparts;
- Laying a foundation for developmental progress, including fine motor, gross motor, social-emotional, self-help, cognitive and language skills;
- Providing children with the foundation for number and letter recognition, formal reading, and problem-solving before they enter kindergarten;
- Developing important skills such as peer interaction and paying attention; and,
- Improving efficiency and productivity in the classroom.

The Children's Center building currently houses four early childhood classrooms, five pre-K classrooms and six school age classrooms. CFEC provides the direct service for the early childhood classes and one of the pre-K classes. It is the only organization in Forsyth County supporting children with special needs, Birth - 36 months, in an inclusive environment. CFEC owns the building at The Children's Center and in order to ensure it can continue operating and grow the opportunities for early education and pre-k in our community we must make sure the aging asset is well taken care of. The growing costs of maintenance and repairs - particularly during the COVID-19 pandemic - have been significant.

G. Collaboration

Completed by shana@thecfec.org on 4/18/2022 2:39 PM

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G. Collaboration

Please provide the following information.

Collaboration is when an organization is partnering or proactively working with one or more external stakeholders to achieve the same goal.

G.1. How many other external partners, organizations, stakeholders will you be collaborating with to provide the project/program?

2

G.2. Please provide the names of the organizations and the roles they will serve in the project/program?

Winston-Salem/Forsyth County Schools - Building & Maintenance Project Oversight

Wake Forest University - Long-Term Land Lease Agreement

H. Administration/Reporting

Completed by shana@thecfec.org on 4/18/2022 2:44 PM

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H. Administration/Reporting

Please provide the following information.

Per U.S. Treasury rules and associated guidance, the City's framework for using these funds aligns with specific administrative reporting requirements. The administration/reporting criterion has three core elements: 1) the organization's/project's development of clear performance indicators and measurable outcomes, 2) the use of evidence-based interventions, 3) and the City's evaluation of organization and project risk.

H.1. Please clearly define the workload and outcome measures that are associated with your project/program

Workload	The CFEC is licensed as a 5-star center by the North Carolina Division of Child Development and Early Education to serve students in Forsyth County. Current building enrollment is at 118 and is likely not to exceed 125 based on the highest quality care and optimal classroom student to teacher ratios.
Effectiveness/Outcome	The CFEC's is fully operational and able to serve children with special needs up to age 12 all year long in a safe and healthy environment, free of Aspergillus/Penicillium and elevated humidity levels.

H.2. Does the project/program use evidence-based interventions?

No

H.3. For transparency purposes, the risk matrix is attached. This is NOT required, however, you can self-assess if you wish. Please fill out and upload the [Risk Matrix](#).

Risk Matrix

Final Risk Matrix.xlsx

I. Capacity

Completed by shana@thecfec.org on 4/18/2022 2:45 PM

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I. Capacity

Please provide the following information.

An organization's capacity can be defined as its ability to implement the proposed project, as characterized by the alignment of its mission and vision with the proposed project, existing internal infrastructure to support it, and its plan for implementation and assessment of project success.

I.1. Please provide your organization's vision and mission statements and explain the alignment between the proposed project/program and the organizational mission.

Every child deserves the chance to realize their fullest potential in life. While others may focus on the challenges of the children we serve, we see possibilities – possibilities for confidence, happiness, achievement and self-reliance. For nearly 70 years, The Centers for Exceptional Children has been providing a critical combination of support services, programs and facilities dedicated to one thing: helping children with special needs and their families thrive.

The greatest asset for a child with special needs is a strong support system. The Family Support Network Programs are dedicated to strengthening families and enhancing the lives of children with special needs by providing support, guidance and caring connections for each family member. All services are provided at no cost to families and include benefits such as: one-on-one parental support, information on special conditions, resources and community referral services, and workshops, support groups and social events for family members and caregivers. Every year, FSN helps hundreds of families in Forsyth and surrounding counties.

Created for children from birth to 36 months, our Infant & Toddler Program provides care and developmental support for those with disabilities or delays. The program also has spaces available for typically developing children. Awarded the prestigious 5-star childcare rating, our staff has the advanced training and certifications to supply our children with the very best developmental and physical therapies, in a hands-on, nurturing environment.

Our two WS/FCS school partners – The Children's Center and The Special Children's School – support children with physical and developmental disabilities and special health care needs. CFEC works to enhance and support staff and students at these two schools through the Enrichment Program. This includes direct teacher and therapist grants, a Horticultural Therapy program, music and movement classes and many other unique growth opportunities. We also provide an optional Afterschool & Summer Program for our students to ensure a continuum of care.

I.2. Describe the organization's current infrastructure and capacity to deliver the program services or complete the project. Include any relevant current programming and experience providing similar services.

CFEC has a five-year operating agreement (2019-2024) with Winston-Salem/Forsyth County Schools (WS/FCS) that includes leasing space to WS/FCS at both of CFEC's facilities (The Children's Center and The Special Children's School) for a quarterly lease payment of \$85,588.25. Additionally, this operating agreement includes provision of maintenance services at CFEC's facilities by WS/FCS personnel. WS/FCS experienced maintenance personnel will provide oversight for the work completed by all contractors as part of the project. CFEC will receive regular updates on the progress of the project and any challenges identified from WS/FCS. In addition, CFEC's Facilities Committee is composed of three members from the Board of Directors with decades of construction management experience. They are tasked with

reviewing all contractor proposals and recommending all project components. The Facilities Committee also receives regular updates on the progress of the project and is consulted on any challenges that arise.

I.3. Describe the program/project implementation plan. Include any known barriers to success and how those will be overcome

The CFEC first became aware of the environmental concerns at The Children’s Center in August of 2021. The emergency maintenance and repairs to the building were addressed immediately and considered to be operating expenses. The implementation plan to address the problems are noted below with the date(s) of activity:

August 20: A first report of isolated, visible mold on physical therapy equipment in the school-age hallway was made. A Winston-Salem/Forsyth County Schools (WS/FCS) Environmental Coordinator opened an investigation on the issue and a private contractor, Abatemasters, was brought in to clean the equipment.

August 25: A facilities specialist notified the WS/FCS Environmental Coordinator of visible mold in the school’s “greenhouse room” on the school-age hallway. Upon investigation, Abatemasters was brought back in to clean that room.

August 25, 30 and September 2: Trinity Environmental was contracted to perform air monitoring and clearance testing in select rooms. A portable dehumidifier was placed in select rooms to aid in reducing humidity levels.

September 2: Air clearance was passed by Trinity Environmental in select rooms and they stated isolated areas to be “Normal Fungal Ecology.”

September 10: The WS/FCS Environmental Coordinator noted the HVAC diffusers needed cleaning.

September 11: The WS/FCS Environmental Coordinator cleaned vents and noted small microbial growth on vents in other areas within the building.

September 14: The WS/FCS Environmental Coordinator conducted a meeting on-site with the WS/FCS Maintenance Director, Chief Operations Officer, and Exceptional Children Licensing Specialists to assess concerns about high humidity. The Maintenance Director visually inspected the HVAC diffusers, noted the high humidity, and spoke with Children’s Center staff regarding their concerns.

September 16: WS/FCS staff began conversations about additional testing and mitigation strategies and immediately contacted Abatemasters to perform additional testing.

September 18: Abatemasters performed on-site air sampling throughout the building and gathered an outside control sample. Samples were then sent to the EMSL lab to be analyzed. Results returned and showed (as compared with outside air) elevated levels of Aspergillus/Penicillium in select areas.

September 19: WS/FCS and CFEC used results of elevated levels to begin discussions of immediate remediation without students and staff in the building.

September 20 - October 29: Abate Masters, Stanley Steemer, and Faulkner Flooring completed necessary remediation to address the elevated levels of Aspergillus/Penicillium in the facility to make it safe for students and staff to reoccupy the facility.

November 14: Consultant Engineering Service, Inc. provided an improvement recommendation for the facility to ensure that elevated levels of humidity did not re-occur in the facility. This recommendation was reviewed by the Facilities Committee of CFEC's Board of Directors and WS/FCS staff. Based on recommendation CFEC Facilities Committee requested a proposal for replacement of the HVAC controls system and the Test and Balance analysis.

February 11: The Phoenix Agency of North Carolina, Inc (Phoenix) submitted a proposal for the Test and Balance. Brady Services (Brady) submitted a proposal for HVAC controls replacement.

February 24: CFEC's Facilities Committee met to review the proposals from Phoenix and Brady Services. WS/FCS staff joined the meeting to share their opinion on proposals with the Committee.

March 16: CFEC's Board of Directors reviewed the Facilities Committee's recommendation to proceed with the Test and Balance and replacement of HVAC controls. The Board approved the recommendation.

March 21: Phoenix began performing the preliminary Test and Balance analysis at the facility.

June - August: Brady will complete replacement of the HVAC controls during the summer.

August: Phoenix will perform the final Test and Balance analysis at the facility after the replacement of the HVAC controls.

As the team at CFEC and its partners at WS/FCS built the above plan, there were, and continue to be, barriers to overcome. Those have included quickly finding temporary locations for students so school could continue to operate during the remediation process. In addition, supply chain delays made it difficult to acquire the 500 cases of ceiling tiles needed. . Additionally, we could encounter supply chain delays with the replacement of the HVAC controls in the final phase of work. To address this challenge we are engaging the contractor this spring so supplies can be ordered early. Further, while ideally work will be completed this summer it is still possible to complete the work with students and staff in August/September if there are supply delays.

I.3a. Describe the program assessment plan including how the data will be collected for selected performance metrics and any other evaluation tools that will be used to determine program/project success.

As a result of this project being completed, students and The CFEC and The WS/FCS are able to learn and grow in a healthy and safe environment. The results from the TAB testing will give clear data and information, in real time, about the building's air quality. The installation of the HVAC upgrades also means that we can monitor and share reporting in real time on any irregularities that may occur. This includes air quality testing, moisture control and humidity sensors.

J. Impact/Community Need

Completed by shana@thecfec.org on 4/18/2022 2:46 PM

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J. Impact/Community Need

Please provide the following information.

Impact/Community needs concern whether or not the proposed project will address an identified need within the community and what the short term (One year) and long term (3 years) impact of this project will be

J1. Describe the identified community need for this project/program. Cite specific data or studies/reports that have identified this as a community need.

With school now back in session at the facility, the health, safety, and education of our children are among the top priorities of virtually every parent and school official. The National Institute for Occupational Safety and Health (NIOSH) reports that research studies have shown that exposures to building dampness and mold have been associated with respiratory symptoms, asthma, hypersensitivity pneumonitis, rhinosinusitis, bronchitis, and respiratory infections. Individuals with asthma or hypersensitivity pneumonitis may be at risk for progression to more severe disease if the relationship between illness and exposure to the damp building is not recognized and exposures continue. Prevention and control of building dampness will minimize the chance that occupants will develop respiratory symptoms and disease from exposures related to the dampness.

J2. Describe the short-term impacts of the project/program and how they align with the community need identified above.

The CFEC moved swiftly to address the immediate abatement needs at The Children's Center building. In collaboration with WS/FCS, the students were relocated to temporary classrooms while the necessary steps were taken to ensure that the building was cleaned and safe for students and staff to return.

J3. Describe the long-term impacts of the project/program and how they align with the community need identified above.

Continued prevention requires on-going attention to building maintenance and operation. This includes regular monitoring and maintenance of HVAC systems and other building components that are subject to moisture problems and prompt identification and correction of causes. Prevention and control of building dampness will minimize the chance that occupants will develop respiratory symptoms and disease from exposures related to the dampness. The updated systems and approach mean that CFEC will be able to detect any change in air quality in real time and address the problem immediately.

J4. Referencing previous section on outcomes, describe how the impacts noted above will be measured.

Regular air quality testing and HVAC reports will be completed on an ongoing basis. The reporting system is a cloud-based electronic system that will provide real time data results and reports. Based on the completion of all work included in this proposal, it is CFEC's expectation that we will not have any additional concerns regarding elevated levels of Aspergillus/Penicillium in the building. As a result, students will be able to learn and grow in a safe and healthy environment.

K. Funding Stability

Completed by shana@thecfec.org on 4/18/2022 2:48 PM

Case Id: 15068

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Address: *No Address Assigned

K. Funding Stability

Please provide the following information.

Funding stability is an assessment of both the organization's annual funding and the planned funding mechanism for the project/program from grants, donations, sales, and other income generators. To the extent possible, the City wishes to ensure applying entities have sustainable funding sources outside the City's ARPA allocation. An entity will be deemed as having superior funding stability if it demonstrates at least three years of sustainable grant, contribution, and/or fee-based revenues to cover operating costs. The entity must also demonstrate commitments from other organizations to cover the full cost of project deficits or future-year operating costs (in combination with realistic fee-based revenue assumptions).

K.1. Have your organization's operating revenues covered operating expenses the last three years?

No

K.2. Approximately what percentage of your organization's total budget is covered by competitive grants that you must re-apply for?

20.00 %

K.3. What percentage of your project/program's budget is covered by City ARPA funds as part of this request?

85.00 %

K.4. Please provide narrative on funding for this program after City ARPA funding has been exhausted.

This request is for one-time funding and will not require additional funding in the near future. The new HVAC controls system is expected to last 15 years with proper maintenance. Any funding needs related to upkeep or maintenance will be built into future maintenance and repair operating budgets or come from other board-designated funds.

K.5. Please attach commitment letters from other organizations showing financial support for the project/program.



Commitment Letters

WSFCS Letter of Support.pdf

L. Representation

Completed by shana@thecfec.org on 4/18/2022 2:49 PM

Case Id: 15068

Name: Centers for Exceptional Children ARPA Request -

Address: *No Address Assigned

L. Representation

Please provide the following information.

Representation deals with how diverse an organizations leadership is compared with community demographics, which includes Winston-Salem's race/ethnic backgrounds as well as gender. Local non-profit organizations should reflect the communities they serve. Since organizations are requesting to receive ARPA funding through the City, we must ensure these entities hold themselves accountable to having diverse staff and leadership panels

L.1. Provide a list of board members including the race, ethnicity, and gender identification for each member.

Name	Race	Ethnicity	Gender Identification
AJ Ceberio	White	Hispanic	Male
Amy Harp	White	Non-Hispanic	Female
Amy Hildreth	White	Non-Hispanic	Female
Bailey Howard	White	Non-Hispanic	Male
Beth Day-Hairston	Black	Non-Hispanic	Female
Betsy Armentrout	White	Non-Hispanic	Female
Cindy Bay-Wall	White	Non-Hispanic	Female
Donald Cook	White	Non-Hispanic	Male
Emily Neese	White	Non-Hispanic	Female
Jeff Reynolds	White	Non-Hispanic	Male
Keith Callahan	White	Non-Hispanic	Male
Kevin Pichardo	White	Hispanic	Male
Linda Thorup	White	Non-Hispanic	Male
Mark Ford	White	Non-Hispanic	Male
Mark Linville	White	Non-Hispanic	Male
Michael Rhoades	White	Non-Hispanic	Male
Nicole Regna	White	Non-Hispanic	Female
Richard Carver	White	Non-Hispanic	Male
Rob Kincaid	White	Non-Hispanic	Male
Shelley Sizemore	White	Non-Hispanic	Female
Walter Farabee	Black	Non-Hispanic	Male

M. Required Documents

Completed by shana@thecfec.org on 4/18/2022 2:49 PM

Case Id: 15068

Name: Centers for Exceptional Children ARPA Request -

Address: *No Address Assigned

M. Required Documents

Please provide the following information.

For North Carolina Secretary of State - Current and Active Status, [Click Here](#)

Documentation

Code of Conduct/Conflict of Interest Policy *Required

CFEC Conflict of Interest Policy (1).pdf

Copy of the agency's latest 990 Form as submitted to the Internal Revenue Service *Required

FY21-990.pdf

Organization By-Laws *Required

CFEC Bylaws.pdf

Articles of Incorporation *Required

Articles of Incorporation.pdf

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

CFEC Policies Manual.pdf

CFEC Staff Handbook.pdf

IRS 501(c)3 Designation Letter *Required

501C3.pdf

Most recent audited financial statements or a third-party review *Required

FY21-Audit.pdf

North Carolina Secretary of State - Current and Active Status *Required

North Carolina Secretary of State_Active Status.pdf

N. Submit

Completed by shana@thecfec.org on 4/18/2022 2:50 PM

Case Id: 15068

Name: Centers for Exceptional Children ARPA Request -

Address: *No Address Assigned

N. Submit

Please provide the following information.

I certify that all information entered into this application is true.

Shana Heilbron

Electronically signed by shana@thecfec.org on 4/18/2022 2:50 PM

04/18/2022