



Fairview's Future Image
Children Successful in School

FAIRVIEW COMMUNITY

1997

COMPASS ACTION PLAN

**COMMunity
Partnership
for
Access
Solutions
and
Success**

FUTURE IMAGE

Introduction

Program Overview

FAIRVIEW COMMUNITY ACTION PLAN

Compass - Phase II

INTRODUCTION

The Compass team is composed of members of a cross section of the community, many of whom reside in Fairview. During the Compass Institute five goals and twenty-six benchmarks were identified. These are found in Attachment "A" of this document. The Compass team's first priority is to formalize an action plan for the first goal, "**Children Successful in School.**" The first step in this plan is to implement a program called **Future Image**, which is a summer and home visitation program for children and families in the Fairview community. The second step is to introduce the program, **Future Image**, into Fairview Elementary School and Central Middle School at the beginning of the school year, September 1997.

VISION STATEMENT

We are dedicated to ensure that Fairview is a safe community where culturally diverse people live in harmony and where families raise healthy, happy children and are proud to live, work and be involved in the community.

CHILDREN SUCCESSFUL IN SCHOOL

We will make sure that our children are prepared at the elementary school level and throughout Junior High School to achieve success and that support will be available for families to help them participate in their child's education.

We will assist families in raising their expectations for themselves and their children. We will provide the tools that will help them resolve some of their immediate problems and help them develop a plan that will support their journey toward self-sufficiency and an increasing understanding of their own value.

FUTURE IMAGE

The Fairview Compass Team has named the program **Future Image**, because what we do today creates the image of our future. This comprehensive program strives to break down the barriers that prevent children and families from achieving success. It reaches outside the school into the community and partners with all the available resources necessary to make children successful in school. It is designed to increase parent participation in school; help children achieve academic excellence; encourage families to participate in extra curricular activities at school and in the community; improve school attendance; and decrease student drop-out rates.

Future Image, will provide a "welcome wagon" to visit new mothers and new families in the community and provide them with information about the school, the health center and other services available to them. It will support families in times of crisis and provide tools for self sufficiency that will encourage parents to be involved in school and in their child's education. **Future Image** will engage existing agencies and community volunteers to form a partnership with the school in order to expand the resources necessary to support families with special needs. **Future Image** will implement community wide activities that create positive community relations in order to develop an awareness of the critical role families play in the community and in the success of children.

Future Image has two major program components, home visitation and a summer experience, which is for parents and children. The program will be sensitive to the needs of a culturally diverse population where many families are monolingual or have English as a second language.

Future Image is designed to continue throughout the school year. The long range plan will provide a range of services for families, with the focus on encouraging parent participation in the education of their children. The program is scheduled to continue September 1, 1997 and will include families with children attending Central Middle School.

A training program is incorporated in the three month phase of this program for the specific purpose of training parents for positions in the school in the fall. This is one small step toward assisting parents on welfare to become trained and employable.

HOME VISITATION PROGRAM

Home Visitation provides one-on-one support for families. Confidentiality is honored. Through the home visitation program special needs can be identified and family concerns may be discussed for the purpose of finding practical solutions. Program staff will assist families to see that concerns are discussed and their needs are met. Food, shelter, or medical needs must be handled immediately. Parents will be given the assistance required to locate needed resources. Referrals will be made directly to the family, so that they can make contact themselves. The process of working with parents to provide referrals and support, as well as building a support network with the community, will help the family gain confidence. As the program progresses, the goal is to see families empowering themselves.

Home Visitation will use the image of the *Welcome Wagon* to welcome new neighbors to the community and make sure they are aware of the many services available to them. Staff will provide "newcomers" a basket of "goodies," along with a wallet size card that lists services throughout the community. Mothers with new babies will be introduced to the well baby program and will receive information about the Anchorage Neighborhood Health Center and its immunization program. The goal of Future Image is to see that all children are given the opportunity to live a safe and healthy life. The *Welcome Wagon* will focus on new born children and ensure that mothers are aware of the services available to them for their babies and young children.

Staff will arrange visits in advance and the family will be provided with information they request. A follow up visit may be arranged. Information regarding the schools and community organizations and activities will be disseminated at this time.

SUMMER EXPERIENCE PROGRAM

A curriculum will be developed for children and families for three months during the summer vacation that will include activities at the Fairview Community Recreation Center and the Fairview Lions Park. Field trips to Portage Glacier, Eagle River Visitors Center, and other points of interest, will be planned for one day each week. The curriculum will be integrated with the Parks and Recreation Summer Program, where applicable.

The **Summer Experience** will provide parents the opportunity to work and play with their children in a structured environment. Three days each week will focus on the family, offering quality time for parents and children. Parents will be encouraged to work and play with the children, assist with the preparation and serving of meals and accompany their children on field trips. Time will be set aside for parents to take part in literacy classes, exercise programs, arts and crafts and other activities directed toward their needs.

WEEKLY SCHEDULE

The weekly schedule will be divided into three parts. One day will focus on a medley of outdoor activities, including nature walks, picnics and games and will involve parents and children. One day will focus on indoor activities with the adult program separated from the children's activities, as described above. A third day will be a field trip day for parents and children. This program can serve 20 adults and 30 children. Daily hours will be determined according to funds available and the collaborative efforts of the community.

FUTURE IMAGE

Community Goals

FUTURE IMAGE'S COMMUNITY GOALS

COMMUNITY COLLABORATION

A necessary ingredient in assisting children and families is to involve the community in a collaborative effort, utilizing the available resources. Future Image will offer assistance to families, so parents can obtain the tools necessary to help their children succeed in school.

Over the years the Fairview Elementary School has played a vital role in assisting parents to be involved in the education of children. It has been a resource center for assisting and directing families to the resources required for daily living. It is becoming clear that the community is responsible for its children and must take an active role in providing the structures necessary to guide children toward a safe and healthy future. Collaboration is a necessary ingredient for the success of our children. It may be the "life blood" for families who are working their way out of the welfare system.¹ (A list of the Compass Team "collaborators" may be found in Attachment B.)

PARTNERSHIPS

Over the past two years several partnerships have evolved. Most recently the Fairview Elementary School has formed a business partnership with **Anchorage Neighborhood Health Center**. The children will receive free immunization with the goal that every child will be immunized by the time they are in Kindergarten. Other services will be provided such as health education, health screening, referral services for families with special needs, and an array of services at low or no cost to families in need. The **University of Alaska** nursing students provided a Health Fair at the school and hope to continue this event in the coming school year.

The **Fairview Community Recreation Center** has also played an important part in guiding young people and adults in a positive direction, as exemplified by the fully staffed **computer lab** that is open to the community. The Center cooperates with the school in providing field trips and special programs for the children during vacations and in-service days for teachers. **The Fairview Community Council** acts as a "sounding board" and supports the efforts of organizations and business in the Fairview Area. This volunteer group of community activists work to improve the quality of life for all people. Recently the Fairview Community Council began sponsorship of **Kids Kitchen**, a program that provides one meal a day during the school week to the children in the **Campfire Program**. The first day of this program, volunteers served 75 children. Several of the children and teens were children who do not take part in the program.

¹ A list of Compass Team collaborators may be found in Attachment B

Volunteers will play an important part in the success of Future Image. They will be the "eyes and ears " of the program and will see that people with the greatest needs will be served. Many of the volunteers are members of the **Fairview Community Council**. One of the major goals of this community organization is to have safe neighborhoods with quality care for children and families. **Future Image** will work toward this goal through the development of a structured curriculum designed for family participation. Future Image will offer opportunities to parents with special needs to help them overcome the barriers that prevent them from being a part of the community and their child's education.

PROGRAM EXPECTATIONS

The summer experience and home visitation program expect the following results:

- increase in number of parents signing up for field trips
- parent trained to begin employment at the beginning of the school year
- PTA membership doubled and increased attendance at meetings
- good turn out by families at the community block party
- parents signing up to plan trips and special events
- increase in size of literacy classes
- good attendance at parent , teacher open house
- increase of youth involvement at recreation center

RECORD KEEPING

Sign in sheets throughout the summer will be a measurement tool to evaluate benchmarks for the three month summer program. The first semester of the school year will be the "real test" to see if parents have been given the assistance and encouragement they need to participate in their child's education.

All forms will be designed specifically for **Future Image**. All records will be computerized and maintained in the office of the Community Coordinator.

EQUIPMENT NEEDS

Future Image will benefit from one (1) lap-top computer and printer, (to be used during training and for Compass meetings and other community meetings) and two (2) Compaq computers and printers. This equipment will be used for the summer phase of Future Image, as well as during the school year and will be a valuable tool for data collection and communication between schools.

FUTURE IMAGE

Benchmarks

FUTURE IMAGE COMPREHENSIVE PLAN AND BENCHMARKS CHILDREN SUCCESSFUL IN SCHOOL

BENCHMARKS³

We will make sure that children are prepared at the elementary school level to achieve throughout high school and wherever their dreams take them and will involve parents and families in order to reach this goal.

BENCHMARK #1 Increased participation by parents

Activities:

- a. Collaborate with the Fairview Recreation Center to incorporate future image with their summer program
- b. Provide summer program for children to involve parents
- c. Design adult curriculum with educational and recreational activities
- d. Collaborate with elementary and middle school Principals for

BENCHMARK #2 Higher test scores

Activities:

- a. Provide adult literacy classes for summer program
- b. Provide adult evening literacy classes through Community School program
- c. Collaborate with Woodside Village to open classroom for literacy classes
- d. Collaborate with Anchorage Literacy Project to provide classes in Fairview

BENCHMARK #3 Increased attendance

Activities:

- a. Collaborate with schools for reports re: children with poor attendance
- b. Provide one-on-one visitation with parents of children not attending school regularly
- c. Provide parent workshops on problem solving and removing barriers
- d. Develop a parent network where parents help each other solve problems

³ Benchmarks are the assessment tool that define progress of an action plan.

COMPASS

Evaluating Your Action Agenda

Each COMPASS Community's Action Agenda is a requirement for Phase II funding. COMPASS Community Teams are asked to submit budgets based on their Action Agendas. The following areas will be used to evaluate and prioritize funding requests. As you work on developing your Action Agenda, please consider these important elements.

- **Is your Action Agenda community driven?** Does your process come from, and will it continue to build upon, broad based community support? Have you built in meaningful participation of key stakeholders? (Stakeholders are all of the community members who are effected by this process or believe they are effected.)
- **Is your Action Agenda Prevention Oriented?** Does your agenda focus on root causes?
- **Does your Action Agenda build on existing community strengths and assets, and develop new ones?**
- **Does your Action Agenda identify results that are achievable within a reasonable time frame?**
- **Is measurement an integral part of the Action Agenda?**
- **Does your Action Agenda address the integration of education, health, and social services?** If it is not a comprehensive approach does it reflect an interim step which will lead to broader integration of services?
- **Does your Action Agenda tackle the challenge of building collaborations (not just coordination and cooperation)?** Have participating agencies or schools committed to the goal or vision and set aside agency or school interests to accomplish it?
- **Have you addressed the need for ongoing monitoring of your Action Agenda?** Have you identified expectations for your COMPASS Community Team after the Institute?
- **Does your Action Agenda relate to at least one of the Children's Cabinet Priority Areas for Children?** If not, did you recommend an additional priority area?
- **Does your Action Agenda consider existing resources in your community?**

State of Alaska
Request for Line Item Budget Revision

COMPASS Community	Grant Number
Fiscal Agent	State Fiscal Year

Budget Revision Summary

Budget Categories	Current - Phase I	Proposed Phase II	Total
100 Personal Services			
200 Travel			
300 Facility Expense			
400 Supplies			
500 Equipment			
600 Other			
TOTAL DIRECT COSTS			
Indirect Costs			
TOTAL COSTS			

Explanation (use reverse side or additional sheets if necessary)

The grantee hereby agrees that this revision, if approved by the grantor, is a part of and is subject to all terms and conditions of the Notice of Grant Award and Grant Agreement.

Signatures

Authorized Fiscal Agent	Approved by Grantor <input type="checkbox"/>
Date	
COMPASS Community Team Leader	Disapproved by Grantor <input type="checkbox"/>
Date	
State COMPASS Action Team Chair	
Date	

4. Diverse Cultures Living in Harmony

We will make sure that all cultures are invited to participate in decision making and problem solving and will celebrate as a total community the uniqueness and greatness of each culture.

Our success will be measured by the following:

- a. Decreased incidents of cross cultural confrontation
- b. Increased communication between cultures
- c. Increased minority employment
- d. Multi cultural representation on council, boards and commissions
- e. Increased minority home ownership

5. Positive Community Identity

We will make sure that all segments of the community recognize that Fairview is a great place to live, where culturally diverse people work together to ensure a safe community and where families can raise healthy, happy children.

Our success will be measured by the following:

- a. Lower crime rate
- b. Increased home ownership
- c. High attachment
- d. Tenant and Landlord associations
- e. Increased number and diversity of businesses
- f. Positive media coverage of community people and events

CHILDREN SUCCESSFUL IN SCHOOL

To improve children's success in school there must be ***Parent Involvement***. The Compass Team's action plan is as follows:

1. **Regular Home Visits** (Alice and Regina)
 - a. Assess current program for home visitation
 - b. Develop guidelines for expanding home visits
 - c. Re-institute the Welcome Wagon
2. **Cross-Cultural Events** (Geraldine, Maribel, Celeste)
 - a. Evaluate current events and implement changes
 - b. Develop and promote yearly calendar of events
 - c. Provide Literacy Classes for English as second language

3. **Parenting Classes** (Maribel, Alice)
 - a. Identify and collaborate with existing providers
 - b. Identify needs and promote current programs
 - c. Coordinate with home visits
4. **Parent Resource Center** (Charles, Chuck)
 - a. Survey parents to determine needs
 - b. Determine available resources
 - c. Expand/Upgrade Fairview Community Recreation Center

Parent Participation and its relationship to children succeeding in school will be measured by:

- a. Increased attendance in school
- b. Academic achievement
- c. Increased participation in extra curricular activities
- d. High community attachment
- e. Increased property values
- f. Reduction of child abuse and neglect

The following strategies must be included in the action plan in order to have **Children Successful in School!**. They are from the Compass workshop and have not been prioritized:

1. After School Tutoring Sessions
2. Positive Media Coverage
3. Community Potlucks
4. Flashy Newsletter in Different Languages
5. Family Sports Activities
6. Story Circles
7. Monthly Parent Coffee Klatch
8. Child Care and Parent Networks
9. Transportation for Community and School Events
10. Neighborhood Mapping

FUTURE IMAGE

Staffing and Wages

STAFFING AND WAGES

THE FAMILY ADVOCATE will work five (5) days per week, Monday through Friday, up to seven (7) hours per day at \$15.00 per hour.

The duties of the Family Advocate:

- responsible for the development and implementation of the curriculum for children and families.
- will be required to train, work with and evaluate parent and Youth Trainees.
- will work closely with the Child Advocate in planning and coordinating activities for summer activities and home visitation.

THE CHILD ADVOCATE will work five (5) days per week, Monday through Friday, seven (7) hours per day at \$11.50 per hour.

The duties of the Child Advocate :

- must be able to develop and implement activities for groups of children different ages.
- will be required to train, work with and evaluate the Youth Trainees.
- will work closely with the Family Advocate in planning and coordinating summer activities and home visitation.

THE PARENT IN TRAINING will work five (5) days per week, Monday through Friday, up to seven (7) hours per day at \$9.50 per hour.

The duties of the Parent in Training:

- will work with families, assisting in planning curriculum and working with parents to see that their needs are met
- will assist in curriculum development and work as a team member under the supervision of the Family Advocate.
- will assist with preparation and serving of meals and/or snacks.²

² Meals/snacks menu will be developed when the curriculum is written with the help of a nutritional advisor.

THE YOUTH IN TRAINING will work five (5) days per week, Monday through Friday, for no more than 6.5 hours per day at \$5.00 per hour.

- The Youth in Training must be a High School student.
- will assist with curriculum development and work with children of all ages
- will work under the supervision of the Child Advocate.

THE COMMUNITY COORDINATOR will work five (5) days per week, Monday through Friday, at \$2,660 per month for 3 months.

The responsibility of the Community Coordinator :

- research families in need of assistance and identify available resources.
- oversee the grant and maintain checks and balances in the program budget.
- collaborate with STAR, YMCA, ANHC, UAA, etc.
- maintain records with strict confidentiality.

SUPPORT STAFF

THE PROJECT MANAGER will be the administrator of Future Image and will be responsible for weekly and monthly payrolls and payroll taxes and reports.

The Project Manager will work with businesses and organizations to solicit assistance in a cooperative effort to meet the needs of children and families through the Future Image project.

The Project Manager will provide office space necessary for meetings, staff training, maintaining records, telephone and utilities, as required by the Compass Program.

THE ADVISORY COMMITTEE will be composed of a community person, a community parent, a Community Council representative, a Fairview Recreation Center representative, a Fairview Elementary School representative, a Central Middle School representative and a high school student, as determined by the Compass Team.

The Advisory Committee will meet at a regularly scheduled time and systematically review the program to maintain controls and respond to program needs.

FAMILY ADVOCATE

Will work five (5) days per week Monday through Friday, seven (7) hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for visits and welcome wagon activities

Work in a supervisory capacity for all staff, the Family Advocate will :

- assist the Child Advocate in designing the activities and curriculum
- assist the Child Advocate in training and overseeing the Youth in Training
- recruit families for the summer experience
- be in charge of welcome wagon activities
- keep informed of new families and new additions
- train the Parent in Training

MINIMUM REQUIREMENTS

Applicants must have excellent interpersonal skills as measured through interactions as a team player.

Prefer applicants with a degree in Education and/or Social Services.

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

Applicants must be able to develop and implement activities for groups of multi-age children.

Applicants must have excellent written and oral communication skills.

Applicant will be required to train, work with and evaluate parent and Youth trainees.

Applicant will work closely with the Child Advocate in planning and coordinating activities for summer and home activities.

The Family Advocate will be responsible to an advisory committee.

References are required reflecting experience working with diverse populations

CHILD ADVOCATE

Will work five (5) days per week Monday through Friday, seven (7) hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for visits and welcome wagon activities

working with families, the Child Advocate will plan curriculum which will include:

- outdoor activities for one day
- one day of activities at the Rec. Center...literacy, computer, arts and crafts, etc. for adults and children (separate activities)
- field trips one day of the week

The Child Advocate will work under the direction of the Family Advocate.

MINIMUM REQUIREMENTS

Applicants must have excellent interpersonal skills as measured through interactions as a team player.

Prefer applicants with training in Early Childhood Education, DAP, Elementary Education, or equivalent experiences in the field of Child Education and working with children in an educational setting.

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

Applicants must be able to develop and implement activities for groups of children of different ages.

Applicants must have excellent written and oral communication skills.

Applicant will be required to train, work with and evaluate Youth trainees.

Applicant will work closely with the family Advocate in planning and coordinating activities for summer and home activities.

The Child Advocate will be responsible to an advisory committee

References are required.

PARENT IN TRAINING

This person will work five (5) days per week Monday through Friday, seven (7) hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for home visits and welcome wagon activities

The Parent in Training will assist in planning curriculum which will include:

- outdoor activities for one day
- one day of activities at the Rec. Center...literacy, computer, arts and crafts, etc. for adults and children (separate activities)
- field trips one day of the week
- work as a cooperative team member under the supervision of the Family Advocate.

MINIMUM REQUIREMENTS

Must have High School education or a GED
Preferably a parent living in Fairview

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

Applicants must be able to develop and implement activities for groups of children of different ages.

References required

YOUTH IN TRAINING

Will work five (5) days per week Monday through Friday, 6.5 hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for visits and welcome wagon activities

work as a cooperative team member with other staff under the supervision of the Child Advocate

MINIMUM REQUIREMENTS

This position is open to High School students ages 14 through 18.

FAIRVIEW COMMUNITY ACTION PLAN
The Compass Team Budget Proposal
March 1997

FUTURE IMAGE

Description	This Award	In-Kind	Total
100 Personal Services - 12 Weeks	46,671		46,671
300 Facility Expense		10,000	10,000
Communications, Utilities		300	300
400 Supplies: Postage, printing, paper	500		500
Program arts/crafts supplies	1,000		1,000
Educational/Recreational	5,000	1,200	6,200
Program Food @ \$125/day/person	4,500		4,500
1ea Laptop Computer and Printer	3,000		3,000
600 Professional Services - Accounting, etc.	1,000		1,000
Insurance and Bonding	2,300		2,300
Printing, Advertising, etc.		250	250
PROJECT TOTAL :	63,971	11,750	75,721

FAIRVIEW COMMUNITY ACTION PLAN
The Compass Team Budget Proposal
March 1997

Budget Item Description

Personal Services: 7 staff as described in proposal

Facility Expense: Recreation Center providing facility space and community offering office space

Communications, Utilities: provided by community office

Supplies: postage; printing of curriculum materials and brochures

Arts/crafts: Purchase materials for 20 adults and 30 children arts/crafts curriculum

Educational/Recreational: Purchase educational videos; class instructors; cultural events; parent training materials, etc.

Program Food: Lunches, snacks for minimum of 20 adults and 30 children

Lap Top Computer and Printer: Community Coordinator notes, evaluations, Compass meetings, etc.

Professional Services: Monthly reports, Federal and State reports, payroll and associated bookkeeping services

Insurance and Bonding: Estimated amount for Liability Insurance

Printing, Advertising, etc.: Includes copying materials for staff; weekly calendars for parents; occasional fliers, etc.

FUTURE IMAGE

Attachments

Our success will be measured by the following:

- a. Lower crime rate
- b. Increased property values
- c. Less litter and junked vehicles
- d. Increased number of parks and playgrounds
- e. Increased voter participation

4. **Diverse Cultures Living in Harmony**

We will make sure that all cultures are invited to participate in decision making and problem solving and will celebrate as a total community the uniqueness and greatness of each culture.

Our success will be measured by the following:

- a. Decreased incidents of cross cultural confrontation
- b. Increased communication between cultures
- c. Increased minority employment
- d. Multi cultural representation on council, boards and commissions
- e. Increased minority home ownership

5. **Positive Community Identity**

We will make sure that all segments of the community recognize that Fairview is a great place to live, where culturally diverse people work together to ensure a safe community and where families can raise healthy, happy children.

Our success will be measured by the following:

- a. Lower crime rate
- b. Increased home ownership
- c. High attachment
- d. Tenant and Landlord associations
- e. Increased number and diversity of businesses
- f. Positive media coverage of community people and events

CHILDREN SUCCESSFUL IN SCHOOL

To improve children's success in school there must be *Parent Involvement*. The Compass Team's action plan is as follows:

1. **Regular Home Visits**

- a. Assess current program for home visitation
- b. Develop guidelines for expanding home visits
- c. Re-institute the Welcome Wagon

- c. Create a phone network system to report criminal activity and design a method for reporting information that can be used easily and effectively.
- d. Work on a pilot project such as 15th to 12th Avenue on Gambell, to beautify with landscaping and lighting and rehab properties, with special attention to Carrs on Gambell.

SUGGESTIONS: Develop an Adopt-a-Block program, highlighting it with a BBQ, certificates and prizes for the kids and youth. This project can begin with the Municipality's Clean-up Week and end with a celebration toward the end of summer. The Compass team will be responsible to organize this effort.

SAFE, CLEAN, BEAUTIFUL NEIGHBORHOODS

We will make sure that all children are raised in safe and stable neighborhoods with open areas to play, clean tree lined streets uncluttered by junk vehicles.

BENCHMARK #1 Youth programs to combat crime

Activities:

- a. Collaborate with the YMCA, Y-YES program, the Municipality of Anchorage Youth CWS program, to provide Youth Employment programs in Fairview.
- b. Collaborate with YMCA, Boys and Girls Club, Anchorage School District, NYEP, Fairview Recreation Center, to develop and manage a Youth Enrichment program that will reward youth for involvement in positive activities.
- c. Develop gardening programs and involve youth in planning and developing a "model block" with the Landlord Association.
- d. Involve youth in community patrol.
- e. Have a block party culminating a community work day.

DIVERSE CULTURES LIVING IN HARMONY

We will make sure that all cultures are invited to participate in decision making and problem solving and will celebrate as a total community the uniqueness and greatness of each culture.

BENCHMARK #1 Increased communication between cultures

Activities:

- a. Hold Multi-Cultural fairs throughout the year
- b. Develop a cross-cultural concerns committee within the structure of the Fairview Community Council
- c. Publish a multi-lingual newsletter two times a year
- d. Select representative from each culture to do door-to-door visitation

BENCHMARK #4 Increased participation in extra curricular activities

Activities:

- a. Collaborate with volunteers and school staff to put on a multi-cultural event
- b. Work with various organizations to involve Spanish GED students in job placement
- c. Work with cultural groups to have cultural awareness night
- d. Recruit Fairview youth to plan multi-cultural events

BENCHMARK #5 Decrease in student drop-out rate

Activities:

- a. Continue student recognition program in elementary and middle schools
- b. Break down language barriers through translations and translators for publications, home visits and PTA
- c. Give certificates to parents for participation in school activities
- d. Have parent recognition Day each quarter at the schools

HEALTHY CHILDREN AND FAMILIES

We will ensure all children have access to basic health care, educational opportunities, strong families and a safe environment.

BENCHMARK #1 100% of all children will be immunized by age 5 years

Activities:

- a. Collaborate with UAA Nursing Program to conduct immunization clinics in August (a week before school) and in January (\$200 for syringes).
- b. Promote "free immunization" at Fairview using PSA's, flyers and neighborhood newsletter.
- c. Hold a "Child's Fair" before school begins in the fall featuring a picnic, clothing and school supplies donations and Kinderprint.
- d. Collaborate with UAA Nursing Program to sponsor Health fair in spring (\$500 for advertising, promotion, door prizes, etc.)

BENCHMARK #2 There will be a decrease in teen pregnancy

Activities:

- a. Collaborate with STAR on Rape Awareness class and sponsor a self-defense course.
- b. Collaborate with ANHC and AWRC in providing basic women's health care and sexuality class.
- c. Set up curriculum for "life Skills" class to include self-esteem, positive female mentors, panel of teenage parents, etc.
- d. Provide free or low-cost contraception to promote safe sex.

BENCHMARK #3 Adolescent and child death rate will be lower

- a. Collaborate with the Alaska Council on Prevention of AOD Abuse to educate on alcohol and drug abuse/related issues.
- b. Facilitate classes on Anger management and healthy parenting classes.
- c. Provide a driver's auto safety class.
- d. facilitate Suicide Prevention group/class.

BENCHMARK #4 There will be a decrease in child abuse and neglect cases

Activities:

- a. Collaborate with UAA Nursing Students to teach a Family Life Skills class four (4) times a year,
- b. Collaborate with YMCA Wee Y World to use facility as a temporary "hang out" center.
- c. Facilitate classes on Anger Management and Healthy parenting Skills.
- d. Provide transportation to children in foster care to ensure attendance at original school.

SUGGESTIONS:

- Start the process of building or providing a Mental health Center in Fairview
- Church involvement is necessary
- Organize a "Promotions Committee" to inform neighborhood of classes and events.
- Maximize usage of PSA's, flyers , news releases and newsletter

FUTURE IMAGE

Staffing and Wages

STAFFING AND WAGES

THE FAMILY ADVOCATE will work five (5) days per week, Monday through Friday, up to seven (7) hours per day at \$15.00 per hour.

The duties of the Family Advocate:

- responsible for the development and implementation of the curriculum for children and families.
- will be required to train, work with and evaluate parent and Youth Trainees.
- will work closely with the Child Advocate in planning and coordinating activities for summer activities and home visitation.

THE CHILD ADVOCATE will work five (5) days per week, Monday through Friday, seven (7) hours per day at \$11.50 per hour.

The duties of the Child Advocate :

- must be able to develop and implement activities for groups of children different ages.
- will be required to train, work with and evaluate the Youth Trainees.
- will work closely with the Family Advocate in planning and coordinating summer activities and home visitation.

THE PARENT IN TRAINING will work five (5) days per week, Monday through Friday, up to seven (7) hours per day at \$9.50 per hour.

The duties of the Parent in Training:

- will work with families, assisting in planning curriculum and working with parents to see that their needs are met
- will assist in curriculum development and work as a team member under the supervision of the Family Advocate.
- will assist with preparation and serving of meals and/or snacks.²

² Meals/snacks menu will be developed when the curriculum is written with the help of a nutritional advisor.

THE YOUTH IN TRAINING will work five (5) days per week, Monday through Friday, for no more than 6.5 hours per day at \$5.00 per hour.

- The Youth in Training must be a High School student.
- will assist with curriculum development and work with children of all ages
- will work under the supervision of the Child Advocate.

THE COMMUNITY COORDINATOR will work five (5) days per week, Monday through Friday, at \$2,660 per month for 3 months.

The responsibility of the Community Coordinator :

- research families in need of assistance and identify available resources.
- oversee the grant and maintain checks and balances in the program budget.
- collaborate with STAR, YMCA, ANHC, UAA, etc.
- maintain records with strict confidentiality.

SUPPORT STAFF

THE PROJECT MANAGER will be the administrator of Future Image and will be responsible for weekly and monthly payrolls and payroll taxes and reports.

The Project Manager will work with businesses and organizations to solicit assistance in a cooperative effort to meet the needs of children and families through the Future Image project.

The Project Manager will provide office space necessary for meetings, staff training, maintaining records, telephone and utilities, as required by the Compass Program.

THE ADVISORY COMMITTEE will be composed of a community person, a community parent, a Community Council representative, a Fairview Recreation Center representative, a Fairview Elementary School representative, a Central Middle School representative and a high school student, as determined by the Compass Team.

The Advisory Committee will meet at a regularly scheduled time and systematically review the program to maintain controls and respond to program needs.

FUTURE IMAGE

Benchmarks

FAMILY ADVOCATE

Will work five (5) days per week Monday through Friday, seven (7) hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for visits and welcome wagon activities

Work in a supervisory capacity for all staff, the Family Advocate will :

- assist the Child Advocate in designing the activities and curriculum
- assist the Child Advocate in training and overseeing the Youth in Training
- recruit families for the summer experience
- be in charge of welcome wagon activities
- keep informed of new families and new additions
- train the Parent in Training

MINIMUM REQUIREMENTS

Applicants must have excellent interpersonal skills as measured through interactions as a team player.

Prefer applicants with a degree in Education and/or Social Services.

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

Applicants must be able to develop and implement activities for groups of multi-age children.

Applicants must have excellent written and oral communication skills.

Applicant will be required to train, work with and evaluate parent and Youth trainees.

Applicant will work closely with the Child Advocate in planning and coordinating activities for summer and home activities.

The Family Advocate will be responsible to an advisory committee.

References are required reflecting experience working with diverse populations

CHILD ADVOCATE

Will work five (5) days per week Monday through Friday, seven (7) hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for visits and welcome wagon activities

working with families, the Child Advocate will plan curriculum which will include:

- outdoor activities for one day
- one day of activities at the Rec. Center...literacy, computer, arts and crafts, etc. for adults and children (separate activities)
- field trips one day of the week

The Child Advocate will work under the direction of the Family Advocate.

MINIMUM REQUIREMENTS

Applicants must have excellent interpersonal skills as measured through interactions as a team player.

Prefer applicants with training in Early Childhood Education, DAP, Elementary Education, or equivalent experiences in the field of Child Education and working with children in an educational setting.

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

Applicants must be able to develop and implement activities for groups of children of different ages.

Applicants must have excellent written and oral communication skills.

Applicant will be required to train, work with and evaluate Youth trainees.

Applicant will work closely with the family Advocate in planning and coordinating activities for summer and home activities.

The Child Advocate will be responsible to an advisory committee

References are required.

PARENT IN TRAINING

This person will work five (5) days per week Monday through Friday, seven (7) hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for home visits and welcome wagon activities

The Parent in Training will assist in planning curriculum which will include:

- outdoor activities for one day
- one day of activities at the Rec. Center...literacy, computer, arts and crafts, etc. for adults and children (separate activities)
- field trips one day of the week
- work as a cooperative team member under the supervision of the Family Advocate.

MINIMUM REQUIREMENTS

Must have High School education or a GED
Preferably a parent living in Fairview

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

Applicants must be able to develop and implement activities for groups of children of different ages.

References required

YOUTH IN TRAINING

Will work five (5) days per week Monday through Friday, 6.5 hours per day as follows:

- 3 days per week through the summer with children and families
- ½ day for planning
- ½ day for preparation
- 1 day for visits and welcome wagon activities

work as a cooperative team member with other staff under the supervision of the Child Advocate

MINIMUM REQUIREMENTS

This position is open to High School students ages 14 through 18.

COMMUNITY COORDINATOR

The Community Coordinator will work five (5) days per week Monday through Friday, eight (8) hours per day as follows:

- Oversees the grant
- Prepares reports
- Collects data required by the Advisory Board
- Maintains records of budget expenditures and balances
- Evaluates program
- Evaluates family and Child Advocates
- Reports to the Board
- Prepares meeting agendas
- works with Project Manager to coordinate program with staff, clients and community

The Community Coordinator must have excellent interpersonal skills with experience in administration.

Applicants must have excellent written and oral communication skills.

Persons applying for this job must be sensitive to the needs of a culturally diverse community where many families are monolingual or have English as a second language.

FAIRVIEW COMMUNITY ACTION PLAN
COMPASS INSTITUTE
February 23, 24, 25 1997

COMPASS stands for Community Partnership for Access, Solutions and Success.

In 1995 Governor Knowles appointed commissioners to the Children's Cabinet. He asked them to remove barriers and focus on comprehensive services for young children. **COMPASS** begins that systems reform.

VISION STATEMENT

We are dedicated to ensure that Fairview is a safe community where culturally diverse people live in harmony and where families raise healthy, happy children and are proud to live, work and be involved in the community.

1. Children Successful in School

We will make sure children are prepared at the elementary level to achieve throughout high school and wherever their dreams take them and will involve parents in order to reach this goal.

We will be able to measure our success by the following "benchmarks:"

- a. Increased participation by parents
- b. Higher test scores
- c. Increased attendance
- d. Increased participation in extra curricular activities
- e. Decrease in student drop-out rates

2. Healthy Children and Families

We will make sure all children have access to basic health care, educational opportunity, strong families and a safe environment.

This will be measured by the following:

- a. 100% of all children will be immunized by age 5 years
- b. There will be a decrease in teen pregnancy
- c. Child death rates will be lower
- d. There will be no more child abuse or neglect

3. Safe Clean and Beautiful Neighborhoods

We will make sure all children are raised in safe and stable neighborhoods with open areas to play, clean tree lined streets uncluttered by junk vehicles.

Fairview-Anchorage

Pat Arnett

Real Estate Broker

I am the broker for All Star Realty. I deal mainly in property and I have several properties in Fairview, Mountain View and Muldoon

Celeste Benson

Older Persons' Action Group, Inc. (OPAG) - treasurer on the Executive Board; Anchorage Neighborhood Housing Services; Municipality of Anchorage Housing Advisory Commission member; Fairview Community Council board member (past president 1985-1992); Alaska Watercolor Society member and chair, Fur Rondy Art Show 1990-present. Anchorage resident and active in the community since 1974. Currently serving on the citizen advisory committee for Fairview's new school and also the 1% for Art jury. (Exciting time for Fairview.)

Charles H. Benson

Community Council

Grandfather, singer, poet, carpenter, and preacher. I work for the State of Alaska. I have been an elementary teacher

Maribel Gutierrez

Perinatal Assistant at ANHC and GED Instructor for the Hispanic People at Fairview Recreation Center

I work in the Anchorage Neighborhood Health Center in the perinatal program, organizing and supporting the project. I am a translator for the Hispanics. I also have the opportunity to teach GED for my community at the Fairview Recreation Centers. Thanks for the chance to be here. G-d bless you all!

Marcha Hofier

Member Community Council

Lynn Lasher

Director of YMCA Wee Y World

I have been director of Wee Y World for over five years. Wee Y World is the family development center of the Anchorage Community Y.M.C.A. We service families of children between 15 months and 5 years of age. We will soon be relocating our center to 1677 Juneau, in the Fairview community. I hope to learn how the YMCA can help build stronger families in our new community of Fairview.

Fairview continued

Eunice R. Long

Fairview Elementary Principal

I am principal of Fairview Elementary School in Anchorage. Fairview Elementary has a school-wide chapter program and an enrollment of 450 students.

Geraldine Lowe

Fairview PTA Vice-President

I am an advocator for PTA in Fairview and the regional PTA council. I work at Fairview School as a student assistant tutor and in whatever other capacity they can use my services.

Regina Manteufel

Fairview Council Vice President

I started the Paint Fairview program. It is in its 4th year. I worked three summers with youth starting a youth garden on 10th and Kobuk. Presently, I am working to get a child care facility in our community.

Miriam Matascusa

Alaska Council on Prevention of Alcohol and Drug Abuse member.

Brenda Matthews

Resident Services Specialist

I've participated in the Fairview Community COMPASS Grant. I'm employed by AHFC as a resident services specialist in the public housing division. AHFC is an active member of the welfare reform initiative.

Janet McDermott

Social Worker at Fairview

As a social work student at UAA, I am completing my placement at Park View providing community collaboration and organization. I hope to involve several residents from Park View in this planning opportunity.

Rick Oakley

Director, Fairview Recreation Center

As director of the Fairview Recreation Center, I manage a community gym and meeting center and design recreation programs.

Fairview continued

Alice Smith

Fairview Elementary Teacher

I am a teacher at Fairview Elementary School in Anchorage. Fairview Elementary has a school-wide chapter program with an enrollment of 450 students.

Dwight D. Smith

PTA President - Fairview Elementary

Father of three, PTA president, Fairview Community Council member.

Chuck Stovall

Team Leader

Coordinate special projects and programs with schools, community groups, and helping individuals. I am currently helping families work their way off welfare.

Ernest Sylvia

Volunteer

Charles L. Washington

Team Member

President of the museums and theatrical of Alaska. I work with children and the Foster Parent Program of the State.

Fairview-Anchorage

Pat Arnett

Real Estate Broker

I am the broker for All Star Realty. I deal mainly in property and I have several properties in Fairview, Mountain View and Muldoon

Celeste Benson

Older Persons' Action Group, Inc. (OPAG) - treasurer on the Executive Board; Anchorage Neighborhood Housing Services; Municipality of Anchorage Housing Advisory Commission member; Fairview Community Council board member (past president 1985-1992); Alaska Watercolor Society member and chair, Fur Rondy Art Show 1990-present. Anchorage resident and active in the community since 1974. Currently serving on the citizen advisory committee for Fairview's new school and also the 1% for Art jury. (Exciting time for Fairview.)

Charles H. Benson

Community Council

Grandfather, singer, poet, carpenter, and preacher. I work for the State of Alaska. I have been an elementary teacher

Maribel Gutierrez

Perinatal Assistant at ANHC and GED Instructor for the Hispanic People at Fairview Recreation Center

I work in the Anchorage Neighborhood Health Center in the perinatal program, organizing and supporting the project. I am a translator for the Hispanics. I also have the opportunity to teach GED for my community at the Fairview Recreation Centers. Thanks for the chance to be here. G-d bless you all!

Marcha Hofler

Member Community Council

Lynn Lasher

Director of YMCA Wee Y World

I have been director of Wee Y World for over five years. Wee Y World is the family development center of the Anchorage Community Y.M.C.A. We service families of children between 15 months and 5 years of age. We will soon be relocating our center to 1677 Juneau, in the Fairview community. I hope to learn how the YMCA can help build stronger families in our new community of Fairview.

Budget Preparation Guidelines

COST CATEGORIES

I. PERSONAL SERVICES - 100

A. Cost categories that would be allowable using funds awarded as a grant or as grant income by the Grantor to an applicant for a grant project budget approved by the Grantor that included such costs and funding sources are:

1. Salaries & Wages: Regular and overtime salaries and wages for project staff, temporary, and/or occasional employees.
2. Fringe Benefits: Including employer-payroll taxes
3. Workers Compensation may be included as a fringe benefit or in Category 600 under insurance and bonding. Other benefits that may be provided at the employer's option include employee retirement plans, group health and hospitalization insurance, and life insurance.

B. Format on Grant Project Budget Detail

1. Enter the position title for each position associated with the project.
2. Enter the FTE (Full-Time Equivalent) for each position associated with the project. (i.e.: 1.0 - full time, 0.5 - half time, etc.). Calculate the FTE per position as follows:
 - a. Determine number of work hours for a full time position in a twelve month period.
 - b. Determine the number of hours the position works on the project funded by this grant.
 - c. Divide "b" by "a".

For example, a position working 40 hours per week, 52 weeks per year, equals 2,080 hours per year (a). However, that position works 30 hours per week on this project and 10 hours per week on another project. Thus, 30 hours per week times 52 weeks equals 1,560 (b). 1,560 divided by 2,080 equals .75 FTE (c).

3. Enter the salary and wages to be charged against funding sources.
4. Total salary costs across by each position.
5. Subtotal by funding source the salary and wages costs.
6. Enter fringe benefits percentage and enter costs under appropriate funding source.
7. Total all figures down and across the columns.

C. Grant Project Budget Narrative

1. For each position, include a brief description of duties, funding sources and total costs.
2. Include a definition of the fringe benefit package and percentage distribution of each benefit.

II. TRAVEL - 200

A. Allowable Costs

1. Mileage - is allowed when staff are required to use their own vehicles in conducting project business. This does not include travel to and from work. Applicants that have an established rate for compensation for mileage that is approved by their governing board may use that rate in computing their annual mileage cost. Projects that do not have a board-approved mileage rate may not exceed the current State rate.
2. Air Fare - must be less than first class rate whenever available.
3. Taxi Fare, Auto Rental - when the course or conference is program related, will contribute to the grant project staff member's staff development, and is related to his/her assigned job duties.
4. Per Diem - for all travel outside the local community of the project. Projects that have an established, board-approved rate schedule may use those rates in computing per diem costs. Those who do not may use the following State per diem rates:

NOTE: Board approved per diem rates may not exceed state rates.

The long-term per diem allowance is sixty percent (60%) of the applicable short-term season rate. Long-term rates go into effect after 30 days at one duty assignment.

B. Format on Grant Project Budget Detail

1. Enter position title for each person who will be traveling with funds from this project.
2. Enter the expenditure by trip, and destination for each traveler by funding source.
3. Total all figures down and across.

C. Grant Project Budget Narrative

Identify the purpose of the trips and cost factors such as mileage, per diem and air fare.

III. FACILITY EXPENSE - 300

A. Allowable Expenses

1. Facility Rental/Lease - Costs of renting or leasing a facility or office space are allowable when the costs are comparable to costs for similar space available in the same locality. The rental/lease agreement may include space rent, all or some utilities, repair, renovation, and maintenance costs, or it may include the space rental costs, with the grant applicant being the

party responsible for providing for and paying for these facility costs. The general rule of thumb is if the landlord pays the bill at no extra charge to the applicant, the cost for the service is built into the space costs. If the landlord pays for the service and then charges the project for the service over and above the monthly rental charge or if the grant applicant arranges for and pays for the services directly, the cost for that service must be listed as a cost separate and distinct from the space cost.

2. Communications - telephone, telegram, postage, shipping and radio communication expenses. Long distance telephone charges are allowable, but is expected that these costs will be kept to a minimum in community oriented projects. Projects that provide statewide services would be expected to have a higher long distance call cost.
3. Utilities - heat, electric, water, sewer, trash removal costs, when not included in the space rental cost.
4. Minor Repairs, Renovation, and Maintenance - Minor repairs, facility renovation and alteration, and maintenance costs when not included in the space rental costs. Minor repairs such as replacement of broken windows are to be distinguished from more expensive renovations and alterations. Renovation costs include the installation of sprinkler systems, fire or smoke detectors, showers, bathrooms, partitions, etc. Costs to be considered are labor costs when the renovation is provided by an outside firm as well as costs for materials. The use of DHSS grant funds may be approved if all alternative funding sources have been exhausted and the renovation is absolutely essential to the operation of the project. However, the use of grant funds for this purpose is rarely approved and specific approval must be obtained in advance from the Grantor to use Grantor funds for this purpose. Maintenance costs such as janitorial or laundry services provided by an outside firm are allowable costs under this section. If these services are performed by project staff, the cost must be listed in Category 100.

B. Format on Grant Project Budget Detail

1. Enter each applicable expenditure item.
2. Enter the proposed expenditures for each item by funding source.
3. Total all figures down and across.

C. Grant Project Budget Narrative

Provide the specifications of the individual cost calculation and the sources of funding.

IV. SUPPLIES - 400

- A. Allowable Costs - Under this category are those items with a unit cost of less than \$300, or a useful life expectancy of less than one year.
 1. Office Supplies - Pens, pencils, stationary, postage stamps, poster board, blank cassette tapes, paper, staplers, in-house printing supplies, desk supplies.

2. Program Supplies - Recreation and craft supplies; posters, pamphlets, brochures, and program related literature for distribution to clients, schools, community agencies; educational and reference books for use by staff and clients; film rental and purchase costs.
3. Household Supplies - Cleaning supplies, including laundry, janitorial, and housekeeping supplies, kitchen and bed linens. Any other household supplies including non-food kitchen supplies.
4. Medical Supplies - Prescription and non-prescription drugs and medical supplies.
5. Food - Used only for grant project operations.
6. Other - Any supplies which do not fall within the scope of one of the above categories. Do not include dues, subscriptions, outside printing, or advertising costs--these costs are included in category 600.

B. Format on Grant Project Program Budget Detail

1. Enter each applicable expenditure item.
2. Enter the proposed expenditures for each item by funding source.
3. Total all figures down and across.

C. Grant Project Budget Narrative

Provide the description of each item to be purchased and the itemized cost by source of funds.

V. EQUIPMENT - 500

A. Allowable Costs

1. Maintenance and Repairs - Costs associated with the maintenance and/or repair of equipment owned, leased, or rented. Those costs to be included under Office Equipment include service agreements for the maintenance and repair of photocopy machines, typewriters, etc.; miscellaneous repair costs for desks, chairs, filing cabinets, etc. Vehicle costs to be included are fuel, oil, spare parts, batteries, chains, tires, labor and parts costs for service calls, and major repairs performed by an outside firm.
2. Lease and/or Rental - Costs for leasing or renting project equipment such as typewriters, copy machines, vehicles used in the day-to-day operation of the project, occasional rental of trucks or vans to be used for purposes not normally performed by project vehicles, and occasional rental of audio-visual equipment.
3. Purchase - Equipment with a unit cost of more than \$500, or a useful life expectancy of more than one year, and which is considered necessary for program operations. Examples: desks, chairs, typewriters, file cabinets, audio-visual equipment, medical equipment and furniture, household furniture and appliances. Include estimated shipping costs where appropriate.