

**Executive Summary**

 **YEAR 2020**

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Central Virginia Educational Resource Programs, Inc. Our mission is to provide educational, supportive, and outreach services to all individuals children and families, from all sources of life regardless of color, race, or sexual orientation and cultural and social-economic status of all groups in the community. CVERP further wants to improve/increase the sense of belonging of past offenders in our criminal systems by providing healthy connections at the community level through the creation of educational opportunities to improve the overall quality of life and wellbeing. We strive to eradicate poverty and underemployment in our local community through the provision of services such as character education, distance learning, tutoring, advocacy, support groups, and behavioral modification (Emerson & Twersky 1996). Since our founding in 2013, we have focused on the necessary planning and preparation to begin offering programs. While we have provided small community events, we are ready to start operating on a larger scale. The funding requested through this proposal will be used to acquire the necessary materials and infrastructure to conduct our programs (Central Virginia Educational Resource Programs Inc, 2018)

Central Virginia Educational Resource Programs, Inc. has, on a tiny scale, has, in the past, received funds primarily through contributions and revenue from fundraising events. Fundraising is a continuous, ongoing effort. The focus and planning strategies associated with this funding plan will include the solicitations of two sources of revenue, fundraising, and foundation grants. All sources will help to assist with our survival and improvement in the organization’s projects. The organization's request will help with various resources needed to be associated with personnel, community implementation of programs, and some administrative expenses (Central Virginia Educational Resource Programs Inc, 2018; Scott, 2003).

**Organizational Background**

 Dr. Curtis Brandon founded the organization in June of 2013. Dr. Brandon is hugely experienced in the educational fields of special populations, k-12 education, organizational leadership, and lifelong learning skills such as workplace readiness, career planning, and higher-learning. Dr. Brandon has also authored a book entitled *Leadership and Adoption of Instructional Technology in Schools, working on authoring a second along with resources on current topics such as autism, leadership theories, and employee motivation* (Central Virginia Educational Resource Programs Inc, 2018)

**Need Statement**

In its 2020 Strategic Plan, Central Virginia Educational Resources Programs, Inc, will identify the critical need to increase unrestricted funding. Currently, unrestricted funds total zero amount of the annual income. In an effort to achieve CVERP’s mission and sustaining an active organization, CVERP’s will require several high performing, dedicated successful strategies toward fundraising. To be successful, CVERP will follow the plan outlined for the entire year of 2020 fiscal year by setting appropriate goals, and mandating that all Board members be onboard regarding the mission and implementing the steps toward the 2020 budgetary plan(Central Virginia Educational Resource Programs Inc, 2018). Below is CVERP’s 2020 fundraising plan for raising unrestricted funds based on need assessment. This is a start and will be the foundation for future growth (Moore, Sara, Andrea Robles & Emily Zimmerman. (, 2012).

CVERP will use and identify prospects for foundation and fundraising strategies for the 2020 fundraising plan. Each strategy shall have goals, step-by-step processes along with a timeline, and costs. The designated person(s) leading each procedure will be either a Board member or a responsible staff. Further responsibility will be assigned for each strategy, as well as the steps for each strategy. This process will make sure that all strategies are addressed and shared among members of the Board and Staff. The Board will assign committees and the Executive Director, or his assignee will make sure that:

* All actions will be identified for the assigned designee.
* Support and positive relationship will be maintained throughout the year.
* Progress will be evaluated and modified and adjusted according to the needs of the plan.

At each Board meeting, a designated person(s) leading each strategy (Board member and responsible staff) will report on the progress of the plan. Beyond these strategies, for a designated person(s) leading each strategy will be either Board member or a responsible staff which CVEPP has existing capacity to modify and refine its approach, the Board will be open to evaluating new ideas that Board deemed necessary to add to CVERP’s unrestricted fundraising plan (Central Virginia Educational Resource Programs Inc, 2018)

**Goals/Objectives**

The primary goal of Central Virginia Educational Resource Programs, Inc. is to provide educational support and outreach services to families and individuals from underserved and underprivileged populations. Central Virginia Educational Resources Programs, Inc. continually strives to support the community needs based on previous assessments analysis (Moore, Sara, Andrea Robles and Emily Zimmerman (2012) of Richmond Promise Neighborhood Community Needs Assessment and to offer a sense of belonging, improved livelihoods, and an enhanced quality of life to these families and individuals (Central Virginia Educational Resource Programs Inc, 2018).

In support of these goals, Central Virginia Educational Resource Programs, Inc. aspires to:

* Contribute to the community by providing Job Coaches (Rogan, & Held 1999). For the unemployed and employed with updated employable job skills and working with disabilities such as (autism, ADHD, and others).
* To implement and teach life skills for student success and community growth.
* Fully implement the organization’s planned programs for Parental Education for now and for the future (Central Virginia Educational Resource Programs Inc, 2018)

**Methodology**

To accomplish the goals/objectives stated in the previous section, Central Virginia Educational Resource Programs, Inc. will use the following methods the expertise of Dr. Curtis Brandon and subject matter experts in the field. Utilize Community Resources such as a library, Civic Centers to properly implement the organization’s programs, and we require adequate facility space, a facility equipped with several classrooms and computer laboratories. The distance learning program is intended to serve those unable to physically attend classes at another school due to time constraints, illness, or expulsion. The organization will offer online courses to students looking to achieve their GED, OSHA certification, tutoring assistance, driver’s license test preparation, and college preparation courses(Central Virginia Educational Resource Programs Inc, 2018).

For those entering the workforce, the organization will offer a career development program. This program will provide clients with an objective career assessment survey. The survey will provide the client with a list of suggested career paths based on their interests, strengths, and experiences. Organizational staff will help the clients prepare to pursue their chosen career path by defining specific actions, steps, and strategies to achieve them. Finally, clients will be trained in resume writing and interviewing techniques to best prepare them for their job search (Central Virginia Educational Resource Programs Inc, 2018; Gaffney, 2005).

The organization will provide one-on-one and group counseling for children struggling to succeed in their everyday lives. Mentors will engage in goal-setting activities with the children to promote proactive thinking and decisive action towards making changes in their destiny. Additionally, the mentors will share positive methods of dealing with social issues such as bullying, boredom, peer pressure, and domestic violence. CVERP will offer tutoring services for children in preschool through twelfth grade. We will also provide higher learning tutoring for those at the college or university level. Training will be offered on an individual or group basis in specific subjects. Group tutoring schedules will be released at the beginning of each school semester. Individual tutoring sessions will be scheduled on an as-needed basis (Central Virginia Educational Resource Programs Inc, 2018).

Students will have the opportunity to intern at the nonprofits to gain work experience and to learn about the various needs of their community. During the school year, mentors will meet with groups of students to discuss social issues, such as bullying and self-esteem. Mentors will counsel the teenagers on the appropriate actions to take when dealing with these issues.

The behavioral reform program will focus on children at risk of becoming criminal offenders. This program will rely on referrals from the school system and law enforcement. Treatment will consist of group and individual counseling focused on violence and crime prevention. The organization will offer advocacy services to families in difficult situations such as medical emergency or financial crisis. Advocates will help the families connect with community resources that can further assist in the case. They will navigate these relationships and facilitate the transaction between the organization and the family so that the family can better focus on the job at hand. Advocates will help the families put together recovery plans that will utilize all the available resources to ensure a complete, healthy recovery for families in crisis. Additionally, advocates will organize support groups for individuals and families dealing with similar negative situations(Central Virginia Educational Resource Programs Inc, 2018).

**Evaluation**

Central Virginia Educational Resource Programs, Inc. is dedicated to providing measurable outcomes to ensure productivity and success. The board and operational staff of the organization will meet regularly to discuss upcoming events, past performance, and strategic directions. During these meetings, individuals are encouraged to share suggestions for improvement or other helpful insights. The board of directors will regularly conduct needs assessments for the communities that each program serves. The results of these objective assessments will demonstrate the actual needs of these communities and the tactics which will guarantee the most visible change. According to the effects of these needs assessments, the board may recommend a change in programs or organizational procedures(Central Virginia Educational Resource Programs Inc, 2018; McNamara, 2008).

The organization will also solicit client and community feedback regularly. Program participants will be given surveys at the end of every program. Additionally, community members will be invited to participate in roundtable discussions to determine their perception of the best potential solutions to the community’s problems. Necessary plans of action will be established to address any issues raised by the findings of these assessments and client and community discussions.

**Sustainability**

To maintain sustainability, Central Virginia Educational Resource Programs, Inc. will focus on establishing a strong history of obtaining funding from our sponsors and is confident in our ability to receive ongoing financial support. The organization is expected to receive the support of individuals, corporations, and foundations as its operations continue. In addition to these monies, the board of directors and staff will increase the number of unrestricted funds for Central Virginia Educational Resources Programs, Inc. through the solicitation of contributions and the organization of fundraising events (Central Virginia Educational Resource Programs Inc, 2018).

**References**

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**Emerson, J., & Twersky, F. (Eds.). (1996). New social entrepreneurs: The success, challenge and lessons of non-profit enterprise creation. The Homeless Economic Fund, the Roberts Foundation.**

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