

DISCOVERY-FY21 Fall

FY21 Fall Application for Funding (Returning Applicants)

Big Sky Discovery Academy and Community Learning Center

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Application Form

Guidelines & Applications Tips

UPDATING INFORMATION FROM SPRING:

You will NOT need to retype your responses from the Spring application. Use the "Copy Answers" button at the top of the page to transfer your responses from the FY21 Spring application (submitted in April 2020) to this Application. You can make changes to any of your responses that need updating. If a response has not changed there is no need to update the response

NEW QUESTIONS:

★ Questions that were not asked on the Spring Application and are new to the Fall Cycle are indicated with a gold star

REQUIRED VS OPTIONAL QUESTIONS:

- All required questions are marked with an *asterisk* and must be answered in order to submit the application
- All optional questions have no notation and are not required in order to submit the application. But if an optional question applies to you, please provide an answer.

GUIDELINES:

- Please direct questions or concerns to Jenny Muscat, Operations Manager, at Jenny@ResortTax.Org or 406-995-3234
- Please only provide the information requested within this application
 - Supplemental materials will not be accepted
- Blackmail or bribery of staff or board members is strictly prohibited and will result in disqualification
- Please proofread your application for grammar and validate your data prior to submission
- Avoid organizational jargon and use layman's terms to minimize follow up questions
- You may SAVE the application at any time and return to it
- Final submission happens upon clicking 'SUBMIT'
- **The deadline for applications is Wednesday, September 30 @ 11:59 pm (Mountain Time)**

Organization/Background Information

INSTRUCTIONS:

Please verify and update any information that has changed since you applied for the FY21 Spring Cycle.

Request Title*

Please **update** with your "'Organization Acronym"-FY21 Fall'. For example: *BSRAD-FY21 Fall*

DISCOVERY-FY21 Fall

Number of Projects/Programs*

How many projects/programs are you requesting Resort Tax funds for in the Fall cycle?

- If you are requesting funds for **FEWER** projects than in the spring keep the number of projects the same as it was in the spring and in the corresponding project question section(s) enter \$0 for the amount requested **and** provide an explanation about why this project is no longer taking place
- If you are requesting funds for the **SAME** number of projects as the spring keep the number of projects the same and update/verify each project question section accordingly
- If you are requesting funds for **MORE** projects than in the spring enter the new (higher) number here and fill in the additional project question section accordingly
 - o The maximum number of projects you may request funds for is 6

2

For applicants with multiple projects please note that the application will expand and create additional project/program information sections for each project you are requesting funding for based upon the number entered above. Please enter your projects in order of highest to lowest priority as you complete the application.

Funds Not Awarded*

★ How would your projects/programs be affected if Resort Tax funding were not awarded?

Without the funding, we would not be able to provide the remainder of the tuition assistance currently allocated for our Early Childhood preschool program. If there becomes space available for any additional preschool spots from our waiting list, and any of those applicants require financial aid, we will not be able to offer it without additional BSRAD funding.

Additionally, we are remaining open while implementing all of our COVID-related protocols and practices, an extremely time consuming endeavor. We are also exploring becoming a licensed childcare facility-in particular to help create access to other funding sources in the future. The increase in responsibility and hours required to operate a childcare preschool program during this time has impacted the role of the Lower School Program Director: it is critical that we pay for the additional time commitment to support and retain our valuable staff members who are integral to a consistent and sustainable, high quality program-at a time when finding and keeping highly qualified employees is challenging for many area businesses.

Total Funds Requested FY21 Fall*

★ What is the total amount of funds your organization is requesting for all projects/programs for this cycle (1/1/216/30-21):

Please ensure that all requests for all projects add up to this total, the form does not calculate a total for you.

\$20,500.00

Additional COVID-19 Funds*

- ★ Has your organization received any funding from any of the following programs? (Check all that apply)
- Paycheck Protection Program (PPP)

COVID-19 Funds Explanation

- ★ Please explain how the funding received affects your FY21 Fall Resort Tax request:

Provide detail on:

- *What funding was received (sources and amounts)*
- Amount your request to Resort Tax can be reduced (total ask and broken down by project) if applicable
- When funds were received/expected to be received
- Any other important information regarding this additional funding

The funding from the programs listed in the previous section does not affect our tuition assistance funding request. We did receive \$113,100 from the PPP in the spring of 2020 towards payroll and rent/utilities expenses. We have applied to further CARES ACT state relief funds for non-profits towards COVID-related expenses and are awaiting a decision.

After the spring 2020 BSRAD allocation decision, we applied for and received \$12,000 in funding from the YCCF towards the Early Childhood Tuition Assistance Fund to support our allocation process for the school year 2020-2021. For the 2020-2021 school year, we allocated \$41,000 in tuition assistance in our Early Childhood preschool program. Based on the BSRAD spring 2020 allocation of \$22,400, and the YCCF funds of \$12,000, we have a remaining tuition assistance need of \$6600, and are also requesting an additional amount of \$8800.00 in the event that midyear assistance requests come in for preschool, very likely based on the critical need for childcare in Big Sky at this time. This reflects the current tuition assistance requests of our waitlisted families. We are also asking for a one time request of \$5100 to support additional hours and responsibilities of our Lower School Program Director towards the expanded time required to maintain oversight of operating a childcare/preschool program during COVID while also exploring state licensing for our preschool program. If we were to receive another \$20,500, this award combined with our spring allocation reflects a reduction of \$37,770.00 of our original spring request.

COVID-19 Impact*

- ★ What has the impact of COVID-19 been on your operation and how has this impact affected your Fall Resort Tax request?

The increased demands on childcare/education programs due to COVID and all related challenges have increased roles, responsibilities and hours for leadership staff. That said, we are requesting additional funds to support the increased demands on work responsibilities of our Lower School Program Director for this school year, due to continuing to provide childcare solutions for early childhood students and their families in Big Sky.

PAYMENT REQUEST SCHEDULE INSTRUCTIONS:

- **Update** your estimated payment request schedule for your entire request for the FY21 Fall Cycle (1/1/21-6/30/21)
- For any month you are NOT requesting funds please enter 0

Please note:

- The first-day funds can be requested for the fall cycle is 1/15/21
 - Funding will not be available until a contract has been signed and the Post Award Follow Up has been completed
- Enter your estimated schedule based on when you plan to request funds from Resort Tax

January 2021 Estimate*

Only for expenses incurred from 1/1-1/15/21 that you plan to request by 1/15/21. DO NOT INCLUDE ANY FUNDS YOU WERE AWARDED IN THE SPRING CYCLE IN THIS AMOUNT.

\$4,100.00

February 2021 Estimate*

\$4,100.00

March 2021 Estimate*

\$4,100.00

April 2021 Estimate*

\$4,100.00

May 2021 Estimate*

\$4,100.00

June 2021 Estimate*

\$0.00

July 2021 Request Total Request*

★ *You may request funds until 7/15/21, for the FY21 Fall cycle for any expenses incurred before 6/30/21.*

\$0.00

When projecting future requests, please ensure these numbers are as accurate as possible. While calculating these numbers keep the following in mind:

- Economic Growth
- Staffing Changes
- Changes in Community Needs

Future Funding Request FY22 Spring*

★ What is your forecasted Resort Tax request for the FY22 Spring cycle (7/1/21-12/31/21)?
 \$25,000.00

Future Funding FY22 Fall*

★ What is your forecasted Resort Tax request for the FY22 Fall cycle (1/1/22-6/30/22)?
 \$25,000.00

Future Funding Request FY23*

What is your forecasted Resort Tax request for FY23 (7/1/22-6/30/23)?
 \$29,000.00

Future Funding Request FY24*

★ What is your forecasted Resort Tax request for FY24 (7/1/23-6/30/24)?
 \$29,000.00

Project/Program 1 Information

INSTRUCTIONS:

Please verify and update any information that has changed since you applied for the FY21 Spring Cycle.
If this project/program will not be taking place in the Fall cycle enter \$0 in the amount requested text box and provide information about why this project is no longer taking place in the "Additional Information" question later in this section.

Project/Program 1*

Early Childhood Preschool Program Tuition Assistance

Amount Requested | Project/Program 1*

Update the amount you are requesting for project/program 1 for the Fall cycle (1/1/21-6/30/21):

\$15,400.00

PAYMENT REQUEST SCHEDULE INSTRUCTIONS:

- Enter your estimated payment request schedule for project/program 1 ONLY for the FY21 Fall Cycle (1/1/21-6/30/21)
- For any month you are NOT requesting funds from Resort Tax please enter 0
- Please ensure your monthly request add up to the Amount Requested for this project/program
 - The application does not add up the requests for you

January 2021 Est Project/Program 1*

★ *Only for expenses incurred from 1/1-1/15/21 that you plan to request by 1/15/21. DO NOT INCLUDE ANY FUNDS YOU WERE AWARDED IN THE SPRING CYCLE IN THIS AMOUNT.*

\$3,080.00

February 2021 Est Project/Program 1*



\$3,080.00

March 2021 Est Project/Program 1*



\$3,080.00

April 2021 Est Project/Program 1*



\$3,080.00

May 2021 Est Project/Program 1*



\$3,080.00

June 2021 Est Project/Program 1*



\$0.00

July 2021 Est Project/Program 1*



You may request funds until 7/15/21, for the FY21 Fall cycle for any expenses incurred before 6/30/21.

\$0.00

Goals | Project/Program 1

What are the goals of this project/program and how will they be measured?

The Early Childhood Preschool Program offers a robust preschool/childcare program for 3 through 5 year olds in the community. Childcare is an essential need and capacity in the community is an issue. As one of two childcare programs, our aim is to offer an academically focused, Montessori program with an extended day option for working parents- as well as holiday, non-school day, and summer camps (all open to any preschool through elementary child in the community), to support the childcare needs of our community. Our measure of success is in our enrollment and our ability to support those families who seek these childcare options so that no one is turned away for an inability to pay. We offer targeted, need-based, tuition assistance.

Project/Program 1 Spring Funding*



Was this project/program awarded funds in the FY21 Spring cycle?

If yes, please elaborate in the next question:

Yes

Project/Program 1 Spring Funding Explanation



If applicable, please describe how you met the measurable goals outlined in your Spring application:

We successfully allocated all of the funds we received to families of preschool age children who demonstrated need through our third party application process (School and Student Services-SSS).

Project/Program 1 Additional Information*



What additional information would you like to share with the Board regarding this project/program?

When the spring allocation decision was made, and was significantly less than anticipated, we reached out to area foundations for additional funds in order that we could make tuition assistance decisions for families prior to their enrolling for the start of our 2020-2021 school year. Of those foundation requests, we received \$12,000 from YCCF for Early Childhood preschool tuition assistance. We allocated tuition assistance to

enrolling families based on what we knew we had, and could reasonably expect, from the BSRAD fall request plus the YCCF funding.

Community Messaging 1*

★ Please provide a brief (1-2 sentence) description of this project/program for community messaging purposes:

Discovery Academy is an education non-profit that provides needs-based tuition assistance for children ages 3-5 to attend the Early Childhood preschool and childcare program.

Project/Program 2 Information

INSTRUCTIONS:

Please verify and update any information that has changed since you applied for the FY21 Spring Cycle.

If this project/program will not be taking place in the fall cycle enter \$0 in the amount requested text box and provide information about why this project is no longer taking place in the "Additional Information" question later in this section.

Project/Program 2*

Expanded Roles/Responsibilities for Discovery's Lower School/Early Childhood Program Director

Amount Requested | Project/Program 2*

Update the amount you are requesting for project/program 2 for the Fall cycle (1/1/21-6/30/21).

\$5,100.00

January 2021 Est Project/Program 2*

★ *Only for expenses incurred from 1/1-1/15/21 that you plan to request by 1/15/21. DO NOT INCLUDE ANY FUNDS YOU WERE AWARDED IN THE SPRING CYCLE IN THIS AMOUNT.*

\$1,020.00

February 2021 Est Project/Program 2*



\$1,020.00

March 2021 Est Project/Program 2*



\$1,020.00

April 2021 Est Project/Program 2*



\$1,020.00

May 2021 Est Project/Program 2*



\$1,020.00

June 2021 Est Project/Program 2*



\$0.00

July 2021 Est Project/Program 2*



You may request funds until 7/15/21, for the FY21 Fall cycle for any expenses incurred before 6/30/21.

\$0.00

Goals | Project/Program 2

What are the goals of this project/program and how will they be measured?

Project/Program 2 Spring Funding*



Was this project/program awarded funds in the FY21 Spring cycle?

If yes, please elaborate in the next question:

No

Project/Program 2 Spring Funding Explanation



If applicable, please describe how you met the measurable goals outlined in your Spring application:

Our goal is to maintain consistent, safe, and healthy programming in our Early Childhood preschool with the primary objective of staying open and available to families. We seek to adequately support the increase in staff time and responsibility related to providing a preschool program during COVID, as well as to support exploring/initiating the licensing process. Both requests, Project 1 and 2, relate to our Early Childhood preschool programming.

Project/Program 2 Additional Information*

★What additional information would you like to share with the Board regarding this project/program?

This request is to support an increase in salary for our Lower School Program Director for the additional hours/responsibility towards the licensing process while continuing her increased role of supervising all lower school programming during the heightened demands of COVID.

Community Messaging 2*

★Please provide a brief (1-2 sentence) description of this project/program for community messaging purposes:

Discovery Academy seeks to maintain, sustain, and grow the high quality Early Childhood preschool program to serve the community.

Application Verification & Summary

APPLICATION VERIFICATION:

Please ensure that your application is complete, all calculations are accurate, and it has been proofread before submitting for Board review. Once you select Submit you will no longer be able to edit your application.

Verification*

Incomplete applications may not be considered for funding. It is the applicant's responsibility to provide all the information requested in the proper format by the application deadline.

I verify that the application is complete and contains accurate information

Date of Submission*

09/29/2020

Name of Submitter*

Nettie Breuner

Once you click 'SUBMIT', do not refresh the page. It may take a few moments to process the information and submit the application.

File Attachment Summary

Applicant File Uploads

No files were uploaded