

Preliminary Memorandum of Understanding

For the Promise Neighborhood Planning Grant at Astoria Houses public housing and local low performing public schools in Community District #1 and School District #30 of Queens, NYC

1. Purpose:

This Memorandum of Understanding (MOU) documents The Thomas and Jeanne Elmezzi Foundation's intent to coordinate organizations to form a collaborative partnership called the *Zone 126 Promise Neighborhood*. The Elmezzi Foundation is the lead applicant, applying to the U.S. Department of Education for its Planning Grant under the Promise Neighborhood Program to support intensive strategizing to improve the educational and developmental outcomes of children living in a high needs area of Astoria, Queens in zip codes 11101, 11102, and 11106.

Target neighborhood groups: *Zone 126 PN* will focus on the children of the 3,200 low-income residents at Astoria Houses, a New York City Housing Authority public housing development in Community District #1, and create two tracks of assessments and planning:

- Track 1: Assessments and planning ensure all children and families living at Astoria Houses can access a complete continuum of solutions from cradle to career;
- Track 2: Ensure additional children and families who do not live at Astoria Houses but attend local target public schools in School District #30 can also access solutions.

Lead agency experience: The Elmezzi Foundation is a non-profit which provides grants that build the capacities of local groups serving low-income families in Western Queens. In 2011 Elmezzi completed the area's most comprehensive community survey in the 11101, 11102, and 11106 zip codes, with 3,000 residents responding to a 60-question survey. Results show extreme needs: over 3,300 local children live 200% below the Federal Poverty limit and up to 75% of third graders failed aptitude tests.

Target schools: *Zone 126 PN* will target Title 1 and low-performing local schools serving children living at Astoria Houses, to create a strong central core of quality education:

- William Cullen Bryant High School –NYS Department of Education listed in 2010/11 as “persistently lowest-achieving school” due to low graduation rates; Title 1 – Targeted Assistance, comprehensive re-structuring;
- IS 126 Albert Shanker Middle School – Title 1 - re-structuring.
- PS 171 Peter G. Van Alst Elementary – Title 1 – in good standing;

2. Term of Partnership:

Effective Date: January 1, 2012; Expiration Date: January 1, 2013 or upon presentation of completed plan and a proposal for implementation to the US Department of Education.

3. Governance Structure:

- **Lead Agency:** Elmezzi’s Board and staff will monitor the work to ensure grant compliance. To further position the initiative for success, Elmezzi has partnered with Rockefeller Philanthropy Advisors (RPA) to serve as fiscal manager, leveraging RPA’s resources and experience in management assistance for educational and community revitalization projects.
- **Advisory Board:** PN partnering members will form a decision-making Advisory Board composed of residents of Astoria Houses and low-income individuals from other areas of New York City; representatives of community non-profits, businesses, local target schools, School District #30; government officials, District-wide representatives and other funding sources. The Advisory Board will meet every six weeks to review recommendations of the *Zone 126* Work Groups and the Principals Council to develop the final implementation plan.
- **The Principals Council – local schools:** Representatives of target public schools will meet monthly to make recommendations to the Advisory Board based on work group findings.

- **Zone 126 Work Groups:** Advisory Board members, other signed partners, and additional community representatives will meet one to two times monthly, serving on one of seven work groups designed to address the ten goals identified by the US DOE: 1) Thrive by five (ages 0-5); 2) Students Achieve (grades K – 8); 3) Young Adults Succeed (High School to college entry); 4) Career building (college and adult training); 5) Family and community supports (all ages); 6) 21st Century learning tools (acquiring PC's and internet access for youth); 7) Participatory Data and Impact (data systems, publications, dissemination).

4. Theory of Change Shared by Zone 126 PN Partner Organizations:

The undersigned agree to an in-kind collaboration to build and coordinate an effective, complete continuum of cradle to college and career solutions based on best practices that develops and maintains strong schools and additional academic, family and community supports, resulting in improved educational and developmental outcomes communicated regularly to the community.

5. Project Activities and Theories of Action shared by Zone 126 PN Organizations:

Each agency agreeing to this Memorandum is committed assisting with and implementing the following activities to make it possible to transform the community through in-kind activities of:

Assessment and Data Collection: Conduct a comprehensive needs assessment and segmentation analysis of residents in Astoria Houses and local public schools and service providers, to be shared among the partners and community residents. Zone 126 PN will provide access to the national evaluator and Department of Education and work with the national evaluator on evaluation strategies, baseline data, and comparison groups.

Build community support to plan a sustainable, successful continuum: These undersigned also commit to accessing public / private resources and coordinating plans to deliver a sustainable continuum of solutions that will result in improved youth and community outcomes. These plans will be shared with the US Department of Education and community.

6. Commitment of Organizational Partners and Alignment of Resources:

As lead agency The Elmezzi Foundation is committing a \$421,000 match for this project with a cash donation of \$350,000 and an in-kind donation of \$71,000. The undersigned partners will provide over \$400,000 of in-kind donations with commitments of up to 20% of staff time.

LEAD AGENCY

The Thomas & Jeanne Elmezzi Foundation • Zip Code 11106: *Theory of Change (TC):* The Elmezzi Foundation believes private funding should assist those who have not had the opportunity to live independent and productive lives. *Theory of Action (TA):* They accomplish this by providing capacity-building assistance and grants to nonprofits that serve inner-city youth, communities, and provide education. *Alignment:* Elmezzi will oversee grant compliance, fiscal management, and fidelity to the planning process and outcomes delineated in this MOU. *Cash donation: \$350,000; In-kind donation - \$71,000:* Program Associate (20% of time) \$12,000; Admin. Asst. (20% of time) \$8,000; Office rent, supplies \$51,000. **Total: \$421,000**

HOUSING and TARGET GROUP

Astoria Houses Tenants Association • Zip Code 11102: *TC:* Tenants Association believes its low-income residents should be able to voice their concerns and needs. *TA:* They achieve this via community meetings and accessing on-site and local services. *Alignment:* Agrees to work with *Zone 126 PN* to ensure that target youth and families have a voice in, and participate in planning. *In-kind donation:* President (10% of time) \$0; Meeting space \$5,000. **Total: \$5,000**

NYC Housing Authority (NYCHA-Queens) • Zip Code 11436: *TC:* NYCHA believes that low-income residents of New York City should have a safe, decent housing. *TA:* They achieve this by developing and maintaining public housing units throughout New York City. *Alignment:* NYCHA agrees to work with *Zone 126 PN* to explore ways in which residents of their Astoria Houses could be informed of *Zone 126* goals, and participate in planning. *In-kind donation:*

Assistant Deputy General Manager for Community Operations (5% of time) \$7,400; Borough Deputy Director, Queens (5% of time) \$5,200; Meeting space \$5,000. **Total: \$17,600.**

TARGET SCHOOLS & LEA:

LEA - New York City School District #30 • Zip Code 11101: *TC:* District #30 believes that its 40,000 students should receive a high-quality education. *TA:* It achieves this by working with its 40 public schools on higher academic outcomes and communication with parents. *Alignment:* District #30 agrees to work with *Zone 126 PN* in planning to create a high-quality local schools.

Target School - William Cullen Bryant H.S. #445 Zip Code 11103: *TC:* High School #445 believes that its diverse base of students should have a high-quality education that prepares them for promising careers and futures. *TA:* It is restructuring to better provide quality education and career preparation. *Alignment:* HS #445 agrees to work with *Zone 126 PN* to improve academic outcomes and participate in the planning. *In-kind donation:* Principal for Principal's Council (5% of time) \$ 6,500; Parent Coordinator (20% of time) \$13,000. **Total: \$19,500**

IS 126 - Albert Shanker Middle School • Zip Code 11106: *TC:* I.S. #126 believes that its students should have a high-quality education that prepares them for success in high school. *TA:* It is restructuring to better provide its high-risk with a quality education. *Alignment:* IS #126 agrees to work with *Zone 126 PN* to improve academic outcomes for its students, and to participate in planning. *In-kind donation:* Principal for Principal's Council (5% of time) \$6,900; Parent Coordinator (20% of time) \$12,000; Meeting space \$3,000. **Total: \$21,900**

P.S. 171 Peter G. Van Alst Elementary School • Zip Code 11102: *TC:* P.S. 171 believes that its low-income student population should have a high-quality education. *TA:* It accomplishes this by providing quality education to extremely low-income children. *Alignment:* PS 171 agrees to work with *Zone 126 PN* to improve academic outcomes for its students, and to participate in

planning. ***In-kind donation:*** Principal for Principal's Council (5% time) \$7,100; Math teacher/head math coach (20% of time) \$16,200; Meeting space \$3,000. **Total: \$26,300.**

New York City Dept. of Education • Zip Code City-wide: ***TC:*** NYC DOE believes that every public school student should receive a solid education so they can go to college; get good jobs; and lead productive lives. ***TA:*** They work to accomplish this by providing K-12 education to 1.1 million students in 1,700 schools, and Adult Education at 200 sites. ***Alignment:*** NYC DOE agrees to work with *Zone 126 PN* to ensure that target youth and their parents are provided quality education at target schools and community centers, and to participate in planning. ***In-kind donation:*** Chief Operating Officer, DOE Adult Svcs. (20% of time) \$28,000. **Total: \$28,000**

EARLY CHILDHOOD EDUCATION AND DEVELOPMENT

Astoria Blue Feather Head Start • Zip Code 11102: ***TC:*** Astoria Blue Feather believes children ages 0 to 5 should have quality early education. ***TA:*** It achieves this by providing an early childhood program for Astoria Houses. ***Alignment:*** Agrees to help *Zone 126 PN* develop an early childhood network and participate in planning. ***In-kind donation:*** Coordinator for Advisory Board (5% of time) \$5,200; Support staff (15% of time) \$8,000. **Total: \$13,200**

Hallet Cove Child Development Center • Zip Code 11102: ***TC:*** HCCDC believes young children in Astoria Houses should have a high-quality childcare program. ***TA:*** They accomplish this by managing a quality childcare facility for young children within Astoria Houses. ***Alignment:*** HCCDC agrees to work with *Zone 126 PN* to develop an early childhood network for Astoria Houses families, and to participate in the planning. ***In-kind donation:*** President - planning (5% of time)\$0; Education Director (15% of time) \$8,900. **Total: \$8,900.**

United Methodist Head Start • Zip Code 11106: ***TC:*** United Methodist Head Start believes young children in Astoria Houses should have a high-quality childcare program. ***TA:*** They accomplish this by managing a quality childcare facility for young children near Astoria Houses.

Alignment: United Methodist Head Start agrees to work with *Zone 126 PN* to develop an early childhood network for Astoria Houses families, and to participate in the planning. ***In-kind***

donation: Lead Teacher (20% of time) \$9,000; **Total: \$9,000**

SERVICE PROVIDERS for FAMILIES, YOUTH, DIGITAL DIVIDE, COMMUNITY

East River Development Alliance (ERDA) • Zip Code 11101: **TC:** ERDA believes public housing should be a place where residents can break the cycle of poverty. **TA:** ERDA achieves this by working with Astoria Houses and the target schools, to provide tools for improved educational, professional, and economic opportunities. **Alignment:** Agrees to provide K-12 tools for graduation and transition to college and career. ***In-kind donation:*** President (5% of time)

\$9,000; Mgr. - Outreach & Community Educ. (15% of time) \$9,000. **Total: \$18,000**

Jacob A. Riis Neighborhood Settlement House • Zip Code 11101: **TC:** Jacob Riis believes public housing families in western Queens should have supports to build productive and self-sufficient lives. **TA:** They accomplish this by providing services for youth, adults and seniors in local public housing. **Alignment:** Agrees to work with *Zone 126 PN* to ensure youth and families have after-school, college prep, and family supports, and to participate in planning. ***In-kind***

donation: Executive Director for Advisory Board (5% of time) \$6,000; Youth Program Staff / lead work group (15% of time) \$9,000. **Total: \$15,000**

Variety Boys & Girls Club • Zip Code 11102: **TC:** VBGC believes youth should have the supports needed to develop self-esteem and self-confidence, and have a safe place to go after school. **TA:** They accomplish this by being the largest after-school program in Western Queens, charging \$25 or less for a year of daily activities for 200 children. **Alignment:** VBGC agrees to work with *Zone 126 PN* to ensure target youth have adequate access to after-school programs, and to participate in planning. ***In-kind donation:*** Executive Director (5% of time) \$5,000;

Youth Program Director (20% of time) \$10,000; Meeting space \$5,000. **Total: \$20,000**

America's Promise Alliance • Zip Code National: *TC:* America's Promise believes youth should have supports to graduate from high school and prepare for college and careers. *TA:* They accomplish this via awareness activities and advocacy to provide children with 5 key support categories. *Alignment:* America's Promise agrees to connect *Zone 126 PN* to national youth partners and education best practices, to include Zone 126 PN as a Grad Nation partner to increase high school graduation rates, and to participate in planning. *In-kind donation:* Sr. VP Community Engagement / work group leader (20% of time) \$23,000; Executive Director of Grad Nation (5% of time) \$12,000; Sr. VP Partner Engagement (5% of time) \$5,000. **Total: \$40,000**

City Year New York • Zip Code 10010: *TC:* CYN Y believes every student should access quality mentoring for academic and life success. *TA:* It accomplishes this by connecting volunteers with high-risk public schools to improve graduation rates via tutoring, after-school, and mentoring. *Alignment:* CYN Y agrees to work with *Zone 126* to provide volunteers for community outreach events and to participate in planning. *In-kind donation:* Queens Director (20%) \$12,400; Development Mgt. / work group leader (5% of time) \$3,250; **Total: \$15,650.**

Queens Library • Zip Code 11102: *TC:* Queens Library believes libraries should offer community services. *TA:* They accomplish this by turning traditional library settings into community service centers with early childhood and after-school programs, GED and ESL. *Alignment:* Agrees to work with *Zone 126 PN* to ensure target youth and families have ESL, GED, and after-school services, and to participate in planning. *In-kind donation:* Dir., Programs Svcs for Advisory Board (5% of time) \$6,500; Grants mgr. (20% of time) \$14,000 **Total \$20,500**

Citizens Committee for Children of New York • Zip Code 10010: *TC:* CCC NY believes every NYC child should be housed, educated, healthy and safe. *TA:* They accomplish this by communicating key academic and general outcomes of NYC youth, while advocating with policymakers for solutions. *Alignment:* CCC NY agrees to work with *Zone 126* to ensure a

quality data system is developed and to participate in the planning process. ***In-kind donation:*** Associate Executive Director for Advisory Board (5% of time) \$6,500; **Total: \$6,500**

Digital Divide Partnership • Zip Code 10455: ***TC:*** Digital Divide believes that access to the internet is basic human right that should include those who are low-income. ***TA:*** Digital Divide provides internet access for low-income New York residents by developing free Wi-fi access points within NYC Public Housing. ***Alignment:*** Digital Divide agrees to work with Zone 126 to develop a plan to ensure all target youth and their families have access to internet in their homes and schools, and to participate in planning. ***In-kind donation:*** Board Co-Chair (5% of time) \$6,000; Program Assoc. / work group leader (20% of time) \$12,000. **Total: \$18,000**

Long Island City Partnership • Zip Code 11101: ***TC:*** LIC Partnership believes economic development benefits Long Island City and Astoria's industrial, commercial, cultural, and residential sectors. ***TA:*** They accomplish this by advocating for economic development in Long Island City's and Astoria's industrial, commercial, cultural, and residential sectors. ***Alignment:*** Agrees to work with *Zone 126 PN* to ensure business sector representation, and participate in planning. ***In-kind donation:*** Sr. Vice President (20% of time) \$14,600. **Total: \$14,600**

Youth Development Institute (YDI) • Zip Code 10018: ***TC:*** YDI believes that high-risk youth and young adults should have supports to graduate from high school and transition successfully to college and careers. ***TA:*** They accomplish this by training and helping public schools provide after school programs for all ages, re-engage high school drop-outs and offer career training.

Alignment: YDI agrees to work with *Zone 126 PN* on planning for a K – 12 continuum of services.

In-kind donation: Program Director for Advisory Board (5% of time) \$6,400; **Total: \$6,400**

HEALTH

The Floating Hospital • Zipcode 11101: ***TC:*** The Floating Hospital believes quality medical care should be available to low-income New Yorkers, especially children and the uninsured. ***TA:***

They accomplish this by providing a comprehensive one-stop medical clinic in Astoria. **Alignment:** Agrees to work with Zone 126 PN to ensure that medical concerns, including preventive care, is represented in the planning process, and included in the continuum. **In-kind donation:** Executive Director (5% of time) \$10,250; Support staff (15% of time) \$9,300 **Total: \$19,550**

Weill Cornell / NY Hospital Medical Center of Queens • Zipcode 11355: TC: Weill Cornell / NY Hospital believes that quality medical education and care should be easily accessible to the diverse population of Queens. **TA:** They accomplish this by providing comprehensive medical care in local hospital and outreach settings, with culturally diverse staff. **Alignment:** Weill Cornell / NY Hospital agrees to work with Zone 126 to ensure that medical care and preventive education, is represented in planning, and included in the continuum. **In-kind donation:** Assoc. Director/ Prof. of Medicine for Advisory Board (5% of time) \$6,000; **Total: \$6,000**

PUBLIC OFFICIALS and ORGANIZATIONS

Queens Community Board #1, District Manager Lucille Hartmann • Zip Code 11106: TC: Lucille Hartmann believes that local Queens residents should have a forum in which their concerns and views can be heard. **TA:** She achieves this by serving as the District Manager for Queens Community Board #1. **Alignment:** Lucille Hartmann agrees to work with Zone 126 PN by encouraging community involvement, and to participate in the planning process.

New York City Council Representative, Peter F. Vallone, Jr. • Zipcode 11105: TC: Peter Vallone believes that residents of Astoria and surrounding neighborhoods should be represented in the NYC Council. **TA:** He accomplishes this by serving as the representative for District 22 in the NYC Council. **Alignment:** Peter Vallone agrees to work with Zone 126 PN and represent the residents of Astoria, Queens as they seek develop a PN, and to assist in planning. **In-kind donation:** Director of Constituent Services (15% of time)\$ 7,200; **Total: \$7,200**