

Proposal Summary
Meeting Date: 6/5/2018

Aspire
Request # 115669

Project Title:	Aspire's Career Academy
Duration:	12 months
Request Date:	4/16/2018
Request Amount:	\$149,253
Recommended Amount:	\$173,500
Program Area:	Human Services\Jobs program (not E)
Population Served:	Developmentally Disabled
Type of Support:	Salary Support\Program Staff
Grantee Location:	Westchester, IL
Primary Contact:	Mr. Herbert K. Washington, Jr.

Project Abstract

The proposal is to further the growth of the organization’s Career Academy by identifying and documenting the business case for hiring people with I/DD and building its capacity to respond to growing interest among program participants and prospective employers.

Organizational Background

Aspire supports children and adults with developmental disabilities, strengthens their families and builds embracing communities. Founded by ten families in 1960, Aspire provides services to more than 1,000 children and adults each year at 21 facilities (including 17 community homes) as well as in hundreds of community-based locations including schools, community centers, and family residences.

Aspire Kids is a provider of pediatric therapy, school and community inclusion services for children with disabilities and their families. *Aspire Living* provides housing options in the community and Life Enrichment services that further promote interaction with their communities. *Aspire Careers* helps adults with disabilities experience workplace inclusion and gainful employment. *Aspire CoffeeWorks* is a social enterprise generating revenue and providing jobs in an inclusive workplace.

Annual Revenue Sources

Grants	4%	Government	57%	Earned Income	3%
Fees	14%	Private Support	21%	Other	1%

Finances

	Budget	Actual	Actual
	06/30/2018	06/30/2017	06/30/2016

Revenues	\$11,032,770	\$10,690,387	\$10,624,460
Expenses	10,831,886	10,554,004	10,891,175
Surplus (Deficit)	200,884	136,383	(266,715)
Net Assets		\$6,337,061	\$6,200,678

Program Description

With support of a 2016 CFI award, Aspire transitioned its sheltered workshop program to a model that engages corporate partners in multiple industries to prepare individuals with developmental disabilities for jobs that pay a competitive wage. In three years, 88 existing workshop employees and 17 new program entrants have participated. Career Academy trainees are prepared to work in industries such as: office/IT, culinary/food service, hospitality/healthcare, and retail/warehousing. 35 individuals have transitioned to employment in these sectors.

Aspire seeks to respond to a recent surge of interest from local employers. A window of opportunity exists to deepen an important relationship with Hyatt Hotels and engage more employers. The current Academy team in the field is limited to a single Career Placement Manager responsible for all screening of applicants, corporate partnership development, curriculum development, job placement, job coaching, and consulting with employers on diversity and disability hiring.

Aspire proposes to transition from a single point of contact to a team of Academy liaisons, each specializing in a key aspect of the program’s success. First, a full-time Recruiter would act as a liaison between job seekers, the Academy, and employers in other service areas. Secondly, two full-time Career Consultants would increase Aspire’s capacity for developing employment partnerships and supporting new hires through job coaching. These new positions will provide pre-employment training (such as resume development and interview preparation) and on-the-job support to Academy graduates for at least 90 days. Career Consultants would also assist the Career Placement Manager with development of curriculum and other supports and procedures to prepare participants for specific employment positions.

This additional staffing support will enable the Career Placement Manager to manage existing employer relationships, cultivate and secure partnerships with new companies. The process of solidifying a new partnership takes time, requiring one-on-one meetings to explore opportunities, address concerns and help implement new policies and modifications to successfully hire an employee with a disability. This may reveal specific training needs and/or simple modifications in process that could better support hiring, onboarding, and retention of employees with disabilities. Once an employer is deemed ready and there is sufficient commitment, appropriate positions within the company are identified employee training curriculum is developed and delivered.

Finally, a Research Intern will be hired from a Chicago school of business and over nine-months work with a national workplace disability expert and Aspire’s Vice President of Aspire Careers to document the business case for hiring people with disabilities, specific to the Academy’s approach and direct experiences with employer partners.

Expected Outcome

- Aspire will enroll a total of 30 new candidates into the Academy program by June 30, 2019.

- The Academy will engage 10 companies to be new employer partners by 6/30/19. Aspire defines an employer partner as a business that has hired at least one Academy participant, has agreed to participate in the research project, and has expressed interest in hiring more people with disabilities.
- Aspire will place 20 Academy graduates into community-based jobs by 6/30/19.
- Of the newly placed employees, 90% will retain employment for a minimum of 12 months.
- Aspire will have the capacity and framework to measure the impact of hiring people with disabilities through the Academy model and to identify the case for business investments in workforce diversity that includes employees with developmental disabilities.

Program Budget

Major grant-funded project components include:

- Salary of two Career Consultants (\$60,000 or 35% of recommended funds)
- Salary of Recruiter (\$40,000 or 23% of recommended funds)
- Employee benefits for Career Consultants and Recruiter (\$19,853 or 11% of recommended funds)
- Fair-share participation in Aspire's 16% administrative overhead related to Academy (\$24,247 or 14% of recommended funds)
- Research Intern stipend (\$14,400 or 8% of recommended funds)
- Disability Employment Consultant fees (\$13,000 or 7% of recommended funds)

Prior Grants

Last Grant Date:	1/18/2018	Number of Prior Grants:	14
Last Grant Amount:	\$10,000	Total Amount Granted:	\$943,500

Recommendation

Helping grantees transition sheltered workshops to community-integrated programs is a key Impact Plan strategy. CFI's 2016 award to Aspire was part of the \$1.4 million project to create the Career Academy by transforming its workshop to an impressive training site. The Academy was recently named a finalist in the General Excellence category of Fast Company's second annual World Changing Ideas Awards which celebrates businesses, policies and nonprofits poised to help shift society to a more sustainable and more equitable future. Of 1400 entries across the globe, only 240 were selected as finalists.

In the past 90 days, more than 100 prospective families have made inquiries about the Academy's approach to employment training, including some who have taken tours of the new facility. Over the past five months, Aspire has begun discussions with 16 companies new to the disability hiring arena. At the same time, its key hospitality partner Hyatt Hotels has requested their help in ramping up their disability hiring practices to reach 40 hotels locally with an eye toward rolling these practices out at hotels nationwide.

Along with similar efforts we have funded recently, we view Aspire as a strong candidate to contribute to the business case for employing individuals with I/DD for bottom-line reasons. We recommend this award to resource them to do this important work, including a fair-share participation in overhead costs not requested in the proposal.

<i>Aspire</i>			
<i>Career Academy</i>			
<i>April 17, 2018</i>			
<i>Total Project Budget</i>			
Revenue	Funds Needed	Funds Requested	Funds Committed
Coleman Foundation		\$ 149,253	
Private donations/grants	80,512		
Program Revenue (DHS, consulting contracts, private pay)	1,174,759		-
Revenue Total	\$ 1,255,271	\$ 149,253	\$ -
Expense	Project Budget	Coleman Funds	Other Sources
<i>Personnel</i>			
Research Intern	\$ 14,400	\$ 14,400	\$ -
Receptionist	2,057		2,057
Enterprise Support Supervisor (10% of FTE)	3,016		3,016
Facilitator (5)	156,000		156,000
Recruiter	40,000	40,000	-
Career Consultant (2)	60,000	60,000	-
Personal Assistant (5)	131,435		131,435
Direct Support Professional, Careers	24,440		24,440
VP, Careers and Kids (50% of FTE)	50,000		50,000
Associate Director	48,000		48,000
Career Placement Manager	42,494	2,000	40,494
Life Consultant (8) (25% of 8 FTEs)	64,844		64,844
Maintenance Manager (20% of FTE)	8,898		8,898
Maintenance Assistant (10% of FTE)	2,184		2,184
Maintenance Specialist (20% of FTE)	5,907		5,907
Transportation Manager (33.5% of FTE)	12,542		12,542
Van/Bus Driver (50% of FTE)	12,636		12,636
<i>Employee Benefits</i>			
Bonus	13,840		13,840
FICA/Health/Med/Life/Retirement Plan	155,026	19,853	135,173
Unemployment/Workers Compensation	25,080		25,080
<i>Consultant/Professional Services</i>			
Consultant	13,000	13,000	-
IT Charges	11,311		11,311
Professional Dev/Other Services	4,000		4,000
Employment Costs	3,250		3,250
<i>Consumable Supplies</i>			
Office and IT Supplies	7,200		7,200
Program Support Supplies	8,200		8,200
Food/Beverage	1,000		1,000
<i>Occupancy</i>			
Property/Business Insurance	8,144		8,144
Electricity/Gas/Water/Trash	28,300		28,300
Bldg/Grounds/Equipment	22,750		22,750
Janitl/Other Services	34,000		34,000
<i>Local Transportation</i>			
Vehicle Operating Cost	11,850		11,850
Staff Transportation	2,400		2,400
Client Transportation	19,000		19,000
<i>Interest Expense</i>			
Equip/Installment Interest	1,750		1,750
<i>Other Expenses</i>			
Telephone/Internet/Cable	13,100		13,100
Advertising	2,000		2,000
Meetings/Membership/Subscriptions	300		300
Postage	100		100
Printing	600		600
Depreciation	143,488		143,488
<i>Admin Allocation</i>			
Admin Allocation	195,982	24,247	171,735
Total	\$ 1,404,524	\$ 173,500	\$ 1,231,024