

**CITY OF BENICIA  
BENICIA HUMAN SERVICES FUND  
FY 2005-2007 GRANT APPLICATION  
TITLE PAGE**

**PART A**

1. **Project/Program Name:** Kyle Hyland Foundation for Teen Support
2. **Amount of Funding Request: Annual:** \$ 22,910 **Grant period (2 years):** \$ 45,820
3. **Organization Submitting Proposal:** Kyle Hyland Foundation for Teen Support

**Organization Data:**

Name: Kyle Hyland Foundation for Teen Support  
 Address: 867 Dover Circle  
Benicia, CA 94510  
 Phone: 707-301-8312  
 Fax: N/A  
 Fed. ID #: 47-3981381

**Contact Person:**

Name: Barbara Gervase  
 Title: President KHF  
 Phone: 707-301-8312  
 Email: kylehylandfoundation@gmail.com  
 Fax: N/A

4. **Year organization legally established:** 5/2015 **State:** CA

5. **Project or Program Category (check applicable categories and subcategories):**

<input type="checkbox"/> Safety Net	<input checked="" type="checkbox"/> Health & Wellbeing	<input checked="" type="checkbox"/> Other
<input type="checkbox"/> Rent	<input type="checkbox"/> Counseling	<input type="checkbox"/> Affordable Housing
<input type="checkbox"/> Food	<input checked="" type="checkbox"/> Suicide Prevention	<input checked="" type="checkbox"/> Job Skills
<input type="checkbox"/> Utilities	<input type="checkbox"/> Domestic Violence	<input type="checkbox"/> Literacy
<input type="checkbox"/> Transportation	<input type="checkbox"/> Child Abuse Prevention	<input type="checkbox"/> Parenting
<input type="checkbox"/> Childcare	<input checked="" type="checkbox"/> Substance Abuse	<input checked="" type="checkbox"/> Career Counseling
<input type="checkbox"/>	<input checked="" type="checkbox"/> Mental Health	<input checked="" type="checkbox"/> Art and Music
<input type="checkbox"/>	<input checked="" type="checkbox"/> Mentoring	<input checked="" type="checkbox"/> Life Skills

6. **Serving clients (check all that apply):**

<input type="checkbox"/> Children Under 5	<input checked="" type="checkbox"/> Youth (5-18)	<input type="checkbox"/> Adults (19 to 59)	<input type="checkbox"/> Seniors Over 60	<input type="checkbox"/> Family Unit
<input type="checkbox"/> Low-Income	<input type="checkbox"/> Disabled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. **Anticipated Number of Unduplicated Benicia Residents to be Served:** 200

**ORGANIZATION CERTIFICATION:** I hereby certify that all information contained in this application and any attachments is true and accurate.

**NO CITY EMPLOYEE SHALL BE A SIGNATORY ON BEHALF OF AN ORGANIZATION REQUESTING FUNDS FROM THE BENICIA HUMAN SERVICES BOARD.**

Barbara Gervase  
 Authorizing Signature  
 Typed name: Barbara Gervase

President  
 Title

1/26/17  
 Date

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**Part B – BUDGET INFORMATION**

**8. Provide a budget for the project. (Expenses listed in this document should be consistent with the Project Description.) This budget is only for the project utilizing grant monies.**

<b>PROJECT EXPENSES</b>	<b>TOTAL PROJECT COST (A)</b>	<b>AMOUNT OF GRANT REQUEST (B)</b>	<b>APPLICANT'S COST (C)</b>
<b>DIRECT COSTS</b>			
Personnel (Direct <sup>1</sup> )	\$ 0	\$	\$
Benefits (Direct <sup>1</sup> )	0		
Personnel (Support <sup>1</sup> )	0		
Benefits (Direct <sup>1</sup> )	0		
Contract Services**	22000	11000	11000
Project Food/Beverage	5160	4770	390
Project-Supplies	1000	600	400
Project-Materials	240	240	0
Project Equipment	0		
Transportation (e.g. gas costs, rental)	0		
Other Direct Costs			
<b>SUBTOTAL</b>	<b>28400</b>	<b>16610</b>	<b>11790</b>
<b>INDIRECT COSTS</b>			
(Administrative <sup>1</sup> ) Personnel	0		
Benefits	0		
Space Rental	6000	6000	0
Utilities	0		
Telephone			
Office Supplies	500	300	200
Transportation (e.g. gas costs, rental)	0		
Other Indirect Costs	2385	0	2385
Liability Insurance	625	0	625
<b>SUBTOTAL</b>	<b>9510</b>	<b>6300</b>	<b>3210</b>
<b>TOTAL COSTS</b>	<b>\$ 37,910</b>	<b>\$ 22,910 (per year)</b>	<b>\$ 15,000</b>

\*\*Contract amounts as follows: 1) Teen Center Program Director (part-time) 20 hours/week /hour = \$20000/year  
2) Educational Workshop speakers (\$500 per workshop x 4 workshops/year = \$2000/year

<sup>1</sup> Provide names, titles, education and total estimated annual salary. Attach additional sheets if necessary and summarize total here.

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**Column A = Total cost of the proposed project.**

**Column B = Amount you are requesting in this grant application.**

**Column C = The difference between Column A and Column B, or the costs of the project that are not included in this grant request, if any.**

**Part B – BUDGET INFORMATION – (continued)**

**9. APPLICANT SOURCES: Provide sources of other funds for the project. Total amount should correspond with Total C (previous page). Do not include your entire budget here (it should be attached).**

Applicant Sources – Other Funding (be specific)		Amount or Value		Indicate if Cash or In-kind
Donations and Sponsorships anticipated	\$	15000		Cash
<b>TOTAL</b>	<b>\$</b>	<b>15,000</b>		

**10. List any prior City of Benicia grants or loans awarded to your organization and the number of Benicia residents served with the funds.**

Fiscal Year	Program		Amount		Benicians Served
2016-17	Not applicable	\$			
2015-16	Not applicable				
2014-15	Not applicable				
2013-14	Not applicable				
2012-13	Not applicable				
2011-12	Not applicable				
2010-11	Not applicable				
2009-10	Not applicable				
2008-09	Not applicable				
<b>TOTALS</b>		<b>\$</b>	<b>0</b>		<b>0</b>

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**Part C - PROJECT / ORGANIZATION DISCUSSION (Please limit Part C to 5 pages.)**

**11. Brief Project Summary (Two to three sentences describing the grant proposal):**

We propose to continue operating the Benicia Teen Center Program in Benicia by continuing to provide a drop-in program for recreational activities including music and art, where youth can experience a safe and nurturing environment. We also plan to provide additional services such as a Teen Forum and various educational workshops as well as counseling/mental health referrals and resources. We will continue to do outreach in the community to ensure we are reaching the entire teenage population of Benicia.

**12. Describe organization's general purpose and activities:**

The mission of the Kyle Hyland Foundation for Teen Support (KHF) is to provide charitable and educational support to teens by establishing a center where teens can be provided emotional support through mentoring, counseling, music and art. Our motto is "Helping Youth Live A New Day (H-Y-L-A-N-D)". Please see our promotional video on our website <http://www.kylehyland.com>. We will accomplish this through four programs:

- Benicia Teen Center: A drop-in center providing recreational activities such as movies, video games, and table games (pool, ping pong and foosball). Teens also have the opportunity for musical expression through playing instruments such as acoustic and electric guitars, piano, drums and bass guitar on our stage which is equipped with a full sound system including microphones for vocal performance. The Teen Center also offers a DJ system as well as a full range of art supplies for teens to use free of charge. In addition, low cost snacks are available at the snack bar. The Teen Center provides services for Benicia residents or Benicia Unified School District (BUSD) students ages 13 to 19 years old. The facility is open weekdays after school until 6:30 pm on Monday through Thursday or until 8pm on Fridays for special events where food is supplied at no cost to the teen participants. Adult supervision is provided by volunteers at all times. This safe, inclusive, non-discriminatory environment allows teens to not only support each other socially and relieve any stress they may be experiencing in a constructive way, but also to be supported by caring adults in the community. Many of these teens who would otherwise be going home to an empty house with no supervision or support now have a place to go, a "home away from home", and thus, the welfare of the teenage population in the community has been enhanced by the activities and services offered at the Teen Center. In fiscal year 2016, the Teen Center served nearly 50 teens per week (Average non-duplicated attendance of 35 teens). The number served in the 2016/2017 school year to date is up by 37% in weekly attendance versus the 2015/2016 school year.
- Teen Forum: A new mentoring program to be offered on a semi-monthly to monthly basis where subjects pertaining to social-emotional learning will be explored, and mentoring will be provided. According to a study published in the March 2015 edition of Harvard's Center on the Developing Child, children who do well despite serious hardship have had at least one stable and committed relationship with a supportive adult. These relationships buffer

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children from developmental disruption and help them develop resilience or the set of skills needed to respond to adversity and thrive. Furthermore, a research brief published by Child Trends indicates that a teen with a mentor doubles their chances for making wise choices, experiencing success and reaching their full potential. The teen mentoring program we intend to offer at the Teen Forum was the brainchild of Josh Shipp, who experienced much adversity growing up as a foster child, and now has become a very successful and inspirational motivational speaker. The program, "A Year of Awesomeness" (<http://joshshipp.com/tmp>), teaches teens the importance of self-management, social awareness, relationship skills, self-awareness, and responsible decision-making. The program features 52 video mentoring lessons, discussion notes for each lesson and application exercises to gain a deeper understanding of the lessons. We plan to show two mentoring lessons at each Teen Forum, followed by group discussion and exercises led by adult mentors.

- Educational Workshops: Educational Workshops will be offered to teens and/or their parents four times a year and will be led by speakers/providers from outside organizations. Some possible topics that will be covered are: career planning, life skills, coping skills, alcohol and drug awareness, sexual safety, LGBT issues as well as mental health and suicide prevention awareness.
- Counseling/Mental Health Referrals and Resources: Counseling referrals are offered to teens upon request and are facilitated by the Benicia Unified School District (BUSD) mental health coordinator. In addition, the KHF website, [www.kylehyland.com](http://www.kylehyland.com), is designed to be a "one-stop shop" for all matters which may impact teens today. The website provides many internet, phone, and texting resources to individuals seeking information and support in the areas of suicide prevention, mental health matters, self-harm, LGBT issues, eating disorders, substance abuse, sexual health and bullying.

**13. List all financial liabilities or pending legal action:**

N/A

**14. Is your organization applying for other grants for fiscal years 2017-2019? If so, list the project, funding source(s), proposed budgets, and requested amount(s).**

The KHF has applied for a grant to support the Benicia Teen Center program from the Drysdale Community Foundation for \$3000 in FY 2017-2018. We plan to apply for additional grants, to be determined, as funding sources and new RFP's are identified.

**15. At what location will the proposed project take place and how long has the organization been at this location?**

The Benicia Teen Center has operated at 1315 Military West in Benicia since January 22, 2016. The Center will continue to operate from this location for the foreseeable future.

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- 16. What are your proposed hours of operations for this project? Please indicate hours that actual services will be provided, and how this may or may not differ from the hours project staff will be available to respond to incoming calls, answer general questions, etc.?**

The Teen Center is open from Monday through Thursday from 3-6:30pm and on Fridays from BHS dismissal (either 1:20 or 3:05pm) to 6:30pm (or 8pm on special event nights). The Center will also be open evenings from time to time to accommodate Teen Center Advisory Board meetings (monthly), Teen Forums (1-2 times per month) and workshops (4 times per year). Depending on the level of funding obtained, services may be expanded to the summer break. In addition, the KHF president is available by email and by phone to answer any questions or provide referrals as needed. We plan to hire a part-time Teen Center program director (on a contract basis) who will work at the Teen Center daily, and be responsible for coordinating volunteers and activities at the Center.

- 17. Describe the project associated with this grant request. Include the goals to be achieved and the strategy that will be used to meet the goals. Be specific when discussing what will be achieved as a result of your program.**

We propose to serve the youth of Benicia who are in need of emotional and educational support by providing a safe place where teens can come together to support each other as well as be supported by caring adults in the community. We intend to fill the gap that is created by overburdened counselors at Benicia Middle School (BMS), Benicia High School (BHS) and Liberty High School (LHS) by being a sounding board for teens who need additional support that the BUSD and the greater community of Benicia cannot provide. Our goal is to build the number of teens that utilize our services. As more youth begin to attend the Teen Center on a regular basis, we plan to implement additional programs to support the youth that otherwise would "fall through the cracks" of the school district and community at large. We plan to offer a Teen Forum and various educational workshops as previously described.

The primary outcome of this project will be that teen participants will have reduced anxiety and social isolation and will experience improved emotional health which will enhance not only their personal wellbeing but also that of their families and the greater community at large.

- 18. If the proposed project involves direct services to youth, please indicate the number of volunteers providing direct services, how those individuals are screened and trained, specific duties assigned to volunteers, and how volunteers are supervised. If the proposed project does not involve direct services to youth, please indicate "N/A".**

The Teen Center utilizes approximately 25 volunteers to provide direct services. Volunteers are either screened through a thorough interview process including contact of personal references and/or Livescan fingerprinting process, administered through the Benicia Police Department.

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Prior to working with teens, all volunteers are provided training and orientation on a one-to-one basis with the Board of Directors President or Volunteer Coordinator. . A manual including suicide prevention strategies with referral contact information is on hand at the Teen Center at all times for reference. The volunteers provide supervision and support to the teen participants at the Teen Center, run the snack bar, and maintain the overall appearance and management of the Center. Volunteers also are encouraged to interact with the youth, answer questions and provide a safe environment. Volunteers are supervised by the Volunteer Coordinator which is currently also a volunteer position. With additional funding, we would also like to provide supplemental training in the areas of mental health and suicide prevention and hire a part-time Teen Center Program Director who will be responsible for scheduling activities and supervising volunteers as well as working at the Teen Center on a daily basis. According to research by Blum and colleagues<sup>2</sup>, children and adolescents' beliefs about themselves and their abilities are shaped by the extent to which they perceive that the adults in their lives care about them and are involved in the lives. Thus, the home-like environment that the Teen Center provides, along with the consistent daily presence of the same caring adult (the Teen Center Program Director), will provide better continuity and will help to foster more open and trusting relationships with the youth. The presence of additional volunteers will serve to further validate the perception that the Teen Center is a welcoming place where the adults present truly care about the youth.

**19. Why is this project necessary for the citizens of Benicia? How will recipients benefit from your services?**

Benicia is a small town where teens have nowhere to go to gather and support each other. Teens in trouble have no one to turn to with few school counselors who are too overburdened to effectively support them. Parents with troubled teens do not have the support they need, with few local resources or referrals. The stigma of mental illness remains with little to no understanding in the general public. Many teenagers suffer from stress and depression and most go untreated. As a result of this general lack of support for the teens in the Benicia area, youth are struggling with depression, suicidal ideation, and increased marijuana use as indicated by the results of the 2013-2014 California Healthy Kids survey for 9<sup>th</sup> and 11<sup>th</sup> graders at BHS. Also per the survey, BHS ranked at the 4<sup>th</sup> percentile for caring relationships and high expectations which are known to be protective factors, preventive or eliminating suicide risk. While BUSD has made recent improvements such as offering a mentoring program and a peer-led suicide prevention program (Sources of Strength) at BMS, BHS, and LHS, the number of youth that are served is limited. The mentoring program serves 24 students at BMS/BHS and approximately 75 students at LHS. Sources of Strength serves approximately 70 students at BMS, BHS and LHS. By partnering with these programs and student clubs at BMS, BHS and LHS as well as outside agencies such as the Solano Chapter of NAMI (National Association of Mental Illness), the Solano County Suicide Prevention

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<sup>2</sup> Blum RW, McNeely C, Rinehart PM. Improving the odds: the untapped power of schools to improve the health of teens. Minneapolis: Center for Adolescent Health and Development, University of Minnesota; 2002.

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Committee and Solano Pride, KHF hopes to reach larger numbers of youth than can be reached/served by these programs on an individual basis. The Teen Center's close proximity to both BHS and BMS provides an ideal location from which to offer services to the students at these schools. It is the goal of the Teen Center to provide a healthy outlet and the additional support that these teens so desperately need.

**20. How will outreach be conducted?**

Outreach will be provided through online platforms such as the KHF website and social media (Facebook, Instagram, Snapchat and Twitter). In addition, events are advertised from time to time in the Benicia Herald, BHS website, and through temporary signage at BMS, BHS and LHS.

We will continue to utilize informational flyers on a regular basis which will be distributed at BMS, BHS, and LHS, as well as the Benicia Public Library in a broad effort to reach our target population. In addition, promotional materials will also be distributed to local businesses and at community and school events. We will also work with BUSD programs such as Sources of Strength, the BUSD Mental Wellness Committee, and the mentoring program, as well as student clubs to promote the activities and programs as the Teen Center.

Signage will be displayed at both the Teen Center, BMS, BHS, and LHS to promote the Benicia Teen Center and to increase the number of teens benefiting from the program.

**21. List the specific quantifiable goals of the project.**

(Please state your goal in terms of number of individuals, families or groups served. For example, agency will provide X number of individuals counseling services per quarter.)

Report total services provided	Annual goal <sup>3</sup>
KHF will provide Teen Center drop-in services to middle school or high school youth in Benicia	200
KHF will provide Teen Center-Teen Forum to middle school and high school youth in Benicia	100
KHF will provide Teen Center workshops to middle school and high school youth in Benicia, as well as their parents	100

<sup>3</sup> unduplicated youth attending annually

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**Discuss how your organization will collect, organize and disseminate this data.**

Participants at all KHF and Teen Center events are required to sign-in upon arrival. These sign-in sheets will be utilized to gather the total number of individuals served by the various programs that are offered. The data will be organized in a spreadsheet format and will be used to report progress toward annual goals.

**22. Is this project an existing program or activity provided by your organization? Please explain.**

The Teen Center itself is an existing program and has been in operation since January 22, 2016.

**23. Identify similar programs in the community and how yours will differ.**

We have been unable to identify any similar programs in the city of Benicia. While the city of Benicia offers a limited number of classes through the Parks and Recreation Department for teens, no drop-in programs exist for youth ages 13 to 19 and thus, the Benicia Teen Center provides a unique service to this segment of the population.

**24. Describe previous comparable projects or programs that your organization, has undertaken that demonstrate successful administration and implementation.**

The KHF was established in May, 2015 and The Benicia Teen Center has been in service for 1 year now. The Center was founded and funded exclusively through the Kyle Hyland Foundation and the generosity of individual community members and businesses in the city of Benicia. Supervision at the Teen Center has been provided exclusively by volunteers. The overwhelming level of community support (including BUSD and the Benicia Police Department) received thus far is a testament to the true need that the Teen Center is fulfilling for the youth of Benicia.

**25. For current grantees, If the amount you are requesting in this funding cycle is higher than what you are receiving now, please explain the reason for the increase.**

N/A

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**26. REQUIRED ATTACHMENTS:** Verify and check off confirmation indicating that the following required items are attached to the original application.

Attachment Confirmation	Item No.	Item Description
( x )	1.	IRS Letter of Tax Exempt Status
( x )	2.	Organization's total budget for the current year
( x )	3.	Copy of most recent audit or financial statement
( x )	4.	Names and addresses of Board of Directors
( N/A )	5.	List of paid principal staff and positions N/A
( x )	6.	Job descriptions for principal staff and personnel <u>to be paid partially or in full with grant funding</u>
( x )	7.	Copy of resolution or board meeting minutes indicating organization's support of the project application.
( N/A )	8.	If a partnership, then of letters of commitment from each organization indicating degree of participation and a budget showing each organization's financial responsibility are required. N/A

**Thank You!**