

**Nonprofit Recovery Grant : Entry # 2337****General Information****Date or application:**

01/05/2024

**Organization Name**

The Baby Institute

**Organization TIN or EIN:**

37-1781615

**If available, provide your Unique Entity Identifier (UEI):**

UMAXNQGH6DE5

**Organization physical address:**

869 Lancaster St.

Albany, NY 12203

United States

[Map It](#)**Is the mailing address different from the physical address?**

Yes

**Organization mailing address (if different):**

P.O. Box 774

Albany, NY 12201

United States

[Map It](#)**Contact Information****Primary contact name:**

Noelene Smith

**Primary contact title:**

Executive Director

**Primary contact phone:**

518.806.9453

**Primary contact email:**[nsmith@babyinstitute.org](mailto:nsmith@babyinstitute.org)**Preferred method of contact:**

Email

**Website (if available):**<https://babyinstitute.org>**Organization Info and Structure:****Please attach to this application proof of your organization's Tax-Exempt Status**

- [TBI\\_501c3\\_IRS.pdf](#)

**Date of establishment:**

11/14/2014

**Give a brief description of your organization. Please include information on the organization's activities or mission statement (150 words or less):**

The mission of the Baby Institute is to increase the literacy and language skills of children ages 0-3 by empowering parents and caregivers to help their children become Pre-K and Kindergarten ready. The Baby Institute achieves this by offering three different, but intertwined programs throughout the year. The core program is the 9-week parent workshop that engages parents and caregivers in curated curriculum on early childhood cognitive, behavioral, and literacy development, healthy coping and discipline techniques, as well as nutrition and wellness. Additionally, the Baby Institute offers a child-focused 5-week summer literacy camp for additional kindergarten preparation and to mitigate learning loss in older siblings and a bi-weekly drop-in peer support program designed to bolster workshop curriculum and provide an informal space for parents and caregivers to share their experiences.

**Provide the total number of part time employees (if applicable):**

8

**Provide the total number of full-time employees (if applicable):**

2

**Provide the total number of volunteers (if applicable):**

3

**What is the organization's current annual budget?**

\$146,000

**Have you or the organization ever received any form of COVID-19 relief funds or loans specific to the negative impacts of the Pandemic?**

Yes

**If you selected "Yes" above, please specify type and amount.**

We received a 2021 CDBG grant for post-COVID social-emotional programming with the families we work with. We received \$52,000 for those services.

**Describe the purpose of the organization. Include a description of the target population, as well as the goals and objectives of your proposed project and the amount of Albany County residents that are served (250 words or less).**

Research has long shown that early childhood literacy and parental involvement are key predictors of future success, including educational achievement, financial stability, and positive health outcomes, and that neglect at this crucial time further entrenches educational disparities that are nearly impossible to overcome. Our programmatic philosophy is to address the persistent educational disparities found in Albany's underserved communities by focusing on these root causes.

The majority of families impacted by The Baby Institute's program reside in low-income, vulnerable communities located in the City of Albany and experience barriers that lead to difficulty in literacy activities and parental involvement. These families live at or below the poverty line, some may be recent immigrants with little to no English, have multi-generational or female-led households, and may include individuals coping with housing and food instability, drug abuse, mental health issues, and incarceration. Between our 3 programs, we serve between 80 to 100 families each year.

Families who come through The Baby Institute's workshop gain knowledge and skills both in the short-term and long-term as we provide parents with an understanding of their child's capability and behavior, and with concrete tools they can utilize in real time to mitigate tantrums, encourage focus, and increase reading time. Ultimately, The Baby Institute helps them foster a household in which literacy is prioritized and incorporated into daily life and where academic achievement is supported and celebrated.

**If an award is made, describe how Albany County stakeholders will benefit.**

Ultimately the impact on the community is improved educational achievement and future financial stability for children who receive parental support and participate in The Baby Institute program, Albany County's most vulnerable population. But, more specifically, the impact will be felt as parents throughout Albany's underserved communities grow in skill, confidence, and in their support of each other, by teachers who can focus on academics and elicit achievement from their students, and by young children who start school with the cognitive foundation needed to succeed. As noted above, it is this kind of foundation that leads to greater individual stability, and when applied to a significant number of families, can bring more stability to Albany's neighborhoods.

**Negative Economic Impact:****What amount of funding is being requested?**

\$25,000

**Provide the total amount of lost revenue/additional expenses attributable to the COVID-19 Pandemic.**

Between added health and safety expenses and the inability to hold fundraisers, we estimate a loss of \$51,000.

**Sustainable Operating Model: Describe how your organization adapted its operations to respond to (a) the immediate impacts of the COVID-19 pandemic and (b) any long-term trends brought about by the COVID-19 pandemic.**

Education is a proven ladder out of poverty, yet by the time they enter school, low-income children have a quarter of the vocabulary of more affluent children, and they are less school-ready overall, a situation exacerbated by the Covid-19 pandemic.

As the immediate impacts of the Covid-19 pandemic hit our community, the Baby Institute re-directed its efforts while continuing to serve the needs of our target population. The overall vision and strategy remained the same though our operation shifted from a "workshop" based framework to a "case management" framework. Instead of our standard platform of conducting instruction with multiple families on-site at our workshops, Executive Director Noelene Smith served as a resource hub for each family in our program. On a one-to-one basis, she addressed emerging needs; she provided educational and household supplies, assisted with social service requisition, and enabled communication with our instructors to deliver curriculum and address educational and/or behavioral issues as they arose, addressing each family's "case" individually. We also provided care packages for distribution to our families which included food, recipes, household items, and educational supplies like books, STEM activities, and games.

The key long-term trends we now see are twofold: the first is the social-emotional stress that continues to challenge the families that were hardest hit by the pandemic, and the second is the exacerbation of already existing educational gaps between higher-income families and the families we serve. Albany's Covid-19 report from 2020 (see attached below) already began to shed light on the extent to which more affluent families were able to work around the pandemic and mitigate learning loss in their children while poorer families could not give the same kind of attention to educational needs.

**If an award is made, describe how the funds will help the organization to recover from the negative economic impacts associated with the COVID-19 pandemic and to sustain long-term operations in Albany County.**

Funding from this grant will enable us to build back our staff hours. This will mean that we can both serve more families in our programs and give much-needed attention to our development and fundraising efforts for future operations.

**Does the organization possess a financial management system that provides records that can identify the sources and application of ARPA funds if an award is made? Please explain below:**

The Baby Institute works with Capital CFO to help us manage our financial operations. This allows us to engage in sound financial oversight to track our expenses, our grant-based and private funding, and restricted vs. unrestricted fund use. As recipients of grants from CDBG, the Review Foundation, and Business for Good, among others, we fulfill the multiple reporting requirements associated with these funding sources.

**Please explain how the negative impact associated with the COVID-19 pandemic led to revenue loss:**

Increased expenses were for furniture and health supplies to enable social distancing and minimize exposure for both summer camp and parent workshops while reducing the number of participants we could serve. For 6 separate programs from 2020-2022, this contributed an additional \$6000 to our expenses. However, the real impact was felt as we could not hold the in-person fundraising events that would have netted us more than \$15,000 each year since 2020, initially for safety reasons and later due to the limitations that Covid-19 placed on staff time. We are only now beginning to put together our first fundraising event in 2024.

**(Optional) Use the below space, or attached supplemental files, to provide any additional information that you believe will**

**support the organization's request:**

As noted previously, the impact of literacy-building in the first three years cannot be overstated and with the onset of the pandemic, these critical years were profoundly disrupted for the young families with whom we work. Local data from the NY State Education Department Report Card website painted a stark pre-covid picture in which Albany's 3rd-grade ELA proficiency rates for low-income and minority students were between 9% and 20% lower than their peers. Post-Covid, for the 2022-2023 school year, those disparities have now increased to between 20% and 35%, with only 19% of African-American and economically disadvantaged 3rd-graders achieving proficiency, a drop of 4-5% from pre-covid rates (see link below).

This Albany County Grant would not only facilitate this nonprofit's recovery but, in doing so, would assist in the recovery of its most precious resource, the education of its children.

<https://data.nysed.gov/essa.php?instid=800000055729&year=2023&createreport=1&38ELA=1>

**Optional file upload**

- [Albany-COVID-19-Report\\_Final\\_2020-11-02\\_21-31.pdf](#)

**Tax Information****Please upload Federal tax returns for tax year 2019**

- [2019-Baby-Institute-Inc.-Client-Copy.pdf](#)

**Please upload Federal tax returns for tax year 2020**

- [Baby-Institute-Inc.-2020-Tax-Return.pdf](#)

**Please upload Federal tax returns for tax year 2021**

- [2021-Baby-Institute-Inc.-Client-Copy.pdf](#)

**Please upload Federal tax returns for tax year 2022**

- [2022-Baby-Institute-Inc.-Client-Copy.pdf](#)

**Please upload IRS Form W-9**

- [TBI\\_W-9.pdf](#)

**Risk Assessment**

**Has the organization adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics,**

**and/or nondiscrimination policies**

No

**Is the organization properly insured?**

Yes

**If you selected "Yes" above, please specify the types of insurance held and the limits:**

Worker's Compensation Insurance through NYSIF  
 Disability/PFL through ShelterPoint - DBL max \$170/week, PFL max \$1,131/week (at 67% of prior 8wk average)  
 General Liability (including social service professional and sexual conduct) through Council Services Plus - \$2,000,000

**Does the organization have a financial management system?**

Yes

**If you selected "Yes" above, please specify**

We contract with Capital CFO for financial management.

**Has there been any change in your organization's key staffing positions in the last 2 years?**


No

**Has the organization previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?**


No

**Certifications:**


**Acknowledgment 1**

 I have read and understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see link below)  
 U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds:  
<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf>

**Acknowledgment 2**

 Should the County allocate ARPA Funds, I am able to and pledge to adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds

**Acknowledgment 3**

 I understand the County will contact me if/when additional information is needed and that information will be promptly provided to the County to support reporting requirements

#### Acknowledgment 4

✔ If for any reason I am unable to comply with the U.S. Treasury's Compliance and Reporting Requirements I will immediately notify the County in writing by email or letter

#### Acknowledgment 5

✔ All information submitted in this application is true and accurate

#### Electronic Signature Agreement

✔ I agree

By checking the "I agree" box, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

#### Type name

Noelene Smith

#### Notes



#### Admin Notification (ID: 655253b8f18ee)

added January 5, 2024 at 9:43 pm

WordPress successfully passed the notification email to the sending server.