

# LOI Form

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## *LOI*

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If you would like to complete this Letter of Intent in Word first and copy your answers over later, use the following link: [Download LOI](#)

The rubric that will be used to score your Letter of Intent can be found here: [Download LOI Rubric](#)

Please pay attention to character limits while working on your draft. These limits include spaces.

### Organization Name\*

Man Up and Go

### Project Name\*

Create a brief name for this large capital project. This is how it will appear throughout the PCF grant portal.

Housing Crisis Reduction Plan for Aged-Out Foster Youth

### EIN\*

47-1933529

### Incorporation Year\*

What year did your organization incorporate? This will be the year listed on your determination letter from the Internal Revenue Service.

2014

### Organizational Mission Statement\*

What is your organization's mission statement? This should be no longer than one or two sentences.

Our mission is to mobilize men to serve and support foster and adoptive children and families. Through the work of these volunteers, we seek to engage the current fatherless generation through mentoring and equip them with life tools that will ultimately help break the generation cycle of fatherlessness.

### Unique Entity ID (SAM)

Please provide your organization's Unique Entity ID number. This is a specific number used by the federal government to identify your organization. **This is different from a DUNS number, which the federal government no longer uses.**

If you do not have a Unique Entity ID number, you can create an account on [SAM.gov](#) and apply for one here (it is

free and may take 3-4 days for approval): <https://sam.gov/content/home>

This field is optional as to not stop a qualifying organization from applying. HOWEVER, a Unique Entity ID number will be required if your organization is approved for a grant. Your organization should apply for a number now if it does not yet have one.

Character Limit: 12

### Annual Operating Budget Size\*

Please provide the amount of your annual operating budget (expenditures only) for your entire organization.

\$1,250,000.00

### Amount Requested\*

The maximum grant amount is \$5 million. You may request up to 5% for grant administration, project management, and other indirect costs. Please be sure your indirect cost rate is represented in the figure you put below.

**Note: You will be required to upload a more detailed budget if you are approved for the full application stage. You will need to also attach any bids, estimates, and agreements with contractors or other vendors in relation to the proposed project.**

\$1,650,000.00

### Does the total project cost exceed the amount your organization is requesting?\*

Please note: Answering "Yes" will cause additional questions to load later in this application.

#### Examples

ABC Childcare is seeking funding for a new playground. ABC Childcare is asking PCF to fund \$150,000 for certain equipment, and will seek other funding and donations for the remaining \$20,000 of the playground. ABC Childcare would select "Yes" for this question.

Better Tomorrow, a mental health provider, is looking to expand their counseling center by two rooms to meet increased service demand arising from the pandemic. Better Tomorrow has secured \$25,000 in private contributions, and wants to request the remaining \$125,000 in this grant. Better Tomorrow would select "Yes" for this question.

DBE Food Pantry is seeking funding for a new HVAC unit for their pantry, and is requesting \$40,000 from PCF to cover the entire cost. DBE Food Pantry would select "No" for this question.

No

### Parent Non-Profit/Subsidiaries\*

If your organization has a parent non-profit that has multiple subsidiaries, will multiple subsidiaries be applying in this process?

**Example**

Better Tomorrow is the parent non-profit of three organizations. Two of those organizations want to apply in this process. Both would select "Yes" on this question.

No

## *Request Specifics*

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### Organization Programming Background\*

Please describe the programming your organization offers to the community and the length of time it has been doing so. That is, what does your organization **do** and **how long** has it been doing it?

Man Up and Go's programming in Pinellas began in 2015.

Volunteers with MUG are provided opportunities to serve within three program areas:

#### Adopt A Family

In the Tampa Bay area there are 9 children removed from their homes every day due to abuse, abandonment, and/or neglect. For years, the foster care system was unable to manage this case load leading to system ineffectiveness. These stressors directly impact foster families and lead to an average of 50% of families giving up their license within 1 year.

To support foster families, MUG provides a variety of customized services. Families entering the program are paired with a Family Advocate and assigned volunteers to help with meals, home improvement projects, yard work, birthday parties, respite nights, etc.

Last year, 100% of families supported by MUG maintained their foster license and shared that their life was made more manageable due to their participation in the program.

#### Mentoring

In 2017, MUG's programming expanded to include mentoring for youth impacted by the foster care system. Programming now also includes mentoring and coaching services for biological fathers who have lost their children to the child welfare system. Effective programming must not look solely to current needs presenting in a community but must also look "upstream" and discern what is the root cause of these issues. By providing mentoring support to young men in foster care, young men who have aged out of foster care, and to fathers who have lost their children to foster care, MUG's volunteers are able to walk alongside men and break the generation cycle of fatherlessness at every stage – thereby reducing the number of children and families impacted by the system.

#### Man Up 100

Man Up 100 serves as the recruitment and advocacy arm of Man Up and Go. Participants are provided training, participate in fundraising, and champion the cause by bringing awareness to community needs and advocating for children and families.

### Community Need\*

Please describe the community need that exists for your programming. If you are able to cite quantitative, local data, that will strengthen your proposal.

The Tampa Bay area leads the state in number of children entering the child welfare system. In the 6th Judicial Cir. alone there are approximately 2,600 children in foster care (250 of which are young men between the ages of 13 and 17).

Due to a shortage of foster homes, many of these young men (91 in Pinellas) are forced to stay in group homes – a less than ideal option as recognized by federal, state, and local agencies. Group homes see an

increase in police activity, high rates of discipline, and lower academic achievement – compounding the trauma already experienced by these young men.

Every day spent in the foster care system lessens their chance of being adopted. Without a family to love them the future will present near insurmountable challenges.

National statistics show:

50% will be homeless

90% will interact with the criminal justice system

50% will be unemployed

80% will deal with mental health issues

In Pinellas, approximately 40 young men age out foster care every year and face this reality – joining one of the most overlooked and underserved demographics in our community. Anecdotal evidence suggests that many of these young men want assistance but do not know where to turn. A recent survey provided the following insight:

“The biggest issue I face is loneliness. It’s hard to find a mentor. I haven’t found one in two years and I don’t know where to turn to find one.”

“No one teaches us how to transition to adulthood. It’s not a guided walk. We are just expected to jump right in.”

More than simply connecting these men to community resources they need relationships – connections to experienced mentors who will walk alongside them and help them navigate life.

Recent MUG program data shows that with the presence of a mentor, participants are 75% more likely to avoid homelessness, 92% more likely to avoid incarceration, and 73% more likely to be employed, saving the taxpayers of Florida an average of \$33,736.00 per program participant, per year.

## Negative Economic Impact\*

**The following question is the keystone of a strong application in this process. If your organization cannot demonstrate a negative economic impact from the pandemic, your application will not qualify for committee review. If you are uncertain about what constitutes negative economic impact or how to demonstrate it, please contact PCF staff for technical assistance.**

Describe your organization’s negative economic impact arising from the COVID-19 pandemic. Examples could include:

- A reduction in revenue from 2019 to 2020
- Inflationary pressures
- Increases in demand for services that have not been compensated for through new revenue
- The use of reserves for unbudgeted expenses since the onset of the pandemic, and such use of reserves has prevented the purchase of capital assets
- A need for capital assets to offset community need for which your organization does not have the resources to purchase due to the negative economic harm from the pandemic
- A need for additional capital assets to adapt operations to accommodate health and safety guidelines by the CDC
- Growth in restricted pandemic-related revenue that does not permit capital asset acquisition

**Note: If you are applying for both a Small Purchase and Large Project, you may reuse the answer for this question PROVIDED THAT the negative economic impact is relevant to both requests.**

MUG experienced a 30% reduction in donations from 2019 to 2020 due to the pandemic. As a non-profit organization that relies heavily on individual donors, capacity to fundraise was negatively impacted in several respects.

First, our individual supporters faced economic insecurities and loss of jobs leading to decreased giving capacity. This impact has extended into 2022 due to current inflation spurred on by COVID-19. Donors now face decisions on where to trim their personal budgets in order to make room for increased cost of living expenses resulting in a lack of giving. Although programming opportunities within the organization have expanded, number of lapsed donors have increased since the pandemic began.

Additionally, momentum and opportunity to host fundraising events was greatly impacted by COVID. For example, one source of funding for MUG comes from the ability to build relationships with individuals at local churches. With many churches closing their doors during the pandemic, opportunity was lost to host events, recruit volunteers, and build donor relationships. This resulted in stalled giving and an inability to recruit sufficient volunteers to support programming needs.

To overcome gaps in funding, MUG re-allocated staff responsibilities to add capacity for grant writing and research into alternate funding sources.

Also leading to increased expenses is a dramatic rise in need for programming for young men aging-out of the foster care system. Having successfully secured state appropriation funding, MUG staff nearly doubled in 2022 to accommodate for this increased need. Although this funding covered the majority of staff and program expenses, there are still major gaps that are negatively impacting maximized effectiveness in programming – namely housing. Plans to address stable housing for aged-out foster youth were jettisoned during the pandemic due to decrease in donor giving and inability for staff to cultivate relationships through in-person fundraising and church recruitment events.

The lynchpin of a successful mentoring program is stable housing – it is also the most critical need coming out of the pandemic for program participants and the basis for the current funding request. While affordable housing in Pinellas was a challenge pre-2020, numerous factors have exacerbated the problem. An influx of new residents from out of state is creating a high demand for housing in Pinellas County resulting in a 20% increase in rent from 2021 to 2022. Aged-out young adults are now effectively priced out of housing options. This lack of stability creates problems in maintaining consistent employment, ultimately leading to higher rates of homelessness, incarceration, and drug abuse.

## Proposal Description\*

The American Rescue Plan Act requires a request that is reasonable and proportional to the level of economic impact your organization experienced. This means the request you describe below should not be greater than the economic harm your organization has suffered.

Please describe your project proposal and address the following:

- What project will be undertaken with these funds?
- What is the estimated lifespan of the project/property improvement?
- How does it address the negative economic harm you described in the previous question?

Funds will be utilized to purchase and develop a community mentoring hub serving young men in the foster care system, young men who have aged-out of the foster care system, and men who have lost their children to the foster care system. The mentoring hub will include residential space for young men who have aged-out, a small office space, and one-on-one/group meeting space. It is estimated that the facility will be able to adequately serve the needs of the community for a minimum of ten (10) years before needing to address then current realities and discuss any program/facility modification or needs.

The proposal includes the purchase of land in Pinellas County, site work, and construction of a twelve (12) unit facility to provide residential services to twenty-four (24) young men who have aged out of the foster care system. The facility will also serve as a hub for services and Man Up and Go staff.

By providing a residential facility for young men, this grant would alleviate the number one concern for this demographic allowing for the development of stable employment, career development, and life skills development. Additionally, as a community hub, all services provided by Man Up and Go and our partners

will be located in one facility thereby reducing program costs (i.e. rent and transportation for participants) and removing barriers to access of services.

As mentioned above, COVID-19 built a near insurmountable barrier to housing for an already disproportionately impacted demographic in our community. By opening up housing options that also provide direct access to services, Man Up and Go is able to reach and impact a high percentage of young men aging out of the foster care system.

## Number Served\*

How many people will directly benefit from this capital project annually?

132

## Unduplicated vs. Duplicated\*

Is the number indicated above duplicated or unduplicated?

**Duplicated:** A client is counted each time they access services

**Unduplicated:** A client is counted once, regardless of the number of times they access services

**Example:** ABC Food Bank operates two mobile food pantries, one in Clearwater and one in St. Petersburg. Taylor, a Pinellas County resident, goes to both food pantries. If ABC Food Bank counts Taylor's visit TWICE, it is **duplicated**. If ABC Food Bank counts Taylor's visit ONCE, it is **unduplicated**.

Unduplicated

## Other (Explanation Required)

If you selected "Other" in the previous question, please explain how your organization determined the number of clients that will benefit from the proposed capital project.

24 aged-out young foster youth

60 children in foster care ages 13-17 through community mentoring hub

48 biological fathers who have lost their child(ren) to the foster care system through community mentoring hub

## Rent vs. Own\*

Does your organization rent or own the property for which you are proposing modifications?

**Note: Selecting "Rent" will cause more questions to load below.**

Own

## Guiding Principles - Client Impact\*

The American Rescue Plan Act, which provides the funding for this grant program, aims to ensure an equitable recovery from the COVID-19 pandemic. The term "equity" is defined as:

The consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and

Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality.

One of the guiding principles of this fund is that it will apply a lens of equity to ensure the needs of specified priority populations are met.

**Will this project benefit the community members defined above that have experienced disproportionate negative impacts from the COVID-19 pandemic? If so, how?**

Yes. Man Up and Go's mentoring program intentionally targets areas of Pinellas County most impacted by the child welfare system. There is also a direct correlation between these areas/zip codes and Pinellas County's Qualified Census Tracts.

Man Up and Go's model of programming prioritizes the very groups of individuals provided for in the American Rescue Plan Act. Duplication of programming and resources for those who have already obtained access to services results in poor stewardship, over-expenditure of funds, and gaps in services. To avoid these common pitfalls, Man Up and Go works to diversify services and ensure access to those most often overlooked.

For reference, in Pinellas County, children in the system of care are represented as follows:

31.4% Black/African-American

14.63% Other/Multi-Racial

53.97% White

## *Community Connection*

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The American Rescue Plan Act (ARPA) prioritizes organizations that either have headquarters or carry out the majority of their operations inside Qualified Census Tracts (QCTs). QCTs are a standard method of identifying communities with a large proportion of low-income residents. The U.S. Department of Housing and Urban Development determines what areas qualify as QCT.

To assess if your organization serves or is headquartered in a QCT, use the following link:

[https://www.huduser.gov/portal/sadda/sadda\\_qct.html](https://www.huduser.gov/portal/sadda/sadda_qct.html)

In the top right-hand corner, choose the state of Florida and Pinellas County. Then on the left-hand side of the screen, click the box next to "Color QCT Qualified Tracts." The QCT zones are denoted in purple. You can also map your address by adding it into the address box at the top to see if your location is inside the zones.

Below, please provide the location of your operations and the location of your headquarters, if different.

### Headquarters Location\*

Please provide your organization's headquarters address as it appears on your Sunbiz account. To check your Sunbiz registration, you may search here: <https://dos.myflorida.com/sunbiz/search/>  
2126 Blue Beech Ct., Trinity, FL 34655

### QCT Determination - Headquarters\*

Is this organization headquartered in a QCT?

No

### Project Location\*

Please provide the address or intersection where the property being modified is.

In or near QCT

### QCT Determination - Project\*

Is this organization's project in a QCT?

No

### QCT Impact\*

PCF understands that just because a project may not be located in a Qualified Census Tract, those who reside in one may access your services and may come to the location where your organization's project will take place.

- If applicable, please describe if you have clients that reside in a QCT as indicated on the map linked above, and the proportion of your clients that come from these areas.
- If your organization does not serve clients from a QCT, you can write "Not Applicable" below.

Proposed facility will serve:

Young men in the foster care system ages thirteen (13) to seventeen (17) residing in group home care (ranging from South St. Petersburg to Palm Harbor)

Young men who have aged out of the foster care system from Pinellas County (disproportionate amount of BIPOC and individuals from QCTs)

Men who have lost their children to the foster care system (disproportionate amount from QCTs)

### QCT Determination - Clients\*

Does this organization's project benefit residents of QCTs?

No

This section aims to capture general demographic data about your organization and to see how you engage with and represent the community you serve. PCF has generalized the demographic data questions more than it has in other processes because of the public nature of this process. PCF understands that identity disclosure can be a sensitive matter and wants to respect your organization's board and staff. If your organization feels comfortable sharing more detailed demographic information, it may do so in the "Community Representation and Connection" section.

## Community Representation and Connection\*

Describe how your organization is representative of, or has authentic connections to, the community your proposal seeks to serve. You can list other community-based organizations that work on programming with you and/or list examples of your work within this community.

Our staff is comprised of BIPOC persons as well as individuals born and raised in the communities Man Up and Go serves.

One of the hallmarks of Man Up and Go's programming is the high priority placed on partnerships across ethnic, racial, religious, and agency lines. Man Up and Go partners with the following community organizations:

Family Support Services (Suncoast)

A Door of Hope

Ready for Life

ImpruvED, Inc.

JWB

Finally Home Adoption Services

CHOSEN Care

Reconnecting the Dots

One More Child

L.I.F.T.

Faith Youth Services

Exceeding Grace Fellowship

Bay Point Christian Church

Calvary Church

BLDG 28

Legacy Church at Northeast Park

FL127

Midtown Rotary

Lutheran Services

Camelot Community Care

Heart Gallery

Care Portal

## Leadership Demographics - CEO/Executive Director\*

Does your CEO/Executive Director consider themselves a member of one or more of the following populations?

Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

None of the above

## Leadership Demographics - Executive Level Leadership Team\*

Does your executive leadership team consider themselves a member of one or more of the following populations?

Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

## Leadership Demographics - Board Membership\*

Do your board members consider themselves a member of one or more of the following populations? Check all that apply.

- BIPOC defined as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Queer+)
- Neurodiverse/physically disabled

BIPOC

## Financial Overview

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### Budget Summary\*

Please provide a brief sketch of the categories of expenses and the costs needed for your project. If your organization is requesting compensation for indirect costs, be sure to note the percentage (up to 5%) and dollar amount below.

**If you are invited to complete the full application, you will be asked to upload current verifiable bids, proposals, price lists [from your potential vendor(s)] from the past 60 days. If a contractor has already been selected for a construction project for which you are requesting funding, you will need to upload their bid. You are strongly encouraged to collect any remaining bids, proposals, and price lists shortly after submitting this LOI.**

Purchase of Land (\$450,000.00)  
 Realtor Fees (Donated)  
 Architectural Design (Donated)  
 Zoning/Building/Land Use Fees (Donated)  
 Site Development and Construction (\$1,200,000.00)

### Project Preparedness\*

If your letter of intent is approved, you will have 30 days to submit a full proposal. This will require multiple estimates/bids for your project that detail the costs you've sketched out above from potential contractors that would do the actual work.

Where are you in the planning process for the implementation of this project? Please describe your organization's readiness for this project including your ability to collect bids and select contractors and/or vendors. **If you have already selected a contractor for the project, you will need to describe how that contractor was chosen.**

**Example**

Better Tomorrow has spoken with contractors about their counseling center expansion project, but has only sought one proposal from a contractor. Better Tomorrow would describe so below, having sketched out the costs in the previous question. Better Tomorrow would indicate its plan to obtain more quotes/bids upon submitting this LOI.

Community Arts 'R Us has begun construction on its new arts center, as it had secured 75% of the funding for it before the pandemic. Therefore, a contractor has already been selected, and is looking to obtain the funding necessary to complete the project. Below, Community Arts 'R Us would explain it has a cost proposal ready to upload from their selected contractor, and is ready to carry out the rest of the project if funding is awarded.

Through the Man Up 100 volunteer base, Man Up and Go has preexisting relationships with industry leaders in Pinellas County including residential and commercial builders, attorneys, realtors, architects, engineers, and other professionals – many of whom are generously donating time and services to this project. Additionally, since 2020, Man Up and Go has been in discussions with other community non-profits, service providers, and funding sources regarding a proposal such as would be funded by this grant. Key parties for both construction and operations are in place awaiting funding.

**Other Funding Sources\***

Please describe any other funding not already mentioned that your organization has applied for or obtained for this project. This includes but is not limited to Community Development Block Grants (CDBG), local government grants (including Tourist Development Council funding), foundation grants, and donors (you do not need to disclose donor identities, simply amount raised that is allocated to this project). This includes any matching grants or in-kind contributions you may have obtained.

If none, please write N/A.

Florida Appropriation funds help offset the cost of programming that will be housed in the proposed facility. Additionally, as mentioned in the response above, in-kind contributions of services are also in the process of procurement.

**Changes in Operating Costs\***

Please answer this question based on the descriptions below:

- If this project **increases** ongoing operational costs (programmatic, operating maintenance or other costs), how will you compensate for the difference?
- If this project **decreases** ongoing operating costs, how will it do so?
- If this project **does not affect** operating costs, please note so below.

Funds currently expended on rent (office space) will be allocated towards maintenance and operating costs of the facility. Programmatic and staffing expenses remain static.

**Fund Management Capacity\***

Please describe your organization's capacity to manage these potential ARPA funds in terms of fiscal management and financial infrastructure.

**This includes, but is not limited to, the use of accounting software that can track a general ledger and multiple accounts and the ability to work on a reimbursement-basis.**

The inability to handle a reimbursement-basis grant does not disqualify your organization from applying.

Man Up and Go utilizes a fund based accounting software that allows for tracking and management of grant funds (a function currently utilized by the organization). Current staff have significant experience in tracking large grants while also subcontracting with CPAs and accounting firms to review financials.

## *Additional Information*

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### **Additional Upload**

If you have something else to share, you can upload it here in PDF format.

**Please note: Due to limitation of this grants system, the upload field will not carry over to the full application if you are moved forward to the full application phase. You will need to upload this file again if you are moved forward in the process.**

### **Anything else to share?**

If you have any details to share regarding this grant request, you may do so below.

## File Attachment Summary

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### *Applicant File Uploads*

*No files were uploaded*