



NORTH CAROLINA
Education Corps

Grant Letter of Interest Cover Sheet

Amount of Grant/Loan Request	\$500,000
Date of Request	April 1, 2021
Organization Name	North Carolina Education Corps
Organization Address	124 S. Pettigrew Street
City, State, ZIP	Raleigh, NC 27610
Tax ID # (EIN Number)	86-2714571
Contact People/Title	Mr. John-Paul Smith, Executive Director Dr. Michael E. Ward, Chair, Board of Directors Ms. Susan Jamison, Treasurer, Board of Directors
Telephone Number(s)	Mr. Smith: 704-562-1995 Dr. Ward: 919-710-7317 Ms. Jamison: 704-661-6411
Facsimile Number	n/a
E-mail Address	john-paul.smith@nceducationcorps.org
Total Project Budget	\$3.2 million for F.Y. 2021-2022

Purpose of the Grant: To help launch North Carolina Education Corps (NCEC) as a 501(c)(3) not-for-profit organization to support K-12 students in the wake of COVID-19; specifically, to help NCEC engage, educate, and support “corps members” as tutors who provide whole child and academic supports to public school unit students across North Carolina in alignment with the North Carolina State Board of Education’s 2025 strategic plan.

Signature of person responsible for proposal and completion of project:

John-Paul C. Smith

Print name listed above: John-Paul C. Smith Date: April 1, 2021



NORTH CAROLINA
Education Corps

North Carolina Education Corps Grant Request Letter

April 1, 2021

North Carolina State Board of Education
c/o Deanna Townsend-Smith
6302 Mail Service Center
Raleigh, North Carolina 27699-6302

Dear Members of the North Carolina State Board of Education,

I write on behalf of North Carolina Education Corps to request a launch grant of \$500,000 from the NC State Board of Education's NC Education Fund.

Purpose of the Grant

COVID-19 is having a devastating impact on K-12 education, producing a "COVID slide" of learning time loss and lack of learning that is exacerbating long-standing challenges for public school unit students across North Carolina..

In response, in September 2020, the North Carolina State Board of Education and the Office of the North Carolina Governor's Commission on Volunteerism and Community Service created the "North Carolina Education Corps" program.

"North Carolina Education Corps" has been incorporated recently as a nonprofit to deliver on the mission of the North Carolina Education Corps program. North Carolina Education Corps will enable the North Carolina Education Corps program to achieve its full potential and to help meet the pandemic-related challenges facing all North Carolina public school units.

Use of Funds

North Carolina Education Corps seeks to provide quality whole child and academic supports to pre-k-12 public school unit students in North Carolina in alignment with the State Board of Education's 2025 strategic plan.

As a 501(c)(3) nonprofit corporation, North Carolina Education Corps will use its grant to:



NORTH CAROLINA
Education Corps

- Direct and manage the North Carolina Education Corps program, which currently includes 200+ corps members serving 20 public school districts;
- Expand the program to more public school units to serve more children;
- Engage and educate corps members to serve as elementary school reading tutors and volunteer coordinators, and in other roles as needed by the local school units to facilitate the academic recovery, engagement, emotional health, and growth of PreK-12 students;
- Secure essential financial support for the work of North Carolina Education Corps from philanthropy and other sources;
- Assure the continuing quality of the overall program; and
- Help the State of North Carolina meet its constitutional responsibility for public education now and in the future.

In all aspects of its work, North Carolina Education Corps will:

- Align evidence-based tutoring interventions with state grade-level standards;
- Support corps members so that they provide quality social-emotional and academic support to students;
- Use key resources (time, space, tutors) effectively to maximize student growth; and
- Coordinate with the State Board of Education and Department of Public Instruction to ensure that North Carolina Education Corps advances the State Board of Education's 2025 strategic plan.

Attached to this letter you will find a copy of our Articles of Incorporation, Employer Identification Number, and an organizational budget.

Thank you for considering our grant request. We appreciate the opportunity to work with you to support North Carolina's students, and we look forward to continuing this work for many years to come.

Sincerely,

John-Paul C. Smith
Executive Director, North Carolina Education Corps

Operating Budget

Itemized Revenues

Will add once we settle on expenses.

1,000,000 raised

Itemized Expenses

	Period of Interest		Notes	
	May 1 - June 30, 2021	F.Y. 2021-2022		
Total Administrative Salaries	\$21,666.7	620,000.0		
Total Program Salaries	\$30,000.0	\$993,333.3		
Total Salaries	\$51,667	\$1,613,333		
Total Salaries and Wages with benefits & payroll taxes	Total Salaries and Wages including benefits and payroll taxes	\$64,583	\$2,016,667	Assuming taxes and benefits = 25% salary
Non-Salary Expenses	Accounting	\$4,000	\$7,500	Getting quote from Batchelor, Tillery, and Roberts.
	Legal	10,000	20,000	Everett Gaskins Hancock LLP
	Office Expenses	3,600	30,143	
	Google Workspace	2,736	19,809	
	HubSpot	12,000	14,000	Annual contract. Increases every 2k contacts.
	Website	2,500	7,500	Working with Unity Web Agency.
	Zoom Business	600	5,021	
	Travel	450	56,518	
	Marketing/Communications Consulting	60,000	50,000	Working with Cate McLeane Consulting
	Branding e.g., SWAG (t-shirts, pens, coffee mugs, etc.)	5,000	8,253	
	Interns	4,000	40,000	
	Occupancy	0	30,000	Shared office space.
	Insurance	5,000	10,000	D+O. general liability, based on mFNC numbers.
	Fundraising	0	25,000	
	Outsourced Services (payroll, expense processing, HR)	15,000	15,000	TBD. Talking with Outfitters4.
	Online tutoring software	0	75,000	TBD. Due diligence needed.
	Conferences & Meetings	0	44,327	
	Corps Member Education	5,000	375,000	
	Celebration Event	0	7,984	
	Third Party Program Evaluation	0	75,000	TBD. Due diligence needed.
	Seasonal Recruiters	96,000	120,000	
	College Ambassadors	0	100,000	
Total Non-Salary Expenses	Total Non-Salary Expenses	\$210,886	\$1,161,075	
Total Expense Budget		\$275,469	\$3,177,742	

# of employees	
Current Tax Year: May 1 - June 30, 2021	F.Y. 2021-2022
1	9
2	16
3	25



NORTH CAROLINA

Department of the Secretary of State

To all whom these presents shall come, Greetings:

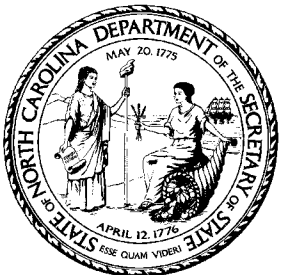
I, ELAINE F. MARSHALL, Secretary of State of the State of North Carolina, do hereby certify the following and hereto attached to be a true copy of

ARTICLES OF INCORPORATION

OF

NORTH CAROLINA EDUCATION CORPS

the original of which was filed in this office on the 26th day of March, 2021.



Scan to verify online.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Raleigh, this 26th day of March, 2021.

Elaine F. Marshall

Secretary of State

Articles of Incorporation

of

NORTH CAROLINA EDUCATION CORPS

A NORTH CAROLINA NON-PROFIT CORPORATION

Pursuant to § 55A-2-02 of the General Statutes of North Carolina, the undersigned, a citizen of the United States, does hereby submit these Articles of Incorporation for the purposes of forming a nonprofit corporation.

ARTICLE 1

The name of the corporation is North Carolina Education Corps (hereinafter "the corporation").

ARTICLE 2

The period of duration of the corporation shall be perpetual.

ARTICLE 3

The corporation is organized and shall be operated exclusively for charitable, educational, and scientific and purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Sections 501(c)(3) of the Internal Revenue Code or the corresponding provisions of any future federal tax code.

The mission of the corporation is to provide quality whole child and academic supports to public school unit students. The corporation shall engage and educate community members as "corps members" to serve as tutors, contact tracers, volunteer coordinators, and volunteers to improve student engagement, student growth, and educational equity and opportunity for PreK-12 students.

In furtherance thereof the corporation may receive property by gift, devise or bequest, invest or reinvest the same and apply the income and principal thereof as the board of directors may from time to time determine in support of the corporation's purposes.

ARTICLE 4

The corporation shall have no members and shall issue no stock.

ARTICLE 5

The affairs of the corporation shall be managed by the board of directors.

The following persons shall be the initial board of directors of the corporation:

Michael E. Ward, Chair
Caroline Farmer, Secretary
Susan Jamison, Treasurer
Anthony Jackson
Craig Horn
MariaRosa Rangel
Catherine Truitt

ARTICLE 6

The initial principal office address of the corporation shall be 124 S. Pettigrew Street, Raleigh, Wake County, North Carolina 27610.

The initial registered office address of the corporation shall be 124 S. Pettigrew Street, Raleigh, Wake County, North Carolina 27610, and the registered agent of the corporation at that address shall be John-Paul Smith.

ARTICLE 7

The incorporator is William G. Hancock.

Office address:

220 Fayetteville Street, Third Floor
Raleigh, Wake County, North Carolina 27601

Mailing address:

P. O. Box 911
Raleigh, Wake County, North Carolina 27602

Email address:

Privacy Redaction

Telephone:

919-755-0025.

ARTICLE 8

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its directors, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 3. No substantial part of the activities of the corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the

corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code or the corresponding section of any future federal tax code or (b) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

ARTICLE 9

Upon dissolution of the corporation, its assets shall be distributed for one or more exempt purposes to an organization that is an exempt organization under Section 501(c)(3) of the Internal Revenue Code or corresponding section of any future tax code for a public purpose. Any such assets not so disposed of shall be disposed of by the Superior Court of Wake County, North Carolina exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

ARTICLE 10

The board of directors may provide in the bylaws of the corporation that the corporation shall indemnify its current and former directors, officers, employees and agents against expenses and liabilities incurred as a result of actual or threatened litigation arising from the performance of their official duties. The indemnification provided by this Article shall not be deemed exclusive of any other rights to which such directors, officers, employees or agents may be entitled under any bylaw, agreement, resolution of the Board of Directors, or otherwise.

ARTICLE 11

The private property of the officers and directors of the corporation shall not be subject to payment of corporate debts to any extent whatever.

ARTICLE 12

These Articles of Incorporation shall be effective upon filing with the Office of the North Carolina Secretary of State.

IN WITNESS WHEREOF, the undersigned, as Incorporator, has signed and acknowledged these Articles of Incorporation this the 24th day of March, 2021.


William G. Hancock, Incorporator

Date of this notice: 03-18-2021

Employer Identification Number:
86-2714571

Form: SS-4

Number of this notice: CP 575 A

NORTH CAROLINA EDUCATION CORPS
124 S PETTIGREW ST
RALEIGH, NC 27610

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 86-2714571. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Based on the information received from you or your representative, you must file the following form(s) by the date(s) shown.

Form 941	07/31/2021
Form 940	01/31/2022

If you have questions about the form(s) or the due date(s) shown, you can call us at the phone number or write to us at the address shown at the top of this notice. If you need help in determining your annual accounting period (tax year), see Publication 538, *Accounting Periods and Methods*.

We assigned you a tax classification based on information obtained from you or your representative. It is not a legal determination of your tax classification, and is not binding on the IRS. If you want a legal determination of your tax classification, you may request a private letter ruling from the IRS under the guidelines in Revenue Procedure 2004-1, 2004-1 I.R.B. 1 (or superseding Revenue Procedure for the year at issue). Note: Certain tax classification elections can be requested by filing Form 8832, *Entity Classification Election*. See Form 8832 and its instructions for additional information.

If you are required to deposit for employment taxes (Forms 941, 943, 940, 944, 945, CT-1, or 1042), excise taxes (Form 720), or income taxes (Form 1120), you will receive a Welcome Package shortly, which includes instructions for making your deposits electronically through the Electronic Federal Tax Payment System (EFTPS). A Personal Identification Number (PIN) for EFTPS will also be sent to you under separate cover. Please activate the PIN once you receive it, even if you have requested the services of a tax professional or representative. For more information about EFTPS, refer to Publication 966, *Electronic Choices to Pay All Your Federal Taxes*. If you need to make a deposit immediately, you will need to make arrangements with your Financial Institution to complete a wire transfer.

