

LOUDOUN LITERACY COUNCIL

CHANGING LIVES THROUGH LEARNING

Literacy Opens Doors



GED PREP

JOBSITE LITERACY

ENGLISH

HEALTH LITERACY

FINANCIAL LITERACY

Annual Report

July 1, 2018 - June 30, 2019

WHO WE ARE

Loudoun Literacy Council has been providing literacy services in Loudoun County since 1980. Our programs have evolved over time from English tutoring services for recently arrived refugees into extensive literacy enrichment opportunities for adults and children through our adult and family literacy programs.

Our Adult Literacy Program provides small group classes and individual tutoring for adults seeking assistance in basic literacy, English for Speakers of Other Languages, GED preparation, financial literacy, citizenship test preparation, and health literacy.

Since 1998, our Family Literacy Program has provided the federally mandated but unfunded literacy-

enrichment component to the Head Start program in Loudoun County Public Schools (LCPS), which includes reading in the classrooms, book distribution, and family literacy events for all members of the families served.

In 2017, this program was expanded to include children in LCPS's Starting Toward Excellence in Preschool (STEP) program. Our Sweet Dreams Program models reading aloud for families and provides literacy activities for families residing in the local homeless shelters. The Baby Book Bundles Program provides literacy tips and baby books to at-risk expectant and new parents. Our Book Builder Program distributes books in the community, and we incorporate a community partnership model to enhance and deliver our services.

Our Mission

Loudoun Literacy Council's mission is to teach English communication skills and provide literacy resources to low-income adults and children to empower them to become self-sufficient and confident in their ability to achieve their personal and professional goals.

Our Vision

Our vision is that all those who live and work in Loudoun County will have the literacy skills required to participate and thrive in our community.

Our Core Values

- Respect for our program participants, volunteers, and staff.
- Collaboration among the board and staff as well as with our volunteers and partners in the community.
- Inclusiveness in our programs and events so that all feel welcome.
- Service to our community and its residents.
- Trust in the positive intent with which we all approach our work.
- Empowerment of our program participants and the staff and volunteers who serve them.
- Transparency and ethical behavior in all interactions.
- Commitment to race and gender equity in our program development, staffing decisions, and board decisions.





PLANS TO PROGRESS

Strategic Plan and Priorities

To ensure that our core programs are strong and build a solid foundation for future innovation, Loudoun Literacy Council established the following goals for fiscal year 2019:

- Increase the community’s awareness and understanding of the nature, value, and impact of our services in Loudoun County.
- Establish and maintain financial stability.
- Develop and deliver stellar programming that engages our participants and is aligned with the needs of the communities we serve.
- Maintain a positive work environment and a culture aligned with our values to attract, nurture, and retain dedicated talent.
- Build and maintain a robust corps of trained and enthusiastic volunteers to ensure the ongoing strength of Loudoun Literacy Council’s core programs and support innovations in those programs.
- Become an outcome-driven organization that evaluates the impact of what we do on all of our stakeholders.



Executive Director Nikki Daruwala and Board Chair Margaret Brown with Leigh Shields who facilitated our strategic plan.

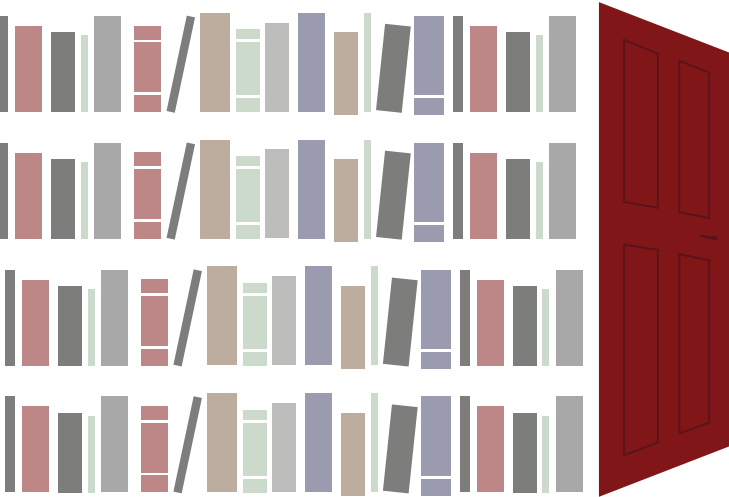


OUR IMPACT

315 ADULTS GAINED THE LITERACY SKILLS NEEDED

1,830 LOW-INCOME CHILDREN & THEIR FAMILIES RECEIVED LITERACY RESOURCES

MORE THAN **14,847** BOOKS WERE DISTRIBUTED TO ADULTS AND CHILDREN



BOARD OF DIRECTORS

Margaret Brown

Kamal Gill

Renss Greene

Kimberly LaFave

Clint Thomas

Brigitta Toruno

OFFICERS

Margaret Brown, Chair

Brigitta Toruno, Vice Chair

Clint Thomas, Treasurer

Kimberly LaFave, Secretary

Lydia Burnett (Myerson Law Group, P.C.),
General Counsel

Nikki Daruwala, Executive Director

STAFF

Nikki Daruwala, Executive Director

Tanya Bosse, Family Literacy Program Director

Karen Feldman, Adult Literacy Program Director

Debbie Cea, Office Manager

Sandra Amaya, Outreach Coordinator

Margie McGinnis, Volunteer Coordinator

Sara Anderson, Organizational Assistant



Our staff with laptops provided by MAKPAR

A MESSAGE FROM OUR LEADERSHIP



This has been another great year for Loudoun Literacy Council! We continued to focus on strengthening the foundation of the organization while working with our Board of Directors and generous donors to bolster our financial profile. In addition to creating a solid balance sheet that allows us to provide literacy resources to both adults and children across the county, we have started a reserve fund creating greater stability for the future!

Other great strides were made in the areas of adding new, vital programs that serve our communities and expanding existing programs. During FY19, Loudoun Literacy Council and Loudoun Pediatric Obesity Coalition developed the Story Walks program designed to encourage children to engage in physical activities while learning and reading. We also were chosen as a partner by Literacy for Life at The College of William + Mary to provide its health literacy program – HEAL – in Northern Virginia for the first time ever. In another first, we partnered with the Sugarland Run Homeowners Association to bring literacy onsite to their residents for convenience and ease of attending. We plan to use this program as a blueprint for bringing literacy to where people live.

We accomplished all of these things – and more – with those highly valued partners and many more. With them, we have been able to find new and exciting ways to deliver high-quality literacy programs to economically disadvantaged children and adults in Loudoun County. There are so many to thank, but specifically, we value great relationships with governmental partners, such as the City of Leesburg, Loudoun County Government, Loudoun

County Public Schools, Loudoun Workforce Resource Center, and Loudoun County Public Library as well as our many nonprofit, business, and community partners.

To support and grow all of this great work, we have dedicated staff members who have brought great experience and fresh ideas to the Loudoun Literacy Council. We have added a new volunteer coordinator, who is helping us continue to build on our relationships with our valued corps of more than 500 volunteers. We also have added a new outreach coordinator, who is helping us bolster our adult and children's program areas and play a key role in liaising with the communities we serve.

We look forward to next year – the 40th Anniversary of Loudoun Literacy Council – and commit to continuing our dual efforts in strengthening our foundation while expanding our work with nonprofit, public, and private organizations that share in the vision that everyone in Loudoun County should have the same opportunity to reach their potential.

For the Loudoun Literacy Council, we will continue to ensure that all those who live and work in our county have access to the literacy resources they need to build skills required to participate and thrive in our community.

Thank you to everyone who made it possible for us to share the gift of literacy!

Margaret Brown, Chair
Nikki Daruwala, Executive Director

ADULT LITERACY

Classroom Instruction

We offer English for Speakers of Other Languages (ESOL) classes in the spring, summer, and fall. Classes range from beginner to advanced level and focus on conversation, grammar, and life skills.

215 STUDENTS ENROLLED IN ONE OF THE **37** CLASSES AT **12** SITES.
100% SHORT-TERM GOAL ATTAINMENT RATE.

Individual Tutoring

One-on-one tutoring is available year-round to students who need help in a specific area or need a personalized curriculum and instructional pace.

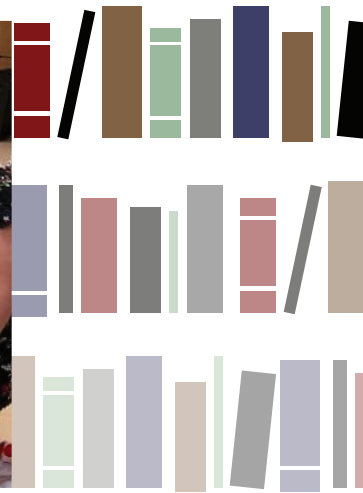
23 STUDENTS SPENT **450** INSTRUCTIONAL HOURS TOWARD
THE ATTAINMENT OF AN INDIVIDUAL GOAL.
95% SHORT-TERM GOAL ATTAINMENT RATE.

Jobsite Literacy Program

We offer services to local companies with employees who want to improve their English. We create and deliver a curriculum tailored to the business's needs and conduct all classes at the jobsite.

SERVED **5** EMPLOYERS AND PROVIDED INSTRUCTION TO **52** STUDENTS.





Financial Literacy

In partnership with SkillSource, we offer basic financial literacy, including budgeting, basic banking, and savings.

40 CLASSES AND STAND-ALONE WORKSHOPS.

General Educational Development Instruction

We offer individualized instruction to help residents working toward the completion of the GED program.

2 STUDENTS SUCCESSFULLY RECEIVED GED INSTRUCTION.

Citizenship Test Preparation

We offer individualized instruction to help residents prepare for the U.S. citizenship naturalization test.

2 STUDENTS RECEIVED INSTRUCTION AND OBTAINED CITIZENSHIP.

Health Literacy

We offer workshops developed in partnership with Literacy for Life and designed to help students understand and take control of their health.

21 STUDENTS RECEIVED INSTRUCTION.

FAMILY LITERACY

Head Start Literacy Program

We partner with Loudoun County Public Schools to provide a literacy component to children and their families. We read each week, host Family Literacy Nights, and provide books for a home library for each student.

103 STUDENTS RECEIVED **186** HOURS OF READING INSTRUCTION.
208 FAMILY MEMBERS ATTENDED **3** LITERACY FAMILY NIGHTS.
1,500 NEW BOOKS DISTRIBUTED.

Starting Towards Excellence in Preschool Literacy Program

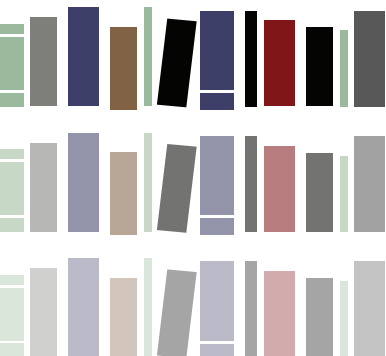
We partner with Loudoun County Public Schools to provide preschoolers each year with new books and family literacy events.

300 STUDENTS RECEIVED LITERACY INSTRUCTION.
409 FAMILY MEMBERS ATTENDED **6** LITERACY NIGHTS.
1,800 BOOKS DISTRIBUTED.

Book Builder Program

We partner with local organizations, civic and religious groups, schools, and businesses to collect donated books for children in our community. These books are distributed to partner organizations who also work directly with children in our community.

10,828 BOOKS DISTRIBUTED.
20 COMMUNITY PARTNER ORGANIZATIONS RECEIVED BOOKS.



Sweet Dreams Program

Each week, we read and conduct literacy activities with children residing at the Volunteers of America Homeless Shelter.

50 CLIENTS SUPPORTED.

40 HOURS OF READING.

225 BOOKS DISTRIBUTED.

Baby Book Bundles

We provide low-income expectant and new parents with new baby books and literacy information.

200 BOOKS DISTRIBUTED TO **100** PARTICIPANTS.

Fall for Reading

We partner with the Loudoun County Public Library to offer a fun, free event for families to celebrate the joy of reading.

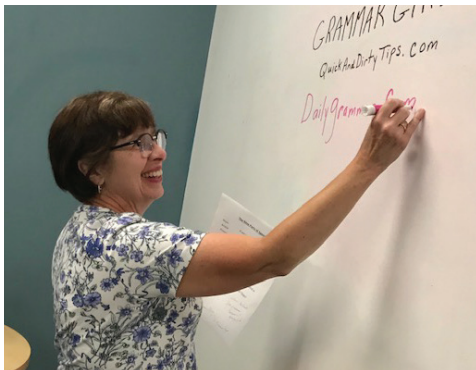
160 PEOPLE PARTICIPATED IN THE EVENT.



VOLUNTEERS

512 VOLUNTEERS PROVIDED **5,137** HOURS OF SERVICE.

WE PROVIDED **540** HOURS OF VOLUNTEER TRAINING AT **14**
SESSIONS TO **172** VOLUNTEERS.



"A challenge at work prompted me to seek out local volunteer opportunities. Growing up in a wonderfully diverse community, where English is a second or third language for many, I have seen language barriers first-hand.

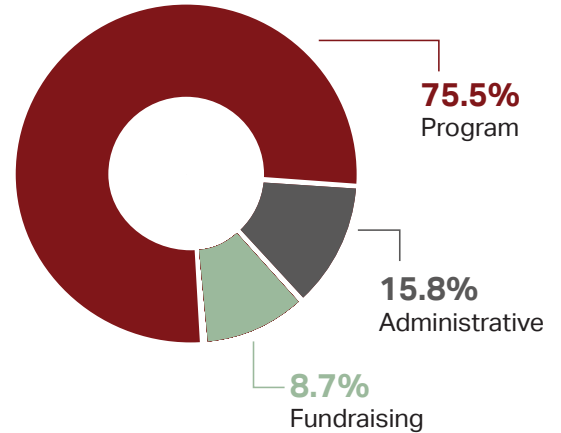
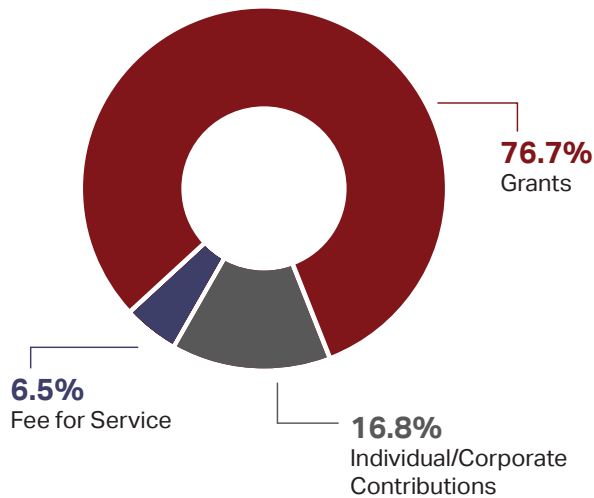
When I found Loudoun Literacy Council, I volunteered to help people overcome these obstacles with kindness so that they can achieve their personal goals with dignity and confidence. As a former graphic designer, I miss the great joy of using my expertise to bring creative and artistic ideas to life. Volunteering with Loudoun Literacy Council has enabled me to return to doing something I love while helping the community at the same time."

—Minu Pillai



FISCAL YEAR 2019

Revenues: **\$284,540.64**



Expenses: **\$208,727.81**

Statement of Financial Position, June 30, 2019

Current Assets

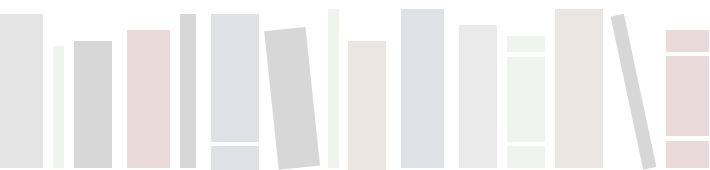
Cash and cash equivalents	\$141,214.66
Prepaid expenses & undeposited funds	\$12,096.69
TOTAL ASSETS	\$153,311.35

Liabilities

Accounts payable	\$666.63
Accrued expenses	\$130.34
Payroll liabilities	\$7,419.76
TOTAL LIABILITIES	\$8,216.73

Net Assets

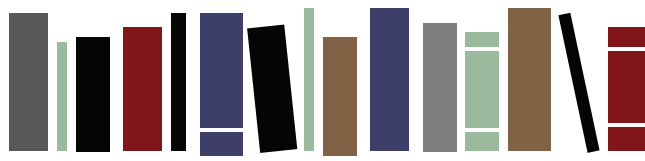
Net assets-unrestricted	\$69,281.79
Total net assets	\$145,094.62
Total liabilities and net assets	\$153,311.35



We are grateful to the Claude Moore Charitable Foundation for a \$25,000 challenge grant.



WE ARE EXTREMELY GRATEFUL TO ALL OUR DONORS FOR THEIR SUPPORT



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