



**CITY OF BLOOMINGTON, COMMON COUNCIL  
JACK HOPKINS SOCIAL SERVICES FUNDING  
COMMITTEE  
2014 GRANT APPLICATION**

**AGENCY INFORMATION**

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**Lead Agency Name**

Is Lead Agency      yes  
a 501(c)(3)            no

Number of Employees

Full -time

Part-time

Volunteers

Address

Zip Code

Phone

Agency E-mail

Website

President of Board of Directors

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**Executive Director**

Title

Phone

E-Mail

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**Name of Person to Present Proposal to  
the Committee**  
(If not the Executive Director)

Title

Phone

E-Mail

**Name of Grant Writer**

Phone

E-mail

**Agency's Mission Statement** (150 words or less)

**PROJECT INFORMATION**

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Project Name

Is this a collaborative project?      yes  
no

If a collaborative project, list name(s) of  
non-lead agency partner(s)

Address where project will be housed

Total Cost of Project

Requested JHSSF Funding

Other Funds Expected for this Project  
(Source, Amount and Confirmed or  
Pending)

Number of Total Clients Served by this  
Project in 2014

Total Number of City Residents Served  
by this Project in 2014

Is this a request for operational funds?      yes  
no

If "yes," indicate whether the request is      pilot  
for a pilot project, bridge funding or a      bridge  
collaborative project.      collaborative

Please indicate the period in which you      July-September 2014  
intend to draw down funds, if granted      October-December 2014

Please describe when you plan to submit your claims for reimbursement and what steps precede a complete draw down of funds.

If completion of your project depends on other anticipated funding, please describe when those funds are expected to be received.

Do you own or have site control of the property on which the project is to take place?

yes

no

n/a

Is the property zoned for your intended use?

yes

no

n/a

If "no," please explain.

If permits, variances, or other forms of approval are required for your project, please indicate whether the approval has been received. If it has not been received, please indicate the entity from which the permitting or approval is sought and the length of time it takes to secure the permit or approval.

*NOTE: Funds will not be disbursed until all requisite variances or approvals are obtained..*

Due to limited funds, the Committee may recommend partial funding for a program. In the event the Committee is unable to meet your full request, will you be able to proceed with partial funding?

yes

no

If "yes," please provide an itemized list of program elements, ranked by priority and cost.

Priority #1 (Item and Cost)

Priority #2 (Item and Cost)

Priority #3 (Item and Cost)

Priority #4 (Item and Cost)

Priority #5 (Item and Cost)

Priority #6 (Item and Cost)

Priority #7 (Item and Cost)

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**PROJECT SYNOPSIS** (250 words or less)

Please provide a brief overview of your project. Assume that this synopsis will be used in a summary of your proposal.

## **CRITERIA**

In the spaces below, please explain how your project meets the Jack Hopkins Funding criteria. Assume that your responses will be used in a summary of your proposal.

### **NEED** (200 words or less)

Explain how your project addresses a previously-identified priority for social services funding as documented in the [Service Community Assessment of Needs](#), the City of Bloomington, Housing and Neighborhood Development Department's [2010-2014 Consolidated Plan](#), or any other community-wide survey of social services needs.

### **ONE-TIME INVESTMENT** (100 words or less)

Jack Hopkins Funds are intended to be a one-time investment. If you are requesting operational funds, explain if the request is for pilot or bridge funding and please explain your plan for future funding.

### **FISCAL LEVERAGING** (100 words or less)

Describe how your project will leverage other resources, such as other funds, in-kind contributions, etc.

**LONG-TERM BENEFITS** (200 words or less)

Explain how your program will have broad and long-lasting benefits for our community.

## **The Gathering Place Breakfast Program Kitchen Range Project Narrative**

### **Description of the Program**

The Gathering Place Breakfast Program provides a hot breakfast every Sunday morning to those living in poverty, including many who are experiencing homelessness. Initiated in 2006 by First Christian Church (FCC) and staffed by volunteers, the Gathering Place is the only site in Bloomington that offers a free breakfast and day shelter 52 Sundays per year to all in need, regardless of race, color, creed, national origin, religious affiliation, gender, sexual orientation, age, or disability. Religious indoctrination or proselytizing are not part of the program. On average, 101 guests were served each Sunday in 2013. Projections for 2014 place the average served per Sunday at 117.5.

Sundays are especially challenging for Bloomington's homeless citizens. Shalom Community Center and Community Kitchen are both closed, College Mall is closed until noon, the Monroe County Library does not open until 1:00 pm, and the next free and complete meal is not available until mid-afternoon. Without The Gathering Place, those experiencing homelessness would be without food and shelter for much of the day.

It is understandable, therefore, that our guests consistently offer words of thanks and delight as they sit down to a large, hot breakfast each Sunday morning at The Gathering Place. All meals are prepared from scratch with food purchased from the Hoosier Hills Food Bank and/or donated by church members. The nutritious menu always includes eggs served to order along with additional menu items such as hash browns, grits, biscuits and gravy, muffins, pancakes and soups. In order to be ecologically responsible and to give dignity to the guests, all meals are served using glass tableware and stainless steel cutlery. Emergency clothing is often available. Newspapers are available for guests to read, and lively conversations about the issues of the day can be heard.

While the majority of our guests are gathered for breakfast and conversation in the Great Hall, an adjacent area provides a quieter space where a guest can sit in a comfortable chair, enjoy a calming moment and/or make local phone calls.

The Gathering Place is deeply grateful for the help that we have received from the City of Bloomington in past years. Previous Jack Hopkins grants have made possible the upgrading of our refrigeration units, installation of a new kitchen floor, and the replacement of the flooring in the Great Hall and adjacent areas. These improvements have helped us to gradually convert a nearly 100 year old space into a suitable facility for serving breakfast to more than 100 guests on a weekly basis.

### **Amount Being Requested**

In order to continue both these improvements and this service to the community, the FCC Gathering Place Breakfast Program is requesting a one-time investment of \$7,800 from the Jack Hopkins Social Service Funding Committee in order to purchase a new range/oven; one specifically designed for the needs of this program. The new equipment will include a 36 inch grill to cook all of those eggs and pancakes, and a large oven to bake muffins and other treats.

### **Project Details**

Operating a large breakfast program with two aging range/ovens, made in 1956, has been a challenge. Hardware breakdowns have meant that considerable volunteer time has been devoted to menu planning that works around defective equipment, along with food preparation in people's homes and locating emergency equipment around the church building. Even when the old range/ovens have been working, they have not been adequate to the task of this program. When one of the units caught fire in 2013, we were without a large griddle. Before the remaining unit meets a similar fate, we plan to buy a new unit. The two units together will give our program the adequate griddle space which has been lacking since the program's inception. Indeed, without two range/ovens, it would be very difficult for the program to continue at all.

The new range/oven will be purchased no later than July, 2014, with Jack Hopkins final claim submission in September, 2014. With a life-expectancy of at least 50 years, there will not be a need for further investment in this project.

The Jack Hopkins grant of \$7020 (90% of the cost of the range/oven) will leverage \$780 from FCC (10% of the cost), thus providing for the full purchase price of the equipment. Furthermore, the Jack Hopkins grant will leverage a more efficient use of volunteer hours. Some of the hours that are currently being devoted to food planning and preparation will then be allocated to connecting with and encouraging our guests.

### **Partnerships**

The great hope of The Gathering Place is that it is helping to reduce addiction rates and homelessness in Bloomington, as well as easing the burdens of those who continue to experience addiction and homelessness. We pursue this long-term mission in partnership with the Recovery Engagement Center, Volunteers in Medicine, Shalom Community Center, Alcoholics Anonymous (our guests are referred to all of these programs), Disciples that Disturb (provider of many of our clothing contributions) and Interfaith Winter Shelter. Our own contribution is focused on developing trusting relationships with our guests and encouraging them to engage the services of our partner agencies. Indeed, as we have expanded our volunteer base in the past year and deployed two more volunteers to visit with our guests, the guests in turn are sharing more of their stories and expressing an openness to engaging these services. As a way of measuring short term progress toward this long-term goal of community improvement, The Gathering Place will use the following outcome indicators in 2014.

### **Outcome Indicators**

1. The Gathering Place will deploy three more volunteers who will visit with our guests as they eat and engage in conversation.
2. With the help of these re-deployed volunteers, The Gathering Place will successfully encourage at least 5 of our guests to move into addiction recovery (e.g. a 12-step program, detox, or permanent, supportive housing).
3. In order to combat a sense of dependency, The Gathering Place will have at least one guest serve as a full member of the kitchen crew on any given Sunday.

# Proposal

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## GOOLDY & SONS, INC.

926 West 17th Street  
BLOOMINGTON, INDIANA 47404  
(812) 332-1682  
FAX (812) 332-2610

1113

PROPOSAL SUBMITTED TO <i>First Action Club</i>		PHONE <i>332-4459</i>	DATE <i>3-21-2014</i>
SHEET		JOB NAME <i>M.H. Bigg (Evil)</i>	
CITY, STATE AND ZIP CODE		JOB LOCATION <i>Room 961-0777</i>	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We hereby submit specifications and estimates for:

\* Estimate for new fourth bench varnished  
with stand over, 36" giddle top on legs

(cost with 30)

M.d. # E362/TTT

(Freight/Shipping included) = 7,000.00

(Tax extra)

(C) Estimate labor to remove old  
unit and install new unit = 700-800.00

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

dollars (\$ \_\_\_\_\_)

Payment to be made as follows:

*Net 30 days*

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be assessed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, theft and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** — The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_

First Christian Church  
Financial Statements  
For the Years ended  
December 31, 2013 and 2012



Blue & Co., LLC / 101 W. Kirkwood, Suite 236 / Bloomington, IN 47404  
main 812.334.0200 fax 812.334.0202 email blue@blueandco.com

## COMPILATION REPORT OF ACCOUNTANTS

To the: Board of Directors  
First Christian Church  
Bloomington, Indiana

We have compiled the accompanying statements of financial position of First Christian Church (the Company) as of December 31, 2013 and the related statements of activities for the twelve months then ended. We have not audited or reviewed the accompanying financial statements and, accordingly, do not express an opinion or provide any assurance about whether the financial statements are in accordance with accounting principles generally accepted in the United States of America.

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America and for designing, implementing, and maintaining internal control relevant to the preparation and fair presentation of the financial statements.

Our responsibility is to conduct the compilation in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. The objective of a compilation is to assist management in presenting financial information in the form of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements.

Management has elected to omit substantially all of the disclosures and the statement of cash flows required by accounting principles generally accepted in the United States of America. If the omitted disclosures and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the Company's financial position, results of operations, and cash flows. Accordingly, these financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to First Christian Church, as of December 31, 2013, because we performed certain accounting services (including payroll services) that impaired our independence.

Blue & Co., LLC  
February 19, 2014

**First Christian Church**  
**Statements of Financial Position**

	<u>December 31,</u> <u>2013</u>	<u>December 31,</u> <u>2012</u>
<b>Assets</b>		
<b>Current Assets</b>		
First Financial-General Fund	\$ 234,030.59	\$ 141,736.45
First Financial-Capital	-	38,635.02
Total current assets	<u>234,030.59</u>	<u>180,371.47</u>
<b>Investment</b>		
Permanent Fund-Indianapolis	284,654.01	249,457.10
Minister's Discretionary Fund	23,204.84	20,130.41
Total investments	<u>307,858.85</u>	<u>269,587.51</u>
	<u>\$ 541,889.44</u>	<u>\$ 449,958.98</u>
<b>Liabilities And Funds Balance</b>		
<b>Current Liabilities</b>		
Accounts payable and accrued expenses	\$ 5,102.60	\$ 5,314.04
Deferred revenue	33,540.20	20,366.64
Total current liabilities	<u>38,642.80</u>	<u>25,680.68</u>
<b>Funds Balance</b>		
Designated Funds	438,080.00	387,167.44
Reserve Funds	65,166.64	37,110.86
Total Funds Balance	<u>503,246.64</u>	<u>424,278.30</u>
	<u>\$ 541,889.44</u>	<u>\$ 449,958.98</u>

(See Accountants' Compilation Report)

**First Christian Church  
Statements of Activities**

	Twelve Months Ended December 31, 2013 <u>Amount</u>	Twelve Months Ended December 31, 2012 <u>Amount</u>
<b>Revenues</b>		
Pledges	\$ 381,580.09	\$ 377,495.47
Prepaid pledges	20,366.64	13,231.04
Loose offering	1,464.36	2,788.95
Interest income	-	48.69
Fundraising	8,333.25	4,986.50
Thrasher fund income	7,108.60	-
Expense reimbursement	1,217.40	1,835.56
Building use or rental	6,076.00	4,891.00
<b>Total Revenues</b>	<u>426,146.34</u>	<u>405,277.21</u>
<b>Operating Expenses</b>		
Staff expense	256,279.59	246,249.48
Office expense	11,866.59	12,775.81
Administration	32,070.64	26,790.10
Adult Education	827.43	779.55
Children and family ministry	3,450.83	4,515.66
Worship and music	17,764.96	21,638.19
Fellowship ministries	812.64	1,089.24
Public relations/Communications	1,883.00	1,306.51
Assemblies	1,856.65	-
Library	-	-
World outreach	27,761.77	26,943.27
Youth/campus ministries	1,031.12	1,127.47
Leadership and training	879.16	453.18
Stewardship	649.32	587.33
Property	56,345.78	60,065.91
Miscellaneous	33.80	-
Fundraising	4,484.96	3,196.65
<b>Total Expenses</b>	<u>417,998.24</u>	<u>407,518.35</u>
<b>Net Operating Income</b>	<u>8,148.10</u>	<u>(2,241.14)</u>
<b>Other Income and Expenses</b>		
Designated funds receipts	130,158.16	188,588.37
Designated funds disbursements	(110,778.58)	(264,768.36)
Endowment income	11,480.33	10,308.79
Endowment income-change in value	39,960.33	18,824.17
<b>Total Other Income and Expenses</b>	<u>70,820.24</u>	<u>(47,047.03)</u>
<b>Net Income</b>	<u>\$ 78,968.34</u>	<u>\$ (49,288.17)</u>

(See Accountants' Compilation Report)

**First Christian Church**  
**Supplemental Information**  
Designated Funds Statement  
December 31, 2013

Fund Name	December 31, 2012	Period Change	December 31, 2013
Anderson scholarship	-	-	-
Board meeting luncheon	93.85	93.85	-
Capital building fund	690.74	690.74	-
Chi Rho	290.41	(387.50)	677.91
College group	200.00	-	200.00
Christmas offering	-	(63.00)	63.00
Concert fund	54.87	(300.00)	354.87
CYF	672.33	(662.50)	1,334.83
Disciples women	2,021.18	40.00	1,981.18
Faith leaders	93.99	-	93.99
Emergency Assistance fund	-	(118.75)	118.75
Funeral receptions	1,015.10	29.85	985.25
Here for Life	44,116.39	(8,814.67)	52,931.06
Kitchen repairs	700.00	374.44	325.56
Library	7.13	-	7.13
Memorials	11,771.17	2,424.00	9,347.17
Minister's discretionary fund	9,565.04	(8,711.76)	18,276.80
Miscellaneous mission	4,154.65	3,055.00	1,099.65
Miscellaneous offering	1,161.46	374.85	786.61
Mission trip	1,511.00	313.22	1,197.78
Mt Gilead Fund	15,000.00	-	15,000.00
New worship service	8,649.56	-	8,649.56
Organ Fund	65.00	-	65.00
Outreach seed fund	2,713.42	362.77	2,350.65
Permanent fund	270.00	(5,113.00)	5,383.00
Piano fund	316.29	-	316.29
Piano maintenance	35.00	-	35.00
Stewardship	219.00	219.00	-
Sunday school	2,458.46	1,738.83	719.63
Thanksgiving offering	24.00	24.00	-
The Gathering Place	4,544.09	4,404.09	140.00
Thrasher Fund	32.91	-	32.91
W&M-capital	-	(512.59)	512.59
W&M-world outreach	3,500.00	(1,850.00)	5,350.00
Winter shelter	1,632.89	(252.09)	1,884.98
Winter Shelter-Laundry Services	-	-	-
	<u>117,579.93</u>	<u>(12,389.13)</u>	<u>130,221.15</u>
Permanent fund-endowment	249,457.10	(35,196.91)	284,654.01
Permanent fund-Sr. Minister	20,130.41	(3,074.43)	23,204.84
<b>Designate Fund Balance</b>	<u><b>387,167.44</b></u>	<u><b>(50,660.47)</b></u>	<u><b>438,080.00</b></u>