



City of Bloomington
Common Council

Jack Hopkins Social Services Funding
Committee Packet

Material for Initial Meeting

Tuesday, February 22, 2011
5:15 p.m.

Council Library, Room 110, City Hall,
401 North Morton Street

Office of the Common Council
P.O. Box 100
401 North Morton Street
Bloomington, Indiana 47402
812.349.3409

council@bloomington.in.gov
<http://www.bloomington.in.gov>



To: Jack Hopkins Social Services Funding Committee
Council members:
Tim Mayer, Isabel Piedmont-Smith Andy Ruff, Susan Sandberg, and Mike Satterfield and
Representatives from Other City Entities:
CAC Member (Dr. Tony Pizzo) and a CFR Commission Member (Sharon Lucas)
Staff: Dan Sherman and Stacy Jane Rhoads (Council Office); Marilyn Patterson & Lisa Abbott (HAND)
From: Council Office
Re: First Meeting -- February 22, 2011 , 5:15 p.m. , Council Library, Room 110, City Hall
Date: February 17, 2011

Contents of Packet

<u>Topic</u>	<u>Page</u>	<u>Sub-Documents</u>
Memo	2	
Agenda	16	
History of Grants	3/18	- History of Funds
Last Year's Grants	4/33	- Last Year's Council Resolution
		- Report of Last Year's Grants
Evaluation of Last Year's Program	4/55	- Memorandum from Last Year's Debriefing Meeting
		- Summary of Applicant Responses to Last Year's Survey
Funding Criteria	5/69	- Letter Outlining Criteria and
		- Elaboration of Policies and Criteria (with Proposed Changes)
Solicitation Materials	7/75	- Draft Solicitation Letter and
		- Draft Program Funding and Contact Sheets
First Review of Applications	9/82	- Cover Memo for Packet of Applications
		- Index of Applications
		- Sample Summary of Applications
Presentation Hearing	9/88	- Agenda
		- Agenda
		- Sample List of Agencies and Questions
Pre-Allocation Hearing	11/96	- Memorandum
		- Toward a Unified Rating System
		- Table of Committee Ratings, Recommended Allocations, and Comments
Allocation Hearing	12/100	- Agenda
		- Memorandum
		- Worksheet
Sample Funding Agreement	14/108	- Sample Agreement
City Calendar	13/ 114	- Months of March through June

Memo

Introductory Notes - Members of Committee

Welcome to the 2011 Organizational Meeting of the Jack Hopkins Social Services Funding Committee (Committee) - The Committee holds an Organizational Meeting each February to review and approve the procedure for the year's Jack Hopkins Social Services Funding Program. The meeting usually lasts between one and half and two and a half hours. But this year, by focusing on possible changes and locking in our schedule, we should be able to get it done at the lower end of this range (or if necessary schedule another meeting). This memo and the accompanying packet material provide a brief history of the program, outline procedures, and highlight some of the issues that should be resolved before the agencies are invited to submit funding proposals.

Date, Time, and Place:

Tuesday, February 22, 2011 at 5:15 p.m. in the Council Library (Room 110)

Composition of the Committee – Elect a Chair - The Committee currently includes five Council members and two members from other City entities. The five Council members assigned by the President are the same as last year: Mayer, Piedmont-Smith, Ruff, Sandberg, and Satterfield. As a result of a motion by the Committee at the end of the process last year, the other two members of the Committee include a person appointed by last year's Chair from membership in the 2011 CDBG CAC (Dr. Anthony Pizzo) and a person appointed by the Community and Family Resources Commission (Sharon Lucas).

Action: Elect a Chair

History, Level, Source & Location of Funds

The Common Council established what is now called the Jack Hopkins Social Services Fund as an amendment to the Civil City Budget for 1993. The funding for 2010 has been increased by \$20,000 and the history of funding is as follows:

<u>Year(s)</u>	<u>Budgeted Funds</u>	<u>Year(s)</u>	<u>Budgeted Funds</u>
1993	\$90,000	2006	\$135,000
1994 – 1995	\$40,000	2007	\$145,000
1996	\$50,000	2008	\$165,000
1997 – 1998	\$90,000	2009	\$180,000
1999- 2001	\$100,000	2010	\$200,000
2002 – 2004	\$110,000	2011	\$220,000
2005	\$125,000		

Since 1994, the monies for this program have come from the General Fund. In 2001, the monies were placed in the HAND department at the same time that department took over from the Community and Family Resources department the responsibility for monitoring the social service grants.

Packet: History of Funding

Monitoring Previous Grants and Agreements – Last Year’s Resolution, Monitoring Report, Interpretation of Funding Agreements, and Extensions

Marilyn Patterson will present her monitoring report regarding the implementation of the Funding Agreements for the 22 agencies who received grants in 2010. These grants and Funding Agreements were approved with the adoption of Res 10-11. In accordance with the Funding Agreements, the agencies either submit claims to the HAND department and are reimbursed for appropriate expenditures or enter into an obligation for covered items and arrange for the City to purchase it by credit card or purchase order. Eleven grantees were given extensions; eight were extended into 2011.

Packet: Res 10-11 (Last Year’s Council Resolution) Monitoring Report

Action: Approve the Monitoring Report which includes short self-evaluations from grantees who received operational funds.

Revisions to Procedures as a Result of Committee Comments and Agency Responses to Survey The Committee held a Program Debriefing meeting and surveyed (using an online interactive tool) agencies at the end of last year in order to evaluate the program and identify possible changes for this year. This packet may, in some cases, propose changes and, may in other cases, merely mention the debriefing comments or results of the survey for the purposes of discussion.

Copies of the Summary of the debriefing and survey are in this packet in order to refresh your memory about what we did last year and help you focus on what we should do this year.

Notes on the Survey: We received 17 out of a possible 34 responses to the survey – 13 received funding and four did not. The references to agency preferences later in this memo are based upon those responses. Please note that some agencies skipped questions.

Packet: Memorandum from the Debriefing Meeting Summary of Responses to Applicant Survey

Purpose and Criteria

Purpose/Criteria - The criteria for allocating these funds have remained substantially the same ever since Councilmember Jack Hopkins first proposed them in 1993. They are as follows:

- The program should address a previously-identified priority for social services funds (as indicated in the SCAN, the City of Bloomington Housing and Neighborhood Development Department’s 2010-2014 Consolidated Plan or other community-wide survey of social services needs);
- The funds should provide a one-time investment that,
- Through matching funds or other fiscal leveraging, make a significant contribution to the program; and
- This investment should lead to broad and long-lasting benefits to the community.

The Committee approved a Policy Statement in 2001 that elaborated upon these criteria and other procedures and has since been revised.

2010 Grants

<u>Type of Expenditure in 2010</u>	<u>Pilot</u>	<u>Bridge</u>	<u>Other</u>
Agency (% of Grants)	8 Agencies (37% of grants)	4 Agencies (18% of grants)	10 Agencies (45% grants)
Award (% of Funding)	\$82,000 (~ 40% of funds)	\$37,000 (~ 20% of funds)	\$81,000 (~ 40% of funds)

Survey and Committee Comments

Survey: All of the responses indicated that the Criteria and Statement provided clear guidance in preparing an application. Thirteen respondents said that the one-time funding requirement helped agencies implement their missions and five either were not sure or thought they didn’t help implement their mission. One respondent said the one-time funding requirement encourages “foresight in requesting funds.” Another thought the Committee did not consistently apply the criteria.

Committee Debriefing: The Committee altered the Solicitation material inviting innovative and collaborative proposals. One suggestion was to clarify the Committee’s position on funding capital projects located outside of the City. *Please see the Ratings and Allocations section below for your discussion on the rating process.*

**Packet: 1993 Jack Hopkins Letter Outlining Criteria
Elaboration of Program Criteria and Explanation of Procedures**

Issue: ***Funding Capital Projects Outside of the City.** Currently, the elaboration of policies says “Individual programs have occasionally been located outside of the City but, in that case, social services funds have never been used for capital projects (e.g. construction, renovation, or improvement of buildings).” In the past, this has meant that Area 10, the Girl Scouts and Hoosier Hills Food Bank have not received funds to acquire, build on, or renovate such property. Agencies located outside of the City have, however, received funds for programs that meet our “primarily benefit City residents” requirement – e.g. a vehicle for Hoosier Hills and 211 program funding for Area 10. This rule would be worth discussing. Questions to consider: 1) Why do we limit capital expenditures to projects within the City? Is it to encourage investment in the City or because of our familiarity with the area and relevant laws? Are there other reasons? 2) Does the requirement that programs primarily benefit City residents provide an adequate filter that discourages or rules-out unsuitable applications?*

Issue: ***Funding Agencies which Have the Power to Levy Taxes.** Should the Committee fund (even indirectly) agencies which have the power to levy taxes? Last year the Committee decided to invite the MCCSC Foundation to apply for a grant on behalf of the MCCSC given their shortfall in excess of \$7.5 million. They eventually received a \$32,000 grant to pay for coordinators for a new, school-wide program at Fairview Elementary School designed to improve student performance. I’ve modified the Elaboration of Criteria to reflect that we “generally” have not funded such entities. Do you approve that change or do you want to send a different message?*

Issue: ***Funding Agencies with Inordinately Top-Heavy Pay Scales.** Last year, Councilmember Ruff expressed concern about funding entities whose administrators were highly paid. Does the Committee want to amend the Elaboration of Criteria to prohibit or give a low priority to applications from such entities? One important consideration is the effect of such a policy on our target populations.*

Issue: ***One Time Funding Requirement.** While the one-time funding limitation (with exceptions for pilot/start-up projects and bridge funding) is always an issue, staff recommends caution in loosening the rule and addressing any shift of priorities in the solicitation material and the technical assistance meeting and not in the formal criteria. In that regard, 55% of the grants and 60% of the funds went for operational costs last year. In this category are vouchers and*

scholarships, which ultimately pay the program costs for the targeted population. Please note that I have recommended that the Elaboration of Criteria be amended to identify these as examples of operational costs. Because of the criticisms about the inconsistent application of the criteria, perhaps the Committee could discuss agencies which repeatedly seek (and receive) funds to cover operational costs from year to year and how that fits into the criteria.

*Issue: **The 501(c)(3) Requirement and the Bloomington Housing Authority.** The Elaboration of Criteria limits eligibility to 501(c)(3) organizations even though the Committee has historically funded the Bloomington Housing Authority, which is not one. This designation helps assure that applicants are accountable and viable. The BHA meets those criteria and clearly serves vulnerable population. For that reason, I suggest amending the Elaboration of Criteria to except BHA from that designation. (See Elaboration – Highlighted on last page).*

Solicitations – Submittals – Assistance with Applications

Extent of Solicitations – The Council Office informs social services agencies about this funding program by:

- sending solicitation letters to agencies that have received or requested letters in the past and relevant agencies that appear on the Bloomington Volunteer Network Newsletter;
- having the United Way mention the solicitation in their weekly electronic Non-Profit Alliance (NPA) Newsletter and send e-mails to their member agencies;
- notifying the media through a press release and through the offer of Public Service Announcements (read by Chair of the Committee); and
- posting forms that can be down-loaded from our web page.

Survey Responses and Committee Comments

Survey: Fifteen of 19 respondents answered this question. Most of them heard about the program through multiple means of communication. Here's the breakdown: solicitation letter (10), NPA Newsletter (7) and e-mail (7) via United Way, H-T (2) and other (2).

Committee Debriefing: None

Submittals – The letter to the agencies invites them to submit a two-page statement indicating how much is being requested, what it would be used for, and how this request meets the program criteria. It asks them to provide a one-page budget detailing the use of these funds and a financial statement for the agency as a whole for the previous fiscal year. It also asks them to fill out two information sheets: one requesting contact information and

the other requesting proposal summaries. Typically, the letter gives the agencies approximately four weeks to submit their applications.

Assistance with Preparing Applications/Technical Assistance Meeting –

For many years, the staff has held a technical assistance meeting for agencies to attend and learn how to submit a good application. About a dozen people representing ten agencies showed up for the session last year. The HAND department has also offered to help with the preparation of applications. Please note that the Council Office staff continues to spend time following-up with agencies to clarify aspects of their applications which covers everything from confirming the program budget to applying the criteria to the request.

Survey Responses and Committee Comments

Survey. Respondent agencies unanimously found the application process simple and easy. About half of them attended the initial technical assistance meeting. Most found the meeting helpful, especially for first-time applicants and to learn about changes and any new focus for funding.

Committee Debriefing. The Committee noted that the emphasis shifted from “emergency services” (because it may have discouraged worthwhile applications) to innovative and collaborative projects in 2010. The Committee also asked agencies to list the number of full-time and part-time employees, as well as volunteers.

Packet: Solicitation Letter Program Funding and Contact Sheets

Note: This year the Council Office will again offer applicants the opportunity to submit applications via email but, given current limitations of the City’s webpage, will not, at this point, be offering web forms.

Assumption: Solicitation letter is adequate.

Assumption: The applications provide you with sufficient information to make a good decision.

Assumption: Staff provides adequate assistance to agencies when they prepare their applications.

Approve: Draft solicitation packet, dissemination plan, and technical assistance meeting.

Deliberations – Goals - Three Meetings

Goals and Procedures for Evaluating Applications

The following paragraphs set forth the goals and procedures for evaluating proposals and making funding recommendations:

Proposed Statement of Goals for the Hearings:

- Encourage applications that best meet our purposes by articulating clear guidelines and applying them consistently;
- Assure that Committee members make well-informed decisions;
- Support local social services programs by providing a positive environment when discussing and considering proposals; and
- Assure an efficient process that avoids unnecessary work.

Four Meetings to Make Recommendations – The Committee holds four meetings in order to review the applications and make its recommendations to the full Council. Those meetings include a(n):

- Initial Review of the Applications (*new in 2004*);
- Presentation Hearing;
- Pre-Allocation Discussion (*new in 2007*); and
- Allocation Hearing (funding recommendations).

The following paragraphs briefly describe the activities that occur at each of these four stages in order for you to decide whether anything should be changed this year.

Initial Review of the Applications – Becoming Familiar with Applications – Narrowing the Field - Clarifying Priorities

The Council Office receives the applications (which typically number between 20 to 35) and takes about 10-14 days to assemble, summarize, clarify ambiguities with agencies and distribute them to Committee members and staff.

Since 2004, we have held a meeting to review applications about a week after you received the packet and about a week before hearing any presentations. This step provides an informal setting to share impressions early and ask questions of staff about the proposals and agencies. Last year, the Committee reviewed 34 applications over the course of 2.33 hours and took the following steps in the following order:

- notified the Committee of conflicts of interest and declared whether or not they had the ability to act fairly, objectively, and in the public interest;
- eliminated applications which were clearly inappropriate or a low-priority for funding that year (11 that year); and
- reviewed the rest of the applications and raised questions for presenters to answer (22 – 1 withdrew).

Survey Responses and Committee Comments

Agencies. The 2005 survey indicated that a majority of agencies would prefer that their application be cut before making a presentation if it was unlikely that they were going to be funded. This apparently was based upon the conclusion that they had better things to do with their time and did not see a real gain in the form of a second chance at persuading you to fund their request or in the form of broadcasting their needs to the larger community. Anecdotal comments reported in subsequent years reaffirm this conclusion.

Committee Debriefing: In the past, members have acknowledged value of prior experience on the Committee in helping with this stage of the deliberations. Another concern has been to avoid conflict with the O'Bannon Institute events (which will not be a problem this year). The Committee, in general, appreciates sharing opinions and raising questions this early in the process. It also allows the Committee to eliminate applications that are unsuitable or of low priority early in the process.

Packet: **Cover Memo for Application Packet**
 List of Applications
 Sample Summary of Application
 Agenda

Assumptions: Summary of applications serves your needs.

Assumptions: Order of business is fine.

Issue: Eliminating applications at the initial meeting allows you to cull clearly ineligible projects and also bring the number of presentations down to a manageable number. In the latter case, you would be concluding that those projects are just not a high priority for funding this year. Are there other criteria or other considerations you can articulate now regarding that decision?

Presentation Meeting – In the last few years, staff relayed your questions to the presenters and scheduled their arrival in waves. Last year's 22 presenters were given five minutes to make their case with another five minutes to answer your questions. In all, the presentations lasted 2.33 hours.

Agency Responses and Committee Comments

Survey of Agencies. Eleven agencies found the five-minute presentation adequate, but three were either unsure and thought it was inadequate. One respondent noted that some agencies spoke for more than their allotted time.

Committee Debriefing. Committee members were satisfied with this stage in the process. In the past, the Committee found that agencies like the format and make

succinct presentations which address questions raised by the Committee as well as build a good case for funding.

**Packet: Agenda for Last Year’s Meeting
 Sample List of Agencies and Questions**

Allocation Hearings and Recommendations - Resolve Questions and Adjust Allocation of Funds The Committee members submitted ratings, proposed allocations, and comments to the Council Office about a week after they heard presentations from the agencies. The ratings were on a scale of 0 – 5. The proposed amounts did not always correspond with the ratings and occasionally did not, in total, match available funds. Once gathered, these were presented to the Committee members a few days later in the form of a table. Soon after the table was distributed, the Committee met for a third time to informally discuss the ratings and consider recommendations to be made at a fourth (allocation) meeting. After having eliminated 11 agencies from consideration at the initial review, the Committee needed to reconcile requests totaling about \$261,000 with available funds totally \$200,000. Ultimately, it fully funded nine agencies and partially funded 13 agencies.

Survey Responses and Committee Comments

Agencies. From 10 to 15 respondents addressed the survey questions related to the allocation hearings. Unlike in previous years, only nine agencies (64%) thought that the funding/allocation process was clear, consistent and equitable. Those agencies that disagreed with that proposition and offered comments, either weren’t asked to make a presentation, thought some agencies went well over the allotted time limit, or thought Planned Parenthood was “unfairly interrogated about their principles and mission.” While 12 agencies (86%) thought the process provided a positive environment for agencies to promote their mission, only about half of the agencies thought that the 0 – 5 rating system was clear, consistent and equitable. This echoes previous surveys indicating that agencies find the rating system somewhat of a mystery. Six of ten respondents (60%) who received partial funding agreed that the amount was sufficient to accomplish the purpose of the application.

Committee Debriefing.

A number of issues were raised during the Debriefing. First, the Committee favored encouraging larger grants primarily because of the greater positive impact they may have on the community (but also to help lower the Administrative burden of the program). Second, the Committee agreed to meet in the fall to lay the ground-work for more collaborative projects. That was not done. One possibility to address the issue would be to invite United Way to submit an application to study and propose collaboration initiative. Third, some members thought not all of the money should have been used last year and re-appropriated this year. Given the impending federal cuts, I don’t foresee that

will be an issue this year since agencies will be, as Lisa Abbott says, “in survival mode.” Fourth, one member wanted better clarification of the items covered when a request was partially funded. Fifth, the Committee held the perennial discussion about the dual modes for making recommendations – ratings vs. allocation amounts – but did not resolve to change the system. Sixth, it’s worth noting that, for the first time in my memory, the Committee conditioned two grants.

Packet: **Pre-Allocation Hearing**
 Pre-Allocation Memorandum
 Toward a Unified Rating System
 Table of Committee Ratings, Recommended Allocations, and Comments
 Allocation Hearing
 Agenda
 Memorandum
 Worksheet

Assumption: The pre-allocation meeting to discuss allocation decisions prior to the final allocation meeting was useful and will be continued this year, but will need to be held in a room bigger than the Council Library.

*Issue: **Rating Scheme.** The Committee has used a 0 – 5 rating scale and members may do so in gradations of 0.5. In 2006, the Committee considered attaching meanings for each whole number on the scale in order to help establish a more formal and uniformly-applied rating system. So far, those meanings have only served as guidelines. Does the Committee want to change them or make them more formal?*

*Assumption: **Relationship between Ratings, Requested Amount, and Grant Amount.** Some years, like last year, there is a stronger correlation between high ratings and the proportion of award-to-request amount than other years. While this correlation may be coincidental, it does lend credibility to the rating system and helps smooth over the “two modality problem”- when allocations are made, in some cases, on the basis of ratings and, in others, on the basis of the average of proposed allocations. It may be that ratings are a better way to fund programs and average allocations are better way to fund physical improvements. One value to keeping the ratings is that our final sheets list agencies in order of rankings which, unlike a list sorted by the amount of the award, better informs the public on the Committee’s priorities. Last year, for example, four of the five highest funded agencies, were in the second tier of ratings. I assume you do not want to drop one or the other modality at this point in the process and will tend to fully-fund the highest rated applications.*

*Assumption: **Partial Funding/Matching Funds** – For a number of years the Committee has*

asked the applicants to list their requests in order of their funding priorities and has asked presenters in advance to indicate what they would do with partial funding. I assume that this remains an adequate way of addressing this issue. Please note that at least one Committee member thought that items covered by the grant should be clarified when the application was partially funded.

Proposed Schedule - Traditionally the allocation phase for the program begins just after the CDBG funding is known (March) and runs to mid-June. Then the funding or implementation phase runs from July to December and sometimes into the next year.

Survey Responses and Staff Comments

Agencies. Thirteen of sixteen respondents felt that the June – December reimbursement schedule served their needs. Two respondents thought it would be better to have an 11- or 12- month, rather than a 6-month funding period. In past years, respondents have surmised that the 6-month reimbursement schedule works well with requests for equipment, but a longer schedule would work better for reimbursement of program (operational) expenditures.

Staff. The HAND department traditionally favors an early start in order to give agencies more time to spend their money before the end of the year.

Here are the critical steps in the allocation phase of the program and a proposed schedule:

<u>Action or Meeting</u>	<u>Action to be taken at JHSSF Meeting</u>	<u>Alternative Schedule</u>
Council Office Solicits Applications	(By) Monday, February 28, 2011	
Council Office Holds Technical Assistance Meeting	Thursday, March 10, 2011, 4:00 p.m., Council Chambers	
Agencies Submit Proposals (Deadline)	Monday, March 28, 2011 by 4:00 p.m. , Council Office (12:00 p.m. if done by email)	
Council Office Distributes Application Packet to Committee Members	(By) Wednesday, April 13, 2011	
Committee Initially Discusses and Eliminates Some Applications	Monday, April 18, 2011 at 5:00 p.m., McCloskey Room	
Committee Hears Presentations	Thursday, April 28, 2011 at 5:00 p.m., Council Chambers	
Committee Members Submit Rating of Applications	Wednesday, May 4, 2011 by Noon, Council Office	
Committee Discusses Funding Recommendations at a Pre-Allocation Meeting	Monday, May 9, 2011, at 5:00 p.m., McCloskey Room	

Committee Makes Funding Recommendations	Monday, May 16, 2010, 5:00 p.m., Chambers	
Agencies Complete the Funding Agreements	Tuesday, May 31, 2011, Council Office	
Committee Evaluates the Program	Wednesday, June 8, 2011, 6:00 p.m., Council Library	
Common Council Action on the Recommendations	Wednesday, June 15, 2011, 7:30 p.m., Council Chambers	
HAND Holds Technical Assistance Meeting	Tuesday, June 21, 2011, 8:30 a.m., McCloskey Room	

Packet: Calendar March – June 2011.

Funding Agreements and Their Implementation - We require agencies to execute a *Funding Agreement (Agreement)* with the City in order to assure proper use of the funds. The *Agreement* describes the purpose of the funds and sets a time frame for spending the monies (which can be extended by the Director of the HAND department and whose staff is responsible for monitoring the agreement). The *Agreement* also requires agencies to repay the funds if the money is not used in accordance with its terms. The HAND department implements these *Agreements* either by reviewing claims submitted by agencies and reimbursing those agencies or by authorizing payment directly to vendors. The Committee Chair is authorized to interpret the *Agreement*.

Survey Responses

Agencies. Fifteen out of 16 respondents who addressed the question thought that the reimbursement system worked well and did not impair their ability to carry out the agencies’ missions. One disagreed asserting that it would have difficulty coming up with the money for a significant grant in advance of funds. Please note that the City has offered means to circumvent this problem by paying the vendor directly.

Committee Debriefing: None.

Packet: Copy of current Funding Agreement

Issue: In 2007, the Committee agreed to establish the deadline for submitting claims to coincide with the first claims date in April. This has meant that the Chair of the Committee, and not the Director of HAND, would determine whether to extend the claims period beyond that date.

Issue: Please note that the Living Wage requirements began with a phase-in in 2008 and that fact was reflected in the Solicitation Letter, on the Council’s webpage (in a FAQ format), and in the Agreement.

Update: In 2010, the Committee added sexual orientation and gender identity to the list of protected categories in the Affirmative Action plan required for grants in excess of \$10,000. Barbara McKinney reported that she knew of no issues

arising because of that change.

Evaluation of Program: Since 2005, the Committee has met in early June to discuss the year's procedures and the agencies were given a survey of their impressions of the process later that month.

Proposal: Continue the practice this year.

Coordination with Other Funding Sources – In the past, the Administration and Council and others have taken various steps to coordinate the funding of social services programs.

Issue: Are there any steps the Committee would want to take this year or next year?

Notice and Agenda
Jack Hopkins Social Services Funding Committee
5:15 p.m. on Tuesday, February 22, 2011
Council Library - Room 110,
Showers Center, 401 North Morton

1. Initial Matters
 - a. Introduction of Committee Members:
 1. Common Council
 2. Representatives from Other City Entities
 3. Staff
 - b. Election of Chair
 - c. Authorize the Council Office to act as Secretary for the Committee
2. History of Funding (\$220,000 available this year)
3. Last Year's Grants
 - a. Approve Report on 2010 Grants (Marilyn Patterson, Program Manager, HAND)
4. Review and Approve Committee Procedures for 2011 based upon Survey and Debriefing
 - a. Criteria – including Policy Statement
 - b. Soliciting, Assisting & Submitting Applications
 - c. Reviewing Applications, Hearing Presentations, Making Recommendations
 - d. Proposed Schedule/Dates/Deadlines
 - e. Funding Agreements
5. Other Business or Comments
6. Adjournment

History of Grants

JACK HOPKINS SOCIAL SERVICES FUNDING PROGRAM

HISTORY OF FUNDS

Year	Recipient	Purpose	Amount	Classification
1993				
	Public Health Nursing Assn.	New facility construction	\$90,000	
		Total Year Award	\$90,000	
1994				
	Middle Way House	Women's and children's transitional facility	\$35,000	
	Rhino's All Ages Club	Larger facility for adolescents' activities	\$5,000	
		Total Year Award	\$40,000	
1995				
	Big Brothers / Big Sisters	Office Renovation	\$4,800	
	Community Kitchen	Used vehicle to serve meals	\$9,000	
	Girls, Inc.	Interior Construction	\$21,700	
	Rhino's All Ages Club	Pilot outreach program	\$4,500	
		Total Year Award	\$40,000	
1996				
	Boy's and Girl's Club	Central Air Conditioning	\$3,000	
	Dental Care Clinic	Dental Equipment	\$1,450	
	Girls, Inc.	Van Purchase	\$10,000	
	Head Start	Building and Program Materials; insurance	\$4,400	
	Hoosier Hills Food Bank	Refrigerated truck	\$3,800	
	Middle Way House	Child care facility	\$17,350	
	Shelter, Inc.	Housing for homeless	\$10,000	
		Total Year Award	\$50,000	
1997				
	Community Kitchen	Transport containers to provide meals to at risk youth in after school programs	\$1,300	
	Hoosier Hills Food Bank	Equipment for Food Repackaging Room for meal rescue program	\$9,200	

MCUM	Addition and renovation of child care facility	\$51,000
Options for Better Living	Upgrading phone and voice mail system	\$13,500
Stone Belt Center	Primary network server for computer system	\$15,000
Total Year Award		\$90,000

1998

Boy's & Girl's Club	Renovate and equip facility for a teen center and learning center	\$23,000
Community Kitchen	Purchase upright commercial oven, mobile sheet pan rack, and mats for kitchen floor	\$4,675
Evergreen Institute	Predevelopment costs for senior housing facility; any reimbursements to be applied to purchase of the property	\$17,000
Girls, Inc.	Purchase equipment to implement Operation SMART	\$6,500
Housing Authority	Insulate 8 buildings and purchase hand held carbon monoxide detector	\$5,000
MCUM	Renovate existing building to meet new building code	\$9,925
Options for Better Living	Repair 1991 Club Wagon for client purpose	\$3,000
Rhino's Youth Center	Operate Graffiti Clean-Up; salaries, operating costs	\$10,900
Shelter, Inc.	Renovate Campbell House for child care home; toys, furnishings, equipment	\$10,000
Total Year Award		\$90,000

1999

Amethyst House	New Van	\$10,000
Community Kitchen	Ice machine and freezer	\$4,650
Dental Day Care	Dental chairs and equipment	\$17,144
Evergreen Institute	Residence construction for elderly	\$8,208
Housing Authority	Roof replacements	\$9,300
Head Start	Classroom equipment	\$10,125
Hoosier Hills Food Bank	Cooler and condensing unit	\$14,394
MCUM	Equipment for food area	\$11,850
Mother Hubbard's Cupboard	Refrigeration unit	\$1,029
Planned Parenthood	Exam table for handicapped	\$5,000
Shelter, Inc.	Training (conference) for new program	\$4,300
Stone Belt	Industrial sewing machines	\$4,000
Total Year Award		\$100,000

2000

June	Abilities Unlimited	Equipment for loan to persons with disabilities	\$3,498
	Center for Behavior Health	Floor covering for facility	\$7,000
	Citizens' Advocacy Coalition	Training and printed materials for a one-to-one advocacy program for persons with disabilities	\$1,500
	Community Kitchen	Eight dining tables	\$2,460
	Housing Authority	Outdoor lighting at two facilities	\$7,045
	Dental Care Clinic	To acquire used equipment	\$7,000
	Family Solutions	To buy audio/visual equipment and software for parenting library	\$714
	Girls', Inc.	For supplies and equipment for summer camp program and two car infant seats	\$2,303
	Hoosier Hills Food Bank	One low-lift pallet truck and three sets of racking	\$4,549
	Middle Way House	To construct addition onto their shelter	\$10,000
	Middle Way House	To buy and install security devices for two facilities	\$2,426
	Options for a Better Living	To buy materials, computer, and furniture for resource library for persons with disabilities	\$5,000
	Stone Belt Arc, Inc.	For equipment and software for "compuplay" facility for children with disabilities	\$11,500
		Total Award for June 2000	\$64,995

2000

Oct	Abilities Unlimited	To purchase loaner equipment for persons with disabilities	\$3,000
	American Red Cross	To convert a van to a mobile supply vehicle for disaster relief	\$1,600
	Amethyst House	Rebuild foundation of Womens' facilities	\$7,500
	Bloomington Hospital - Home Health Services	Implement a pilot healthcare program for local inmates after release from jail	\$3,000
	Big Brothers / Big Sisters & Boy's and Girl's Club	To expand hours and activities for children at their Crestmont Site	\$9,500
	Family Services - CASA	Hire staff for tracking services and measuring outcomes	\$3,200
	Girls', Inc.	For the Friendly PEERsuasion Program	\$2,500
	Girls', Inc. - Reading Renegades	For books, refreshments, and misc. equipment for after school reading program	\$620
	Middle Way House	To buy an Industrial Grade document scanner for Confidential Document Destruction Program	\$3,210.95

Mother Hubbard's Cupboard	To establish a new southside food pantry in concert with the Community Kitchen and the Perry Township Trustees	\$9,000
Rhino's Youth Center	To construct a radio studio at center	\$2,000
Total Awards for October 2000		\$45,130.95

2001

American Red Cross (Monroe County Chapter)	To purchase tables and chairs for community classroom	\$5,100
Big Brothers Big Sisters of Monroe County, Inc.	To purchase and install windows and doors for its facility	\$8,779
Bloomington Housing Authority	To purchase and install outdoor lighting for Walnut Woods complex	\$6,502
Center for Behavioral Health	To purchase counseling software for children	\$1,639
Community Kitchen of Monroe County, Inc.	To purchase equipment for second food preparation and distribution site	\$10,721
Hoosier Hills Food Bank	To purchase food for city residents	\$3,000
Middle Way House, Inc.	To support pilot childcare nutrition program/enterprise by paying salaries of cook	\$23,885
Monroe County United Ministries	To pay rent and utilities for city residents at risk of being dislocated	\$32,884
My Sister's Closet of Monroe County	To purchase display, tagging, and laundry equipment for clothing donation program	\$1,130
Options for Better Living	To purchase CPR training equipment to train staff	\$4,966
Planned Parenthood	To purchase equipment to test for anemia	\$1,394
Total Awards for June, 2001		\$100,000

2002

Amethyst House, Inc.	To help rebuild and expand the men's facility by restoring the historic façade.	\$20,000
Area 10 Agency on Aging	To purchase equipment for the Food Pantry at the Girls, Inc. site	\$1,475
Big Brother Big Sisters of Monroe County	To purchase computer equipment for recruitment and training initiative	\$3,623
Bloomington Area Arts Council/ JWAC	To purchase a raku kiln and other equipment for the art education program.	\$2,895
Center for Behavioral Health (Children's Services)	To purchase equipment and fund 4 programs serving children and their parents	\$3,952
Community Kitchen of Monroe County, Inc.	To purchase a copy machine shared with Shelter, Inc. and aprons, and hairnets	\$3,639

Girls Incorporated	To pay for the salary of the director of the after-school and summer youth programs.	\$15,000
Girls Scouts of Tulip Trace Council	To purchase 2 learning modules for the agency's Family Life Education Program.	\$2,148
Indiana Legal Services, Inc.	To pay for the salary of an attorney as well as printing and publication expenses related to the new Housing Law Center.	\$20,000
Mental Health Association in Monroe County	To start-up five new support groups and to publish an updated version of the directory of mental health services.	\$10,192
Mother Hubbard's Cupboard, Inc.	To fund a new nutrition education program	\$5,000
Options for Better Living	To purchase materials for a program between Options and Center for Behavioral Health to address persons with dual diagnosis	\$5,000
Planned Parenthood	To purchase an autoclave for the purpose of sterilizing instruments.	\$1,495
Rhino's Youth Center	To purchase audio and video editing equipment for after-school programming.	\$8,264
Shelter, Inc.	To purchase new appliances for Campbell House	\$2,317
South Central Community Action Program, Inc.	To establish a revolving loan program for auto repairs of clients	\$5,000
Total Awards for June, 2002		\$110,000

2003

Amethyst House, Inc.	To purchase and install a stairway elevator at Men's House facility	\$4,521
Area 10 Agency on Aging	To pay for 50% of the annual wage for the Food Pantry/Emergency Food VISTA	\$4,614
Big Brothers Big Sisters	To pay for Program Manager and program expenses for Girl's Inc.'s Teen Outreach LEAP Program	\$11,904
Bloomington Area Arts Council	To pay for at least 50 scholarships for at-risk low-income city youth to participate in John Waldron Education Program	\$4,250
Boys & Girls Club	Job Development Specialist for TEENSupreme Career Prep Program	\$25,000
Citizens Advocacy	Preparation and distribution of a quarterly newsletter for Citizens Advocacy Program	\$3,000
Community Kitchen	Replace fire suppression system, loading dock, and 60 chairs for the S. Rogers site	\$10,104
Family Services Association	Purchase laptop computer, LCD projector, and carrying cases to promote activities, train	\$3,000

Middle Way House, Inc.	Purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend program to Area 10 Agency on Aging	\$4,100
MCUM	Subsidize childcare costs for low-income households within the City	\$20,000
Options for Better Living	Pay for materials for its resource library and speaker fees related to the Family Partnership	\$1,725
People & Animal Learning Services, Inc. (PALS)	Purchase and install tow hydraulic mounting lifts to be used for and owned by the PALS therapeutic riding program	\$3,400
Planned Parenthood	Purchase four computers for its 421 South College facility	\$3,600
Shalom Community Center	Pay for six phone sets and install three new phone lines at its 219 East 4 th Street facility	\$1,900
South Central Community Action Program	Pay for the development of computer software	\$6,292
Templeton Elementary School	Pay for food and supplies for its Kinder Camp summer program to serve children entering kindergarten or the first grade	\$2,580
Total Awards for June, 2003		\$110,000

2004

Big Brothers Big Sisters	Purchase a server, related equipment, and software to implement Phase I of its long range service plan	\$4,500
Boys & Girls Club	Pay for salaries, transportation, and other operating costs related to the No Kid Left Behind Program	\$8,000
Citizens Advocacy	Pay to print 4,000 brochures, fact sheets, and handouts, as well as approximately 500 informational guides to help recruit advocates	\$1,180
Community Kitchen	Replacing a door and dishwashing machine, purchase a garbage disposal and kitchen grade metal shelving	\$7,780
El Centro Comunal Latino	Purchase software, office equipment, and furniture for a central office & meeting space	\$1,500
Girls Incorporated	Pay a portion of the cost of one used bus	\$10,000
Hoosier Hills Food Bank	Pay for renovations to the facility	\$13,294
Martha's House	Pay for salaries and operational costs needed to operate 28-bed emergency shelter & facilitate a new self-sufficiency & outreach program	\$17,823
Mental Health Assoc/Family Services Association	Pay for computer equipment and a portion of salaries for a Jail Diversion Specialist – to find other means for handling non-violent, mentally ill offenders	\$10,000

Middle Way House, Inc.	Pay a portion of salary and benefits for a Housing Specialist who will develop a cooperative housing program & facility for low-income women	\$7,500
Monroe County United Ministries	To subsidize child care services for low-income city residents primarily during the summer months	\$15,000
Planned Parenthood	To purchase 6 sets of cervical biopsy equipment	\$2,923
Rhino's Youth Services	To purchase 4 portable 250 GB hard drives, a multi-media PC with monitor, and other equipment	\$5,000
Shalom Community Center	To pay for a part-time Food Service Coordinator to expand its breakfast & lunch program as well as train & provide work experience	\$5,500

Total Awards for June, 2004 \$110,000

2005

Big Brothers Big Sisters of South Central Indiana	Salary of Partnership Coordinator for a multi-year Capacity Building project	\$5,000
Bloomington Hospital/ Community Health Education	Facilitator salary for New Parents Initiative for the third year	\$3,000
Bloomington Housing Authority	Washers, dryers, vacuum cleaners and accessories, for Lice Program	\$5,000
Community Justice & Mediation Center (CJAM)	Personnel, training, and recruitment expenses for constructive conflict resolution program for Black and Multi-racial youth	\$1,400
Community Kitchen of Monroe County, Inc.	Replace produce cooler and purchase food trays for free meal service	\$4,100
Habitat for Humanity of Monroe County	Two heaters and insulation for Habitat ReStore facility	\$4,100
Martha's House, Inc.	Pay salary for Assistant Director and House Managers of the Emergency Shelter program	\$12,500
Middle Way House, Inc.	Steel ramp, tow bar loops, lifts for Confidential Document Destruction	\$10,000

Monroe County United Ministries, Inc.	Caseworker salary for Emergency Services program	\$16,000
Options for Better Living, Inc.	Modify wheelchair accessible van for community participation program	\$7,500
Planned Parenthood of Indiana, Inc. (PPIN)	Security cameras and equipment for the facility at 421 S. College Ave.	\$1,500
Rhino's Youth Center	Construction of bathrooms and upgrade of heating and cooling system for Rhino's Youth Center at 330 South Walnut Street.	\$22,900
Shalom Community Center, Inc.	Vertical lift for Shalom Center annex at 110 S. Washington St.	\$9,000
South Central Community Action Program, Inc. Head Start	Furnishings, equipment and cognitive materials for Head Start classrooms at Templeton and Summit schools	\$8,000
South Central Community Mental Health Centers, Inc.	Training, consultation and licensing for Functional Family Therapy program	\$10,000
Stone Belt Arc.	Salary for a Curriculum Specialist for new Career Advancement program	\$5,000
Total Awards for 2005		\$125,000

2006

Amethyst House	To pay for property and liability insurance, utilities, food, and salaries needed to operate the Men's House at 215 North Rogers.	\$8,000.00
The Area 10 Council on Aging of Monroe & Owen Counties, Inc.	To purchase IRis online software for the Go Live with 211 Infoline initiative.	\$2,187.33
Big Brothers Big Sister of South Central Indiana	To reconfigure and repair the roof and restore water-damaged areas at 418 South Walnut.	\$8,109.00
Bloomington Hospital Positive Link	To purchase portable hot boxes, portable coolers, and related supplies for the Nutrition Links program.	\$1,150.00

Boys & Girls Club of Bloomington	To pay for staffing, supplies, food, and rent for the Crestmont Youth Camp.	\$8,160.00
Center for Behavioral Health	To pay for car repairs and garage insurance for the Wheels to Work program.	\$1,816.67
Community Justice and Mediation Center	To pay for printing a conflict resolution handbook, purchasing conflict resolution materials, and personnel expenses for outreach and instruction.	\$2,170.00
Community Kitchen of Monroe County, Inc.	To purchase and repair a used van from Girls, Inc.	\$8,401.64
EI Centro Comunal Latino	To purchase a portable DLP projector and laptop and provide stipends for speakers for the Informate Series initiative.	\$2,468.51
First Christian Church	To purchase two jumbo storage cabinets, an upright freezer, and supplies for the Gathering Place.	\$1,250.00
Girls Incorporated of Monroe County	To pay for personnel expenses for a half-time Program Specialist and purchase Commit to be Fit support materials.	\$1,950.40
Hoosier Hills Food Bank, Inc.	To install lights, replace door, reinstall floor scale, and purchase safety equipment for two trucks.	\$6,670.00
Martha's House Inc.	To pay for personnel expenses for the Martha's House homeless shelter.	\$8,000.00
Mental Health Alliance	To pay for personnel expenses for a Mental Health Community Coordinator and Office Manager and for the purchase of: resource guides, supplies, telephone expenses, travel costs, audit insurance, equipment leases and items for the Material Support Program (\$13,532.80
Middle Way House, Inc.	To pay for the personnel expenses of the Childcare Program Coordinator.	\$12,000.00
Monroe County United Ministries	To pay for personnel expenses of an additional social worker for the Emergency Services program.	\$20,000.00
Mother Hubbard's Cupboard, Inc.	To pay for the purchase and installation of one two-door freezer unit and one two-door refrigeration unit.	\$6,670.00
Options for Better Living, Inc.	To format and rebuild computers and install modems and software as part of the Equalizing with E-cycling program.	\$4,000.00
Pinnacle School (dePaul Reading & Learning Association, Inc.)	To purchase specialized teaching materials.	\$4,394.67
Planned Parenthood of Indiana	To install cabinetry and purchase files and furniture for the front desk renovation.	\$2,440.00

Shalom Community Center	To purchase a communication system and a technology system network that includes both server and software to be installed at 110 SouthWashington, Bloomington, Indiana.	\$7,809.18
South Central Community Action Program Head Start	To pay for personnel expenses incurred as part of the Children's Door exchange program.	\$2,230.80
Teachers Warehouse	To purchase shelving and help pay for overhead costs.	\$2,000.00
Total Awards for 2006		\$135,411

2007

Bloomington Hospital Positive Link	To pay for transportation assistance, training materials, and client services materials for the Mpowerment group support program.	\$2,360.00
Bloomington Housing Authority	To pay for the salary for the Neighborhood Nurse and supplies for the Neighborhood Nurse program.	\$5,600.00
El Centro Comunal Latino	To provide compensation for the Program Coordinator Position whose duties include supervising and directing three existing programs and implementing two new programs.	\$11,000.00
Community Kitchen of Monroe County	To purchase and install a walk-in cooler and freezer for the 917 South Rogers facility.	\$29,800.00
Martha's House, Inc.	To pay for a commercial washer and dryer for the emergency shelter.	\$2,400.00
Middle Way House, Inc.	To pay for salaries, taxes, and benefits for House Manager and weekend staff for the Emergency Shelter.	\$6,500.00
Monroe County United Ministries, Inc.	To subsidize affordable childcare costs for working families residing in the City.	\$28,080.00
My Sister's Closet	To purchase equipment for resale store of women's workforce clothing and a display case to inform the public about the program.	\$2,500.00
Planned Parenthood of Indiana, Inc.	To pay for wellness exams for the Friend to Friend Patient Pass program which serves low-income women in the City of Bloomington.	\$5,000.00
Shalom Community Center, Inc.	To purchase and install a three-compartment deep well sink and convection oven for the Shalom Community Center currently located at 219 E. 4th Street.	\$5,450.00
South Central Community Action Program	To purchase and install additional surfacing material for the Arlington Park and Lindbergh Center playgrounds.	\$5,000.00
Stepping Stones	To purchase tutoring and back-to-school supplies for the Stepping Stones, Inc. Tutoring program.	\$1,314.00

Stone Belt Arc, Inc.	To renovate quadrant of manufacturing center for production of client-designed and manufactured fine art pieces.	\$7,746.00
Volunteers in Medicine of Monroe County	To purchase computer equipment, commercial grade multi-function printer, subscription to messaging system, and IT network and support for a new, community health care clinic for uninsured residents of Monroe and Owen counties.	\$32,250.00

Total Awards for 2007 \$145,000.00

2008

Bloomington Housing Authority with Bloomington Housing Authority Resident Council	To help renovate Boys and Girls Club satellite facility at 1033 and 1037 North Summit Street	\$12,481.00
Boys and Girls Clubs of Bloomington	To purchase a minibus for the transportation of children	\$17,000.00
Christole, Inc.	To help pay for the installation of a fire sprinkler system in the group home at 1701 Winslow Road	\$3,500.00
Community Kitchen of Monroe County, Inc.	To purchase a commercial-grade refrigerator for use at 917 South Rogers Street.	\$2,350.00
El Centro Comunal Latino	To pay for a person to help operate and evaluate El Centro Comunal Latino's programs as a pilot project	\$11,000.00
Habitat for Humanity of Monroe County, Inc.	To help pay for the renovation of Campbell House for use by agency programs and staff	\$4,000.00
Hoosier Hills Food Bank	To purchase a refrigerated cargo van for use in the Meal Share prepared food rescue program	\$31,414.00
Martha's House, Inc.	To cover personnel expenses as bridge-funding to operate shelter services	\$16,000.00
Mother Hubbard's Cupboard, Inc.	To provide bridge-funding to pay for salaries to operate the Mother Hubbard's Cupboard community food pantry	\$24,000.00
Options for Better Living, Inc.	To purchase refurbished computers, modems and internet services to link between community living homes and the main office	\$4,000.00
Planned Parenthood of Indiana, Inc.	To pay for colposcopies for women with abnormal Pap test results	\$2,500.00

Rhinos' Youth Center	To purchase chairs for Rhino's youth center at 331 S. Walnut Street	\$3,000.00
Shalom Community Center, Inc.	To purchase and install food service equipment for the Shalom weekday food program	\$11,030.00
South Central Community Action Program Head Start	To cover salaries, materials, stipends, meals, and childcare for the Circles Campaign pilot project	\$18,000.00
Stepping Stones, Inc.	To help operate the Stepping Stones Independent Living Program for youth aged 16-20 years	\$5,000.00
Volunteers in Medicine of Monroe County	To purchase computer equipment for three clinical work stations, a monitor and software to improve delivery and lower the cost of medical services.	\$10,725.00

Total Awards for 2008 \$176,000.00

2009

Boys and Girls Clubs of Bloomington	To help pay for salary and benefits for Unit Director at Crestmont site.	\$14,257.14
Citizen Advocacy of South-Central Indiana, Inc.	To pay salaries and benefits for CASCI Coordinator.	\$5,717.71
Community Kitchen of Monroe County, Inc.	To purchase printed backpacks for the Backpack Buddies program.	\$1,005.00
First United Church	To pay for furniture, equipment, and supplies for PARTNERS program.	\$2,257.14
Girls Inc. of Monroe County	To pay for training staff.	\$2,930.71
Habitat for Humanity of Monroe County	To help purchase a truck with lift gate for ReStore Facility.	\$20,069.93
Harmony Education Center	To pay for installing a water line to and improving a greenhouse, and constructing a tool shed at Harmony Education Center.	\$5,873.03
Martha's House	To pay for the salaries and benefits for Resident Advocates for the Emergency Shelter program.	\$24,557.92
Middle Way House, Inc.	To purchase beds and mattresses for the Emergency Shelter.	\$10,500.00

Monroe County CASA, Inc.	To pay for rent, salary, and volunteer training for Court Appointed Special Advocates program.	\$8,066.76
Mother Hubbard's Cupboard, Inc.	To help purchase a cargo van for the Food Pantry program	\$28,650.00
My Sister's Closet	To pay rent and purchase boxes for storage facility.	\$1,781.88
New Leaf – New Life, Inc.	To pay for salaries, benefits, and supplies for all New Leaf/New Life programs.	\$14,577.96
Shalom Community Center, Inc.	To purchase food as well as kitchen and miscellaneous supplies.	\$18,000.00
Stepping Stones, Inc.	To pay for rent, deposit, payroll and insurance to expand housing services.	\$20,000.00
The Villages of Indiana	To pay for curriculum materials for the Healthy Families program.	\$1,754.82
Total Awards for 2009		\$180,000.00

2010

Amethyst House Inc.	To replace vinyl and carpet flooring in, and purchase three dishwashers for, the Men's and Women's houses.	\$7,860.00
Big Brothers Big Sisters of South Central Indiana	To purchase BlackBaud Sphere in a Box website software and associated set up and training fee for use by agency.	\$2,900.00
Bloomington Hospital Community Health	To help pay for the installation of a fire sprinkler system in the group home at 1701 Winslow Road	\$6,809.76
Boys and Girls Clubs of Bloomington	To pay part of the salary of the <i>Fresh Start to Life</i> Program Coordinator.	\$3,567.14
Catholic Charities Bloomington	To pay for start-up costs for the <i>Incredible Years Social Skills Training Program</i> described in the agency's application. These include training two clinical staff, purchasing DVDs and supplemental materials (e.g. puppets, laminated cards, and books) for various curricula designed to reduce aggressive and disruptive behaviors.	\$8,894.25
Community Kitchen of Monroe County, Inc.	To purchase a pallet truck, ice machine and storage bin and two "trainable" dollies for use at their current and future sites on South Rogers Street.	\$7,851.00

El Centro Comunal Latino	To pay part of the salary for the Volunteer Coordinator position.	\$3,500.00
Foundation of Monroe County Community Schools	To help pay for an implementation coordinator for the Artful Learning curriculum at Fairview Elementary.	\$32,000.00
Girls Inc. of Monore County	To help pay for the salary of the Program Director.	\$13,500.00
Habitat for Humanity of Monroe County	To purchase a job site trailer, tools and to help purchase a truck for the <i>Construction Leadership Progrm</i> .	\$17,000.00
Interfaith Winter Shelter Initiative	To provide for the following equipment and services for the Interfaith Winter Shelter Initiative, 2010-2011 Winter Season: 1) the purchase two large-capacity washing machines and two large-capacity drying machine; 2) the purchase of laundry supplies; 3) the payment of utilities; 4) the payment of the salary or salaries of one or more homeless guests to act as independent contractors to provide laundry services. Any contractor or contractors acting in this capacity shall be paid \$11.25/hour.	\$15,193.75
Martha's House, Inc.	To purchase and pay for the shipping of fourteen, two-drawer under bed storage units for the facility at 919 South Rogers Street.	\$4,225.00
Middle Way House, Inc.	To purchase Food Works Kitchen equipment, including: an ice machinge, a coffee maker, a pH meter, a mixer, an electric pasta machine and two pasta-machine cutters, an electric stone mill and a dehydrator for the facility located at 318 South Washington Street.	\$10,554.00
Monroe County United Ministries, Inc.	To purchase cots, cot carriers, cot name plates and emergency kits for the <i>Affordable Childcare</i> program located at 827 West 14th Street Court.	\$5,540.53
Monroe County YMCA	To provide subsidies for low-income City of Bloomington residents for participation in the <i>Diabetes Prevention Program</i> .	\$6,700.00
Options, Inc.	To pay for software, training, video production and resource materials for the <i>Power Up</i> program.	\$9,750.00
People & Animal Learning Services (PALS)	To provide scholarships for at-risk and disadvantaged City of Bloomington youth for participation in therapeutic animal-assisted activities.	\$3,453.57

Pinnacle School	To help pay for the <i>Summer High School</i> program located at 1503 West Arlington Road.	\$9,000.00
Planned Parenthood of Indiana	To pay for costs associated with <i>Recession Rx</i> program for City of Bloomington residents.	\$5,000.00
South Central Community Action Program, Inc.	To pay for parking lot expansion at 1500 West 15th Street.	\$16,521.00
Stepping Stones	To purchase furniture and software and to pay for the rent of a storage unit.	\$4,300.00
Volunteers in Medicine of Monroe County	To purchase a Kirby Lester Tablet Counter to be housed at the facility located at 811 West 2nd Street.	\$5,880.00
Total Awards for 2010		\$200,000.00

Last Year's Grants
Last Year's Council Resolution
Report of Last Year's Grants

RESOLUTION 10-11

AUTHORIZING THE ALLOCATION OF THE JACK HOPKINS SOCIAL SERVICES PROGRAM FUNDS FOR THE YEAR 2010 AND OTHER RELATED MATTERS

- WHEREAS, the Common Council established the Social Services Funding Committee (Committee) in 1993 to make recommendations to the entire Common Council and Mayor regarding the allocation of discretionary social services funds and, in 2002, named the program in the honor of Jack Hopkins, who was instrumental as a Council member in the establishment of this funding program; and
- WHEREAS, according to Resolution 02-16, the Committee serves as a standing committee of the Council with five members from within the Council assigned by the President of the Council and with as many as two members added by the Committee from other city entities; and
- WHEREAS, this year the Committee includes Council members Tim Mayer, Isabel Piedmont-Smith, Andy Ruff, Susan Sandberg and Mike Satterfield (Chair) along with Community Development Block Grant Citizen Advisory Committee member, Dr. Anthony Pizzo and Community and Family Resource Commission member, Hans Huffman; and
- WHEREAS, this year the City increased the funding from \$180,000 to \$200,000; and
- WHEREAS, the Committee held an Organizational Meeting on February 23, 2010 to establish the program procedures for the year; and
- WHEREAS, at that time, the Committee reaffirmed the Policy Statement, which set forth and elaborated upon the following criteria for making their recommendations:
1. The program should address a previously identified priority for social services funds (as indicated in the *Service Community Assessment of Needs (SCAN)*, the City of Bloomington Housing and Neighborhood Development Department's *2005-2010 Consolidated Plan*, its *2010-2012 Consolidated Plan* or any other community-wide survey of social service needs); and
 2. The funds should provide a one-time investment that, through matching funds or other fiscal leveraging, makes a significant contribution to the program; and
 3. This investment in the program should lead to broad and long lasting benefits to the community; and
- WHEREAS, after reviewing last year's solicitation and responses, the Committee decided to encourage applicants to propose innovative and collaborative projects and made that known via the Solicitation Letter and materials; and
- WHEREAS, by the deadline at 4:00 p.m. on March 29, 2010, 34 agencies had submitted applications seeking approximately \$427,651 in funds; and
- WHEREAS, on April 22, 2010, the Committee met to discuss the applications, learned that one applicant had withdrawn its application, decided to hear from 22 applicants and raised questions to be addressed by the applicants at the presentation hearing, which was held on April 29, 2010; and
- WHEREAS, in the days following the presentations, the members of the Committee rated those proposals on a scale of 0 to 5; and
- WHEREAS, on May 10, 2010, the Committee met for a Pre-Allocation meeting and adopted a preliminary recommendation to fund 22 applications (with two bearing special conditions) and these recommendations were adopted by the Committee at the Allocation meeting on May 17, 2010; and
- WHEREAS, all the foregoing meetings were open to the public to attend, observe and record what transpired and a period of public comment was offered before a vote on the recommendations was taken; and

WHEREAS, funding agreements have been executed by the 22 agencies recommended to receive funds and those agencies understand and agree to abide by the terms of those agreements; and

WHEREAS, the staff of the HAND department will arrange for the disbursement of the grant funds pursuant to the funding agreements, which will be interpreted by the Chair of the Committee;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE COMMON COUNCIL OF THE CITY OF BLOOMINGTON, MONROE COUNTY, INDIANA, THAT:

SECTION 1. The Common Council now allocates two hundred thousand dollars (\$200,000) set aside for the Jack Hopkins Socials Services Funding program in 2010 to the following agencies for the following amounts and in accordance with the funding agreements approved in Section 2:

Agency	Grant Amount	Purpose
Community Kitchen of Monroe County, Inc.	\$7,851.00	To purchase a pallet truck, ice machine and storage bin and two “trainable” dollies for use at their current and future sites on South Rogers Street.
Interfaith Winter Shelter Initiative	\$15,193.75	To provide for the following equipment and services for the Interfaith Winter Shelter Initiative, 2010-2011 Winter Season: 1) the purchase two large-capacity washing machines and two large-capacity drying machine; 2) the purchase of laundry supplies; 3) the payment of utilities; 4) the payment of the salary or salaries of one or more homeless guests to act as independent contractors to provide laundry services. <i>Note: There are special conditions in the funding agreement relating to the location of the equipment and its use should the agency dissolve.</i>
Middle Way House, Inc.	\$10,554.00	To purchase Food Works Kitchen equipment, including: an ice machine, a coffee maker, a pH meter, a mixer, an electric pasta machine and two pasta-machine cutters, an electric stone mill and a dehydrator for the facility located at 318 South Washington Street.
Volunteers in Medicine of Monroe County	\$5,880.00	To purchase a Kirby Lester Tablet Counter to be housed at the facility located at 811 West 2nd Street.
Monroe County United Ministries, Inc.	\$5,540.53	To purchase cots, cot carriers, cot name plates and emergency kits for the <i>Affordable Childcare</i> program located at 827 West 14th Street Court.
Amethyst House Inc.	\$7,860.00	To replace vinyl and carpet flooring in, and purchase three dishwashers for, the Men’s and Women’s houses.
El Centro Comunal Latino	\$3,500.00	To pay part of the salary for the Volunteer Coordinator position.
Martha's House, Inc.	\$4,225.00	To purchase and pay for the shipping of fourteen, two-drawer under bed storage units for the facility at 919 South Rogers Street.
Options, Inc.	\$9,750.00	To pay for software, training, video production and resource materials for the <i>Power Up</i> program. <i>Note: There is a special condition in the funding agreement giving the agency until September 1, 2010 to inform the Committee whether it will have sufficient matching funds to pursue this grant.</i>
Catholic Charities Bloomington	\$8,894.25	To pay for start-up costs for the <i>Incredible Years Social Skills Training Program</i> described in the agency’s application. These include training two clinical staff, purchasing DVDs and supplemental materials (e.g. puppets, laminated cards, and books) for various curricula designed to reduce aggressive and disruptive behaviors.
Girls Inc. of Monroe County	\$13,500.00	To help pay for the salary of the Program Director.
Big Brothers Big Sisters of South Central Indiana	\$2,900.00	To purchase BlackBaud Sphere in a Box website software and associated set up and training fee for use by agency.
Foundation of Monroe County Community Schools	\$32,000.00	To help pay for an implementation coordinator for the Artful Learning curriculum at Fairview Elementary.

Pinnacle School	\$9,000.00	To help pay for the <i>Summer High School</i> program located at 1503 West Arlington Road.
Boys and Girls Clubs of Bloomington	\$3,567.14	To purchase equipment, including trailer hitches and hitch mounted bike racks, bicycles and tools for the <i>Club Riders</i> program based at 311 South Lincoln Street.
Stepping Stones	\$4,300.00	To purchase furniture and software and to pay for the rent of a storage unit.
Habitat for Humanity of Monroe County	\$17,000.00	To purchase a job site trailer, tools and to help purchase a truck for the <i>Construction Leadership Program</i> .
People & Animal Learning Services (PALS)	\$3,453.57	To provide scholarships for at-risk and disadvantaged City of Bloomington youth for participation in therapeutic animal-assisted activities.
Planned Parenthood of Indiana	\$5,000.00	To pay for costs associated with <i>Recession Rx</i> program for City of Bloomington residents.
Bloomington Hospital Community Health	\$6,809.76	To pay part of the salary of the <i>Fresh Start to Life</i> Program Coordinator.
South Central Community Action Program, Inc.	\$16,521.00	To pay for parking lot expansion at 1500 West 15th Street.
Monroe County YMCA	\$6,700.00	To provide subsidies for low-income City of Bloomington residents for participation in the <i>Diabetes Prevention Program</i> .
TOTAL:	\$200,000	

SECTION 2. The Council approves the funding agreements for these allocations, copies of which are kept in the Council Office and HAND department files, and directs the Office of the Controller to issue checks in the ordinary course of business to the agency once the staff of the Housing and Neighborhood Development Department submit a copy of the signed agreement and the appropriate purchase orders.

SECTION 3. The Council also authorizes the Committee to reallocate the grant to Options, Inc. to one or more other applicants, in the event that agency is unable to raise sufficient matching funds to implement the *Power Up Program*.

SECTION 4. The Council further authorizes the Chair of the Jack Hopkins Social Services Funding Committee to resolve any questions regarding the implementation of the funding agreements and to appoint one member of the Committee from a City entity.

SECTION 5. The Council also approves the Report of this Standing Committee of the Common Council, which is comprised of the relevant portions of the packet memo and the related packet materials.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2010.

ISABEL PIEDMONT-SMITH, President
Bloomington Common Council

SIGNED and APPROVED by me upon this _____ day of _____, 2010.

MARK KRUZAN, Mayor
City of Bloomington

ATTEST:

REGINA MOORE, Clerk
City of Bloomington

SYNOPSIS

This resolution brings forward the recommendations of the Jack Hopkins Social Services Funding Program Committee. The principal task of the Committee is to recommend funding for local social services agencies which offer proposals consistent with program criteria. Over the last 17 years (1993 – 2009), the City has expended in excess of \$1.9 million dollars to local social services programs. In 2010, the City decided to increase the annual amount of funds for this program from \$180,000 to \$200,000. The resolution allocates the social services funds to 22 agency programs, approves the funding agreements with these agencies, authorizes the Committee to reallocate the funds for one grant in the event the agency is unable to raise sufficient matching funds, accepts the report of the Committee, and authorizes the chair of the Committee to resolve any questions regarding the interpretation of the agreements.

Memo

To: Common Council
From: Marilyn Patterson
Date: February 16, 2011
Re: 2010 Jack Hopkins Social Service Grants

Amethyst House



Amethyst House received funding from the Jack Hopkins Social Service grant for installation of new carpet, vinyl, and three dishwashers for their Men's and Women's halfway houses. The grant enabled Amethyst house to maintain a safe, clean environment for the residents, their children and visitors. It also enhanced the appearance of the homes, promoting a sense of pride in the residents. Further, the above-mentioned positive results are shared with many members of the recovery community who attend AA/NA meetings at Amethyst homes.

Big Brothers Big Sisters



Funding from Jack Hopkins allowed Big Brothers Big Sisters to update their website and donor tracking system. The donor system is now integrated with the system that also runs their largest event Bowl for Kids Sake. The previous systems were not compatible causing so much extra time spent inputting information from one to another. This upgrade now allows for one time entry and tracking is more complete and much quicker. The website is now compatible with the donor system so that communication with donors and potential volunteers is much more complete, professional and can be acted upon in a very timely fashion. Less time on paperwork more time fulfilling the wish of a Little who wants a Big.

Bloomington Hospital Community Health



The Fresh Start to Life program was able to continue for eight more months, thus providing initial services to thirty-one expectant women in our community. The impact of the program speaks for itself with ninety-eight percent of the women delivering healthy, full term babies, and ninety-one percent of those women making the choice to initiate breastfeeding, which further contributed to the continuous health of the babies.

Boys and Girls Clubs



The 2010 JHSSF funds enabled the cultivation of the **Club Riders Program**, which serves both pre-teen and teen youth at the Main Club. As a result of the grant the club riders have been able to better utilize the B-Line Trail near the Lincoln St. building and beyond. This has encouraged Club Riders to be active and healthy while also enjoying the benefits of the outdoors. Specifically, allocations allowed the Boys and Girls Club to purchase not only a new set of bicycles but also a new trailer hitch and bike racks to properly store and transport bicycles.

Catholic Charities



At Catholic Charities Bloomington (CCB), the mission is to deliver professional mental health services in a manner that removes barriers for people all ages. CCB is excited to be launching an evidenced-based program called "The Incredible Years." This program support teachers, children, and parents by providing tools and resources to build skills to improve the functioning of all families and classrooms. The program is focused on positive reinforcement and stresses early intervention to prevent further mental health challenges by including training in anger management, coping skills, and problem solving. The funding that was received from the Jack Hopkins grant was vital in helping them launch this program in January 2011. Currently, approximately 20 families are receiving services and they are looking forward to expanding.

Community Kitchen of Monroe County, Inc.



The pallet truck and trash can dollies purchased with Jack Hopkins 2010 grant monies enabled the staff to be able to move around large pallets of food, something they were unable to do before. The acquisition and storage of larger quantities of food when it is available is essential to program efficiency at Community Kitchen. The new ice machine was crucial, as the old one was beginning to require costly repairs and ice is necessary for meal service and food cooling. The trash can dollies are not only protecting the trash cans and floors but also are improving volunteer safety, as trash cans no longer have to be carried or dragged through the dining room for trash removal.

El Centro Comunal Latino



El Centro created two volunteer coordinator positions with the Jack Hopkins Grant. One focused on programs and the other on services. This helped to not only enhance the volunteer training and supervision but the quality of support the volunteers received. With the help of the coordinators El Centro revised the volunteer manual, restructure the training and improve their information dissemination to volunteers. With two coordinators, there was also a faster response to challenges or conflicts with volunteers. Basically with closer supervision, the volunteer coordinators were able to better prioritize, organize and maintain from volunteers a higher quality of work.



Girls Inc. of Monroe County

Jack Hopkins funds contributed to the director's salary. The director assists with the day-to-day operations of after school programs, camps, and full day programming. She plans, implements, and evaluates programs to provide girls with the skills necessary to be strong, smart, and bold. She also drives a bus daily to ensure that all members can make it to the center after school, is a shoulder to cry on during difficult times that our members face,

mends scrapes and cuts, and encourages positive youth development, self-esteem and body image. This position is a role model to girls, staff, management, funders, and the community.

Habitat for Humanity of Monroe County



The 2010 Jack Hopkins grant helped Habitat expand the organizations infrastructure. This year's funds enabled habitat in purchasing a new tool trailer, a 2011 Chevy Silverado truck, a circular saw and a reciprocating saw. Habitat has been increasing house production and this means simultaneous projects operating in different locations. The additional trailer provides then with the ability to safely and securely store tools and equipment, the new truck provides reliable and more fuel efficient transportation between sites and to move material when needed, and the saws provide much needed help with actual construction.

Interfaith Winter Shelter Initiative



The Jack Hopkins Social Service grant awarded to the Interfaith Winter Shelter (IWS) enabled them to purchase two Speed Queen Washers and Dryers which were installed at the Shalom Community Center, pursuant to an agreement with Shalom to provide laundry service to the four Shelter Sites of the IWS. The agreement provides for a reimbursement of Shalom for utility costs associated with operating the laundry equipment, as well as the labor costs incurred by Shalom to operate that equipment. This arrangement has greatly furthered the mission of the IWS by dramatically reducing the cost of doing IWS Guests' laundry as compared with last year's utilization of a commercial laundry service, thereby making available that saving of funds for other IWS operational expenses.

Martha's House, Inc.



Martha's House received 2010 funding from Jack Hopkins to purchase storage units to give the men and women staying in shelter a well defined area in which to keep their personal

belongings. The “under-the-bed” drawers were purchased and installed in the fall of 2010 within the time requirement of the grant and have since made the living space tidier by helping residents utilize their very limited storage space more efficiently. Each resident now has a well defined area in which to keep their personal belongings.

Middle Way House, Inc.



With the JHSSF funds the Middle Way House purchased Food Works Kitchen equipment which will assist in expanding operations and employing a larger number of women from the organization's target population. Current employees are learning new skills with this new equipment such as operating the computerized register with the point of sale software system, and pasta making with the pasta machine. The production of bread has grown exponentially and Food Works is selling loaves at an ever increasing rate thanks to the commercial bread slicer.

MCCSC



Teachers began creating their Artful Learning units in July of 2010. In December, an Artful Learning trainer visited Fairview to critique the progress of their units. She was impressed with the depth of development in the units she saw. The Fairview teachers certainly have great knowledge of unit design and of the standards they need to teach. However, without the support of the Artful Learning coordinators the lessons would not have incorporated the arts so completely. The success of the implementation of the first unit designs is due to the collaboration of the coordinators and classroom teachers. A critical piece in the development of this program is having these two part-time teachers who know state standards, the Fairview students, and are a part of the Fairview staff as Artful Learning coordinators.

MCUM



Jack Hopkins funding in 2010 purchased cots and emergency supplies for MCUM's Childcare Program. Although their naptime cots are built to last, many of the cots had broken or frayed over many years of use. In order to maintain a high level of cleanliness and safety – and to maintain our child care center license and accreditation – they had to be replaced. This grant also purchased the supplies required by MCUM's emergency plan. MCUM is now prepared to evacuate or shelter-in-place in case of disaster. First aid kits, 2-way radios, megaphones, and the other supplies needed to care for and maintain calm among 80+ preschool children can all be found in rolling luggage, ready for disasters ranging from a fire to a chemical spill.

Monroe County YMCA



HT Photo by Christy Mullins

The Monroe County YMCA's Diabetes Prevention Program is an innovative model to help reduce the burden of chronic disease in the Bloomington community. The 16-week program uses a group-based lifestyle intervention designed especially for people at high-risk of developing type 2 diabetes. It has been proven to decrease peoples' chances of developing the disease by more than 50 percent. The funding support from the 2010 Jack Hopkins grant has enabled several participants to enroll in and complete this program. To date, 22 individuals have completed the program and a third class is underway. Two of the individuals who received financial support from this grant not only completed the 16-week course, but successfully met and exceeded the primary goals of the program:

Options, Inc.



Options and Christole are working together to design curriculum for direct support staff to upgrade their ability to teach and support people with autism in daily living and vocational skills. The project, called PowerUp, will deliver training programs through the month of October. Through a computer software program called Supports Intensity Scale (SIS) each agency will evaluate how customers' skills improve as a result of training provided. By tracking skill development and milestones, Options and Christole will work to maximize service effectiveness as they identify areas for joint staff and customer development in the future.

PALS



With funding from the Jack Hopkins Social Services Funding (JHSSF) Committee, PALS is able to partner with Boys and Girls Club of Bloomington to provide scholarships for therapeutic riding lessons for at-risk and disadvantaged youth in the community. For this program, all riders come to the barn every week for an entire PALS session. Each time they come to PALS, the riders are there for one and a half hours, during which they participate in a 45 minute riding lesson. The PALS instructors focus on teaching Basic English riding skills and also include a 45 minute barn activity time where they learn about horse care. After the lesson, they are able to reflect in their journals about specific themes of the week.

Pinnacle School



In the summer of 2010 Pinnacle School was able to offer area high school students the opportunity to take the following classes with the JHSSF funds: Algebra I, Algebra II, Geometry I, English I, English II, and Enlist III. The program ran daily in the afternoons during the project period from June through the beginning of August. Except for 2 students, all pupils needed scholarships to participate in the program.

Planned Parenthood of Indiana



Funds from the grant paid for a variety of health services for 107 patients. Of particular note are the 18 patients who received \$1,775 in colposcopy services. Colposcopies are often cost-prohibitive. At an average cost of \$357, many patients would forego the procedure without financial assistance.

SCCAP



The addition of 15 parking spaces has been exceptionally helpful to the South Central Community Action Program in achieving their mission by making services to low-income citizens, particularly the elderly, more accessible and safer to receive. Over the past decade, it had grown increasingly difficult for people to park at the Bloomington SCCAP office because of growth in the number of clients served from this office (more than 3,000 households annually), number of programs offered and number of staff employed. The additional parking spaces have tremendously reduced the frequency of the parking lots being overcrowded so that it is no longer difficult for clients or employees to find a spot without parking in potentially dangerous or disruptive places not intended for parking.

Stepping Stones



Throughout 2010, Stepping Stones converted all the two bedroom apartments into a three person dwelling space. To do this, they added an additional bed to each of our large bedrooms. Partnered with support from the Community Foundation, the Jack Hopkins Social Services' award helped purchase new beds with protective covers, sheets to fit the beds, dressers, and nightstands. Enclosed are photographs of one apartment newly renovated and furnished with JHSS funds. The JHSS award also paid for the initial cost of renting a storage facility within our apartment complex. The old, donated furniture items that were replaced by the JHSS gifts were placed in the garage to be held and given to residents as they move out of our program into their new living situation.

VIM

The JHSSF allowed VIM to purchase an automatic pill counter for the pharmacy. The counter has not only sped up the process of getting medications to patients but also has the added benefit that now VIM can purchase larger bottles of pills which come at a lower cost per pill. The Kirby Lester tablet counter has not only made VIM more efficient and accurate in counting pills but is also saving valuable dollars. In addition VIM purchased an ultra sonic cavitron for cleaning teeth in their newly expanded dental program.

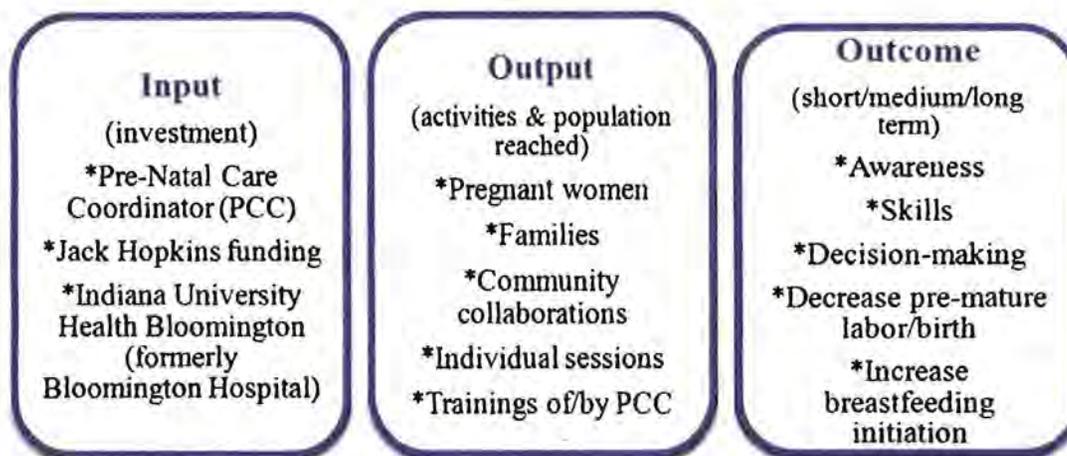


The Fresh Start to Life program is a home visiting program, coordinated by Allison Oeding, RD, CD, IBCLC, PCC, with four objectives including decreasing premature labor/birth, decreasing preventative risky behaviors, increasing breastfeeding initiation, and increasing the knowledge and awareness of community resources. Home visiting is important because it allows the prenatal care coordinator (PCC) to perceive the expectant mom's living situation, the support system, and answer any questions in complete privacy (some women do chose to meet in public places that are more convenient to them).

With the bridge funding received from the Jack Hopkins Social Services funding, the Fresh Start to Life program was able to continue for eight more months, thus providing initial services to thirty-one expectant women in our community. The impact of the program speaks for itself with ninety-eight percent of the women delivering healthy, full term babies, and ninety-one percent of those women making the choice to initiate breastfeeding, which further contributed to the continuous health of the babies.

Not only did the moms, babies, and families benefit from this program, but also our community at-large by improving health conditions and furthering community partnerships - one family at a time. The families involved in the program now have connections to several community organizations including the Crisis Pregnancy Center and WIC, to broaden their support system. Our community partners endorsed our program by making referrals to prenatal families, spreading the word by giving out our written information, and for providing free space for individual sessions.

Logic model used:



Thank you,
Gina Forrest, MPH, CHES ~Program Manager – Indiana University Health Bloomington

Jack Hopkins Social Service Grant 2010 Report

Recipiente: El Centro Comunal Latino

How the funds were spent: Funding for 2 volunteer coordinators' salary

How the funds furthered your mission: The funds helped further our mission in three ways, one with the coordinator, two with our clients and another with our volunteers.

Volunteers: With the funding, we were able to create two volunteer coordinator positions. One focused on programs and the other on services. This helped to not only enhance the volunteer training and supervision but the quality of support the volunteers received. With the help of the coordinators we revised the volunteer manual, restructure the training and improve our information dissemination to volunteers.

With two coordinators, there was also a faster response to challenges or conflicts with volunteers. Basically with closer supervision, the volunteer coordinators were able to better prioritize, organize and maintain from volunteers a higher quality of work. With the split of the coordination of the volunteers between those who worked on programs and those who provided services, we were able to also utilize our volunteers in a way that was more meaningful for them. We could better connect they skill set and interest with that of the organization's needs.

Clients: From our clients, we have received much more positive feedback on the quality of service they received from our organization. They have found that our volunteers are more helpful, friendly, professional, and provide service in a timely manner. They find that our volunteers also display a much more positive attitude toward them and tasks asked.

Our volunteer coordinators also had responsibility of coordinating our outreach efforts to get information about El Centro out to the community. They coordinated a campaign with volunteers to visit places in the community were they would encounter potential clients. Not only has better service created a higher return rate of our clients, but our overall traffic has increased.

Over all the two volunteer coordinators have been able to help to develop better volunteers to work with our clients and thus support our mission.

Jack Hopkins Social Services Funding Fairview Elementary Artful Learning Implementation Coordinators Monitoring Report January 31, 2011

The two Artful Learning implementation coordinators aided classroom teachers at Fairview Elementary in reaching the following three goals for the fall 2010 semester:

Goal 1. To increase the Fairview staff's knowledge of:

- Different forms of music and art
- Famous artists and composers
- Arts-based strategies

The Artful Learning coordinators ordered resource books and materials for teachers to use to increase their knowledge in the above areas. Teachers also utilized these resources as a reference for developing and implementing Artful Learning units of study.

The coordinators introduced arts-based strategies at faculty meetings to build teachers' repertoire so that they may draw on these while planning. The coordinators modeled the teaching of these strategies in classrooms. The coordinators also spent time in classrooms co-teaching and coaching. These are the most beneficial methods for learning new strategies and effectively implementing them in classroom instruction.

Goal 2. For the Fairview staff to develop Artful Learning units of study including the following:

- Select a masterpiece from which the unit is introduced
- Understand the masterpiece from an artist's point of view
- Incorporate arts-based strategies throughout the unit
- Select strategies that would be most beneficial for each unit of study

The Artful Learning coordinators worked with the teachers throughout the planning process and offered their expertise in the selection of the masterpiece. They also aided in the selection of activities for the introduction of the masterpiece to students, and for integrating the masterpiece throughout the unit of study. The coordinators supported teachers in selecting the most beneficial arts-based strategies for the units of study.

Goal 3. For the Fairview staff to create a list of resource needs for each Artful Learning unit of study.

The Artful Learning coordinators collected resource, material and supply needs from each teacher. They researched vendors and placed orders. Many of the items ordered were from vendors we have not previously used. The liaisons documented ordered materials when received, and organized them in tubs by grade level. This provides easy access and storage for next year when the unit is taught with a new group of students.

Teachers began creating their Artful Learning units in July of 2010. In December, an Artful Learning trainer visited Fairview to critique the progress of their units. She was impressed with the depth of development in the units she saw. "Your teachers really get it!" she expressed. The Fairview teachers certainly have great knowledge of unit design and of the standards they need to teach. However, without the support of the Artful Learning coordinators the lessons would not have incorporated the arts so completely.

The success of the implementation of the first unit designs is due to the collaboration of the coordinators and classroom teachers. A critical piece in the development of this program is having these two part-time teachers who know state standards, our Fairview students, and are a part of the Fairview staff as Artful Learning coordinators.

This letter is in regards to the request for a one page evaluation of the program that has been supported by Jack Hopkins Social Services Program Funds.

These funds were used to support the salary of our Program Director. The Program Director's job is to ensure the overall administration of Girls Inc. activities. She assists with the day-to-day operations of after school programs, camps, and full day programming. She plans, implements, and evaluates programs to provide girls with the skills necessary to be strong, smart, and bold.

She also drives a bus daily to ensure that all members can make it to the center after school, is a shoulder to cry on during difficult times that our members face, mends scrapes and cuts, and encourages positive youth development, self-esteem and body image. This position is a role model to girls, staff, management, funders, and the community.

We are extremely fortunate to be part of a national organization that values researched-based programs, and the staff is trained in seven out of eight of them. We also have the only girl-centered research center right in our backyard – in Indianapolis. The intentional activities involved with these established programs are what will help us meet our mission long term, and we have been successful in funding the programs themselves through local grants and collaboration when it makes sense. We also create programs that require minimal paid staff, but can involve many volunteers. That saves us money.

**girls
inc.®**

Inspiring all girls
to be strong,
smart, and bold™

- *Our collaborations with other organizations are central to our success and the success of our members.*
- *Some of our members are only able to come because of the transportation we provide in collaboration with MCCSC and Boys and Girls Club.*
- *Through a collaboration with Mother Hubbard's Cupboard we are able to provide gardening programs for girls in Bloomington's community gardens, allowing them to learn about organic gardening, whole foods, and issues of hunger and sustainability in our community.*
- *Our collaboration with the Indiana University Chemistry Club allows girls to participate in Operation SMART, a weekly hands-on science program focused on increasing girls' comfort and confidence in areas of science, math and technology.*

We have developed and begun to implement a comprehensive funds development plan to ensure the fiscal health of the agency. We are concentrating on a balanced portfolio, and have been building relationships, educating the community, and advocating for our mission to make sure the girls have a safe place to complete their homework after school, compete in sports leagues, and participate in camp. Because of your bridge funding, we continue to inspire all girls to be strong, smart, and bold.





**FOR YOUTH DEVELOPMENT
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY**

The Monroe County YMCA's Diabetes Prevention Program is an innovative model to help reduce the burden of chronic disease in the Bloomington community. The 16-week program uses a group-based lifestyle intervention designed especially for people at high-risk of developing type 2 diabetes. It has been proven to decrease peoples' chances of developing the disease by more than 50 percent.

The funding support from the 2010 Jack Hopkins grant has enabled several participants to enroll in and complete this program. To date, 22 individuals have completed the program and a third class is underway. Two of the individuals who received financial support from this grant not only completed the 16-week course, but successfully met and exceeded the primary goals of the program: To reduce body weight by 7% and to increase physical activity to 150 minutes per week. Both have reported that their blood glucose values have returned to normal levels--- the ultimate goal of this program. Without the financial support provided by this grant, it is very likely that these individuals would have eventually developed type 2 diabetes and faced a lifetime of difficult health issues.

The YMCA promotes and embraces healthy living and social responsibility in our community. This grant has helped to further this mission by enabling the Bloomington community's underserved population to have the opportunity to participate in a program that significantly reduces their risk of developing this life-threatening disease.

(Picture is of the individuals referenced above.)

People and Animal Learning Services (PALS)

With funding from the Jack Hopkins Social Services Funding (JHSSF) Committee, PALS is able to partner with Boys and Girls Club of Bloomington to provide scholarships for therapeutic riding lessons for at-risk and disadvantaged youth in the community. For this program, all riders come to the barn every week for an entire PALS session. Each time they come to PALS, the riders are there for one and a half hours, during which they participate in a 45 minute riding lesson. The PALS instructors focus on teaching Basic English riding skills and also include a 45 minute barn activity time where they learn about horse care. After the lesson, they are able to reflect in their journals about specific themes of the week.

During the eight week Summer 2010 session at PALS, there were five riders ranging from 12-14 years old from the Boys and Girls Club at Lincoln/Main Street. The main goal of the PALS lesson each week was to work towards independence with their horses. The first week, these riders came to the barn where they learned how horses can read body language and feed off emotions. They also spent time in the arena working on groundwork, which is leading the horse from the ground. This was a great way to start the session because they could spend quality time with their horses and get to know the animal that they would have to trust for the rest of the session. The next week, everyone was able to mount their horse and we started discussing independence. Throughout the session, the riders became more and more comfortable with their own horses; they showed improvement from week to week. These changes were demonstrated by the riders being more excited to see their horses, and to work with them. They also became less shy around their instructors and volunteers.

As the riders became more independent, they started to work on their posture by sitting up tall on the horse and exuding confidence while they were riding. It was important for them to be confident because horses constantly seek comfort from their rider. Eventually, their instructor started to incorporate steering and more independent riding skills into the lessons, leading up to each rider being able to ride a half lap in the arena by themselves and without a horse leader. This group benefited from the independent riding work, because they learned to trust themselves as well as their horses.

During the ten week Fall 2010 session at PALS, there were six riders ranging from 8 - 14 years old from the Boys and Girls Club at Crestmont. This group was significantly younger than the Summer session riders, and they all were very excited to come to the barn each week but they were less confident around the horses. For most of them it was their first time seeing and interacting at all with a horse. During this session, each rider had the same volunteer to work with each week; this was very beneficial. The riders established a set schedule and they looked forward to spending time with their horses and their volunteers each time they came to the barn. The main goals of the session for these riders were independence and confidence. These goals were very important for this group of riders, because they were very hesitant and nervous around their horses. We really wanted to emphasize the importance of a rider-horse relationship. Each rider led their horse into the arena before each lesson. They also were encouraged to spend time grooming and tacking their horse before the lessons.

By the end of the session, it was apparent that the riders' initial hesitancy was no longer an issue. The riders were less hesitant when they interacted with their horses and they were willing to "be in charge" of their own horse, instead of letting their horse be in charge of them. Because this group was younger, we also incorporated games on horseback into their lessons such as Red Light, Green Light where the riders must tell their horses to "walk on" and "whoa" independently. These types of games are very important to this age group of riders; it helps keep them interested and engaged while still learning Basic English riding skills and increasing attention span. By the end of this session, these riders were confident and able to steer their horse independently for a full lap around the arena without assistance from a horse leader.

Shawna Meyer-Niederman, Crestmont Unit Director, says, "The PALS experience was absolutely wonderful for our youth. They were given a unique and exciting opportunity that would not be possible to them elsewhere. These families on average are living with an annual salary of \$6,000 or less, so horses are really not an option for them. I saw their faces light up every week when we went, and any time they talked about their program. It was great to hear them talk about their horses like they were their friends and telling stories about their accomplishments. I will NEVER forget how excited they were to ride solo, and how proud they were too! We truly appreciate this incredible experience, and these youth will have a life-long memory."

We look forward to continuing our partnership with funding from JHSSF through this spring. Both PALS and Boys and Girls Club of Bloomington are committed researching other joint fundraising and grant efforts so this program can continue in the future for the youth in our community.

High School Credit Recovery Program at Pinnacle School

Thank you very much for the recent Jack Hopkins funding for the High School Credit Recovery Program. We were able to offer area high school students the opportunity to take the following classes through this program: Algebra I, Algebra II, Geometry I, English I, English II, and English III.

Matt Miller was the primary instructor for the program, which ran daily in the afternoons during the project period from June through the beginning of August as planned. Kristina Simmonds served as coordinator and exam proctor for IU High School. All except 2 of the participants needed scholarships to participate in the program, and were very appreciative.

Planned Parenthood® of Indiana

**Planned Parenthood of Indiana
City of Bloomington Common Council
Jack Hopkins Social Service Funding Final Report
Revised January 27, 2011**

Thank you for your generous grant award of \$5,000 from your fiscal year 2010 grant cycle. We wanted to take a moment to share with you the significant impact your grant award made possible in the Bloomington service area. We have also included the center profile for the Bloomington health center, which includes information on all patients in the Bloomington/Monroe County service area.

Specifically, Planned Parenthood of Indiana (PPIN)'s grant request focused on those patients that need us most – those unable to pay for medical care. Through *Recession Rx/Women's Health Fund (WHF)*, women and men who are experiencing financial hardship receive free or heavily discounted annual exams, cancer screenings, sexually transmitted disease (STD) testing and treatment and birth control. In 2009, requests for subsidized services were unprecedented – we saw a doubling of requests during the second half of the fiscal year, compared with the first half. Each year, requests for *Recession Rx/WHF* exceed available funding, a demonstration of the need for health services and the shortage of publicly funded services. At the Bloomington Health Center, from June 16, 2010 through September 30, 2010, a total of \$5,152 was expended in subsidies for patients unable to pay for services. This high demand for *Recession Rx/WHF* services also speaks to the very timely and needed nature of your grant award.

Even though PPIN requested more funding than we received, we are pleased to report that we actually *exceeded* the anticipated number of patients served (from 40 to 107). Grant funding from the Bloomington Common Council paid for a variety of health services for 107 patients. Of particular note (in the attached documentation) are the 18 patients who received \$1,775 in colposcopy services, as PPIN is one of the few low-cost providers of colposcopies in the Monroe County/Bloomington area. Colposcopies can prove to be a life saving procedure; these exams further diagnose potentially abnormal cervical surface cells which can lead to cancer. Colposcopies are often cost-prohibitive at an average cost of \$357, many patients would forego the procedure without financial assistance. At a time when many Hoosiers are still without jobs and employer-sponsored health insurance, PPIN is often the primary care provider for their health needs.

Thank you again for your generous grant award. We look forward to the opportunity to apply for 2010 grant funds. Included also with this letter is the required documentation for grant expenses. Because this grant provided assistance with medical services, all patient identifiers have been removed to maintain confidentiality. If you have any questions or would like additional information, please contact Catherine Parker, Grant Proposal Officer, at (317) 637-4320 or catherine.parker@ppin.org. Together, our voices ensure that the doors of opportunity remain open for those we serve and their families.

Board of Directors

February 16, 2011

Michael Beam

Glen Burkholder

DeeDee Dayhoff

Elizabeth Deckard

Steve Englert,
Treasurer

Shella Evans

Beth Pless,
Secretary

Dustin Plummer,
President

Phil Randall
Vice President

David Torneo

Staff

Sheri Benham
*Founder &
Executive Director*

Sarah Anderson
AmeriCorps Health Coordinator

Lauren Hall
Independent Living Coach

Anyah & Adrian Land
Resident Assistants

Warren Wade
Assistant Director

Stepping Stones' Close-Out Report to City Council Re: Jack Hopkins

Stepping Stones would like to thank the Jack Hopkins Social Services Program Funding Committee for their generous award of \$4,300 to Stepping Stones. This gift helped propel Stepping Stones into new levels of service provision and donor cultivation with new technologies.

Service Provision – Throughout 2010, Stepping Stones converted all of our two bedroom apartments into a three person dwelling space. To do this, we added an additional bed to each of our large bedrooms. Partnered with support from the Community Foundation, the Jack Hopkins Social Services' award helped purchase new beds with protective covers, sheets to fit the beds, dressers, and nightstands. Enclosed are photographs of one apartment newly renovated and furnished with JHSS funds.

The JHSS award also paid for the initial cost of renting a storage facility within our apartment complex. The old, donated furniture items that were replaced by the JHSS gifts were placed in the garage to be held and given to residents as they move out of our program into their new living situation. Since we have had this space, we have had two residents move out into rental apartments (one received a Section 8 voucher) and were able to nearly furnish their apartment and kitchens. We have found this to be extremely beneficial and consider JHSS funds a one-time investment in an activity we plan to do year after year.

Donor Cultivation & Technologies – The remaining portion of JHSS funds were used to purchase technologies which bolster our donor relationships and cultivation practices. Originally, Stepping Stones had been using a simple Microsoft Access database to track donors. With JHSS funds, we purchased GiftWorks donor software which has significantly increased our ability to correspond with our donors and track their interactions and gifts to our organization.

We also purchased a year of Constant Contact, an online e-marketing instrument. Since our purchase, we have sent out many online e-newsletters and have received significantly positive feedback from supporters. We currently have just under 200 subscribers to the email.

For internal purposes, we purchased Adobe's newest Creative Design Suite 5 which has improved our marketing materials (like brochures and annual reports), website maintenance, and correspondence with donors through quarterly newsletters and solicitation letters. We also purchased Microsoft Office 2010. With its newer functions and collaborate functions, we have been able to increase our internal efficiency and productivity.

We are always extremely grateful for the generosity of the Jack Hopkins Social Services Program Funding Committee. Without its support, Stepping Stones would not be at the service level it is today. We look forward to our continued partnership with the city.

If you have any questions regarding this report, please contact Warren Wade at wwade@steppingstones-inc.org or (812) 339-9771.

Sincerely,

Warren Wade, *Assistant Director*

Evaluation of Last Year's Program
Memorandum from Last Year's Debriefing Meeting
Summary of Applicant Responses to Last Year's Survey

Common Council
Jack Hopkins Social Services Funding Committee
16 June 2010
6:00 pm
Hooker Room (#245)
401 N. Morton

MEMORANDUM

In attendance:

Committee: Mike Satterfield (Chair), Tim Mayer, Susan Sandberg and Isabel Piedmont-Smith
Absent: Hans Huffman and Dr. Anthony Pizzo and Andy Ruff

Housing & Neighborhood Development: Marilyn Patterson and Lisa Abbott

Council Office: Dan Sherman and Stacy Jane Rhoads

I. PROLOGUE

Chair Satterfield opened the meeting and stated that the focus of this meeting is to wrap up the 2010 Jack Hopkins Social Services Funding Program (JHSSF), reviewing what worked well and what warrants improvement.

II. REVIEW OF THE 2010 PROCESS

Sherman reviewed the following components of the 2010 Program: Solicitations; Technical Assistance; Application Package; First Review of Applications; Presentations; Rankings; Pre-Allocation Meeting and Allocation Meeting.

Sherman asked for any feedback on the process.

- Sandberg stated that this is the fourth year she has served on the Committee. Each year brings its own challenges. She said that she is thankful that the Committee has more money to allocate to social services each year.
- Mayer said that Julio Alonso of the Hoosier Hills Foodbank told Mayer that the Hopkins criteria do not make clear that the Committee will not fund county-based projects. This prohibition either needs to be made clear in the criteria or re-visited by the Committee before it sends out its 2011 solicitations.
- Satterfield offered that he thought the process moved pretty smoothly this year.
- Piedmont-Smith agreed that the process went well this year, but pointed out that Ruff has concerns with funding the Hospital and MCCSC Foundation. She further pointed out that giving the school foundation money was new this year.
- Sandberg pointed out that one of the guiding principles of the Hopkins fund is to be responsive to changing community circumstances. The loss of funding by the schools was a special circumstance. That the Committee was able to meet this need underscores its responsiveness.

- Mayer mentioned that when it comes to individual Committee member ranking, there is oftentimes a disconnect between a numeric ranking and the recommended allocation – one does not always necessarily follow from the other. He stated that CDBG physical improvement program has dispensed with numeric rankings; Committee members only make allocation recommendations.
- Piedmont-Smith added that when the Committee makes partial funding recommendations, it does not always think through exactly what such partial funding means for agencies – e.g., what does partial funding translate into re: number of cots, hours devoted to a program, etc.
- Sandberg pointed out that agencies do spell out priorities for partial funding in their applications.
- Satterfield observed that as the Hopkins fund increases, so too might the number of applications received. It may ultimately take the Committee more and more time to thoughtfully review all the applications. The Committee might have to add another meeting to its process.
- Abbott relayed that the Mayor will be committing \$20,000 more to the fund in 2011. She stated that, as the fund grows, the Committee might want to think about fully funding more applicants.
- Sherman pointed out that at the Technical Assistance meeting, he tells the attendees that most of the awards granted by the Committee tend to be around \$5,000.
- Abbott suggested that it might encourage agencies to ask for funds for bigger projects, if just an illustrative range of grant awards were cited, rather than giving agencies a modal amount.
- Satterfield said that at the recent homelessness summit, participants agreed that agencies are not always good at cooperating with each other re: funding. Maybe the Committee might want to think about identifying one big need for the community and focusing its dollars on that need.
- Sandberg pointed out that some agencies are cooperative as some of them “sit out” of the Hopkins process on some years to give other agencies a greater opportunity.
- Abbott and Patterson said that the “sitting out” graciousness is true for the big players, but the smaller agencies cannot afford to do so. Funding is inherently competitive; there is no way around it.
- Abbott and Patterson pointed out that, while the Committee says that it encourages collaboration, it does not reward it.

- Abbott stated that she and Pete Giordano of Community and Family Relations could help the Committee define collaboration and could offer a program to prospective applicants on how collaboration works.
- Rhoads suggested that agencies might need substantial lead time to put together truly innovative and collaborative projects. This year, the Committee highlighted its prioritization of collaborative in its solicitation letter, but the letters were sent out only one month in advance of the due date
- Piedmont-Smith stated that she likes the idea of rewarding collaboration through bigger awards.
- Sandberg reminded the Committee that many agencies are serving the poor and there is only so much they can do to be innovative and collaborative. The focus of these agencies is on providing basic, emergency services.
- Mayer asked if the Committee might give out more, smaller-figure grants?
- Abbott said that Patterson is very busy. A \$2,000 grant takes as much time to administer as a \$20,000 grant.
- Satterfield asked Patterson what she would change about the current Hopkins program. Patterson responded that she would make bigger grants to make a bigger community impact. Smaller projects tend to have a smaller impact. Patterson stated that, to her mind, a greater community good would be realized if the Committee made bigger grants to fund bigger projects.
- Piedmont-Smith suggested that the Committee might want to meet in the fall to discuss further its emphasis on innovation and collaboration. Beginning in the fall would give agencies more advance notice and allow Pete and Lisa to offer guidance.
- ▶ The Committee agreed to meet in the fall of 2010. At that time, CDBG letters of intent would have been submitted.

III. SURVEY

The Committee reviewed the survey used last year and agreed to add a question asking applicants how they felt about electronic applications. Rhoads will work with City IT to come up with a question that solicits useful information. The survey will be distributed via “Survey Monkey.”

IV. ESTABLISH 2010 NON-COUNCIL COMMITTEE MEMBERSHIP

A motion was made to maintain the status quo by asking the Community and Family Resources Commission to make one appointment and authorizing the Chair to appoint someone from a City social services entity.

V. MEETING MEMORANDA

The Committee must approve the following *Memoranda*:

- 23 February 2010 –Organizing Meeting
- 22 April 2010 –First Review of Applications
- 29 April 2010 – Agency Presentations
- 10 May 2010 – Pre-Allocation Meeting
- 17 May 2010 – Allocation Hearing
- 16 June 2010 – Debriefing Meeting

The Committee voted to delegate the final approval of *Memoranda* to the Chair, once other members have the opportunity to comment. The Committee will review and advise Chair Satterfield of any changes within the next week.

Piedmont-Smith pointed out that at the 22 April meeting, she thought the vote to eliminate that IU Trustees vote was unanimous, but notes reflect the vote was 5-1. Rhoads said she will go back and listen to the audio.

VI. ADJOURNMENT

The Committee adjourned at 6:47 p.m.

You have a **BASIC account** | To remove the limits of a BASIC account and get unlimited questions, [upgrade now!](#)

Bloomington Common Council 2010 Jack Hopkins Social Service Funding Program Survey [Edit](#)

Default Report + Add Report

Response Summary

Total Started Survey: 19
Total Completed Survey: 17 (89.5%)

Show this Page Only

PAGE: ABOUT YOUR AGENCY

1. Your agency sought funds for:

[Create Chart](#) [Download](#)

	Response Percent	Response Count
salaries or operational expenses	55.6%	10
equipment	38.9%	7
capital improvements	5.6%	1
Other (please specify) Show Responses		3
answered question		18
skipped question		1

Show this Page Only

PAGE: CRITERIA

2. These criteria provide clear guidance for drafting your application.

[Create Chart](#) [Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Stongly Disagree	Rating Average	Response Count
Choose one	77.8% (14)	22.2% (4)	0.0% (0)	0.0% (0)	0.0% (0)	1.22	18
answered question							18
skipped question							1

3. The Committee's one-time funding requirement helps your agency carry out its mission.

[Create Chart](#)

[Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count	
Choose one	44.4% (8)	27.8% (5)	22.2% (4)	5.6% (1)	0.0% (0)	1.89	18	
							answered question	18
							skipped question	1

4. Please comment on the criteria and/or the Committee's application of the criteria.

[Download](#)

	Response Count
Hide Responses	6

- As a first-time grant writer for Jack Hopkins, I appreciated your request for clarification and the opportunity to ask questions. Thu, Jul 1, 2010 10:39 AM [Find...](#)
- The one-time funding requirement provides ours (and other) organizations the impetus and encouragement to exercise foresight in requesting funds. Wed, Jun 30, 2010 3:29 PM [Find...](#)
- The process of identifying one-time investments, while encouraging long-term planning and new initiatives, is sometimes difficult on an annual cycle. Our organization as an agency provides long-lasting, board community benefits and we are a part of a previously-identified priority through the SCAN and Con Plan. We could utilize a period where no new programs need to be created and sustained where we could receive some general support to enable us to continue to meet two of the three criteria. Wed, Jun 30, 2010 1:20 PM [Find...](#)
- The Committee does not always follow the criteria and that should be addressed for the sake of consistency. Wed, Jun 30, 2010 11:35 AM [Find...](#)
- Criteria are clear, timely, and useful. Tue, Jun 29, 2010 1:19 PM [Find...](#)
- I did not receive funding. Mon, Jun 28, 2010 12:20 PM [Find...](#)

answered question	6
skipped question	13

Show this Page Only

PAGE: FUNDING CYCLE

5. This July-December reimbursement time frame serves your agency's needs.

[Create Chart](#)

[Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count	
Choose one	37.5% (6)	43.8% (7)	6.3% (1)	6.3% (1)	6.3% (1)	2.00	16	
							answered question	16
							skipped question	3

6. If the current time frame for submitting applications and/or receiving reimbursement does not meet your needs, please explain.

[Download](#)

	Response Count
Hide Responses	3

- | | | |
|--|----------------------------|-------------------------|
| 1. The process should start Sept-December (2010) and be awarded in February (2011). This allows an agency to have 11 months to finish the project instead of 6 months. | Mon, Jun 28, 2010 2:11 PM | Find... |
| 2. Might be interested to stretch funding time frame to one year (12 months) or more if/when applicable so agencies can fully develop programming if desired. | Mon, Jun 28, 2010 1:07 PM | Find... |
| 3. Did not receive funding. | Mon, Jun 28, 2010 12:20 PM | Find... |

answered question **3**
skipped question **16**

Show this Page Only

PAGE: REIMBURSEMENT

7. The reimbursement requirement does not impede the agency's mission.

[Create Chart](#) [Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count
Choose one	56.3% (9)	37.5% (6)	0.0% (0)	6.3% (1)	0.0% (0)	1.56	16
	answered question 16						skipped question 3

8. Comments?

[Download](#)

	Response Count
Hide Responses	1

- | | | |
|---|----------------------------|-------------------------|
| 1. Money is very tight and when the grant is significant coming up with the funds to cover purchases is very difficult. We're asking for the grant, after all, because we don't have money. | Wed, Jun 30, 2010 11:37 AM | Find... |
|---|----------------------------|-------------------------|

answered question **1**
skipped question **18**

Show this Page Only

PAGE: SOLICITATION AND APPLICATION PROCEDURES

9. I learned about this funding program via:

[Create Chart](#) [Download](#)

	Response Percent	Response Count
solicitation letter from the Council Office	66.7%	10
e-mail as a member agency of the United Way	46.7%	7
Non-Profit Alliance Newsletter	46.7%	7
The Herald Times or other news media	13.3%	2
Other (please specify) Show Responses		2
answered question		15
skipped question		4

10. The application procedure is simple and convenient.

[Create Chart](#) [Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count
Choose one	70.6% (12)	29.4% (5)	0.0% (0)	0.0% (0)	0.0% (0)	1.29	17
answered question							17
skipped question							2

11. Did your agency attend the technical assistance meeting?

[Create Chart](#) [Download](#)

	Response Percent	Response Count
Yes	70.6%	12
No	29.4%	5
answered question		17
skipped question		2

12. If you did attend, please comment on the usefulness of this meeting and offer any suggestions.

[Download](#)

	Response Count
Hide Responses	5

1. Again, for a first-time user, very useful and focused.

Thu, Jul 1, 2010 10:41 AM

[Find...](#)

answered question 5
skipped question 14

12. If you did attend, please comment on the usefulness of this meeting and offer any suggestions. [Download](#)

2.	As a recipient of JH funds for the past couple of years, I found the session to be a nice refresher on how to apply. I don't recall receiving any new pieces of information.	Wed, Jun 30, 2010 3:31 PM	Find...
3.	The training was done well.	Wed, Jun 30, 2010 11:40 AM	Find...
4.	Very helpful in clarifying procedures	Mon, Jun 28, 2010 2:28 PM	Find...
5.	most helpful for first timers, would like to know what Council is seeking to fund and prioritites so we can meet those.	Mon, Jun 28, 2010 1:01 PM	Find...

answered question 5
skipped question 14

13. Each year, we try to make the application processes more user friendly. This year, we accepted applications via hard copy and e-mail submission. Next year, we are considering also accepting applications submitted via web-based forms. If you could submit your application via a web form, would you do so? [Create Chart](#) [Download](#)

	Response Percent	Response Count
Yes	68.8%	11
No	12.5%	2
Maybe	25.0%	4

answered question 16
skipped question 3

14. Please comment on the benefits and possible drawbacks to such web-based applications. [Download](#)

	Response Count
Hide Responses	8

1.	I prefer personal contact.	Thu, Jul 1, 2010 10:41 AM	Find...
2.	I am completely on-board for a web-based submission.	Wed, Jun 30, 2010 3:31 PM	Find...
3.	We do this for other grants and there can be a waiting period to submit as everyone tries to do it at once, particularly as the deadline draws near.	Wed, Jun 30, 2010 11:40 AM	Find...
4.	Web-based format is convenient.	Tue, Jun 29, 2010 1:20 PM	Find...
5.	Benefits are less paper and expedited submittal. The only drawbacks I could see would be having estimates for equipment or projects scanned and submitted to include with the application but that's not too difficult.	Mon, Jun 28, 2010 2:02 PM	Find...
6.	They don't always save correctly or allow you to work on it in pieces (must complete first page before last, etc.)	Mon, Jun 28, 2010 1:01 PM	Find...
7.	People who do not use technology.	Mon, Jun 28, 2010 12:24 PM	Find...

answered question 8
skipped question 11

14. Please comment on the benefits and possible drawbacks to such web-based applications. [Download](#)

8. worry that document does get there. Sometimes computer problems or software compatibility issues Mon, Jun 28, 2010 12:10 PM [Find...](#)

answered question **8**
skipped question **11**

15. Any suggestions for improving the application procedure? [Download](#)

Hide Responses	Response Count
	2

1. Not at this point. Tue, Jun 29, 2010 1:20 PM [Find...](#)

2. Not sure other than more funding or possibly provide a list of other potential community funding opportunities. I realize that is not your job, but I would have never known about this opportunity if I had not been invited to apply. I feel that this happens a lot in Bloomington, particularly if you don't know the "right" people or the "right" people don't know about your organization and what it does. Mon, Jun 28, 2010 12:24 PM [Find...](#)

answered question **2**
skipped question **17**

Show this Page Only

PAGE: PARTIAL V. FULL FUNDING

16. Almost every year, the demand for JHSSF exceeds the supply by 2 or 3 fold. [Create Chart](#) [Download](#)
And every year, the Committee is faced with the wisdom of fully funding a few agencies or partially funding more. In your opinion, partially funding many requests is more prudent than fully funding a handful, provided that the partially-funded agencies are still able to implement their proposed program with partial funds.

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count
Choose one	23.5% (4)	58.8% (10)	11.8% (2)	5.9% (1)	0.0% (0)	2.00	17

answered question **17**
skipped question **2**

Show this Page Only

PAGE: COMMITTEE DELIBERATIONS

17. This year, agencies were given five minutes to explain their proposal and answer questions raised in advance by the Committee. Five minutes gave you enough time to explain your proposal and answer those questions. [Create Chart](#) [Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count
Choose one	57.1% (8)	21.4% (3)	7.1% (1)	14.3% (2)	0.0% (0)	1.79	14
	answered question						14
	skipped question						5

18. The Committee treated agencies in a fair and even-handed manner. [Create Chart](#) [Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count
Choose one	64.3% (9)	21.4% (3)	7.1% (1)	7.1% (1)	0.0% (0)	1.57	14
	answered question						14
	skipped question						5

19. If you feel that the Committee did not treat agencies fairly, please explain. [Download](#)

	Response Count
Hide Responses	4
1. Though some were unprepared and went way over the allocated time.	Tue, Jun 29, 2010 11:40 AM Find...
2. We were never asked to explain our proposal besides our application, so we have no idea of any feedback and our participation in the process was minimal.	Mon, Jun 28, 2010 1:10 PM Find...
3. It seemed like Planned Parenthood got unfairly interrogated regarding their principles and mission when they were clear with their proposal.	Mon, Jun 28, 2010 1:03 PM Find...
4. Difficult to ask because I was not invited to attend the meeting.	Mon, Jun 28, 2010 12:26 PM Find...
	answered question 4
	skipped question 15

20. The proceedings provided a positive environment for agencies to promote their mission. [Create Chart](#) [Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count
Choose one	64.3% (9)	21.4% (3)	7.1% (1)	7.1% (1)	0.0% (0)	1.57	14
	answered question						14
	skipped question						5

21. The rating scheme of 0-5 used by the Committee was clear, consistent and equitable.

[Create Chart](#)

[Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count	
Choose one	46.7% (7)	6.7% (1)	40.0% (6)	0.0% (0)	6.7% (1)	2.13	15	
							answered question	15
							skipped question	4

22. The funding process used by the Committee at the Allocation Hearing was clear, consistent and equitable.

[Create Chart](#)

[Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count	
Choose one	50.0% (7)	14.3% (2)	35.7% (5)	0.0% (0)	0.0% (0)	1.86	14	
							answered question	14
							skipped question	5

23. Did your agency receive funds this year?

[Create Chart](#)

[Download](#)

	Response Percent	Response Count	
Yes	76.5%	13	
No	23.5%	4	
		answered question	17
		skipped question	2

24. If "yes," did your agency receive the full amount it requested or a portion of the request?

[Create Chart](#)

[Download](#)

	Response Percent	Response Count	
Full	38.5%	5	
Partial	61.5%	8	
		answered question	13
		skipped question	6

Show this Page Only

25. If you received partial funding, the amount you received will be sufficient to implement the project you proposed in your application.

[Create Chart](#)
[Download](#)

	Strongly Agree	Agree	Not Sure	Disagree	Strongly Disagree	Rating Average	Response Count	
Choose one	50.0% (5)	10.0% (1)	20.0% (2)	20.0% (2)	0.0% (0)	2.10	10	
							answered question	10
							skipped question	9

26. Please comment on the deliberations.

[Download](#)

	Response Count
Hide Responses	3
1. But the deliberations do not happen in front of us	Wed, Jun 30, 2010 11:53 AM Find...
2. Professional and fair -- this is a very difficult task.	Tue, Jun 29, 2010 1:22 PM Find...
3. We will be able to do part of our application.	Mon, Jun 28, 2010 1:03 PM Find...
answered question 3	
skipped question 16	

27. Please offer any other comments or suggestions.

[Download](#)

	Response Count
Hide Responses	4
1. This is a difficult issue. For a long time now, the Committee has not really been doing what it set out to do: make a significant difference with large grants. However, I see the attractiveness of spreading the funds around: some agencies will never do large projects and their very smallness, then, excludes them from the process and some funding. My agency also has a special situation that could be addressed by this funding, but the request would not fall within the parameters of the program as it would require an annual allocation. I believe the City should be funding this program - Jack Hopkins is the only option. So, nothing's perfect, I guess.	Wed, Jun 30, 2010 11:53 AM Find...
2. Thank you for your work on the community's behalf.	Tue, Jun 29, 2010 1:22 PM Find...
3. The city staff was excellent in answering questions and very polite. The staff has the hard job of condensing the grants into shorter versions.	Mon, Jun 28, 2010 2:16 PM Find...
4. The larger and more well-established organizations might always seem like an easier funding choice; however, smaller and less-established organizations would also benefit from serious consideration so that the list of funders each year doesn't read like a "who's who" but a "most needy" based on all considerations like staff levels, total revenue, and greater good.	Mon, Jun 28, 2010 1:12 PM Find...
answered question 4	
skipped question 15	

Funding Criteria
Letter Outlining Criteria
Elaboration of Policies and Criteria



Office of the Common Council

16 February, 1993

To: Council Members
From: Jack Hopkins

Subject: Social Services Funding

Most of us have discussed the question of social services funding, either in the Social Services Committee (which has met twice) or individually. I would like to summarize the discussions of the committee so far, in order that we may act soon to take final action on the matter.

The committee reached a consensus on the following criteria to be used for choosing appropriate programs for funding in the 1993 budget year:

1. The focus should be on previously identified priority areas.
2. Programs or projects should be such that a one-time investment will make a substantial difference.
3. Priority should be given to projects or programs where investments now will have a positive long-term spillover effect (such as reduced susceptibility to other diseases, decreased absences from school, reducing lost time for sick child care, etc.)
4. Capital should be leveraged wherever possible by watching from other sources.

The Social Services committee concluded that the Community Health Program meets all these criteria. Appropriation of the available 1993 social services funds for the Public Health Nursing Association would enable the PHNA to carry out a drive for complete immunization of all children in Bloomington and Monroe County and enable the consolidation of three separate locations into one building, which would save substantial funds in the process. The possibility of leveraging the investment through Community Foundation's Lilly Endowment grant is being pursued. In addition, a substantial additional appropriation from Monroe County makes the Bloomington investment particularly timely and effective.

I would appreciate your comments before any final action is taken to introduce an appropriation ordinance for this purpose.



City of Bloomington
Office of the Common Council

Jack Hopkins Social Services Funding Program

Elaboration of the Three Criteria for Evaluating and Awarding Grants and Other Policies

Elaboration of Three Funding Criteria

In 1993 Jack Hopkins wrote a letter to the Committee outlining a set of criteria for the use of these social services funds. Aside from referring to a more recent community-wide survey, those criteria have served as the basis for allocating the funds ever since. The following is an elaboration of that policy approved by the Committee.

- 1. The program should address a previously identified priority for social services funds (as indicated in the *Service Community Assessment of Needs (SCAN)*, the City of Bloomington Housing and Neighborhood Development Department's **2010-2014 Consolidated Plan** or any other community-wide survey of social service needs);**

“priority for social services funds”

The Common Council has used these funds for programs that provide food, housing, healthcare, or other services to city residents who are of low or moderate income, under 18-years of age, elderly, affected with a disability, or otherwise disadvantaged.

City Residency - Programs must primarily serve City residents. Individual programs have occasionally been located outside of the City but, in that case, social services funds have never been used for capital projects (e.g. construction, renovation, or improvement of buildings).

Low income - Programs primarily serving low-income populations are given a high priority.

Emergency Services – Programs primarily providing emergency services (e.g. food, housing, and medical services) will be given a high priority.

- 2. The funds should provide a one-time investment that, through matching funds or other fiscal leveraging, make a significant contribution to the program; and**

a. “one-time Investment”

This restriction is intended to encourage innovative projects and to allow the funds to address changing circumstances. For those reasons, it discourages agencies from relying on these funds from year to year and from using these funds to cover on-going costs, particularly those relating to personnel.

Operational Costs

Such costs are not generally considered a “one time investment,” but will be eligible for funding in two circumstances: first, when an agency is proposing start-up funds or a pilot project and demonstrates a well developed plan for funding in future years which is independent of this funding source; or second, when an agency demonstrates that an existing program has suffered a significant loss of funding and requires “bridge” funds in order to continue for the current year.

Renovation versus Maintenance

Costs associated with the renovation of a facility are an appropriate use of these funds, while the costs associated with the maintenance of a facility are considered part of the operational costs of the program and, when eligible, will be given low priority. When distinguishing between these two concepts the Committee will consider such factors as whether this use of funds will result in an expansion of services or whether the need was the result unforeseen circumstances.

Conferences and Travel

Costs associated with travel or attending a conference will generally be considered as an operating cost which, when eligible, will be given low priority.

Computer Equipment

Generally the costs associated with the purchase, installation, and maintenance of personal computers and related equipment will be considered an operational cost and, when eligible, be given low priority. However, the costs associated with system-wide improvements for information and communication technologies, or for specialized equipment may be considered a one-time investment.

Scholarships and Vouchers

Scholarships and vouchers allowing persons to participate in a program are generally considered as an operational cost.

b. “through matching funds or other fiscal leveraging, make a significant contribution to the program”

In the words of Jack Hopkins, who originally proposed these criteria, investments “should be leveraged wherever possible by matching from other sources.” Agencies may

demonstrate such leveraging by using matching funds, working in partnership with other agencies, or other means.

Applications from City Agencies and Other Property Tax Based Entities

Over the years the Council has not funded applications submitted by city departments. This appears to be based on the theory that the departments have other, more appropriate avenues for requesting funds and should not compete against other agencies, which do not have the benefit of city resources at their disposal. ~~And, while never clearly stating they were ineligible, the Council has also not generally funded applications from agencies whose primary revenues derive from property taxes. Except on rare occasions, the Council has not directly or indirectly funded agencies that have the power to levy property taxes or whose primary revenues derive from property taxes.~~

3. This investment in the program should lead to broad and long lasting benefits to the community.

“broad and long lasting benefits to the community”

Again, in the words of Jack Hopkins, “priority should be given to projects or programs where investments now will have a positive, long-term spillover effect (such as reduced susceptibility to ...diseases, decreased absences from school, reducing lost time (from work) ..., etc).

Funding of Events and Celebrations Discouraged

Historically the Council has not funded applications that promote or implement events or celebrations. It appears that this is based upon the conclusion that these occasions do not engender the broad and long-lasting effects required by this third criterion.

Other Policies and the Reasons for Them

Agency acting as fiscal agent must have 501(c) (3) status

The agency which acts as the fiscal agent for the grant must be incorporated as a 501(c)(3) corporation. This policy is intended to assure that grant funds go to organizations: 1) with boards who are legally accountable for implementing the funding agreements; and 2) with the capability of raising matching funds which is an indicator of the long-term viability of the agency. *Given its mission, the presence of a board, and its general viability, an exception has historically been made for the Bloomington Housing Authority.*

One application per agency

Each agency is limited to one application. This policy is intended to: 1) spread these funds among more agencies; 2) assure the suitability and quality of applications by having the agency focus and risk their efforts on one application at a time; and 3) lower the administrative burden by reducing the number of applications of marginal value. Given the benefits flowing from cooperative efforts among agencies, applications that are the product of the efforts of more than one agency will be attributed only to the agency acting as the fiscal agent.

\$1,000 Minimum Dollar Amount for Request

This is a competitive funding program involving many hours on the part of staff and the committee members deliberating upon and monitoring proposals. The \$1,000 minimum amount was chosen as a good balance between the work expended and the benefits gained from awarding these small grants.

Funding Agreement – Reimbursement of Funds –Expenditure Before End-of-the-Year

The Housing and Neighborhood Development (HAND) Department has been monitoring the funding agreements since 2001. In order to be consistent with the practices it employs in monitoring CDBG and other funding programs, the funding agreements provide for a reimbursement of funds. Rather than receiving the funds before performing the work, agencies either perform the work and seek reimbursement, or enter into the obligation and submit a request for the city to pay for it.

And, in order to avoid having the City unnecessarily encumber funds, agencies should plan to expend and verify these grants before December of the year the grants were awarded, unless specifically approved in the funding agreement. Please note that funds encumbered from one calendar year to the next cannot be reimbursed by use of the City's credit cards.

Solicitation Materials
Draft Solicitation Letter
Draft Program Funding and Contact Sheets



City of Bloomington Office of the Common Council

To: Directors of Social Services Programs Serving City Residents
From: , Chair of the Jack Hopkins Social Services Funding Committee,
Bloomington Common Council
Re: Invitation to Apply for Social Services Funding
Date: February 28, 2011

The City of Bloomington Common Council's Jack Hopkins Social Services Funding (JHSSF) Committee invites applications for use of \$220,000 in social services funds. This figure includes an added \$20,000 dedicated by the Mayor and Common Council for the 2011 fiscal year. Since 1993, the Jack Hopkins Committee has granted over \$1.3 million to agencies who serve our community's most vulnerable residents. In the past, the Committee has funded initiatives such as: fixing a collapsed building foundation, purchasing equipment for a food bank and buying materials for a teen parenting project.

The Committee is composed of five members of the Common Council and two members representing City entities. The 2011 Council representatives are: Isabel Piedmont-Smith, Tim Mayer, Andy Ruff, Susan Sandberg and Mike Satterfield. Dr. Anthony Pizzo of the Community Development Block Grant Citizen Advisory Committee for Social Services and Susan Lucas of the Community and Family Resource Commission complete the Committee.

The JHSSF program allocates funds based on the criteria described below. Any proposal must satisfy these criteria to be considered for funding:

- **Address a previously-identified priority for social services funding** (as indicated in the *Service Community Assessment of Needs (SCAN)*, City of Bloomington, Housing and Neighborhood Development Department's *2010-2014 Consolidated Plan*, or any other community-wide survey of social service needs). Such priorities include funds for emergency services (food, shelter or healthcare) or other services to City residents who are: low-moderate income, under 18-years old, elderly, affected with a disability or are otherwise disadvantaged.
- **Ask for JHSSF funds as a one-time investment in a social service initiative**
This restriction is intended to encourage innovative projects and to allow the funds to address changing community circumstances. While the Committee may provide start-up and bridge funds, an agency should not expect to receive or rely on JHSSF to fund on-going costs (e.g., personnel) from year-to-year.
- **Leverage matching funds or other fiscal mechanisms** (e.g., in-kind contributions, collaborative partnerships, etc.) to maximize JHSSF dollars.
- **Make a broad and long-lasting contribution to our community**
As co-founder of the JHSSF program, Jack Hopkins put it: "[P]riority should be given to projects or programs where investments now will have a positive, long-term spillover effect (such as reduced susceptibility to...diseases, decreased absences from school, reducing lost time from work, [alleviating the effects of poverty]...etc.). Historically, this criterion has excluded funding events or celebrations.

The Committee encourages

Additionally, any application must also meet the following requirements:

- The program for which funding is sought must **primarily benefit City residents**.
- The application must request a **minimum of \$1,000**.
- The applicant must be a **501(c)(3)** (or be sponsored by one). In the event the applicant is not a 501(c)(3) but is sponsored by one, the sponsoring agency must provide a letter acknowledging its fiscal relationship to applicant. (Know that the Committee may request further information about this relationship.)
- **One application per agency**. The Committee encourages cooperative efforts among agencies; however, know that these cooperative applications will be attributed to the lead agency, serving as fiscal agent.

HOW TO APPLY

To apply, your agency must submit a complete application. A complete application includes:

- 1) A **two-page statement** describing the mission of the agency and indicating how much money is being requested, what it would be used for, and how this request meets the above three criteria.
- 2) **Two information sheets** (the *Funding Sheet* and *Agency Contact Sheet*).
- 3) A **simple program budget** detailing the use of these funds.
- 4) A **year-end financial statement**, providing both fund balances and total revenue & expenditures.
- 5) **Signed, written estimates** should accompany all requests for the funding of capital improvements.

APPLICATION DEADLINE

MONDAY, MARCH 28, 2011

You can submit your application in one of two ways:

- 1) *Deliver* a complete application to the Council Office by **4:00 PM**

The Council Office is located at 401 N. Morton, Suite 110

OR

- 2) *E-mail* a complete application to council@bloomington.in.gov by **12:00 PM**

If submitting your application via e-mail, you must call the Council Office to confirm receipt of your application.

812.349.3409

NO late applications accepted.

LIVING WAGE REQUIREMENTS:

Starting in 2008, some not-for-profit agencies receiving Jack Hopkins Funds were required to begin the phase-in period of their living wage obligation as defined in the City's *Bloomington Municipal Code* §2.28. An agency is subject to the Living Wage Ordinance, **only if all three** of the following are true:

- 1) the agency has at least **15 employees**; *and*
- 2) the agency receives **\$25,000 or more** in assistance from the City **in the same calendar year**; *and*
- 3) at least \$25,000 of the funds received are for the **operation of a social services program**, not for physical improvements.

An agency who meets all three criteria is not obligated to pay the full amount of the living wage in the first two years they received assistance from the City. During this two-year period, the agency must take steps to reduce the gap between its wages and the living wage by 15 percent in the first year, and by 35 percent in the second year. For 2010, the living wage is \$11.25 per hour. Please visit [A Non-Profit's Guide to the Living Wage](#) on the JHSSF Committee's website for more information.

HELPFUL HINTS

- Consider attending the voluntary Technical Assistance Meeting on Thursday, March 11, 2010 at 4p.m.
- [View an example](#) of a well-written application.
- Consult the below schedule for notable dates.
- Be prepared to enter into a funding agreement by Thursday, May 27, 2010, if recommended for funding.
- Plan to spend any grant money in 2010, unless you specifically request more time.
- Learn more about the Committee's funding criteria by reading the [Elaboration of Criteria and Funding Statement](#).

2010 JACK HOPKINS SOCIAL SERVICES FUNDING SCHEDULE

<i>What</i>	<i>When & Where</i>
Application Deadline	Monday, March 28, 2011 (12 p.m. by e-mail or 4 p.m. by hand delivery)
Invited Agencies Present Applications	Thursday, April 28, 2011, Council Chambers, 5:00 p.m.
Committee Recommends Allocation of Funds	Monday, May 17, 2010, 5:00 p.m., Chambers
Agencies to Sign Funding Agreements	by Thursday, May 27, 2010, Council Office
Common Council Acts on the Recommendations	Wednesday, June 16, 2010, 7:30 p.m., Council Chambers
HAND Technical Assistance Meeting Regarding Claims & Reimbursements	Tuesday, June 22, 2010, 8:30 a.m., McCloskey Room

HELP WITH APPLICATIONS

The application process is designed to be simple. However, if you have any questions, please don't hesitate to give us a call. You can contact Dan Sherman or Stacy Jane Rhoads in the Council Office at 349-3409. Marilyn Patterson in the Housing and Neighborhood Development Department is also happy to help; Marilyn can be reached at 349-3577. You may contact Committee members at 349-3409 or council@bloomington.in.gov.

Thank you for all you do to make our community a better place!

Sincerely,

, Chair
2011 Jack Hopkins Social Services Funding Committee
City of Bloomington Common Council

Jack Hopkins Social Services Funding Application

Funding Sheet

Lead Agency:

Name _____

Is the Lead Agency a 501(c)(3)? Yes No

Number of Agency Employees: Full-time _____ Part-time _____ Volunteers _____

Address where Project will be facilitated or housed:

Name of Project Administrator: _____

Address _____

Telephone & E-mail _____

Name of other participating agencies, if different from Lead Agency: _____

Proposed Project:

Title of Project: _____

Total Cost of Project: _____

Requested JHSSF Amount: _____

Other Funds Expected for Project:

Amount	Source	Confirmed or Pending
_____	_____	_____
_____	_____	_____
_____	_____	_____

Number of Clients Served by this Project in 2011: _____

Number of City Residents Served by this Project in 2011: _____

Is this a request for operational costs? Yes No

If "yes," is the request for a pilot project or for bridge funding? Pilot Bridge

<i>Example:</i>
Tables: 5 tables @ \$12.00 each
Chairs: 20 chairs @ \$8.00 each

Funding Information:

Please note: Due to limited funds, the Committee often recommends partial funding for a program. In the interest of helping the Committee best decide how to distribute funds, please provide an itemized list of program elements, ranked by priority and their costs.

ITEM	COST
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Claim Submission

Date: (check one)

J July 2011 – September 2011

October 2011 – December 2011

Other

Jack Hopkins Social Services Funding Application

Agency Contact Sheet

Lead Agency:

Name: _____

Address: _____

Phone & E-Mail: _____

Website: _____

President of Board of Directors: _____

Director Information

Director of Lead Agency: _____

Director's Address: _____

Phone & E-Mail: _____

Presenter Information

Name of Person to Present
Application to the Committee _____

Address _____

Phone & E-mail _____

Grant Writer Information

Name of Grant Writer: _____

Address: _____

Phone & E-Mail: _____

Please also include:

- The Agency's Mission Statement in Two-Page Application Narrative
- A Simple Program Budget for use of requested funds (please check your math)
 - A year-end financial statement that includes fund balances and total revenue & expenditures

First Review of Applications
Cover Memo for Packet of Applications
Index of Applications
Sample Summary of Applications
Agenda

City of
Bloomington
Indiana

City Hall
401 N. Morton St.
Post Office Box 100
Bloomington, Indiana 47402



Office of the Common Council

p: (812) 349-3409
f: (812) 349-3570
council@bloomington.in.gov
www.bloomington.in.gov/council

To: Jack Hopkins Social Services Funding Committee
From: Council Office
Re: Packet of Social Service Funding Applications
Date: April 14, 2010

34 Applications for Jack Hopkins Social Services Funding

Thirty-Four agencies have submitted applications for 2010 Jack Hopkins Social Services Funding. This year we have \$200,000 available for grants and a total request of approximately \$427,651. This packet includes:

- 1) Two tables – one listing requests in alpha order, the other organized by amount requested;
- 2) Application summaries; and
- 3) Applications with background materials. *(Some of the inessential materials are not included in the interest of space.)*

Meeting – Thursday, April 22, 2010, 4:00 pm, McCloskey Room to Discuss Applications

The Committee will meet on **Thursday, April 22, 2010 at 4:00 p.m. in the McCloskey Room** to share impressions about the applications, decide which applications merit presentation, and raise questions for agencies to address during their *Presentations* a week later, *on Thursday, April 29, 2010 at 5:00 p.m.* This meeting will also give the Committee members a chance to disclose any conflicts of interest (*see below*) and raise any other questions about the procedure to be followed over the course of the next few meetings.

Conflict of Interests

Please be prepared to disclose any special relationships that you, your spouse, or dependents may have with any of the agencies seeking funds. The term “special relationship” is vague, but is intended to include those relationships that would give the appearance of impropriety if left undisclosed. In the past, members of the Committee have disclosed those relationships at the first meeting, declared their intent to participate fairly, objectively and in the public interest given this relationship, and have participated in the relevant votes. The Committee may adopt other restrictions on participation at this meeting. Please share your thoughts.

(Schedule on Other Side - Over)

Index – Alpha Order

Agency	Request	Nature of Request	Page
1. Amethyst House Inc	\$7,860.00	Equipment (and Surfaces)	43
2. Best Buddies Indiana	\$5,000.00	Operational (Bridge)	61
3. Big Brothers Big Sisters of South Central Indiana	\$3,309.00	Equipment (Software)	69
4. Bloomington Hospital Community Health	\$8,320.00	Operational (Bridge)	81
5. Boys and Girls Clubs of Bloomington	\$8,872.00	Equipment	93
6. Camp Kesem Indiana	\$16,960.00	Operational (Bridge)	105
7. Catholic Charities Bloomington	\$9,882.50	Operational (Pilot)	113
8. Center for Justice and Mediation	\$20,000.00	Operational (Bridge/Pilot)	121
9. Centerstone of Indiana	\$25,000.00	Operational (Pilot)	127
10. Children's Village	\$1,832.00	Operational (Pilot)	137
11. Christole, Inc	\$2,000.00	Operational (Bridge)	145
12. Community AIDS Action Group of South Central Indiana	\$4,350.00	Operational (Pilot)	153
13. Community Kitchen of Monroe County, Inc	\$7,851.00	Equipment	159
14. El Centro Comunal Latino	\$3,500.00	Operational (Bridge)	173
15. Foundation of Monroe County Community Schools	\$60,000.00	Operational (Pilot/Bridge)	181
16. Girls Inc of Monroe County	\$15,000.00	Operational (Bridge)	191
17. Habitat for Humanity of Monroe County	\$30,273.32	Equipment	201
18. Indiana Legal Services, Inc	\$12,500.00	Operational (Pilot)	225
19. Interfaith Winter Shelter Initiative	\$15,193.75	Equipment/Operational (Pilot)	237
20. Martha's House, Inc	\$4,225.00	Equipment	245
21. Middle Way House, Inc	\$10,554.00	Equipment	255
22. Monroe County Parks and Recreation Foundation, Inc	\$39,000.00	Equipment	267
23. Monroe County United Ministries, Inc	\$5,540.53	Equipment	283
24. Monroe County YMCA	\$11,500.00	Scholarships Operational (Pilot)	293
25. Options, Inc	\$9750.00	Equipment (Software & Training)	307
26. People & Animal Learning Services (PALS)	\$4,600.00	Scholarships Operational (Pilot)	317
27. Pinnacle School	\$10,278.00	Operational (Bridge/Pilot)	329
28. Planned Parenthood of Indiana	\$6,000.00	Operational (Bridge/Pilot)	337
29. The Salvation Army	\$1,500.00	Equipment (Training)	351
30. Shalom Community Center, Inc	\$9,300.00	Operational (Bridge/Pilot)	361
31. South Central Community Action Program, Inc	\$22,000.00	Equipment	369
32. Stepping Stones	\$4,820.00	Equipment/ Operational (pilot [storage])	379
33. Trustees of Indiana University	\$25,000.00	Operational (Bridge)	387
34. Volunteers in Medicine of Monroe County	\$5,880.00	Equipment	397
TOTAL	\$427,651		

Index – Order of Amount Requested

Agency	Request	Nature of Request	Page
1. Foundation of Monroe County Community Schools	\$60,000.00	Operational (Pilot/Bridge)	181
2. Monroe County Parks and Recreation Foundation, Inc	\$39,000.00	Equipment	267
3. Habitat for Humanity of Monroe County	\$30,273.32	Equipment	201
4. Centerstone of Indiana	\$25,000.00	Operational (Pilot)	127
5. Trustees of Indiana University	\$25,000.00	Operational	387
6. South Central Community Action Program, Inc	\$22,000.00	Equipment	369
7. Center for Justice and Mediation	\$20,000.00	Operational (Bridge/Pilot)	121
8. Camp Kesem Indiana University	\$16,960.00	Operational (Bridge)	105
9. Interfaith Winter Shelter Initiative	\$15,193.75	Equipment/Operational (Pilot)	237
10. Girls Inc of Monroe County	\$15,000.00	Operational (Bridge)	191
11. Indiana Legal Services, Inc	\$12,500.00	Operational (Pilot)	225
12. Monroe County YMCA	\$11,500.00	Scholarships Operational (Pilot)	293
13. Middle Way House, Inc	\$10,554.00	Equipment	255
14. Pinnacle School	\$10,278.00	Operational (Bridge/Pilot)	329
15. Catholic Charities Bloomington	\$9,882.50	Operational (Pilot)	113
16. Options, Inc	\$9,750.00	Equipment (Software & Training)	307
17. Shalom Community Center, Inc	\$9,300.00	Operational (Bridge/Pilot)	361
18. Boys and Girls Clubs of Bloomington	\$8,872.00	Equipment	93
19. Bloomington Hospital Community Health	\$8,320.00	Operational (Bridge)	81
20. Amethyst House Inc	\$7,860.00	Equipment (Furnishings)	43
21. Community Kitchen of Monroe County, Inc	\$7,851.00	Equipment	159
22. Planned Parenthood of Indiana	\$6,000.00	Operational (Bridge/Pilot)	337
23. Volunteers in Medicine of Monroe County	\$5,880.00	Equipment	397
24. Monroe County United Ministries, Inc	\$5,540.53	Equipment	283
25. Best Buddies Indiana	\$5,000.00	Operational (Bridge)	61
26. Stepping Stones	\$4,820.00	Equipment/ Operational (pilot [storage])	379
27. People & Animal Learning Services (PALS)	\$4,600.00	Scholarships Operational (Pilot)	317
28. Community AIDS Action Group of South Central Indiana	\$4,350.00	Operational (Pilot)	153
29. Martha's House, Inc	\$4,225.00	Equipment	245
30. El Centro Comunal Latino	\$3,500.00	Operational (Bridge)	173
31. Big Brothers Big Sisters of South Central Indiana Program, Inc	\$3,309.00	Equipment (Software)	69
32. Christole, Inc	\$2,000.00	Operational (Bridge)	145
33. Children's Village	\$1,832.00	Operational (Pilot)	137
34. The Salvation Army	\$1,500.00	Equipment (Training)	351
Total	\$427,651.10		

Mission

Amethyst House, Inc. (Amethyst) has been serving Bloomington since 1980. It is a Bloomington-based non-profit United Way agency that provides recovery focused residential and outpatient services for people with drug, alcohol and gambling addictions, as well as educational and self-awareness groups for persons with signs of potential substance abuse. Its mission is to “partner with individuals, families and communities impacted by addictions and substance abuse issues by providing quality recovery services and guidance for clean, sober and healthy living.” It collaborates with the court system and a network of social services agencies to provide services to its clients, train staff, and raise money for these purposes. Amethyst has three transitional residential facilities in Bloomington that house 17 men as well as 10 women and their dependent children and that provide 5 weekly 12-Step AA/NA meetings for about 80 persons, who include both new comers and people with long-term sobriety.

Project

Amethyst House requests \$7,860 to replace vinyl and carpet flooring in Men’s and Women’s houses as well as purchase three “near commercial-grade” dishwashers to replace existing ones in Women’s house (one) and Men’s house (two). The carpet in the Men’s House is about 8 years old and the carpet and vinyl in the Women’s House is 14 years old. The new surfaces should last about 15 years.

Criteria

Need. The application in 2003 stated that the SPAN/MC ranked drug and alcohol abuse and affordable housing among the five highest priorities for social services in this community. It cited other local studies (by the CARES board and in the HAND’s Consolidated Plan) for the need to increase the beds for men seeking treatment for substance abuse. The 1991 COMPASS report also recommended use of the men’s facility to reduce the jail population.

One-Time Investment. This is a one time request to replace aged and worn carpet and vinyl flooring and three old dishwashers.

Fiscal Leveraging. Amethyst House is a non-profit that garners approximately \$650,000 in funds from a variety of sources to run all of its programs. It is also planning to pay for a fourth dishwasher.

Broad and Long-Lasting Benefits. The investment in flooring and equipment will provide safer and more habitable facilities for all of Amethyst’s programs. They will provide broad and long-lasting benefits by keeping existing and attracting new persons for its transitional and counseling services. These persons are facing their addictions and attempting to better their lives and the lives of those around them.

Cost

Amount Requested in Order of Priority

Vinyl Flooring for Women’s House and Men’s House (remnant)	\$959
Dishwashers – 1 for Women’s House and 2 for Men’s House	\$1,580
Carpet – Men’s Dining Area	\$2,875
Carpet – Women’s Meeting Area	\$2,446
TOTAL AMOUNT REQUESTED	\$7,860
<i>Other Funds – Fundraising for Dishwater in ¾ House</i>	\$527
Total Project Costs	\$8,387

SSF Funding History

1995	Denied	Start-up funds, office equipment and furnishings	\$20,000
1997	Denied	Transitional Housing for men and women	\$8,557
1999	Granted	New Van	\$10,000
2000-Oct.	Granted	Rebuild foundation of Women’s facilities	\$7,500
2001	Denied	Phone, Voicemail, Computer networking	\$5,000
2002	Granted	To help rebuild and expand the men’s facility by restoring the historic façade.	\$20,000
2003	Granted	To purchase and install a stairway elevator at Men’s House facility	\$4,521
2006	Granted	To pay for insurance, utilities, food, and salaries to operate the Men’s House	\$8,000

AGENDA

COMMON COUNCIL 2010 JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE

FIRST REVIEW OF APPLICATIONS

22 April 2010

4p

McCloskey Room (#135)

- I. Welcome
- II. Disclosures of Conflicts of Interest
- III. Review of Applications
 - Eliminations
 - Remaining Applications – Discussion & Questions for Agencies
 - Further Action
- IV. Agency Presentations – Thursday, 29 April, 5p, Council Chambers
- V. Other Business
- VI. Adjournment

Presentation Hearing
Agenda
Sample List of Agencies and Questions

AGENDA

BLOOMINGTON COMMON COUNCIL JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE

29 April 2010
5:00 PM
COUNCIL CHAMBERS

AGENCY PRESENTATIONS

- **Introduction**
- **Order of Presentations**
(Kindly note: Each agency is permitted 5 minutes to present its application.)

1. Community Kitchen of Monroe County, Inc. (Vicki Pierce)
2. Monroe County United Ministries, Inc. (Rebecca Stanze)
3. Girls, Incorporated of Monroe County (Lee Ann Jourdan)
4. Big Brothers, Big Sisters of South Central Indiana (Cathy Delaney Willett)
5. Habitat for Humanity of Monroe County (Kerry Thomson)
6. Planned Parenthood of Indiana (Hannah Day)
7. Amethyst House, Inc. (Julia Dotson)
8. Bloomington Hospital Community Health (Carol Weiss-Kennedy)
9. Boys and Girls Clubs of Bloomington (Chris Tann)
10. Catholic Charities of Bloomington (Marsha McCarty)
11. El Centro Comunal Latino (Lillian Casillas)
12. Foundation of Monroe County Community Schools (Tina Peterson)
13. Interfaith Winter Shelter Initiative (Jane Martin)
14. Martha's House, Inc. (Bobbie Summers)
15. Middle Way House, Inc. (Toby Strout)
16. Monroe County YMCA (Roberta Kelzer)
17. Options, Inc. (Susan Rinne)
18. People and Animal Learning Services (PALS) (Fern Bonchek)
19. Pinnacle School (Kristina Simmonds)
20. South Central Community Action Program, Inc. (Todd Lare)
21. Stepping Stones, Inc. (Warren Wade)
22. Volunteers in Medicine of Monroe County (Elizabeth Sturgeon)

- **Other Actions**
- **Adjourn**

Questions for Agencies – 22 April 2010

Agency	Request	Nature of Request	Questions
1. Amethyst House Inc	\$7,860.00	Equipment (and Surfaces)	How many dish-washing machines do you intend to buy and where will they be located? What would you do with partial funding?
2. Best Buddies Indiana	\$5,000.00	Operational (Bridge)	Remove from Consideration: Unanimous
3. Big Brothers Big Sisters of South Central Indiana	\$3,309.00	Equipment (Software)	The new software will help process credit card payments. How do you handle those payments now? How will these funds improve your operations and the service you provide to at-risk youth? What would you do with partial funding
4. Bloomington Hospital Community Health	\$8,320.00	Operational (Bridge)	The application indicates that 75 out of 100 persons served by this program are residents of the City. How did you determine both of those numbers? What will you if you receive partial funding?
5. Boys and Girls Clubs of Bloomington	\$4,900.00	Equipment	The cost of the bikes seems high. Where will you purchase the bikes – locally or online? Could you buy less expensive ones? What would you do if you received partial funding?
6. Camp Kesem Indiana	\$16,960.00	Operational (Bridge)	Remove from Consideration : Unanimous;
7. Catholic Charities Bloomington	\$9,882.50	Operational (Pilot)	What is your outreach program? How do clients learn about your services? What would you do if you received partial funding?

8. Center for Justice and Mediation	\$20,000.00	Operational (Bridge/Pilot)	Remove from Consideration: 5 – 1 MS
9. Centerstone of Indiana	\$25,000.00	Operational (Pilot)	Remove from Consideration: Unanimous
10. Children’s Village	\$1,832.00	Operational (Pilot)	Remove from Consideration: Unanimous
11. Christole, Inc	\$2,000.00	Operational (Bridge)	Remove from Consideration: Unanimous
12. Community AIDS Action Group of South Central Indiana	\$4,350.00	Operational (Pilot)	Remove from Consideration: Unanimous
13. Community Kitchen of Monroe County, Inc	\$7,851.00	Equipment	What would you do if you received partial funding?
14. El Centro Comunal Latino	\$3,500.00	Operational (Bridge)	Please speak to CCL’s history of requesting money for salaries (which are generally not considered one-time funding)? Do you have a plan for funding salaries in the future? What would you do if you received partial funding?
15. Foundation of Monroe County Community Schools	\$60,000.00	Operational (Pilot/Bridge)	This program is being proposed to address the failure of the school to meet progress benchmarks set by federal law. Have you already promised the State that you would implement this program? Could you describe what other programs are being used to bring up performance levels? What you do if you received partial funding?
16. Girls Inc of Monroe County	\$15,000.00	Operational (Bridge)	When did you learn about the loss of NAP credits? How much time did you have to compensate for this loss of funding? As a request for bridge funding, the Committee would like to hear more about your plan for future funding for this position. What would you do if you received partial funding?

17. Habitat for Humanity of Monroe County	\$30,273.32	Equipment	The equipment you request will last for many years. Habitat builds in both the City and the county. What percentage of your current is, and future construction will be, within the City? What would you do if you received future funding?
18. Indiana Legal Services, Inc	\$12,500.00	Operational (Pilot)	Remove from Consideration: Unanimous.
19. Interfaith Winter Shelter Initiative	\$15,193.75	Equipment/Operational (Pilot)	Where will this program be sited? You are requesting money for washing machines and dryers. Can you partner with an agency in order to clean the linens and blankets? Where would these machines be located? What will utilities be used for? What would you do if you received partial funding? Who will serve as fiscal agent?
20. Martha's House, Inc	\$4,225.00	Equipment	What would you do if you received partial funding?
21. Middle Way House, Inc	\$10,554.00	Equipment	Your application indicates that all 60 clients served by this program are residents of the City. Is that really the case? What would you do if you received partial funding?
22. Monroe County Parks and Recreation Foundation, Inc	\$39,000.00	Equipment	Remove from Consideration: 5 – 1
23. Monroe County United Ministries, Inc	\$5,540.53	Equipment	What percentage of household using child cares services are from low-income households? What would you do if you received partial funding?
24. Monroe County YMCA	\$11,500.00	Scholarships Operational (Pilot)	What would you do if you received partial funding?

25. Options, Inc	\$9,750.00	Equipment (Software & Training)	You are requesting funds for training. This is an investment in people who may leave the agency. How do you keep the program going in that event? Do you have any data on the success of this program? What would you do if you received partial funding?
26. People & Animal Learning Services (PALS)	\$4,600.00	Scholarships Operational (Pilot)	Could you describe the impact your program has on at-risk youth? Could you serve more kids with fewer lessons? This is a request to cover fees for certain users. How will those fees be paid in future years? What would you do if you received partial funding?
27. Pinnacle School	\$10,278.00	Operational (Bridge/Pilot)	What would you do if you received partial funding? Could you speak to how you will fund this program in the future?
28. Planned Parenthood of Indiana	\$6,000.00	Operational (Bridge/Pilot)	How do clients learn of your program and how do you select who will benefit from the program? What is your relationship with V.I.M in terms of services provided to clients? In the last few years, your agency has asked for funds to cover services which are not generally considered one-time costs. Can you speak to your plans to fund services through means other than JHSSF? What would you do if you received partial funding?
29. The Salvation Army	\$1,500.00	Equipment (Training)	Remove from Consideration: Unanimous
30. Shalom Community Center, Inc	\$9,300.00	Operational (Bridge/Pilot)	What will the Hunger Relief Specialist do? Given recent news of need for a new location, how will this grant fit into your future plans? What would you do if you received partial funding?
31. South Central Community Action Program, Inc	\$22,000.00	Equipment	What other options have you explored to find parking for your agency? Park and ride? Is your expansion of agency personnel a short-term or long-term condition? Could you discuss how you have tried to solve the problem so far and how you would solve it with these funds? Where would you put these parking spaces? What would you do if you received partial funding?
32. Stepping Stones	\$4,820.00	Equipment/ Operational (pilot [storage])	Can you bring us up-to-date on last year's expansion grant? What would you do if you received partial funding?

33. Trustees of Indiana University	\$25,000.00	Operational (Bridge)	Remove from Consideration: 4 -1
34. Volunteers in Medicine of Monroe County	\$5,880.00	Equipment	What would you do if you received partial funding?
TOTAL	\$427,651		

**2010 JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE
PREALLOCATION MEETING
10-May-10
5 PM, McLOSKEY ROOM**

AGENCY	REQUEST	RATING AVERAGE	ALLOCATION AVERAGE	PRE-ALLOCATION	COMMENTS
Community Kitchen of Monroe County, Inc.	\$7,851.00	5.00	\$7,850.86	\$7,851.00	
Interfaith Winter Shelter Initiative	\$15,193.75	4.71	\$15,138.46	\$15,193.75	Funding shall be conditioned upon the Shelter identifying a site for this machinery. In the event the Interfaith Winter Shelter Initiative dissolves, the two washers and two driers and any unused supplies provided herein shall be donated to an area non-for-profit, to be determined by the Jack Hopkins Social Services Funding Committee.
Middle Way House, Inc.	\$10,554.00	4.71	\$10,394.29	\$10,554.00	
Volunteers in Medicine of Monroe County	\$5,880.00	4.50	\$5,825.71	\$5,880.00	
Monroe County United Ministries, Inc.	\$5,540.53	4.29	\$5,295.12	\$5,540.53	
Amethyst House Inc.	\$7,860.00	4.21	\$6,917.00	\$7,860.00	
El Centro Comunal Latino	\$3,500.00	4.17	\$3,357.14	\$3,500.00	
Martha's House, Inc.	\$4,225.00	4.14	\$3,700.32	\$4,225.00	
Options, Inc.	\$9,750.00	4.00	\$7,464.29	\$9,750.00	Funding shall be conditioned upon Options securing funding for operations to compensate for Medicaid losses. On or before September 1, 2010, the Agency shall notify the City whether it will be able to implement the Power Up program. If Options is unable to implement the program, the Committee will reconvene to consider allocating these funds to one or more of the 2010 JHSSF applicants.
Catholic Charities Bloomington	\$9,882.50	3.93	\$7,509.82	\$8,894.25	
Girls Inc. of Monroe County	\$15,000.00	3.93	\$12,682.43	\$13,500.00	
Big Brothers Big Sisters of South Central Indiana	\$3,309.00	3.86	\$2,345.43	\$2,900.00	
Foundation of Monroe County Community Schools	\$60,000.00	3.71	\$31,858.00	\$32,000.00	
Pinnacle School	\$10,278.00	3.71	\$8,404.43	\$9,000.00	
Boys and Girls Clubs of Bloomington	\$4,900.00	3.64	\$3,567.14	\$3,567.14	
Stepping Stones	\$4,820.00	3.64	\$4,300.00	\$4,300.00	
Habitat for Humanity of Monroe County	\$30,273.32	3.57	\$15,099.00	\$17,000.00	
People & Animal Learning Services (PALS)	\$4,600.00	3.57	\$3,453.57	\$3,453.57	
Planned Parenthood of Indiana	\$6,000.00	3.57	\$5,000.00	\$5,000.00	
Bloomington Hospital Community Health	\$8,320.00	3.50	\$6,411.43	\$6,809.76	
South Cental Community Action Program, Inc.	\$22,000.00	3.36	\$14,521.43	\$16,521.00	
Monroe County YMCA	\$11,500.00	3.21	\$6,700.00	\$6,700.00	
TOTAL	261,237.10		\$187,795.86	\$200,000.00	

IN ATTENDANCE: Committee Members: Sandberg, Satterfield, Piedmont-Smith, Ruff, Pizzo and Huffman Staff: Dan Sherman, Stacy Jane Rhoads and Marilyn Patterson Public: Lee Ann Jourdan (Girls, Inc) and Sue Mayer
DELIBERATIONS

The Committee looked at the average ratings and preliminary allocations provided by each member prior to the meeting.

** Ruff noted for the record that he does not like the idea of using the Hopkins fund to cover the mistakes and poor judgment of the State. In making his recommendations, he did not allocate all \$200,000 as he felt that while all projects are good, not all are appropriate. He felt like the Committee should keep money for future years for true emergency services. Ruff stated that he feels like the Committee is moving away from funding basic services such as food and shelter. Ruff asked what if next year is worse? What if more money is needed next year for emergency services? Shouldn't we fund only the best emergency services now and reserve the balance for next year? Sandberg said that she feels like many projects are worthy and that the Committee should allocate all its money this year. Satterfield pointed out that, historically, the intent of the Committee was to get needed funds out in the community as soon as possible. Does the Committee want to deviate from that? Ruff stated that the State should use the \$2 billion in unencumbered "Major Moves" funds to make up for the shortfall in public education funding.

** Ruff also inquired whether it is prudent to fund the Hospital's application. Clearly, the Hospital has an operating budget that is greater than most all other applicants. If we require social services agencies to pay a living wage once they receive a certain level of funding, shouldn't the inverse hold true? Shouldn't the Committee de-prioritize applicants who are "top heavy," whose directors make substantial sums of money? Sandberg responded that the Committee should look at the population being served, not the entity serving them. Huffman said that he understands Ruff's point. However, the applicant, the Community Health Clinic is run out the the Miller Drive office and most of what this office does is independent of the Hospital and the clinic tends to rely on grant money like this for its operation.

** Ruff stated that he is unsure why there were not bigger requests from emergency services agencies. Patterson offered that there is a graciousness among the local social services community. When an agency gets a generous reward one year, oftentimes it will "sit out" and not apply the next year so as to provide other agencies with greater funding opportunities.

** Motion to fully allocate all \$200,000 -- 6-0-1 (Ruff)

** Motion to fully fund all agencies with an average ranking of "4" and all other agencies as cited and conditioned above. 7-0-0.

** Motion to fund Options contingent upon Options securing necessary funding to compensate for Medicaid losses. By September 1, 2010, Options must assure that it can implement the "PowerUp" program. If it cannot, the JHSSF Committee will reconvene to discuss the allocation of \$9,750 to one or more of the original 2010 applicants. 7-0-0

ADJOURN: 6:25 PM.

Pre-Allocation Hearing
Memorandum
Toward a Unified Rating System
Table of Committee Ratings, Recommended
Allocations, and Comments

**2010 JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE
PREALLOCATION MEETING
10-May-10
5 PM, McCLOSKEY ROOM**

AGENCY	REQUEST	RATING AVERAGE	ALLOCATION AVERAGE	PRE-ALLOCATION	COMMENTS
Community Kitchen of Monroe County, Inc.	\$7,851.00	5.00	\$7,850.86	\$7,851.00	
Interfaith Winter Shelter Initiative	\$15,193.75	4.71	\$15,138.46	\$15,193.75	Funding shall be conditioned upon the Shelter identifying a site for this machinery. In the event the Interfaith Winter Shelter Initiative dissolves, the two washers and two driers and any unused supplies provided herein shall be donated to an area non-for-profit, to be determined by the Jack Hopkins Social Services Funding Committee.
Middle Way House, Inc.	\$10,554.00	4.71	\$10,394.29	\$10,554.00	
Volunteers in Medicine of Monroe County	\$5,880.00	4.50	\$5,825.71	\$5,880.00	
Monroe County United Ministries, Inc.	\$5,540.53	4.29	\$5,295.12	\$5,540.53	
Amethyst House Inc.	\$7,860.00	4.21	\$6,917.00	\$7,860.00	
El Centro Comunal Latino	\$3,500.00	4.17	\$3,357.14	\$3,500.00	
Martha's House, Inc.	\$4,225.00	4.14	\$3,700.32	\$4,225.00	
Options, Inc.	\$9,750.00	4.00	\$7,464.29	\$9,750.00	Funding shall be conditioned upon Options securing funding for operations to compensate for Medicaid losses. On or before September 1, 2010, the Agency shall notify the City whether it will be able to implement the Power Up program. If Options is unable to implement the program, the Committee will reconvene to consider allocating these funds to one or more of the 2010 JHSSF applicants.
Catholic Charities Bloomington	\$9,882.50	3.93	\$7,509.82	\$8,894.25	
Girls Inc. of Monroe County	\$15,000.00	3.93	\$12,682.43	\$13,500.00	
Big Brothers Big Sisters of South Central Indiana	\$3,309.00	3.86	\$2,345.43	\$2,900.00	
Foundation of Monroe County Community Schools	\$60,000.00	3.71	\$31,858.00	\$32,000.00	
Pinnacle School	\$10,278.00	3.71	\$8,404.43	\$9,000.00	
Boys and Girls Clubs of Bloomington	\$4,900.00	3.64	\$3,567.14	\$3,567.14	
Stepping Stones	\$4,820.00	3.64	\$4,300.00	\$4,300.00	
Habitat for Humanity of Monroe County	\$30,273.32	3.57	\$15,099.00	\$17,000.00	
People & Animal Learning Services (PALS)	\$4,600.00	3.57	\$3,453.57	\$3,453.57	
Planned Parenthood of Indiana	\$6,000.00	3.57	\$5,000.00	\$5,000.00	
Bloomington Hospital Community Health	\$8,320.00	3.50	\$6,411.43	\$6,809.76	
South Cental Community Action Program, Inc.	\$22,000.00	3.36	\$14,521.43	\$16,521.00	
Monroe County YMCA	\$11,500.00	3.21	\$6,700.00	\$6,700.00	
TOTAL	261,237.10		\$187,795.86	\$200,000.00	

IN ATTENDANCE: Committee Members: Sandberg, Satterfield, Piedmont-Smith, Ruff, Pizzo and Huffman Staff: Dan Sherman, Stacy Jane Rhoads and Marilyn Patterson Public: Lee Ann Jourdan (Girls, Inc) and Sue Mayer
DELIBERATIONS

The Committee looked at the average ratings and preliminary allocations provided by each member prior to the meeting.

** Ruff noted for the record that he does not like the idea of using the Hopkins fund to cover the mistakes and poor judgment of the State. In making his recommendations, he did not allocate all \$200,000 as he felt that while all projects are good, not all are appropriate. He felt like the Committee should keep money for future years for true emergency services. Ruff stated that he feels like the Committee is moving away from funding basic services such as food and shelter. Ruff asked what if next year is worse? What if more money is needed next year for emergency services? Shouldn't we fund only the best emergency services now and reserve the balance for next year? Sandberg said that she feels like many projects are worthy and that the Committee should allocate all its money this year. Satterfield pointed out that, historically, the intent of the Committee was to get needed funds out in the community as soon as possible. Does the Committee want to deviate from that? Ruff stated that the State should use the \$2 billion in unencumbered "Major Moves" funds to make up for the shortfall in public education funding.

** Ruff also inquired whether it is prudent to fund the Hospital's application. Clearly, the Hospital has an operating budget that is greater than most all other applicants. If we require social services agencies to pay a living wage once they receive a certain level of funding, shouldn't the inverse hold true? Shouldn't the Committee de-prioritize applicants who are "top heavy," whose directors make substantial sums of money? Sandberg responded that the Committee should look at the population being served, not the entity serving them. Huffman said that he understands Ruff's point. However, the applicant, the Community Health Clinic is run out the the Miller Drive office and most of what this office does is independent of the Hospital and the clinic tends to rely on grant money like this for its operation.

** Ruff stated that he is unsure why there were not bigger requests from emergency services agencies. Patterson offered that there is a graciousness among the local social services community. When an agency gets a generous reward one year, oftentimes it will "sit out" and not apply the next year so as to provide other agencies with greater funding opportunities.

** Motion to fully allocate all \$200,000 -- 6-0-1 (Ruff)

** Motion to fully fund all agencies with an average ranking of "4" and all other agencies as cited and conditioned above. 7-0-0.

** Motion to fund Options contingent upon Options securing necessary funding to compensate for Medicaid losses. By September 1, 2010, Options must assure that it can implement the "PowerUp" program. If it cannot, the JHSSF Committee will reconvene to discuss the allocation of \$9,750 to one or more of the original 2010 applicants. 7-0-0

ADJOURN: 6:25 PM.

Toward a Unified Rating System

Past practice of the Committee has been to leverage 0-5 scheme to rank each application. In 2006, the Committee requested that Council staff propose attaching a definition to each ranking. The 2007 Committee reviewed the ranking scheme, agreed it was a useful guide but did not vote to formally adopt it.

Standardized Rankings – A Working Guide

- “0” Does not meet any criteria and/or does not primarily serve City residents.
- “1” Minimally meets only one criterion and primarily serves City residents.
- “2” Minimally meets only two criteria and primarily serves City residents.
- “3” Minimally meets all three criteria and primarily serves City residents.
- “4” Fully meets all three criteria, primarily serves City residents and addresses one of the Committee’s elaborated priorities (service to low-income residents or the provision of basic human needs).
- “5” Fully meets all three criteria, primarily serves City residents and both targets a low-income population and provides a service addressing basic human needs.

Points discussed by the 2007 Committee are as follows:

- Mayer pointed out that the rating system adds value to the process, but is insufficient as a sole basis for decision making.
- Ruff stated that the proposed rating system makes rating entirely mechanical and affords little flexibility. On the other hand, the problem with rating each agency without linking criteria to ratings is that Committee members rank disparately – some provide many “5s” while others provide only low numbers. The Committee does not need a ranking system to eliminate clear “bad fits.”
- While Sandberg stated that she likes the inter-rater reliability afforded by a defined rating, Huffman pointed out that there is still room for subjectivity within the putative scheme – such as “broad and long-lasting benefits.”
- Mayer stated that rating should be keyed to the values of the Committee.

The Committee agreed that the above scheme serves as a useful guide, but decided to not formally adopt it.

2010 JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE -- COMMITTEE RATINGS & RECOMMENDED ALLOCATIONS

RANK ORDER																		
AGENCY	REQUEST	RATING							RATING AVERAGE	RECOMMENDED ALLOCATION							ALLOCATION AVERAGE	COMMENTS
		MS	HH	TM	AP	AR	IP	SS		MS	HH	TM	AP	AR	IP	SS		
Community Kitchen of Monroe County, Inc.	\$7,851.00	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.00	\$7,851.00	\$7,851.00	\$7,850.00	\$7,851.00	\$7,851.00	\$7,851.00	\$7,851.00	\$7,850.86	
Interfaith Winter Shelter Initiative	\$15,193.75	5.0	5.0	5.0	4.0	5.0	4.0	5.0	4.71	\$15,193.75	\$15,193.75	\$15,195.00	\$15,000.00	\$15,000.00	\$15,193.75	\$15,193.00	\$15,138.46	
Middle Way House, Inc.	\$10,554.00	5.0	5.0	5.0	4.0	4.0	5.0	5.0	4.71	\$10,554.00	\$10,554.00	\$10,544.00	\$10,000.00	\$10,000.00	\$10,554.00	\$10,554.00	\$10,394.29	
Volunteers in Medicine of Monroe County	\$5,880.00	4.5	4.0	5.0	5.0	4.0	4.0	5.0	4.50	\$5,880.00	\$5,880.00	\$5,880.00	\$5,880.00	\$5,500.00	\$5,880.00	\$5,880.00	\$5,825.71	
Monroe County United Ministries, Inc.	\$5,540.53	3.5	4.0	5.0	5.0	4.5	3.0	5.0	4.29	\$5,540.53	\$5,500.00	\$5,540.00	\$5,540.53	\$5,540.00	\$3,864.75	\$5,540.00	\$5,295.12	
Amethyst House Inc.	\$7,860.00	3.5	4.0	5.0	4.0	4.0	4.0	5.0	4.21	\$2,539.00	\$7,800.00	\$7,860.00	\$7,000.00	\$7,500.00	\$7,860.00	\$7,860.00	\$6,917.00	MS: Vinyl flooring + dishwashers
El Centro Comunal Latino	\$3,500.00	4.0	3.0	5.0	4.0	4.0	4.0	5.0	4.17	\$3,500.00	\$3,000.00	\$3,500.00	\$3,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,357.14	AP: Salary
Martha's House, Inc.	\$4,225.00	3.0	3.0	5.0	4.0	4.0	5.0	5.0	4.14	\$1,702.22	\$3,500.00	\$4,225.00	\$4,225.00	\$3,800.00	\$4,225.00	\$4,225.00	\$3,700.32	MS: Nice opportunity for job training. Make the lockers. Number reflects 35% of cost plus \$223.72 random to make up difference
Options, Inc.	\$9,750.00	4.5	4.0	5.0	4.0	3.5	4.0	3.0	4.00	\$9,750.00	\$9,000.00	\$9,750.00	\$9,000.00	\$0.00	\$9,750.00	\$5,000.00	\$7,464.29	AR: My understanding is that this program currently in jeopardy because of sudden of other necessary funds. IPS: Conditional on the agency being able to provide matching funds.
Catholic Charities Bloomington	\$9,882.50	4.5	3.0	5.0	4.0	3.0	4.0	4.0	3.93	\$9,882.50	\$7,801.25	\$9,885.00	\$9,000.00	\$0.00	\$9,000.00	\$7,000.00	\$7,509.82	AR: Seems like there are other programs for this - though I know they said it was not redundant with other programs provided by others.
Girls Inc. of Monroe County	\$15,000.00	4.5	3.0	5.0	3.0	4.0	4.0	4.0	3.93	\$15,000.00	\$8,000.00	\$15,000.00	\$10,000.00	\$12,000.00	\$15,000.00	\$13,777.00	\$12,682.43	AP: Every year salary
Big Brothers Big Sisters of South Central Indiana	\$3,309.00	4.5	3.0	5.0	5.0	2.5	3.0	4.0	3.86	\$3,309.00	\$3,000.00	\$3,300.00	\$3,309.00	\$0.00	\$1,500.00	\$2,000.00	\$2,345.43	AR: Good, but believe service can still be effectively delivered using methods without this technology - doesn't quite rise to JHSSF at this time in my view.
Foundation of Monroe County Community Schools	\$60,000.00	4.0	5.0	5.0	4.0	0.0	4.0	4.0	3.71	\$30,000.00	\$60,000.00	\$33,006.00	\$30,000.00	\$0.00	\$30,000.00	\$40,000.00	\$31,858.00	AR: In light of the failures of state and federal government in the prioritizing public schools and education with adequate funding and programs, I do think it extremely important for our community to come together to address this situation with Fairview, and this approach may well be a good way to do it. I just don't believe at this point that the JHSSF should be used for this need, urgent as it may be.
Pinnacle School	\$10,278.00	5.0	4.0	5.0	4.0	0.0	4.0	4.0	3.71	\$10,278.00	\$10,000.00	\$10,275.00	\$10,000.00	\$0.00	\$10,278.00	\$8,000.00	\$8,404.43	AR: Very important, but not JHSSF
Boys and Girls Clubs of Bloomington	\$4,900.00	3.0	3.0	5.0	4.0	3.5	3.0	4.0	3.64	\$1,470.00	\$4,000.00	\$4,900.00	\$4,000.00	\$3,000.00	\$4,100.00	\$3,500.00	\$3,567.14	MS: trailer hitches and bike racks, tool kit AR: Good project, but probably don't need new bikes for this. In this town there would seem to be good used bikes available and reduce the cost of this project.
Stepping Stones	\$4,820.00	1.0	3.0	5.0	4.0	3.5	4.0	5.0	3.64	\$4,820.00	\$3,500.00	\$4,820.00	\$4,820.00	\$2,500.00	\$4,820.00	\$4,820.00	\$4,300.00	
Habitat for Humanity of Monroe County	\$30,273.32	3.0	3.0	5.0	3.0	4.0	4.0	3.0	3.57	\$12,390.00	\$10,000.00	\$5,400.00	\$20,374.47	\$20,000.00	\$20,528.50	\$17,000.00	\$15,099.00	MS: trailer and tools + 7k for truck
People & Animal Learning Services (PALS)	\$4,600.00	4.0	3.0	5.0	4.0	3.0	3.0	3.0	3.57	\$4,600.00	\$2,500.00	\$4,600.00	\$4,000.00	\$2,300.00	\$3,875.00	\$2,300.00	\$3,453.57	
Planned Parenthood of Indiana	\$6,000.00	1.0	2.0	5.0	4.0	4.0	4.0	5.0	3.57	\$6,000.00	\$0.00	\$6,000.00	\$6,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$5,000.00	
Bloomington Hospital Community Health	\$8,320.00	2.5	4.0	5.0	4.0	0.0	4.0	5.0	3.50	\$6,240.00	\$8,000.00	\$8,320.00	\$8,000.00	\$0.00	\$8,320.00	\$6,000.00	\$6,411.43	MS: 75% of clients served are City, salary AR: "Department" of the Bloomington Hospital. I have a hard time justifying this when comparing BH executive salaries with the salaries of executives of the other agency applicants.
South Cental Community Action Program, Inc.	\$22,000.00	2.0	3.0	5.0	3.0	3.5	3.0	4.0	3.36	\$22,000.00	\$15,000.00	\$12,650.00	\$12,000.00	\$11,000.00	\$11,000.00	\$18,000.00	\$14,521.43	
Monroe County YMCA	\$11,500.00	4.0	2.0	5.0	4.0	2.5	2.0	3.0	3.21	\$11,500.00	\$0.00	\$11,500.00	\$11,000.00	\$0.00	\$6,900.00	\$6,000.00	\$6,700.00	AR: Good, but not for JHSSF
TOTAL	\$261,237.10									\$200,000.00	\$200,080.00	\$200,000.00	\$200,000.00	\$114,491.00	\$200,000.00	\$200,000.00	\$187,795.86	

Allocation Hearing
Agenda
Memorandum
Worksheet

AGENDA

THE JACK HOPKINS
SOCIAL SERVICES FUNDING COMMITTEE MEETING
May 17, 2010
5:00 p.m.
COUNCIL CHAMBERS

FUNDING RECOMMENDATIONS

- 1 Introduction
2. **Funding Recommendations**
 - Motion to Recommend Funding
 - Public Comment
 - Committee Comment
 - Vote
- 3 **Other Matters**
 - Motion to Reschedule Debriefing Meeting from 6:00 p.m. June 2, 2010 to 6:00 p.m. June ___, 2010
 - Final Action on Recommendations at the Regular Session on June 16, 2010
 - Motion to Reschedule Date Funding Agreements are Due from May 27, 2010 to June 1, 2010
 - Survey
 - Technical Assistance Meeting on Tuesday, June 22, 2010 at 8:30 a.m. in the McCloskey Room
4. **Adjournment**

Common Council
Jack Hopkins Social Services Funding Committee
17 May 2010, 5:00 pm
Council Chambers
401 N. Morton

Memorandum

In attendance: Committee Members: Mike Satterfield (Chair), Hans Huffman, Tim Mayer, Andy Ruff, Susan Sandberg and Isabel Piedmont-Smith.

Staff: Marilyn Patterson (HAND), Dan Sherman and Stacy Jane Rhoads (Council Office)

I. Introduction

Chair Satterfield called the meeting to order, explaining that the purpose of this meeting is to make funding recommendations. He reviewed that this year 34 agencies applied, requesting a total of \$427,651. The Committee has \$200,000 to allocate. Early on, the Committee cut 11 agencies from consideration and another withdrew.

II. Funding Recommendations

Chair Satterfield asked if there was a motion to recommend funding. Susan Sandberg made said motion which was seconded by Hans Huffman. The motion included the name of the agency, its project name and the Committee's recommended funding amount based on the Committee's Pre-Allocation meeting deliberations. Before the Committee turned to a vote, Satterfield asked if anyone from the public wished to comment on proposed recommendations. Todd Lare of South Central Community Action Program thanked the Committee for its work.

The Committee voted 6-0 to approve the following funding:

AGENCY	REQUEST	RECOMMENDATION	CONDITIONS
Community Kitchen of Monroe County, Inc./ <i>To purchase a pallet truck, ice machine and storage bin and two "trainable" dollies for use at their current and future sites on South Rogers Street.</i>	\$7,851.00	\$7,851.00	
Interfaith Winter Shelter Initiative/ <i>To provide for the following equipment and services for the Interfaith Winter Shelter Initiative, 2010-2011 Winter Season: 1) the purchase two large-capacity washing machines and two large-capacity drying machine; 2) the purchase of laundry supplies; 3) the payment of utilities; 4) the payment of the salary or salaries of one or more homeless guests to act as independent contractors to provide laundry services. Any contractor or contractors acting in this capacity shall be paid \$11.25/hour.</i>	\$15,193.75	\$15,193.75	- These funds are contingent upon identifying a site where the washers and dryers will be housed for the 2010-2011 Winter Season. - In the event the Interfaith Winter Shelter Initiative dissolves, the two washers and two driers and any unused supplies shall be donated to an area non-for-profit, to be determined by the Jack Hopkins Social Services Funding Committee.
Middle Way House, Inc./ <i>To purchase Food Works Kitchen equipment, including: an ice machine, a coffee maker, a pH meter, a mixer, an electric pasta machine and two pasta-machine cutters, an electric stone mill and a dehydrator for the facility located at 318 South Washington Street.</i>	\$10,554.00	\$10,554.00	

Volunteers in Medicine of Monroe County/ <i>To purchase a Kirby Lester Tablet Counter to be housed at the facility located at 811 West 2nd Street.</i>	\$5,880.00	\$5,880.00	
Monroe County United Ministries, Inc./ <i>To purchase cots, cot carriers, cot name plates and emergency kits for the Affordable Childcare program located at 827 West 14th Street Court.</i>	\$5,540.53	\$5,540.53	
Amethyst House Inc./ <i>To replace vinyl and carpet flooring in, and purchase three dishwashers for, the Men's and Women's houses.</i>	\$7,860.00	\$7,860.00	
El Centro Comunal Latino/ <i>To pay part of the salary for the Volunteer Coordinator position.</i>	\$3,500.00	\$3,500.00	
Martha's House, Inc./ <i>To purchase and pay for the shipping of fourteen, two-drawer under bed storage units for the facility at 919 South Rogers Street.</i>	\$4,225.00	\$4,225.00	
Options, Inc./ To pay for software, training, video production and resource materials for the <i>Power Up</i> program.	\$9,750.00	\$9,750.00	Conditioned upon securing necessary funding to compensate for Medicaid losses. By September 1, 2010, Options must assure that it can implement the "PowerUp" program. If it cannot, the JHSSF Committee will reconvene to discuss the allocation of \$9,750 to one or more of the original 2010 applicants.
Catholic Charities Bloomington/ <i>To pay for start-up costs for the Incredible Years Social Skills Training Program described in the agency's application. These include training two clinical staff, purchasing DVDs and supplemental materials (e.g. puppets, laminated cards, and books) for various curricula designed to reduce aggressive and disruptive behaviors.</i>	\$9,882.50	\$8,894.25	
Girls Inc. of Monroe County/ <i>To help pay for the salary of the Program Director.</i>	\$15,000.00	\$13,500.00	
Big Brothers Big Sisters of South Central Indiana/ <i>To purchase BlackBaud Sphere in a Box website software and associated set up and training fee for use by agency.</i>	\$3,309.00	\$2,900.00	

Foundation of Monroe County Community Schools/ <i>To help pay for an implementation coordinator for the Artful Learning curriculum at Fairview Elementary.</i>	\$60,000.00	\$32,000.00	
Pinnacle School/ <i>To help pay for the Summer High School program located at 1503 West Arlington Road.</i>	\$10,278.00	\$9,000.00	
Boys and Girls Clubs of Bloomington/ <i>To purchase equipment, including trailer hitches and hitch mounted bike racks, bicycles and tools for the Club Riders program based at 311 South Lincoln Street.</i>	\$4,900.00	\$3,567.14	
Stepping Stones/ <i>To purchase furniture and software and to pay for the rent of a storage unit.</i>	\$4,820.00	\$4,300.00	
Habitat for Humanity of Monroe County/ <i>To purchase a job site trailer, tools and to help purchase a truck for the Construction Leadership Program.</i>	\$30,273.32	\$17,000.00	
People & Animal Learning Services (PALS)/ <i>To provide scholarships for at-risk and disadvantaged City of Bloomington youth for participation in therapeutic animal-assisted activities.</i>	\$4,600.00	\$3,453.57	
Planned Parenthood of Indiana/ <i>To pay for costs associated with Recession Rx program for City of Bloomington residents.</i>	\$6,000.00	\$5,000.00	
Bloomington Hospital Community Health/ <i>To pay part of the salary of the Fresh Start to Life Program Coordinator.</i>	\$8,320.00	\$6,809.76	
South Central Community Action Program, Inc./ <i>To pay for parking lot expansion at 1500 West 15th Street.</i>	\$22,000.00	\$16,521.00	
Monroe County YMCA/ <i>To provide subsidies for low-income City of Bloomington residents for participation in the Diabetes Prevention Program.</i>	\$11,500.00	\$6,700.00	
TOTAL		\$200,000.00	

III. COMMITTEE MEMBER COMMENTS

- Andy Ruff stated that he has real concerns about funding some agencies, in particular the Foundation of Monroe County Schools. He does not doubt that Fairview needs the funds and that the Foundation's proposed program is worthy. However, he is concerned that funding the schools sets a precedent. This fund should not be used for funding traditional educational programs due to poor decisions made by the State. His JHSSF colleagues persuaded him that it was a responsible use of JHSSF money to help with Fairview, however, his concerns remain.
- Tim Mayer stated that it is important for all to recognize that JHSSF funds are tax payer money. He thanked all Committee members and stated that all members take their roles very seriously, do their homework and struggle with final funding decisions. He thanked agencies for their good work.
- Susan Sandberg thanked all social services agencies and stated that their work is invaluable. Their work makes this community such a rewarding place to live. She stated that the Committee deeply appreciates and respects the community's social services agencies. She stated that, as the daughter of two teachers, she knows the importance of social services agencies. The Committee really struggles with funding decisions. These are tough economic times and she is irritated that local communities are continually called upon to compensate for failures at the State and federal levels, but is thankful that we can.
- Isabel Piedmont-Smith echoed the thanks of other Committee members. She is pleased that the Committee is able to fund 22 agencies which offer a wide range of services -- hunger relief, health care, youth, minority groups and education. Hopefully, the need to fund the schools will only be temporary. She said she is happy to provide funding for the Boys and Girls Club bicycle program as this is *Bikes Week*. She said that she was hesitant to fund a parking lot, but South Central Community Action Program made a good case. She said that she is pleased and proud we can make this contribution.
- Mike Satterfield stated that in closing, he wants to emphasize that the Committee takes its work very seriously. This year, the group was faced with some unusual choices. It is not usual that the Committee funds schools and parking lots. He stated that the core of the Committee's work is emergency services and thanked all agencies for their good work.

IV. Other Business

- Chair Satterfield made a motion to reschedule the Committee's debriefing meeting from 6pm June 2, 2010 to 6:00 pm. June 16th, 2010. The Committee approved the change by unanimous voice vote.

Chair Satterfield reminded agencies of the following:

- The Common Council must take action on the Committee's recommendations before agencies can access their funds. The entire Council will take action on Wednesday, 16 June 2010. Agencies do not need to attend this meeting to receive funds.
- Agencies must complete Funding Agreements by the first week in June. The Council Office staff will be in touch with agencies to confirm the terms of the Agreement.

- The Council Office staff will also send agencies a brief survey in mid-June. Agencies are encouraged to complete the survey as candid feedback helps us work to continually improve the program.
- Agencies should attend the Technical Assistance Meeting offered by Marilyn Patterson of HAND, Tuesday, 22 June 2010 at 8:30 a.m., McCloskey Room.

V. Adjournment

The Committee adjourned at 5:28 pm.



2010 COMMON COUNCIL JACK HOPKINS SOCIAL SERVICES FUNDING COMMITTEE

RECOMMENDATIONS

AGENCY	REQUEST	RECOMMENDATION	
Community Kitchen of Monroe County, Inc.	\$7,851.00	\$7,851.00	
Interfaith Winter Shelter Initiative	\$15,193.75	\$15,193.75	<i>Conditioned upon identifying a site for the equipment.</i>
Middle Way House, Inc.	\$10,554.00	\$10,554.00	
Volunteers in Medicine of Monroe County	\$5,880.00	\$5,880.00	
Monroe County United Ministries, Inc.	\$5,540.53	\$5,540.53	
Amethyst House Inc.	\$7,860.00	\$7,860.00	
El Centro Comunal Latino	\$3,500.00	\$3,500.00	
Martha's House, Inc.	\$4,225.00	\$4,225.00	
Options, Inc.	\$9,750.00	\$9,750.00	<i>Conditioned upon securing necessary funding to compensate for Medicaid losses. By September 1, 2010, Options must assure that it can implement the "PowerUp" program. If it cannot, the JHSSF Committee will reconvene to discuss the allocation of \$9,750 to one or more of the original 2010 applicants.</i>
Catholic Charities Bloomington	\$9,882.50	\$8,894.25	
Girls Inc. of Monroe County	\$15,000.00	\$13,500.00	
Big Brothers Big Sisters of South Central Indiana	\$3,309.00	\$2,900.00	
Foundation of Monroe County Community Schools	\$60,000.00	\$32,000.00	
Pinnacle School	\$10,278.00	\$9,000.00	
Boys and Girls Clubs of Bloomington	\$4,900.00	\$3,567.14	
Stepping Stones	\$4,820.00	\$4,300.00	
Habitat for Humanity of Monroe County	\$30,273.32	\$17,000.00	
People & Animal Learning Services (PALS)	\$4,600.00	\$3,453.57	
Planned Parenthood of Indiana	\$6,000.00	\$5,000.00	
Bloomington Hospital Community Health	\$8,320.00	\$6,809.76	
South Cental Community Action Program, Inc.	\$22,000.00	\$16,521.00	
Monroe County YMCA	\$11,500.00	\$6,700.00	
TOTAL	\$261,237.10	\$200,000.00	

Funding Agreement
Sample Funding Agreement

FUNDING AGREEMENT
CITY OF BLOOMINGTON - JACK HOPKINS
SOCIAL SERVICES PROGRAM

«Agency_Name»

This Agreement entered into on _____, 2011 at Bloomington, Indiana, between the Common Council of the City of Bloomington, Indiana, hereinafter referred to as the "City," and «Agency_Name», hereinafter referred to as the "Agency," provides for the following:

Whereas, the Jack Hopkins Social Services Program Funding Committee (Committee) reviewed Agency applications, heard their presentations, and made funding recommendations to the Common Council;

Whereas, the Common Council adopted Resolution 11-XX which provided funding to this Agency in the amount and for the purposes set forth in Section I of this Agreement;

Whereas, the resolution also delegated the duty of interpreting the funding agreement for the City to the Chair of the Committee; and

Whereas, in interpreting the Agreement, the Chair may consider the purposes of the program, the application and comments by Agency representatives, and statements made by decision-makers during deliberations.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

I. USE OF FUNDS

Agency agrees to use Agreement funds as follows:

II. TIME OF PERFORMANCE

The last claim for expenses under this Agreement must be filed before *(please insert "date" field here and correct color of font before merging files)* Upon request from the Agency, the deadline may be extended for good cause by the Housing and Neighborhood Development Director of the City. Said request must be submitted in writing at least two weeks prior to the deadline set forth in the first sentence or as that date has been extended by the Housing and Neighborhood Development Director. The Director may not extend the deadline beyond **April 1, 2012**.

III. PAYMENT PROCEDURES

It is expressly agreed and understood that the total amount to be paid by the City under this Agreement shall not exceed «Received» Claims for the payment of eligible expenses shall be made against the items specified in Section I, Use of Funds.

The Agency will submit to the City a claim voucher pursuant to City's claim procedures and deadlines for the expenditures corresponding to the agreed upon use of funds outlined above. Along with the claim voucher, the Agency will submit documentation satisfactory to the City, at the City's sole discretion, showing the Agency's expenditures.

The Agency agrees to make its best efforts to submit claims on a monthly basis and also agrees to submit claims for its June, July, and August expenditures no later than **September 17, 2011** and to submit claims for its September, October, and November expenditures no later than **November 24, 2011**.

In the event the award includes money for operational costs (i.e., to cover ongoing expenditures such as rent, utilities, salaries, etc.), the Agency agrees to submit a one page evaluation of the program to the City on or before the date it submits the final claim voucher.

IV. ADMINISTRATIVE REQUIREMENTS

A. Accounting Procedures

The Agency agrees to use generally accepted accounting procedures and to provide for:

- (1) Accurate, current, and complete disclosure of the financial component of its activities;
- (2) Records which identify adequately the source and application of funds for City supported activities;
- (3) Effective control over and accountability for all funds, property, and other assets;
- (4) Adequate safeguarding of all such assets and assurance that they are used solely for authorized purposes;
- (5) The City to conduct monitoring activities as it deems reasonably necessary to insure compliance with this Agreement; and
- (6) Return of the funds received under this Agreement that the City determines were not expended in compliance with its terms.

B. Access to Records

The Agency agrees that it will give the City, through any authorized representative, access to, and the right to examine, all records, books, papers or documents related to the funding provided by this Agreement, for the purpose of making surveys, audits, examinations, excerpts, and transcripts.

C. Retention of Records

The Agency agrees that it will retain financial records, supporting documents, statistical records, and all other records pertinent to the funding provided to the Agency for a period of three years from the termination of this Agreement pursuant to Section VII or VIII.

V. GENERAL CONDITIONS

A. Independent Contractor

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Agency shall at all times remain an “independent contractor” with respect to the services to be performed under this Agreement. None of the benefits provided by an employer to an employee, including but not limited to minimum wage and overtime compensation, workers’ compensation insurance and unemployment insurance, shall be available from or through the City to the Agency.

B. Hold Harmless

The Agency shall hold harmless, defend and indemnify the City from any and all claims, actions, suits, charges and judgments whatsoever that arise out of a subrecipient’s performance or nonperformance of the services or subject matter called for in this Agreement.

C. Nondiscrimination (for agencies receiving grants in excess of \$10,000)

Agencies receiving grants in excess of Ten Thousand Dollars (\$10,000) shall be subject to Section 2.21.000 et seq. of the Bloomington Municipal Code. Unless specific exemptions apply, the Agency will not discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, sex, disability, sexual orientation or gender identity. The Agency will take affirmative action to insure that all employment practices are free from such discrimination. Such employment practices include but are not limited to the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Agency agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the City setting forth the provisions of this nondiscrimination clause.

D. Living Wage Requirements

(1) This contract is subject to the City of Bloomington Living Wage Ordinance, Chapter 2.28 of the Bloomington Municipal Code and any implementing regulations. The Living Wage Ordinance requires among other things, that unless specific exemptions apply, all recipients of City subsidies, as defined, shall provide payment of a minimum level of compensation to employees which may include the cost of health benefits. Such rate shall be adjusted annually pursuant to the terms of the Bloomington Living Wage Ordinance.

(2) Under the provisions of the Bloomington Living Wage Ordinance, the City shall have the authority, under appropriate circumstances, to terminate this contract and to seek other remedies as set forth therein, for violations of the Ordinance.

VI. NOTICES

Communication and details concerning this Agreement shall be directed to the following representatives:

City: Marilyn Patterson, Program Manager Housing and Neighborhood Development City of Bloomington P.O. Box 100 Bloomington, IN 47402 Tel: (812) 349-3577 Fax: (812) 349-3582 E-mail: pattersm@bloomington.in.gov	Agency: «Director_of_Agency» «Agency_Name» «Address_1» «Address_2» Tel: «Phone_» E-mail: «Email_Address»
--	--

VII. TERMINATION OF AGREEMENT

The Agency agrees that this Agreement is subject to the availability of funds and that if funds become unavailable for the performance of this Agreement, the City may terminate the Agreement. If funds become unavailable, the City shall promptly notify the Agency in writing of the termination and the effective date thereof.

It is further agreed that the City may terminate this Agreement in whole or in part if it determines that the Agency has failed to comply with the Agreement or with other conditions imposed by applicable laws, rules and regulations. The City shall promptly notify the Agency in writing of the determination and the reasons for the determination, together with the effective date. The Agency agrees that if the City terminates the Agreement for cause it will refund to the City that portion of the funds that the City determines was not expended in compliance with the Agreement. The Agency shall be responsible for paying any costs incurred by the City to collect the refund, including court costs and reasonable attorneys' fees.

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby, and all other parts of this Agreement shall nevertheless be in full force and effect.

VIII. TERM OF AGREEMENT

Unless terminated as provided in Section VII herein, this Agreement shall terminate upon the City's determination that the provisions of this Agreement regarding use of the Agreement funds have been met by the Agency.

CITY OF BLOOMINGTON, INDIANA

«Agency_Name»

By: _____
Isabel Piedmont-Smith
President, Common Council

By: _____
«Pres_BoD»
President
Board of Directors

By: _____
Lisa Abbott
Housing and Neighborhood
Development Director

By: _____
«Director_of_Agency»
Executive Director

Date

Date

By: _____
Mark Kruzan, Mayor

Date

City Calendar
Months of March through June

March 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																										
<table border="1"> <caption>Feb 2011</caption> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> <td>5</td> </tr> <tr> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> <td>12</td> </tr> <tr> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> <td>19</td> </tr> <tr> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> <td>26</td> </tr> <tr> <td>27</td> <td>28</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28						1 5:00 PM USB, Utilities 5:30 PM BPW, Chambers 5:30 PM SCI, Dunlap 7:30 PM Tele, Chambers	2 12:00 Noon BUEA, McCloskey 5:30 PM CHLA, McCloskey 7:30 PM CCL/RS, Chambers	3 4:00 PM BDUAC, McCloskey 5:15 PM SWMD-CAC, Education Room 5:30 PM CSW, McCloskey	4	5
S	M	T	W	T	F	S																																										
		1	2	3	4	5																																										
6	7	8	9	10	11	12																																										
13	14	15	16	17	18	19																																										
20	21	22	23	24	25	26																																										
27	28																																															
6	7 4:30 PM Plat, Hooker 5:00 PM RC, McCloskey 5:30 PM BPSC-WS, Hooker 5:30 PM PC, Chambers	8 4:30 PM CoA, Hooker 5:30 PM ACC, Hooker 5:30 PM BPTC, Transit 6:00 PM BCOS, McCloskey	9 12:00 Noon Ord/DL 2:00 PM HO, Kelly 4:00 PM BHQA, McCloskey 4:00 PM CSBM, Hooker 7:30 PM CCL/CW, Chambers	10 12:00 Noon HN, McCloskey 12:00 Noon PBTF, Hooker 4:00 PM BHPC, McCloskey 4:00 PM SWMD, Courthouse	11 1:30 PM MPO-PC, McCloskey Payday	12																																										
13	14	15 11:30 AM PC-WS, Kelly 5:00 PM CFRC, Hooker 5:00 PM USB, Utilities 5:30 PM BPW, Chambers	16 5:00 PM BCAC, McCloskey	17 8:00 AM BHA, BHA 3:30 PM BMFC, Dunlap	18 12:00 Noon DVT, McCloskey	19																																										
20	21 12:00 Noon Res/DL 5:00 PM FMAC, Parks 5:30 PM BPSC, Hooker	22 4:00 PM BPC, Chambers 4:00 PM BPS, McCloskey 5:30 PM BPTC, Transit	23 9:30 AM Tree, Rose Hill 10:00 AM MPO-TAC, McCloskey 2:00 PM HO, Kelly 4:00 PM MLKC, McCloskey 5:30 PM TC, Chambers 6:30 PM MPO-CAC, McCloskey 7:30 PM CCL/RS, Chambers	24 12:00 Noon MCSPC, Hooker 12:00 Noon PBTF, Hooker 5:30 PM BZA, Chambers 7:00 PM EC, McCloskey	25 12:00 Noon EDC, Hooker Payday	26																																										
27	28 12:00 Noon Ord/DL 4:00 PM CCA, McCloskey 5:30 PM BHRC, McCloskey	29 5:00 PM USB, Utilities 5:30 PM BPW, Chambers	30 7:30 PM CCL/CW, Chambers	31 5:30 PM DTF, McCloskey	<table border="1"> <caption>Apr 2011</caption> <thead> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> </tbody> </table>		S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
S	M	T	W	T	F	S																																										
					1	2																																										
3	4	5	6	7	8	9																																										
10	11	12	13	14	15	16																																										
17	18	19	20	21	22	23																																										
24	25	26	27	28	29	30																																										

April 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																	
		<table border="1" style="margin: auto; border-collapse: collapse;"> <tr><td colspan="7" style="text-align: center;">Mar 2011</td></tr> <tr><td style="text-align: center;">S</td><td style="text-align: center;">M</td><td style="text-align: center;">T</td><td style="text-align: center;">W</td><td style="text-align: center;">T</td><td style="text-align: center;">F</td><td style="text-align: center;">S</td></tr> <tr><td></td><td></td><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td></tr> <tr><td style="text-align: center;">6</td><td style="text-align: center;">7</td><td style="text-align: center;">8</td><td style="text-align: center;">9</td><td style="text-align: center;">10</td><td style="text-align: center;">11</td><td style="text-align: center;">12</td></tr> <tr><td style="text-align: center;">13</td><td style="text-align: center;">14</td><td style="text-align: center;">15</td><td style="text-align: center;">16</td><td style="text-align: center;">17</td><td style="text-align: center;">18</td><td style="text-align: center;">19</td></tr> <tr><td style="text-align: center;">20</td><td style="text-align: center;">21</td><td style="text-align: center;">22</td><td style="text-align: center;">23</td><td style="text-align: center;">24</td><td style="text-align: center;">25</td><td style="text-align: center;">26</td></tr> <tr><td style="text-align: center;">27</td><td style="text-align: center;">28</td><td style="text-align: center;">29</td><td style="text-align: center;">30</td><td style="text-align: center;">31</td><td></td><td></td></tr> </table>	Mar 2011							S	M	T	W	T	F	S			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31			<table border="1" style="margin: auto; border-collapse: collapse;"> <tr><td colspan="7" style="text-align: center;">May 2011</td></tr> <tr><td style="text-align: center;">S</td><td style="text-align: center;">M</td><td style="text-align: center;">T</td><td style="text-align: center;">W</td><td style="text-align: center;">T</td><td style="text-align: center;">F</td><td style="text-align: center;">S</td></tr> <tr><td style="text-align: center;">1</td><td style="text-align: center;">2</td><td style="text-align: center;">3</td><td style="text-align: center;">4</td><td style="text-align: center;">5</td><td style="text-align: center;">6</td><td style="text-align: center;">7</td></tr> <tr><td style="text-align: center;">8</td><td style="text-align: center;">9</td><td style="text-align: center;">10</td><td style="text-align: center;">11</td><td style="text-align: center;">12</td><td style="text-align: center;">13</td><td style="text-align: center;">14</td></tr> <tr><td style="text-align: center;">15</td><td style="text-align: center;">16</td><td style="text-align: center;">17</td><td style="text-align: center;">18</td><td style="text-align: center;">19</td><td style="text-align: center;">20</td><td style="text-align: center;">21</td></tr> <tr><td style="text-align: center;">22</td><td style="text-align: center;">23</td><td style="text-align: center;">24</td><td style="text-align: center;">25</td><td style="text-align: center;">26</td><td style="text-align: center;">27</td><td style="text-align: center;">28</td></tr> <tr><td style="text-align: center;">29</td><td style="text-align: center;">30</td><td style="text-align: center;">31</td><td></td><td></td><td></td><td></td></tr> </table>	May 2011							S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					1	2
Mar 2011																																																																																																							
S	M	T	W	T	F	S																																																																																																	
		1	2	3	4	5																																																																																																	
6	7	8	9	10	11	12																																																																																																	
13	14	15	16	17	18	19																																																																																																	
20	21	22	23	24	25	26																																																																																																	
27	28	29	30	31																																																																																																			
May 2011																																																																																																							
S	M	T	W	T	F	S																																																																																																	
1	2	3	4	5	6	7																																																																																																	
8	9	10	11	12	13	14																																																																																																	
15	16	17	18	19	20	21																																																																																																	
22	23	24	25	26	27	28																																																																																																	
29	30	31																																																																																																					
3	4 12:00 Noon Res/DL 4:30 PM Plat, Hooker 5:00 PM RC, McCloskey 5:30 PM BPSC-WS, Hooker 5:30 PM PC, Chambers	5 5:30 PM BPTC, Transit 5:30 PM SCI, Dunlap 7:30 PM Tele, Chambers	6 12:00 Noon BUEA, McCloskey 2:00 PM HO, Kelly 5:30 PM CHLA, McCloskey 7:30 PM CCL/RS, Chambers	7 4:00 PM BDUAC, McCloskey 5:15 PM SWMD-CAC, Education Room 5:30 PM CSW, McCloskey	8 1:30 PM MPO-PC, McCloskey <i>Payday</i>	9 8:00 AM BCFM, Common																																																																																																	
10	11 12:00 Noon Ord/DL	12 4:30 PM CoA, Hooker 5:00 PM USB, Utilities 5:30 PM BPW, Chambers 6:00 PM BCOS, McCloskey	13 4:00 PM BHQA, McCloskey 4:00 PM CSBM, Hooker 4:30 PM ERAC, Sweet Grass 7:30 PM CCL/CW, Chambers	14 12:00 Noon HN, McCloskey 12:00 Noon PBTF, Hooker 4:00 PM BHPC, McCloskey 4:00 PM SWMD, Courthouse	15 12:00 Noon DVT, McCloskey 12:00 Noon Res/DL	16 8:00 AM BCFM, Common																																																																																																	
17	18 5:00 PM FMAC, Parks 5:30 PM BPSC, Hooker	19 11:30 AM PC-WS, Kelly 4:00 PM BPS, McCloskey 5:00 PM CFRC, Hooker 5:30 PM ACC, McCloskey 5:30 PM BPTC, Transit	20 9:30 AM Tree, Rose Hill 2:00 PM HO, Kelly 5:00 PM BCAC, McCloskey 7:30 PM CCL/RS, Chambers	21 8:00 AM BHA, BHA 3:30 PM BMFC, Dunlap 5:30 PM BZA, Chambers 7:00 PM EC, McCloskey	22 City Holiday  <i>Payday</i> <u>Holiday Observation</u>	23 8:00 AM BCFM, Common																																																																																																	
24	25 12:00 Noon Ord/DL 4:00 PM CCA, McCloskey 5:30 PM BHRC, McCloskey	26 4:00 PM BPC, Chambers 5:00 PM USB, Utilities 5:30 PM BPW, Chambers 5:30 PM DTF, McCloskey	27 10:00 AM MPO-TAC, McCloskey 4:00 PM MLKC, McCloskey 5:30 PM TC, Chambers 6:30 PM MPO-CAC, McCloskey 7:30 PM CCL/CW, Chambers	28 12:00 Noon MCSPC, Hooker 12:00 Noon PBTF, Hooker	29 12:00 Noon EDC, Hooker 12:00 Noon Res/DL	30 8:00 AM BCFM, Common																																																																																																	

May 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																		
1	2 5:00 PM RC, McCloskey 5:30 PM BPSC-WS, Hooker	3 City Holiday  Primary Election Day	4 12:00 Noon BUEA, McCloskey 2:00 PM HO, Kelly 5:00 PM USB, Utilities 5:30 PM CHLA, McCloskey 7:30 PM CCL/RS, Chambers	5 4:00 PM BDUAC, McCloskey 5:15 PM SWMD-CAC, Education Room 5:30 PM CSW, McCloskey	6 Payday	7 8:00 AM BCFM, Common																																																																																																		
8	9 12:00 Noon Ord/DL 4:30 PM Plat, Hooker 5:30 PM PC, Chambers	10 4:30 PM CoA, Hooker 5:30 PM BPW, Chambers 6:00 PM BCOS, McCloskey 7:30 PM Tele, Chambers	11 4:00 PM BHQA, McCloskey 4:00 PM CSBM, Hooker 5:30 PM CCL/BA, McCloskey 7:30 PM CCL/CW, Chambers	12 12:00 Noon HN, McCloskey 12:00 Noon PBTF, Hooker 4:00 PM BHPC, McCloskey 4:00 PM SWMD, Courthouse	13 1:30 PM MPO-PC, McCloskey	14 8:00 AM BCFM, Common																																																																																																		
15	16 12:00 Noon Res/DL 5:00 PM FMAC, Parks 5:30 PM BPSC, Hooker	17 4:00 PM BPS, McCloskey 5:00 PM CFRC, Hooker 5:30 PM ACC, McCloskey 5:30 PM BPTC, Transit	18 9:30 AM Tree, Rose Hill 2:00 PM HO, Kelly 5:00 PM BCAC, McCloskey 7:30 PM CCL/RS, Chambers	19 8:00 AM BHA, BHA 3:30 PM BMFC, Dunlap 7:00 PM EC, McCloskey	20 12:00 Noon DVT, McCloskey Payday	21 8:00 AM BCFM, Common																																																																																																		
22	23 12:00 Noon Ord/DL 4:00 PM CCA, McCloskey 5:30 PM BHRC, McCloskey	24 11:30 AM PC-WS, Kelly 4:00 PM BPC, Chambers 5:00 PM USB, Utilities 5:30 PM BPW, Chambers	25 10:00 AM MPO-TAC, McCloskey 4:00 PM MLKC, McCloskey 5:30 PM TC, Chambers 6:30 PM MPO-CAC, McCloskey 7:30 PM CCL/CW, Chambers	26 12:00 Noon MCSPC, Hooker 12:00 Noon PBTF, Hooker 5:30 PM BZA, Chambers	27 12:00 Noon EDC, Hooker 12:00 Noon Res/DL	28 8:00 AM BCFM, Common																																																																																																		
29	30 City Holiday  Memorial Day	31 5:30 PM BPTC, Transit	<table border="1"> <thead> <tr> <th colspan="7">Apr 2011</th> </tr> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> </tr> <tr> <td>3</td> <td>4</td> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> </tr> <tr> <td>10</td> <td>11</td> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> </tr> <tr> <td>17</td> <td>18</td> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> </tr> <tr> <td>24</td> <td>25</td> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> </tr> </tbody> </table>		Apr 2011							S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	<table border="1"> <thead> <tr> <th colspan="7">Jun 2011</th> </tr> <tr> <th>S</th> <th>M</th> <th>T</th> <th>W</th> <th>T</th> <th>F</th> <th>S</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>5</td> <td>6</td> <td>7</td> <td>8</td> <td>9</td> <td>10</td> <td>11</td> </tr> <tr> <td>12</td> <td>13</td> <td>14</td> <td>15</td> <td>16</td> <td>17</td> <td>18</td> </tr> <tr> <td>19</td> <td>20</td> <td>21</td> <td>22</td> <td>23</td> <td>24</td> <td>25</td> </tr> <tr> <td>26</td> <td>27</td> <td>28</td> <td>29</td> <td>30</td> <td></td> <td></td> </tr> </tbody> </table>		Jun 2011							S	M	T	W	T	F	S				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30		
Apr 2011																																																																																																								
S	M	T	W	T	F	S																																																																																																		
					1	2																																																																																																		
3	4	5	6	7	8	9																																																																																																		
10	11	12	13	14	15	16																																																																																																		
17	18	19	20	21	22	23																																																																																																		
24	25	26	27	28	29	30																																																																																																		
Jun 2011																																																																																																								
S	M	T	W	T	F	S																																																																																																		
			1	2	3	4																																																																																																		
5	6	7	8	9	10	11																																																																																																		
12	13	14	15	16	17	18																																																																																																		
19	20	21	22	23	24	25																																																																																																		
26	27	28	29	30																																																																																																				

June 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday																																																																																																										
<table border="1" style="margin: auto; border-collapse: collapse;"> <tr><td colspan="7" style="text-align: center;">May 2011</td></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </table>		May 2011							S	M	T	W	T	F	S	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					<table border="1" style="margin: auto; border-collapse: collapse;"> <tr><td colspan="7" style="text-align: center;">Jul 2011</td></tr> <tr><td>S</td><td>M</td><td>T</td><td>W</td><td>T</td><td>F</td><td>S</td></tr> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> <tr><td>31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table>		Jul 2011							S	M	T	W	T	F	S						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							<p><i>1</i></p> <p>12:00 Noon BUEA, McCloskey 2:00 PM HO, Kelly 5:30 PM CHLA, McCloskey 7:30 PM CCL/RS, Chambers</p>	<p><i>2</i></p> <p>4:00 PM BDUAC, McCloskey 5:15 PM SWMD-CAC, Education Room 5:30 PM CSW, McCloskey</p>	<p><i>3</i></p> <p style="text-align: center;">Payday</p>	<p><i>4</i></p> <p>8:00 AM BCFM, Common</p>
May 2011																																																																																																																
S	M	T	W	T	F	S																																																																																																										
1	2	3	4	5	6	7																																																																																																										
8	9	10	11	12	13	14																																																																																																										
15	16	17	18	19	20	21																																																																																																										
22	23	24	25	26	27	28																																																																																																										
29	30	31																																																																																																														
Jul 2011																																																																																																																
S	M	T	W	T	F	S																																																																																																										
					1	2																																																																																																										
3	4	5	6	7	8	9																																																																																																										
10	11	12	13	14	15	16																																																																																																										
17	18	19	20	21	22	23																																																																																																										
24	25	26	27	28	29	30																																																																																																										
31																																																																																																																
<p><i>5</i></p>	<p><i>6</i></p> <p>12:00 Noon Ord/DL 5:00 PM RC, McCloskey 5:30 PM BPSC-WS, Hooker</p>	<p><i>7</i></p> <p>4:00 PM BCFM, Madison 5:00 PM USB, Utilities 5:30 PM BPW, Chambers 5:30 PM SCI, Dunlap 7:30 PM Tele, Chambers</p>	<p><i>8</i></p> <p>4:00 PM BHQA, McCloskey 4:00 PM CSBM, Hooker 4:30 PM ERAC, Cascades 7:30 PM CCL/CW, Chambers</p>	<p><i>9</i></p> <p>12:00 Noon HN, McCloskey 12:00 Noon PBTF, Hooker 4:00 PM BHPC, McCloskey 4:00 PM SWMD, Courthouse</p>	<p><i>10</i></p> <p>12:00 Noon EDC, Hooker 1:30 PM MPO-PC, McCloskey</p>	<p><i>11</i></p> <p>8:00 AM BCFM, Common</p>																																																																																																										
<p><i>12</i></p>	<p><i>13</i></p> <p>11:45 AM IRAC, Hooker 12:00 Noon Res/DL 4:30 PM Plat, Hooker 5:30 PM PC, Chambers</p>	<p><i>14</i></p> <p>4:00 PM BCFM, Madison 4:30 PM CoA, Hooker 5:30 PM BPTC, Transit 6:00 PM BCOS, McCloskey</p>	<p><i>15</i></p> <p>9:30 AM Tree, Rose Hill 2:00 PM HO, Kelly 5:00 PM BCAC, McCloskey 7:30 PM CCL/RS, Chambers</p>	<p><i>16</i></p> <p>8:00 AM BHA, BHA 3:30 PM BMFC, Dunlap 7:00 PM EC, McCloskey</p>	<p><i>17</i></p> <p>12:00 Noon DVT, McCloskey</p> <p style="text-align: center;">Payday</p>	<p><i>18</i></p> <p>8:00 AM BCFM, Common</p>																																																																																																										
<p><i>19</i></p>	<p><i>20</i></p> <p>12:00 Noon Ord/DL 5:00 PM FMAC, Parks 5:30 PM BPSC, Hooker</p>	<p><i>21</i></p> <p>11:30 AM PC-WS, Kelly 4:00 PM BCFM, Madison 4:00 PM BPS, McCloskey 5:00 PM CFRC, Hooker 5:00 PM USB, Utilities 5:30 PM ACC, McCloskey 5:30 PM BPW, Chambers</p>	<p><i>22</i></p> <p>10:00 AM MPO-TAC, McCloskey 4:00 PM MLKC, McCloskey 5:30 PM TC, Chambers 6:30 PM MPO-CAC, McCloskey 7:30 PM CCL/CW, Chambers</p>	<p><i>23</i></p> <p>12:00 Noon MCSPC, Hooker 12:00 Noon PBTF, Hooker</p>	<p><i>24</i></p> <p>12:00 Noon EDC, Hooker</p>	<p><i>25</i></p> <p>8:00 AM BCFM, Common</p>																																																																																																										
<p><i>26</i></p>	<p><i>27</i></p> <p>12:00 Noon Res/DL 4:00 PM CCA, McCloskey 5:30 PM BHRC, McCloskey</p>	<p><i>28</i></p> <p>4:00 PM BCFM, Madison 4:00 PM BPC, Chambers 5:30 PM BPTC, Transit</p>	<p><i>29</i></p> <p>12:00 Noon Ord/DL 2:00 PM HO, Kelly 7:30 PM CCL/RS, Chambers</p>	<p><i>30</i></p> <p>5:30 PM BZA, Chambers</p>																																																																																																												