



Packet Related Material

Memo

Agenda

Calendar

Notices and Agendas:

Notice of Council Sidewalk Committee Meeting on Monday, June 2, 2003 at noon in the McCloskey Room

Legislation for Final Action:

Res 03-09 Authorizing the Allocation of the Jack Hopkins Social Services Program Funds for the Year 2003 and Other Related Matters

- History of Previous Allocations; Solicitation Letter; Policy Statement; First Cut Sheet; May 19th Action Sheet; Summary Table of Applications with Ratings and Recommendations; Copies of Successful Applications; Funding Agreement Template; Funding Agreement Table

Contact: Committee Members (see summary) or

Dan Sherman at 349-3562 or shermand@city.bloomington.in.us

Ord 03-14 To Amend Ordinance 02-19 which Fixed the Salaries of Appointed Officers and Employees of the Utilities Department of the City of Bloomington for the Year 2003 - Re: Two Positions In Purchasing

(Please see the May 16th packet for Legislation, summary, and materials)

Contact: Daniel Grundmann at 349-3578 or grundmad@city.bloomington.in.us

Ord 03-13 To Amend Ordinance 02-18 which Fixed the Salaries of Appointed Officers and Employees of the City of Bloomington for the Year 2003 -Re: Civilian positions in the Engineering, Information Services, Parks and Recreation, and Police Departments

(Please see the May 16th packet for Legislation, summary, and materials)

Contact: Daniel Grundmann at 349-3578 or grundmad@city.bloomington.in.us

App Ord 03-05 To Specially Appropriate from the Wireless Enhanced 911 Non-Reverting Fund Expenditures Not Otherwise Appropriated (Appropriating Funds for Payroll Expenses and to Reimburse the General Fund for Hardware and Software Expenses)

(Please see the May 16th packet for Legislation, summary, and materials)

Contact: Susan Clark at 349-3416 or clarks@city.bloomington.in.us

App Ord 03-04 To Specially Appropriate Transfers Within the General Fund, Fleet Maintenance Fund and Parking Enforcement Fund (Transferring Expenditures for Clothing and Tools from Category 1 - Personal Services to Category 2 - Supplies)

(Please see the May 16th packet for Legislation, summary, and materials)

Contact: Susan Clark at 349-3416 or clarks@city.bloomington.in.us

Legislation and Background Material for First Reading:

Ord 03-15 To Amend the Preliminary Planned Unit Development (PUD) for PUD-03-00 - Re: 3209 E. Moores Pike (Smith Neubecker & Associates, Inc., Petitioners)

- Certification (7-0); Map and Aerial Photo; Memo to Council; Memo to Plan Commission; Report from Bicycle and Pedestrian Safety Commission; Letters from Petitioner; Old and New Site Plan; Building Elevation (forthcoming)

Contact: Eric Greulich at 349-3526 or greulice@city.bloomington.in.us

Minutes from Regular Session:

None

Memo

Reminder: Council Sidewalk Committee on Monday at Noon in the McCloskey Room

Five Items Ready for Final Action and One Item Ready for First Reading at the Wednesday, June 4th Regular Session

There is one social services funding resolution, two salary ordinances, and two appropriation ordinances ready for final action and one ordinance amending a PUD ready for first reading at the June 4th Regular Session. These agenda items are briefly noted below and followed by the legislation, summary, and background material for the resolution and PUD. Please note that the related information for the other items can be found in the May 16th packet.

Regular Session - Second Readings

Res 03-09 Approving the Recommendations of the Jack Hopkins Social Services Funding Committee Regarding the Allocation of \$110,000 in Funds and Other Related Actions

Ord 03-14 Amending the 2003 Salary Ordinance for Utilities (Ord 02-19) to Raise the Grade of Two Positions in the Purchasing Department

Ord 03-13 Amending the 2003 Salary Ordinance for the Civil City (Ord 02-18) Regarding Positions in the Engineering, ITS, Parks & Recreation, and Police Departments

App Ord 03-05 Appropriating New Monies Deposited in the Newly Established Wireless Enhanced 911 Fund for Emergency Dispatch Services

App Ord 03-04 Transferring Expenditures for Clothing and Tools from Category 1 (Personal Services) to Category 2 (Supplies) in Three Funds

Regular Session - First Readings

Ord 03-15 Amending the Preliminary Plan for the PUD at 3209 East Moores Pike by Adding "Climate Controlled Storage" Facilities to the List of Permitted Uses and Extending the Time for Commencing the Project for Another 18 Months

New Legislation Ready for Final Action

Item One - Res 03-09 Authorizing Social Services Funding for Sixteen Agencies, Approving Agreements, and Other Related Actions

Res 03-09 allocates \$110,000 of the Jack Hopkins Social Services Program Funds appropriated for the year 2003 to 16 social service agencies. It also approves the funding agreements with these agencies and delegates questions regarding the interpretation of those agreements to the chair of the Committee (Dr. Pizzo).

Committee Members and Staff

This is the 11th year of this social services funding program, which was named last year in honor of former council member Jack Hopkins. The resolution brings forward the recommendations of the Committee, which included five council members - Andy, Chris, Mike, Tim, and Tony - and two members of the Community and Family Resources Commission - Laurie Eynon and Ken Heller. Along with committee members and Council Office staff, representatives from the HAND department (Susie Johnson and Lisa Abbott) and the CFR department (Pete Giordano and Mike Denunzio) assisted in the process.

Policies, Procedures, and Schedule

The following is a time-line of important deadlines, meetings, and actions for the program in 2003:

- **Tuesday, March 11th from 5:30 p.m. to 7:00 p.m. in the Council Library** - The committee met to review the previous funding process and establish one for the coming round. After making many changes two years ago, the committee kept most of the policies and procedures in place, and merely settled upon a schedule for the year.
- **Friday, March 14th** - The Council Office sent solicitation letters to social services agencies and posted this and related materials on the City's website. Within the next two weeks, the Community Service Council's newsletter went out with an announcement for the program, the H-T included a brief article, public service announcements went out on WGCL and WFHB.
- **Thursday, March 27th, from 3:30 to 5:00 p.m.** - The Council Office held a Voluntary Technical Assistance meeting in the McCloskey Room in order to explain the program and answer questions from agency representatives. Approximately a dozen agencies were represented at the meeting.
- **Thursday, April 17th, at 4:00 p.m. Deadline** - Twenty-two agencies submitted applications to the Council Office by the deadline. These applications requested at least \$1,000 (per guidelines) and requested in total approximately \$294,000.
- **Tuesday, April 29th** - The Council Office assembled and summarized the applications and distributed the material in a packet.
- **Tuesday, May 6th** - The committee members submitted their list of initial screenings to the Council Office. If five members had indicated that they did not believe an agency merited a presentation, then the procedures required that it be dropped from consideration. This year, however, no agency received five negative votes (*see First Cut Sheet*).

- **Thursday, May 8th, at 5:30 p.m. in the Council Chambers** - The Committee met and heard presentations and asked questions of the twenty-two agencies.
- **Tuesday, May 13th** - The committee members submitted ratings to the Council Office, which rated agencies on a scale of 0 - 5, according to how well the applications fit the program criteria. (*See Ratings Sheet*).
- **Monday, May 19th at 5:30 p.m. in the Council Chambers** - The Committee met and adopted a series of motions in regard to allocating funds. These motions had the effect of:
 - Funding the sixteen agency programs with a rating of 2.64 and above; and
 - Fully funding nine and partially funding seven proposals.
- **Wednesday, June 4th, at 7:30 p.m. Council Chambers** - The Common Council will consider the resolution approving recommendations and taking other related actions regarding the program.
- **Thursday, June 26th at 8:00 a.m.** - Lisa Abbott in the HAND department has scheduled Technical Assistance meetings at these times to inform agencies how to obtain funds under the grant.
- **December 5, 2003** - This is last day for filing claims under the grant unless the agency has arranged for a later date in the funding agreement (*see funding agreement below*) or has submitted a written request to Susie Johnson at least two weeks earlier setting forth good cause for extending the period for receiving the funds.

Criteria

Former Council member Jack Hopkins established the three criteria for this program in 1993. The Committee has elaborated upon them over the years by providing a policy statement, which was sent out with the funding solicitation as well as placed on the Council web page. Those criteria and a brief elaboration of each follows:

- 1) The program should address a previously identified priority for social services funds (as indicated in the SPAN/MC or another community wide survey of social service needs);

The program generally funds proposals that provide basic services to vulnerable city residents. In particular these funds have helped provide food, housing, healthcare, advocacy, and specialized services to city residents who are, at least in part, of low and moderate income, young, elderly, or affected by disabilities.

- 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

This criterion has both a “one-time investment” and a “matching funds or other fiscal leveraging” element. The “one-time investment” requirement is the more misunderstood element and is intended to encourage innovative projects and allow these funds to address the changing circumstances in the community.

While “operational costs” are not generally considered a “one time investment,” the Committee recognized two circumstances where such costs would be eligible for funding:

first, when an agency is proposing a pilot project and demonstrates a well developed plan for funding in future years which is independent of this funding source; and,

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.

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

This favors projects or programs where investments now will have positive, long-term spillover effects.

Recommendations to Fund 16 Programs

The Committee recommended funding sixteen agencies. These agencies, programs, and grant amounts are briefly described below:

<u>Name of Agency</u>	<u>Amount</u>	<u>Purpose of Grant</u>
Amethyst House, Inc.	\$4,521	To purchase and install a stairway elevator at the Men's House facility.
Area 10 Agency of Aging	\$4,614	To pay for 50% of the annual wage for the Food Pantry/Emergency Food VISTA Volunteer.
Big Brothers Big Sisters of South Central Indiana	\$11,904	To pay for personnel and program expenses to implement the mentoring component of Girls, Inc.'s Teen Outreach LEAP Program.
Bloomington Area Arts Council	\$4,250	To pay for at least 50 scholarships for at-risk, low-income city youth to participate in the John Waldron Education Program.
Boys and Girls Club of Bloomington	\$25,000	To pay for the Job Development Specialist for the TEENSupreme Career Prep Program for the fall of 2003 and spring of 2004.
Citizen Advocacy of South Central Indiana Inc.	\$3,000	To pay for the preparation and distribution of a quarterly newsletter for the Citizen Advocacy Program.
Community Kitchen of Monroe County, Inc.	\$10,104	To replace the fire suppression system for the kitchen, the loading dock, and 60 chairs for the dining room at the South Rogers site.
Family Service Association of Monroe County (FSA)	\$3,000	To purchase a laptop computer, LCD projector, and carrying cases to promote activities, train staff, and inform clients.
Middle Way House, Inc.	\$4,100	To purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend its food program to senior citizens through a contract with the Area 10 Agency on Aging.

Monroe County United Ministries, Inc.	\$20,000	To subsidize the childcare costs for low-income households within the City.
Options for Better Living	\$1,725	To pay for materials for its resource library and speaker fees related to the Family Partnership Project.
People & Animal Learning Services, Inc. (PALS)	\$3,400	To purchase and install two hydraulic mounting lifts to used for and owned by the PALS therapeutic riding program.
Planned Parenthood of Greater Indiana, Inc.	\$3,600	To pay for four computers for its 421 South College facility.
Shalom Community Center, Inc.	\$1,900	To pay for six phone sets and install three new phone lines at is 219 East 4th Street facility.
South Central Community Action Program	\$6,292	To pay for the development of software that will enable its existing departments' software to track client needs and coordinate services.
Templeton Elementary School	\$2,590	To pay for food and supplies for its Kinder Camp this summer that will serve children entering kindergarten or the first grade.

Funding Agreements and Other Terms of the Resolution

Funding Agreements. Along with recommending these allocations, the resolution approves the funding agreements undertaken with each agency. These agreements are designed to ensure that the money is used for the intended purpose and each one states the amount of and purpose for the grant as well as the manner and schedule for the agency to follow in order to receive funds.

The HAND department will implement the agreements and will release the funds on a reimbursement basis similar to other funds it oversees (e.g., CDBG). Accordingly, the funding agreement provides for the agencies to submit claims on a timely basis and receive those funds through the City claims process. It also gives most agencies until December 5, 2003, to submit those claims, but allows Susie Johnson, Director of HAND, to extend that deadline if the agency submits a request in writing at least two weeks before that deadline, providing good cause for an extension. In those cases Susie's staff would encumber the money for use in 2004. There are three agencies which have arranged for reimbursements in 2004

as part of the agreement: Bloomington Area Arts Council, Boys and Girls Club, and Citizens Advocacy of South Central Indiana, Inc.

Under the agreement, all of the agencies will be required to follow customary accounting procedures when keeping track of the grant and must allow the City to inspect these records, which must be kept for at least three years from the date of the resolution. The agreement also makes clear the City is not liable for 3rd parties due to the agency's handling of the funds. Lastly, the City may terminate the agreement if it does not have the funds (and, in that event must promptly notify the affected agencies) and may require the refunding of monies if they are not used as agreed or in accordance with the law.

Chairperson Interprets the Funding Agreement. The resolution also authorizes the Chair of the Committee to resolve any questions that arise concerning the implementation of the funding agreements.

Background Material

The packet contains the history of grants since the program began in 1993, the solicitation letter and policy statement, a summary table of all applications, the successful applications, and the funding agreement and table showing the differences in each agreement. The remaining material is available in the Council Office.

First Readings

Ord 03-15 Amends the Preliminary Plan for the PUD Located at 3209 East Moores Pike and Extends the Time for Commencing the Project

Ord 03-15 amends the preliminary plan for the PUD located at 3209 East Moores Pike to add a "climate controlled storage" facility to the list of allowed uses and extends the time for commencing the project for another 18 months.

Site: The site for this PUD contains 2.2 acres on a hill, with a few mature trees overlooking the road and a slope descending to the rear of the property. It is located east of the Showplace 11 East Cinemas and Jackson Creek Shopping Center, west of University Commons and the Red Bud retirement community, and north of Bittner Woods and other single family areas.

Changes in PUD: The petitioner, Smith Neubecker Building, LLC, obtained approval for this PUD in 2000 in order to construct a 32,000 s.f. building with limited offices uses on the front and a large parking area at the rear of the site. The time for commencing this PUD has expired and the lack of demand for office space on the east side of town as well as the absence of any local climate controlled storage facilities in the community have led the petitioner to request the extension and change in use.

The change would allow the petitioner to construct a smaller 12,000 s.f. two-story office building on the front acre and a 3-story climate controlled storage facility on the back acre. One driveway would serve a small parking lot in front of the office building and a larger parking area between the office building and storage facility.

In deference to reports from the Environmental Commission and the Bicycle and Pedestrian Safety Commission, as well as concerns from the neighbors across Moores Pike, the petitioner will:

- Build both buildings in accordance with certain architectural standards (e.g. the office building must have a certain pitch to the shingled roof and can be surfaced in wood, brick, or divet; and the storage facility must be lower than the front building and surfaced with brick, limestone, or glass);
- Place the storage building so that it will be hidden by office building when viewed from Moores Pike;
- Install lights in the parking lot that face the ground and do not exceed 10' in height;
- Preserve the mature trees in front and install the landscaping no later than when the storage building is constructed; and
- Replace the sidewalk along Moores Pike and construct a sidewalk that would allow pedestrians to walk from the east and behind the project to the Jackson Creek Shopping Center.

Compliance with Growth Policies Plan: The recent revisions to the Growth Policies Plan place this site in a Community Activity Center (CAC) that fronts College Mall Road south of the Mall. The CAC is a new "medium scaled" retail/office designation which draws upon a customer base and service area that fits between those needed for a Neighborhood Activity Center (NAC) and a Regional Activity Center (RAC). These mid-sized commercial centers will contain fairly large and intense uses that must be integrated with the surrounding residential areas by providing adequate pedestrian access and employing "distinctive design style(s)" and a "formal streetscape."

Because this project is at the edge of the CAC and borders residential developments, it appears to offer a transitional use with a low traffic, good pedestrian amenities, and a design that minimizes its visual impact upon these neighboring properties.

Other Development Standards: The memo from the Plan staff indicates that the proposal meets the open space requirements (25% for office use and 10% for storage facilities) and would reduce the setback requirement to 10' for the storage facility along its west side and by the movie theater.

Utilities: The memo also indicates that the site is adequately served by utilities and the initial storm water plan is acceptable.

Plan Commission Recommendation: On May 12th the Plan Commission forwarded this petition to the Council by a vote of 7 - 0 with the following conditions:

The Petitioner shall

- Design the office building in compliance with the original PUD and design the storage facility so that it is "fully consistent" with the petitioner's drawings;
 - Install landscaping no later than the construction of the storage facility; and
 - Replace the asphalt sidewalk along Moores Pike with a 5' concrete one and construct sidewalk that will connect with the Redbud retirement community;
- and

The Plan Staff (not Plan Commission) will review the final plan.

**NOTICE AND AGENDA
BLOOMINGTON COMMON COUNCIL REGULAR SESSION
7:30 P.M., WEDNESDAY, JUNE 4, 2003
COUNCIL CHAMBERS
SHOWERS BUILDING, 401 N. MORTON**

I. ROLL CALL

II. AGENDA SUMMATION

III. APPROVAL OF MINUTES FOR: None

IV. REPORTS FROM:

- 1. Councilmembers**
- 2. The Mayor and City Offices**
- 3. Council Committees**
- 4. Public**

V. APPOINTMENTS TO BOARDS AND COMMISSIONS

VI. LEGISLATION FOR SECOND READING AND RESOLUTIONS

1. Resolution 03-09 Authorizing the Allocation of the Jack Hopkins Social Services Program Funds for the Year 2003 and Other Related Matters

Committee Recommendation: None

2. Ordinance 03-14 To Amend Ordinance 02-19 Which Fixed the Salaries of Appointed Officers and Employees of the Utilities Department of the City of Bloomington for the Year 2003 - Re: Two Positions in Purchasing

Committee Recommendation: Do Pass 8 – 0

3. Ordinance 03-13 To Amend Ordinance 02-18 Which Fixed the Salaries of Appointed Officers and Employees of the City of Bloomington for the Year 2003 – Re: Civilian positions in the Engineering, Information Services, Parks and Recreation, and Police Departments

Committee Recommendation: Do Pass 6 – 0 – 2

4. Appropriation Ordinance 03-05 To Specially Appropriate from the Wireless Enhanced 911 Non-Reverting Fund Expenditures Not Otherwise Appropriated (Appropriating Funds for Payroll Expenses and to Reimburse the General Fund for Hardware and Software Expenses)

Committee Recommendation: Do Pass 8 – 0

5. Appropriation Ordinance 03-04 To Specially Appropriate Transfers within The General Fund, Fleet Maintenance Fund and Parking Enforcement Fund (Transferring Expenditures for Clothing and Tools from Category 1 - Personal Services to Category 2 - Supplies)

Committee Recommendation: Do Pass 8 – 0

VII. LEGISLATION FOR FIRST READING

1. Ordinance 03-15 To Amend the Preliminary Planned Unit Development (PUD) for PUD-03-00 - Re: 3209 E. Moores Pike (Smith Neubecker & Associates, Inc., Petitioners)

VIII. PRIVILEGE OF THE FLOOR (This section of the agenda will be limited to 25 minutes maximum, with each speaker limited to 5 minutes)

IX. ADJOURNMENT

City of
Bloomington
Indiana

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



Office of the Common Council
(812) 349-3409
Fax: (812) 349-3570
email: council@city.bloomington.in.us

To: Council Members
From: Council Office
Re: Calendar for the Week of
June 2, 2003 – June 6, 2003
Date: May 30, 2003

Monday, June 2, 2003

12:00 pm Council Sidewalk Committee, McCloskey
5:00 pm Redevelopment Commission, McCloskey
5:00 pm Utilities Service Board, Service Center
5:30 pm Bicycle and Pedestrian – Work Session, Hooker

Tuesday, June 3, 2003

7:30 pm Telecommunications Council, Council Chambers

Wednesday, June 4, 2003

12:00 pm Urban Enterprise Association, McCloskey
2:00 pm Hearing Officer, Hooker
2:00 pm Bloomington Digital Underground Advisory Group, McCloskey
7:00 pm Common Council Meeting – Regular Session, Council Chambers

Thursday, June 5, 2003

5:00 pm Jackson Creek Master Plan Public Meeting, Council Chambers
5:30 pm Commission on the Status of Women, McCloskey

Friday, June 6, 2003

No Meetings Scheduled



**City of Bloomington
Office of the Common Council**

MEETING NOTICE

Common Council Sidewalk Committee

The Common Council Sidewalk Committee will meet at 12:00 p.m. on Monday, June 2, 2003. The meeting will be held in the McCloskey Room, at City Hall (401 N. Morton Street). The purpose of the meeting is to discuss and recommend sidewalk projects for 2003. Because a quorum of the Council may be present, this meeting would also constitute a meeting of the Council, as well as of this committee under the Indiana Open Door Law. For that reason, this statement is providing notice that this meeting will occur and is open for the public to attend, observe, and record what transpires.

Dated and Posted: Thursday, May 29, 2003

RESOLUTION 03-09

AUTHORIZING THE ALLOCATION OF THE JACK HOPKINS SOCIAL SERVICES PROGRAM FUNDS FOR THE YEAR 2003 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 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 appointed by the President of the Council from within 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 Chris Gaal, Mike Diekhoff, Tim Mayer, Andy Ruff, and Tony Pizzo, and Community and Family Resource Commission members Laurie Eynon and Ken Heller; and
- WHEREAS, the Committee held a preliminary meeting on March 11th to establish the program procedures for the year; and
- WHEREAS, the Committee approved a 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 SPAN/MC or another 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, on April 17th, 2003 twenty-two agencies submitted applications by the 4:00 p.m. deadline; and
- WHEREAS, by May 6th, 2003 the committee members had each submitted a list of agencies that, in their minds, did not merit a presentation, but since no agency received the five negative votes necessary to drop them consideration, all twenty-two applicants were asked to make a presentation on May 8th, 2003; and
- WHEREAS, by May 14th, 2003 the members of the Committee submitted ratings of those twenty-two applications on a scale of 0 to 5; and
- WHEREAS, on May 19th, 2003 the Committee met and adopted a series of motions regarding those applications which recommended:
- funding the sixteen agency programs with a rating of 2.64 and above; and
 - fully funding nine and partially funding seven of those proposals; and
- WHEREAS, the sixteen agencies receiving funds understand the terms of the funding agreements which have been prepared for each grant 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; and

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 one hundred and ten thousand dollars (\$110,000) set aside for social services funds in 2003 to the following agencies for the following amounts and in accordance with the funding agreements approved in Section 2:

<u>Name of Agency</u>	<u>Amount</u>	<u>Purpose of Grant</u>
Amethyst House, Inc.	\$4,521	To purchase and install a stairway elevator at the Men's House facility.
Area 10 Agency of Aging	\$4,614	To pay for 50% of the annual wage for the Food Pantry/Emergency Food VISTA Volunteer.
Big Brothers Big Sisters of South Central Indiana	\$11,904	To pay for personnel and program expenses to implement the mentoring component of Girls, Inc.'s Teen Outreach LEAP Program.
Bloomington Area Arts Council	\$4,250	To pay for at least 50 scholarships for at-risk, low-income city youth to participate in the John Waldron Education Program.
Boys and Girls Club of Bloomington	\$25,000	To pay for the Job Development Specialist for the TEENS Supreme Career Prep Program for the fall of 2003 and spring of 2004.
Citizen Advocacy of South Central Indiana Inc.	\$3,000	To pay for the preparation and distribution of a quarterly newsletter for the Citizen Advocacy Program.
Community Kitchen of Monroe County, Inc.	\$10,104	To replace the fire suppression system for the kitchen, the loading dock, and 60 chairs for the dining room at the South Rogers site.
Family Service Association of Monroe County (FSA)	\$3,000	To purchase a laptop computer, LCD projector, and carrying cases to promote activities, train staff, and inform clients.
Middle Way House, Inc.	\$4,100	To purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend its food program to senior citizens through a contract with the Area 10 Agency on Aging.
Monroe County United Ministries, Inc.	\$20,000	To subsidize the childcare costs for low-income households within the City.
Options for Better Living	\$1,725	To pay for materials for its resource library and speaker fees related to the Family Partnership Project.
People & Animal Learning Services, Inc. (PALS)	\$3,400	To purchase and install two hydraulic mounting lifts to used for and owned by the PALS therapeutic riding program.
Planned Parenthood of Greater Indiana, Inc.	\$3,600	To pay for four computers for its 421 South College facility.
Shalom Community Center, Inc.	\$1,900	To pay for six phone sets and install three new phone lines at is 219 East 4th Street facility.

South Central Community Action Program	\$6,292	To pay for the development of software that will enable its existing departments' software to track client needs and coordinate services.
Templeton Elementary School	\$2,590	To pay for food and supplies for its Kinder Camp this summer that will serve children entering kindergarten or the first grade.

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 authorizes the Chair of the Social Services Funding Committee to resolve any questions regarding the implementation of the funding agreements.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2003.

CHRIS GAAL, President
Bloomington Common Council

SIGNED and APPROVED by me upon this _____ day of _____, 2003.

JOHN FERNANDEZ, Mayor
City of Bloomington

ATTEST:

REGINA MOORE, Clerk
City of Bloomington

SYNOPSIS

This resolution follows the recommendations of the Jack Hopkins Social Services Funding Committee of the Common Council (Committee). It allocates the \$110,000 of 2003 social services funds to 16 agency programs, approves the funding agreements with these agencies, and authorizes the chair of the Committee to resolve any questions regarding the interpretation of the agreements.

History of Jack Hopkins Social Services Funding

Year	Recipient	Purpose	Amount
1993	Resolution 93 - 17		
	Public Health Nursing Assn.	New facility construction	\$90,000
Total Year Award			\$90,000
1994	Resolution 94 - 20		
	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	Resolution 95 - 15		
	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	Resolution 96 - 13		
	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		
1997	Resolution 97 - 05		
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	Resolution 98 - 13		
	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	Resolution 99 - 18		
	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

June2 000	Resolution 00 - 18		
	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

Oct - 2000	Resolution 00 - 25		
	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 of Monroe County & 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	RESOLUTION 01-08		
	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 of Greater Indiana, Inc.	To purchase equipment to test for anemia	\$1,394
Total Awards for June, 2001		\$100,000

2002 Resolution 02-16

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 of Monroe County	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



**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 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 SPAN/MC or 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, childcare or youth services, or advocacy and specialized services to city residents who are, at least in part, of low and moderate income, affected with a disability, or elderly.

- 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 a pilot project and demonstrates a well developed plan for funding in future years which is independent of this funding source; 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.

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 city resources at their disposal. And, while never clearly stating they were ineligible, the Council has also not funded applications from agencies 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 for 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.

Explanation of Other Policies

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 gamble 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 that signs and presents it to the Committee.

\$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

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.



**City of Bloomington
Office of the Common Council**

March 14, 2003

To Directors of Social Services Agencies and Agency Programs Serving City Residents:

The Common Council Social Services Funding Committee Invites Social Services Agencies to Seek One-Time Funding for Programs that Serve City Residents

The Social Services Funding Committee of the City of Bloomington Common Council announces that it is accepting applications for use of \$110,000 in local social services funds that will be allocated in the spring of 2003. Since the program began in 1993, the City has provided \$810,000 in one-time funding to social services agencies for projects that have made a difference in the lives of city residents in need. Along with many other projects, these funds have helped to: construct the Public Health Nursing facility on East Miller Drive, acquire land for The Rise transitional living facility on South Washington Street, fix a collapsed foundation at the Amethyst House Women's facility, provide equipment to Hoosier Hills Food Bank, and expand Mother Hubbard's Cupboard.

The committee will review applications, select agencies to make presentations, and then make recommendations to the Common Council for the allocation of these funds. This committee consists of five members of the Common Council and two members of the Community and Family Resources Commission. The council members are Mike Diekhoff, Chris Gaal, Tim Mayer, Tony Pizzo, and Andy Ruff, and the commission members are Laurie Eynon and Ken Heller.

Please Note the Changes in Procedures and Chronology

The Committee met in March and agreed upon the procedures and chronology for this year's program which, in brief, include:

- Providing a Statement of the Criteria and Other Policies (see enclosed sheet)
- Offering a Voluntary Technical Assistance Meeting (see schedule on page 2)
- Limiting Each Agency to One Application
- Setting a Minimum Request Per Application (\$1,000)
- Barring Late Applications from Consideration
- Having Committee Members Screen Initial Applications by Submitting Statement to Council Office Prior to First Hearing
- Inviting Agencies to Make Presentations at the First Meeting
- Having Committee Members Submit Ratings Prior to Second Meeting
- Having Committee Make Recommendations (Agencies must Attend) at Second Hearing
- Requiring the Reimbursement (Rather than the Advancing) of Funds (See enclosed sheet)

Criteria for Evaluating and Awarding Grants

Agencies are invited to apply for these funds if they have programs in need of funds that meet the following criteria (which are further explained in an attached policy statement):

- * The program should address a previously identified priority for social services funds (as indicated in the SPAN/MC or other community wide survey of social service 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 in the program should lead to broad and long lasting benefits to the community.

Form and Content of Applications

If your agency wishes to apply for these funds, please prepare a two-page statement indicating how much is being requested, what it would be used for, and how this request meets the above three criteria. Each applicant must complete the attached information sheets, which ask for the name, address, phone and fax number, and e-mail address of the person(s) responsible for preparing and presenting the application, as well as other important program information. Along with the above statement and information sheets, your agency should also provide a simple program budget detailing the use of these funds and a year-end financial statement for the agency. Signed, written estimates should accompany all requests for the funding of capital improvements.

Please note that only one application will be accepted for any one agency and that each application must request at least \$1,000. The Committee encourages cooperative efforts among agencies and, for that reason, applications that are the product of more than one agency will be attributed to the agency that signed the application and presented it to the committee.

Deadline for Applications – No Late Applications Will Be Considered For Funding

In order to be considered for funding, the applications must be delivered no later than 4:00 p.m. on Thursday, April 17th, 2003. The Committee has adopted a policy of not hearing applications that are submitted after the deadline. Please file your application with the Council Office at the following address:

**City Hall - Showers Plaza
Council Office, Room 110
401 North Morton Street
Post Office Box 100
Bloomington, IN 47402**

Schedule for Considering Applications and Recommendations

- ***Thursday, March 27th from 3:30 to 5:00 p.m.*** - Voluntary Technical Assistance Meeting in the McCloskey Room
- ***Thursday, April 17th at 4:00 p.m.*** - Deadline for Submitting Applications in the Council Office
- ***Monday, May 5th at noon*** - Committee Members Will Submit List of Initial Screening to the Council Office
- ***Thursday, May 8th at 5:30 p.m.*** - Invited Agencies Will Make Presentations at First Hearing in Council Chambers
- ***Tuesday, May 13th by noon*** - Committee Members Will Submit Ratings
- ***Monday, May 19th at 5:30 p.m.*** - Committee Will Make Recommendations at Meeting in Council Chambers (Agencies required to attend). If necessary, the meeting will be continued to *Thursday, May 22nd at 5:30 p.m.*
- ***Wednesday, June 4th at 7:30 p.m.*** – Common Council Will Consider Resolution Approving Recommendations

Assistance with Applications

If you have any questions, please contact any of the above committee members or the Council Office staff at 349-3409. Staff members from the Council Office, the Community and Family Resources, and Housing and Neighborhood Development departments will hold a Technical Assistance Meeting, noted above, where those preparing the applications may obtain help. Although the application process is designed to be a simple and easy one, you may call Mike Denunzio in the Community and Family Resources Department at 349-3462 for assistance in preparing an application.

Sincerely,

Dr. Anthony Pizzo, Chair
City of Bloomington Common Council
Discretionary Social Services Funding Committee

Jack Hopkins Social Services Funding Committee

First Cut List & Potential Conflicts of Interest

May 5, 2003 Responses

Proposal from Social Services Agency	Gaal	Diekhoff	Mayer	Pizzo	Ruff	Eynon	Heller	Total
1. Amethyst House								0
2. Area 10 Agency on Aging								0
3. Big Brothers Big Sisters of South Central Indiana								0
4. Bloomington Area Arts Council		X				X		2
5. Bloomington Development Learning Center		X				X		2
6. Bloomington Hospitality House		X				X - COI		2
7. Boys and Girls Club of Bloomington								0
8. Center for Behavioral Health		X						1
9. Citizen Advocacy of South Central Indiana Inc.		X		X		X		
10. Community Kitchen of Monroe County, Inc.						COI		0
11. Family Service Association of Monroe County (FSA)				X				1
12. Middle Way House, Inc.				X				1
13. Monroe County United Ministries, Inc.								0
14. My Sister's Closet				X				0
15. Options for Better Living		X		X				2
16. People & Animal Learning Services, Inc. (PALS)		X						1
17. Planned Parenthood of Greater Indiana, Inc.								0
18. Shalom Community Center, Inc.		X					COI	1
19. Shelter Inc								0
20. South Central Community Action Program, Inc.		X						1
21. Stone Belt Arc		X						1
22. Templeton Elementary School								0

X – Indicates the committee member does not wish for that agency to make a presentation on May 8th or be considered further for funding this year. An agency receiving a total of 5 or more X's will not be asked to make a presentation.

COI - Potential Conflict of Interest – These notations indicate that the committee member serves on the board or otherwise has a current significant relationship with that particular agency.

- Laurie Eynon works for the same employer as Bloomington Hospitality House (Bloomington Hospital) and serves on the board of the Community Kitchen; and
- Ken Heller is a volunteer counselor at the Shalom Center and helped draft its proposal and intends abstaining upon that request.

Jack Hopkin's Social Services Funding Committee Action Sheet for Monday, May 19, 2003 at 5:30 p.m. in the Council Chambers

RANK ORDER	ORGANIZATION	AVERAGE	AMOUNT REQUESTED	COMMITTEE ACTIONS
1	Community Kitchen of Monroe County, Inc.	4.79	\$10,104	\$10,104
2	Area 10 Agency on Aging	4.50	\$4,614	\$4,614
3	Templeton Elementary School	4.43	\$2,590	\$2,590
4	Big Brothers/ Big Sisters of South Central Indiana	3.93	\$11,904	\$11,904
5	Planned Parenthood of Greater Indiana, Inc.	3.86	\$4,650	\$3,600
6	Shalom Community Center, Inc.	3.67	\$1,900	\$1,900
7	Monroe County United Ministries, Inc.	3.64	\$40,000	\$20,000
8	Amethyst House, Inc.	3.50	\$4,521	\$4,521
9	Boys & Girls Club of Bloomington	3.50	\$25,000	\$25,000
10	Options for Better Living	3.43	\$4,278	\$1,725
11	Family Services Association of Monroe County	3.29	\$4,000	\$3,000
12	Bloomington Area Arts Council	2.93	\$15,500	\$4,250
13	People and Animal Learning Services, Inc. (PALS)	2.86	\$3,400	\$3,400
14	Citizens Advocacy of South-Central Indiana, Inc.	2.79	\$7,000	\$3,000
15	Middle Way House, Inc.	2.71	\$19,800	\$4,100
16	South Central Community Action Program	2.64	\$10,000	\$6,292
17	Shelter, Inc.	2.43	\$20,000	
18	Center for Behavioral Health (Child & Adolescent Services)	2.36	\$26,006	
19	My Sister's Closet	2.29	\$9,960	
20	Bloomington Hospitality House	1.93	\$22,331	
21	Stone Belt Arc	1.93	\$36,000	
22	Bloomington Developmental Learning Center	1.50	\$10,000	
	TOTALS:		\$293,558	\$110,00

A Summary Table
of All the Applications for
Jack Hopkins Social Services Funds
in 2003
is Available in the Council Office

**Copies of
Successful Applications
for
Jack Hopkins
Social Services Funds**

Please Note

**These Documents Have Been
Scanned and Will Contain
Textual Errors**

**Copies of the Actual
Applications are Available in
the Council Office**

Please note: This is a scanned document. It may contain errors not found within the original. To obtain photocopies of original documents please contact the council office.

Tom Cox:, Executive Director Amethyst House, Inc. PO Box 11
Bloomington, IN 47402

(812) 336-3570

FAX (812) 336-9010

E-mail: tomcox@bloomington.in.us

Request for Funding

Amethyst House, Inc., a Bloomington based, not-for-profit agency providing transitional housing and outpatient treatment services to individuals recovering from addictive behaviors, requests \$4,520.90 in Social Services funding available through the Common Council Social Services Funding Committee. Amethyst House requests this funding to provide a stairway elevator at the newly rebuilt Men's House facility.

Although the first floor of the Men's House is handicapped accessible, the basement area is not. The recreation room, meeting rooms, and the laundry are located in the basement area. An elevator would make the basement area available to all residents as well as other community members who may visit the Men's House. We would like for all residents including those who cannot navigate the stairs to be able to access this area. It is especially beneficial for everyone to feel independent and be able to do everyday tasks such as their own laundry. The community room is also available to the public, given a reservation for the space. While we do have a ramp outside going into the main floor along with a fully accessible restroom, there is no way for those with a disability to use the basement for laundry, house meetings and twelve step meetings.

CARES, which serves as the Local Coordinating Council for the Governor's Commission for a Drug-Free Indiana, has identified in a treatment problem statement that "There are more men in need of transitional housing beds than there are beds available for such treatment." Even with the addition of 3 three-quarter way-housing beds to the 19 beds currently available at the halfway house, the Men's Program continues to have a waiting list for admission that averages 15 applicants. The program's utilization rate, or the amount of time the program is running at full capacity is 98%. This is up from 95% last year.

Another document supporting the need for transitional housing is the "Service Planning by Assessing Needs and Measuring Capacity" Report. The United Way and the Community Service Council coordinated the creation of the SP AN/MC. In the community issues section of the report, five issues addressed by Amethyst House are listed in the top ten of community issues: a shortage of affordable places to live (ranked 1st), drug abuse (200), alcohol abuse (4th), poverty (5th), and substandard housing (10th). The Men's Program provides safe, drug-free housing to men who are receiving substance abuse treatment. The program also provides case management and other services designed to encourage self-sufficiency.

The Continuum of Care Narrative for the City of Bloomington and Monroe County notes the need for transitional housing and supportive services. Amethyst House provides these services to residents whom often suffer from chronic substance abuse problems. Additionally, the City of Bloomington's consolidated plan ranks the need for transitional housing services for individuals with special needs or substance abuse problems as a medium priority. In addition, two specific recommendations made in the 1991 COMPASS report were to "expand transitional housing" and "support alternative housing to reduce the jail population." In 1987, the Monroe County Jail completed a survey of inmates and found 75 percent were

incarcerated for alcohol and drug related charges. Most were repeat offenders. The majority of Men's Program residents are on probation for drug-related charges upon admission to our program. The Men's Program addresses both needs cited in the COMPASS report.

Amethyst House is a private, not-for-profit agency that relies on the support of the community to sustain the level of care we currently provide our clients. We participate in the Hoosier Assurance Program, which is an Indiana Division of Mental Health & Addiction program aimed at providing partial coverage of low income, addiction treatment. Housing along with making it fully assessable is one of the most expensive components of the treatment continuum and the least funded. Community support helps us cover what the Hoosier Assurance Program does not.

We received a bid of \$4,520.90 to purchase and install a stairway elevator in the newly rebuilt Men's House. This bid includes necessary purchase, shipping, and installation of the following stairway elevator:
Bruno SRE-1550 (Made in USA) \$3,310.90 Commercial Package \$660 Shipping \$160
Labor to Install \$290 Electric Outlet \$100

We are most grateful for this opportunity offered by the Common Council and understand that many needy agencies are making application for limited resources. If we are not selected to receive the full funding we are requesting to purchase and install a stairway elevator, we will continue with our plans to add one to the facility by seeking funds from other sources such as from foundations and donors to make up any shortfalls.

Agency: Contact: Address: Phone: Fax: E-mail: Program: Request:

Area 10 Agency on Aging Heather Donovan

7500 W. Reeves Rd., Bloomington, IN 47404 (812) 876-3383 (812) 876-9922

areal O@Bloomington.in.us

Food Pantry Program VISTA Volunteer "Bridge Funding" \$4.614

Background and Mission Statement Information:

The mission of Area 10 Agency on Aging is to provide quality, affordable services that support the independence, health and dignity of our area's older residents and to provide public transit to riders of all ages.

The mission of this particular program, The Food Pantry, is to provide emergency groceries each month for individuals in need, often making the choice between food and medicine at two sites, Girls Inc., and the Area 10 Agency on Aging.

1. The program should address a previously identified priority for social services funds (as indicated in the SP ANI MC or other community-wide survey of social services needs); "priority for social service funds."

Our purpose is to provide emergency food for self-sufficiency for seniors (and other individuals with physical challenges- approximately 10% of our assistance goes to other homebound individuals who are in poverty.) Our agency is the only agency in our area that delivers the food to those in need. We have a few families in that number who we serve on an emergency basis.

In March, the Food Pantry Program served 211 households (280 people) in Bloomington. This is a 100% increase in provided assistance in the past two years. The Food Pantry Program uses the same guidelines provided for us by government commodities for determining needs. Therefore, seniors and individuals with physical challenges that qualify for our program are below the poverty line. Our agency has been challenged with the increase in costs for products and the increase in those needing this assistance, while available resources for homebound seniors and individuals with physical challenges have not simultaneously risen.

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

50% of the required local funding for VISTA Volunteer for one year after which VISTA will provide funds for at least the next five years. We see this as "bridge funding". Without the leadership and spirit of the VISTA Volunteer, food for the homebound would not be a reality. The VISTA Volunteer commitment to assisting this population has resulted in not only doubling the numbers served but also increasing the volume and types of food provided.

Bringing local agencies together has been a key to it:creasing both the food and the volunteer resources to support the food pantry for the homebound.

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

1. Area 10 Agency on Aging offers 700 volunteer hours per month. At approximately \$5.50 per hour, this is a contribution of \$3,850 per month (\$18,600 annually).

2. Girls Inc. provides youth volunteers to assist with the packaging of food. 80 volunteer hours per month at \$5.50 per hour (\$5,280).

3. Weekly food pickup nets 31,000 pounds at approximately \$.50 per pound, this is a contribution of \$15,500. An additional \$400 is contributed for food certificates from St. Paul's Catholic Church.

4. The local Food Bank and FEMA also assist with food, approximately 9000 pounds of food at \$.50 per pound (\$4,500).

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

Fortunately, we have 95 volunteers who help with purchasing, bagging and distribution of the food and our Meal Share program. Our volunteers are almost all seniors themselves. These volunteers not only assist with the bagging of groceries, they also visit with those they deliver food to and are often the only person that the senior or homebound individual sees regularly.

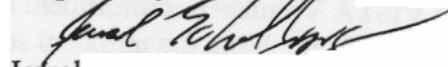
Girls Inc. is the location where we set up our program each month. Girls Inc. not only provides this location for our services, they additionally provide a location for our storage shed and our freezer. Each of these allow for us to serve the Bloomington residents. We are indebted to Girls Inc. for making it possible for us to use their facility each month.

Thank you for considering Area 10 Agency on Aging's proposal to provide funding to continue with a VISTA Volunteer for our Food Pantry Program in Bloomington.

The \$4,614 provided by the City of Bloomington's Social Services Funding will help insure the leadership and community commitment of a VISTA Volunteer to inspire other volunteers and local food resources to serve the homebound elders in the City of Bloomington for 6 years. It is a solid bridge and an excellent community investment.

This spirit and commitment of Volunteers in Service to America (VISTA) is contagious! We thank them all and especially appreciate and depend upon this Emergency Food VISTA Volunteer serving the City of Bloomington.

Respectfully Submitted,



Jewel
Echelbarger P

~:~1. ~ecnf\~J..A.YI \}~&~an
VISTA Supervisor

Common Council Request

This collaborative proposal is the result of the desire and commitment of Big Brothers Big Sisters of South Central Indiana (BBBS) and Girl's Inc of Monroe County to expand and strengthen outreach and service to at-risk 7th and 8th grade girls attending Batchdor, Tri-North and Jackson Creek middle schools. We are seeking \$11,904 to pilot a mentoring component of GI's new pilot. *Teen Outreach LEAP (Lift Empowerment Action Plan) Program*. We plan to recruit, screen and train at least 25 mentors, who will provide support and guidance to 90 girls during the 2003-2004 school year. BBBS will be the fiscal agent.

Background/ Community Need

Eating disorders, poor nutrition and health, early sexual activity and pregnancy, drug and alcohol abuse, physical and sexual abuse, poor academic performance, and low self-esteem are all significant issues facing adolescent girls in our community. 60% of girls say they experience stereotypes that limit their right to accept and appreciate their bodies. One in four girls will engage in extreme weight control methods such as vomiting or using diet pills. These girls are twice as likely to smoke cigarettes, and use alcohol and marijuana. 26% of high school girls report depressive symptoms and they are more likely to smoke and use drugs. Girls today are 250 times more likely than their parents to be a victim of crime. The teen birth rate for Monroe County is 19 for every 1000 births. Last year 65 babies were born to mothers under the age of 20 without high school diplomas. 27% of all births were non-marital births. 25% of MCCSC 8th grade girls did not pass 2002-2003 ISTEPs in Language Arts and 21 % failed the Math section. For those 8th graders on free and reduced lunches, the scores were even more drastic. 51% failed Language Arts and 59% failed Math. Only 73% of the MCCSC freshman class will graduate in four years. In 2002, 25 MCCSC junior high girls were suspended for behavior.

Program Description

Teen Outreach LEAP (Life Empowerment Action Plan) Program will provide an environment where girls can begin making career choices, accomplish life planning, and begin to prepare for independent futures -in and out of school. Activities that will contribute to this include the following four content areas: Outreach, Mentor Connection, LEAP Journal, and Academic Excellence.

Intensive outreach at our partner middle schools will include establishing a referral system using school personnel, parent outreach and activities designed to allow girls to sign up themselves.

The goal is to recruit 90

students the first year. BBBS will recruit, screen and train 25 mentors who will be matched in teams of 2-3 adults to teams of 10 girls. The mentors will meet twice a month with the girls during the lunch hour, at the schools. In the bi-weekly session, mentors and girls will discuss career options, academic success, participate in an interactive journaling process, build decision making and planning skills and receive tutoring. Activities using research-based program resources developed for teen girls by the national Girls Inc. office will further enhance our outcomes of building strong, smart and bold young women.

In addition, at least 6 additional enrichment activities will be held at Girl's Inc. and in the community. These will include a team building retreat at the beginning of the school year for both mentors and girls, career shadowing, career development workshops using community resources, a service learning opportunity, exposure to on-going education and training opportunities post-high school and exploration of other community resources. Girls, program staff and mentors will plan these activities -providing yet another decision making/leadership opportunity for the girls.

The support of adults who believe in a girl's ability and capacity to reach her highest goals is an important component of the program. At risk girls in our community especially need female mentors who are good leaders, independent and take appropriate risks; who are interested and capable in science, math and technology; take girls seriously for who they are now and for the women they will become; are not afraid to talk about difficult subjects like drugs and violence; listen well and make sure every girl is heard; share their dreams and encourage each girl's dreams; champion what is good about children; enable girls to reflect about what it means to be a girl; understand the pressure to conform to gender stereotypes and; take pride in the

accomplishments of girls and women from our neighborhoods, community, and the world. Big Brothers Big Sisters will design targeted volunteer recruitment activities to engage local women in this call to action.

Lasting Benefits to the Community

Bloomington girls who participate in Leap will become more aware of career path options and educational opportunities post high school; girls will acquire specific skills, knowledge, to make good decisions; they will be more sensitive to the relationship between school and economic viability; will be able to identify and seek out community resources; and have opportunity through tutoring and on-going support, to increase school performance/academic success. A girl's education is essential in a knowledge-based economy and education beyond high school is good insurance against poverty (in 2000, young women who had less than a high school diploma were more than twice likely to be working poor as those who were high school graduates) They have a huge stake in the future job market and will make up 48% of the labor force by 2008.

The addition of the mentoring component strengthens Leap programming and our community in two important ways. Firstly, the BBBS model of mentoring has been found to be very effective and we have demonstrated positive outcomes for our youth. Research has shown that the success of our matches is attributable to the careful structuring of the program and professional support provided by the casemanagers. A 1999 study found that youth involved in BBBS in-school mentoring programs develop improved attitudes toward school, exhibit higher levels of self-confidence, achieve higher grades, and improve their relationships with teachers and peers. In addition, the youth were less likely to have an unexcused absence or to be retained than in the previous year. Local evaluations have been similarly positive. In June of 1999, the Washington State Institute for Public Policy through a cost-benefit analysis, found that BBBS programs not only work, but provide taxpayer cost savings and positive economic returns. The second community benefit is to the volunteers themselves. 98% of our volunteers report positive outcomes through this experience. They become actively involved in solving community problems, gain insight into the barriers facing children, our schools and our community.

Community Priority

This programming directly benefits Bloomington by addressing our high community priority of nurturing the next generation, providing more opportunities for teens and providing mentors to at-risk youth (SPAN /MC, MC CARES, Chamber of Commerce Business Agenda 2001-2004, Bloomington Safe and Civil Cities) In May 2002, over 3500 7th through 12th graders in Monroe County participated in a survey titled *Profiles of Student Uft: Attitudes and Behavior* sponsored by the CAPE Project This asset-based framework represents a common core of developmental building blocks crucial for all youth. The survey measured the percentage of young people who have 40 developmental assets-key building blocks that form a foundation for healthy development and educational success. These assets include the availability of support and empowerment, boundaries and expectations, and opportunities for constructive use of time as provided by families, schools, and the community; along with young people's own commitments, values, and competencies. On average, the survey found that youth in MC identified only 19 assets. This survey found that youth who experience over 30 of the 40 possible developmental assets were less likely to engage in risk-taking behaviors and more likely to engage in positive behaviors such as school success and overcoming adversity. 51 % of the youth said that they received little or no support from adults outside of their immediate family, and only 30% said that the adults in their lives modeled positive behavior. Only 29 % of students reported that school was a caring climate, only 24% felt that our community valued youth, 38% do not participate in youth programs (sports, clubs, organization at school or in community) and only 3% said they know how to plan ahead and make choices. LEAP programming will address these assets.

Fiscal Leveraging

BBBS mentors will provide over 19,000 hours in service to at-risk girls, or \$114,000 (@\$6/hr) in salary expenses forgone. In 2002 the average cost to support a BBBS match was \$432/year. By

comparison, in 2001, Monroe County spent \$139,391 to support the costs related to sending 4 juveniles to the Indiana Department of Correction. Girls Inc is receiving grant monies through the Monroe County CAPE Project to launch LEAP. But they received only a portion of their request, which left no funding for the mentoring component. BBBS has also submitted a grant proposal to the Allstate Foundation seeking \$5000 in matching funding for this project. The remaining expenses are being covered by local donations from community members, supporting both BBBS and Girls Inc.

Conclusion

This proposal also allows both BBBS and Girls Inc. the room to expand our capacity to serve adolescent girls, coordinate resources, and collaborate to support young women in our community. It capitalizes on the strengths of the two partnering agencies. Both agencies operate from the perspective of positive youth development, a philosophy that promotes activities that develop a youth's sense of competence, a sense of usefulness, a sense of belonging, and a sense of power. Our organizations are recognized leaders in the youth development field and both have proven, measurable, positive outcomes for the youth we serve. Collectively we have been serving the Bloomington community for 55 years. **We are** excited by this opportunity and thank the Common Council for continued support of the social service community.

Bloomington Area Arts Council
Arts Education Program for At-Risk Youth

The Bloomington Area Arts Council (BAAC) is applying for a Social Services Grant for emergency one-year support of our Arts Education Program for at-risk youth. This successful program has served city youth for nearly 10 years through Title V funding from the Indiana Criminal Justice Institute. Unfortunately, our final three-year grant from ICJl will expire on June 30, 2003 and we are not eligible to re-apply. (They will accept applications for new projects only.)

We are asking for \$15,000 to be able to provide scholarships for 100 at-risk city youth to participate in the Education Program of the John Waldron Arts Center from July 1, 2003 to June 30, 2004.

During the last year, we served the following at-risk youth in art classes: Drawing and painting -52 students
Ceramics -32 students
Photography -13 students
jewelry -8 students
Other (theater, music, creative writing, etc.) -**18** students

Each art class lasts approximately 8 weeks. We identify at-risk students via a quarterly referral network that we have established with teachers, social workers, guidance counselors, probation officers, etc.

We also provide free art classes for youth at Crestmont and Community Kitchen. An additional 150 children will benefit from our programming at those venues in 2003-04 if we are able to continue them.

The Arts Education Program addresses a priority for social service funds. Recent community studies Identified a number of risk factors for local youth that our program addresses, as follows.

Monroe County Step Ahead Council Community Analysis reported these needs: "A place for kids to hang out. "

"After-school programs for middle school kids."

.'Combating crime by working on prevention with youth organizations.'

Monroe County Cares Board Prevention Committee recommended that the community:

"Develop and implement normative education programs regarding the 'use of leisure time.'

"Develop and implement programs *for* 'healthy choices.'

Monroe County CAPE Project's survey of Youth Developmental Assets reported the following: Only 34% of Monroe County youth are involved in creative activities. This was the lowest percentage of all 40 developmental assets included in the survey!

This is a one-time request. We need an infusion of funds to keep the program running for the next year. We are working on obtaining other new sources of long-term support.

BUDGET

INCOME

Social Services Grant Co-pay 100 @ \$25

TOTAL INCOME

EXPENSES

Program director @ 20% Printing and postage
100 scholarships @ \$85

TOTAL BUDGET

Budget explanation:

\$15,000 2,500

\$17,250

\$ 6,700 300
8,500

\$17.250

The program director (Roger Meridith) spends approximately 20% of his time administering the scholarship program.

Each scholarship student is asked to pay \$25 per course. (In hardship cases, a 100% scholarship is given.) The average price of an 8-week art class at the John Waldron Arts Center is \$110. This includes our expenses for teacher payments, art materials, quarterly course catalogs, utilities, telephone, etc. Therefore, \$85 is needed for each scholarship.

The \$300 included above represents the printing and postage of approximately 200 packets sent 4 times a year to social workers, teachers, guidance counselors and others who in turn refer at-risk youth to us.

Program Objectives

The TEEN Supreme Career Prep Program has two components -career exploration and job readiness. By providing this program, the Boys & Girls Club of Bloomington is helping participants enter the work force and advance from "job" to "career" and self-sufficiency at an accelerated pace. The components are designed as follows:

Career Exploration

.Develop greater interest and appreciation for the world of work among participants.
.Provide participants with greater knowledge of possible careers and the role of education in success. .Develop needed skills and increase participants' knowledge of how to find and hold jobs. .Increase participants' decision making skills, develop individual career goals and assist participants in pursuing education and training in support of career interests

Job Readiness Component

.Increase participants' knowledge of how to find and apply for jobs. .Assist participants in developing appropriate work habits.
.Have participants start and maintain employment, gaining experience and expanding work and interpersonal skills.

Program Components

The TEEN Supreme Career Prep program is comprised of two distinct program components, serving 13- to 15- year-old members and 16- to 18-year-old members. Each component is designed as a small group activity, for 20 teens in any given group. The program will be run twice throughout the program year, serving 40 teens in the fall and 40 teens in the spring, for a total of 80 teens served by the program annually. The program components break down as follows:

Career Explorers Club will provide career exploration activities for teens 13 to 15 before they are of employment age. It is designed to educate boys and girls about career opportunities, orient them to the world of work and begin preparing them for employment opportunities. Through its engaging instructional activities, participants explore interests, identify options and begin to make plans for the future. *Career Explorers Club* helps members anticipate a future that will be productive, rewarding and worth working for.

Career Explorers Club is designed to run in three-month cycles, with each group comprised of up to 20 participants. This time frame will be adjusted to allow for field trips to work sites and educational institutions. Twelve interactive sessions are offered in a small group, cooperative learning format, with each session lasting 45 to 60 minutes. The sessions are led by a staff member using effective training methods. Through group size and program design, the staff person has a chance to spend individual time with each program participant and provide career guidance.

The 12 sessions of *Career Explorers Club* are:

Defining Technology

Predicting Future Trends

Choosing Careers

Considering Non-Traditional Careers

Exploring a Career

Presenting Career Research

Visiting the Impact of Technology Understanding the Role of Education Learning Communication Skills Creating a Career Image Researching a Career Career Fair

Career Explorers Club will provide younger teens (13 to 15 years of age) with an opportunity to explore the diverse possibilities of tomorrow's careers, and prepare them to participate in *JOB READY!*, the second component of the Career Prep program.

JOB READY! will provide Club members ages 15-18 with the skills and knowledge necessary to enter and compete in today's work force. Through 120 competency-based sessions organized into 11 program units, **JOB READY!** is designed to build the essential skills teens need to find, obtain, keep and excel in a job.

JOB READY! is delivered in a small group format of up to 20 participants, and utilizes group dynamics to enliven the learning environment. Through engaging experiential activities, demonstrations, role plays and practice sessions, members learn by doing and develop competencies that are observable and measurable. The program starts by administering the Job Readiness Competencies Assessment Questionnaire to all participants, thus identifying their strengths and weaknesses. The group leader can then customize the program from among 120 potential lessons to meet the specific needs of the group s/he is working with. The Job Readiness Competencies Assessment Questionnaire can be administered again at the end of the planned sessions, to assess the progress of the group and individual participants.

Each unit includes engaging sessions facilitated by the group leader. The **11** units, consistent with recommendations from the SCANS (Secretary's Commission on Achieving Necessary Skills) report are:

Making Career Decisions Using Labor Market Information Preparing Resumes Filling Out Applications
Interviewing Being Consistently Punctual
Maintaining Regular Attendance Positive Attitudes and Behaviors
Presenting Appropriate Appearance Exhibiting Good Interpersonal Skills Completing Tasks Effectively

Through this customized approach, **JOB READY!** will build essential skills in members interested in finding success in the world of work, while providing a road map to career interests.

Program Benefits

The Career Prep program will support participants in setting, pursuing and realizing career goals. Participants will see the range of careers available to them and what it takes to achieve them (through *Career Explorers Club*), developing the concrete skills and knowledge necessary to get started on their way to productive, fulfilling careers.

Evaluation

The Career Prep Program is designed in a way that each participant is assessed to measure his or her readiness for the work force, and to identify areas he or she needs to have addressed. The Job Readiness Competencies Assessment Questionnaire will be used as a pre-test to measure the world of work skill and knowledge level of participants as they start the program. Participants will take the test again as they complete the program, to measure what they have gained and see if there are any specific areas requiring further attention.

The pre-tests and post-tests can be used to measure program effectiveness in preparing young people for the world of work. The real test is finding and keeping a job. The group leader will routinely follow-up with past program participants to assess their work status and provide any needed follow-up or supportive services.

Conclusion

Teens in Bloomington want to work. Employment is an important part of their socialization and development to independent adulthood. They want the value and importance that comes with a job, and they want the rewards, especially money. Some teens need help to develop the skills necessary to successfully enter and stay in the work force. The Boys & Girls Club of Bloomington, through its TEEN Supreme Career Prep Program, is prepared to serve 80 youth annually in need of career exploration and job readiness services. These young people are worth the investment now, and the support for this program will be seen for years to come as participants enter adulthood and pursue careers of interest and contribute to the local economy. Without the hope and promise of work and self-sufficiency, and left to their own devices, these teens may get involved in negative activities, and require the very costly resources of the juvenile and criminal justice system. They are worth the investment now.

CITIZEN ADVOCACY OF SOUTH-CENTRAL INDIANA, INC.

Citizen Advocacy of South-Central Indiana, Inc., facilitates valued, one-to-one relationships between citizens with and without disabilities.

WHAT IS CITIZEN ADVOCACY?

Citizen Advocates are passionate and compassionate individuals all over the United States who help people with disabilities interact with their communities through freely-given relationships. In the 1960s, advocates for people with disabilities realized that, too often, people with disabilities have almost all of their interactions with paid healthcare workers and human services professionals. Today, citizen advocacy efforts in 22 states help people with disabilities integrate more fully into their community.

Organizations like Citizen Advocacy of South-Central Indiana, Inc. (CASCI) initiate and support long-term, volunteer relationships between people with disabilities ("Partners") and other members of the community ("Advocates"). Advocates bring Partners into the heart of their communities, making sure the Partners' gifts are recognized and their voices are heard. Advocates also help Partners navigate the human services and healthcare systems to improve their quality of life.

Like most citizen advocacy organizations, we are not sponsored by any service-providing agency. We act independently of the service system and are supported in a way that allows for independent action.

How IS CITIZEN ADVOCACY MAKING A DIFFERENCE IN MONROE AND SURROUNDING COUNTIES? Even with a small budget, CASCI is transforming the community. We match people with disabilities with Advocates who possess interests and talents that "fit" the needs and interests of their Partners. These partnerships have a significant impact on people with disabilities, improving the quality of their lives and of the services they receive. The Partner has an opportunity to contribute, and as she/he becomes an integral part of the Advocate's social life, these rewards grow like encircling ripples from one small stone. A community that embraces all of its members is a stronger, more diverse, and welcoming place for all.

For example, Mary, a person with multiple disabilities, was living in a group home when her health began to deteriorate. The state and her service provider arranged for her to enter a nursing home and, for several years, she could not find a way out. Not only was she "stuck" in a setting she had not chosen, but she also was forced to give up her job because Medicaid regulations would not allow a nursing home resident to work. Then, Mary met her Advocate at church. The Advocate provided a social way for Mary to interact in the community, and also started asking questions about Mary's living situation and challenging the system. Because someone cared about Mary, her life was transformed. She now lives in the community and is working again -all because of her Advocate.

How CAN I HELP?

Your help is urgently needed. We are looking for people who are willing to serve as Advocates, event volunteers, or office volunteers. In addition, we must expand our pool of individual and corporate donors to continue our work here in Monroe County. Donations to the organization pay the costs of facilitating these important Partner-Advocate matches. CASCI is a not-for-profit, tax-exempt organization. Together, Citizen Advocates and people with disabilities can change our communities. For more information, contact: CASCI, P. O. Box 1732, Bloomington, IN 47402 or (812) 332-9615, ext. 229.

Citizen Advocacy of South -Central Indiana, In. (CASCI Inc.), facilitates valued, one to one relationships between citizens with disabilities called partners, and citizens without disabilities called advocates. A coordinator recruits and trains advocates that provide support and friendShip to promote long-tenn relationships. Citizen Advocacy is founded on the belief that all people have gifts to bring to their communities and that individuals with disabilities are marginalized, devalued and impoverished when isolated from community involvement. Most people with disabilities have a tremendous need for people in their lives that are not paid to be there. These relationships provide emotional and practical support, encourage participation in a variety of activities, and recognize and value the gifts that partners and advocates provide one another.

Bloomington has many individuals with disabilities who are potential partners for CASCI Inc. The whole city benefits when all of its members can participate, grow, and contribute. All members of the city of Bloomington are interdependent on each other, and should take personal responsibility to meet the needs of all Bloomingtonians. Matches between partners and advocates fulfill the need for security, friendships, companionship, and sharing that enrich our entire city.

The objective of CASCI Inc., are to find matches in Bloomington that develop into on going satisfying friendships based on advocacy and shared interests. The advocate is independent ofCASCI when providing services to his/her partner, the advocate is loyal to the partners interests and is not supervised or directed by the coordinator.

CASCI Inc. has a board of directors that mange the business and affairs of CASCIo The directors are either people with disabilities, family members of disabled people, or people who are committed to the CASCI purpose, philosophy, and objectives. No service provider can be a director, that is someone who provides direct service to persons with disabilities. The total number of possible board members is thirteen, with a minimum of five members.

CASCI has one half-time coordinator who conducts the business and affairs of CASCI creating matches, developing resources, and recruiting potential partners and advocates. -me coordinator reports to the board on monthly accomplishments written daily on his/her activities. The coordinator keeps all records and coordinates monthly parties for current matches and friends of citizen advocacy.

CASCI Inc. receives inkind donations from Options for Better Living that provide CASCI with office space, office support, office equipment, reception services, stomge, accounting services, office furniture, mailing services and technological support.

, CASCI developed a feasible long term financial plan based on a variety of grants including United Way funding, individual solicitation, and a signature fund raising event. CASCI will continue to work with legislators to secure state funding. CASCI is a 501 C (3).

Citizen Advocacy of South Central Indiana Inc. otherwise known as Casci is requesting \$7000 that will be used to assess the needs of city residents with disabilities through a Social support group that will meet monthly. These get togethers will include food, invitations to be mailed out to the target group, postage for those invitations, and publicity about those events.

These get togethers will help Casci provide matches between individuals with disabilities called partners and individuals without disabilities called advocates. Casci's request is a one-time investment that along with other funding sources will provide Casci fiscal leveraging in the coming year.

This one time funding will help us find out how many city residents have disabilities through a quarterly newsletter to explain who we are, what we do, and how we do it.

The above project will make Bloomington a stronger community by encouraging all of its citizens to feel a part of the city and by creating a sense of belonging.

Most if not all of our identified partners are in the low or very moderate income level. All of the partners have disabilities and a need for skill development and community accessibility.

Individuals with disabilities often face multiple challenges and barriers including a lack of information about services that promote independence in Bloomington. A negative attitude on the part of some city residents towards people with disabilities means Casci must educate and advocate for those individuals.

Newly created matches help partners have more options for independent community living. Increased public awareness in Bloomington will create more peer volunteer support mechanisms that can provide lifelong friendships, care, trust, hope, more joint activities, community inclusion, and love.

This one time investment in Casci's social support group can potentially create enough community interest and education to obtain further donations from individuals and corporations as well as other local, state, and federal grants.

Common Council Social Services Funding Application 2003 Community Kitchen of Monroe County, Inc.

Community Kitchen (CKr"The Kitchen") is respectfully requesting a one-time grant of \$10,104.00 to replace the kitchen fire suppression system, loading dock, and dining room chairs at the Rogers Street Kitchen.

CK has provided hot, nutritious meals to anyone in need since 1983. In 2003, the Kitchen served a record 128,281 meals, one-third of which went to children under 18. Hot meals are served on site at 917 South Rogers Street and for carry out at 1100 West Ildl Street (CK Express) from 4-6 pm each Monday through Saturday. Meals are also provided to at-risk children through the Summer Breakfast Program and Feed Our Future program for agencies.

Addressing a previously identified priority: Hunger has been identified as a significant issue by both SPAN/MC and the City of Bloomington Consolidated Plan; and Community Kitchen's own meal statistics show a 56% increase from 2000 to 2002. The Kitchen's hunger relief programs have also met the funding criteria for community priorities as detennined by United Way Community Services of Monroe County and the City of Bloomington Community Development Block Grant process. We strongly believe that access to food and quality nutrition are essential elements of any citizen's healthy life and should be available to anyone in need.

One-time investment: The Kitchen is requesting funding for one-time investments that are essential to its ongoing operations. All three requests have important safety implications and are explained in priority order:

- I. Replace kitchen fire suppression system. In accordance with fire and health department regulations, the Kitchen's facilities are equipped with ventilation and fire suppression systems above cooking areas. These systems are regularly inspected and maintained by Koorsen Protection Services. Dry suppression systems such as the one at the Rogers Street Kitchen were manufactured prior to 1994, when a new Underwriters Laboratory standard (UL 300) was established for commercial use. All systems of this type must be replaced by December 31, 2003 and will no longer be maintained or inspected after that date. A new wet chemical suppression system which meets UL 300 standards will be installed. This is our highest priority request and will cost \$1600. (See attached quote and letter from Koorsen Protection Services.) (FYI, the CK Express fire suppression system already meets the new standard.)
2. Replace loading dock adjacent to kitchen back door. 917-919 South Rogers sits on a steep incline and the loading dock at the northeast comer provides level access to the kitchen door. While most deliveries are actually made at the front of the building due to the configuration of the parking lot, the dock is often used when large deliveries of food or equipment items are received. It is also used as a "staging area" for sorting and cleaning purposes. The dock, which is made of concrete and cinderblock, has deteriorated rapidly during the last wet winter and must be replaced. This project is a very high priority for safety reasons and will cost \$6,380. (See attached quote from Todd & Langley Construction.)

3. Replace dining room chairs. The Kitchen requires a minimum of 56 chairs for its dining room tables at any given time. The existing chairs are showing signs of many years of use including daily stacking and unstacking for cleaning purposes. Several years ago, the Council provided funding to replace the badly worn dining room tables and this request would complete replacement of the dining room equipment. Many of the existing chairs would be discarded, but many would also be put into use at the Kitchen's 1010 South Walnut Street meeting and storage space. This request is important, but is probably the least pressing of our three major needs at this time. Understanding that the Council faces many requests for worthy projects, an alternative replacement of half (30) of the current chairs would reduce this request by \$990. The cost of replacing all 60 chairs would be \$2124. (See attached quote from Adirondack Direct Furniture.)

Summary of one-time investment requests: "" Replace Fire Suppression System "" Replace Loading Dock

"" Replace Dining Room Chairs

Total Requested Funds:

\$1,600.00 \$6,389.00 \$2,124.00

\$10,104.00

Provide broad and long-lasting community benefits: Community Kitchen's continued ability to provide meals will meet an important need in Bloomington for many years to come. Access to food and nutrition are commonly accepted necessities for healthy and productive individuals and families. As we have seen in recent months, economic downturns can seriously impact many vulnerable people in our community and it is important that their needs be met.

The items requested for Common Council Social Services funding would provide long-term investments in equipment and infrastructure. They are investments necessary for the safety of the facility and will last many years into the future. These investments also help enhance the Kitchen's partnership with Perry Township, which owns the facility and provides it to Community Kitchen in order to ensure access to meals for those in need. The township invested substantial funds last year in improvements to both the Kitchen and Shelter, Inc. sides of the Rogers Street facility.

Community Kitchen appreciates the Committee and the Council's past support and consideration of its request for 2003 Social Services Funding. Thank you!

Attachments:

vi' Quote and letter from Koorsen Protection Services regarding fire suppression system vi' Quote from Todd & Langley Construction for loading dock replacement

vi' Quote and catalog page from Adirondack Direct for dining room chair replacement

vi' CK 2003 Budget and 2002 1~naudited financial statement (2002 professional audit has been contracted but will not be complete until summer; 2001 audited financial statements are available on request and on file with the HAND Department.)

Multimedia Technology: Avenues to Help Family Service Association of Monroe County and the Community

Agency Mission

Family Service Association (FSA) is a non-profit agency whose mission is to strengthen the healthy quality of family life in its various styles and many relationships. During the past four decades FSA has grown from a family counseling agency to include child advocacy, child abuse prevention, parent education, community development and substance abuse prevention. FSA operates three programs: Oak Tree Counseling, Monroe County Court Appointed Special Advocates (CASA) and Community Education and Outreach Program. Annually ~ FSA provides:

0 Over 14,000 hours of counseling services to low to moderate income families in areas such as domestic violence, child abuse, divorce adjustment~ parental guidance and education, depression and anxiety, stress, and career changes. Oak Tree's goal is to reinforce marital, parental and family commitment and stability.

0 CASA volunteers contribute over 5,000 hours to gather facts for the courts. A CASA's recommendations help to ensure that the abused and neglected children of Monroe County live in safe, permanent homes and have the opportunity to reach their full potential.

0 A family resource collection available at the office comprised of video tapes, CD-ROMS and books for use by the community on topics such as infant and toddler development and parenting skills.

0 Child care during workshops, classes or counseling sessions.

0 Over 90 parenting classes~ free of charge, covering such things as being new parents, life with a two year old, 10 steps to positive discipline, positive preschoolers and developing capable young people.

0 Families in Transition (FIT) program for incarcerated parents and their children. m has worked with over 90 inmates and their children and families to provide parenting and life skills education, contact visits with their children and support services for the families.

Problem Statement

To provide multimedia capabilities during community marketing activities, training sessions, workshops or classes, FSA must rely on fellow non-profit agencies or community individuals to borrow a laptop and LCD projector or video camera. During the past few years, FSA has not been able to borrow and could not afford to rent audio/visual technology for many of the activities listed above. (Note: There is only one company in the local area that rents such equipment and it costs approximately \$275 per day for a basic multimedia system.) In addition, there are very few non-profit agencies in the area who own 8.1 laptop and projector so coordinating schedules to borrow equipment has been a challenge.

Project Goal

FSA is seeking a one-time investment of \$4,000 (see Attachment A) to provide our staff with the specialized equipment and training for designing and using multimedia presentations. By providing staff with high tech multimedia capabilities, FSA's mission can be strengthened by enabling the agency to reach more members of the community, expand local contributions to ensure stability of existing services, develop new services and better support staff that provide services.

This grant will allow FSA to:

0 Maximize opportunities to disseminate information to increase overall public awareness and understanding of the services FSA offers the community, how to access those services, and educate the community regarding issues such as child advocacy, child abuse prevention and parenting skills.

0 Enhance the ability to incorporate multimedia presentations into the workshops and classes offered by Community Outreach and Education and Oak Tree Counseling to low to moderate income families each year.

0 Recruit and train board members and volunteers.

0 Video tape training sessions, workshops and classes for later viewing.

0 Provide an avenue to enhance presentations to corporate sponsors and individual donors thereby increasing funding.

0 Help the staff to effectively prepare and then speak powerfully and confidently to groups of people; both in formal standup presentations and on more informal occasions (e.g., meetings).

By receiving this grant FSA staff will be able to use multimedia technologies to bring material to life and enhance an individual's ability to remember and understand what they see and hear. By incorporating pictures, sounds and animation in marketing activities, training sessions, workshops and classes, multimedia will significantly enhance the participant's recall of basic facts, as well as their understanding of complex systems. Having the ability to use such equipment will also allow staff the ability to communicate effectively to diverse audiences.

Addressing previously identified priorities for social service funds

In the most recent community needs assessment, SPAN/MC (1998), six of the top 15 issues the community perceived as serious unmet human service needs are directly linked to the services FSA provides. Those issues are: child care, foster care, child protective services, delinquency prevention, parenting education and planning and coordination of services. (In addition, many of the other issues within the total list of 56 are impacted by or tied to FSA services in some way.) SPAN/MC also identified four human service priorities for the community based on the data collected. The services provided by FSA fit squarely within all four priorities: Nurturing the Next Generation, Achieving Personal and Family Self-Sufficiency, Building Healthy Communities and Service Planning. Furthermore, within the Nurturing the Next Generation priority, FSA and Monroe County CASA are specifically identified as resources in the Child and Family Support Services section.

It has been proven many times over that technology is a vital part of today's learning environment. Having ready access to multimedia equipment such as a laptop computer, LCD projector and video camera will allow FSA staff the ability to develop concrete strategies to integrate technology within its training sessions, workshops and classes thereby allowing them to address many of the SPAN/MC issues listed above. As an instructional tool, multimedia technology can help diverse audiences master basic and advanced skills required for nurturing family growth by allowing interactive presentations. As a motivational tool, multimedia technology positively impacts participants' attitudes towards learning, self-confidence and self-esteem. In essence, this technology will allow FSA to have a mobile classroom that can be taken anywhere in the community for conducting training sessions, workshops or classes.

REQUEST FOR FUNDS FROM THE JACK HOPKINS SOCIAL SERVICES FUNDING PROGRAM

At a time when unemployment is rising, and funds for services for senior citizens, low income women and children are diminishing, Middle Way House, Inc. Is applying for \$19,600 to address all of these issues. Middle Way House, Inc. Is requesting these dollars to enable our Economic Development Program to continue by providing "bridge-funding" for the Economic Development Director and assistant for four months until we receive anticipated Community Development Action Grant monies, and \$2,600 for equipment to enable us to expand Middleway Food Works' healthy, tasty food program to serve senior citizens at three sites in Bloomington.

In 1995, anticipating the changing nature of funding for social services, Middle Way House launched an economic development program for women who are victims of domestic violence. It was clear to us that these women who most need assistance would be required to sustain themselves economically. We also realized that they faced a number of barriers to success in this area, and have developed several strategies to empower them in their attempts to support themselves and their families. Confidential Document Destruction (COD) was started in 1997 and continues to grow, providing mobile shredding services, imaging services and recycling. Middleway Food Works (Food Works) was launched in January, 2002 with assistance for start-up costs and wages for staff. Although both of these businesses benefitted initially from grant support, they are both now self-sustaining and growing, covering costs of wages, supplies, food, transportation and overhead with revenues while paying wages averaging \$8.75/hour to women from our target population. These women are benefitting from wages and health insurance, but they are also learning valuable and transferrable skills-e.g. truck driving, operating and maintaining heavy equipment, scheduling, customer service, record-keeping, computer skills- -in the case of COD. At Middleway Food Works they are learning to prepare healthy and tasty foods from scratch, to understand nutritional principles and how to meet the needs of their families, economical and informed purchasing of products and responsibility in performing their jobs. The seed money we have received has born fruit.

However, although these two businesses currently cover the costs of services and supplies, food and overhead, they do not cover the salaries of the Economic Development Coordinator and her assistant. These staff members are responsible for the development, implementation, and marketing, and of the day-to-day management of programs that expand economic opportunities for women, in particular those women with the least likelihood of being able to compete in the mainstream market. Middle Way House, Inc. has received funding for these positions from a Community Development Action Grant since 1997. This CDAG grant, administered by the state of Indiana, however, has built in from six months to a year's gap in funding. Although Middle Way House, Inc. has applied for these funds, we are experiencing a gap of at least four months from this source-possibly longer. Without the work of the Coordinators, there would be no planning and leadership in the Economic Development of Middle Way House, Inc.

COO currently has four full-time positions and Middleway Food Works has ten. There are still a number of women waiting for work. COO serves nearly 300 customers in Bloomington and the surrounding counties. Food Works is now preparing food daily for 450 children in four day care centers at eleven sites. We have initiated Take Home Comfort Food Meals and catering services. We see the potential for growth and are currently pursuing a contract with Area 10 Agency on Aging to provide food for 160 senior citizens of Bloomington and 120 in other communities. This would create at least four more jobs for women here, would provide improved nutrition and good food for seniors, and would bring the business for this service to Bloomington. We also are developing proposals for a Women's Business Center, which would include a large commercial kitchen and day care at its core, and provide technical and business services assistance for women who are developing micro enterprises. We are confident that all of these new initiatives

are realistic and do-able, and will address directly a number of community needs-jobs, support for women who are victims of domestic violence, good nutrition and better health for children, families and senior citizens, and the economy of this City.

However, without support for the Economic Development Coordinator and the Assistant Coordinator position Middle Way House, Inc. cannot sustain this steady and successful program. And without the small but critical assistance for start-up equipment for the new initiative to add services to seniors, we will have difficulty in becoming competitive for this service. With your support, we can expand our program, funding it in the long term with CDAG money when and if it becomes available, and eventually with revenues from the businesses if they continue to grow.

We request:

.\$17,000 for "bridge" funding salaries and fringes for the Economic Development Coordinator and Assistant Coordinator for four months

.\$1,400 for thermal carriers for food service to three Bloomington nutrition sites: BACC, Cambridge Square and Willow Manor

.\$750 for pots, pans and stainless food trays and utensil for services to these three sites .650 for dishwasher proof dishes for theses sites to switch the service from disposable to reusable dishes

Middle Way House, Inc. Is creating good jobs in this community that meet local needs. We are teaching disadvantaged women skills they can use, providing guidance and support as they work, encouraging them to go out and become self-sufficient. This is a partnership venture, providing food to children at The Children's Village, Head Start, Bloomington Developmental Learning Center and Parents Day Out. We are proposing to serve Area 10 Agency on Aging. We work closely with other social services, businesses and churches in the community. As much as possible, we buy locally, supporting local businesses. We see the need for, and will work to create a business development center with a large commercial kitchen and child care for the workers and new entrepreneurs. We hope to bring our growing expertise in developing small businesses to bear in assisting women who are starting out with their own efforts. Our track record thus far is good. With support from the Council we can continue this program without an unfunded gap and take on the new initiative.

Monroe County United Ministries
2003 Social Services Funding Program

Narrative

Monroe County United Ministries is seeking \$40,000 in funding from the Social Services Funding Committee of the City of Bloomington Common Council for our subsidized childcare program, serving city of Bloomington residents. These funds would be used as childcare subsidy for low-income Bloomington residents.

When the SPAN/MC results were published in 1998, subsidized childcare ranked second out of the fifteen most critical needs in the community. In 1999, MCUM expanded the childcare facility to attempt to meet the increasing need for subsidized childcare. Until seven months ago, MCUM used three tiers of funding for childcare, depending upon the eligibility of the families. Families whose income ranged from 0 -143% of poverty were generally funded through vouchers. Those whose income ranged from 144 -190% of poverty were put on our Title XX grant; and those who were over income, on waiting lists for the other two programs, or otherwise ineligible were put on our sliding fee scale. The funds for the sliding fee scale derive from the following sources: congregational support, CDBG, Opportunity House, United Way Community Services, Monroe County, individual donors and parent co-payments/fees.

There are several valid ways to measure the numbers of children eligible for childcare vouchers who are actually being served. In the best of times, the most conservative of these measures suggested that only 25% of children who qualified for childcare vouchers were actually receiving the assistance. In October 2002, the State of Indiana lowered the threshold for eligibility for subsidized childcare vouchers throwing thousands of children out of care. At least 150 children were dropped locally from the voucher program. Additional funding cuts were then applied to the Title XX funding. As a consequence, the income limits for both vouchers and Title XX is 127% of poverty. Over 20 states provide childcare assistance to families who earn up to or over 200% of poverty¹. Indiana now ranks 49th nationally in terms of how much income a family can earn before it loses eligibility for child care vouchers .

The reality is that a family at 190% of poverty is no less able to pay for center-based childcare than a family at 127% of poverty, but they no longer qualify for Title XX or the voucher program. Although these higher income families may have a greater amount of cash resources, they are not eligible for other subsidies such as TANF, Food Stamps, Section 8 housing, Energy Assistance Program support with heating/cooling costs or childcare vouchers. Indiana ranks 48th nationally in terms of how much income a family can earn before it loses eligibility for TANF³. Families are forced to choose between decent housing, adequate food and high quality childcare.. And what of the families who have exhausted their two-year lifetime limit of TANF eligibility? Some of those families are losing their childcare subsidy due these funding cuts and perhaps will lose their jobs, due to no fault of their own. Who Will serve them?

Comparing the 1990 census data to 2000, Monroe County has actually seen a reduction in the numbers of licensed childcare centers⁴ and though we are not in the position to know the full extent of the closings, we have "already enrolled children from at least three recently closed

1 Children's Defense Fund. "Child Care and Development Block Grant", *2002 Action Guide*

2 ibid

3 Children's Defense Fund. "Maximum Cash Welfare Benefits as a Percentage of Poverty", *2002 Action Guide* 4 2000 Census Data

daycare homes. Since the eligibility changes, we have been inundated with requests to help families that have been cut from their funding and now must find alternate, cheaper care or quit working.

We have the physical and organizational capacity to do this but we lack the funds to reduce the costs of care to a level that families can afford, beyond the capacity we are presently serving. In fact, we are already taking many cost saving measures to maintain our current levels of service in this difficult time.

-

When the first funding cuts took place, we worked to optimize remaining funds by moving income eligible children who had been on our sliding fee scale and the voucher waiting list, to the voucher program and moving the recently displaced children to Title XX funding and eventually to our sliding fee scale.

We then successfully expanded our holiday fund raising appeal to acquire new donors and more support.

We have recently changed our childcare foodservice program so that we are preparing more meal items from scratch, lowering our food costs and increasing our utilization of the Hoosier Hills Food Bank.

We are also working to reduce the amount overtime required by staff due to children's attendance schedules. Toward this end, we have hired additional part-time employees and extended workdays.

Finally, we continue to implement energy saving measures as well by turning down thermostats and delaying the air conditioning season. The new doors purchased through CDBG will have a positive impact on our heating/cooling expenses.

We request these funds to allow us to continue serving Bloomington city residents in need of childcare. During the time of this grant, MCUM will be providing childcare service to between 77 and 110 children, including up to 60 who are city residents. While MCUM is seeking funds from community members, local congregations and other sources, we simply cannot leverage funds fast enough to make up the difference in available subsidy for this year caused by cuts to the Title XX and voucher programs.

There are many community benefits to investing in early childcare and education, including better child outcomes, more effective parenting, more stable parental employment, better-connected residents and community networks, the ability to accommodate a variety of basic beliefs and values about child rearing, and long term savings in other categories of public expenditure⁵. For every \$1 invested in quality early childhood education, the benefit to society at large is \$4.396. Long-term studies indicate that children who participate in early childcare educational programs have higher rates of school completion and academic success, higher employment rates and lower rates of welfare enrollment, lower rates of social education and contact with the criminal justice system, and fewer out-of-wedlock births. It pays to invest in our children, please support our request for funding.

⁵ *Child care for Communities*, The Annie E. Casey Foundation
'Olildren's Defense Fund, "High Quality Childcare Benefits Children and Families", 2001
Yearbook '7 "Early Childhood Interventions: Benefits, Costs, and Savings", Rand Research
Brier, 1998

Options For Better Living Family Partnership Project Grant Proposal

Agency Objective

Options for Better Living, Inc. is a non-profit agency that partners with individuals with disabilities and their communities to bring about self-directed and fulfilled lives. Options currently supports over 200 children and adults with disabilities in a variety of services such as, Supervised Group Living, Supported Living Services, Supported Employment, Respite, and Targeted Case Management in a seven county area. Options would like to take our mission of partnering with individuals with disabilities and communities one step farther by working more closely with families to strengthen the future of their children. Through the *Family Partnership Project* as described below, we will build resources for families and our staff related to services to children with disabilities.

Project description

Of the 200 people Options services, half reside in the Bloomington/Monroe County area. Of those 100 individuals, 40 are children under the age of 18. Families with children with disabilities face many challenges. These can range from finding the right pediatrician specializing in their child's disability to what therapies their child needs and where to get it. Other challenges families face are finding specialized childcare; negotiating with insurance companies; helping their child enter the education system and making sure they get the best education; learning what state programs are available and which ones meet their child's needs.

One of Options for Better Living, Inc (Options) goals is to partner with families who have children with disabilities and become a resource for them. Options would like to better assist families in navigating the complicated "system" of services. By partnering with families in our community, Options will keep abreast of their needs and preferences so we can provide them with better access to current information, available services, and supports. Families will be able to tell other families the best way to get those things into place for their child.

In 2001, the city supported Options to develop a library with information for people with disabilities. This material has been a wonderful resource for staff and customers. Options is requesting support this year to expand this information center with materials specifically designed for families. Through a series of information sessions and networking opportunities, Options staff will develop their capacity to support families, learn what information is most important to families, and design ongoing networking opportunities. Specific activities Involved In this project. Include:

1. Hold a family outreach/information session by August 2003. Families throughout Bloomington and Monroe County would come to hear speakers from agencies, such as, the Indiana Parent Information Network, In*Source, the ARC, the Governor's Planning Council, and the Bureau of Developmental Disabilities. Presenters will provide information, materials, and contacts about services for children. Along with sharing information with families, Options will ask families to share information on their needs and preferences. This information will further drive our efforts to develop resources, materials, and staff expertise. A summary of the information will be posted on the Options' website.
2. Develop a Family Advisory Team by September 2003. Options will ask family members that attended the information session to meet regularly to discuss disability issues and the needs of their children and family situation. The Team will continue to provide Options with feedback and advice on how to better serve families and children with disabilities into the future. We anticipate holding three initial meetings supported by the project in September, October, and November. Further

meetings will be supported by Options.

3. **Create a Staff Training Video by November 2003.** Options will videotape the information sessions and advisory team meetings. This will serve as the base for a 10-20 minute training tool for staff on

how to better support the family. Options will make this video a part of standard orientation process for ALL new staff. Copies will be available in our library for check out by the entire community. Provide disability recourses tarated to families and children by November 2003. Based on the recommendations of the Family Advisory Team, Options will purchase resource materials (books, tapes, and videos) geared towards family and children. Resources will be placed in Options resource library for check out by customers, staff, and community members. A list of available resources will be posted on Options website (www.optionsfbl.com). Any person unable to come to Options home office will be able to contact Options via email or phone to check out any desired resources.

During each of the family events, Options will provide specialized child care to make it easier for families with children with disabilities to attend.

By disseminating materials and information widely I this project would not only benefit the customers of Options but all families with children with disabilities in Bloomington and surrounding counties. This would include the approximately 2500 children with disabilities under 18 in Monroe County whose families could participate in and learn from the *Family Partnership Project*.

Criteria for evaluatina and awardina funds

The 1998 *Service Planning by Assessing Needs and Measuring Capacity for Monroe County (SPAN-MC)* identified several areas of need for families and children. Through this project Options will address the following.

~ The need to "understand the system." Options will help families understand the system by serving as an entry point. Through this project we will support the families we served and others to obtain information required to ensure a fulfilling life for their child.

~ A comprehensive coordinated information and referral system. While Options cannot replace state systems, we can have more accurate, up-to-date information for families so they can the best choices for their child. As noted in the SPAN-MG, there must be more and better ways to inform families and the general public about services and how to access them.

The project is intended to be a one-time investment that will give back to the community many times. Options has designed the project so that information and resources gained will be made available to others with little to no ongoing costs. By contributing staff time and making dissemination an ongoing part of existing staff responsibilities (e.g. maintaining resources, lending materials, staff training), Options ensures continuation. We hope the description above has illustrated the broad and long-lasting impact of this project.

Support ReRequested

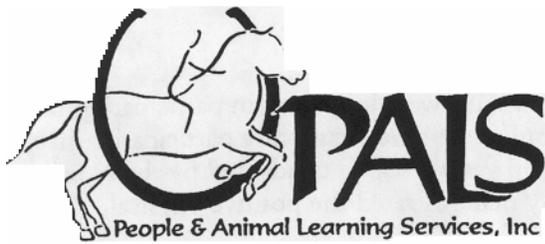
Options is requesting \$4,278 to host an information session with families, create a training video for staff, and purchase disability resources focusing on children and the family. Without these funds, Options will not be able to begin the project this year. The following outlines the general request with more detail on the Program Funding Sheet

Proaram Budaet

Item Request Contributed Total

Speaker fees and travel \$ 500 \$500 Video equipment \$ 950 \$950 Meeting room fees/refreshments \$ 200 \$200 \$400 Staff coordination \$210 \$210 Resource material (books, videos, cd's) \$2,500 \$2,500 Childcare/respite \$ 128 \$128

Total \$4,278 \$ 410 \$4,688



City Hall- Showers Plaza Council Office, Room 110 410 NoM Morton St. Post Office Box 100
Bloomington, IN 47402

April 16, 2003

Dear Social Service Funding Committee Members:

On behalf of People and Animal Learning Services, Inc. (PALS) therapeutic riding program, I am pleased to submit this proposal to the City of Bloomington Common Council for \$3,400 (see "Program Funding Sheet"). This \$3,400 in support will allow us to purchase and install two Hydraulic Mounting Lifts by June of 2003 in the new PALS facility located at 680 West That Road, Bloomington, IN 47403.

As a result of rapid growth and increased demand for PALS' programs, in June PALS will be moving to a new facility within a mile of Bloomington's city limits. This request for \$3,400 will make it possible for PALS to purchase and install two Hydraulic Mounting Lifts. Mounting on the horse is the most important time of a PALS rider's lesson. The Hydraulic Lifts make the mounting process easy and safe for PALS riders and they make it possible for PALS instructors to mount the most seriously disabled riders safely on the horse for their riding lessons. These mounting lifts will make it possible for PALS to provide the highest quality and safest therapeutic riding lessons to over 85 children and adults with disabilities.

These Hydraulic lifts are a one-time investment for the PALS program and are an integral part of running a safe therapeutic riding program. This grant would make the move to this new facility an easy transition and would make it possible for PALS to make this move without having any interruptions in lessons to PALS riders. In addition to this grant for \$3,400, PALS has applied for a Boston Scientific Foundation grant for \$10,024 to fund other components of the Mounting/Waiting Area (including items such as fencing, posts, storage compartments, chairs, concrete, rubber mats, metal gates, and footing). With these two grants PALS can fund the complete construction to the PALS Mounting and Waiting Area.

PALS was started in July of 2000 and has grown rapidly over the last two and a half years. In a short time of existence PALS has improved the lives of over 245 children and adults with disabilities and has provided over 1800 therapeutic riding lessons. In 2002, PALS provided over 700 therapeutic riding lessons to over 65 children and adults with disabilities. In 2003, PALS has expanded our program to serve 85 riders (by adding individuals from our waiting list) and provide 900 lessons to children and/or adults aged two and older with disabilities.

This area of Indiana, like many areas around the country, has a serious shortage of recreational opportunities for people with disabilities. The PALS program addresses some very important needs in the community that were identified in the study "Service Planning by Assessing Needs and Measuring Capacity" (SPANIMC), conducted in March 1998 by a consortium of Monroe County governmental and social service agencies. These needs include: programs that allow people with disabilities to be independent and recreational programs that consider the needs of individuals with disabilities (see SPAN/MC -4.28).

A North American Rider for the Handicapped Association ARHA Premier Accredited Center R. R. 3 Box 390 0 Solsberry, IN 47459 0 812-336-2798 0 www.palstherapy.org 0 pals@indiana.edu

In 2000, a local Needs Assessment of people with disabilities determined that 38.4% were interested in participating in therapeutic riding, but due to the lack of a local therapeutic riding program only 2.2 % were currently participating in therapeutic riding activities. This widespread interest is because over the last 30 years research conducted by the North American Riding for the Handicapped Association (NARHA) has consistently demonstrated the positive physical, emotional and mental benefits and rewards of therapeutic riding.

We are very excited to be moving to this new facility. It will allow *PAIS* to be able to expand our program and provide more lessons to children and adults with disabilities from our waiting list. The new facility located at 680 West That Road, Bloomington, IN 47403 is being built for *PAIS* and will be handicap accessible and is less than 5 minutes from downtown Bloomington. This facility will allow *PAIS* to provide therapeutic riding lessons during the winter months, which was impossible to do before.

I believe, along with many others in our community, that *PAIS* is a very important service for children and adults with disabilities. In 2003, riding a horse at *PAIS* will be the highlight of the week for 85 students with disabilities and the benefits are truly amazing. The dramatic changes and improvements that we see in the physical, emotional and cognitive abilities of *PAIS'* riders never fails to amaze parents, riders, volunteers and instructors (*see* letters of support and *PAIS* articles). *PAIS* is the only nonprofit therapeutic riding program in Southern Indiana. *PAIS* is the only North American Riding for the Handicapped Association (NARHA) Premier Accredited Center south of Indianapolis. Fern Bonchek, the director and founder of *PAIS*, is highly qualified and is an NARHA Advanced Certified Instructor and *PAIS* also has Chris Holmes a NARHA Registered Instructor and Pediatrician on staff.

These two Hydraulic Lifts are an essential part of our program and are integral to *PALS* providing benefits to the community and to children and adults with disabilities. Therapeutic riding improves the quality of life and helps children and adults with disabilities reach their full potential. Therapeutic riding gives people with disabilities a recreational activity that helps them to develop a skill and gives them something to be proud of. Therapeutic riding is a beneficial form of exercise and recreation that is used for persons with disabilities. Research has shown that therapeutic riding contributes to the health and well being of people with special needs by:

.. Strengthening muscles, improving coordination, decreasing spasticity, and improving balance.

.. Building positive relationships with others, improving self-confidence, and providing a sense of independence and normality.

(. Improving learning skills as well as short and long-term memory skills.

I hope that the City of Bloomington Common Council will choose to become involved in this innovative approach to providing recreational activities to children and adults with disabilities Southern Indiana. Thank you for considering *PAIS* for this grant. These Mounting lifts will make it possible for *PAIS* to expand our program and offer more therapeutic riding lessons to children and adults with disabilities from the community.

We are very excited to be providing this important service and to be working on these exciting projects that will position *PAIS* to have a broader impact on recreational opportunities for the disabled. I hope to hear from you soon as we would like to have this building project done by June of 2003 so we can move into the new facility so we can continue to provide lessons to our riders with no interruptions.

Fern Bonchek
Director



Planned Parenthood[®]

of Greater Indiana, Inc.

April 14, 2003

Dr. Anthony Pizzo

City Hall - Showers Plaza Council Office, Room 110 401 N. Morton Street Post Office Box 100
Bloomington, IN 47402

Dear Dr. Pizzo,

On behalf of Planned Parenthood of Greater Indiana, Inc. (PPGI), and the more than 7,800 patients served by our Bloomington clinic last year, I would like to thank the Office of the Common Council for its continued support.

To allow us to better serve our patients, PPGI respectfully requests \$4,650 in support of the purchase of four computers and a printer for the Bloomington clinic. In order to be compatible with a required clinic management system replacement, we are without alternative to upgrade portions of existing clinic equipment. Presently, outmoded printers and dumb terminals are in use with our existing system and cannot be made functional with an up-to-date clinic management system.

We are forced to replace our existing clinic management system, in use since 1994, because it cannot be made HIPAA compliant, is not compatible with other agency systems and, most importantly, because the vendor has ceased support and maintenance of the outmoded software. The clinic management system is essential to patient operations and is networked systemwide to perform the following critical functions: tracks patient demographic information and statistics required by the Planned Parenthood Federation of America (PPFA) and other agency funding sources; posts transactions/services/sales; insurance/Medicaid/Title XX/patient billing; tracks patient prescriptions; tracks lot numbers for manufacturer product recalls; follow-up for abnormal Pap tests; and generates reports for accounting and other purposes.

In order to continue serving Monroe County patients in need of quality, affordable reproductive health care, we must address computer, printer, installation and staff training needs in the Bloomington clinic. The new computer equipment is a one-time investment that will significantly benefit all our patients for many years to come, allowing for easier access to crucial client data.

PPGI finally believes that our patients deserve the best quality personnel, equipment, and service possible. This investment in the provision of affordable, quality preventative health care services will have a lasting impact on the Bloomington community in a number of ways. Research shows that each dollar spent on preventative health care saves an additional three dollars in future medical costs.

PPGI believes that this request meets all three of the Common Council's funding criteria. The Bloomington Planned Parenthood clinic provides essential health and educational services for the women, men, and youth of Bloomington and Monroe County. The clinic's services are particularly important to low to moderate income members of the community: 68 percent of the patients we served in 2002 were at or below poverty level, while 78 percent were at or below 150 percent of poverty. Our focus is on providing affordable, preventative care such as annual gynecological exams, Pap tests, follow-up and treatment of abnormal Pap results, sn screening and treatment, family planning, breast exams, and anemia testing, without which many of our patients would find themselves at greater risk for serious health conditions or unplanned pregnancies.

Barbara Sturbaum, Director of Clinics for southern Indiana, will present the proposal to the Discretionary SOCIAL Services Funding Committee. Ms. Sturbaum can be reached at:

Planned Parenthood Bloomington Clinic 421 S. College Avenue Bloomington, IN 47403
Tel: 1-800-828-7525, ext. 1300 Fax: 812-334-3129
E-mail: barbs@ppsi.org

Thank you for your consideration of this proposal. We look forward to presenting it to the committee in May. Should you have any questions regarding this proposal, please contact Jill Carr at 317-926-4662, ext. 132 or jill@ppsi.org.

Sincerely,



Betty Cozkrum
President & CEO

U~~~

TWO PAGE STATEMENT ACCOMPANYING THE FUNDING REQUEST OF SHALOM COMMUNITY CENTER, INC. FOR \$1,900 TO UPGRADE ITS PHONE SYSTEM

The Shalom Community Center is a recently reorganized SO I (c) (3) corporation that provides a safe daytime resource center for the homeless and very poor in the Bloomington community. Our overriding goal is to maximize opportunities for all people to develop their assets and talents to the fullest extent possible and to take responsibility for their own lives. In addition to providing the only free weekday breakfast and lunch programs in Bloomington, we provide assistance in finding needed health care, housing, and employment by serving as a front door to and bridge between over 20 social service agencies that send representatives to the center on a regular basis. The Center also provides several in-house programs that help people improve their prospects for self-sufficiency. These include Job Links, Shalom Banking, Inmate Outreach, and Computer Training. By offering guidance and a continuing presence to help people navigate through the often-complex systems of support they need, the Center does not duplicate but rather helps improve the efficiency of available service providers.

Brief statements about the historical evolution of the Shalom Community Center, its current budget situation, and a description of the physical layout of the daytime resource center will help inform our request for a phone system upgrade in a meaningful context

Historical Evolution

The Shalom Center began as a joint pilot project between Shelter, Inc. and First United Methodist Church in January 2000. As the Center's activities and the number of guests served increased, Shelter, Inc. paid the salaries of a full-time Director and a part-time Assistant Director from its own funds, and the Church provided space and covered operating expenses from dedicated funds contributed by its members and others. In June of 2002 financial pressures and other considerations forced Shelter, Inc. to request a change in these arrangements. It was decided that the Shalom Center should reorganize and continue as an independent 501(c)(3) corporation with a new Board of Directors. The decision to continue the Center's operations was based on the realization that it provides many important and necessary services. Without it, the plight of the homeless and poor in Bloomington would be made considerably worse. The reorganization was accomplished by the end of 2002, and Shalom Community Center, Inc. began its first fiscal year in January 2003.

Current Budget Situation

For reasons mentioned above, the requested year-end financial statement for 2002 (appended to this request as Attachment A) is only for the Shalom operating expenses paid by First United Methodist Church. A consolidated statement showing the salaries' expenses paid by Shelter, Inc. is not available since the Shalom Center did not have its own independent accounting system until January 1, 2003.

As the attached Income and Expense Statement indicates, \$12,054.39 was in the Church's Shalom Community Center account at the end of December 2002. Most of these funds have now been transferred to the independent Shalom Center's bank account. The remaining balance will be transferred once SCC, Inc.'s extension from the Illinois sales tax, which was applied for in January, is received. Since the end of December we have raised an additional \$23,906, and we have firm commitments for an additional \$21,000. Our fund raising efforts continue, and we hope to raise another \$50,000 - \$60,000 by the end of the year through grant writing, fund-raising events, and continued solicitations of individuals and organizations.

Because of the need to pick up liability insurance, we estimate that this year's operating expenses will total about \$29,000, and we now have to fund the part-time Assistant Director positions without any financial help from Shelter, Inc. In this situation, it would be extremely difficult for us to finance an upgrade in our phone system. Yet, an upgrade is desperately needed.

Physical Layout and Current Phone System

Although it is located in the lower level of First United Methodist Church, the Shalom daytime resource center serves all people regardless of race, ethnicity, gender, sexual orientation or religious affiliation. The facilities consist of a separate entrance stairway that leads to a hall with adjoining restroom and laundry facilities and a small Director's office, a large general area with a receptionist's desk and several tables where guests meet and meals are eaten, a computer room, and a large kitchen. Five phones are currently located as follows: one in the Director's office, one in the computer room, one at the receptionist's desk, and two on tables in the general area. There is also a fax machine in

the small and crowded Director's office. The existing phones are outdated and do not have call transfer capabilities. All have become worn from heavy use, and one is now broken and unusable. Inquires about repairing the unusable phone have indicated that "it's cheaper to buy a new one than to try and fix that dinosaur".

Access to incoming and outgoing phone calls is one of the most valuable services the Shalom Center provides its guests. Currently there are between 400 and 500 calls a day into or out of the Shalom Center. Yet, we know that many people have been unable to reach us, and our ability to provide this valuable service is being undermined by the obsolete and deteriorating nature of our existing phone system. In the absence of reliable phone service, most of our guest would have to resort to pay phones to arrange job interviews, talk with potential landlords, make appointments with specific social service agencies, and handle personal emergencies. Not only is this expensive, and prohibitive for most guests, it does not allow access to return messages.

Another relevant development is a recent Lilly CAPE grant to MCCSC that has enabled the Shalom Center to open Family Resource Centers in two other downtown church locations: one for English-speaking families in the First Presbyterian Church and another in Trinity Episcopal Church for Spanish-speaking families. The costs of the staff and programs of these Family Resource Centers are covered by the Lilly grant, but there are no provisions for staff offices in these locations. In light of this situation and the increasingly crowded conditions in the lower level of FUMC, the Church has generously given the Shalom Center a large room on the third floor of the church building. This additional space provides room to house the staff of the FRC locations and move some files and other things from the crowded downstairs Director's office. We are glad to get this additional space, but to make it fully useful we will have to install three new phone lines: one for a phone, one for a computer, and one for the fax machine which should be moved upstairs from the crowded Director's office on the very busy lower level.

This situation is the basis for our request for upgrading our existing phone system by purchasing six Toshiba 10 button sets and installing three new phone lines in the upper level of the Church. Five of the new phones would replace the phones now in the lower level. The sixth new phone would be placed upstairs, and the other two lines would be used for a computer and the relocated fax machine.

Specific Pro~ Budget

As indicated on the Program Funding Sheet, and supported by the estimate from Hershey's Electronics appended to this request as Attachment B, our specific request is for:

Six Toshiba 10 button phone sets @ \$120 each

Materials and **Labor** to install three **new phone lines**

TOTAL

\$ 720

\$1,180

\$1,900

In view of our current budget situation, we are asking that the entire program budget be funded by the Social Services Funding Program

Relation of~ to Three Criteria

1. Priority for Social Service Funds. The programs of Shalom Community Center, Inc. clearly meet the test of providing food and specialized services to low income city residents. The provision of free phone service to an centers for the purpose of sending and receiving messages

regarding employment, housing, ~ents with S«Vice providers and personal emergencies is a service that we do not believe is provided anywhere else in the community.

2. Qie-time Investment Qice the new phones and Jilone lines are installed, we will cover the monthly cost of use.

3. Broad and Long Lasting Benefits to the Community. Facilimti-"-t communication between the homeless aOO very poor and employers. landlords, and social ser\ice providers is one way to help people move towards self-sufficiency. We feel that the program we are pro {X)sing helps facilitate this communication in a significant way.

We would welcome anoport unity to make a further pesentation of our IXOPOsa1 and answer questions on Thursday, May 8. We hope that we are given a chance to do so.



SOUTH CENTRAL COMMUNITY ACTION PROGRAM, INC.

Monroe County (Main Office): 1500 W. 15th St., Bloomington, IN 47404 812/339-3447 Fax:812/334-8366

The South Central Community Action Program is requesting approximately \$10,000 for new software that will enable our existing departments software to track client needs and coordinate services through the use of a common intake process.

These funds will address a need identified by the most recent needs assessment the SP AN/MC. In that report under Gaps in Communication Infrastructure the number one listed need under Organization Resources is:

1. "More human service organizations need the hardware, software and staff development to participate in electronic communications."

This will be a one-time capital expenditure that will enable us to greatly increase our agencies efficiency in delivering services across programs. We have already made a commitment and purchased software for our Energy Assistance Program, (our largest program) and we would like to utilize their database to coordinate with a new program being provided by the State of Indiana Family and Social Services Association called Help Indiana. This is web based software that is a screening and application generating package that is used to make sure clients who apply for services are made aware of other programs and provided the tools to make use of other social services. For instance, a client applying for welfare benefits would be prompted to apply for energy assistance through our office.

It is our intention to purchase software that will enable us to provide a module to our existing Roeing Weatherization and Energy Assistance Software so that those clients will be better tracked for needs and provided services through our other departments, in particular the Self-sufficiency Program. We may also be able to then utilize our H.U.D mandated software for Section 8 (subsidized housing) to discover what other needs those clients have and be able to integrate customized services for that low income group. We also hope to integrate this into our federally mandated Head Start software, Head Start Family Information System. (H.S.F .I.S)

MORGAN COUNTY: 607 Morton Ave. Martinsville, IN 46151 PH: 765/342-1518 FAX: 765/342-3460



BROWN COUNTY: 5075 St. Rd.135N
Morgantown. IN 46160 PH: 812/988-6636 FAX: 812/988-8586



OWEN COUNTY:
751 E. Franklin St. Spencer, IN 47460
PH: 812/829-2279 FAX: 812/829-2505

Because we have mutually exclusive mandated software packages, we believe that some clients may be falling through the cracks. With an integrated system we are convinced that our low-income clients who are eligible for programs will be provided the information to access their entitlements and become aware of other assistance. We intend to track clients and analyze demographic trends and needs such as; single parent households, repeat clients, education levels, income and other vital information.

This will also allow us to identify basic and immediate needs such as food, clothing, medicine and housing.

This grant would allow us to establish a system that has broad benefits to the low-income population. We know that many people go underserved through lack of information and awareness of potential help. The social service system is fragmented and many clients are new arrivals to the City of Bloomington and are not able to connect with the services available. With this integration of program information, we will be able to provide them with options that will increase their personal stability and make them less dependent in the future. This will reduce the overall use of the emergency social service system and reduce the cost of support at the acute level.

BUDGET

Software Package estimated at between \$7,000 and \$10,000. Exact cost to be reimbursed. No other costs applied to grant.

Jack Hopkins Social Services Funding Program

Templeton Elementary: Childcare for low to moderate-income families Identified priority: childcare or youth services for low and moderate-income families.

't the national level Head Start serves 600/0 of eligible children. In Bloomington. Head Start serves 75% of children who are eligible. which leaves a huge number of kids served only by kith and kin. We need more programs like the one Templeton is trying to do" ..Julia Dadds. Director of Head Start

With rising levels of student poverty and diminishing levels of student achievement, the Templeton Elementary school community is in tremendous need of the Jack Hopkins Social Service funds and the myriad of ways that these funds can support children and families in providing true and meaningful literacy and school success for all. 57% of our children live in poverty. Our children are exposed to unemployment, substance abuse, family violence and illiteracy all in their own homes on a daily basis. Our children need this opportunity.

The Mission for the Templeton Kinder Camp is to provide our earliest learners with opportunities to begin their successful life journey. We will embrace children by celebrating their unique gifts and talents. We will offer opportunities for families to be involved in all aspects of their child's learning. As lifelong learners, we are dedicated to the pursuit of this mission.

The Templeton Kinder Camp will provide age-appropriate opportunities for children entering kindergarten or first grade for the 2003-2004 school year. Children's lives will be enriched and their transition into school will be enhanced due to this experience. With the support of the Social Service Funding, nutritious lunches will be served by Food Works, a program of Middle Way House, and materials will be provided to enhance student learning. Although we are able to meet many needs of the program and children, these funds are desperately needed through this grant.

Scale for Level of Poverty for Templeton Elementary Percentage of Students Receiving Free/Reduced Lunch

Fall 1999	Fall 2000	Fall 2001	March 2003
45%	44%	57%	57%
Number=225	Number=246	Number=297	Number=313

A number of factors continue to challenge the success of our school and our students. Some of these factors include:

1. A highly mobile population, with an annual mobility rate of over 50%.
2. A highly banging population, with an influx of English language learners, bringing the total of English language learners to 7% of our population.
3. Many children entering school at a deficit because they lack the necessary skills and coping abilities that are imperative for children to receive during the early childhood years.
4. Many children at risk for experiencing school failure because families, early educators, schools and adult educators have yet to effectively work together to promote important literacy skills at the most critical time in a child's life.

Currently, our efforts are often fragmented, and far too often, children and families fall through the cracks. Many children and families do not qualify for services through Head Start or anywhere else in the community because they do not meet the eligibility standards; however, issues of poverty impact their lives on a daily basis. These factors will not change. The ways in which the Templeton community approaches them must. If we truly plan to leave no child behind, we must repair the cracks that our families and children fall through by beginning with

family literacy. Kinder Camp will focus on effective opportunities for children who are struggling, children in poverty and new English Language Learners. The resources of the Jack Hopkins Social Services Funding Program are key to making this happen.

Although our level of poverty may not be as high as some agencies, the number of students in poverty is impressive enough to impact the entire school culture. In fact, more Templeton students live in poverty than many other schools have students. One out of every two Templeton students lives in poverty. One out of every two. We are committed to serving **all** children.

Ci of Bloomin on as a "one-time investment" innovative ro 'ects to allow funds to address chan~nl!
circumstances):

As is indicated above, tile changes in our school community are significant. We believe that this is tile first extensive summer program to exist in Monroe County schools to enhance tile transition of children in poverty into a successful school and life experience. We are only requesting funding for iliose needs that we are not able to fill through tile consortium of funding that we have coordinated for this project. We believe tile nutrition piece to be critical to success for a full-day program for children who often receive ilieir only, or certainly ilieir most nutritious meal through school. These children will not be accessing mid-day nutrition through any oilier agency. This is an opportunity to feed hungry children- what better use of important social service resources.

Other funding for the Templeton Kinder Camp includes money from the Reading Excellence Grant, the CAPE Grant and a literacy grant from Wal-Mart. In addition, we have received in- kind contributions from MCCSC for custodial services, some transportation and all space and utility needs and from the MCCSC Office of School-Age Care for the use of non-consumable materials. We are attempting to receive donations from the community to also offer healthy snacks.

Broad and lon2:-lastin2: benefits to the community:

.Children will enter the school year as an already established member of the school community who is ready to learn. Teachers will be able to begin teaching on the first day of school.

.Children will create a passion for books that leads them to opportunities for life-long community based learning.

.Through the focus ofLifeskills1 children will gain a sense of personal value.

.Parents will be invited and encouraged to participate in literacy learning activities with their children. PACT (parent and Children Together) time has proven itself to be effective in positively altering the lives of children and adults through the CAPE Grant and the National Center for Family Literacy based in Louisville Kentucky.

.An effort will be made to connect families to the Family Resource Centers at Shalom and Baneker and to Adult Education opportunities with MCCSC and Vital.

Research tells us that children who have a quality preschool experience stay in school longer, perfonn better academically and obviously contribute to our community in ways that we value. Our school community has moved beyond enthusiasm to passion in their work with literacy. We want only to create the most effective, exciting and highly motivating early literacy programs possible. The Templeton community wants nothing more than to provide the most impressive efforts to ensure that no child is left behind. The Social Services Funding Program can help us to do so.

1 Integrity, Initiative, FleXloility, Perseverance, Organization, Sense of Humor, Effort, Common Sense, Problem Solving, Responsibility, Patience, Friendship, Curiosity, Cooperation, Caring, Courage

DRAFT FUNDING AGREEMENT
CITY OF BLOOMINGTON - JACK HOPKINS
SOCIAL SERVICES PROGRAM

«Agency_Name»

This agreement entered into on _____, 2003, 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; and

Whereas, the Common Council adopted Resolution 03-09 which provided funding to this agency in the amount and the purposes set forth in Section 1 of this agreement; and

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:

USE OF FUNDS

Agency agrees to use Agreement funds as follows:

«Project_Description»

«Other_Provisions»

TIME OF PERFORMANCE

The last claim for expenses under this agreement must be filed before «Deadline». The deadline may be extended by the Housing and Neighborhood Development Director of the City for good cause upon receipt of a written request from the Agency. Said request must be submitted two weeks prior to the deadline listed above.

PAYMENT PROCEDURES

It is expressly agreed and understood that the total amount to be paid by the City under this contract 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 its 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 the end of September and to submit claims for its September, October, and November expenditures no later than December 5, 2003.

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 all such assets and shall assure 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 for a period of three years from the date of this Agreement financial records, supporting documents, statistical records, and all other records pertinent to the funding provided by this Agreement.

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. The City shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance as the Agency is an independent 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 the 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 the following provision in accordance with Section 2.21.070 of the Bloomington Municipal Code. The agency will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, age, marital/familial status, or status with regard to public assistance. 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.

Notices

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

City: Lisa Abbott, Program Manager Housing and Neighborhood Development City of Bloomington P.O. Box 100 Bloomington, IN 47402 Tel: (812) 349-3401 Fax: (812) 349-3582 E-mail: abbottl@city.bloomington.in.us	Agency: «Director_of_Agency» «Agency_Name» «Address» «City», Indiana «Zip» Tel: (812) «Phone_Number» 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 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 provisions 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: _____
Chris Gaal
President, Common Council

By: _____
«Pres_BoD»
President
Board of Directors

Attest: _____
Susie Johnson
Housing and Neighborhood
Development Director

By: _____
«Director_of_Agency»
Executive Director

Date

Date

<u>Agency Name</u>	<u>Received</u>	<u>Project Description</u>	<u>Deadline</u>
Amethyst House, Inc.	\$4,521	To purchase and install a stairway elevator at the Men's House facility.	December 5, 2003
Area 10 Agency of Aging	\$4,614	To pay for 50% of the annual wage for the Food Pantry/Emergency Food VISTA Volunteer.	December 5, 2003
Big Brothers Big Sisters of South Central Indiana	\$11,904	To pay for personnel (Program Manager) and program expenses (including those related to recruiting volunteers, providing scholarships, purchasing instructional materials, arranging field trips and recognizing the program) to implement the mentoring component of Girls, Inc.'s Teen Outreach LEAP Program.	December 5, 2003
Bloomington Area Arts Council	\$4,250	To pay for at least 50 scholarships for at-risk, low-income city youth to participate in the John Waldron Education Program from July 1, 2003 to January 31, 2004. In order to determine the income eligibility for scholarships, the City will accept as accurate the amount of income and number of persons in the household reported by the applicant and require that the amount be no more than 100% of area median income for that size of household.	February 13, 2004
Boys and Girls Club of Bloomington	\$25,000	To pay for the Job Development Specialist for the TEENS supreme Career Prep Program for the fall of 2003 and spring of 2004.	March 12, 2004 for services rendered prior to 3/1/2004
Citizen Advocacy of South Central Indiana Inc.	\$3,000	To pay for the preparation and distribution of a quarterly newsletter for the Citizen Advocacy Program.	April 9, 2004
Community Kitchen of Monroe County, Inc.	\$10,104	To replace the fire suppression system for the kitchen, the loading dock, and 60 chairs for the dining room at the South Rogers site.	December 5, 2003
Family Service Association of Monroe County	\$3,000	To purchase a laptop computer, LCD projector, and carrying cases to promote	December 5, 2003

		activities, train staff, and inform clients.	
Middle Way House, Inc.	\$4,100	To purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend its food program to senior citizens through a contract with the Area 10 Agency on Aging.	December 5, 2003
Monroe County United Ministries, Inc.	\$20,000	To subsidize the childcare costs for low-income households within the City from June 2003 onward. In order to determine the income eligibility for scholarships, the City will accept as accurate the amount of income and number of persons in the household reported by the applicant and require that the amount be no more than 80% of area median income for that size of household.	December 5, 2003
Options for Better Living	\$1,725	To pay for materials for its resource library and speaker fees related to the Family Partnership Project.	December 5, 2003
People & Animal Learning Services, Inc. (PALS)	\$3,400	To purchase and install two hydraulic mounting lifts to used for and owned by the PALS therapeutic riding program.	December 5, 2003
Planned Parenthood of Greater Indiana, Inc.	\$3,600	To pay for four computers for its 421 South College facility.	December 5, 2003
Shalom Community Center, Inc.	\$1,900	To pay for six phone sets and install three new phone lines at is 219 East 4th Street facility.	December 5, 2003
South Central Community Action Program	\$6,292	To pay for the development of software that will enable its existing departments' software to track client needs and coordinate services through the use of a common intake process.	December 5, 2003
Templeton Elementary School	\$2,590	To pay for food and supplies for its Kinder Camp this summer that will serve children entering kindergarten or the first grade and who are likely to fall behind without this program.	December 5, 2003

ORDINANCE 03-15

**TO AMEND THE PRELIMINARY
PLANNED UNIT DEVELOPMENT (PUD)
FOR PUD-03-00**

**Re: 3209 E Moores Pike
(Smith Neubecker & Associates, Inc., Petitioners)**

WHEREAS, on May 1, 1995 the Common Council adopted Ordinance 95-21, which repealed and replaced Title 20 of the Bloomington Municipal Code entitled "Zoning," including the incorporated zoning maps, and Title 21, entitled "Land Use and Development;" and

WHEREAS, the Plan Commission has considered this case, PUD-15-03, and recommended that the petitioners, Smith Neubecker, be granted an extension of the PUD and a preliminary plan amendment to add "climate controlled storage facility" to the list of permitted uses for this PUD. The Plan Commission thereby requests that the Common Council consider this petition;

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

SECTION I. Through the authority of IC 36-7-4 and pursuant to Chapter 20.05.09 of the Bloomington Municipal Code, the preliminary plan be approved and the list of permitted uses be amended for the property at 3902 & 3942 S. Sare Road. The property is further described as follows:

A part of the Southwest Quarter of the Southwest Quarter of Section 2, Township 8 North, Range 1 West, Monroe County, Indiana, and being more particularly described as follows:

BEGINNING at a PK nail found at the southeast corner of said quarter quarter; thence NORTH 88 degrees 20 minutes 12 seconds West on the south line of said quarter quarter section 174.93 feet; thence NORTH 01 degree 21 minutes 53 seconds West on a wovenwire fence 539.10 feet, passing through a concrete monument a distance of 28.07 feet, to a wooden fence post; thence NORTH 88 degrees 37 minutes 42 seconds East 180.68 feet, passing through a 5/8" rebar 3" tall at a distance of 173.38 feet to the east line of said quarter quarter section; thence SOUTH 00 degrees 44 minutes 18 seconds East on said quarter quarter for a distance of 548.40 feet to the POINT OF BEGINNING, containing 2.22 acres, more or less.

SECTION II. The Preliminary Plan shall be attached hereto and made a part thereof.

SECTION III. This ordinance shall be in full force and effect from and after its passage by the Common Council and approval by the Mayor.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2003.

CHRIS GAAL, President
Bloomington Common Council

ATTEST:

REGINA MOORE, Clerk
City of Bloomington

PRESENTED by me to the Mayor of the City of Bloomington, Monroe County, Indiana, upon this _____ day of _____, 2003.

REGINA MOORE, Clerk
City of Bloomington

SIGNED and APPROVED by me upon this _____ day of _____, 2003.

JOHN FERNANDEZ, Mayor
City of Bloomington

SYNOPSIS

This ordinance extends the effective time limit of PUD-03-00 and amends the list of permitted uses to include “climate controlled storage.”

****ORDINANCE CERTIFICATION****

In accordance with IC 36-7-4-605 I hereby certify that the attached Ordinance Number 03-15 is a true and complete copy of Plan Commission Case Number PUD-15-03 which was given a recommendation of approval by a vote of 7 Ayes, 0 Nays, and 0 Abstentions by the Bloomington City Plan Commission at a public hearing held on May 12, 2003.

Date: May 22, 2003

Thomas B. Micuda, Secretary
Plan Commission

Received by the Common Council Office this ___ day of _____, 2003.

Regina Moore, City Clerk

Appropriation Ordinance # _____	Fiscal Impact Statement Ordinance # _____	Resolution # _____
---------------------------------	---	--------------------

Type of Legislation:

Appropriation	End of Program	Penal Ordinance
Budget Transfer	New Program	Grant Approval
Salary Change	Bonding	Administrative Change
Zoning Change	Investments	Short-Term Borrowing
New Fees	Annexation	Other

If the legislation directly affects City funds, the following must be completed by the City Controller:

Cause of Request:

Planned Expenditure _____	Emergency _____
Unforeseen Need _____	Other _____

Funds Affected by Request:

Fund(s) Affected _____		
Fund Balance as of January 1	\$ _____	\$ _____
Revenue to Date	\$ _____	\$ _____
Revenue Expected for Rest of year	\$ _____	\$ _____
Appropriations to Date	\$ _____	\$ _____
Unappropriated Balance	\$ _____	\$ _____
Effect of Proposed Legislation (+/-)	\$ _____	\$ _____
Projected Balance	\$ _____	\$ _____

Signature of Controller

Will the legislation have a major impact on existing City appropriations, fiscal liability or revenues?

Yes _____ No _____

If the legislation will not have a major fiscal impact, explain briefly the reason for your conclusion.

If the legislation will have a major fiscal impact, explain briefly what the effect on City costs and revenues will be and include factors which could lead to significant additional expenditures in the future. Be as specific as possible. (Continue on second sheet if necessary.)



PUD-15-03

3209 E Moores Pike

Plan Commission

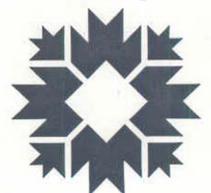
Site Location-Zoning, Parcels

By: greulice

9 Apr 03

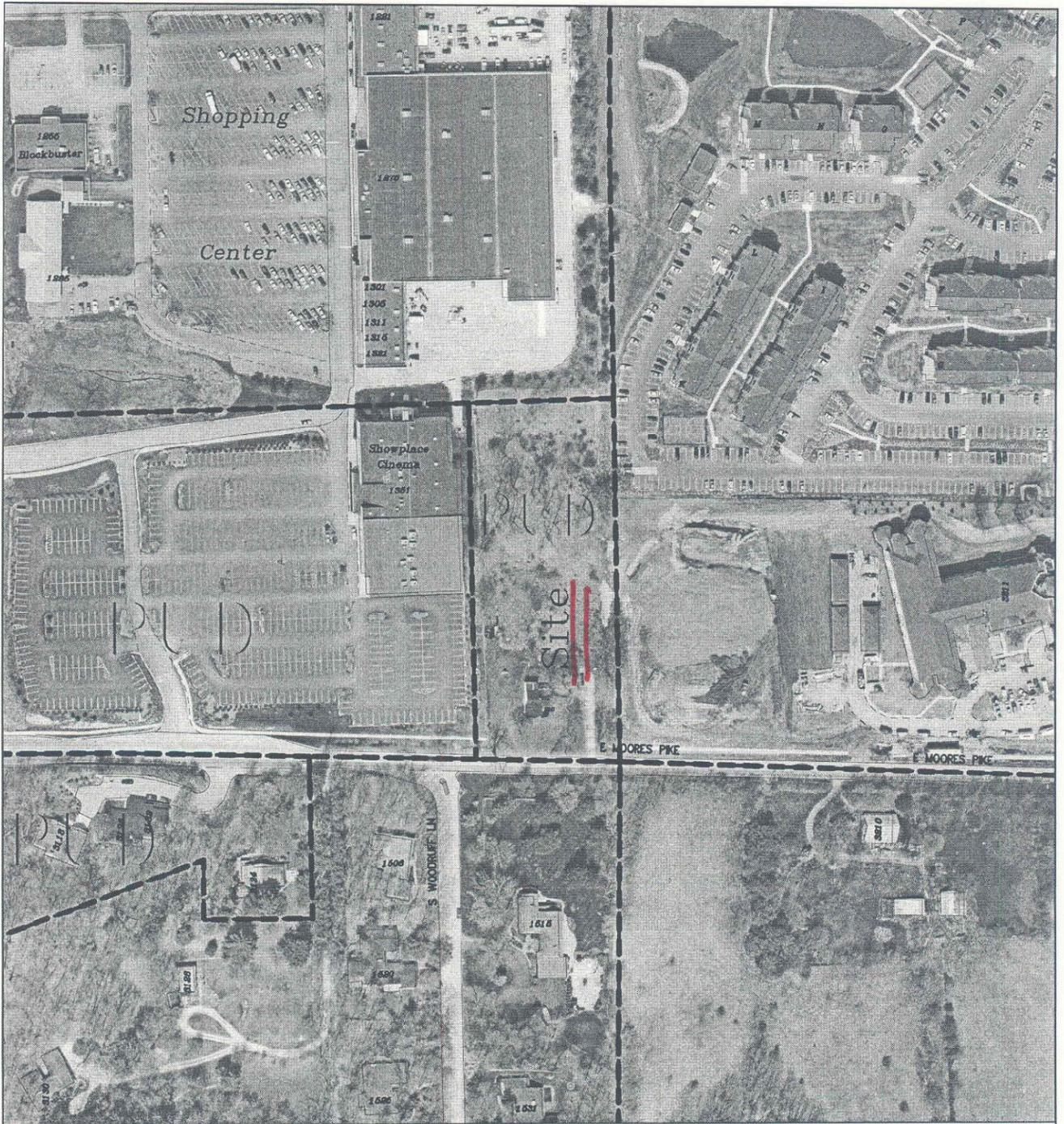


City of Bloomington
Planning



Scale: 1" = 300'

For reference only; map information NOT warranted.



PUD-15-03

3209 E Moores Pike

Plan Commission

1998 Aerial Photograph with Zoning

By: greulice

9 Apr 03



For reference only; map information NOT warranted.



City of Bloomington
Planning



Scale: 1" = 200'

23

Interdepartmental Memo

To: Members of the Common Council
From: Eric Greulich, Zoning Planner
Subject: Case # PUD-15-03
Date: May 22, 2003

Attached are the staff reports, petitioner's statements, and map exhibits which pertain to Plan Commission Case # PUD-15-03. The Plan Commission voted 7-0 to send this petition to the Common Council with a favorable recommendation.

REQUEST: The petitioner is requesting an extension of the PUD and an amendment to add "climate controlled storage" to the list of permitted uses. A preliminary plat for a two-lot subdivision as well as delegation of final plan review was approved by the Plan Commission.

BACKGROUND:

Area:	2.2 acres
Current Zoning:	Planned Unit Development (PUD)
GPP Designation:	Community Activity Center
Existing Land Use:	Undeveloped
Proposed Land Use:	Office and storage facility
Surrounding Uses:	North & West – Commercial shopping center South – Single-family residential (Bittner Woods) East—Multi-family residential (University Commons) and retirement community (Red Bud)

REPORT SUMMARY:

The petitioners, Smith Neubecker & Associates, request to extend this PUD, which has expired due to the lack of development activity since rezoning in the year 2000. In addition, they are proposing add "climate controlled storage" to the list of permitted uses that were approved under the preliminary plan.

When the preliminary plan was approved three years ago, the petitioners were granted permission to construct a single building limited to 32,000 square feet. A limited list of office uses was allowed in this structure to act as a transition between the movie theater to the west and the Redbud retirement community to the east. The petitioners are now proposing to construct a much smaller, 12,000 square foot, two-story office building on the southern 1-acre portion of the site with the same development regulations as originally approved. They are additionally proposing to construct a 3-story climate controlled storage facility on the northern 1.1-acre portion of the site, which was originally approved as a parking area for the larger office building.

The proposal to add this second building to the property is being driven by two reasons: 1) build-out of office space on the east side of Bloomington has been relatively slow, making it difficult to market a larger 32,000 square foot structure, and 2) there are no

existing climate controlled storage facilities that give individuals an chance to store more valuable items that are not appropriately kept in standard miniwarehouse facilities.

PUD REVIEW ISSUES:

The Plan Commission reviewed the following issues related to this PUD extension and amendment to the list of permitted uses.

Growth Policies Plan Analysis: The site is designated Community Activity Center (CAC) by the Growth Policies Plan (GPP). The Plan Commission reviewed the proposed use for compliance with the GPP. They found that a lower intensity nonresidential use provides a reasonable transition between the residential units to the east and the more intensive commercial developments to the west and north.

The addition of climate controlled storage to the PUD does not conflict with the intent of the 2002 GPP and the goals of the CAC “to provide community-serving commercial opportunities in the context of a high density, mixed use development.” In addition, the GPP states that “the CAC should be easily accessible by both pedestrian and vehicular traffic.” This site has pedestrian access through a sidewalk along the north side of Moores Pike and is located along Moores Pike, which is classified as a secondary arterial road.

Open Space/Building Coverage: Both lots meet open space requirements for a PUD. The requirements are 25% permanent open space for the office use and 10% permanent open space for the storage facility.

Height, Bulk, and Density: A reduction in the previously approved setback was approved for the west side yard to allow the storage facility to be placed 10’ from the property line. This setback is appropriate because the setback borders the building and parking area for Kerasotes Theater. All other setbacks will be as set forth in PUD-03-00.

Architecture: A mixture of glass and limestone will be used for the storage facility, while the smaller office building will be consistent with the architecture approved under the previous PUD. Please see the enclosed renderings in this packet.

Access: The site has one access point with a shared driveway extending to the warehouse facility. A passing blister will be installed on the eastbound lane of Moores Pike within the existing right-of-way.

Environmental Issues: The site contains a low spot in the north half of the property consisting of shrubs and small, non-specimen trees. More mature trees along the front portion of the property will be preserved with any future final plan. The Environmental Commission had no comments concerning this development proposal.

Landscaping: If the storage facility is constructed prior to the office building, the petitioner has committed to installing all required landscaping along Moores Pike concurrent with this initial construction. This fact, along with the drop in grade from Moores Pike northward, will help mitigate any visual impacts of the storage units.

Lighting: The petitioner agreed to 10' tall downlit fixtures for the storage building and 36" bollard lighting for the office.

Neighborhood Issues: Several adjacent neighbors to the south initially expressed some concern regarding being able to see the storage facility from their residences. These concerns were addressed at a neighborhood meeting where the proposed architecture and landscaping were discussed. This illustrated that the storage facility would not be seen by residences south of Moores Pike.

Pedestrian Facilities: A ten-foot wide pedestrian path was required along the north property line. A temporary asphalt path along Moores Pike will be converted to a concrete sidewalk.

Stormwater: Preliminary approval has been given for the proposed stormwater management plan.

Utilities: There is an existing water line along Moores Pike, and a sanitary sewer line has been stubbed on the east side of the property. Both are adequately sized to accommodate this development.

Conclusion: The Plan Commission found that the addition of "climate controlled storage facility" to the list of permitted list of uses for this PUD to be compatible with existing surrounding developments and the policies of the GPP.

Recommendation: The Plan Commission voted 7-0 to send this petition to the Common Council with a favorable recommendation with the following conditions:

1. All architectural site plan restrictions of PUD-03-00 shall remain in effect for the office building.
2. Landscaping must be installed before or concurrent with the construction of the storage facility.
3. Architecture of the storage facility must be fully consistent with the submitted rendering.
4. Final plan review shall be delegated to the Planning staff.
5. The existing asphalt sidewalk along Moores Pike will be replaced with a 5' concrete sidewalk.

6. There will be an additional sidewalk leg that will run along the eastside of the property connecting to Redbud retirement community.

PETITIONER: **Smith Neubecker Building, LLC
3209 E Moores Pike, Bloomington**

REQUEST: The petitioner is requesting an extension of the PUD and an amendment to add “climate controlled storage” to the list of permitted uses. A preliminary plat for a two-lot subdivision as well as delegation of final plan review is also being requested.

BACKGROUND:

Area:	2.2 acres
Current Zoning:	Planned Unit Development (PUD)
GPP Designation:	Community Activity Center
Existing Land Use:	Undeveloped
Proposed Land Use:	Office and storage facility
Surrounding Uses:	North & West – Commercial shopping center South – Single-family (Bittner Woods) East—Apartments (University Commons) and retirement community (Red Bud)

REPORT SUMMARY:

The petitioners are requesting to extend this PUD, which has expired due to the lack of development activity since rezoning in the year 2000. In addition, they are proposing add “climate controlled storage” to the list of permitted uses that were approved under the preliminary plan.

When the preliminary plan was approved three years ago, the petitioners were granted permission to construct a single building limited to 32,000 square feet. A limited list of office uses was allowed in this structure to act as a transition between the movie theater to the west and the Redbud retirement community to the east. The petitioners are now proposing to construct a much smaller 12,000 square foot two-story office building on the southern 1-acre portion of the site with the same development regulations as originally approved. They are additionally proposing to construct a 3-story climate controlled storage facility on the northern 1.1-acre portion of the site, which was originally approved as a parking area for the larger office building.

The proposal to add this second building to the property is being driven by two reasons: 1) build-out of office space on the east side of Bloomington has been relatively slow, making it difficult to market a larger 32,000 square foot structure, and 2) there are no existing climate controlled storage facilities that give individuals an chance to store more valuable items that are not appropriately kept in standard miniwarehouse facilities.

PUD REVIEW ISSUES:

Growth Policies Plan Analysis: The site is designated Community Activity Center (CAC) by the Growth Policies Plan (GPP). The appropriateness of the office use has been

previously reviewed for GPP compliance by the Plan Commission. It was agreed that a lower intensity nonresidential use provides a reasonable transition between the residential units to the east and the more intensive commercial developments to the west and north.

The addition of climate controlled storage to the PUD does not conflict with the intent of the new GPP and the CAC “to provide community-serving commercial opportunities in the context of a high density, mixed use development.” In addition, “the CAC should be easily accessible by both pedestrian and vehicular traffic.” This site has pedestrian access through a sidewalk along the north side of Moores Pike and is located along Moores Pike, which is classified as a secondary arterial road.

Open Space/Building Coverage: Both lots meet open space requirements for a PUD. The requirements are 25% permanent open space for the office use and 10% permanent open space for the storage facility.

Height, Bulk, and Density: The petitioner is proposing a reduction in the previously approved setback for the west side yard to allow the storage facility to be placed 10’ from the property line. Given that this setback borders the building and parking area for Kerasotes Theater, staff supports this reduction. All other setbacks will be as set forth in PUD-03-00, which are:

	Building	Parking
Rear	25’	5’
Side (East)	25’	12’
Side (West)	*15’	8’
Front	65’	75’

*proposed reduction

Architecture: A mixture of glass and limestone will be used for the storage facility, while the smaller office building will be consistent with the architecture approved under the previous PUD. Please see the enclosed renderings in this packet.

Access: The site has one access point with a shared driveway extending to the warehouse facility. A passing blister will be installed on the eastbound lane of Moores Pike.

Environmental Issues: The site contains a low spot in the north half of the property consisting of shrubs and small, non-specimen trees. More mature trees along the front portion of the property will be preserved with this petition. The Environmental Commission has no comments concerning this development proposal.

Landscaping: If the storage facility is constructed prior to the office building, the petitioner has committed to installing all required landscaping along Moores Pike concurrent with this construction. This fact, along with the drop in grade from Moores Pike northward, will help mitigate any visual impacts of the storage units.

Lighting: The petitioner has agreed to 10’ tall downlit fixtures for the storage building and 36” bollard lighting for the office.

Neighborhood Issues: Several adjacent neighbors to the south initially expressed some concern regarding being able to see the storage facility from their residences. These concerns were addressed at a neighborhood meeting where proposed architecture and landscaping were discussed to illustrate that the storage facility would not be seen by residences south of Moores Pike.

Pedestrian Facilities: A ten-foot wide sidepath is proposed along the north property line. A sidepath is already present along Moores Pike.

Signage: A shared sign package is being proposed for the two lots. A maximum 6' high monument sign is proposed for the center that will have 24 square feet of signage per side for the offices and storage building. The building signage is consistent with scenic gateway corridor standards for building frontage.

Stormwater: Preliminary approval has been given for proposed stormwater management plan.

Utilities: There is an existing water line along Moores Pike, and a sanitary sewer line has been stubbed on the east side of the property. Both are adequately sized to accommodate this development.

RECOMMENDATION: Staff recommends approval of the PUD amendment and preliminary plat, with waiver of second hearing, with the following conditions:

7. All architectural site plan restrictions of PUD-03-00 shall remain in effect for the office building.
8. Landscaping must be installed before or concurrent with the construction of the storage facility.
9. Architecture of the storage facility must be fully consistent with the submitted rendering.
10. Final plan review shall be delegated to the Planning staff.
11. The existing asphalt sidewalk along Moores Pike will be replaced with a 5' concrete sidewalk.

MEMORANDUM

TO: PLAN COMMISSION MEMBERS
FROM: TRICIA COLLINGWOOD, TRANSPORTATION PLANNER
STAFF SUPPORT TO THE BLOOMINGTON BICYCLE AND PEDESTRIAN SAFETY COMMISSION
SUBJECT: MOORES PIKE
DATE: 4/4/2003

The Bloomington Bicycle and Pedestrian Safety Commission (BBPSC) has reviewed this petition and has the following comments and recommendations:

Recommendations:

- Internal sidewalk separated from the road by at least 2 feet
- 8-foot bike/ped hard-surfaced connector path from the University Commons apartments parking lot to the Showplace Cinema and Jackson Creek Shopping Center parking lot to increase accessibility to the services in this area
- all bike/ped facilities must be built to AASHTO standards



April 16, 2003



Stephen L. Smith P.E., L.S.
Daniel Neubecker L.A.
Steven A. Brehob, B.S., Cn.T.

Pat Shay
Planner
Planning Department
City of Bloomington
P.O. Box 100
Bloomington, IN

RE: Moores Pike PUD Amendment and Extension
3209 E Moores Pike
Supplemental Submission Number 1.

Dear Pat,

We are making this submission of supplemental information for the Moores Pike PUD after meeting with area residents and discussing the petition with planning staff since our March 17 application. Our proposed changes/refinements to the PUD amendment are as follows:

- Lighting. Lighting in the parking lot between the office building and the storage building shall be limited to down lighting with the maximum fixture elevation 10 feet above the parking lot.
- Landscaping. If the storage building is developed before the office then the required landscaping in the front yard of the office will be installed concurrent with the storage building.
- Setback. The 2000 PUD provided for a 15-foot west side yard-building setback. Our current plan proposes that the storage building have a 10-foot west side yard building setback to better position the building on the site.
- Sign Package. This site will ultimately be two separate lots; it is therefore appropriate to have a shared sign package for these lots. This proposal is based on the office building width of 105 feet and 1.5 square feet of sign per foot of building for a total of 157 square feet of sign. Our package would include:
 - A common center monument sign of 24 square feet of signboard per side and maximum height of 6 feet with space for both the storage business and the office building tenants. The sign would be sited as shown on the PUD outline plan drawing. A sketch showing the dimensions is attached.

453 S. Clarizz Boulevard
Post Office Box 5355
Bloomington, Indiana 47407-5355
Telephone 812 336-0536
FAX 812 336-0513
www.snainc.com

J:/2591/Corresp/Pat Shay Moores Pike Submission 1 4-16-03

(Supplemental) Petitioner's Statement
PUD-15-03 (24)



- The office building will be allocated 25 sq feet of building signage.
- The storage building will be allocated 80 square feet of building signage.

Our project architect is developing building concept drawings and will have elevations available for submission by April 28, two weeks before the May 12th Planning Commission hearing

Very Truly Yours,

Stephen L. Smith
Smith Neubecker & Associates

Cc: 2591

Enclosures



March 17, 2003

Stephen L. Smith P.E., L.S.
Daniel Neubecker L.A.
Steven A. Brehob, B.S., C.E.I.
Pat Shay, Planner
Planning Department
City of Bloomington
PO Box 100
Bloomington, Indiana

Re; Moores Pike PUD Amendment and Extension
3209 East Moores Pike

Dear Pat,

We would like to petition the Plan Commission for extension of the Moores Pike PUD, originally approved in 2000, for an additional 18 months from this date. The office market in Bloomington and on the east side particularly has been a little slow for the last few years.

We also wish to petition the Plan Commission and Common Council for an amendment to the PUD Outline Plan to add "climate controlled storage" to the allowable list of uses. An illustrative site plan for the amendment is attached. The specifics of our request are;

- The office use in the original PUD will stay on the front acre of the site.
 - Up to 6,000 sf footprint and up to 12,000 sf total on two floors.
 - All setbacks and tree preservation commitments in the original PUD will remain.
 - The office location shall be as illustrated on the Outline Plan Drawing.
 - If the climate controlled storage is not pursued for some reason, then the existing PUD uses and development criteria (extended from 2000) would apply to the development.
 - Floor elevations shall be about 794 and 804 with maximum roof height of $804 + 30' = 834$. The existing PUD specifies that the roof can be no higher than 30' above the upper level finish floor and the pitch no greater than 6:12.
- Interior climate controlled storage on the back 1.1 acre of the site.
 - Single structure with architecture compatible with the office building in the front of the site.

453 S. Clarizz Boulevard
Post Office Box 5355
Bloomington, Indiana 47407-5355
Telephone 812 336-6536
FAX 812 336-0513
www.snainc.com

Petitioner's Statement
PUD-15-03 (26)



- Three story structure with top floor within a mansard type roof structure.
 - Up to 25,000 sf on each of three floors
 - Building location to be as depicted on the Outline Plan Drawing.
 - Floor elevations shall be about 793, 801 and 810 with roof height not to exceed 826.
- Project Phasing
 - No particular phasing is proposed for the PUD but given the softness of the office market it is anticipated that the climate controlled storage facility would be constructed first and the office building at a later date. The climate controlled storage building will set in the low area of the site, more than 300' from Moores Pike.

Bloomington does not currently have climate controlled storage. Climate controlled storage offers the opportunity for storage of items such as records, musical instruments and other valuables in a safe and secure environment.

This location is unique because of the lay of the land and surrounding uses and buildings. The storage building would be lower than the office building that would front on Moores Pike. The office building may have a walk out lower level because of this grade change. The storage building would be mostly hidden by the Kerasotes theater to the west and the Jackson Creek shopping plaza to the north. The building will have limited visibility from the street and with appropriate architectural treatment will appear like additional offices to the rear of the front office building.

This project would fit into the neighborhood and have fewer impacts than the mini-warehouse project that the Plan Staff and Plan Commission supported several years ago.

Commitments in the original PUD regarding the office building including roof height and style and saving of trees would remain in the amended PUD insuring a quality streetscape on Moores Pike.

We are also seeking preliminary plat approval for a two lot subdivision and delegation of final plan review to the Plan Staff.

An illustrative site plan with profile, standard application form, application fee and legal description are being submitted with this letter. Proof of notices

Petitioner's Statement
PUD-15-03 *27*

Smith Neubecker & Associates, Inc.



will be submitted prior to the hearing. A neighborhood meeting has been scheduled for March 26th at 6PM at Smith Neubecker Offices at 453 South Clarizz Boulevard. Adjoining owners and Bittner Woods owners are being invited to the meeting.

Very Truly Yours,

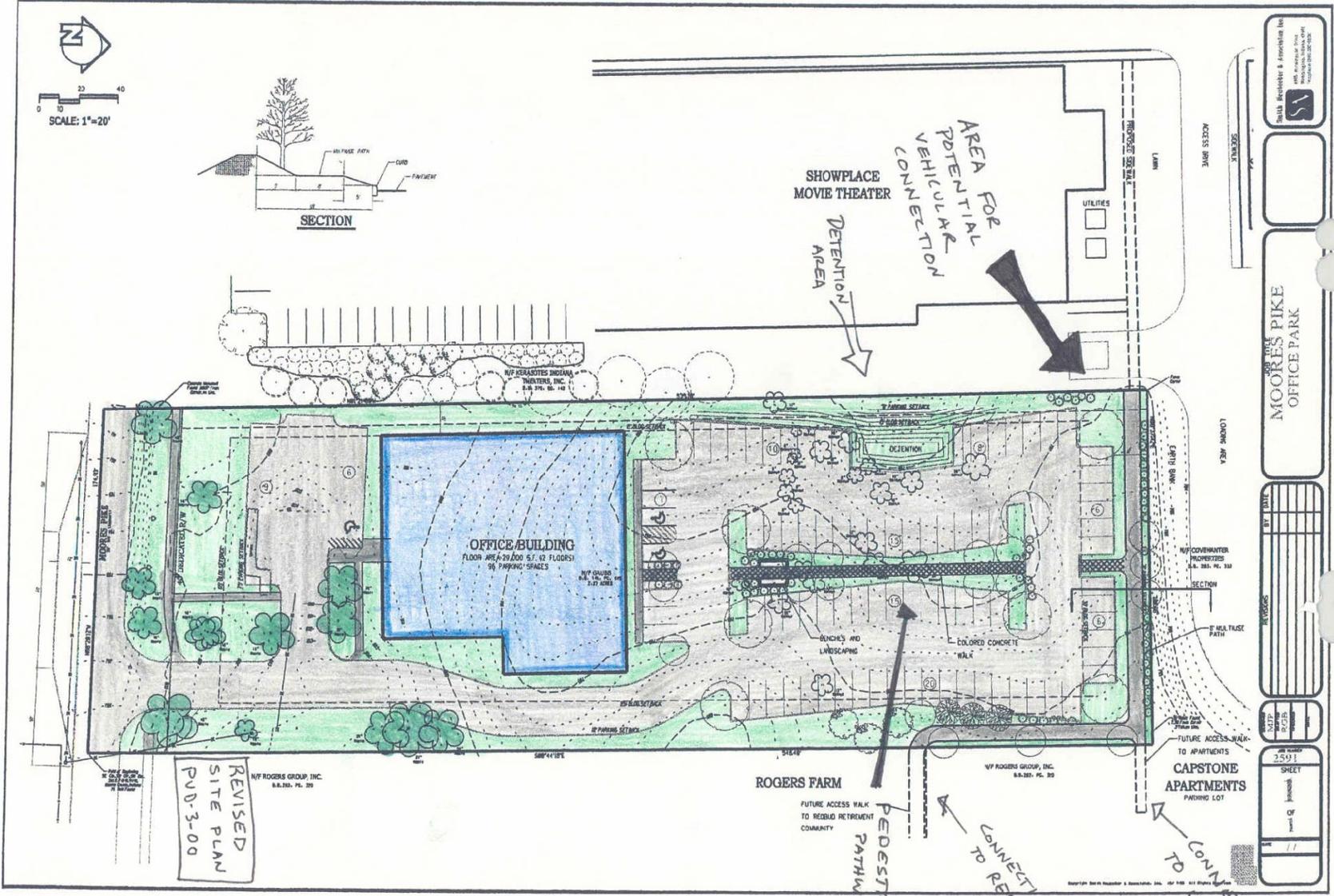
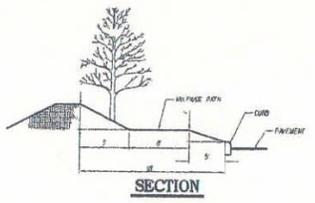
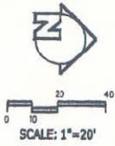
A handwritten signature in blue ink, appearing to read 'Steve', written in a cursive style.

Stephen L Smith
Smith Neubecker and Associates

Cc; 2591 M-2
encl

Petitioner's Statement
PUD-15-03

28



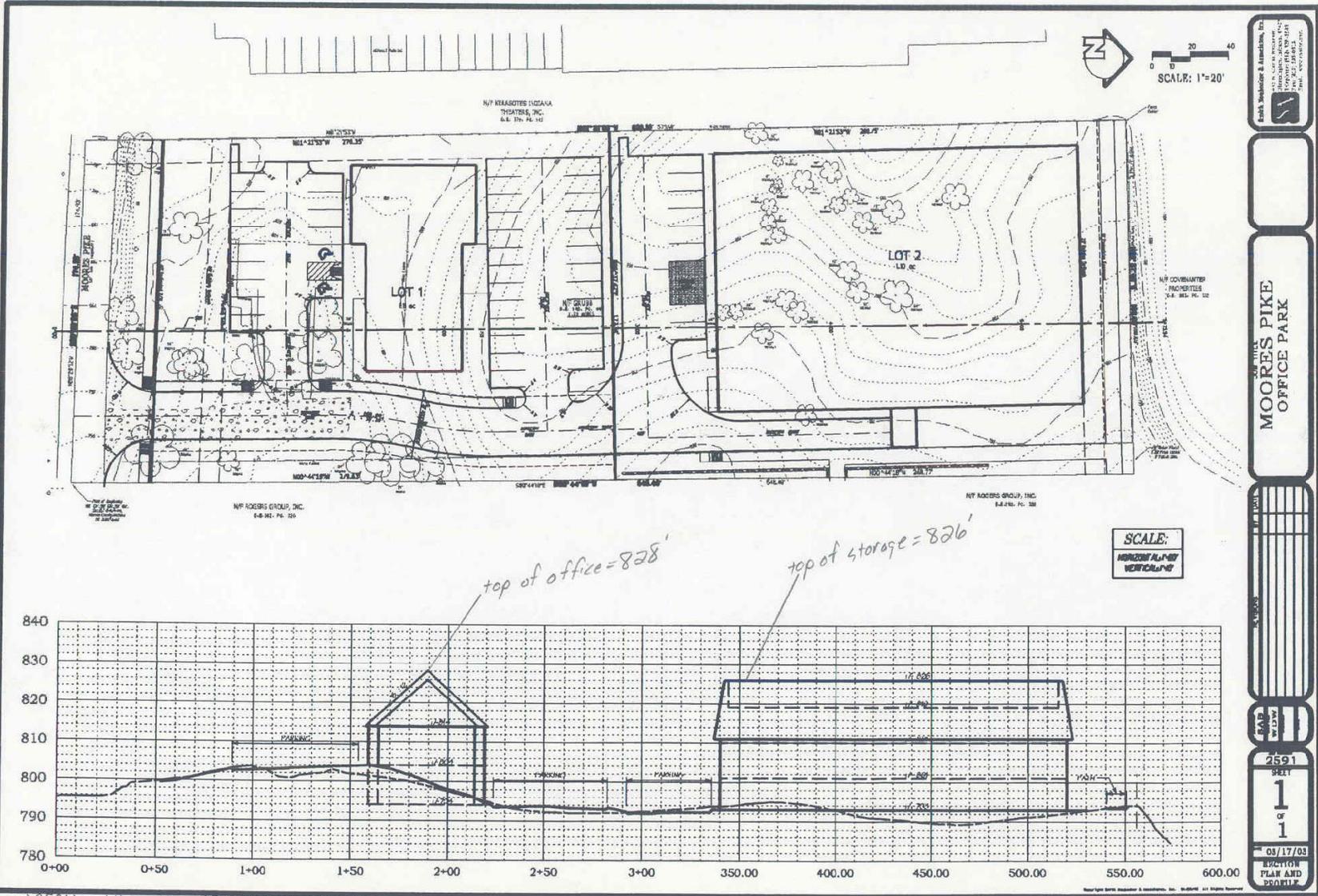
REVISED
SITE PLAN
PUD-3-00



NO.	DATE	REVISIONS

PROJECT NO.	2591
SHEET NO.	11

MOORE'S PIKE OFFICE PARK





30

PUD-15-03
South Elevation