



# Agenda

## Bloomington Common Council Jack Hopkins Social Services Committee 26 May 2022 at 6:00 PM

*This meeting will be held in the Allison Conference Room (Suite 225, City Hall, 401 N. Morton) and may also be accessed electronically via Zoom using the following link:*

<https://bloomington.zoom.us/j/83562690461?pwd=Z0JZajltZmhkandiK0Nhc0k5aWpxZz09>

### I. Brief Review of the 2022 Process

- A. This year there were 32 applications (including four collaborative applications) with requests for funding totaling \$557,016.27.
- B. The Committee awarded \$338,965.54 in funds (including \$21,965.54 in past unused funds) to 28 agencies (including three collaborative projects).

### II. Any suggested changes going forward?

A. Staff suggests:

#### i. Review of operational funding

- 1. 2022 was the first year the Committee allowed requests for operational funding on an unrestricted basis. From 2016-2021, the Committee allowed requests for operational funding that did not meet one of the typical exceptions (pilot projects, bridge funding, collaborative applications), but made this determination on a year-by-year basis.
- 2. Operational breakdown to date:

Year	Operational Requests	<i>*Due to COVID-19, many applicants saw a significant drop in fundraising or an increase in need; some requests could be considered requests for bridge funding.</i>
2016	11	
2017	11	
2018	12	
2019	13	
2020	*20	
2020 RF	*15	
2021	*18	
2022	*24	

ii. Review of project budget form required in 2022

1. Was the project budget template helpful? Any changes?

B. Committee suggestions to forward to 2023 Committee?

**III. Other matters**

A. Resolution 22-12 - Council action on 15 June 2022

B. Committee Report – *will need signatures needed from majority of committee members*

**VI. Adjournment**

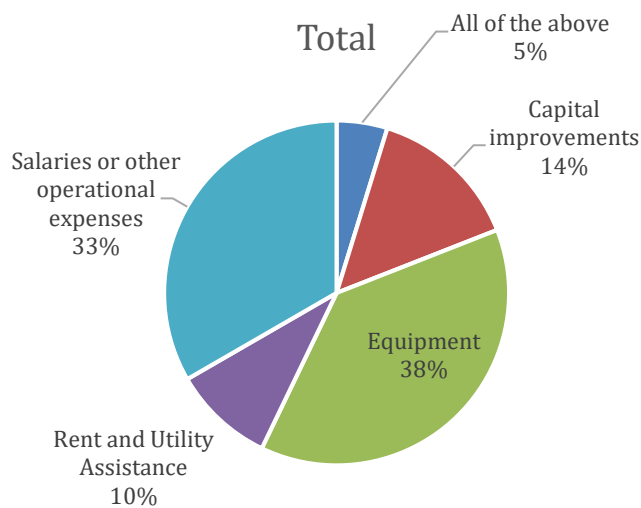
# 2021 Jack Hopkins Agency Survey Responses

## Introduction:

All agencies that submitted an application for Jack Hopkins funding in 2021 were invited to participate in an anonymous online survey soliciting feedback on the grant process. Emails were sent on July 28, 2021 with a follow-up reminder sent on August 19<sup>th</sup>. 21 agencies responded, 85% of which received full funding in 2021 and 15% who received partial funding.

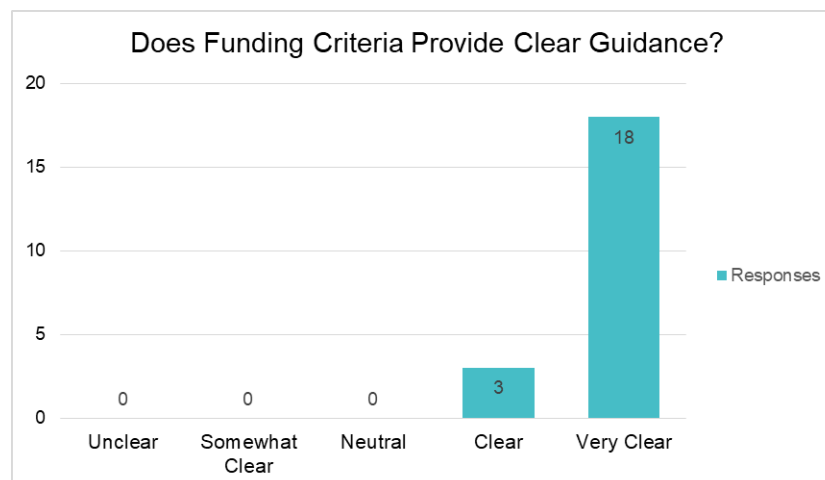
## Question 1 – Agency Funding Requests

Approximately 3/4 of agencies sought funds for either equipment or salaries or other operational expenses.



## Question 2 – Are Criteria for Funding Clear?

100% of agencies agreed that the criteria for funding provided was clear.

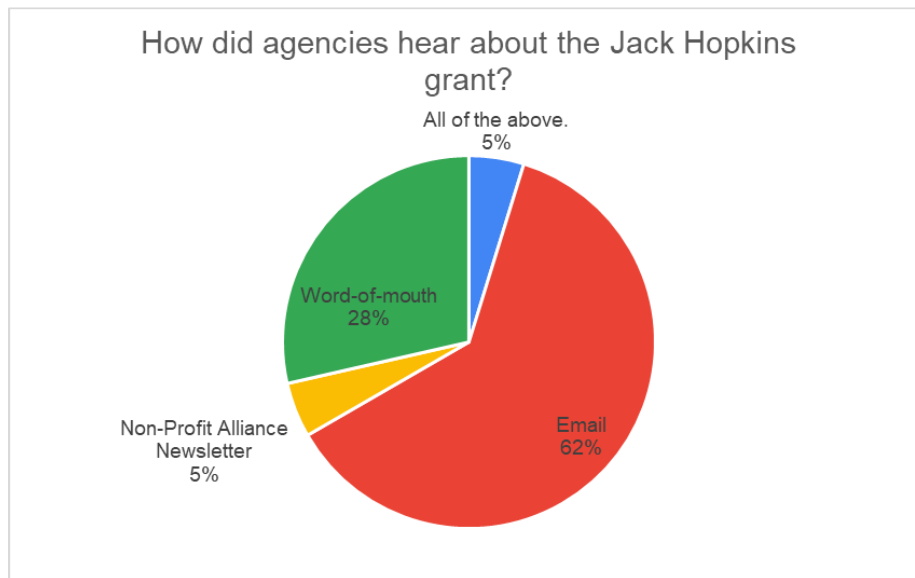


### Question 3 – Comments on Jack Hopkins Criteria

- I believe the guidelines are clear and understandable
- All was clear
- I do appreciate JH allowing folks to apply for funding that is for operational costs but that don't meet the one-time exception rule. Staffing in particular is one of the most difficult needs to find funding for and many nonprofits scramble to make this work. I wonder if instead of making it something that is decided each year as something JH may or may not continue doing, JH limits requests for staff funding to every other year so nonprofits aren't doing it each year but they also don't have to wonder if it will be funded based on the one time exception rule or because JH decided not to do it that particular year. Here are some good articles on this subject. <https://www.geofunders.org/resources/what-is-general-operating-support-and-why-is-it-important-678>
- This assistance was so needed for those struggling during this pandemic, plus the amount of money landlords of Sec. 8 housing are requiring is high. The guidance was quite clear.
- In discerning what we would like to apply for, the guidance provided made it very clear what we could NOT expect to be funded. By ruling out what could not be requested, we could hone in on what would work best for our agency given our current need.
- I've been working with these for over a decade and they seem understandable as to what your intent is.
- I feel like this allows the organization to make its case for funding whatever is needed most to make a broad and lasting impact on the community. I appreciate that it is not too precise and allows for flexibility based on need - i.e. COVID, the flooding, etc. This structure allows for the largest needs to be met. I like the idea of one-time investment projects so that it is not just ongoing operating expenses, but requires people to be growing and doing new things to solve the problems they are addressing with their mission. I also like the emphasis on leveraging funds. I do think this grant helps leverage others in the community in an important way.
- My Sister's Closet's request for funding of \$22,456 to supplement the salary of an Assistant Store Manager is essential for our organization to continue in our ability to provide sufficient amounts of interview and job attire for clients coming to us for employment assistance. This service addresses a previously identified need in the community. It is extremely difficult for women heading single parent households to afford interview and work attire and essential hygiene products while competing to enter the job market. By providing these products, along with image consulting and interview skills training, MSC is able to help women living in poverty identify themselves as credible and professional job candidates. The result in greater job success and job retention with this demographic. This position was previously paid for in part with residual store sales and the free services of a regular community volunteer who stepped down in January 2020 with health issues. We were not able to count her 2019 volunteer hours in PPP loan requests and because our store sales were only 63% of 2019's sales, the position was not paid for in 2020. We plan to apply for larger Federal grants to help fund this position in the future. With the help of Jack Hopkins Social Service Funding, the result will allow approximately 150 - 200 job seekers meet with greater success. The ultimate goal will give these clients the ability to compete for higher paying jobs with benefits that will allow them to spend more quality time with their children and provide them with better chance for life success.

## Question 4 – How Agencies Learned about the Jack Hopkins Grant

90% of respondents heard of the Jack Hopkins funding program through email or word-of-mouth.

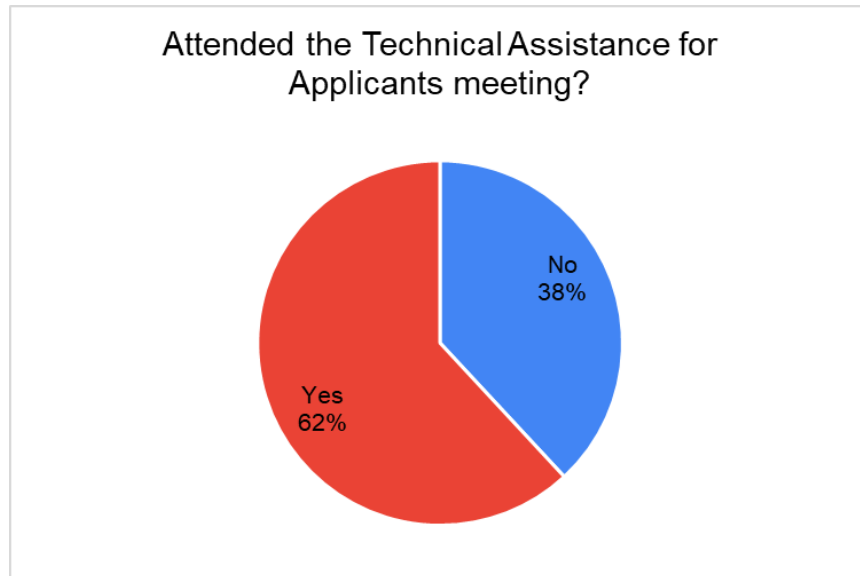


## Question 5 – Comments on the Application Process

- I thought the application process was very easy and the people and processes, great to work with.
- It's not the application, but the process of having to get the agreement form notarized each year is a little cumbersome.
- I am wondering if there are other ways of allocating funding aside from the application process. Participatory grant-making is an idea that is gaining traction with many funders for example and I am sure there are other models. <https://grantcraft.org/content-series/participatory-grantmaking/>
- Please add a place for the statement of President and Officers, since some social service organizations do not have a local Executive Director or Board.
- It is very easy to follow. The biggest challenge is to keep within the work count.
- It was my first time applying. I was pleasantly surprised to discover that I was able to answer 95% of the questions. I needed some help with questions regarding financials from my vice-president, but otherwise, it was pretty easy. Having access to a well-written sample helped considerably.
- I think that the application has become very streamlined and easy to use/follow.
- Word count restrictions are very frustrating in these applications. Guidance on expected length of response is desired and appropriate, but something less restrictive would be nice.
- It is the most accessible grant application I work with. No duplication. Straightforward questions. Not overly or unnecessarily burdensome.
- We found the process to be simple! We did lose some time preparing slides, however, I understand that can change year to year and it didn't actually take a lot of time.
- It was very appreciated that the committee considered the unusual strains and pressure agencies have experienced while trying to help the community as a result of the pandemic. I know our organization was extremely grateful for the adjustment in the application and the assistance we have received. Many thanks to all committee members!

## Question 6 – Technical Meeting Assistance Meeting Attendance

Approximately 2/3 of agencies attended the virtual technical assistance for meeting on March 18, 2021.



## Question 7 - Comments on the Technical Assistance Meeting.

- We would like to learn more about agencies that have partnered on a Jack Hopkins project.
- 1 page note sheet of everything in process
- The information was good and useful.
- Helped clarify requirements and see other applicants
- I think the meeting was well planned and reimbursement was explained in detail.
- Our Treasurer attended this, as he tracks the submitted Client Report Forms (as do the grant writers); he felt all facets of the grant were addressed well.
- The most helpful aspects are pointing out any changes from the previous year.
- Explanations of the process and what the committee is looking for
- Good to know that if we want to apply for any capital improvements we will need to submit a signed estimate. Also good to know the total pool of funding. And finally it was good to see the information about last year's funded projects (i.e. approx. 40 applications, 30 were funded.) I am always interested in how the committee makes the decisions. Are there scores or points given out? What are the criteria? Is there priority given and how is that determined? Where do we score compared to others? Etc.

## Question 8 – Agency Presentations

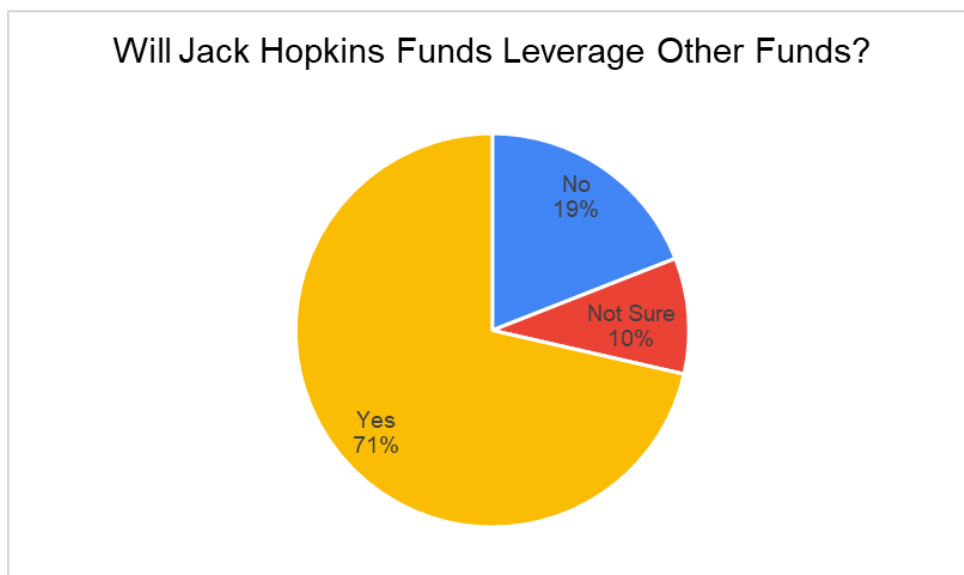
All 20 respondents found the agency presentation process to be fair and equitable

## Question 9 - Comments on the Effectiveness of the Allocation Process

- Allow more exceptions for general operating expenses. Lots of funders want to fund new or one-time programs, few want to fund ongoing programs, and even fewer are willing to fund overhead costs, such as rent or accounting, which are incredibly vital to a well-run program.
- I do think there should be more transparency if someone on the committee works for, volunteers for or is heavily involved with a nonprofit that is presenting. Recusing themselves would be a great idea if applicable.
- I think this is one of the most sensible and impactful grant in which I've participated.
- Currently the system of determining who will receive funding and it what amount seems fair and unbiased. I feel confident that we were selected on merit and not out of any sort of loyalty from receiving the award in previous years.
- The larger amounts rewarded to fewer organizations is the most effective way to really meet community needs and I appreciate that Jack Hopkins chooses to do that.
- Are there times when local agencies have the same need, but don't know that another agency is applying for similar assistance? It might be the JHSS is in a unique position to suggest a shared solution or collaboration for both agencies in a more efficient way. By looking at the original applications, it might be possible to see a better solution in their behalf. Example: Two agencies need to hire a part-time staffer of 20 hours/week. Problem: Finding someone to work only 20 hours is more difficult than hiring a single person to work 40 hours. Suggested JHSS Solution: JHSS Committee suggests a meeting where it is proposed that both agencies work together to find one person who agrees to work 40 hours/week for both organizations in either a split schedule or simultaneously. Proposed Gain or Outcome: Could this result in a better, more productive solution? Would working in combination towards the same goal help both agencies out more than what they might have accomplished separately? Would there be greater retention of the employee? Would they be able to attract a smarter, more educated or experienced job candidate? There are several examples of how this might work, but not all organizations are going to know of potential collaborations or partnerships when writing their grant applications. However, after receiving the applications, the JHSS will and could potentially step up and make the suggestion

## Question 10 – Leveraging Jack Hopkins Funds

Most agencies were able to use Jack Hopkins funds to leverage funds from other sources.



## Question 11 - Comments on Leveraging Jack Hopkins Funds

- The equipment purchase through the Jack Hopkins award has allowed us to do work ourselves that we have typically needed a subcontractor for.
- The cooler allows us to make better use of grant and donation funds for produce. It lasts longer and allows us to use funds for other things.
- Yes, sharing with others who fund our non-profit that we have received a Jack Hopkins grant let's them know that they are investing into a good resource for our community.
- We are going to ask for funding from other sources for drug testing kits to match what JH gave us so I think this funding will help with attaining other funding for this project.
- We are in contact with many organizations/agencies, such as Monroe County United Ministries, Salvation Army, and our Trustees. The caseworkers and agency directors have been tremendously helpful in checking with SVdP concerning how we might assist their clients and vice versa.
- The funds will help us start a program that will benefit people and will help us bring in possible revenue to build and expand our services reach to the people we serve in the community.
- We will be able to produce more work to sell. The proceeds of our sales are in turn donated to non-profits in our community.
- The grant has made it much easier to fundraise because the community sees us as more "legitimate" now and we are bring in some partial matches of the grant.
- The funds we received most recently have allowed us to hire a new therapist to work with our Teen population. This therapist is very near his full license as a Social Worker, which will allow our agency to bill for his services through a broader range of insurance companies. These revenues impact our ability to pay the overhead for our agency for administrative efforts and building rent among many other needs required to keep our doors open. We also were able to request funding from another agency to purchase a laptop for the new therapist. Based on the fact that we received bridge funding to get the new therapist up and running while building his caseload from Jack Hopkins, we believe this influenced the other agency's desire to provide the additional aid of the laptop.
- I was able to acquire two additional grants in part because of JH's funding.
- Yes, certainly. There are many funders that look to see if the city or county are supporting a project or program before they get involved. They also look to see "big names" - Cook, IU, etc. - and Jack Hopkins has become a big name in funding in our community. People see that and feel like the organization, program or project is a worthy investment. I believe they trust the vetting process of the Jack Hopkins committee, so they believe that the investment for them is also a good one. We use the Jack Hopkins name on many things when we go solicit other funds in years that we receive the JH funding.
- We have several grants this year that are all going towards these programs. We have hundreds of volunteer hours going into our programs every year, these funds will help those hours go farther and have a bigger impact.
- Assuming the downtown market improves as the pandemic gets under better control, this funding will be supplemented by planned supporter (in-kind) donations and store sales from our Brick and Mortar and E-Commerce stores. So far, so good. Fingers crossed for a healthy Bloomington community!

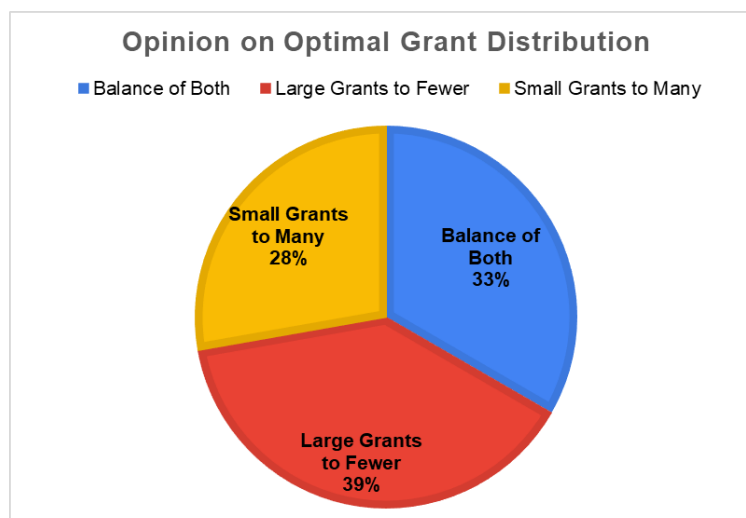


## Question 12 - Observations on the Collaborative Initiative

- COVID has made these potential collaborations more difficult from our lens
- I think collaboration is great and should be encouraged as long as the collaboration doesn't come about because one agency can't receive funding on their own for a specific project so manufacture a collaboration that didn't exist and perhaps won't exist after the funded project is over. I think if nonprofits work together to obtain funding for a project that benefits the community that is good for the community but nonprofits who have no plans for continuing the project after the funding period and are really just pretending to collaborate so an organization can acquire funding isn't good for the community or Jack Hopkins.
- While the idea is appealing for agencies that share similar goals, the challenges of administrative oversight would need to be overcome, such as report content, data entry and submission. We are supportive of the concept and will observe how those who are doing collaborative work proceed.
- Collaborations are of course something to strive for. They are a challenge to implement, but I applaud any organization that wishes to work with another for the good of the community.
- This year was not the year for us to be collaborative because of where our organization is in its roll-out, but in the future we may want to do a collaborative project and would love to apply in this category.
- We are hopeful to one day receive a collaborative award with some of our community partners, specifically New Hope for Families. Although we did not receive funding for a joint CCB and New Hope collaboration, we will continue to look for the right project in line with the funding priorities of the Jack Hopkins Social Service Fund.
- Even in a collaboration, most likely one organization is doing one thing (their specialty) and another is doing something else (their specialty). Or one organization is doing something for another organization, like Catholic Charities providing counseling to Club kids in the Club instead of their office. Collaborations do not always provide efficiencies. However, they do allow organizations to specialize as opposed to try to be everything to everyone. If this funding was encouraged to be used more for contracting services with one another, that might be utilized more.
- I think it's a good idea. We don't have any plans to use that option currently, but I could see that working out well for us as our group has a lot of overlap with other groups in town.

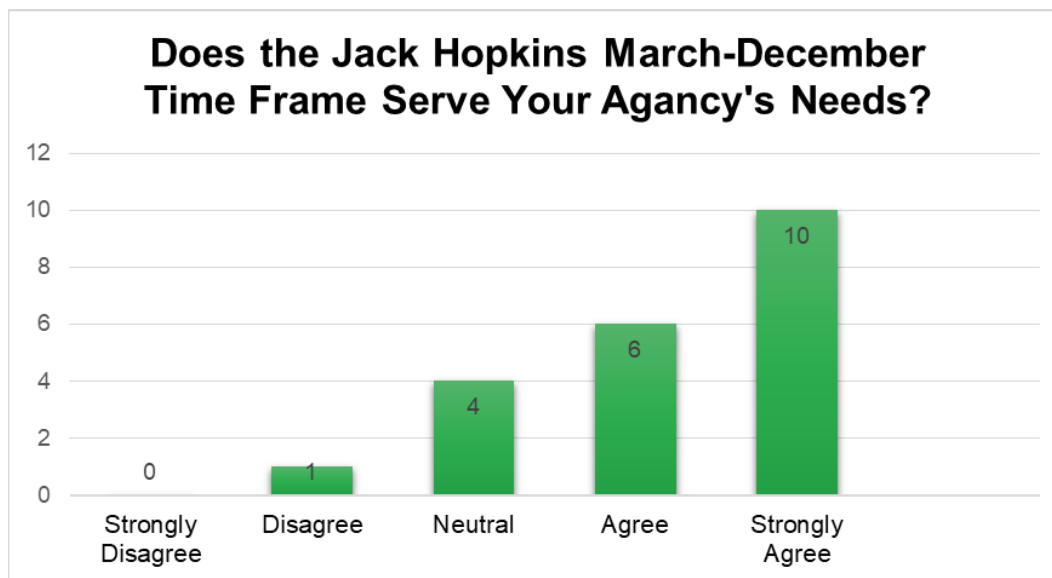
## Question 13 - Ideal Grant Distribution

Agencies were fairly evenly split on the question of grant distribution.



## Question 14 – March to December Time Frame

Approximately 75% of respondents felt that the March-thru-December Jack Hopkins time frame serves their agency's needs.



## 15 - Final Comments

- It is an incredibly valuable program to our community that fulfills a need that would otherwise be remain unmet.
- Thank you for all you do and this opportunity!
- It can sometimes be difficult to complete a project on that condensed time frame, as we don't know if we will have funding for it, and then if it is only partially funded to have time to seek additional funding and then still complete the project.
- I think it is a bit confusing especially for first time applicants to realize the funding is not for a full year. JH is very gracious about extending the deadline so I think that works for folks but I think perhaps making it clearer in the grant application right up front that the grant doesn't span a full year would be helpful.
- Agencies whose work is handled by an all volunteer staff do not have employees. For such agencies it would be nice not to be required to provide an affirmative action plan or an e-Verify form.
- It is important to stress to each of you that the availability of these funds has most certainly enabled us to help so many more of those in need within our community and we are deeply grateful.
- Thank you for an effective and very reasonable process!
- My organization is grateful for your support. Jack Hopkins Social Services grants have become an important mainstay of our community. Thank you.
- I'd love a longer time frame to use the money (1 year would be ideal). It can be hard to be ready to spend money you don't know if you'll have that quickly, because if you don't get the grant, you'll be high and dry. The reimbursement component of this grant is also tricky (though not impossible) and should probably me more clearly advertised up front.

- Thank you for supporting our work in the community! We can't express our gratitude enough for the ways Jack Hopkins has helped us flourish, particularly during COVID when our demand skyrocketed. It truly felt like a lifesaver to know that Jack Hopkins funds had our back as we reconfigured our services.
- Having the funds reimbursement period be longer would be helpful although requests for extensions have been generous.
- We love this funding process and the way Jack Hopkins does things! Thank you for being a great funding partner to work with. It is beneficial to receive larger grant funds and to have such a clear application process with a smooth reporting and claims process. We really enjoy working with Jack Hopkins as a funder.
- We really appreciate how easy and straightforward this process is.
- This is the largest grant that we typically pursue, and I could see an even earlier cycle working even better for us, but this cycle works well.
- Many thanks to the JHSS Committee for the help My Sister's Closet has received over the years. This assistance has made an enormous difference in our ability to continue to serve those most vulnerable.