



## Packet Related Material

### **Memo**

### **Agenda**

### **Calendar**

### **Notices and Agendas:**

*None*

### **Legislation for Final Action:**

**Res 04-12** Allocation of the Jack Hopkins Social Services Funds for the Year 2004 and Other Related Matters

- History of Allocations; Solicitation Letter; Policy Statement; Ratings and Recommendations (May 24<sup>th</sup> Meeting); Summary Table of Applications; Copies of Successful Applications; Funding Agreement Template; Funding Agreement Table

Contact: *Committee Members (see summary) or  
Dan Sherman at 349-3562 or [shermamd@bloomington.in.gov](mailto:shermamd@bloomington.in.gov)*

### **Legislation and Background Material for First Reading:**

*None*

### **Minutes from Regular Session:**

*None*

## Memo

### **One Item Ready for First Reading and No Items Ready for Introduction at the Wednesday, June 16<sup>th</sup> Regular Session**

The Council is scheduled to take final action on one resolution, but has no items ready for introduction next Wednesday. That resolution, **Res 04-12**, approves the allocation of Jack Hopkins Social Services Funds for 2004. It is summarized below and the legislation and background material are included in this packet.

## **Res 04-12 Authorizing Social Services Funding for Fourteen Agencies, Approving Agreements, and Other Related Actions**

**Res 04-12** allocates \$110,000 of the Jack Hopkins Social Services Program Funds appropriated for the year 2004 to 14 social service agencies. It also approves the funding agreements with these agencies, delegates questions regarding the interpretation of those agreements to the chair of the Committee (Tim Mayer), and approves the report of this Standing Committee, which includes this summary and the related packet materials.

### **Committee Members and Staff**

This is the 12<sup>th</sup> year of the Council social services funding and the resolution brings forward the recommendations of the Jack Hopkins Social Services Funding Committee. The Committee is a Standing Committee of the Council and included five council members appointed by the President of the Council – Chris Gaal, Tim Mayer, Dave Rollo, Andy Ruff, and David Sabbagh, and two members appointed by the Committee from other City entities. These included Walt Keller from the Community and Family Resources Commission and Tony Pizzo from the CDBG Citizens Advisory Committee for Social Services. Along with committee members and Council Office staff, representatives from the HAND department (Lisa Abbott and Marilyn Patterson) and the CFR department (Pete Giordano) assisted with the process.

### **Policies, Procedures, and Schedule for 2004**

The following is a summary of the proceedings for this year:

- **Wednesday, March 10<sup>th</sup> 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. Perhaps the most significant change in procedures this year was to add a meeting where the Committee reviewed the applications prior to hearing presentations.
- **Tuesday, March 16<sup>th</sup>** - The Council Office sent solicitation letters to social services agencies and posted it and related materials on the City's website. Within the next few weeks, the Community Service Council's newsletter went out with an announcement of the program, and the H-T included a brief article.



- **Tuesday, March 30<sup>th</sup>, 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 ten agencies were represented at the meeting.
- **Monday, April 19<sup>th</sup> at 4:00 p.m. Deadline** - Twenty-nine agencies submitted applications to the Council Office by the deadline. These applications requested at least \$1,000 (per guidelines) and in total requested approximately \$299,000.
- **Wednesday, April 28<sup>th</sup>** - The Council Office had assembled, summarized, and distributed the application material to committee members by that date.
- **Tuesday, May 11<sup>th</sup>** - The Committee met and reviewed the 29 applications. In the course of its deliberations the Committee announced potential conflicts of interests (mostly spouses who were serving on related boards), dropped 8 applications from further consideration, and developed questions to be answered by presenters on May 17<sup>th</sup>.
- **Monday, May 17<sup>th</sup>, at 5:30 p.m. in the Council Chambers** - The Committee met, heard presentations from, and asked questions of the twenty-two agencies.
- **Wednesday, May 19<sup>th</sup>** - The committee members were given this deadline to submit ratings to the Council Office. These ratings were on a scale of 0 - 5, according to how well the applications fit the program criteria relative to the other requests. (*See Ratings Sheet*).
- **Monday, May 24<sup>th</sup> at 5:30 p.m. in the Council Chambers** - The Committee recommended funding 14 agencies.
- **Monday, June 7<sup>th</sup> at 5:30 p.m. in the Council Library** – The Committee met to review the program procedures and plan for the coming year.
- **Wednesday, June 16<sup>th</sup>, 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 24<sup>th</sup> at 8:00 a.m.** – Marilyn Patterson in the HAND department has scheduled Technical Assistance meetings at this time to inform agencies how to obtain funds under the grant.
- **December 3, 2004** - 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 SCAN 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, childcare or youth services, or advocacy and specialized services to city residents who are especially 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, 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 14 Programs**

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

<b><u>Name of Agency</u></b>	<b><u>Amount</u></b>	<b><u>Purpose of Grant</u></b>
Big Brothers Big Sisters of South Central Indiana	\$4,500	To purchase a server, related equipment, and software to implement Phase I of its long range service plan.
Boys and Girls Club of Bloomington	\$8,000	To pay for salaries, transportation, and other operating costs related to the No Kid Left Behind program.
Citizen Advocacy of South-Central Indiana, Inc.	\$1,180	To print approximately 4,000 brochures, fact sheets, and handouts, as well as approximately 500 informational guides to help recruit advocates for persons with disabilities.
Community Kitchen of Monroe County, Inc.	\$7,780	To pay for replacing a door and dishwashing machine at the South Rogers Facility, purchasing a garbage disposal for the West 11th Facility, and purchasing kitchen-grade

		metal shelving for the South Walnut storage facility.
El Centro Comunal Latino, Inc.	\$1,500	To pay for software, office equipment, and furniture for a central office and meeting space.
Girls Incorporated of Monroe County	\$10,000	To pay a portion of the cost of 1 used, 30-passenger bus that will serve children at this and other agencies.
Hoosier Hills Food Bank, Inc.	\$13,294	To pay for renovations to the warehouse and to purchase equipment. The renovations will improve the lighting, provide air conditioning, add screens to garage door openings, add fascia, install a drinking fountain, repair asphalt, and seal dock space. The equipment includes a used forklift and a new battery for a special shelving device (known as a "Power Stacker").
Martha's House, Inc.	\$17,823	To pay for salaries and operational costs needed to operate a 28-bed emergency shelter, facilitate a new self-sufficiency program, and reach out to the homeless who have not sought shelter.
Mental Health Alliance/Family Service Association of Monroe County (FSA)	\$10,000	To pay for computer equipment and a portion of salaries and benefits for a Jail Diversion Specialist, who will help find other means for handling non-violent, mentally ill, incarcerated offenders.
Middle Way House, Inc.	\$7,500	To pay a portion of the salary and benefits for a Housing Specialist who will develop a cooperative housing program and facility for low-income women.
Monroe County United Ministries, Inc.	\$15,000	To subsidize child care services for low-income city residents primarily during the summer months.
Planned Parenthood of Greater Indiana, Inc.	\$2,923	To purchase 6 sets of cervical biopsy equipment to be used for the diagnosis and treatment of abnormal cervical conditions. This equipment includes biopsy punch

		forceps, endocervical biopsy curettes with basket, and Singley forceps.
Rhino's Youth Center	\$5,000	To purchase 4 portable 250 GB hard drives, a multi-media PC with monitor, and other equipment for its after school program.
Shalom Community Center, Inc.	\$5,500	To pay for a part-time Food Service Coordinator to expand its breakfast and lunch program as well as train and provide work experience for low-income clients.

## **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 and purpose of 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 (i.e., CDBG). Accordingly, the funding agreement provides for the funds to be obtained through the City claims process. It also gives agencies until December 3, 2004, 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. Please note that no agencies asked to have this deadline initially set for sometime in 2005.

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 3<sup>rd</sup> 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.

**Approval of Report of this Standing Committee.** The Jack Hopkins Social Services Funding Committee is a Standing Committee of the Council. Its members include five members of the Council appointed by the President of the Council (in accordance with BMC 2.04.210) in addition to as many as two other voting members selected by the Committee from relevant City entities. It meets every year to establish procedures and make recommendations to the Council regarding the allocation of social services funds. Those recommendations are considered by the Council in the form of a resolution soon after the deliberations of the Committee have ended. The resolution also approves the Committee Report which is comprised of the foregoing summary and the related packet material.

### **Background Material**

The packet contains the:

- history of grants since the program began in 1993,
- solicitation letter,
- policy statement,
- ratings and recommendations,
- summary table of all applications,
- copies of the successful applications,
- funding agreement template, and
- funding agreement table showing the differences in each agreement.

Please note that the remaining material is available in the Council Office.

**NOTICE AND AGENDA  
BLOOMINGTON COMMON COUNCIL REGULAR SESSION  
7:30 P.M., WEDNESDAY, JUNE 16, 2004  
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 04-12 Authorizing the Allocation of the Jack Hopkins Social Services Program Funds for the Year 2004 and Other Related Matters

Jack Hopkins Social Services Funding Committee Recommendation: Do Pass      7 – 0

**VII. LEGISLATION FOR FIRST READING**

None

**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  
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e-mail: [council@bloomington.in.gov](mailto:council@bloomington.in.gov)

**To: Council Members**  
**From: Council Office**  
**Re: Calendar for the Week of**  
**June 14, 2004 – June 18, 2004**  
**Date: June 11, 2004**

Monday, June 14, 2004 *Flag Day*

4:00 pm Community and Family Resources Commission, Hooker Room  
4:00 pm Commission on the Status of Black Males, McCloskey  
4:30 pm Plat Committee, Planning Department, Kelly  
5:00 pm Utilities Service Board – 501 N. Morton, Conference Room 100B  
5:30 pm Plan Commission, Chambers

Tuesday, June 15, 2004

3:00 pm Bloomington Community Farmers' Market, Plaza  
4:00 pm Board of Public Safety – Police, 220 E. Third Street  
5:30 pm Board of Public Works, Chambers  
6:30 pm Animal Control Commission, McCloskey

Wednesday, June 16, 2004

9:30 am Tree Commission - Bloomington Valley Nursery, 5230 S. Old State Road 37  
5:30 pm Animal Welfare Coalition, Hooker Room  
7:00 pm Council of Neighborhood Associations, McCloskey  
7:30 pm Common Council – Regular Session, Chambers

Thursday, June 17, 2004

7:30 am Domestic Violence Taskforce, Hooker Room  
8:00 am Housing Authority, HA Office – 1007 N. Summit Dr.  
3:30 pm Bloomington Municipal Facilities Corporation, Hooker Room  
5:45 pm Martin Luther King, Jr., Birthday Commission, McCloskey

Friday, June 18, 2004

*There are no meetings scheduled for today.*

Saturday, June 18, 2004

7:00 am Bloomington Community Farmers' Market, Showers Common



## RESOLUTION 04-12

### AUTHORIZING THE ALLOCATION OF THE JACK HOPKINS SOCIAL SERVICES PROGRAM FUNDS FOR THE YEAR 2004 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, Tim Mayer, Dave Rollo, Andy Ruff, and David Sabbagh, along with Community and Family Resource Commission member Walt Keller and Community Development Block Grant Citizen Advisory Committee member, Tony Pizzo; and
- WHEREAS, the Committee held a preliminary meeting on March 10<sup>th</sup> to establish the program procedures for the year; and
- WHEREAS, at that time, 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 SCAN 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, by the deadline at 4:00 p.m. on April 19<sup>th</sup>, 2004, twenty-nine agencies had submitted applications; and
- WHEREAS, on May 11<sup>th</sup>, 2004 the committee members met to discuss the applications and decided that twenty-one agencies should make a presentations to the Committee on May 17<sup>th</sup>; and
- WHEREAS, in the days following the presentations, the members of the Committee rated those twenty-one applications on a scale of 0 to 5; and
- WHEREAS, on May 24<sup>th</sup>, 2004 the Committee recommended funding fourteen agency programs; and
- WHEREAS, the fourteen 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 2004 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>
Big Brothers Big Sisters of South Central Indiana	\$4,500	To purchase a server, related equipment, and software to implement Phase I of its long range service plan.
Boys and Girls Club of Bloomington	\$8,000	To pay for salaries, transportation, and other operating costs related to the No Kid Left Behind program.
Citizen Advocacy of South-Central Indiana, Inc.	\$1,180	To print approximately 4,000 brochures, fact sheets, and handouts, as well as approximately 500 informational guides to help recruit advocates for persons with disabilities.
Community Kitchen of Monroe County, Inc.	\$7,780	To pay for replacing a door and dishwashing machine at the South Rogers Facility, purchasing a garbage disposal for the West 11th Facility, and purchasing kitchen-grade metal shelving for the South Walnut storage facility.
El Centro Comunal Latino, Inc.	\$1,500	To pay for software, office equipment, and furniture for a central office and meeting space.
Girls Incorporated of Monroe County	\$10,000	To pay a portion of the cost of 1 used, 30-passenger bus that will serve children at this and other agencies.
Hoosier Hills Food Bank, Inc.	\$13,294	To pay for renovations to the warehouse and to purchase equipment. The renovations will improve the lighting, provide air conditioning, add screens to garage door openings, add fascia, install a drinking fountain, repair asphalt, and seal dock space. The equipment includes a used forklift and a new battery for a special shelving device (known as a "Power Stacker").
Martha's House, Inc.	\$17,823	To pay for salaries and operational costs needed to operate a 28-bed emergency shelter, facilitate a new self-sufficiency program, and reach out to the homeless who have not sought shelter.
Mental Health Alliance/Family Service Association of Monroe County (FSA)	\$10,000	To pay for computer equipment and a portion of salaries and benefits for a Jail Diversion Specialist, who will help find other means for handling non-violent, mentally ill, incarcerated offenders.
Middle Way House, Inc.	\$7,500	To pay a portion of the salary and benefits for a Housing Specialist who will develop a cooperative housing program and facility for low-income women.
Monroe County United Ministries, Inc.	\$15,000	To subsidize child care services for low-income city residents primarily during the summer months.

Planned Parenthood of Greater Indiana, Inc.	\$2,923	To purchase 6 sets of cervical biopsy equipment to be used for the diagnosis and treatment of abnormal cervical conditions. This equipment includes biopsy punch forceps, endocervical biopsy curettes with basket, and Singley forceps.
Rhino's Youth Center	\$5,000	To purchase 4 portable 250 GB hard drives, a multi-media PC with monitor, and other equipment for its after school program.
Shalom Community Center, Inc.	\$5,500	To pay for a part-time Food Service Coordinator to expand its breakfast and lunch program as well as train and provide work experience for low-income clients.

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.

SECTION 4. The Council approves the Report of this Standing Committee which is comprised of the relevant portions of the packet memo and the related packet materials.

PASSED AND ADOPTED by the Common Council of the City of Bloomington, Monroe County, Indiana, upon this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
MIKE DIEKHOF, President  
Bloomington Common Council

SIGNED and APPROVED by me upon this \_\_\_\_\_ day of \_\_\_\_\_, 2004.

\_\_\_\_\_  
MARK KRUZAN, 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 2004 social services funds to 14 agency programs, approves the funding agreements with these agencies, accepts the report of the Committee, and authorizes the chair of the Committee to resolve any questions regarding the interpretation of the agreements.

**JACK HOPKIN'S SOCIAL SERVICES FUNDING PROGRAM**  
**HISTORY OF FUNDS**

Year	Recipient	Purpose	Amount
<b>1993</b>	<b>Resolution 93 - 17</b>		
	Public Health Nursing Assn.	New facility construction	\$90,000
<b>Total Year Award</b>			<b>\$90,000</b>
<b>1994</b>	<b>Resolution 94 - 20</b>		
	Middle Way House	Women's and children's transitional facility	\$35,000
	Rhino's All Ages Club	Larger facility for adolescents' activities	\$5,000
<b>Total Year Award</b>			<b>\$40,000</b>
<b>1995</b>	<b>Resolution 95 - 15</b>		
	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
<b>Total Year Award</b>			<b>\$40,000</b>
<b>1996</b>	<b>Resolution 96 - 13</b>		
	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
<b>Total Year Award</b>			<b>\$50,000</b>
<b>1997</b>	<b>Resolution 97 - 05</b>		
	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
<b>Total Year Award</b>			<b>\$90,000</b>

<b>1998</b>	<b>Resolution 98 - 13</b>		
	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
		<b>Total Year Award</b>	<b>\$90,000</b>

<b>1999</b>	<b>Resolution 99 - 18</b>		
	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
		<b>Total Year Award</b>	<b>\$100,000</b>

<b>June 2000</b>	<b>Resolution 00 - 18</b>		
	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
<b>Total Award for June 2000</b>		<b>\$64,995</b>

<b>Oct - 2000</b>	<b>Resolution 00 - 25</b>		
	Abilities Unlimited	To purchase loaner equipment for persons with disabilities	\$3,000
	American Red Cross	To convert a van to a mobile supply vehicle for disaster relief	\$1,600
	Amethyst House	Rebuild foundation of Womens' facilities	\$7,500
	Bloomington Hospital - Home Health Services	Implement a pilot healthcare program for local inmates after release from jail	\$3,000
	Big Brothers / Big Sisters & Boy's and Girl's Club	To expand hours and activities for children at their Crestmont Site	\$9,500
	Family Services - CASA	Hire staff for tracking services and measuring outcomes	\$3,200
	Girls', Inc.	For the Friendly PEERsuasion Program	\$2,500
	Girls', Inc. - Reading Renegades	For books, refreshments, and misc. equipment for after school reading program	\$620
	Middle Way House	To buy an Industrial Grade document scanner for Confidential Document Destruction Program	\$3,210.95
	Mother Hubbard's Cupboard	To establish a new southside food pantry in concert with the Community Kitchen and the Perry Township Trustees	\$9,000
	Rhino's Youth Center	To construct a radio studio at center	\$2,000
	<b>Total Awards for October 2000</b>		<b>\$45,130.95</b>

**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	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	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
<b>Total Awards for June, 2002</b>		<b>\$110,000</b>

**2003**

**Resolution 03-09**

Amethyst House, Inc.	To purchase and install a stairway elevator at Men's House facility	\$4,521
Area 10 Agency on Aging	To pay for 50% of the annual wage for the Food Pantry/Emergency Food VISTA	\$4,614
Big Brothers Big Sisters	To pay for Program Manager and program expenses for Girl's Inc.'s Teen Outreach LEAP Program	\$11,904
Bloomington Area Arts Council	To pay for at least 50 scholarships for at-risk low-income city youth to participate in John Waldron Education Program	\$4,250
Boys & Girls Club	Job Development Specialist for TEENSupreme Career Prep Program	\$25,000
Citizens Advocacy	Preparation and distribution of a quarterly newsletter for Citizens Advocacy Program	\$3,000
Community Kitchen	Replace fire suppression system, loading dock, and 60 chairs for the S. Rogers site	\$10,104
Family Services Association	Purchase laptop computer, LCD projector, and carrying cases to promote activities, train	\$3,000
Middle Way House, Inc.	Purchase thermal carriers; pots, pans, and food trays; and, dishwasher proof dishes and flatware in order to extend program to Area 10 Agency on Aging	\$4,100
MCUM	Subsidize childcare costs for low-income households within the City	\$20,000
Options for Better Living	Pay for materials for its resource library and speaker fees related to the Family Partnership	\$1,725
People & Animal Learning Services, Inc. (PALS)	Purchase and install tow hydraulic mounting lifts to be used for and owned by the PALS therapeutic riding program	\$3,400
Planned Parenthood	Purchase four computers for its 421 South College facility	\$3,600



Shalom Community Center	Pay for six phone sets and install three new phone lines at its 219 East 4 <sup>th</sup> Street facility	\$1,900
South Central Community Action Program	Pay for the development of computer software	\$6,292
Templeton Elementary School	Pay for food and supplies for its Kinder Camp summer program to serve children entering kindergarten or the first grade	\$2,580

**Total Awards for June, 2003: \$110,000**

<b>2004</b>	<b>Resolution 04-12</b>	<b>(Recommended By)</b>	
	<i>Big Brothers Big Sisters</i>	<i>Purchase a server, related equipment, and software to implement Phase I of their long range service plan</i>	<i>\$4,500</i>
	<i>Boys &amp; Girls Club</i>	<i>Pay for salaries, transportation, and other operating costs related to the No Kid Left Behind Program</i>	<i>\$8,000</i>
	<i>Citizens Advocacy</i>	<i>Pay to print 4,000 brochures, fact sheets, and handouts, as well as approximately 500 informational guides to help recruit advocates</i>	<i>\$1,180</i>
	<i>Community Kitchen</i>	<i>Replacing a door and dishwashing machine, purchase a garbage disposal and kitchen grade metal shelving</i>	<i>\$7,780</i>
	<i>El Centro Comunal Latino</i>	<i>Purchase software, office equipment, and furniture for a central office &amp; meeting space</i>	<i>\$1,500</i>
	<i>Girls Incorporated</i>	<i>Pay a portion of the cost of 1 used bus</i>	<i>\$10,000</i>
	<i>Hoosier Hills Food Bank</i>	<i>Pay for renovations to the facility</i>	<i>\$13,294</i>
	<i>Martha's House</i>	<i>Pay for salaries and operational costs needed to operate 28-bed emergency shelter &amp; facilitate a new self-sufficiency &amp; outreach program</i>	<i>\$17,823</i>
	<i>Mental Health Assoc/Family Services Association</i>	<i>Pay for computer equipment and a portion of salaries for a Jail Diversion Specialist – to find other means for handling non-violent, mentally ill offenders</i>	<i>\$10,000</i>
	<i>Middle Way House, Inc.</i>	<i>Pay a portion of salary and benefits for a Housing Specialist who will develop a cooperative housing program &amp; facility for low-income women</i>	<i>\$7,500</i>
	<i>Monroe County United Ministries</i>	<i>To subsidize child care services for low-income city residents primarily during the summer months</i>	<i>\$15,000</i>
	<i>Planned Parenthood</i>	<i>To purchase 6 sets of cervical biopsy equipment</i>	<i>\$2,923</i>
	<i>Rhino's Youth Services</i>	<i>To purchase 4 portable 250 GB hard drives, a multi-media PC with monitor, and other equipment</i>	<i>\$5,000</i>
	<i>Shalom Community Center</i>	<i>To pay for a part-time Food Service Coordinator to expand its breakfast &amp; lunch program as well as train &amp; provide work experience</i>	<i>\$5,500</i>

**Total Awards for June, 2004 \$110,000**



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

March 15, 2004

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 Jack Hopkins 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 2004. Since the program began in 1993, the City has provided \$920,000 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 representing other City entities. The council members are Chris Gaal, Tim Mayer, David Rollo, Andy Ruff, and David Sabbagh. The remaining members are Walt Keller from the Community and Family Resource Commission and Dr. Anthony Pizzo from the CDBG Citizen Advisory Committee for Social Services.

**Please Note the Critical Procedures and Chronology**

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

- Revising the 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
- Convening a Meeting of the Committee to Review Applications and Decide Which Agencies Will Make Presentations at the Next Meeting
- Using Committee Member Ratings to Facilitate Funding Recommendations (Which are Decided at a Meeting Where Agencies Must Attend)
- 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 SCAN – Service Community Assessment of Needs - 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 describing the mission of the agency and indicating how much money is being requested, what it would be used for, and how this request meets the above three criteria. Each applicant must complete the attached information sheets, which ask for the name, address, phone and fax number, and e-mail address of the

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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 Monday, April 19<sup>th</sup>, 2004. 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**

- *Tuesday, March 30<sup>th</sup> from 4:00 p.m. to 5:30 p.m. in the McCloskey Room of City Hall* - Voluntary Technical Assistance Meeting
  - *Monday, April 19<sup>th</sup> at 4:00 p.m. in the Council Office* - Deadline for Submitting Applications (must be in the Council Office by that time)
  - *Tuesday, April 27<sup>th</sup>* – Deadline for the Council Office to Distribute Summary Table and Applications to Committee Members
  - *Thursday, May 6<sup>th</sup> at 5:30 p.m. in the Hooker Room of City Hall* - Committee Members meet to discuss applications
  - *Thursday, May 13<sup>th</sup> at 5:30 p.m. in the Council Chambers* - Invited Agencies Will Make Presentations in the Council Chambers
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- ***Tuesday, May 18<sup>th</sup> at 5:00 p.m.*** – Deadline for Committee Members to Submit Ratings to Council Office
- ***Monday, May 24<sup>th</sup> at 5:30 p.m. in the Council Chambers*** - Committee Will Make Recommendations at Meeting in Council Chambers (Agencies required to attend). If necessary, the meeting may be continued to ***Tuesday, May 25<sup>th</sup> at 5:30 p.m.***
- ***Tuesday, June 1<sup>st</sup> at noon*** – Deadline for Agencies to Confirm Terms of Funding Agreements
- ***Wednesday, June 16<sup>th</sup> at 7:30 p.m. in the Council Chambers*** – Common Council Will Consider Resolution Approving Recommendations (Agencies receiving grants are required to attend)

### **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 department, and Housing and Neighborhood Development department 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 Lisa Abbott, Assistant Director of the Housing and Neighborhood Development (HAND) Department at 349-3576 or Pete Giordano, Director of Community and Family Resources Department at 349-3430 for assistance in preparing an application.

Sincerely,

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

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City of Bloomington  
Office of the Common Council

**Jack Hopkins Social Services Funding Program**

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

Elaboration of Three Funding Criteria

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

- 1. The program should address a previously identified priority for social services funds (as indicated in the SCAN - Service Community Assessment of Needs - 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; or second, when an agency demonstrates that an existing program has suffered a significant loss of funding and requires “bridge” funds in order to continue for the current year.*

### *Renovation versus Maintenance*

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

### *Conferences and Travel*

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

### *Computer Equipment*

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

### **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 generally 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 – Expenditure Before End-of-the-Year

The Housing and Neighborhood Development (HAND) Department has been monitoring the funding agreements since 2001. In order to be consistent with the practices it employs in monitoring CDBG and other funding programs, the funding agreements provide for a reimbursement of funds. Rather than receiving the funds before performing the work, agencies either perform the work and seek reimbursement, or enter into the obligation and submit a request for the city to pay for it. And, in order to avoid having the City unnecessarily encumber funds, agencies should plan to expend and verify these grants before December of the year the grants were awarded, unless specifically approved in the funding agreement. Please note that funds encumbered from one calendar year to the next cannot be reimbursed by use of the City’s credit cards.



<b>Agency Name</b>	<b>Request</b>	<b>Rating</b>	<b>Allocated</b>
Community Kitchen	\$7,780	4.93	\$7,780
Hoosier Hills Food Bank	\$13,294	4.64	\$13,294
Martha's House, Inc	\$20,000	4.43	\$17,823
Planned Parenthood	\$2,923	4.43	\$2,923
Monroe County United Ministries	\$20,000	4.29	\$15,000
Girls Incorporated	\$15,000	3.79	\$10,000
Shalom Community Center	\$7,000	3.79	\$5,500
Boys and Girls Club	\$15,580	3.71	\$8,000
Mental Health Alliance/FSA	\$15,000	3.71	\$10,000
Big Brothers Big Sisters	\$6,750	3.43	\$4,500
Citizen Advocacy of South-Central In	\$1,180	3.43	\$1,180
Middle Way House	\$15,000	3.29	\$7,500
Rhino's Youth Center	\$11,238	3.29	\$5,000
Area 10 Agency on Aging	\$5,000	2.93	
El Centro Comunal Latino, Inc.	\$2,503	2.86	\$1,500
Indiana Legal Services	\$20,000	2.86	
Prevent Blindness Indiana	\$7,000	2.86	
American Red Cross	\$3,362	2.71	
Bloomington Beacon Center	\$10,030	2.43	
Citizens for Community Justice	\$5,825	2.43	
Stone Belt Arc.	\$20,818	2.43	

TOTAL            \$110,000

**Summary of Applications for Council Discretionary Social Services Funds (2004)**

1	Organization	Project	Amount Requested
	<p>American Red Cross - Monroe County Chapter</p> <p><i>Disaster Services &amp; Safety Upgrade</i></p> <p>2001 - \$5,100 purchase tables &amp; chairs for community classroom</p> <p>2000 - \$1,600 Mobile supply vehicle for disaster relief</p>	<p>The American Red Cross is a volunteer, international, humanitarian organization, which helps people prevent, prepare for and respond to emergency situations. The local chapter has worked continuously since 1917. It is the only non-governmental agency given responsibility under federal, state, and local emergency plans. The Red Cross provides all emergency services free of charge and is the national leader in Health &amp; Safety training (CPR, First Aid, etc.).</p> <p>This is a \$3,362 request to purchase a cabinet and health and safety equipment. The cabinet costs \$1,050 and would hold 200, 24" x 36" GIS maps of the county needed to carry out the agency's Disaster Damage Assessment responsibilities. The health and safety equipment costs \$2,312 and includes an intubation trainer, manikins, and other life-safety training devices.</p> <p>Criteria:</p> <p>This one-time investment of \$3,362 will help this community prevent, prepare, and respond to emergencies. Federal, state, and local emergency plans call for the American Red Cross to help out in the case of emergencies and part of this money would purchase a cabinet to keep the maps the agency needs to assess damages in the event of disasters. The agency also provides life-safety classes and this money would purchase training equipment for those classes. In summing up the long-term benefits an old saying does it best - "An ounce of prevention is worth a pound of cure."</p> <p>Request:</p> <p>Steel Map Cabinet \$1,050            Larry Intubation Trainer \$675            Laerdal Junior Manikins (7 @ \$170) \$1,190            Little Joe Manikins (2 @ \$161) \$322            Infant Face 6-pack (1 package @ \$45) \$90            Little Junior mask coupling (2 @ \$17.50) \$35</p> <p>Contributions:</p> <p>City/County GIS Maps In-Kind</p> <p align="right">Total Amount Requested \$3,362</p>	
2	<p>Area 10 Agency on Aging</p> <p><i>2-1-1 Call Center</i></p> <p>2003 - \$4,614 50% of annual wage for Food Pantry/Emergency Food VISTA</p> <p>2002 - \$1,475 equipment for Food Pantry at Girls, Inc. site</p>	<p>Area 10 Agency on Aging, is a private, not-for-profit corporation serving elderly persons in Monroe &amp; Owen Counties. It is one of 16 Area Agencies on Aging in Indiana. Their mission is to improve the quality of life and celebrate the independence, health, &amp; dignity of all senior citizens 50-years of age &amp; older in this area. Some of their goals include: removing social or individual barriers facing our older population &amp; preventing unnecessary institutionalizations through a variety of alternative assisted living operations</p> <p>This request is for \$5,000 in one-time funding for Area 10 to become the hub for the 2-1-1 Call Center serving the Bloomington and Owen County area. The funds would pay for staff, supplies, and training to start the 2-1-1 hub. The agency will provide the remaining \$59,900 to operate the program through the first year and expects state funds to help run the program in future years. The 2-1-1 program is a national network led by United Way of America and the Alliance of Information &amp; Referral Systems, and would perform like a 4-1-1 / 9-1-1 for social services. The Bloomington area is one of only 3 areas in the state that does not have a designated 2-1-1 hub. Area 10 will use recently acquired IRIS software and "211 Infoline Taxonomy" to: 1) work with other agencies to create a comprehensive list of community resources; 2) provide referrals over the phone from 9:00 a.m. – 5:00 p.m. Monday through Friday (with the goal of doing so 24-hours a day); 3) determine whether referrals are appropriate by making follow-up calls; 4) work with agencies to improve referral services; and 5) keep track of the nature and consequence of the referrals.</p> <p>Criteria:</p> <p>The SCAN Report indicates that about half the local residents are not familiar with types of services performed by social service agencies and that about a fifth of the residents do not know where they would go for help with alcohol, drug, and emotional problems.</p>	

		<p>The SCAN Report also recommends that agencies work together to be more efficient and effective. This \$5,000 request would enable Area 10 to begin serving as the call-in and referral center for persons in this two-county area who are in need of social services. While primarily dedicated to working with elder clients, this agency handles about 70 calls a day and believes it's in a good position to take the initiative here. The application materials demonstrate a plan for working with stakeholders to develop and implement this new 2-1-1 service. The agency would provide the remaining \$59,900 to fund this program during the first year and expects state funds to help operate it in future years.</p> <p>Once in place this project would make it easier for persons to get the help they need. It would also give the community a means to track referrals, evaluate the performance of agencies, and identify unmet needs for services. Letters from the United Way, Girls Inc. and Middle Way House support this effort.</p> <p>Total Project Costs: <span style="float: right;">\$64,900</span></p> <p>Request:</p> <p>IU Interns &amp; Work Study (summer and fall 2004) <span style="float: right;">\$2,500</span>  Supplies (printing, postage, paper for reports, surveys, etc.) <span style="float: right;">\$750</span>  Comprehensive Data Base Development <span style="float: right;">\$1,000</span>  Access to Services (travel to meetings with comm groups) <span style="float: right;">\$750</span></p> <p>Contributions:</p> <p>Staff - Deputy Director (25% of time) <span style="float: right;">-\$5,500</span>  Information &amp; Referral Staff &amp; Volunteers (2 PT &amp; 2 VISTA) <span style="float: right;">-\$36,400</span>  Agency Staff support &amp; technical contracted support <span style="float: right;">-\$10,400</span>  Office space &amp; phone lines <span style="float: right;">-\$3,000</span>  3 phone lines @ \$250 <span style="float: right;">-\$750</span>  3 computers (1 @ \$2,000 &amp; 2 @ \$300) <span style="float: right;">-\$2,600</span>  Other supplies: paper, printing, etc. <span style="float: right;">-\$750</span>  Information &amp; Referral Systems Training <span style="float: right;">-\$500</span></p> <p style="text-align: right;">Total Amount Requested: <span style="float: right;">\$5,000</span></p>	
3	<p>Big Brothers Big Sisters of South Central Indiana</p> <p><i>Technology Upgrades</i></p> <p>2003 - \$11,904 Program Manager - for Girls, Inc's Teen Outreach LEAP Program</p> <p>2002 - \$3,623 Computer equipment for recruitment &amp; training initiative</p> <p>2001 - \$8,779 purchase &amp; install doors &amp; windows for facility</p> <p>1995 - \$4,800 Office Renovations</p>	<p>BBBS is a youth development organization with a 30-year history in Bloomington, whose mission is to empower local school age youth by matching them with an adult who will support their social, emotional and educational development. Working in concert with a new long range plan set by the national organization, BBBS intends to actively support at least 630 one-to-one matches on a monthly basis by 2010. This plan would mean that the percentage of at-risk youth in the community served by BBBS would increase from 12% to 20%. The plan will be implemented in two phases. Phase 1 will focus on enhancing the computer network and phase 2 will concentrate on enhancing the competencies of staff and volunteers.</p> <p>This request is for \$6,750 to help fund Phase 1 of the long-range service plan which should be implemented by late this fall. Phase 1 will focus on enhancing the computer network by upgrading and adding workstations, upgrading the server, and upgrading the website to be compatible with the new Agency Information Management System (AIMS) software and the eTapestry donor tracking, web-integrated database. The AIM system was developed by the National BBBS Organization and will manage all program processes and activities. It will replace a hodge-podge of Access databases, Excel spreadsheets and paper records that are time-consuming and leave room for errors. The AIMS features include central scheduling tools, improved email capabilities, contact management to facilitate the recurring monthly &amp; quarterly contact of matches, and online automation of applications. This software can also perform basic &amp; advanced queries and, therefore, can analyze partnerships, referral sources, programs, track grants and performance measures, and will eliminate many of the monthly, quarterly and annual reporting now required by the national office. The \$6,750 from the City will pay for the server and networking software, network infrastructure, and the parts needed to rewire the entire building. Contributions from the Community Foundation (\$6,750), United Way (\$6,000), IU (2 work stations), and local companies (in-kind computer services) will cover the remaining costs for this \$27,750 technological upgrade.</p>	

		<p>Criteria:</p> <p>The SCAN identified positive youth development as an urgent need, especially the lack of appropriate consistent role models. It also recommends targeting low-income families and other children at-risk and removing barriers to their success. BBBS provides one-to-one mentoring by adults and targets at-risk children. This request will help fund the first phase of a two-phase plan to almost double the number of matches it makes by the year 2010. The \$6,750 from the city would be part of a \$27,750 technological upgrade would integrate the agency's operation through special software prepared by the national organization. The application estimates that these improvements will increase its productivity by 5% which would allow them to serve an additional 35 children per year without a further change in its budget.</p> <p>Total Project Cost <span style="float: right;">\$27,750</span></p> <p>Request:</p> <p>Server/software <span style="float: right;">\$4,500</span></p> <p>Ports &amp; Cables <span style="float: right;">\$750</span></p> <p>Installation of new network <span style="float: right;">\$1,500</span></p> <p>Contributions:</p> <p>Community Foundation <span style="float: right;">-\$6,000</span></p> <p>BBBS General Fund <span style="float: right;">-\$2,000</span></p> <p>Creative Consulting Solutions (in-kind) <span style="float: right;">-\$6,250</span></p> <p>United Way (pending) <span style="float: right;">-\$6,750</span></p> <p style="text-align: right;">Total Amount Requested <span style="float: right;">\$6,750</span></p>	
4	<p>The Bloomington Beacon Center</p> <p><i>Start Up Center</i></p> <p>No History of Funding</p>	<p>The Beacon Center will be a new center for gay, lesbian, bisexual, transgender &amp; questioning communities (GLBTQ) in south-central Indiana. It is modeled after the GLBT Student Support Services Office that serves the university community and will be located at the Center for United Ministries on East 3<sup>rd</sup> Street. The Center will build a network of support for GLBT families &amp; allies to maintain a healthy &amp; vital community &amp; to create a welcoming space for those new to or visiting Bloomington. Center volunteers will work to reach out to underserved &amp; less visible segments of the GLBT community. Initially the Beacon will focus efforts towards serving the needs of GLBTQ youth in Bloomington, primarily through a supervised drop-in center, referral services, leadership &amp; training &amp; peer support networks.</p> <p>This request is for \$10,030 to pay for the start-up &amp; partial operating costs of the Beacon Center during its first six months of operations. These costs include rent, telephone, part-time staff, insurance, &amp; internet access. The Beacon Center will provide the remaining cost for the first year and subsequent years. These start-up funds will allow the Beacon Center to provide meeting &amp; office space, a small resources library, a drop-in center &amp; computing clusters. The Center will be open on weeknights &amp; weekends &amp; will be staffed by trained volunteers supervised by a part-time center coordinator.</p> <p>Criteria:</p> <p>The application notes the emphasis in the SCAN Report upon addressing the needs of at-risk youth. It provides statistics showing how GLBTQ youth are at-risk. Along with experiencing ostracism from their peers, this population drops out of high school at a rate of 28% and leave home due to conflict at a rate of 26%. The Beacon Center is modeled after the Student Support Services Offices at IU and would provide a supervised drop-in center, referral services, leadership &amp; training &amp; peer support networks. It would be funded by the city during its first six months and through other sources into the future. As noted in the application "peer support, the availability of adult role models and a safe, drug and alcohol free space would greatly enhance the lives of GLBTQ youth."</p> <p>Total Project Cost <span style="float: right;">\$21,028</span></p> <p>Request:</p> <p>Rent &amp; Utilities for the first 6 months <span style="float: right;">\$5,250</span></p> <p>Telephone <span style="float: right;">\$395</span></p> <p>Internet Access <span style="float: right;">\$420</span></p> <p>Insurance <span style="float: right;">\$90</span></p>	

		Staff Salary (25 hours @ \$8/hour + fringe	\$3,876
		Contributions: Cash & Donations	-\$8,000
		Total Amount Requested	\$10,030
5	Bloomington Hospitality House - Continuing Care, Inc.  <i>Memory Garden for Alzheimer's Unit</i>  No History of Funding	<p>Bloomington Hospitality House (BLHH) is a local nursing home that is owned by Bloomington Hospital. It is committed to providing quality of life &amp; cost effective care by dedicated staff, through teamwork with the community, to meet the physical, emotional, spiritual &amp; educational needs of its residents in a homelike environment.</p> <p>BLHH request \$3,873 for a Memory Garden in the enclosed courtyard located in their Alzheimer's unit. The funds would be used to prepare the area &amp; purchase materials for raised beds, vertical growing structures, seating areas, a light cart, gardening equipment, &amp; a minimal amount of concrete for an expansion of an existing sidewalk. The Memory Garden will provide residents and visitors with an opportunity to both nurture and be nurtured by the plants. The Memory Garden will provide horticultural-based, therapeutic, leisure opportunities in a safe, outdoor space for the approximately 30 BLHH residents diagnosed with Alzheimer's Disease as well as individuals participating in the Adult Day program. The Memory Garden will serve as an adaptive garden exhibit as well as an interactive area. Programs such as introduction to horticultural therapy techniques, adaptive gardening methods for aging or disabled individuals or container gardening could be offered to staff, family, &amp; community members</p> <p>Criteria: The application cites many studies for the beneficial effects of plants and gardening on persons with Alzheimer's Disease. These benefits derive from: the need to nurture and be useful; physical exercise; smelling and touching plants; and being in sunlight – to list a few examples. This one-time investment of \$3,873 will make the renovations and buy the equipment and supplies necessary to create a memory garden in this facility's courtyard. The facility will cover the monthly maintenance costs (valued at \$100/month). Once in place, the garden will be available to the 30 individuals in the Alzheimer's unit, the individuals participating in the Adult Day program, visitors, and anyone who might participate in the horticultural therapies that could be offered here.</p> <p>Total Project Cost</p> <p>Request: concrete path to link with existing sidewalk gardening equipment (light weight tools, growing supplies, etc) movable light/grow cart (allows propagation activities) 2 raised beds 2 sensory wall vertical growing structures soil seating: 4 aluminum chairs @ \$89/ 2 aluminum benches @ \$186 storage unit removal of existing door (courtyard doors must be unlocked &amp; this opens into an office)</p> <p>Contributions: Monthly maintenance \$100/mo</p>	<p>\$3,873</p> <p>\$200 \$300 \$675 \$470 \$150 \$250 \$728 \$200 \$900 -\$1,200 \$3,873</p>
6	Bloomington Hospital/Positive Link  <i>Social Assets Bartering Program</i>  No History of Funding	<p>The mission of Positive Link is to provide health &amp; human services for people living with HIV/AIDS, as well as offering outreach/education programs &amp; HIV counseling &amp; testing. Positive Link is a care coordination site for people living with HIV/AIDS that serves counties in South Central Indiana. Positive Link Monroe County has 150 unduplicated cases &amp; an active caseload of 128 clients. Positive Link coordinates services including - assistance in securing housing, medical, legal &amp; food/nutritional assistance. Positive Link is in the beginning stages of incorporating social support groups facilitated by our clients including advocacy &amp; social assets bartering.</p>	

		<p>This request is for \$1,085 to start a social assets bartering program that will allow Positive Link clients to use a unique currency system to purchase services that might otherwise remain unmet due to low income, stigma to the disease, and overall discrimination. Participants in this bartering system could exchange transportation, childcare, educational skill building, domestic assistance (run errands), car repair, hair cutting, carpentry, home &amp; computer repair and other services with one another through this currency. An employee is needed to plan and begin the program. Start-up personnel will prepare overall program dynamics, coordinate development &amp; attend to unforeseen circumstances that may arise as the program advances. Once the program is in place - participating clients can facilitate the program with oversight assured through Indiana State Department of Health care coordination funding. In addition to an employee, funding will also be used for supplies. These supplies will be used to develop a client directory &amp; introduction packet as well as for advertising, printing, orientation &amp; mailings associated with the program. Poker chips will be purchased &amp; used as currency.</p> <p>Criteria: The application notes that individuals living with HIV/AIDS are an isolated low-income population that is "susceptible to falling through the cracks" and missing out on opportunities available to others. This program is based upon BloomingHours and would encourage these individuals to build an economy based upon the exchange of services through a unique currency (poker chips). The application asserts that this program will encourage these individuals to reach out, value themselves, and develop social and business skills. It also suggests that this mini-economy will make more services available to this population than would occur without bartering. The \$1,590 of city funds would pay for personnel and supplies. Various other funding sources would cover the remaining \$4,115 need for this program.</p> <p>Total Project Cost <span style="float: right;">\$5,705</span></p> <p>Request:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Personnel (\$9.00 x 20hr/week x 3 months)</td> <td style="text-align: right;">\$840</td> </tr> <tr> <td>Personnel Fringe Benefits</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Game Chips for false currency</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>Rental Space for confidential off-site orientation</td> <td style="text-align: right;">\$50</td> </tr> <tr> <td>Directory binders</td> <td style="text-align: right;">\$200</td> </tr> <tr> <td>other misc. supplies</td> <td style="text-align: right;">\$100</td> </tr> </table> <p>Contributions:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td>Personnel - Federal Funds</td> <td style="text-align: right;">-\$2,160</td> </tr> <tr> <td>Personnel Fringe Benefits - Federal Funds</td> <td style="text-align: right;">-\$518</td> </tr> <tr> <td>Administrative Oversight - social services block grant</td> <td style="text-align: right;">-\$875</td> </tr> <tr> <td>Administrative Oversight - Fringe Benefits - social services block g</td> <td style="text-align: right;">-\$210</td> </tr> <tr> <td>Paper - Hospital funds</td> <td style="text-align: right;">-\$150</td> </tr> <tr> <td>Mailing - Hospital funds</td> <td style="text-align: right;">-\$100</td> </tr> <tr> <td>Printing - Hospital funds</td> <td style="text-align: right;">-\$100</td> </tr> </table> <p style="text-align: right;">Total Amount Requested: <span style="float: right;">\$1,590</span></p>	Personnel (\$9.00 x 20hr/week x 3 months)	\$840	Personnel Fringe Benefits	\$200	Game Chips for false currency	\$200	Rental Space for confidential off-site orientation	\$50	Directory binders	\$200	other misc. supplies	\$100	Personnel - Federal Funds	-\$2,160	Personnel Fringe Benefits - Federal Funds	-\$518	Administrative Oversight - social services block grant	-\$875	Administrative Oversight - Fringe Benefits - social services block g	-\$210	Paper - Hospital funds	-\$150	Mailing - Hospital funds	-\$100	Printing - Hospital funds	-\$100	
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7	<p>Bloomington Housing Authority</p> <p><i>National Girls &amp; Women in Sports Program</i></p> <p>2001 - \$6,502 Purchase &amp; install outdoor lighting for Walnut Woods complex</p> <p>2000 - \$7,045 Outdoor lighting at two facilities</p> <p>1999 - \$9,300 Roof replacements</p> <p>1998 - \$5,000 Insulate 8 buildings &amp; purchase hand held</p>	<p>The mission of Bloomington Housing Authority (BHA) is to provide decent, safe and sanitary housing at an affordable rate for families in need. BHA recognizes that the families' needs do not stop at adequate housing and is dedicated to working with social service agencies, schools &amp; other agencies &amp; businesses to create partnerships that will provide continuity &amp; easier access to services &amp; opportunities for low income families in this community.</p> <p>This request is for \$2,730 for a program to bring athletes together with low-income children &amp; create a bridge between the world of play &amp; the world of academia. The funds will provide transportation for a trip to an IU Women's Basketball Game, lunch, &amp; event shirts as part of National Women in Sports Day. BHA feels it is important to provide clothing that will help the children feel a part of the event &amp; will not set them apart as a group from others attending the game. BHA will provide \$2,000 in matching funds to include a meeting twice a month, approximately six events throughout the year &amp; time to coordinate events during January or February.</p>																											

	<p>carbon monoxide detector</p>	<p>Criteria:  The SCAN Report recognized that low-income children suffer barriers to services due to lack of money and transportation. It also recognized the benefits children can receive from adult role models and mentors who encourage success in school as a bridge to success in life. This request would fund activities as part of National Women in Sports Day that include attendance at an IU Women's Basketball Game, a luncheon, and event shirts. Members of the Women's Basketball team would meet with the children in a series of smaller meetings over the course of the season as well. The BHA would arrange twice-a-month meetings and hold six other events throughout the year. It also intends to build upon this year's success by finding permanent funding for similar programs in future years. This program uses unique community assets (IU Women's Basketball Team) to introduce low-income children to the university and the values associated with academic success.</p> <p>Total Project Costs</p> <p>Requested:</p> <p>Transportation  Lunch (catered at IU)  Program t-shirts  Admission (discounted)</p> <p>Contributions:  BHA Administrative Cost</p> <p style="text-align: right;">Total Amount Requested</p>	<p style="text-align: right;">\$4,730</p> <p style="text-align: right;">\$400</p> <p style="text-align: right;">\$1,200</p> <p style="text-align: right;">\$700</p> <p style="text-align: right;">\$430</p> <p style="text-align: right;">-\$2,000</p> <p style="text-align: right;">\$2,730</p>
<p>8</p>	<p>Boys &amp; Girls Club of Bloomington</p> <p><i>No Kid Left Behind</i></p> <p>2003 - \$25,000  Job Development Specialist for TEENS  Supreme Career Prep Program</p> <p>2000 - \$9,500  To expand hours &amp; activities for children at Crestmont site</p> <p>1998 - \$23,000  Renovate, equip facility for teen center &amp; learning center</p> <p>1996 - \$3,000  Central Air Conditioning</p>	<p>The Boys and Girls Club of Bloomington is a part of national organization which fosters the physical, intellectual, emotional and social growth of boys and girls ages six to eighteen with a special concern for those most in need of service. All the Boys and Girls Club programs are designed to help youth develop valuable skills needed to make wise life decisions. The Club strives to instill a sense of belonging, competence, usefulness and power so members feel they are part of something worthwhile. Last year it served 585 members and 1705 other youth at its three facilities. This includes 180 children who are transported to these facilities daily during the school year.</p> <p>The \$15,585 request would help fund the salaries, transportation, and other operating costs needed for the No Kid Left Behind program that would expand the hours of operation and transport kids to its facilities starting this summer and extending into the next school year. The three facilities are now open Monday through Friday after school until 8:00 p.m. This new initiative would open the Crestmont facility Monday through Friday this summer from 9:00 a.m. to 5:30 p.m. with special programming from 5:30 p.m. to 8:00 p.m. It would also open the main, South Lincoln facility on Saturdays during the next school year. The program would also provide transportation for children who live in targeted low-income housing complexes.</p> <p>Criteria:  This agency focuses on serving at-risk youth and provides scholarships for those who cannot pay the \$15 membership fee. The \$15,585 request would cover operational costs for the first year of the No Kid Left Behind program. This program extends the hours of the agency's facilities, provides additional programming and activities, and will provide transportation for children in targeted housing complexes. The agency will cover the rest of the first year's costs (\$23,600) as well as the costs of the program in future years.</p> <p>Total Project Costs:</p> <p>Request:</p> <p>Saturday Club Director  Four Saturday Program Staff  Vans &amp; Bus Drivers  Transportation (gas/maintenance)  Program Supplies (consumables)  Postage  Duplication/Printing  Awards &amp; Recognition</p>	<p style="text-align: right;">\$39,180</p> <p style="text-align: right;">\$2,531</p> <p style="text-align: right;">\$6,049</p> <p style="text-align: right;">\$2,500</p> <p style="text-align: right;">\$1,000</p> <p style="text-align: right;">\$2,000</p> <p style="text-align: right;">\$50</p> <p style="text-align: right;">\$100</p> <p style="text-align: right;">\$500</p>

		Marketing & Recruitment Costs	\$200
		Long Distance/Communication	\$100
		Group Outings to Events	\$550
		Contributions:	
		Saturday Club Director	-\$3,500
		Four Saturday Program Staff	-\$8,000
		Executive Oversight	-\$4,000
		Other Staff Salary	-\$2,500
		Vans & Bus Drivers	-\$1,100
		Transportation (gas/maintenance)	-\$500
		Program Supplies (consumables)	-\$3,500
		Awards & Recognition	-\$100
		Marketing & Recruitment Costs	-\$100
		Long Distance/Communication	-\$100
		Group Outings to Events	-\$200
		Total Amount Requested	\$15,580
9	Center for Women's Ministries, Inc.  <i>Establishing Permanent Headquarters</i>  No History of Funding	<p>The Center for Women's Ministries was founded here in 1989, and its mission is "to provide peer counseling (at no cost) support groups, Bible studies, prayer groups and educational opportunities in a non-judgmental atmosphere to women within the community." The national organization offices will be located in the same building and has the mission of equipping "volunteer staff across the USA by prayer support, consultation services and resource materials so they may establish and maintain centers to provide crisis intervention with a spiritual emphasis and improve the quality of life for hurting women." The application notes that over 4,000 hours of service were performed at both the local and national office last year.</p> <p>This request is for \$20,000 to help purchase a \$525,000, 7,700 s.f. building at 118 South Rogers that will house the local Center for Women's Ministries as well as the office for the national headquarters. The local and national agency will contribute \$26,000 towards the down payment and expect roughly \$800 in rental income as well.</p> <p>Criteria:</p> <p>The application states these agencies address a priority need for social services by providing mental health services through volunteerism. The local agency serves as a free, non-denominational ministry to women over the age of 12 for the many problems they face. It offers spiritual well-being through one-to-one caring partners, support groups, seminars, and conferences. The purchase of this building will make the local agency more visible (it has seen a gradual decline in participation since 1998), accessible (it is downtown, near a bus line, and has adequate off-street parking), efficient (by pooling local and national offices and resources), and effective (by expanding services).</p>	<p>Total Project Costs</p> <p>\$525,000</p> <p>Request:</p> <p>Portion of Down Payment</p> <p>\$20,000</p> <p>Contributions:</p> <p>Gifts</p> <p>\$1,000</p> <p>Lead Gift</p> <p>\$25,000</p> <p>Rent (\$800/mo x 12 mo)</p> <p>\$9,600</p> <p>Total Amount Requested</p> <p>\$20,000</p>
10	Citizen Advocacy of South Central Indiana, Inc.  <i>Awareness Campaign</i>  2003 - \$3,000 Prepare & distribute a quarterly newsletter  2000 - \$1,500 training & printed materials	<p>This agency "values one-to-one relationships between persons with and without disabilities." It "matches individuals with disabilities who need and desire someone to assist them in negotiating systems, to improve the quality of their services, and provide practical assistance and freely given companionship with citizens who possess personal qualities and talents that 'fit' with their ... partner."</p> <p>This agency is requesting \$1,180 to produce copies of brochures, fact sheets, handouts, and guides encouraging individuals to become an "advocate" and friend for persons with disabilities. This agency and Options will provide an additional \$1,320 of in-kind support for this program.</p>	



		<p>Criteria: The SCAN Report recommended expanding options for independent living, public awareness and advocacy for persons with disabilities. It also recommended building better social networks for persons with disabilities, which included partnering with volunteers in the community. When successful, programs like this improve the quality of lives for many in the community.</p> <p>Total Project Cost: <span style="float: right;">\$2,500</span></p> <p>Request:</p> <table style="width: 100%; border: none;"> <tr> <td>4,000 Tri-fold Brochures</td> <td style="text-align: right;">\$437</td> </tr> <tr> <td>4,000 Fact Sheets</td> <td style="text-align: right;">\$216</td> </tr> <tr> <td>4,000 "Sharing Our Stories" Handouts</td> <td style="text-align: right;">\$427</td> </tr> <tr> <td>500 Informational Guides for Advocates</td> <td style="text-align: right;">\$99</td> </tr> </table> <p>Contributions:</p> <table style="width: 100%; border: none;"> <tr> <td>In-Kind from Options and Agency Staff</td> <td style="text-align: right;">-\$1,320</td> </tr> </table> <p style="text-align: right;"><b>Total Requested Amount</b> <span style="float: right;"><b>\$1,180</b></span></p>	4,000 Tri-fold Brochures	\$437	4,000 Fact Sheets	\$216	4,000 "Sharing Our Stories" Handouts	\$427	500 Informational Guides for Advocates	\$99	In-Kind from Options and Agency Staff	-\$1,320	
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11	<p>Citizens for Community Justice, Inc (CCJ)</p> <p><i>Community Mediation and Education Program</i></p> <p>No History of Funding</p>	<p>Citizens for Community Justice recently merged with the Community Conflict Resolution Program (CCRP). Its new mission "is to promote a civil and just community through mediation, education and restorative justice." In pursuit of this mission it will: provide a center for conflict resolution in the community; provide mediation, facilitation, and other conflict resolution services; bring members of the community together through collaborative decision-making; and promote the practice of restorative justice throughout the justice system. Currently, a resource of 40 trained mediators help with the Victim-Offender Reconciliation Program (VORP), the Community Conflict Resolution Program (CCRP)(which provides mediation services to businesses, organizations, and individuals in the community), the Youth Educational Shoplifting Program, and the Youth Mediation and Education Project.</p> <p>This agency is requesting \$5,825 to purchase a new copier for these many mediation programs. The existing copier was purchased used seven years ago. It does not copy well and needs costly repairs. As a second best alternative, the agency would accept \$2,995 for a refurbished unit, but notes that the used machine would cost more to maintain and would not last as long as</p> <p>Criteria: This program addresses two goals in the SCAN Report by encouraging a "safe, civil and caring community ... (through) respect and civility" and by managing resources effectively by merging with a companion organization. The purchase of a new or refurbished copier would serve all four of its programs, which have a total annual budget of \$92,600. It would replace a failing copier that was purchased used seven years ago with a new one, which would help these programs be more effective and efficient.</p> <p>Total Project Costs <span style="float: right;">\$6,560</span></p> <p>Request:</p> <table style="width: 100%; border: none;"> <tr> <td>Canon Copier (iR 2200)</td> <td style="text-align: right;">\$5,825</td> </tr> <tr> <td>(Alternative) Refurbished Copier</td> <td style="text-align: right;">\$2,995</td> </tr> </table> <p>Contributions</p> <table style="width: 100%; border: none;"> <tr> <td>maintenance</td> <td style="text-align: right;">-\$595</td> </tr> <tr> <td>toner</td> <td style="text-align: right;">-\$145</td> </tr> </table> <p style="text-align: right;"><b>Total Amount Requested</b> <span style="float: right;"><b>\$5,825</b></span></p>	Canon Copier (iR 2200)	\$5,825	(Alternative) Refurbished Copier	\$2,995	maintenance	-\$595	toner	-\$145			
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toner	-\$145												
12	<p>Community Kitchen of Monroe County, Inc.</p> <p><i>Free Meal Service</i></p> <p>2003 - \$10,104 replace fire suppression system, loading dock &amp; 60 chairs for Rogers site</p> <p>2002 - \$3,639 copy machine shared w/ Shelter, Inc. &amp; aprons &amp; hairnets</p>	<p>This agency has been working in this community since 1983 with the mission of eliminating hunger through direct service, education, and advocacy. They provide hot food every evening except Sunday at two locations (South Rogers and as a carry-out service at the West 11th Street - CK Express), prepare meals for agencies serving at-risk youth, deliver food to children in certain housing complexes, and help with the south side food pantry. They do not impose an eligibility requirement on those seeking food and served 119,382 meals in 2003, one-third of which went to children under 18 and another third of which went to seniors. Between 2000 and 2002 the kitchen saw an increase of 56% in requests for their services.</p> <p>The agency requests \$7,780 for repairs and equipment at the South</p>											

<p>2001 - \$10,721 equipment for second food prep &amp; distribution site</p> <p>2000 - \$2,460 eight dining tables</p> <p>1999 - \$4,650 ice machine &amp; freezer</p> <p>1998 - \$4,675 upright commercial oven, mobile pan rack &amp; mats for kitchen floor</p> <p>1997 - \$1,300 transport containers to provide meals to youth in after school programs</p> <p>1995 - \$9,000 Used vehicle to serve meals</p>	<p>Rogers, West 11<sup>th</sup>, and South Walnut facilities. There are two requests for the South Rogers Street facility. One request is for \$1,920 to replace the back door which was damaged by water last winter and will not properly open or close and the other (and least pressing of the requests) is \$3,000 for a dish washing machine to replace an existing, older model. There is a \$225 request for a garbage disposal at the West 11th Street (CK Express) facility in order to handle the food remains from the carryout service. Lastly, there is a \$2,635 request for metal shelving at the storage and office facility on South Walnut provided by the Bloomington Township Trustee. This shelving is necessary in order to hold the large quantities of commodities that are delivered four times a year.</p> <p>Criteria: Hunger has been identified as a significant issue by both the SCAN and the City of Bloomington Consolidated Plan. This agency is the primary source of free meals in the community. It is requesting one-time investments for improvements in its facilities in order to provide a safe and efficient work space. These investments will last many years into the future.</p> <p>Total Project Costs: <span style="float: right;">\$7,780</span></p> <p>Request:</p> <p>Replacing Door at South Rogers Facility <span style="float: right;">\$1,920</span></p> <p>Purchasing Garbage Disposal for West 11<sup>th</sup> Facility <span style="float: right;">\$225</span></p> <p>Purchasing Kitchen Grade Metal Shelving (2 @ 290.25 and 5 @ 262.95) plus shipping <span style="float: right;">\$2,635</span></p> <p>Replacing Dishwashing Machine at the South Rogers Street Facility (lowest priority) <span style="float: right;">\$3,000</span></p> <p>Contributions: -----</p> <p style="text-align: right;">Total Amount Requested <span style="float: right;">\$7,780</span></p>
<p>13 El Centro Comunal Latino, Inc.</p> <p><i>Setting Up Office</i></p> <p>No History of Funding</p>	<p>This agency is a grassroots, community-based organization that began in 2000 in response to problems the emerging Latino population was having integrating into the community. Its primary goals are to facilitate access to resources; offer reliable information regarding health, safety, education, and work-related issues; and, to serve as a liaison between Latinos and the greater Bloomington Community. It is currently located within the United Way offices and served 430 clients last year.</p> <p>This request for \$4,388.92 will buy computers, language software, a printer and fax, and furniture needed to equip its office. The application indicates that additional funds (approximately \$1,611) will cover miscellaneous operational costs for the office.</p> <p>Criteria: The application cites a governor's report for the many problems facing the burgeoning Latino population in Indiana. These include low income, poor living conditions, inadequate schooling, and a language barrier that separates these residents from the rest of the community. By establishing and equipping an office, this agency expects to provide services that address the needs of this population more effectively. Those services will include: orienting new residents; providing interpretation and translation services and referrals to other agencies; and improving the community's ability to deal effectively with this growing population. Currently those services are often done out of people's homes, and this request should make it easier for the volunteers to assist their clients.</p> <p>Total Project Costs <span style="float: right;">\$6,000</span></p> <p>Request:</p> <p>Text Translation Software <span style="float: right;">\$375</span></p> <p>2 Dell Computers (Dimension 4600) <span style="float: right;">\$1,596</span></p> <p>Laser Copier, Scanner, Printer <span style="float: right;">\$450</span></p> <p>Fax Machine <span style="float: right;">\$200</span></p> <p>2 Computer Workstations <span style="float: right;">\$600</span></p> <p>4 Bookcases <span style="float: right;">\$400</span></p> <p>2 Executive Chairs <span style="float: right;">\$340</span></p> <p>4 Reception/Guest Chairs <span style="float: right;">\$188</span></p>

		2 Vertical File Cabinets	\$240
		Contributions:	
		Fundraising which will cover other "operational costs"	-\$1,611
		Total Amount Requested	\$4,389
14	<p>Foundation of Monroe County Schools</p> <p><i>Student Transiency Program</i></p> <p>No History of Funding</p>	<p>This agency is dedicated to improving and enhancing the educational development of all students in the Monroe County Community School Corporation. It works with school administration and individual schools to develop, implement, and secure funding for projects that significantly impact student learning and that would not otherwise be possible through normal school funding.</p> <p>This request is for \$25,000 to help begin a Student Transiency Program that will have a budget of \$84,000 for the first year. This budget includes \$75,000 for personnel, \$4,000 for training, \$3,000 for supplies and printing, and \$2,000 for travel expenses. The funds from the City would pay for a full-time Social Worker who would develop a written plan that would be partially in place by the end of the next school year. The new position would build upon existing successful strategies by introducing best practices discovered elsewhere and integrating the plan with the efforts of other social service agencies' efforts. (Please see the application from Legal Services, Inc.) Other funds for the project include a Lilly Matching Grant for \$25,000 and a CAPE grant for \$34,000. The "MCCSC will provide office space and supervision, collaboration, and assistance" for this program and commits to using social services staff to implement it in future years.</p> <p>Criteria:</p> <p>The application identifies the high level of transiency rates, particularly in certain schools, as a significant barrier to a good educational experience for children. It notes that children who move from school to school during the year are disciplined more often, become isolated from teachers and students, feel removed from the classroom, and aren't as motivated to learn as their classmates. The SCAN Report calls for special efforts to be made to remove such barriers for these at-risk children. The Student Transiency Project would address the problem in three steps: 1) encouraging families to keep their kids in the same school; 2) finding ways to keep children at the same school when the family moves; and 3) easing the transition to the new school for students when the change must be made. The \$25,000 from the City would be used to hire a full-time Social Worker to develop the program. Another \$50,000 for personnel and \$9,000 for related expenses would be provided through a Lilly and a CAPE grant. If the agency receives one-third of the funding it will start with step three, which can be done.</p> <p>The first two steps will take more time and money to plan and implement, but will also yield the most long term benefits.</p> <p>Total Project Costs:</p> <p>Request:</p> <p>Full-Time Social Worker to develop the first two goals of the program</p> <p>Contributions:</p> <p>Lilly Matching Grant from United Way</p> <p>CAPE grant</p> <p>(together grants would cover the remaining \$50,000 for personnel, \$4,000 for training, \$3,000 for supplies, and \$2,000 for travel)</p> <p style="text-align: right;">Total Amount Requested:</p>	<p>\$84,000</p> <p>\$25,000</p> <p>\$25,000</p> <p>\$34,000</p> <p>\$25,000</p>
15	<p>Girls Incorporated of Monroe County</p> <p><i>Girls on Board</i></p> <p>2002 - \$15,000 pay the salary of director for after-school &amp; summer youth programs</p> <p>Oct. 2000 - \$620 books, refreshments, &amp; misc. equipment for after</p>	<p>This agency has been in Bloomington for nearly 30 years and serves girls age 6 – 18 with quality programs that help them overcome the effects of gender inequity and to develop their capacity to be self-sufficient and responsible members of the community. Its programming falls into six core areas: career choice &amp; life planning, self-reliance &amp; life skills, health &amp; sexuality, sports &amp; adventure, leaders &amp; community action, and culture &amp; heritage appreciation.</p> <p>This request is for \$15,000 to help replace a 15-passenger van and a 24-passenger minibus with two used 30-passenger buses this year. This amount would pay half the cost of one used bus (\$30,000). The agency, through various grants and funds, would</p>	

	<p>school reading program</p> <p>2000 - \$2,303 supplies &amp; equipment for summer camp program &amp; 2 car infant seats</p> <p>1998 - \$6,500 equipment to implement Operation SMART</p> <p>1996 - \$10,000 van purchase</p> <p>1995 - \$21,700 Interior constuction</p>	<p>provide money for the other half of that cost as well as the cost for the second bus, wheel chair lift, and the first year's cost for insurance and fuel (\$56,942).</p> <p>Criteria:</p> <p>The SCAN Report identifies youth and youth development in its ten most needed services. This proposal would help replace a 15-passenger van and a 24-seat mini-bus with 2 30-passenger buses. The existing bus is 17 years old, and the van will not meet regulations that go into effect in 2006. Girls, Inc. uses these vehicles to bring the girls to its facility from the schools and take the girls on field trips. These vehicles also take children from the schools to Boys and Girls Club facilities. Along with the \$15,000 from the City, the agency will contribute another \$56,942 for the rest of the costs of this proposal. The application notes that many parents enroll their girls here because of this service. Investment in this proposal will allow this agency to provide girls with the caring adult role models and mentors that are effective in keeping girls in school, doing better in schools, making healthier life choices, and engaging in fewer destructive activities.</p> <p>Total Project Costs</p> <p>Request: Half the Cost of 1 Used Bus (@\$30,000/2)</p> <p>Contributions: Three other grants &amp; fundraising (\$56,942) half of the cost of one bus second bus wheel chair lift repainting the buses year one cost for insurance fuel</p> <p>Total Amount Requested</p>	<p>\$71,942</p> <p>\$15,000</p> <p>-15000 -25000 -5000 -\$6,700 -\$2,953 -\$2,289</p> <p>\$15,000</p>
16	<p>Grandview Care, Inc.</p> <p><i>Willow Manor Modification</i></p> <p>No History of Funding</p>	<p>Grandview Care is the managing company for Willow Manor Apartments, and its mission is "to provide affordable independent housing, nursing care, and assisted living to needy persons including the elderly, the disabled, and other disadvantaged persons." There are 190 units in the housing complex that currently has an 87% occupancy rate, where 47% of the units are occupied by the elderly and 15% are occupied by persons with disabilities.</p> <p>This agency is requesting \$2,372 to purchase and install 2 commercial door openers for the main entrances to two buildings. The agency would provide the remaining \$457.98 to purchase the compressor units and pay for shipping.</p> <p>Criteria:</p> <p>As mentioned above, about half of the 190 units of this affordable housing complex house elderly individuals and about one-sixth house persons with disabilities. These persons are active and are served by Meals on Wheels, Hoosier Hills Food Bank, and an onsite Nutrition Site. The purchase and installation of 2 commercial door openers would assist residents, guests, and service personnel (including ambulance services). The proposal calls for the City to contribute \$2,372 and the agency to contribute \$458.</p> <p>Total Project Cost</p> <p>Request: 2 Commercial Door Openers (@ \$924 x 2) Activation Package (@ \$262 x 2)</p> <p>Contributions: Air Compressor (@ \$199.98 x 2) Shipping</p> <p>Total Amount Requested</p>	<p>\$2,830</p> <p>\$1,848 \$524</p> <p>\$400 \$58</p> <p>\$2,372</p>
17	<p>Hoosier Hills Food Bank, Inc.</p> <p><i>Physical Improvements and Equipment</i></p>	<p>This agency collects, stores, and distributes food to charitable agencies serving the low income at no charge. It receives food from the retail and wholesale sector as well as other food banks and distributes it directly and indirectly through 85 other agencies to individuals and families in need. The agency distributed 1.7 million pounds of food last year, which helped feed over 19,000 individuals</p>	

	<p>2001 - \$3,000 purchase food for city residents</p> <p>2000 - \$4,549 One low-lift pallet truck &amp; three sets of racking</p> <p>1999 - \$14,394 cooler &amp; condensing unit</p> <p>1997 - \$9,200 equipment for food repackaging room for meal rescue program</p> <p>1996 - \$3,800 refrigerated truck</p>	<p>every month.</p> <p>This agency is requesting \$13,294 to make repairs and purchase equipment recommended by its national organization after the last inspection. The building renovations would improve lighting, repair asphalt, seal dock space, build screen doors for the garage openings, add fascia, and install a drinking fountain. The equipment includes replacing a battery on a device it uses for warehouse shelving and purchasing a used forklift. The agency will provide the remaining half of the cost for this project.</p> <p>Criteria: Providing food for the hungry is a recognized basic need in this community. The Food Bank has received a state grant that will allow it to channel USDA food to agencies within the surrounding 8 counties through The Emergency Food Assistance Program. Hoosier Hills Food Bank also became part of a national network known as Second Harvest last year. Second Harvest provided over \$115,000 in food resources, donated money for a refrigerated truck, and supplied technology upgrades and inspected the local facility. As mentioned above, it recommended the repairs and equipment being proposed here, and the local agency will be using its reserves to cover the other half of the \$26,588 cost. These improvements and equipment will allow this agency to “channel 10% more food through The Emergency Food Assistance Program (TEFAP) and ... excel at the next annual inspection.”</p> <p>Total Project Costs <span style="float: right;">\$26,588</span></p> <p>Request:</p> <table data-bbox="462 1075 1266 1411"> <tr><td>Fascia Boards</td><td style="text-align: right;">\$479</td></tr> <tr><td>Ballasts &amp; Lights for Warehouse Ceiling</td><td style="text-align: right;">\$715</td></tr> <tr><td>Asphalt Repair</td><td style="text-align: right;">\$3,750</td></tr> <tr><td>Drywall Covering for Ceiling Insulation (500 sq ft @ 60 cents)</td><td style="text-align: right;">\$3,000</td></tr> <tr><td>Loading Dock Sealer</td><td style="text-align: right;">\$2,995</td></tr> <tr><td>Screen Frames for 3 garage doors</td><td style="text-align: right;">\$3,582</td></tr> <tr><td>Air Conditioning</td><td style="text-align: right;">\$4,422</td></tr> <tr><td>Used Forklift</td><td style="text-align: right;">\$5,950</td></tr> <tr><td>New Battery for Power Stacker</td><td style="text-align: right;">\$995</td></tr> <tr><td>Water Fountain</td><td style="text-align: right;">\$700</td></tr> </table> <p>Contributions: HHFB Saving &amp; Local Sources <span style="float: right;">-\$13,294</span></p> <p style="text-align: right;">Total Amount Requested <span style="float: right;">\$13,294</span></p>	Fascia Boards	\$479	Ballasts & Lights for Warehouse Ceiling	\$715	Asphalt Repair	\$3,750	Drywall Covering for Ceiling Insulation (500 sq ft @ 60 cents)	\$3,000	Loading Dock Sealer	\$2,995	Screen Frames for 3 garage doors	\$3,582	Air Conditioning	\$4,422	Used Forklift	\$5,950	New Battery for Power Stacker	\$995	Water Fountain	\$700	
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18	<p>Indiana Legal Services, Inc.</p> <p><i>Family Stability Project</i></p> <p>2002 - \$20,000 salary for an attorney as well as publication expenses related to the new Housing Law Center</p>	<p>This agency provides low income people with a wide variety of aggressive, quality legal services which: help them gain equal access to the courts, legislative bodies and government agencies; empower them to control their financial situations; and, address the major causes and effects of poverty. It is a state-wide organization with an office in Bloomington staffed by one part-time and four full-time lawyers. This project is a combined effort of Indiana Legal Services and the MCCSC.</p> <p>This agency is requesting \$20,000 for a paralegal to address low-income families with children in Fairview, Templeton, or Broadview Schools and where legal problems are threatening their housing stability. The paralegal would work approximately 32 hours per week under the supervision of a staff attorney and with the help of two law interns who will work 10 hours per week. The paralegal would identify the target population with the help of the schools and other agencies; then conduct a “legal check-up” for the family and help them address the problem through legal advice or referral to other attorneys; and, also create materials that would help other families with problems that force them to move. The agency will provide the other \$19,994 needed for this pilot project, which should operate from this August through next May. These contributions would help pay for personnel, rent, equipment, and other operating costs.</p> <p>Criteria: The SCAN Report recommends “meeting basic needs” and addressing “household economics and poverty.” It also found that children from low-income households are absent and move more than other students. The MCCSC has concluded that transient students tend to fail the ISTEP and suffer other educational,</p>																					

		<p>behavioral, and social problems. The three schools targeted here have transient rates in excess of 30% per year. This pilot project will focus on the families with legal problems that interfere with their ability to keep housing. These problems can involve evictions, loss of benefits or assistance, foreclosures, or other unrelated legal matters that drain the families' finances to the point that they cannot keep up on rent. By addressing the underlying problems, this pilot project can improve the educational prospects and provide a more stable environment for these children. The costs for this \$39,994 nine-month project will be split between the City (\$20,000) and Indiana Legal Services, Inc. (\$19,994). Please note that there are letters from MCCSC, Judge Taliaferro, Infant and Child Developmental Services, Housing Authority, Monroe County Apartment Association, Habitat for Humanity, Shalom Community Center, and Templeton School in support of this project.</p> <p>Total Project Costs <span style="float: right;">\$39,994</span></p> <p>Request:</p> <p>Salary <span style="float: right;">\$14,040</span></p> <p>Payroll Taxes and Benefits <span style="float: right;">\$5,008</span></p> <p>Printing Costs <span style="float: right;">\$800</span></p> <p>Miscellaneous <span style="float: right;">\$152</span></p> <p>Contributions: ILS In-Kind</p> <p>Salaries <span style="float: right;">-\$15,309</span></p> <p>Office Rent, Equipment, Printing, Etc <span style="float: right;">-\$4,685</span></p> <p style="text-align: right;">Total Amount Requested <span style="float: right;">\$20,000</span></p>	
19	<p>Martha's House, Inc.</p> <p>No History of Funding</p>	<p>Martha's House is an outgrowth of Shelter, Inc. and is dedicated to providing emergency shelter to the homeless. It is the only general provider of individual emergency shelter and case management services in the county which provides those services without regard to the person's gender, religious beliefs, or reasons for homelessness. Services to clients begin with a bed and blankets, access to showers and laundry facilities, and assistance with the immediate problems they face. Services to longer term clients include help finding employment, opening bank accounts, getting social services, finding a more permanent place to live, and otherwise becoming more self-sufficient. In its first 90 days this agency provided 97 separate individuals with a total of 1,100 nights of shelter.</p> <p>This agency requests \$20,000 for salaries and operational costs needed to operate a 28-bed emergency shelter, facilitate a new self-sufficiency program, and reach out to the homeless who have not sought shelter. This request is will help cover the \$46,886 it will cost for this program to operate from July through September, with the remaining \$26,886 coming from a variety of sources. The annual costs for the program were estimated at \$196,120, but the budget materials did not indicate where revenues beyond September would be coming from. The application dealt with this issue by saying,</p> <p>"Martha's House Board and Executive Director have surmounted many challenges. The support of (city funds) ... will make continuation of these services possible. Several sources of funding have been secured for the future, and Martha's House is well on its way to modeling the self-sufficiency wanted for patrons."</p> <p>Criteria: The application notes that the SCAN steering committee recommended that the county "expand the community capacity for providing emergency shelter to individuals and families." Approximately 19% of the population live in poverty and have difficulty paying rent. More people earn income above the poverty limits yet need and cannot get help paying rent. This agency is filling the gap created with the demise of Shelter, Inc. and requesting funds for operational costs during this period of transition. This request for \$20,000 along with other identified funds will cover the costs of operations through September. The application says that while many people have stepped up to help make it successful, it is a new agency that needs support.</p> <p>Total Project Costs: <span style="float: right;">\$46,886</span></p> <p>Requests:</p>	

		Employee Salaries	\$13,843
		Employee Benefits/Taxes	\$3,225
		CPA services	\$750
		Trash Removal & Pest Control	\$292
		Supplies	\$950
		Travel (mileage)	\$250
		Phone (office & shelter)	\$240
		Bus Tickets	\$450
		Contributions:	
		ESG, CDBG, EFSP, Donations, United Way Lilly Grant, Special Events	-\$26,886
		Total Amount Requested	\$20,000
20	<p>Mental Health Alliance/ Family Services Association</p> <p><i>Jail Diversion Program</i></p> <p>FSA - CASA - 2003 - \$3,000 purchase laptop computer LCD projector &amp; carrying cases to promote &amp; train for activities</p> <p>MHA - 2002 - \$10,192 start up 5 new support groups &amp; to publish an updated version of mental health services</p> <p>FSA - CASA - 2000- \$3,200 hire staff for tracking &amp; measuring outcomes</p>	<p>These partnering agencies intend to promote awareness, acceptance and treatment in the prevention of mental illness through advocacy, education, support and delivery of the most effective and appropriate health services. They propose to divert the approximately 60 mentally ill or developmentally disabled persons who are annually incarcerated for non-violent crimes and assure that they receive appropriate mental health treatment.</p> <p>This partnership requests \$15,000 for a Diversion Specialist who will be responsible for diverting as many as 60 mentally ill or developmentally disabled, non-violent offenders from the jail into appropriate treatment. The position will provide extensive case management, advocacy, and education duties in a manner designed to span the boundaries between the criminal justice and social services agencies and between one social service agency and another. The position will also help with the Crisis Intervention Team, which will train local law enforcement officers on how to handle these individuals at crime scenes. This is a one-time investment that will cover the cost of the salary, computer, and office supplies along with \$19,560 provided by other grants and funds.</p> <p>Criteria: The application notes that the great shift of the mentally ill and developmentally disabled individuals from state mental hospitals to local communities has not been adequately addressed by the largely segmented and privatized local social service system. This \$15,000 request will be joined by another \$19,560 in grants and other funds in order to pay for a Diversion Specialist who can find other means for handling these ill and non-violent offenders. Letters of support from the Prosecutor's and Sheriff's Office as well as an article from the H-T suggest that this program will have broad and long lasting effects by reducing the jail population, bringing disparate agencies together, and improving the lives of these individuals.</p>	<p>Total Project Costs</p> <p>\$34,560</p> <p>Request:</p> <p>Salaries and Benefits \$32,560</p> <p>Computer \$1,300</p> <p>PDA \$350</p> <p>General Office \$350</p> <p>Contributions:</p> <p>Various Grants -\$16,030</p> <p>Fund Raising -\$3,530</p> <p style="text-align: right;">Total Amount Requested</p> <p>\$15,000</p>
21	<p>Middle Way House, Inc.</p> <p><i>Low Income Cooperative Housing Program</i></p> <p>2003 - \$4,100 purchase thermal carriers; pots, pans, food trays &amp; dishwasher proof dishes &amp; flatware</p> <p>2001 - \$23,885 pilot childcare nutrition</p>	<p>Middle Way House began in 1981 with a mission of ending violence in the lives of women and children through the provision or sponsorship of programs and activities that encourage change on the individual and social level. Giving women meaningful alternatives in the form of a place to live and a means of earning income has led this agency to significantly reduce the proportion of women in this community who return to abusive relationships as compared to the nation as a whole.</p> <p>This agency is requesting \$15,000 to pay part of the salary of a Housing Specialist who would develop a low-income cooperative housing program and facility where low-wage working women could build equity without taking on the risk and responsibilities</p>	

	<p>program/enterprise paying salaries of cook</p> <p>2000 - \$3,210.95 Buy industrial grade document shredder for CDDP</p> <p>2000 - \$2,426 buy &amp; install security devices for two facilities</p> <p>2000 - \$10,000 contract add't to shelter</p> <p>1994 - \$35,000 women's &amp; children's transitional facility</p>	<p>associated with the ownership of a home. The application anticipates that contributions from the United Way (\$10,000), the Housing Trust Fund (\$4,000), and other sources would cover the remaining costs of this \$31,913 program.</p> <p>Criteria: This program would provide an alternative for the women leaving abusive relationships and needing a place to stay that bridges the gap between renting an apartment and owning a home. About half of cost of the Housing Specialist would be covered by other funding sources which are now being sought, including the United Way (\$10,000) and the Housing Trust Fund (\$4,000). While the number of families being served would be small (no more than 10), the application notes that the effect on the members of these families would be great, and the lessons learned from this approach, if successful, could be applied elsewhere in the community.</p> <p>Total Project Cost</p> <p>Requests: Salary of Housing Specialist for year Payroll Taxes Insurance</p> <p>Contributions: (not yet secured) Capacity Building Grant from the United Way Housing Trust Fund Other Sources</p>	<p>\$31,913</p> <p>\$25,000 \$1,913 \$5,000</p> <p>-\$10,000 -\$4,000 -\$2,913</p> <p>Total Amount Requested</p>
22	<p>Monroe County Community Schools Corporations Adult Education</p> <p><i>English Learners and English as a Second Language Classes</i></p>	<p>This agency offers individualized English as a Second Language (ESL) instruction and guidance to teen and adult learners who seek to improve basic skills and learn new skills to create better opportunities for themselves and their families. It offers 5 levels of instructions to students from over 30 countries in classes conducted within 3 "teaching apartments" at the Indiana University Tulip Tree Apartments. This year it will provide ESL instruction to 350 students. That represents an increase of 8% over last year and an increase of 40% for the Latino students alone.</p> <p>This agency is requesting \$14,250 for 5 suites of its ELLIS language software (@ \$2,850 per suite). ELLIS is a premiere self-guided language instruction software that will be installed on 5 computers situated in one of the three "teaching apartments." A federal grant purchased the computers and 1 set of the software last year.</p> <p>Criteria: The SCAN Report recognized the need to ensure equal access and opportunity for all people in our community, regardless of their first language. The request for 5 suites of ELLIS language software is a one-time investment matched by federal grants that paid for the teachers' salaries, the computers, and other equipment and supplies. The software will allow this program to serve more students (in the face of a loss of staff as a result of funding cuts) and to serve students with a need for more basic training. This is especially true with some of the Latino population who, unlike most of the students associated with the university, often did not receive adequate schooling as children. Better English language skills for these new residents, the application says, will result in more employed workers, a higher tax base, less reliance on social services, better performance for the sons and daughters in primary and secondary schools, decreased poverty, better understanding between cultures, and an overall improvement in the quality of the lives of the City's residents.</p>	<p>\$30,000</p> <p>Requests: 5 Suites of ELLIS Software (@ \$2,850 per suite x 5)</p> <p>Contributions: Federal Adult Education Funds administered through the Indiana Department of Education</p> <p>Total Amount Requested</p>



23	<p>Monroe County United Ministries, Inc.</p> <p><i>Childcare Program</i></p> <p>2003 - \$20,000 subsidize childcare costs for low-income</p> <p>2001 - \$32,884 pay rent &amp; utilities for city residents at risk of being dislocated</p> <p>1999 - \$11,850 equipment for food area</p> <p>1998 - \$9,925 renovate existing building to meet new building code</p>	<p>This agency was formed in 1939 by a group of local churchwomen and provides services to low and low-moderate income families who reside in Monroe County. These services include year-round and summer subsidized childcare programs and an emergency services program.</p> <p>This agency is requesting \$20,000 in order to subsidize childcare services “for low-income Bloomington residents, especially but not limited to, school-aged children served during the summer months.” The application estimates that this request would fund 4 to 5 children over the entire year (which equates to about a 53.4% subsidy per child). The application also identifies the need for keeping its summer program for school age children open this year. If applied only to the summer camp program, Council staff estimates that this would fund the entire costs of about 10 children over a 12-week summer program.</p> <p>Criteria: SPAN calls for reliable, quality, and affordable childcare. The application notes that the lowering of the income limits for childcare vouchers and other subsidies (to 127% of poverty) as well as for family assistance (i.e. TANF) has made childcare unaffordable for many families. As a result MCUM serves 14-20 children less than it did in prior years. At the same time there are fewer providers of subsidized childcare. In particular MCCSC has eliminated 2 of its 3 sites for the summer program and Kid City no longer accepts vouchers. Rather than eliminate its own summer program for school age children, MCUM is seeking \$20,000 to help furnish those services this summer and also help with subsidies for the remainder of the year. The application acknowledges this request as a form of bridge funding needed to address a crisis in childcare. The agency has broad community support and gained 400 new individual donors over the last 2.5 years. But the new revenues have not kept pace with the loss of other revenues. It has reorganized, restructured, and streamlined its operations and reduced expenditures where it could, but cannot cut staffing without endangering its accreditation. It will continue to serve between 77 – 110 children (as many as 60 of which are city residents). In conclusion the application cites many facts for the proposition that “it pays to invest in our children.”</p> <p>Request: subsidy for 4 - 5 children (4-5 @\$160 x 52 weeks) <i>*note: not every child receives 100% subsidy</i></p>	<p>\$20,000</p> <p>Total Amount Requested \$20,000</p>
24	<p>Options for Better Living, Inc.</p> <p><i>Career Exploration for the 21<sup>st</sup> Century</i></p> <p>2003 - \$1,725 Pay for materials for its resource library &amp; speaker fees related to the Family Partnership</p> <p>2002 - \$5,000 purchase materials for a program btwn Options &amp; CBH to address persons with dual diagnosis</p> <p>2001 - \$4,966 purchase CPR training equipment to train staff</p> <p>2000 - \$5,000 buy materials, computer, furniture for resource library for persons with disabilities</p> <p>1998 - \$3,000 repair 1991 club wagon for</p>	<p>Option’s mission is to partner with people with disabilities and their communities to bring about self-directed and fulfilled lives. In this case it is partnering with Hire Potential Indiana, the Franklin Initiative, and Monroe County Transition Council in order to broaden employment opportunities for youths with disabilities.</p> <p>This and the above consortium of agencies is requesting \$2,400 for a one day event known as Career Exploration for the 21<sup>st</sup> Century that will offer job shadowing opportunities for 20 students with disabilities. These funds will cover the cost of travel for 15 students and speakers, lunch for the students, employers, and speakers, the fees for the speaker(s), and a videographer to capture the day’s events.</p> <p>Criteria: SCAN calls for a comprehensive strategy to develop all potential members of the work force. There are 2,000 youth with disabilities in this county who will face a community where only 60% of the adults with disabilities now work. Career Exploration Day will offer students with disabilities a chance to job shadow for about two hours that day and give the students and employers a chance to see the possibilities of such employment. It is being planned by Options, Hire Potential Indiana, the Franklin Initiative, and Monroe County Transition Council. SCAN “identifies Hire Potential Indiana as an exemplary collaborative effort to meet the needs of persons with disabilities.” This will be the second year for the event, which occurs in October as part of National Disabilities Awareness Month and will expand from 4 to 20 students. The funds for travel, lunch, speaker fees, and videography will promote employment opportunities for youth with</p>	

	<p>client purpose</p> <p>1997 - \$13,500 upgrade phone &amp; voicemail system</p>	<p>disabilities. The video tape will be used for public service announcements as well as a training and recruiting tool.</p> <p>Total Project Costs</p> <p>Requests:</p> <p>Transportation Reimbursement (15 students @ \$10) \$150 Luncheon (40 lunches @ \$10) \$400 Speaker Fees \$750 Speaker Travel \$500 Videographer (@ \$150/hour) \$600</p> <p>Contributions: -----</p> <p style="text-align: right;">Total Amount Requested</p>	<p>\$2,400</p> <p>\$2,400</p>
25	<p>Planned Parenthood of Greater Indiana, Inc.</p> <p><i>Cervical Health Project</i></p> <p>2003 - \$3,600 purchase 4 computers for 421 south college facility</p> <p>2001 - \$1,394 purchase equipment to test for anemia</p> <p>1999 - \$5,000 exam table for disabled</p>	<p>The mission of this agency is to protect, provide and promote reproductive health. It was founded in Indiana in 1932 and established the local clinic in 1964. The local clinic provides comprehensive health care including: breast exams, Pap smears, mid-life services, sexually transmitted infections testing and treatment, colposcopy and cryotherapy, pregnancy testing, and family planning services and supplies. It also employs a full-time educator/trainer who provides services to Bloomington and the surrounding area. Last year it served about 7,700 patients. About 96% of them were female. About 68% of them were of low income and another 10% of moderately low income. Most had no or inadequate health insurance.</p> <p>This agency requests \$2,923.02 to purchase 6 sets of cervical biopsy equipment. Each set of equipment would be used exclusively for the diagnosis and treatment of abnormal cervical conditions and includes a Biopsy Punch Forcep, Endocervical Biopsy Curette with Basket, and a Singley forcep (@ \$487.17 per set). The agency will provide \$3,700 of Women's Health Funds for vouchers that would pay for the cervical services of patients with low income.</p> <p>Criteria: This agency provides reproductive health services primarily to women of low or moderate income who have no or inadequate health insurance. Patients with abnormal Pap smears are offered further services, which include examining the cervix with a colposcope, taking a sample of the affected issue, testing it, and freezing the abnormal cells. This one-time request would replace existing equipment for these services which is often out-of-service due to expensive, off-site repairs (i.e. sharpening). The agency will provide \$3,700 in Women's Health Funds for vouchers for low-income patients. Last year about 34% of the voucher funds were used for these cervical services. During that year, 3,850 patients had abnormal pap smears; 10% of those (or 390) had "severely abnormal" results; about 20% (or 76 patients) of those were given further services; and 5% of those (or four patients) had tissues removed by freezing. The application indicates that early diagnosis and treatment is highly effective in curing cervical cancer and reducing future medical costs.</p> <p>Total Project Costs</p> <p>Requests:</p> <p>6 Baby Tischler Biopsy Punch Forceps @ \$390 x 6 \$2,340 6 Endocervical Biopsy Curette with basket @ \$51 x 6 \$306 6 Singley Forceps (@ 46.17 x 6 \$277.02</p> <p>Contributions: Women's Health Fund vouchers to pay for patient services -\$3,700</p> <p style="text-align: right;">Total Amount Requested</p>	<p>\$6,623</p> <p>\$2,923</p>
26	<p>Prevent Blindness Indiana</p> <p><i>Equipment for Free Eye Screening</i></p> <p>No History of Funding</p>	<p>Prevent Blindness Indiana (PBI) is an affiliate of Prevent Blindness America and is dedicated to preventing blindness in Indiana. Its purpose is to offer free eye screenings, train volunteers to provide these screening in their geographic areas, and facilitate solutions for those who can't afford professional eye care. It provides separate programs for children and adults.</p> <p>This agency is requesting \$7,000 for equipment to provide free vision screening to at-risk adults in Bloomington. This equipment</p>	

		<p>includes a Vision Tester (\$1,550), Visual Fields Tester (\$4,950), and two adjustable stools (@ \$250 each).</p> <p>Criteria: The application notes that this program addresses the need for low and moderate income adult residents to receive preventative vision services that they would not otherwise receive. This population faces an increasing risk for diabetes, which can lead to blindness. This agency's staff and trained volunteers screened 10,041 children in Monroe County last year and referred about 900 to eye care professionals for further services. Through a long-term partnership with the Lions Club (which purchased a mobile unit for use throughout the state) and a recent grant from the Nina Mason Pulliam Charitable Trust, this agency wishes to expand services to adults. It says that this equipment will help provide early diagnosis and treatment of eye problems, which can prevent half of the cases of blindness, and thereby significantly improve the quality of life for these individuals.</p> <p>Total Project Costs: <span style="float: right;">\$7,000</span></p> <p>Requests:  OPTEC 2222PBA Vision Tester <span style="float: right;">\$1,550</span>  Zeiss Humphrey Systems FTD Visual Fields Tester <span style="float: right;">\$4,950</span>  2 Adjustable Stools @ \$250 each <span style="float: right;">\$500</span></p> <p>Contributions:  -----</p> <p style="text-align: right;">Total Amount Requested <span style="float: right;">\$7,000</span></p>	
27	Rhino's Youth Center  <i>Computer and Media Equipment for Youth</i>  2002 - \$8,264 purchase audio & video editing equipment  2000 - \$2,000 construct radio studio  1998 - \$10,900 operate graffiti clean-up; salaries, operating costs  1995 - \$4,500 pilot outreach program  1994 - \$5,000 larger facility	Rhino's provides entertainment and engagement for the youth of our community in order to give them a chance to use their unique voices while empowering them with a sense of accomplishment in the local community. It began as a one night a week music club in 1992 and now operates programs throughout the week in partnership with the City's Parks and Recreation Department and as a member agency of the United Way. The four after-school programs include: Youth Video (which produces a monthly television show on CATS); Youth Publication (which produces a monthly newspaper); Youth Radio (which produces a 5-hour weekly radio show on WFHB); and Youth Mural Arts (which creates murals that are hung in People's Park).  Rhino's is requesting \$11,237.69 in order to purchase 5 packages of equipment that will either replace or expand upon existing items. The first package includes 4 portable, 250 GP hard drives (@ 269.99 each) and would eliminate the primary barrier to serving more youth. The second package includes a multi-media PC and monitor to replace the oldest of the 3 PC's in the center with a machine that can do more of the audio/video work than the previous one (\$3,843). The third package includes a Powerbook G4 laptop with case and publishing software in order to provide a second computer to help serve the 40 youth in the Youth Publication program (\$3,884.93). The fourth package is a video camera and case in order to provide a second video camera and thereby double their capacity to produce high-quality video programming. And, the fifth package includes 2 portable, mini disc recorders and microphones in order to overcome weekly delays in production of projects.  Criteria:  The application noted that the SCAN Report called for more after school and other programs that help youth develop organizational and leadership skills. The agency estimates that 150 youth use the facility on a regular basis and that over 50% were from low income households. It partners with many youth and other organizations, receives funding from the Indiana Criminal Justice Institute, and is a member agency of the local United Way. The agency is asking for these packages of equipment in order to meet a growing demand for the services they offer. With the help of these pieces of equipment many youth will gain skills and enrich the community.  Total Project Costs <span style="float: right;">\$45,000</span>  Requests: 4 Portable 250 GB Hard Drives <span style="float: right;">\$1,079.96</span> Fantom, 250 GB Titanium Firewire Hard drive @ 269.99 x 4	

		<p>AlienWare Multi-Media PC with Monitor and shipping \$3,843.00</p> <p>Apple Powerbook G4 with Case \$3,154.96</p> <p>QuarkXpress Software \$729.97</p> <p>Sony TRV 950 Video Camera with Case \$1,749.90</p> <p>Sony MX-N10 Portable Mini Disc Recorders and Microphones @ \$339.95 x 2 \$679.90</p> <p>Contributions: other sources -\$33,763</p> <p style="text-align: right;">Total Amount Requested \$11,238</p>	
28	<p>Shalom Community Center, Inc.</p> <p><i>Daytime Resource Center Breakfast and Lunch</i></p> <p>2003 - \$1,900 pay for 6 phone sets &amp; install 3 new phone lines at 219 E. 4th street</p>	<p>The Shalom Community Center is a daytime respite and resource center for residents of Bloomington who are living in and suffering the effects of poverty. It serves as a front door to the larger community and the institutions that can help these persons lead more stable and self-sufficient lives. It applies a "low barrier outreach model" that brings a continuum of basic services to the clients onsite and uses an asset-based, client-centered approach to empower them. This agency occupies three sites: two relatively new Family Resource Centers funded largely out of a CAPE Lilly grant and the older Daytime Resource Center located at the First United Methodist Church on Fourth Street.</p> <p>This agency is requesting \$7,000 to help hire a part-time Food Service Coordinator to expand its breakfast and lunch program as well as train and provide work experience in food services for low-income residents. This money would pay half the cost of a 20 hour per week position for a full year.</p> <p>Criteria:</p> <p>The Daytime Resource Center provides food and specialized services to low income city residents. In that regard, the application says it is the primary provider of free breakfasts and lunches in the community and serves approximately 3,000 of these meals per month. It is requesting one half of the funds necessary to fund this pilot project and will "assume the full cost of the part-time (position) after the trial period ends." The project should lead to broad and long lasting benefits by providing low income city residents with better nutrition as well as offering some of them training and experience in the food service industry. It will consult with United Way and the Food Bank to evaluate the program's effectiveness.</p> <p>Total Project Cost \$14,134</p> <p>Requests:</p> <p>Hourly pay of part-time Food Service Coordinator (20 hrs/wk x 52 wks/yr = 1,040 hrs x \$12.50/hr) \$6,500</p> <p>Payroll Taxes (FICA = .0765 x \$13,000 + UC .02 x \$7,000) \$500</p> <p>Contributions: Other Sources -\$7,134</p> <p style="text-align: right;">Total Amount Requested \$7,000</p>	
29	<p>Stone Belt</p> <p><i>Wheel Chair Lift for Expansion Project</i></p> <p>2000 - \$11,500 equipment &amp; software for "compuplay" facility</p> <p>1999 - \$4,000 industrial sewing machines</p> <p>1997 - \$15,000 primary network server for computer system</p>	<p>Stonebelt Arc began in 1959, and its mission is to work "in partnership with the community, to prepare, empower and support persons with developmental disabilities and their families to participate fully in the life of the community." It provides a menu of professional services to this vulnerable population over a multi-county area through its East 10<sup>th</sup> Street facility. Last year, as a result of a strategic plan, it began a 7,000 s.f. expansion of this facility.</p> <p>Stonebelt is requesting \$20,818 to purchase and install an unenclosed wheel chair lift during the expansion project. The agency does not have the funds to purchase the lift now and is seeking funds from the City in order to lower the cost by installing it during the initial construction.</p> <p>Criteria:</p> <p>The application notes that there are a little under 15,000 persons in Monroe County with disabilities, and approximately 70% of those seeking social services have income below the poverty line (per SCAN report). These clients need training in daily living skills, help with transportation, training and opportunities for employment, and outpatient mental health services – all of which are provided by this agency. According to last year's summary, the expansion will improve facilities for office staff and staff training, expand the space</p>	

	(the) facility.”	
	Total Project Cost	\$500,000 (approx)
	Requests:	
	Unenclosed Wheel Chair Lift	\$20,818
	Contributions:	
	-----	
	Total Requested Amount	\$20,818
	<b>Total Amount Requested in 2004</b>	approx \$299,000

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Big Brothers Big Sisters of South Central Indiana

Address where program or project will be facilitated or housed:

418 S. Walnut, Bloomington IN 47401

Name of Project/Program facilitator:

Technology Upgrades

Facilitator Contact Information:

Liz Grenat

### Program Information:

Title of Program or Project:

Technology Upgrades

Total Cost of Project:

27,750

Requested SSF Amount:

6,750

Other Funds Expected for Project:

21,000

### Funding Information:

*Examples:*

*Tables*

*5 tables @ \$12.00 each*

*Chairs*

*20 chairs @ \$8.00 each*

*Copy Machine*

*\$1,000*

List Of Items

Cost of Each Items

see attached

Requested Funding Dates:  
*(please check one)*

July 2004 – September 2004

October 2004 – December 2004

Other Dates Needed - As Explained in Application



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name:

Big Brothers Big Sisters of South Central Indiana

Agency Address:

418 S. Walnut, Bloomington 47401

Agency Phone Number:

812-334-2828

Agency E-mail address:

bbbs@bloomington.in.us

Agency Website:

www.bloomington.in.us/~bbbs

President of Board of Directors –  
June 2004:

Steve Denney

Name of Person to Present  
Application to Committee:

Liz Grenat

### Director Information:

Director of Agency:

Liz Grenat

Director's Address:

See above

Phone Number:

334-2828

Director's E-mail Address:

lgrenat@bloomington.in.us

### Grant Writer Information:

Application Writer:

see director info

Writer's Address:

Phone Number:

Email Address:

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***



## Big Brothers Big Sisters of South Central Indiana

Big Brothers Big Sisters of South Central Indiana (BBBS) is a youth development organization whose mission is to empower local school age youth by supporting their social, emotional and educational development. We do this by connecting community adults with youth who need their support. We are an affiliated member of Big Brothers Big Sisters of America and have been serving Monroe County for the past 30 years. In March of 2004, our Board of Directors passed a new long-range plan (2004-2007) joining with our national organization in embracing the goal to serve one million children nationally by 2010 – 10 times the number served in 2000. By 2010, it is our goal to actively support at least 630 one to one matches on a monthly basis. These aspirations are driven by a large number of children and families who need our life-changing program and the enormous potential of our programs to have profound impact on our schools, our neighborhoods and our local community. To meet our goal of serving more youth, we must work diligently over the next four years to build a strong infrastructure capable of supporting increased service. Our plan includes developing and enhancing technology; enhancing communication and marketing efforts designed to reach out to more constituencies for volunteers, donors and youth; developing a strategic long-range fund development plan; developing a strong board capable of raising the increased revenues to meet our goals, and providing the resources to retain an adequately compensated and competent staff.

We are asking the Jack Hopkins Social Services Funding Program to join us in our long-range goal to serve at least 20% of our at-risk youth by 2010 (we are currently serving about 12% of these fragile youth.) The specific purpose of this project is to build BBBS capacity by enhancing our current computer and web-based technologies – a major component of our 2004-2007 long-range plan. This will provide our agency with the minimum operating system needed to implement AIM – the new Big Brothers Big Sisters of America (BBBSA) web-based Agency Information Management system and our new web-based donor software program, E Tapestry. These two systems will allow us to increase our capacity to serve more youth by; 1) increasing our capacity to provide on-going support to program participants; 2) increasing our capacity to recruit and retain volunteers; 3) increasing administrative risk management, oversight, and performance management functions; and 4) increasing our capacity to leverage local fund-raising monies.

This upgrade project will take place in two phases to be completed by December 2004. The initial phase will focus on enhancing our computer network by upgrading and adding workstations, upgrading our server, and upgrading our website to be compatible with AIM and integrated with the the BBBSA web-site. Phase II will focus on enhancing staff competencies/training. We are requesting \$ 6,750 to fund Phase I activities. We are also currently applying to United Way and the Community Foundation to support completion of Phase I activities. In addition we have also leveraged private support from Creative Consulting Services, Indiana University (donations of used computers) and individual members of our Technology Task Force.

In July of 2003, the Big Brothers Big Sisters national office announced plans to develop a three million dollar comprehensive web-based Agency Information Management (AIM) system for local agencies to use in managing all of program processes and activities. The major feature of AIM will be a comprehensive database residing on a central server. Our agency will be able to access the database via the Internet using standard security protocols. We will be able to maintain all processes, procedures, and steps in our program activities.

Presently, we use a variety of methods and systems to record, track, and otherwise manage hundreds of pieces of data on our volunteers, youth, and parents. We use a combination of paper records, an Access-based database to manage current program participants and donors that is limited in scope, four other simple Access databases that serve as “mailing list” programs for potential donors and volunteers, and various Excel spreadsheets to enter and analyze program outcome results for youth, track performance measurements and track demographic information the program database is unable to capture. These are time-consuming methods, which leave room for errors and require resources to be expended on administrative and other general support tasks.

AIM will contain features such as central scheduling tools, improved email capabilities, contact management to facilitate the recurring monthly and quarterly contact of matches, and basic and advanced query capabilities to track various performance measures. We can use AIM to analyze partnerships, referral sources, programs, grant tracking, and it will eliminate many of the monthly, quarterly and annual reporting now required by the national office. AIM will interface with the national Big Brothers Big Sisters website so that when prospective volunteers go to the site, they can complete various application forms, submit the forms electronically, and then have the information appropriately routed and recorded in the database- successfully eliminating three major steps we go through to enroll these volunteers. AIM will also interface with eTapestry, our new donor tracking database system. BBBSA plans to have the system operational by late fall of 2004. It is estimated that AIM will easily achieve a 5% increase in agency productivity. For our agency with an annual operating budget of \$430,000 and a cost per match of \$600, this translates conservatively to a cost-savings of \$21,500 or 35 additional children served annually.



**One time investment:** We are requesting \$6,750: \$4,500 to purchase a server and networking software, \$750 for Network Infrastructure -3 Netgear 16 port auto-sensing switches, cable and parts for re-wiring entire building and \$1500 to fund the installation of the system and staff training.

**Fiscal leveraging** The total cost of Phase I upgrades is \$27,750. We have requested \$6,000 from the Community Foundation to purchase 6 new workstations. We are applying for a capacity building grant from United Way for \$6,750 for two workstations; new website upgrades; and monthly maintenance/support of both the website and server system. We will be purchasing two new computer workstations from BBBS general funds for a total of 10 new workstations. Creative Consulting Solutions, a locally owned company, will be providing \$6,250 of in-kind support. Indiana University recently donated two used workstations that are in compliance and our board has made a commitment to purchase 2 new computers on a rotating basis, so that our computers remain up to date. We also benefited from the expertise of our Technology Task Force - eight members who came with a variety of skills, from web-design and on-going web maintenance, database experts, systems managers, to computers technicians.

### **Community Need and Priority**

Because of the overwhelming number of at-risk children living in Bloomington and Monroe County, we target our services to those families and children most at-risk for substance abuse, school problems/drop outs, adolescent pregnancy, crime, and other social problems, using criteria for assessment determined by the US Department of Health and Human Services. The BBBS model of mentoring is the nation's only program that has been proven to be effective and improve the lives of the youth involved (Public Private Ventures 1995). We know our programming would benefit all youth, but our goal is to provide services to the children who face the greatest barriers and are in most need of our help. Over 3,400 youth living in Monroe County face multiple risk factors and 12% of all children under the age of 18 are living in poverty. We provide services for some of the county's most vulnerable youth involved with the Wrap Around program, Child Protective Services (MC/OFC), Center for Behavioral Health, Monroe County probation department, school social workers and residents of temporary or transitional housing. These are the children who, without intensive intervention and support, are at highest risk for dropping out of school, becoming teen parents or being removed from the home. Since January 2002, 59% of the youth on our wait list have been referred from these sources. This is a substantial increase and more importantly, these youth are **high risk** - displaying 60% or more criteria for at risk. In 2003, 70% of the youth we served were City of Bloomington residents and over 100 youth are currently waiting for a Big Brother or Big Sister.

**Positive Youth Development** was named as one of the ten most prevalent and urgent areas of need identified in the new Service Community Assessment of Needs 2003(SCAN). The report found that one of the pressing needs is **a lack of appropriate consistent role models**. It also noted that while Monroe County is fortunate to have a wealth of productive opportunities for youth outside of school - not all youth are able to access these opportunities equally. The SCAN report recommends that, "special efforts should be made to reach out to youth and families in crisis, to those who are underserved, to those who are at-risk, and to remove or mitigate barriers to participation and achievement" and "**that efforts should be made to expand the current capacity of high-quality mentoring** and youth leadership programs, including a focus on low income youth and youth from other cultures." It also suggests the following recommendations:

- seek ways to provide transportation for youth (our volunteers provide transportation)
- create stronger networks of organizations and agencies serving youth (we maintain active collaborations with local schools and Boys and Girls Club and Girls Inc)
- mobilize and seek additional sources of volunteers (we have a new partnership with the Franklin Initiative to recruit volunteers from the business community)

**Monroe County youth also identified the need for our programming.** In May 2002, over thirty-five hundred 7th through 12th graders in Monroe County participated in a survey titled *Profiles of Student Life: Attitudes and Behavior*. Fifty-one (51) % of the youth said that they received little or no support from adults outside of their immediate family, and only thirty (30)% said that the adults in their lives modeled positive behavior.

Clearly, helping to build our capacity through technology innovations to provide caring mentors for at least 20% of our at risk youth is in alignment with identified community needs and the Jack Hopkins granting guidelines to "invest in programs that lead to broad and long lasting benefits to the community."

**IG BROTHERS - BIG SISTERS OF SOUTH CENTRAL, INC.**

**Technology Upgrade Project**

			Jack Hopkins	Other	Total
			Request		
<b>Revenues</b>					
		Community Foundation		6,000	6,000
		Bloomington City Council	6,750		6,750
		BBBS General Fund		2,000	2,000
		Creative Consulting Solutions (in-kind)		6,250	6,250
		United Way (pending)		6,750	6,750
		<b>Total Income</b>	<b>6,750</b>	<b>21,000</b>	<b>27,750</b>
<b>Expenses</b>					
		10 work stations @ \$1,000		10,000	10,000
		Server and Network Software	5,250	0	5,250
		Server/software: \$4,500 Ports and cables \$750			
		Upgrade Website		3,500	3,500
		Web design @ \$ 3,500			
		Installation of new network	1,500	2,500	4,000
		On-going monthly web/ tech support		5,000	5,000
		<b>Total Expenses</b>	<b>6,750</b>	<b>21,000</b>	<b>27,750</b>
<b>Other support</b>					
		BBBSA (in-kind):development of AIM ,web template		18,000	18,000
		IU Class Risk Mnagment/Security Audit		2,500	2,500
		DATA Conversion to AIM		3,000	3,000
		Purchase Etapestry /training		6,000	6,000
		Upgrade to DSL		960	960
		On-going staff training		2,000	2,000
		<b>Total other project support</b>		<b>32,460</b>	<b>32,460</b>



## **Creative Consulting Solutions**

### **Big Brothers Big Sisters of South Central Indiana Proposal**

#### **Dell Server and networking software**

Dell PowerEdge 400 SC  
Intel Pentium 2.8gig processor  
Windows 2003 Small Business Server 20 licenses  
1 gig DDR memory, ECC, 333 mhz  
3.5 Inch floppy drive  
48x CD-Rom drive  
15 inch monitor  
80 gig 7,200 rpm IDE hard drive  
Travan 20/40 gig tape backup drive  
Tapeware tape backup software  
3 years Dell on-site service and support  
Price \$4,500.00

#### **Workstations**

Dell Precision workstation 360  
Intel Pentium 2.4 gig processor  
Windows XP Professional  
512 meg DDR333 memory  
15 inch CRT monitor  
Microsoft Office Small Business Edition 2003  
40 gig ATA-100 IDE hard drive  
3 years Dell on site service and support  
Price \$1,200.00

#### **Network Infrastructure**

3 Netgear 16 port auto-sensing switches  
Cable and parts for re-wiring entire building  
Price \$750.00

#### **Value added installation and support services**

These services to be provided by Creative Consulting Solutions, LLC, a local company with a history of providing support to the Monroe County BBBS program through pro-bono services as well as charitable cash contributions. CCS has drawn up the hardware quotes from Dell Computers. It's important to note that Dell's pricing points are volatile and will change in the interim between filing for this grant and final implementation of ordered parts. CCS shall assist with revising the Dell Computer quotes at such a time as when we near project implementation.

CCS shall provide installation and staff training. CCS shall provide these services at a cost of \$1500. (The fair-market value for these services is valued at \$4,000.)

## Big Brothers Big Sisters

## Balance Sheet

As of December 31, 2003

	<u>Dec 31, 03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1012 United Commerce (Money Market)	99,960.71
1000 Monroe County Bank - Operating	1,542.52
1015 MCB-Money Market	56,884.13
1020 Petty Cash (Petty Cash)	16.98
1030 Petty Cash - FF (Petty Cash for First Fr...	59.80
1035 Petty Cash - Owen County	90.46
1040 Postal Service / Bulk Mail	4.66
<b>Total Checking/Savings</b>	<u>158,559.26</u>
<b>Accounts Receivable</b>	
1200 Accounts Receivable	10,809.94
<b>Total Accounts Receivable</b>	<u>10,809.94</u>
<b>Other Current Assets</b>	
1340 Marketable Securities	
Vanguard Growth Index	21,025.87
Waterhouse Securities-MMkt	6,180.18
Inc (Dec) in mkt value (Mutual funds)	747.76
<b>Total 1340 Marketable Securities</b>	<u>27,953.81</u>
1350 Prepaid Expenses	12,395.88
1499 Undeposited Funds	18,914.16
<b>Total Other Current Assets</b>	<u>59,263.85</u>
<b>Total Current Assets</b>	<u>228,633.05</u>
<b>Fixed Assets</b>	
1500 Office Equipment	11,069.68
1505 Accum Dep-Ofc Equipmt	-8,397.08
1510 - Bldg & Improvemts	232,935.00
1515 Accum Dep-Bldg & Imprv	-27,583.93
1520 Furniture & Fixtures	1,513.68
1525 Accum Dep-Furn & Fix	-1,491.84
<b>Total Fixed Assets</b>	<u>208,045.51</u>
<b>Other Assets</b>	
1600 Community Foundation Perm Endow	37,946.55
<b>Total Other Assets</b>	<u>37,946.55</u>
<b>TOTAL ASSETS</b>	<u><u>474,625.11</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Accounts Payable</b>	
2001 *Accounts Payable	1,053.12
<b>Total Accounts Payable</b>	<u>1,053.12</u>
<b>Other Current Liabilities</b>	
2330 Interest Payable	158.34
2200 Federal Withholding	1,107.00
2210 Social Security WH	2,287.64
2212 Medicare Withholding	534.98
2220 State Tax Withholding	627.29
2230 Local Tax Withholding	223.43
2240 Ind Unemployment Taxes	117.82
2270 Accrued vacation pay	1,352.76
2300 Health Ins. Liabilities	0.01
2310 United Way (Employee Gift to Unite...	120.00
2400 Unearned Revenue	104,324.48
<b>Total Other Current Liabilities</b>	<u>110,853.75</u>
<b>Total Current Liabilities</b>	<u>111,906.87</u>

12:12 PM  
03/03/04  
Accrual Basis

**Big Brothers Big Sisters**  
**Balance Sheet**  
As of December 31, 2003

	<u>Dec 31, 03</u>
<b>Long Term Liabilities</b>	
2600 Long-Term Liabilities (Long-Term Liab...	
2610 Note Payable - Mortgage (Note Paya...	42,859.76
<b>Total 2600 Long-Term Liabilities (Long-Ter...</b>	<u>42,859.76</u>
<b>Total Long Term Liabilities</b>	<u>42,859.76</u>
<b>Total Liabilities</b>	154,766.63
<b>Equity</b>	
3960 Perm Restricted Net Assets	37,634.04
3000 Unrestricted net assets	250,620.25
Net Income	31,604.19
<b>Total Equity</b>	<u>319,858.48</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>474,625.11</u></u>

# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Boys and Girls Club of Bloomington

Agency Address: 311 S. Lincoln, P.O. Box 1716  
Bloomington, IN 47402

Agency Phone Number: 812-332-5311

Agency E-mail address: joebgcb@bloomington.in.us

Agency Website: bloomingtonboysandgirlsclub.org

President of Board of Directors –  
June 2004: Tony Kennworthy

Name of Person to Present  
Application to Committee: Joe Stebbins

### Director Information:

Director of Agency: Joe Stebbins

Director's Address: 311 S. Lincoln, P.O. Box 1716, Bloomington, IN 47402

Phone Number: 812-332-5311

Director's E-mail Address: joebgcb@bloomington.in.us

### Grant Writer Information:

Application Writer: Joe Stebbins

Writer's Address: 311 S Lincoln, P.O. Box 1716, Bloomington, IN 47402

Phone Number: 812-332-5311

Email Address: joebgcb@bloomington.in.us

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***



# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Boys and Girls Club of Bloomington, Boys and Girls Club of Crestmont

Address where program or project will be facilitated or housed:

311 S. Lincoln & 1108 W. 14<sup>th</sup> Street

Name of Project/Program facilitator:

Sarah Ward

Facilitator Contact Information:

812-332-5311

### Program Information:

Title of Program or Project:

No Kid Left Behind

Total Cost of Project:

\$39,180

Requested SSF Amount:

\$15,580

Other Funds Expected for Project:

\$23,600

### Funding Information:

*Examples:*

*Tables*

*5 tables @ \$12.00 each*

*Chairs*

*20 chairs @ \$8.00 each*

*Copy Machine*

*\$1,000*

List Of Items

Cost of Each Items

Requested Funding Dates:  
(please check one)

July 2004 – September 2004

October 2004 – December 2004

Other Dates Needed - As Explained in Application

In 2003 the Boys and Girls Club of Bloomington served over 585 members and another 1705 other youth through our three facilities. Through participation in Club activities the youth of Monroe County receive the attention and care that they need to be successful. The Boys and Girls Club is concerned with the physical, intellectual, emotional and social growth of boys and girls ages six to eighteen. Our facilities are open Monday-Friday after school until 8pm. Members pay a \$15 membership fee and there are scholarships for those most in need. Our main facilities open early on school half days and all day on non school days. The agency places special emphasis on children most in need: those with single parent, low income, at-risk, and failing in school. Of our 585 members 42.1% come from single parent households and 36.3% are economically disadvantaged.

The Boys and Girls Club is committed to helping at risk youth by providing them with the programs and activities that they and their families need. These include programs in education and career development, character and leadership development, health and life skills, the arts, technology and sports, fitness and recreation. These programs are beneficial because they provide at risk youth with a sense of belonging, competence, positive influence and usefulness.

Each school day 180 boys and girls already use the Clubs transportation program. The organization contracts with Rural Transit to provide service for the children in Ellettsville and collaborates with Girls Inc. and the MCCSC during the school year to bring youth to the Clubs. By increasing our hours, to include Saturdays at the main facility, longer summer hours at our Crestmont site and increase our transportation to pick up youth from designated sites on non school days and the summer we will be able to reach an even greater portion of the at-risk population in our community and consequently benefiting a greater number of children.

With "No Kid Left Behind" we are requesting \$15,585 in order to start a new program to serve youth not being served by enhance our transportation program on non-school days, for pick up and return transportation home, and open the main facility on Saturdays during the school year and all day summer programming at our Crestmont Unit for those who need and want to participate in our programs but are unable to take advantage of them due to families without cars, parents working odd hours, Saturdays, two jobs or out of county employment where these children have to stay home alone while parents are working.

**Targeted areas of need in the community:**

With these grant funds we plan to target these designated sites. Country View Apts. a new HUD site 2500 S. Rockport Rd., Orchard Glen Apts. 1001 Sugar Maple Cir, Henderson Ct & Timber Ridge Apts. 2475 S. Winslow Ct., Oakdale Sq Apartments 1655 Oakdale Sq, Heatherwood Mobile Home Community 3650 S. Leonard Springs Rd. and Arlington Valley Mobile Home Park 1600 N. Willis Dr.



and Saturday transportation at our Crestmont HUD site club. Three apartment sites are designated low-income housing. Two are HUD facilities with 98% of parents not having a higher education degree, 38% without a GED. Each are part of the City's Economic Distressed Areas. These funds will support the efforts to reach youth during the times of the days that youth need constrictive supervised programs. Statistics show that youth crimes triple between 3&5pm and on non-school weekday hours.

**We will:**

- Provided this program July threw December of 2004.
- Increase our stafifng to provide programs under the core programs listed in paragraph two durring the 2004 fall school.
- Increase our transportation program to include non-school days and the summer, targeting two trailer parks and five low-income apartment sites where an estimated 370 youth are located.
- Open main facility on Saturdays for the 2004-2005 school year, giving single-parent working families a place for Children to go.
- Open our Crestmont Unit from 9am-5:30pm M-F this summer.
- Partner with City Parks Department to offer programs from 5:30-8pm at Crestmont to continue programs past our summer club hours.
- Partner with Big Brothers Big Sisters offering club-based mentoring by matching 40 youth with mentors.
- Offer a 2004 teen summer camp program. Develop and distribute monthly member newsletter.
- Partner with Waldron Art Center for members to attend art programs at their facilities.
- Provide Scholarships for those in need for memberships and camp.
- Once this program is sucfull the orgranization will continue the Saturday programs and transportation into 2005 threw the clubs fundraising efforts.

<b>"No Kid Left Behind" Budget Category</b>	<b>Social Service Funds Requested</b>	<b>Other Funds Applied to Project</b>	<b>TOTAL</b>
<b>Personnel:</b>			
Saturday Club Director	\$2,531	\$3,500	\$6,031
Four Saturday Program Staff	\$6,049	\$8,000	\$14,049
Executive Oversight	\$0	\$4,000	\$4,000
Other Staff Salary	\$0	\$2,500	\$2,500
Vans and Bus Drivers	\$2,500	\$1,100	\$3,600
<b>Contractual:</b>	\$0	\$0	\$0
<b>Transportation Costs: (Gas/Maintenance)</b>	\$1,000	\$500	\$1,500
<b>Supplies:</b>			
Program Supplies (Consumables)	\$2,000	\$3,500	\$5,500
<b>Facility Cost</b>	\$0	\$0	\$0
<b>Other:</b>			
Equipment	\$0	\$0	\$0
Postage	\$50	\$0	\$50
Duplication/Printing	\$100	\$0	\$100
Awards and Recognition	\$500	\$100	\$600
Marketing and Recruitment Costs	\$200	\$100	\$300
Lost Distance/Communication	\$100	\$100	\$200
Group Outings to Events	\$550	\$200	\$750
<b>TOTAL:</b>	<b>\$15,580</b>	<b>\$23,600</b>	<b>\$39,180</b>

## Boys &amp; Girls Club of Bloomington

## Profit &amp; Loss

January through December 2003

	Jan - Dec ...
<b>Income</b>	
<b>SPECIAL EVENTS FUNDRAISERS</b>	
Holiday Cards	270.00
Tennis	1,115.00
Annual Fundraising Dinner	20,988.00
Annual Fundraising Dinner Auct.	11,260.00
Annual Fundraising Dinner Casino	968.00
Other Fundraising Income	96.00
<b>Total SPECIAL EVENTS FUNDRAISERS</b>	<b>34,697.00</b>
<b>CONTRIBUTIONS</b>	
United Way State Donations	663.84
Memorial Contributions Foundations	23,845.54
Teck Point	18,159.50
Foundations - Other	6,700.00
<b>Total Foundations</b>	<b>24,859.50</b>
<b>Civic Groups</b>	
Civic Crestmont	6,830.13
Civic Main	20,173.65
<b>Total Civic Groups</b>	<b>27,003.78</b>
Capital Item Projects	24,000.00
<b>Individual Donations</b>	
Main Club	33,213.00
Crestmont Donations	2,264.00
<b>Total Individual Donations</b>	<b>35,477.00</b>
<b>Corporate Donations</b>	
Main Club	16,193.05
Crestmont	6,285.60
<b>Total Corporate Donations</b>	<b>22,478.65</b>
<b>Total CONTRIBUTIONS</b>	<b>158,328.31</b>
<b>ACTIVITIES FEES</b>	
<b>Camps</b>	
Camp Summer Field Trip	80.00
Camp Winter Break	1,317.26
Camp Summer Registration	32,299.12
Camp Spring Break	3,119.00
<b>Total Camps</b>	<b>36,815.38</b>
Facility Rental	160.00
Memberships	6,137.00
<b>Total ACTIVITIES FEES</b>	<b>43,112.38</b>
<b>AGENCIES GRANTS</b>	
Up2Us	3,266.19
Lilly Technology Grant	584.77
Compaq Computer Corporation	598.00
United Way Monroe County	89,524.42
<b>Gov't Grants</b>	
Local Gov. Grant Income	
Trustee Grants	2,000.00
Social Service Funds	1,682.05
CBH	3,150.00
CARES grant	255.85
Martin Luther King Day	300.00
<b>Total Local Gov. Grant Income</b>	<b>7,387.90</b>
State Grant Income	
Summer Employment	4,141.26
Tobacco Settlement	6,726.27
<b>Total State Grant Income</b>	<b>10,867.53</b>



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 04/19/04  
 Cash Basis

**Boys & Girls Club of Bloomington**  
**Profit & Loss**  
 January through December 2003

	<u>Jan - Dec ...</u>
Federal Grant Income	
CDBG	13,962.00
BJA	5,000.00
Total Federal Grant Income	<u>18,962.00</u>
Total Gov't Grants	<u>37,217.43</u>
Total AGENCIES GRANTS	131,190.81
MISCELLANEOUS INCOME	
Board Meeting Reimbursements	377.50
Refunds/Overpayments	2,771.61
Interest	23.25
Vending Commission	1,471.85
Other	262.71
Total MISCELLANEOUS INCOME	<u>4,906.92</u>
Total Income	372,235.42
Expense	
FUNDRAISING EXPENSES	
Stamps/Bulk Mail	877.46
Other Fundraising Expenses	4,312.34
Annual Fundraising Dinner	10,027.47
Total FUNDRAISING EXPENSES	<u>15,217.27</u>
STAFFING EXPENSES	
Payroll Taxes	
Medicare	2,549.65
Social Security	10,901.97
Prior year payroll taxes	123.04
Total Payroll Taxes	<u>13,574.66</u>
Staffing Expense Staff meetings	143.05
Criminal History Checks	223.50
Salaries	
Work Study Expense	9,103.00
Executive	42,910.00
Professional Staff	87,486.84
Administrative Office Staff	7,667.78
Crestmont Unit Other Staff	9,992.55
Maintenance Staff	10,958.63
Main Unit Other Staff	27,505.66
Salaries - Other	0.00
Total Salaries	<u>195,624.46</u>
Benefits	
Health & Life Insurance	16,377.36
Retirement	23,192.77
Total Benefits	<u>39,570.13</u>
Total STAFFING EXPENSES	249,135.80
FACILITY & VEHICLE EXPENSES	
Security System Main Club	461.47
Security System Crestmont	649.30
Building Repairs & Maintenance	
Repairs Building Crestmont	789.24
Maintenance Supplies Crestmont	288.23
Maintenance Supplies Main	2,155.42
Trash Service	841.01
Repairs to Building Main	1,228.65
Total Building Repairs & Maintenance	<u>5,302.55</u>

## Boys &amp; Girls Club of Bloomington

## Profit &amp; Loss

January through December 2003

	Jan - Dec ...
<b>Utilities</b>	
Water/Sewer CAMP	638.77
Electricity CAMP	317.08
Gas	1,455.35
Electricity	7,942.81
Water/Sewer	780.57
<b>Total Utilities</b>	<b>11,134.58</b>
<b>Telephone</b>	
Camp Phone Bill	499.73
Main Club Phone Bill	3,072.54
DSL Crestmont	737.66
<b>Total Telephone</b>	<b>4,309.93</b>
<b>Insurance</b>	
Workers' Comp	2,613.00
Camp Insurance Members	361.50
COMMERCIAL PKG	14,773.87
Steam Boiler	982.63
Liability Insurance	2,631.51
<b>Total Insurance</b>	<b>21,362.51</b>
<b>Equipment Rental &amp; Maintenance</b>	
Service Contracts	3,904.81
Equipment Rental & Maintenance - Other	207.00
<b>Total Equipment Rental &amp; Maintenance</b>	<b>4,111.81</b>
<b>Vehicle Expense</b>	
Vehicle Repairs Crestmont	769.25
Gas & Oil Crestmont	312.88
Gas & Oil CAMP	533.45
Vehicle Expense Other	523.19
Tires	1,042.60
Licenses & Permits	1,243.00
Gas & Oil Main	3,217.89
Vehicle Insurance	10,903.75
Vehicle Repairs Main	2,622.21
<b>Total Vehicle Expense</b>	<b>21,168.22</b>
<b>Total FACILITY &amp; VEHICLE EXPENSES</b>	<b>68,500.37</b>
<b>CLUB OPERATIONS EXP.</b>	
<b>Program Supplies &amp; Expenses</b>	
Awards/Banquets For Members	584.90
<b>CORE PROGRAMS</b>	
Core Other	3,285.01
Sports, Fitness & Rec. Supplies	4,473.53
Education & Career Dev. Supplies	575.70
Character & Leadership Dev Supp	603.20
Health & Life Skills Supplies	1,620.62
Arts Supplies	417.68
Holiday/Special Event Supplies	1,033.50
Technology Centers Supplies	3,289.64
<b>Total CORE PROGRAMS</b>	<b>15,298.88</b>
<b>CAMPS</b>	
Winter Camp Food	73.45
Summer Camp Food	142.78
Camp Refunds	742.00
Spring Break Field Trips	171.00
Winter Camp Trips	343.95
Winter Break Supplies	99.66
Spring Break Supplies	578.84
Summer Camp Supplies	1,216.08
Summer Camp Field Trips	2,009.45
<b>Total CAMPS</b>	<b>5,377.21</b>

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Cash Basis

**Boys & Girls Club of Bloomington**  
**Profit & Loss**  
January through December 2003

	<u>Jan - Dec ...</u>
<b>Food</b>	
Crestmont	194.28
Main Club	396.70
<b>Total Food</b>	<u>590.98</u>
<b>Total Program Supplies &amp; Expenses</b>	21,851.97
<b>Administrative Expenses</b>	
Postage	
Bulk Mail	150.00
Stamps	577.39
<b>Total Postage</b>	<u>727.39</u>
Board of Directors	
Board & Committee Meetings	65.38
Annual Meeting	558.10
<b>Total Board of Directors</b>	<u>623.48</u>
Administrative Supplies	2,363.68
<b>Total Administrative Expenses</b>	<u>3,714.55</u>
<b>Professional Services</b>	5,225.00
<b>Conferences &amp; Training</b>	
Conference Hotel-Food	1,641.68
Registration Fees	677.80
Conf. Transportation Cost	210.01
<b>Total Conferences &amp; Training</b>	<u>2,529.49</u>
<b>Dues</b>	
National Dues	4,201.98
Organization Dues	180.00
<b>Total Dues</b>	<u>4,381.98</u>
<b>Miscellaneous</b>	
Miscellaneous Transfer of Fund	2,000.00
Cash - Over/Short	50.00
Bank Service Charges	776.65
<b>Total Miscellaneous</b>	<u>2,826.65</u>
<b>Total CLUB OPERATIONS EXP.</b>	<u>40,529.64</u>
<b>Total Expense</b>	<u>373,383.08</u>
<b>Net Income</b>	<u><u>-1,147.66</u></u>



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Citizen Advocacy of South-Central Indiana, Inc.  
Agency Address: 214 S. College Ave., Bloomington, IN 47404  
or P.O. Box 1732, Bloomington, IN 47402  
Agency Phone Number: (812) 332-9615, ext. 229  
Agency E-mail address: gshifrow@indiana.edu  
Agency Website: N/A (being developed by volunteer Board)  
President of Board of Directors –  
June 2004: Dixie Patterson, Jo A. Gilbertson, Co-Presidents

Name of Person to Present  
Application to Committee: Gal Shifrow, Director or a Co-President(s)

### Director Information:

Director of Agency: Gal Shifrow  
Director's Address: 214 S. College Ave, Bloomington, IN 47404  
Phone Number: (812) 332-9615, ext. 229 or (812) 333-4296 (home)  
Director's E-mail Address: gshifrow@indiana.edu

### Grant Writer Information:

Application Writer: Jo A. Gilbertson  
Writer's Address: 3901 Sugar Lane, Bloomington, IN 47404  
Phone Number: (812) 876-6686; (812) 219-5566 (cell)  
Email Address: jogilbe@indiana.edu or j.gilbertson@insightbb.com

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Citizen Advocacy of South-Central Indiana, Inc.

Address where program or project will be facilitated or housed:

214 S. College Ave, Bloomington, IN 47404

Name of Project/Program facilitator:

Gal Shifon, Director; Jo Gilbertson, Co-President

Facilitator Contact Information:

Gal - (812) 332-9615, ext. 229; Jo - (812) 876-6686

### Program Information:

Title of Program or Project:

CASCI, Inc. Awareness Campaign

Total Cost of Project:

\$2500.<sup>00</sup>

Requested SSF Amount:

\$1180.<sup>00</sup>

Other Funds Expected for Project:

In kind support via office space, phone, storage - options for Better Living; mileage donated by Board Members (delivery of materials)

### Funding Information:

Examples:

Tables

5 tables @ \$12.00 each

Chairs

20 chairs @ \$8.00 each

Copy Machine

\$1,000

List Of Items

Cost of Each Items

4000 Brochures

437.36 (tri-fold)

400 Fact Sheets

216.28

400 "Sharing the Stories" Hand.

427.36

500 Informational Guides for

99.<sup>00</sup>

Advocates

} Includes  
paper and printing

Requested Funding Dates:  
(please check one)



July 2004 - September 2004



October 2004 - December 2004



Other Dates Needed - As Explained in Application



**Social Service Funding Application Narrative:  
Citizen Advocacy of South –Central Indiana, Inc.**

**Mission Statement:** *Citizen Advocacy of South-Central Indiana, Inc. values one-to-one relationships between citizens with and without disabilities.*

Citizen Advocacy of South-Central Indiana, Inc. (CASCI, Inc.) is the direct result of the 1998 Service Planning by Assessing Needs and Measuring Capacity for Monroe County Report. It noted that individuals with disabilities face a number of challenges and barriers, including a lack of information on services, limited access to services that promote independence, and negative attitudes of some members of the public toward people with disabilities. In addressing these concerns the SPAN-MC called for increased coordination to expand options for independent living, public awareness efforts, increased advocacy efforts, opportunities for individuals with disabilities and those without disabilities to work together, and the development of stronger peer support mechanisms. Through the efforts of several community agencies, representatives of Self-advocates of Monroe County (SAMC); Options for Better Living, Inc. (Options); Stone Belt Center (SBC); Southern Indiana Center for Independent Living (SICIL); and Abilities Unlimited; Inc. met over several months, with the result being CASCI, Inc., a new program to serve a unique role in our community.

Based on successful models in the United States, Australia, the United Kingdom, and Canada, CASCI, Inc. matches individuals with disabilities (Partners) who need and desire someone to assist them in negotiating systems, to improve the quality of their services, and/or to provide practical assistance and freely-given companionship, with citizens (Advocates) who possess personal qualities and talents that "fit" with the personal qualities and needs of their Partner. Our Coordinator assesses the need of individuals with disabilities desiring support, recruits and trains advocates, and provides support to promote long-term relationships.

We presently have many individuals with disabilities on a waiting list who desire Advocates; each potential Partner has different needs, but each one seeks that special friend who cares about her or him; Advocates who will bring them into community life and everyday activities, not because they are paid by a service agency to do so, but because they truly want to do so...as a friend.

We are in need of financial assistance in order to help promote our pressing need for volunteer Advocates as well as "spreading the word" that our organization exists for those who have disabilities. We seek the funds to print the brochures, handouts (*Sharing the Stories, Fact Sheets*), and other materials that will help us in our mission. Options for Better Living will contribute to this program by providing the computer space and office space necessary for developing the materials. We seek \$1180.00 for the development and printing of these materials which will be hand delivered to service agencies, philanthropic organizations, and faith communities (churches, synagogues, etc.). This format will allow

a Board Member and/or Coordinator, as well as other volunteers, to meet face-to-face with a representative of each group in order to explain our desire to make our presence known in a community that honors the needs of others.

Jo Gilbertson  
Co-President, CASCI, Inc.

**Citizen Advocacy of Central Indiana, Inc.**  
**Statement of Financial Position**  
**As of March 31, 2004**

Assets

<i>Current Assets</i>	
Cash In Bank	\$ 195.00
Due To/From Options	(0.00)
Other Current Assets	
<b>Total Current Assets</b>	<b>\$ 195.00</b>
<i>Property and Equipment</i>	
Equipment	\$ 1,010.88
Less: Accum Depreciation	(353.80)
<b>Net Property and Equipment</b>	<b>\$ 657.08</b>
 <b>Total Assets</b>	 <b>\$ 852.08</b>

Liabilities and Net Assets

<i>Liabilities</i>	
Accounts Payable	\$ -
<b>Total Liabilities</b>	<b>\$ -</b>
<i>Net Assets</i>	
Fund Balance	\$ 5,699.13
YTD Net Income (Loss)	\$ (4,847.05)
<b>Total Net Assets</b>	<b>\$ 852.08</b>
 <b>Total Liabilities and Net Assets</b>	 <b>\$ 852.08</b>



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Community Kitchen of Monroe County, Inc.

Agency Address: 917 S Rogers / PO Box 3286

Bloomington IN 47402

Agency Phone Number: (812) 332-0999

Agency E-mail address: Kitchen@bloomington.in.us

Agency Website: www.bloomington.in.us/~Kitchen

President of Board of Directors –  
June 2004: James P. Becker

Name of Person to Present  
Application to Committee: Vicki Pierce

### Director Information:

Director of Agency: Vicki Pierce

Director's Address: PO Box 3286 Bloomington IN 47402

Phone Number: (812) 332-0999

Director's E-mail Address: Kitchen@bloomington.in.us

### Grant Writer Information:

Application Writer: Vicki Pierce

Writer's Address: PO Box 3286 Bloomington IN 47402

Phone Number: (812) 332-0999

Email Address: Kitchen@bloomington.in.us

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Community Kitchen of Monroe County, Inc.

Address where program or project will be facilitated or housed:

917 S Rogers / 1100 W 11th St / 1010 S Walnut

Name of Project/Program facilitator:

Vicki Pierce

Facilitator Contact Information:

(same as previous page)

### Program Information:

Title of Program or Project:

Free Meals Service (Site repairs/Equipment)

Total Cost of Project:

\$ 7,780.00

Requested SSF Amount:

\$ 7,780.00

Other Funds Expected for Project:

0

### Funding Information:

*Examples:*

*Tables*

*5 tables @ \$12.00 each*

*Chairs*

*20 chairs @ \$8.00 each*

*Copy Machine*

*\$1,000*

List Of Items

Cost of Each Items

(1) Door Replacement

\$ 1,920

(1) Garbage Disposer

\$ 225

(7) Kitchen Grade Shelving 2 @ 290.25 / 5 @ 262.95 + shipping \$2,635

(1) Dish Machine

\$ 3,000

Requested Funding Dates:  
*(please check one)*

July 2004 – September 2004

October 2004 – December 2004

Other Dates Needed - As Explained in Application



Common Council Social Services Funding Application 2004  
Community Kitchen of Monroe County, Inc.

**Community Kitchen (CK/the Kitchen) is respectfully requesting a one-time grant of \$7,780 to replace the kitchen door and the dish machine at the S. Rogers Street Kitchen; purchase and install a garbage disposer at CK Express; and purchase kitchen-grade shelving for our office/storage facility at 1010 S. Walnut.**

The mission of Community Kitchen is "to work alone and in collaboration with others, to eliminate hunger in Monroe County and surrounding areas, through direct service, education and advocacy." Community Kitchen has provided warm, nutritious meals to anyone in need since 1983. In 2003 the Kitchen served 119,382 meals to such individuals. Of those meals, 33% went to children under the age of eighteen. Hot meals are served on site at 917 S. Rogers Street and for carryout at 1100 W. 11<sup>th</sup> Street (CK Express) from 4-6pm each Monday through Saturday. Meals are also provided to at-risk children through the Summer Breakfast Program and the Feed Our Future program for youth serving agencies.

**Addressing a previously identified priority:** The recent Service Community Assessment of Needs (SCAN) has identified hunger as a significant issue in our community. SCAN results indicate that many low-income families report a problem paying for food (39% of families with household income less than \$25,000; and 43% of families with household income less than \$15,000) and report having sought emergency supplemental food assistance in the previous twelve months (23% of families with less than \$25,000 household income and 34% of families with less than \$15,000 household income). The 119,382 meals served by the Kitchen in 2003 represent a 45% increase over the 82,068 meals provided just a few years ago, in 2000. One-third of the meals served by Community Kitchen in 2003 went to children and another one-third went to seniors, both populations identified vulnerable by the 2003 SCAN report. The Kitchen's hunger relief programs have also met funding priorities as determined 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 our ongoing operations. All four requests have important implications for our ability to provide services in the most safe and cost-effective ways. They are explained in priority order:

1. Replace the back door from the loading dock into the kitchen at the S. Rogers Street Kitchen. The loading dock (repaired last year through the support of the Common Council Social Services Committee) provides level access to the large kitchen door, often used when large deliveries of food and equipment are received. This is also the only immediate exit out from the kitchen without going through the dining room. The door was damaged in the winter when some rainwater poured over guttering and into the door hinges and froze. In the process of closing the door completely and properly the hinges were stripped and the door was damaged. It works but one has to throw his/her whole body into it to get it open. It is a potential problem in case of emergency. Since we want to ensure the ability of people to be able to exit the building safely in an emergency, this is our first priority. This project will cost \$1,920. (See attached quote from Todd & Langley Construction.)
2. Purchase and install a garbage disposer at CK Express. Community Kitchen Express is a carryout facility provided to CK by Bloomington Township. Though food is not prepared there, it is transported in containers that are washed out at the end of the serving shift and returned to S. Rogers for washing. In order to prevent food from being washed down the drain and to protect the plumbing in the Express building, we need to install a garbage disposer at the Express location. The cost for this equipment will be \$225. (See attached quote from Gooldy & Sons, Inc.)



3. Purchase metal kitchen-grade shelving for the 1010 S. Walnut Street office and storage facility. 1010 S. Walnut is another facility provided to Community Kitchen by Perry Township for extra office and storage space. We are not currently able to maximize our storage abilities at 1010 S. Walnut because we need more shelving. In addition to the need for extra shelving, the shelving that is there is wooden and not strong enough for the volume of commodities being stored. The shelves have had to be reinforced several times. Because of limited space at the S. Rogers Street facility, maximizing the storage space at 1010 S. Walnut is paramount. The metal kitchen-grade shelving would allow us to store much more food, including more cases of commodities, which come in large shipments four times each year. This project will enable us to take full advantage of our limited amount of storage space and will cost \$2,635. (See attached quote from Adirondack.)
4. Replacing the dish machine at the S. Rogers Street Kitchen. The current dish machine, though still functional, is quite old and parts are starting to corrode through. It is currently maintained for us by Consolidated Restaurant Services, Inc. but really needs to be replaced. We would much prefer to replace it at this time rather than wait for it to become an immediate necessity. However, this is the least pressing of our requests at this time. The cost for replacing and installing the dish machine will cost \$3,000. (See attached quote from Consolidated Restaurant Service, Inc.)

Summary of one-time investment requests:

✓ Replace kitchen door	\$1,920
✓ Purchase and install garbage disposer	\$225
✓ Purchase kitchen-grade shelving	\$2,635
✓ Replace dish machine	\$3,000

**Fiscal leveraging and contribution to program:** With the increase in the need for our services over the past several years and the expansion to a second site, both during a time of economic downturn, CK has worked to minimize operating costs and provide our services in the most efficient manner possible. Receiving Common Council funds for these projects will enable Community Kitchen to make necessary changes to keep our operating costs manageable. Being able to meet community needs in a safe and cost effective manner endears Community Kitchen to the community and potential donors, and therefore strengthens community support and the health of the agency.

**Provide broad and long-lasting community benefits:** Community Kitchen's 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 individuals and families. Proper nutrition helps ensure success in school and work, and better physical and mental health.

The items requested for Common Council Social Services funding would provide long-term investments in equipment and infrastructure. They are investments for the safety and efficiency of the agency and will last many years into the future. These investments also help enhance the Kitchen's partnerships with Perry and Bloomington Townships, which own the facilities and provide them to Community Kitchen in order to ensure access to meals for those in need.

Community Kitchen appreciates the Committee and the Council's past support and consideration of its request for 2004 Social Service funding. Thank you.

Attachments:

- ✓ Quote from Todd & Langley Construction, Inc. for door replacement
- ✓ Quote from Gooldy & Sons, Inc. for garbage disposer
- ✓ Quote from Adirondack for shelving
- ✓ Quote from Consolidated Restaurant Services, Inc. for dish machine replacement
- ✓ CK 2004 Budget and 2003 Unaudited Balance Sheet (2003 professional audit has been contracted but will not be completed until summer; 2002 audited financial statements are available on request and on file with the HAND Department)



# Proposal

Page No.

of

Pages.

**TODD & LANGLEY CONSTRUCTION, INC.**P.O. Box 3008  
Bloomington, Indiana 47402  
(812) 333-1773

FAX 332 1937

PROPOSAL SUBMITTED TO <b>COMMUNITY KITCHEN</b>		PHONE	DATE <b>4-16-04</b>
STREET <b>917 S. RODGERS ST.</b>		JOB NAME <b>DOOR + FRAME REPLACEMENT</b>	
CITY, STATE AND ZIP CODE <b>BLOOMINGTON IN</b>		JOB LOCATION <b>LOADING DOCK DOOR</b>	
ARCHITECT	DATE OF PLANS	ATTN <b>TIM CLOWER</b>	JOB PHONE

We hereby submit specifications and estimates for:

OUR PRICE OF 1920<sup>00</sup> INCLUDES THE FOLLOWING:

- 1 NEW 4' X 7' HOLLOW METAL BOLT IN FRAME
- 1 NEW 4' X 7' HOLLOW METAL DOOR.
- ALL NEW W. STRIP
- NEW FLAT THRESHOLD
- NEW HINGES
- DRIP SWEEP
- PAINT 2 COATS OF OIL BASE PAINT
- REUSE OLD DOOR KNOB AND DEAD BOLT
- REINSTALL EXISTING SCREEN DOOR

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

**NINETEEN HUNDRED AND TWENTY** <sup>00</sup> dollars (\$ **1920** <sup>00</sup> ).

Payment to be made as follows:

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

Authorized Signature

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

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

Signature \_\_\_\_\_

Signature \_\_\_\_\_

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



FAX # 532-1957

# Proposal

Page No.

1 of 1

Pages

## GOOLDY & SONS, INC.

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

1075

PROPOSAL SUBMITTED TO <b>COMMUNITY KITCHEN EXPRESS</b>		PHONE <b>332-0999 (OFFICE)</b>	DATE <b>4/13/2004</b>
STREET <b>1100 WEST 11<sup>TH</sup> STREET</b>		JOB NAME <b>NEW GARBAGE DISPOSER</b>	
CITY, STATE and ZIP CODE <b>BLOOMINGTON</b>		JOB LOCATION <b>COMM. KITCHEN EXPRESS 1100 WEST 11<sup>TH</sup> STREET</b>	
ARCHITECT	DATE OF PLANS	ATTN: <b>TECH</b>	JOB PHONE <b>332-7107</b>

We hereby submit specifications and estimates for:

**NEW ENGINEERED 1/2 HP. GARBAGE DISPOSER = 80<sup>00</sup>**

**1107 MISC. MATERIALS, ELECTRICAL, PLUMBING, HARDWARE ETC. = 45<sup>00</sup>**

**INSTALLATION/LABOR = 100<sup>00</sup>**

**TOTAL = 225<sup>00</sup> MAX!**

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

Payment to be made as follows:

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

**NET DUE 30 DAYS**

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

Authorized Signature \_\_\_\_\_

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

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

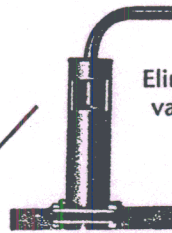
Signature \_\_\_\_\_

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

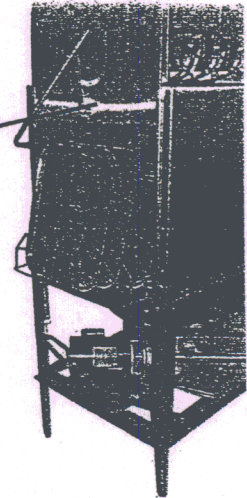
Signature \_\_\_\_\_

# "30-5" Series by **ADS**

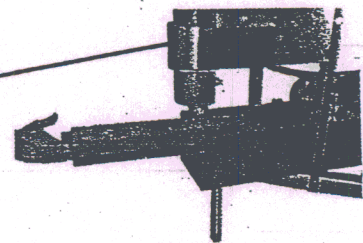
The SERVICEABLE Machine



(Air Gap fill)  
Eliminates the need for check valves and vacuum breakers



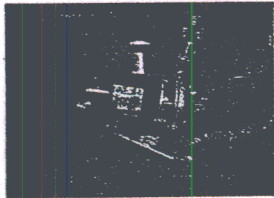
(20.5" Door Clearance)  
Perfect for pizza applications.



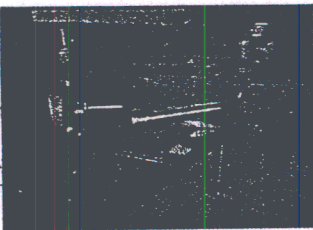
(Diagonal Scrap Trap)  
Provides easy screen removal in both corner and pass-through models

(Dual Screens)  
Protect intake of pump.

(Quick Service Pump)  
Pump slides forward providing for easier repair.



(Swift Plumbing Removal)  
All plumbing is connected using zero-interference Stainless/Terelene Couplers.



Corner trap sump with built-in scrap accumulator

Save time and money by reducing labor.  
You can now machine wash that which was once washed by hand.

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# PROPOSAL

## CONSOLIDATED RESTAURANT SERVICES INC.

P.O. Box 2027  
BLOOMINGTON INDIANA 47402  
BMG (812) 333-4413  
IND (800) 345-8475

*Community Kitcher*

PROPOSAL IDENTIFICATION <i>P.O. Box 3286</i>	PHONE <i>332-0999</i>	DATE <i>4-15-04</i>
STREET <i>Bloomington Ind 47402</i>	JOB NAME	
CITY, STATE and ZIP CODE	JOB LOCATION	
ARCHITECT	DATE OF PLANS	JOB PHONE

We hereby submit specifications and estimates for:

*C.R.S.*

*will provide & install 1-3DS ADS. Dish machine*

*COST: \$2950<sup>00</sup>*

*LABOR 0*

*MATERIALS \$50<sup>00</sup>*

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

*three thousand & <sup>NO</sup>/<sub>100</sub>* \_\_\_\_\_ dollars (\$ *3,000<sup>00</sup>* ).

Payment to be made as follows:

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

Authorized Signature *Dennis K. Hester*

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

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

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

Signature \_\_\_\_\_

Signature \_\_\_\_\_



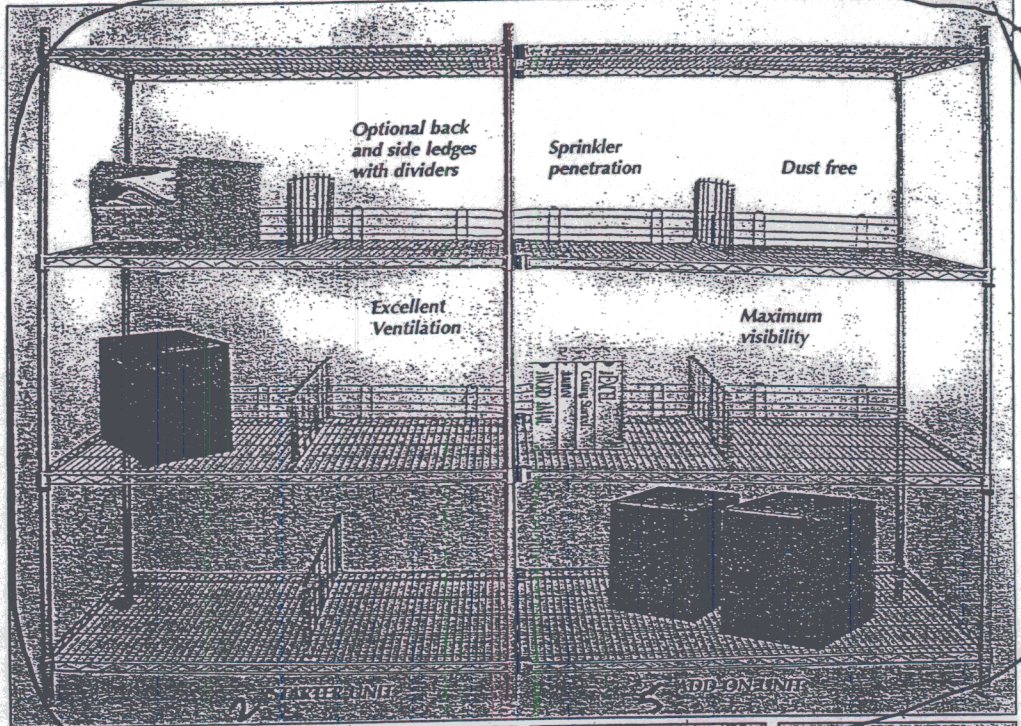
# Versatile Adjustable Chrome Shelving

QUICK  
S-H-I-P

NEW

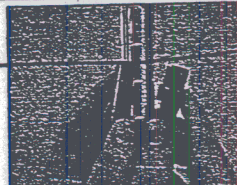
Modular wire construction provides easy to clean surface with air circulation, better visibility, sprinkler access; won't accumulate dirt and dust. Shelves easily adjust on 1" increments with numbered posts. 600 lb. weight capacity. All post have adjustable feet for uneven floors. Maintenance free, bright high gloss chrome plated finish. Assembles in minutes without any tools.

#SHW100  
low as  
**\$124**  
in qty.

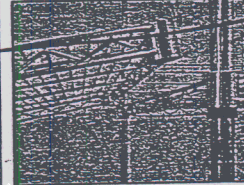


UP TO 2400 LB.  
CAPACITY  
PER UNIT!

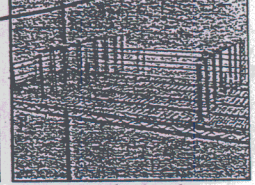
**GREAT  
VALUES**



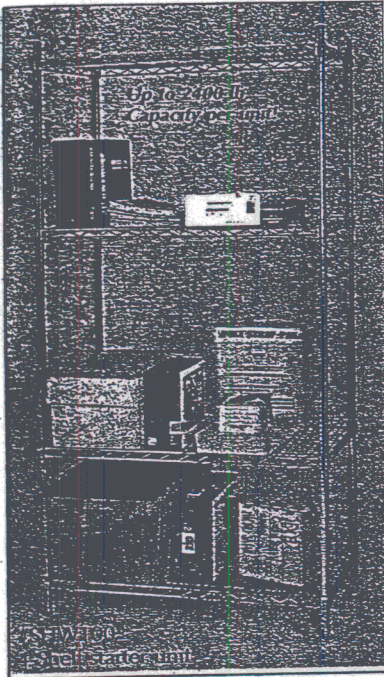
Sleeves snap easily around numbered posts



Two "S" Hooks are used to connect add-on and starter wire shelves



Convenient optional ledges and dividers



STARTER UNIT has 4 posts, 4 shelves, and snap sleeves that secure shelves to posts.  
ADD-ON UNIT has 2 posts, 4 shelves, and snap sleeves and 8 "S" shelf hooks.

STARTER Model #	Price Each		W" x D" x H"	ADD-ON Model #	Price Each	
	1-5	6+			1-5	6 or more
SHW100	\$137.25	\$124.00	36 x 18 x 63	SHW200	\$113.75	\$107.95
SHW102	169.95	159.95	48 x 18 x 63	SHW202	146.50	138.95
SHW104	199.95	189.95	60 x 18 x 63	SHW204	175.50	166.75
SHW106	233.25	221.50	72 x 18 x 63	SHW206	209.75	199.25
SHW108	173.50	164.00	36 x 24 x 63	SHW208	149.95	142.50
SHW110	204.25	193.95	48 x 24 x 63	SHW210	180.75	171.75
SHW112	244.75	232.50	60 x 24 x 63	SHW212	221.25	210.25
SHW114	293.95	279.50	72 x 24 x 63	SHW214	270.50	256.95

STARTER Model #	Price Each		W" x D" x H"	ADD-ON Model #	Price Each	
	1-5	6+			1-5	6 or more
SHW116	\$143.25	\$135.95	36 x 18 x 74	SHW216	\$116.70	\$110.95
SHW118	175.85	165.95	48 x 18 x 74	SHW218	149.50	141.95
SHW120	204.90	194.95	60 x 18 x 74	SHW220	178.50	169.50
SHW122	238.95	226.50	72 x 18 x 74	SHW222	212.50	199.95
SHW124	179.95	169.95	36 x 24 x 74	SHW224	152.95	145.25
SHW126	209.95	199.50	48 x 24 x 74	SHW226	183.50	174.50
SHW128	250.50	237.95	60 x 24 x 74	SHW228	224.25	212.95
SHW130	299.95	285.95	72 x 24 x 74	SHW230	273.50	259.95

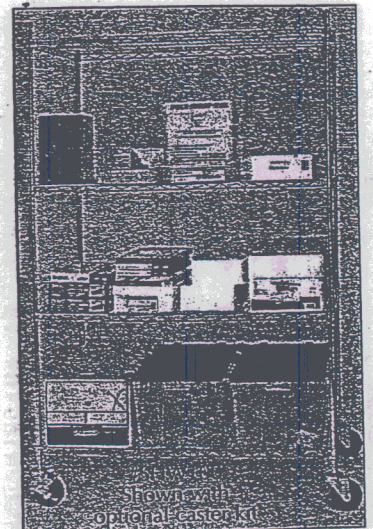
STARTER Model #	Price Each		W" x D" x H"	ADD-ON Model #	Price Each	
	1-5	6+			1-5	6 or more
SHW140	\$149.50	\$142.25	36 x 18 x 86	SHW240	\$119.95	\$113.95
SHW142	182.50	175.75	48 x 18 x 86	SHW242	152.50	144.95
SHW144	211.50	199.95	60 x 18 x 86	SHW244	181.95	172.50
SHW146	245.95	233.50	72 x 18 x 86	SHW246	215.75	204.95
SHW148	185.75	176.50	36 x 24 x 86	SHW248	156.25	148.75
SHW150	215.95	205.50	48 x 24 x 86	SHW250	186.95	177.50
SHW152	256.95	244.25	60 x 24 x 86	SHW252	227.50	215.95
SHW154	306.50	290.95	72 x 24 x 86	SHW254	276.75	262.95



Utility Cart: Multi-Purpose Cart has 1001 uses! Same modular construction and features as shelving units above. Comes with 4 heavy-duty 5" rubber swivel casters; 2 with brakes. Convenient easy-hold curved handles make any material transport safe, easy, and efficient. Overall Size: 18" W x 36" L x 42" H

#SHW151...\$99.00 ea., 3+...\$89.00  
Wire Ledges (sold in qty. of 2)

Model #	L" x H"	Price Each
SHW170	18 x 4	\$6.25
SHW172	24 x 4	7.25
SHW174	36 x 4	10.25
SHW176	48 x 4	12.50
SHW178	60 x 4	14.50
SHW180	72 x 4	15.50



Caster Kit: Allows you to convert any of the above units into a mobile shelf truck. Kit contains 4 heavy-duty 5" rubber swivel casters; 2 with brakes. #SHW300 .....\$24.95/kit

Wire Shelf Dividers (sold in qty. of 2)


Model #	L" x H"	Price Each
SHW182	18 x 8	\$7.95
SHW184	24 x 8	10.50



S COMMUNITY KITCHEN  
 H T PO BOX 3286  
 I O BLOOMINGTON IN 47402  
 P

O  
 R COMMUNITY KITCHEN  
 D B VICKY PIERCE  
 E Y PO. BOX 3286  
 R BLOOMINGTON IN 47402  
 E  
 D

B COMMUNITY KITCHEN  
 I T PO BOX 3286  
 L O BLOOMINGTON IN 47402  
 L

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 AND INSTITUTIONAL FURNITURE  
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 LONG ISLAND CITY, NY 11106

DATE	PAGE
4/16/04	1

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 800-221-2444  
 FEDERAL E.I. NO. 13-195-1943

## FAX QUOTATION

FREIGHT IS PREPAID AND WILL BE  
 ADDED TO THE INVOICE.

QUOTATION VALID THROUGH 5/30/04

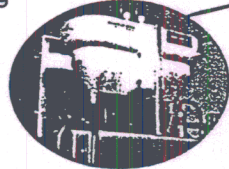
ADDD QUOTE NUMBER 2508		CUSTOMER REFERENCE NO.		CUSTOMER ACCOUNT NUMBER 2086585	
QUANTITY	STYLE NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT	
2	SHW154	24"DX72"WX86"H-4 SHELVES-STARTER	290.95	581.90	
5	SHW254	24"DX72"WX86"H-4 SHELVES-ADD ON	262.95	1,314.75	
		MERCHANDISE		1,896.65	
		SHIPPING/HANDLING		738.27	
		TOTAL AMOUNT		2,634.92	

04/16/04 09:55:42

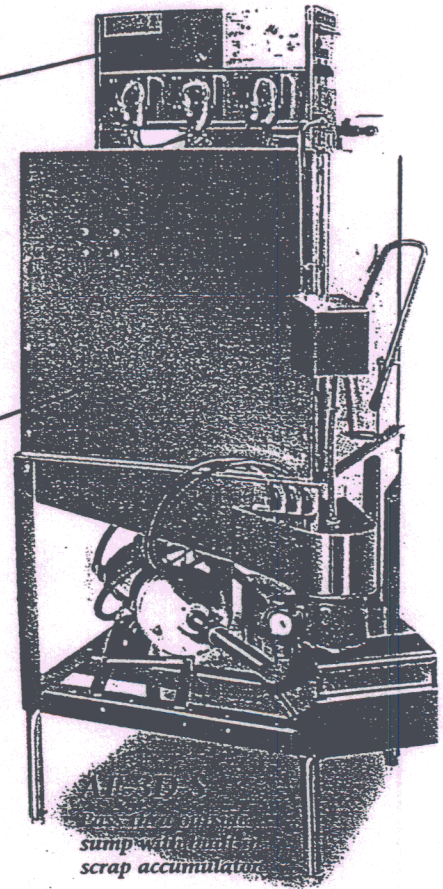
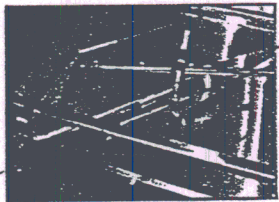
8123321937 COMMUNITY KITCHEN Page 002



(Additional Options)  
Also available with solid  
chemical dispensing



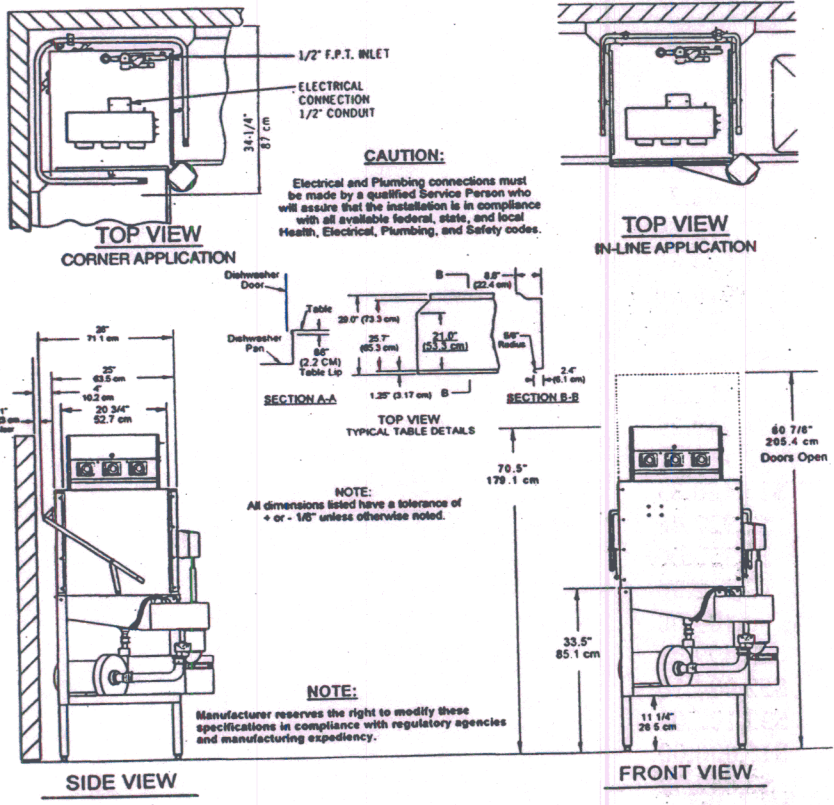
(Stainless Steel Spray Bases,  
Bayonets, and Manifold Couplings)  
Allows for quick release spray arm  
removal for ease of cleaning



- Convertible Design
- Great door clearance 20.5"
- Quick Service 1 1/2 HP pump
- Quick release spray arms
- Stainless steel air gap

- Run indicator light
- Simple to clean
- Available with solid chemical dispensing

\$ 2,950<sup>00</sup>



**ADS**  
American Dish Service  
Manufacturers of Ware Washing Equipment  
www.americandish.com  
**3D-S Series SPECIFICATIONS**

	FAMILY MODELS	
	AF-30S	AH-30S
	AFC-30S	AHC-30S
RATED CAPACITY (Racks/Hr.)	37	23
WASH TIME (Sec.)	45	75
RINSE TIME (Sec.)	30	60
DWELL (Sec.)	15	15
TOTAL CYCLE TIME (Sec.)	90	150
WATER TEMPERATURE (Supply)	120° F Min. 49° C Min.	
WATER CONSUMPTION	2.2 Gallons Per Cycle 8.3 Liters Per Cycle	
MOTOR	1.5 HP 1.125 KW	
ELECTRICAL RATINGS	115 Volts Single Phase	
Connect to Supply Source using 10-12 AWG copper wires. Circuit Protection: 20 AMP Circuit Breaker or Fuse with a 20 AMP Rating.		
RACK SIZE	19 3/4" x 19 3/4" 50.2 cm x 50.2 cm	
DOOR CLEARANCE	20 3/4" x 20 1/2" 52.7 cm x 52.1 cm	
WATER INLET	1/2" F.P.T.	
DRAIN (Scrap Trap)	2" Pipe	
HEIGHT (Door Open)	60 7/8" 205.4 cm	
HEIGHT (Door Closed)	70 1/2" 179.1 cm	
WIDTH (Overall)	33 1/2" 85.1 cm	
WIDTH (Table to Table)	25" 63.5 cm	
DEPTH (Overall)	34 1/4" 86.9 cm	
SHIPPING WEIGHT	295 lb. 133.8 kg.	
SHIPPING VOLUME	56.25 cu. ft. 1.59 cu meters	

ADS has built a strong history based on Customer Service, Quality and Reliability. A Commitment to Excellence is the driving force behind American Dish Service.

Toll Free Phone Fax  
900 Blake Street, Edwardsville, KS 66111-3820 (800) 922-2178 (913) 422-3700 (913) 422-6630

Effective 10/02



**2003 Unaudited Income & Expense Statement**  
**Community Kitchen of Monroe County, Inc.**

***Income***

Uncategorized	\$400.00
Business/Professional	\$11,668.57
CDBG Grant	\$18,057.66
Churches	\$6,407.72
Civic	\$7,068.93
Collection Cans	\$5,000.33
CROP Walk	\$451.19
EFSP/FEMA Grant	\$4,300.60
Individual Contributions	\$121,201.89
Interest	\$48.81
Local Government	\$9,500.00
Misc. Grants	\$2,370.00
Reimbursements	\$5,677.22
Special Events	\$15,994.50
Taste of Bloomington	\$4,291.31
United Way Community Services	\$39,362.09
In-Kind Food Donations	\$52,004.16
In-Kind Labor Donations	\$33,102.02
In-Kind Rent Donations	\$5,000.00
In-Kind Other Donations	\$2,642.32
<b>Total Income</b>	<b>\$384,549.32</b>
Net Profit (Loss) Funds	\$2,188.06
<b>Expansion/Reserve Account</b>	
Balance 1/1/03	\$20,726.42
Transfers to Operating Account	(\$12,700.00)
Interest	\$16.68
Balance 12/31/03	\$8,043.10

***Expenses***

Auto Expense	\$ 3,262.62
Classified Advertising	\$255.36
Food & Beverage	\$13,532.22
Fundraising	\$3648.71
Insurance	\$20,192.19
Kitchen Supplies	\$11,554.64
Printing	\$910.00
Office Equipment	\$180.00
Office Supplies	\$2,467.68
Organization Memberships	\$12.00
Other/Misc.	\$1,549.25
Payroll Expenses	\$192,733.82
Payroll Taxes	\$15,480.83
Postage	\$2,922.48
Professional Audit	\$3,350.00
Repairs & Maintenance	\$3,952.35
Staff Training	\$109.00
Utilities	\$3,499.61
In-Kind Food Expense	\$52,004.16
In-Kind Labor Expense	\$33,102.02
In-Kind Rent Expense	\$15,000.00
In-Kind Other Expense	\$2,642.32
<b>Total Expenses</b>	<b>\$382,361.26</b>

# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: El Centro Comunal Latino, Inc.

Agency Address: United Way of Monroe County  
441 S. College Ave. Bloomington, IN 474

Agency Phone Number: (812) 332-9532

Agency E-mail address: elcentro@bloomington.in.us

Agency Website: N/A

President of Board of Directors –  
June 2004: Esther Vargas

Name of Person to Present  
Application to Committee: Jessica Hernandez

### Director Information:

Director of Agency: N/A

Director's Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Director's E-mail Address: \_\_\_\_\_

### Grant Writer Information:

Application Writer: Jessica Hernandez

Writer's Address: 750 Woodbridge Drive Blmgt., IN 474

Phone Number: (812) 330-0853

Email Address: jnhernan@indiana.edu

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***



# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

El Centro Comunal Latino, Inc.

Address where program or project will be facilitated or housed:

441 S. College Ave.

Name of Project/Program facilitator:

Esther Vargas

Facilitator Contact Information:

(812) 332-9832; elcentro@bloomington.in.us

### Program Information:

Title of Program or Project:

Operationalization of administrative office.

Total Cost of Project:

\$6,000.00

Requested SSF Amount:

\$4,388.92

Other Funds Expected for Project:

Funds raised from Fiesta Comunal Campaign

### Funding Information:

Examples:

Tables

Chairs

Copy Machine

List Of Items

5 tables @ \$12.00 each

20 chairs @ \$8.00 each

\$1,000

Cost of Each Items

please see attachment.

Requested Funding Dates:  
(please check one)

July 2004 – September 2004

October 2004 – December 2004

Other Dates Needed - As Explained in Application



## Spring 2004 Jack Hopkins Social Services Funding Program Application

El Centro Comunal Latino, Inc. (CCL) is a grassroots, community-based organization whose aim is to create an accessible and safe space for all Latinos, with a focus on Spanish-speaking community members. Indiana's Latino population has doubled over the last inter-censal interim, owing largely to the rapid in-migration of Mexican nationals. The increased migration and settlement of Latinos presents statewide challenges and opportunities in many areas including: education, healthcare, employment, criminal justice, housing, and transportation.

CCL was developed by representatives of a broad-based consortium of local community and social service organizations in 2000, in response to the integration difficulties faced by Bloomington's emerging Latino population. According to the late Governor Frank O'Bannon's "Latinos in Indiana: Characteristics, Challenges, and Recommendations for Actions," from the Indiana Commission on Hispanic/Latino Affairs, some of these obstacles include: low-levels of formal education, accompanied by high drop-out rates; limited English proficiency, along with lack of English as a Second Language training for adults, as well as for school children; lack of Spanish-speaking/culturally competent staff among government and non-government agencies; lack of health care; difficulty obtaining drivers licenses; racial profiling by law enforcement; problems of language accommodation in the workplace, particularly with regards to safety; high poverty rates; underpaying of wages; and poor living conditions and overcrowding (2002).

CCL's primary goals are to facilitate access to resources; offer reliable information regarding health, safety, education, and work-related issues; and to serve as a liaison between Latinos and the greater Bloomington community. Ultimately, CCL seeks to assist the successful integration of Spanish-speaking immigrants by establishing a cohesive network of services through collaboration with local agencies and institutions. These goals are in line with the 2003 SCAN report, which classifies Latinos as a "Vulnerable Population," and demonstrates that there is a need to address, (among others), the following issues: *language barriers; prenatal care for Hispanic women; mental health problems; substance abuse; spousal abuse; health services and program regulation presented in a culturally-appropriate format; legal challenges; understanding of rights; more bilingual personnel in the judicial system; lack of outreach services for low income populations; removing employment barriers; lack of multilingual staff in organizations who want to reach out.*

CCL has been reaching out to the community as a whole in addressing most of the above. For example, CCL created and offered a health interpreters training program in Bloomington last year, with the assistance of Wishard Hospital Hispanic Health Services and City of Bloomington Parks and Recreation People's University. CCL representatives have also provided translation and interpretation services in hundreds of legal, medical, educational, and community agency situations, resulting in better quality of services to the targeted group. For example, the City of Bloomington's Community and Family Resources Department has relied on CCL to provide interpretation for the following organizations: Head Start, Dental Care Center of Monroe County, 5<sup>th</sup> 3<sup>rd</sup> Bank, Habitat for Humanity, Salvation Army Childcare Facility, and the Bloomington Police Department.



Under the direction of a new, 'working' Board of Directors, CCL gained non-profit status in 2004, and recently opened an administrative office at United Way of Monroe County building. From this centralized location, CCL's current services will include: orientation for new residents, interpreting and translation, health and legal consultations, informational referral services, education and training programs, outreach to the greater community (cultural awareness to non-Latinos), and diversity education training for service providers. As confirmed by the SCAN Report, such services are an ongoing need in the community, particularly as the Latino population continues to grow at a relatively fast pace. In the fiscal year 2002-2003, CCL served 430 unduplicated clients, and we estimate that in fiscal year 2003-2004, we will serve 650. Of these, the overwhelming majority were city residents and income eligible. At the same time that services to the Latino community become centralized, we expect our client base to double to 1,300 served during fiscal year 2004-2005.

Many resources are needed to provide the aforementioned services, and our most pressing need is to establish a 'full-service' office. For this reason, we request \$4,388.92 from the Jack Hopkins Social Service Funding Committee, to be used to purchase the following items: 2 desktop computers with accompanying desks and chairs, 3 guest chairs for the reception area, 1 lacer copy/print/scan machine, 1 fax machine, and professional text translation software. These funds qualify as a one-time investment because once we have established a functional office we will have the means necessary to continue serving our clientele on a larger scale, while simultaneously amplifying our grant-seeking and efforts. Through fiscal leveraging in the form of: a) a volunteer staff, b) creating collaborative programs with other agencies, such as the City of Bloomington's Community and Family Resources Department, and c) holding fundraising events like our recent *Fiesta Comunal*, which raised \$3,000, we plan to absorb current operational costs, as we actively seek major funding sources for the near future.

CCL's services and our many recent accomplishments demonstrate that CCL has the capacity to successfully implement programs of high leverage and act on and respond to the community's immediate needs relative to the growing Latino population. These programs have also enhanced many local agencies' programming and projects, by pooling resources to overcome disparities in service provision to the targeted population, and hence to the community as a whole. Thus far, CCL has been working from borrowed spaces or from its volunteers' homes. Given the continuing need for CCL's services, financial assistance is needed to furnish and 'operationalize' our new administrative office, so that we have the tools needed to coordinate and launch programs for major impact.

According to the Indiana Commission on Hispanic/Latino Affairs, "while numerous state and private interests have been mobilized to assist in the group's accommodation, and substantial progress has been made, much remains to be done (2002)." This is especially true in cities like Bloomington which have only recently experienced an influx of Spanish-speaking Latino residents. CCL strives to fill these gaps in our community by building a service infrastructure through meaningful, concerted activity that complements and expands existing services to meet the critical social and economic needs of this vulnerable population. Through financial support of El Centro Comunal Latino, Inc. the city of Bloomington will join CCL in converting challenges into opportunities for growth, education, and cooperation- ultimately allowing our community to become a model for statewide efforts to integrate Latino Hoosiers, amidst these waves of change.

**EL CENTRO COMUNAL LATINO, INC.**  
**\*\*\*REVISED\*\*\* Program Budget**

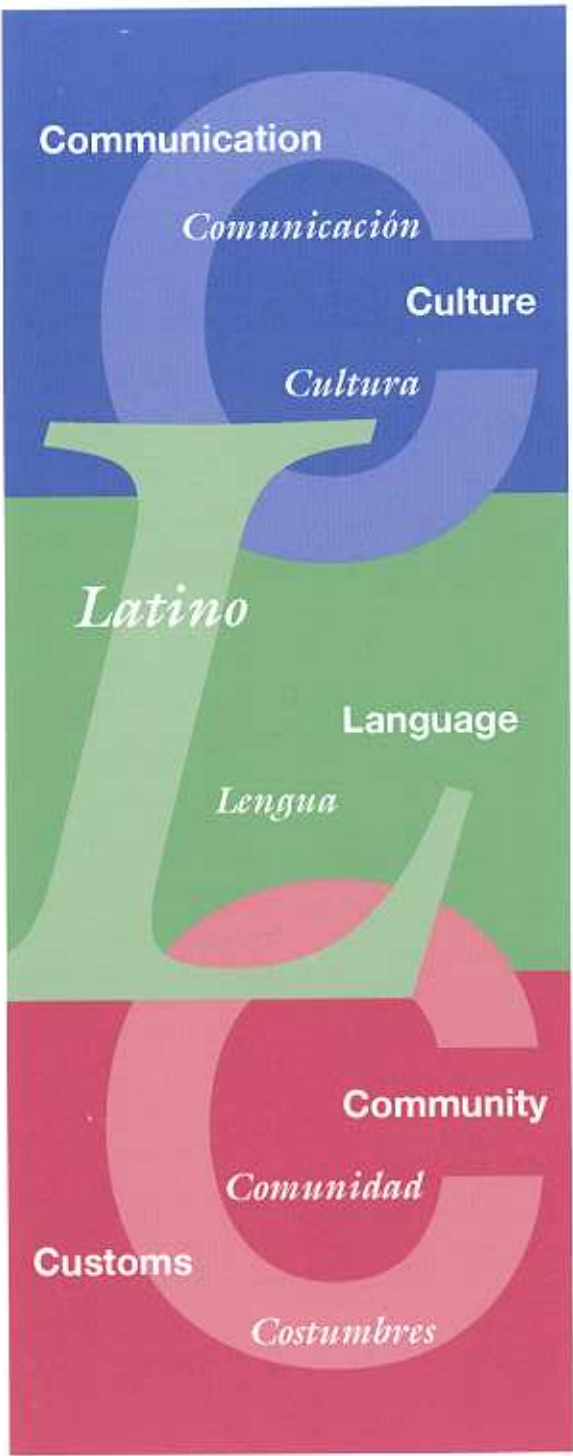
<b>Expenditures</b>	<b>Proposed Budget</b>	<b>Revised Budget (5/17/04)</b>
Professional Text Translation Software ESI	375.00	375.00
4600 Dimension Dell Computer (2)	1,596.00	0 (\$1596 received in kind)
Personal Laser Copier with Scanner/Printer	450.00	450.00
Fax Machine	200.00	200.00
Computer Workstations (2)	600.00	600.00
Bookcases (4)	400.00	400.00
Executive Chairs for Workstation (2)	339.98	169.99 (\$169.99 received in kind)
Reception/Guest Chair (4)	187.96	187.96
Vertical File Cabinets (2)	239.98	119.99 (\$119.99 received in kind)
<b>TOTAL</b>	<b>\$4,388.92</b>	<b>\$2,502.94</b>

*Note: All furniture estimates from the local Staples.*

**End-of-Year Financial Statement**

<b>Source of funding</b>	<b>How funds were solicited</b>	<b>Amount Raised</b>
Benefit Dance	Entrance tickets	595
Jump on the Bus	Media	530
Benefit Dinner	E-mail	80
Donation from a Latino Group	Merge	131
		<b>Total: \$1,336</b>





El Centro  
Comunal Latino, Inc.  
United Way of Monroe County  
441 S College Ave.  
Bloomington, IN 47403



## Mission Statement

Purpose. El Centro Comunal Latino is a grassroots, community-based organization that seeks to provide an accessible and safe space for all Latinos, with a focus on Spanish-speaking people, to find information, access to resources and a place to hold community events. El Centro Comunal Latino also seeks to promote communication and understanding among service agencies and the Latino community in order to facilitate their integration and encourage active Latina/o participation in the greater Bloomington community (Monroe County).

*El Centro Comunal Latino es una organización comunitaria la cual busca proveer un espacio accesible y seguro donde todas las personas Latinas, con enfoque en los Hispano-parlantes, puedan encontrar información, tener acceso a recursos y disponer de un lugar donde celebrar eventos comunitarios. El Centro Comunal Latino busca también el promover el entendimiento y comunicación entre agencias de servicios y la comunidad latina con el fin de facilitar su integración y promover su participación en la comunidad general de Bloomington (Condado de Monroe).*



## Board of Directors Junta de Directores

Esther Vargas, President  
Lillian Lászlo, Vice President  
Mike Szakaly, Secretary  
Leticia Zapata González, Treasurer

Jessica Hernandez  
Pedro Roman  
Michael Simmons  
Daniel Soto

## Location Localización

El Centro Comunal Latino, Inc.  
United Way of Monroe County  
441 S College Ave.  
Bloomington, IN 47403  
(812) 332-9832 (33-AYUDA)  
[elcentro@bloomington.in.us](mailto:elcentro@bloomington.in.us)



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Girls Incorporated of Monroe County

Agency Address: 1108 West 8th Street  
Bloomington, IN 47404

Agency Phone Number: 812/336-7313

Agency E-mail address: girlsinc@bloomington.in.us

Agency Website: www.bloomington.in.us/~girlsinc

President of Board of Directors –  
June 2004: Maria Talbert

Name of Person to Present  
Application to Committee: Dorothy Granger

### Director Information:

Director of Agency: Dorothy Granger, Executive Director

Director's Address: 1108 West 8th Street Bloomington, IN 47404

Phone Number: 812/336-7313

Director's E-mail Address: dgranger.monroe@girls-inc.org

### Grant Writer Information:

Application Writer: Dorothy Granger

Writer's Address: 1108 West 8th Street Bloomington, IN 47404

Phone Number: 812/336-7313

Email Address: dgranger.monroe@girls-inc.org

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names: Girls Incorporated of Monroe County

Address where program or project will be facilitated or housed: 1108 West 8th Street Bloomington, IN 47404

Name of Project/Program facilitator: Dorothy Granger, Executive Director

Facilitator Contact Information: 812.336.7313 dgranger.monroe@girls-inc.org

### Program Information:

Title of Program or Project: Girls on Board

Total Cost of Project: \$71,942

Requested SSF Amount: \$15,000

Other Funds Expected for Project: \$56,942 (three other grants written plus fundraising campaign by board)

### Funding Information:

*Examples:*

<i>Tables</i>	<i>5 tables @ \$12.00 each</i>
<i>Chairs</i>	<i>20 chairs @ \$8.00 each</i>
<i>Copy Machine</i>	<i>\$1,000</i>

<u>List Of Items</u>	<u>Cost of Each Items</u>
<u>30 passenger bus (used)</u>	<u>\$30,000</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

Requested Funding Dates:  July 2004 – September 2004  October 2004 – December 2004  
(please check one)

Other Dates Needed - As Explained in Application



With roots dating back to 1864 and national status since 1945, Girls Incorporated has responded to the changing needs of girls and their communities through programs and advocacy that empower girls to reach their full potential, and understand, value, and assert their rights. The mission of Girls Incorporated of Monroe County is to inspire all girls to be strong, smart, and bold. We have been in Bloomington for nearly 30 years providing quality programs for girls in the community ages 6 through 18, that help them overcome the effects of gender inequity and to develop their capacity to be self-sufficient, responsible community members. We also serve as a vigorous advocate for girls, focusing attention on their needs. We exist to provide a supportive environment where girls can increase their capacities to be self-sufficient, responsible citizens, as well as cultivate critical thinking skills that facilitate lifelong learning. Our programming falls into six core areas: career choice & life planning, self-reliance & life skills, health & sexuality, sports & adventure, leadership & community action, and culture & heritage appreciation.

Girls Incorporated creates an environment for girls where similarities and differences between girls are valued, respected and celebrated. Girls are empowered in an environment that has high expectations of them and high levels of support. They are the leaders. Girls practice being assertive and making healthy decisions. Few other environments offer girls this safe and challenging space to develop these skills. From playing sports to managing their sexuality to exploring all types of careers, girls build skills for a healthy, independent life. Girls take charge of their lives, think about their life goals and build skills, aspirations and strategies to get there.

The Monroe County Service Community Assessment of Needs (SCAN) was completed in 2003 and provides reliable information about the human service needs and capacity of Monroe County. Of the ten most prevalent and urgent areas of need identified by SCAN, Vulnerable Populations (Youth) and Youth Development are two areas that are being concentrated on through this proposal. According to the SCAN, "research shows that youth who are involved in activities with caring adult role models and mentors are more likely to complete school, do better academically, make healthier life choices, and engage in fewer destructive activities." The challenge, noted by SCAN, is that "not all youth are able to access these opportunities equally because of associated costs, transportation problems, or parents who do not have time to take them to classes, lessons or sports." This proposal specifically addresses the transportation issue outlined in SCAN.

In 2002 the Board of Trustees of Girls Incorporated completed an assessment of the transportation situation of the organization to determine the most efficient and cost effective method for transporting Girls Inc. members from the county schools to the Girls Inc. center. Girls Inc. provides transportation for a number of reasons, the first one being to get the members to the facility. If some form of transportation were not provided, most of the members would not have a means to get to the Girls Inc. center. Over the years, many parents have commented on the significance of the provided transportation as a key factor in their daughter's membership at Girls Incorporated of Monroe County.



The second reason we provide transportation is to strengthen the curriculum with field trips to outside organizations, places of interest, and educational sites. For example, during the summer program, we plan a minimum of 15 field trips to further engage our members in our six program areas. As a non-profit organization, Girls Inc. relies heavily on resources available throughout the community to help inspire girls to be strong, smart, and bold. We actively collaborate with other organizations to complement programs provided, which includes providing safe, efficient transportation for our membership. Unfortunately, as a result of the unreliable transportation, Girls Incorporated has been unable to take full advantage of the myriad of cultural and educational opportunities available for use in and around the city.

Currently Girls Incorporated works in cooperation with the Monroe County Community School Corporation and the Boys and Girls Club to provide transportation to and from both clubs, through the use of a 15-passenger van and a twenty 24 seat mini bus. These two vehicles are used to complete transportation routes to four different schools, allowing for the transport of 30 children to and from both clubs daily.

Transportation is a key element to the success of Girls Inc.; however, the fact that the bus is seventeen years old with over 112,000 miles, has been an increasing safety concern for our organization. We have not been able to meet our end of transportation responsibilities, as our route is limited to a very small radius. In addition, there is also growing worry that there will be increasing maintenance and repair costs for the bus as a result. Although the 15-passenger van is currently in much better condition, safety issues exist there as well, for the van does not provide side impact protection for passengers. Further, Indiana law stipulates that as of June 30, 2006, all child-care centers using vehicles intended to carry more than 10 passengers must comply with regulations that apply to school corporation vehicles. As a result, we will no longer be able to use the 15-passenger van past that date.

Girls Incorporated of Monroe County is requesting \$15,000 support from the Bloomington Common Council for this one time investment to partially reimburse the organization for the purchase of a used 30-seat shuttle bus. This vehicle will be used to transport children from the MCCSC to area youth facilities. With improved vehicle quality, Girls Inc. will have the capacity to take on increased transportation responsibilities and will be able to offer more girls the opportunity to participate in Girls Inc. programming as well.

The impact of this one time investment in improved transportation will be tremendous, and will likely have long lasting benefits to the community. An improvement in transportation quality will increase the number of children that have access to both Girls Inc. and the Boys and Girls Club. If these centers were not accessible for members, many would be at home alone—with unstructured time and no supervision—which often leads to harmful activities and behaviors. By starting with youth, we are working to end the cycle of poverty, abuse, and chemical dependence, and, in turn, helping to build a stronger local and national community. We believe that a \$15,000 grant to Girls Inc. in support of this transportation improvement initiative will help both Girls Inc. and our community to achieve these goals.

GIRLS INCORPORATED OF MONROE COUNTY  
Girls on Board Transportation Initiative  
Proposed Budget

LITE ITEM	COST
Used 30 passenger bus with seat belts, gasoline engine	\$30,000
Used 30 passenger bus with seat belts, gasoline engine	\$25,000
Wheelchair lift (for one of the buses)	\$ 5,000
Insurance (one year)	\$ 2,953
Repaint two buses	\$ 6,700
Fuel (one year)	\$ 2,289
TOTAL	\$71,942



**Girls Incorporated of Monroe County**  
**Balance Sheet**  
As of December 31, 2003

	<u>Dec 31, 03</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Irwin Union Checking Account	628.31
1001 · General Savings	53,553.39
1002 · Restricted Savings	11,734.86
1003 · Restricted Building Savings	197.57
1004 · H/L Savings & Endowment	2,696.36
1006 · ONB - General Savings	21,128.71
<b>Total Checking/Savings</b>	<u>89,939.20</u>
<b>Other Current Assets</b>	
1071 · Endowment Accounts	
H/L Scholarship Endowment	30,500.00
Valuation Allowance	4,158.58
<b>Total 1071 · Endowment Accounts</b>	<u>34,658.58</u>
<b>Total Other Current Assets</b>	<u>34,658.58</u>
<b>Total Current Assets</b>	<u>124,597.78</u>
<b>TOTAL ASSETS</b>	<u><u>124,597.78</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
2100 · Payroll Liabilities	
2100 · Payroll Liabilities - Other	-257.34
<b>Total 2100 · Payroll Liabilities</b>	<u>-257.34</u>
<b>Total Other Current Liabilities</b>	<u>-257.34</u>
<b>Total Current Liabilities</b>	<u>-257.34</u>
<b>Long Term Liabilities</b>	
2101 · Loan - Irwin Union	7,778.14
<b>Total Long Term Liabilities</b>	<u>7,778.14</u>
<b>Total Liabilities</b>	<u>7,520.80</u>
<b>Equity</b>	
3000 · Opening Bal Equity	86,264.27
Net Income	30,812.71
<b>Total Equity</b>	<u>117,076.98</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>124,597.78</u></u>



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Hoosier Hills Food Bank, Inc.

Agency Address: Street Address: 615 North Fairview Avenue  
City, County, Zip Code: Bloomington, Monroe County, 47404

Agency Phone Number: (812) 334-8374

Agency E-mail address: Email: [hafb@bloomington.in.us](mailto:hafb@bloomington.in.us)

Agency Website: Web site coming Summer 2004

President of Board of Directors –  
June 2004: William Sherman

Name of Person to Present  
Application to Committee: Dan Taylor, Assistant Director

### Director Information:

Director of Agency: Amy Robinson, Executive Director, HHFB

Director's Address: Street Address: 615 North Fairview Avenue  
City, County, Zip Code: Bloomington, Monroe County, 47404

Phone Number: Phone: (812) 334-8374  
Email: [hafb@bloomington.in.us](mailto:hafb@bloomington.in.us)

Director's E-mail Address: Email: [hafb@bloomington.in.us](mailto:hafb@bloomington.in.us)

### Grant Writer Information:

Application Writer: Amy Robinson, Executive Director, HHFB

Writer's Address: Street Address: 615 North Fairview Avenue  
City, County, Zip Code: Bloomington, Monroe County, 47404

Phone Number: Phone: (812) 334-8374  
Email: [hafb@bloomington.in.us](mailto:hafb@bloomington.in.us)

Email Address: Email: [hafb@bloomington.in.us](mailto:hafb@bloomington.in.us)

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

\*This form is available on our website at: <http://bloomington.in.gov/council/funding.php>

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names: Hoosier Hills Food Bank, Inc.

Address where program or project will be facilitated or housed: Street Address: 615 North Fairview Avenue  
City, County, Zip Code: Bloomington, Monroe County, 47404

Name of Project/Program facilitator: Dan Taylor, Assistant Director

Facilitator Contact Information: Phone: (812) 334-8374  
Email: hhfb@bloomington.in.us

### Program Information:

Title of Program or Project: Hoosier Hills Food Bank, Inc.

Total Cost of Project: Total Project Costs: \$26,588

Requested SSF Amount: Common Council request for half of cost: \$13,294  
Local Sources for other half: \$13,294 from HHFB Savings

Other Funds Expected for Project:

### Funding Information:

- \$479 – Fascia Boards
  - \$715 – Ballasts and Lights for Warehouse Ceiling
  - \$3750 – Asphalt Repair
  - \$3000 – Drywall Covering for Ceiling Insulation (5000sq.ft. x.60cents unfinished)
  - \$2995 – Loading Dock Sealer
  - \$3582 – Screen Frames for 3 Garage Doors
  - \$4422 – Air Conditioning
  - \$5950 – Used Forklift
  - \$995 – New Battery for Power Stacker
  - \$700 – Water Fountain
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Requested Funding Dates:  July 2004 – September 2004     October 2004 – December 2004  
(please check one)     Other Dates Needed - As Explained in Application





Hoosier Hills Food Bank  
615 North Fairview Street  
Bloomington, Indiana 47404  
Telephone (812) 334-8374

To Commission members Dr. Pizzo and Walt Keller, and Common Council members David Rollo, Chris Gaal, Tim Mayer, David Sabbagh, and Andy Ruff,

On behalf of the families served through our efforts at Hoosier Hills Food Bank, we extend our deepest gratitude for your generous past support. Your grant funding has helped shape our anti-hunger work and we appreciate our ongoing partnership. This year, we are requesting funding from the Social Services Funding Committee for some necessary food moving equipment and food storage facility upgrades suggested by America's Second Harvest, the National Food Bank Network.

We've been very fortunate to receive a state grant that will allow us to channel USDA food to our outreach member agencies in an eight county service area. We anticipate moving more food pounds through our warehouse operation this year as part of TEFAP, The Emergency Food Assistance Program. The grant covers the cost of actual food transport and refrigerated storage, but we need to finish some crucial building renovations to adequately and efficiently meet the distribution goal of over one million pounds to hungry families in our community. This request to you is for the one time purchase of materials required to complete facility improvements that will make our food banking system operate more safely and more easily in the future months.

We aren't requesting physical improvement funding through CDBG avenues primarily due to the ineligible equipment costs involved. Jack Hopkins funding has traditionally been the sponsor that's allowed us to leverage the other local funding needed to complete smaller, more equipment-based projects. We are also requesting some financial assistance with our heating and cooling repairs, as we are housed in an older warehouse without proper air conditioning or heating units. This has proved hard for our 300 annual volunteers, our 80 weekly shoppers from charitable organizations, and our dedicated daily staff of 9. It's hotter than comfortable half of every year, and cold as ice the other half. We think we can make repairs that will bring temperature readings in the offices and kitchen to a more bearable working level.

Food Safety is a number one priority, always higher than creature comforts for our workforce. We need better lighting to eliminate pest control problems. We need to repair some asphalt problems, seal our dock space, install drinking water, build screen doors for garage openings, and add fascia boards. We also need to replace a battery on the power stacker used for warehouse shelving. And finally, we request funds for the purchase of a used forklift, necessary

*Taking the Hunger Out of Poverty*



to remove large pallets of food from semi-trailers outside in our parking lot. These one time purchases will help us create a safer warehouse environment for our agencies and volunteers. Our last inspection from the national food bank network outlined all of these upgrades as necessary to bringing Hoosier Hills Food Bank up to safer standards of food moving adhered to by all U.S. food banks.

We have always worked to keep our annual expenses low, and have been fortunate to be able to save some money in good years. We would like to propose using our reserves in savings to cover half the costs of this project. We would still hold emergency reserves of over three months as mandated by our board policy. If Social Service funds could cover the other half, then we'd have to invest less of what could become program dollars we use to purchase foods not typically donated in our community. We must make the changes recommended this summer, so we can turn our attentions to greater food acquisition and distribution this fall. Last year, we distributed over 1.7 million pounds of food to 84 nonprofits collectively serving 19,000 individuals each month. Investment in this project with matching funds would allow us to channel 10% more food through the TEFAP program and enable Hoosier Hills Food Bank to excel at the next annual inspection from America's Second Harvest. We may be very small for a national food bank, but we are proud and hard working, and we reached standards of excellence we'd like to continue to reach every year as members of this food distribution network. Second Harvest provided over \$115,000 in food resources, a refrigerated truck donation, technology upgrades, and other member services in our first full year as members. Hungry families have benefited from our association with this important national network. Local funding would help us take the next step toward being ready to serve more people with more food assistance in the years to come. Thank you for the opportunity to request your help through this grant process. You've helped us feed thousands of hungry families down through the years, and we're always happy to partner with the Bloomington Common Council in our anti-hunger work. We're very grateful for your consideration again this year.

Our mission: To collect, store, and distribute food to charitable agencies serving low income people at no charge.

Service Community Assessment of Needs:

50% of low-income households reported a problem with having enough money to purchase food, page 57, SCAN 2003.

31% of low-income households need emergency or supplemental food assistance, page 58, SCAN 2003.





QUOTATION	
QUOTE DATE	QUOTE NUMBER
04/19/04	S100725739
ORDER TO:	PAGE NO.
KIRBY RISK ELECTRICAL SUPPLY & 1622 W 3RD ST BLOOMINGTON IN 47404-5026 812-332-9435 Fax 812-339-9043	1 of 1

QUOTE TO:  
 HOOSIER HILLS FOOD BANK  
 615 N FAIRVIEW ST  
 BLOOMINGTON, IN 47404-3775  
 812-334-8374 fax 812-334-8377

SHIP TO:  
 HOOSIER HILLS FOOD BANK  
 615 N FAIRVIEW ST  
 BLOOMINGTON, IN 47404-3775  
 812-334-8374 fax 812-334-8377

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER/JOB NAME			
4807	HOOSIER HILLS F.B.				
SALESPERSON	SHIP VIA	ORDERING PARTY			
REX D WHALEY	8-1				
ORDER QTY	DESCRIPTION	Item Price	Unit	Ext Price	FREIGHT ALLOWED
4ea	ADVA R-2E60-S-TP BALLAST 2-F72 96 SL 120V	26.51	1ea	106.04	No
11ea	LITH UN 2 96HO 120 CW20	49.20	1ea	541.20	
22ea	PHIL F96T12/CW/HO/EW/ALTO 15PK 8FT HO ALTO	3.10	1ea	68.20	
				Subtotal	73
				Amount Due	7

TAXES NOT INCLUDED.  
 PRICE IN EFFECT AT TIME OF SHIPMENT ON WIRE AND CONDUIT.  
 NO MATERIAL MAY BE RETURNED WITHOUT PRIOR APPROVAL.  
 ALL MATERIALS BEING RETURNED COULD BE SUBJECT TO A RESTOCKING CHARGE.

Fold at (>) to fit 771 DU-O-VUE® Envelope — For longer proposals, use with 264-3 Specification Form

NEBS To Reorder Call 1-800-225-6380

PRODUCT 263-3 NEBS, Inc., Orono, Mass. 01471. To Order PHONE TOLL FREE 1-800-225-6380

Page No. \_\_\_\_\_ of \_\_\_\_\_ pages

### SIDING & GUTTERING SPECIALIST

Founded 1968  
7401 South Old State Road 37  
BLOOMINGTON, INDIANA 47403

(812) 824-8996

TO Hoosier Hills Food Bank  
615 N Fairview  
Bloomington, IN 47404

<b>Proposal</b>		<b>2670</b>
PHONE	DATE	
361 2592	3/9/04	
JOB NAME / LOCATION		
Warehouse 615 N Fairview		
ARCHITECTS		JOB PHONE
DATE OF PLANS		

We hereby propose to furnish, in accordance with specifications below or on attached pages, all material and labor necessary to complete the following:

Provide and install aluminum fascia to cover bottom of gutter board to project up behind gutter and back to concrete block wall to discourage infestation by wasps, etc. Installation will cover all of west gutter board and front and rear ends of east gutter board. Bid also includes renailling frieze board on north and south ends.

Four hundred seventy nine and 40/100 \_\_\_\_\_ dollars (\$ 479.40 )

for the sum of

PAYMENTS TO BE MADE AS FOLLOWS:  
In full on completion

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

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

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

Signature \_\_\_\_\_  
Signature \_\_\_\_\_









4665 Interstate Dr., Cincinnati, OH 45246 PH: 513-874-2600 FAX: 513-874-8755  
 755 Keady Dr., Columbus, OH 43228 PH: 614-274-7700 FAX: 614-274-7884  
 7640 Moller Rd., Indianapolis, IN 46268 PH: 317-876-7233 FAX: 317-872-4423  
 1088 Aviation Blvd., Hebron, KY 41018 PH: 859-334-9055 FAX: 859-334-9175  
 122 Reliance Dr., Hebron, OH 43025 PH: 740-928-2737 FAX: 740-928-4232  
 4601 Homer Ohio Ln., Groveport, OH 43125 PH: 614-274-7700 FAX: 614-838-5811  
 2284 Danforth Dr., Lexington, KY 40511 PH: 859-389-9700 FAX: 859-381-8094  
 PO BOX 6149 Evansville, IN 47716 PH: 812-477-5511 FAX: 812-474-2755

# QUOTATION

April 5, 2004

Quotation Number

040504SC01

TO: Dan Taylor  
 Hoosier Hills Food Bank  
 615 North Fairview St.  
 Bloomington, IN 47404

We are pleased to submit the following proposal for your consideration.

The following quote is for the sliding bug barrier screen doors. I have priced all three of them and based the freight pricing off of the purchase of two of them. These prices include material, freight, tax, and labor. Here are just a few features of the sliding bug barrier

- 13 oz./sq. yd. Industrial strength green vinyl coated polyester weave screen
- Steel-wheeled trolley
- Nylon tie-back straps
- Heavy gauge galvanized steel mounting track hardware
- 1" galvanized steel pipe staffs with integral 5/8" cane style locking pins
- 22 oz./sq. yd. Tear resistant head curtain, floor sweep, and wear areas.

8' X 8' LEFT SLIDING UNDER LENTIL MOUNT BUG BARRIER SCREEN DOOR

- \$1123.60

10' x 10' LEFT SLIDING UNDER LENTIL MOUNT BUG BARRIER SCREEN DOOR

- \$1208.40

10' x 12' LEFT SLIDING UNDER LENTIL MOUNT BUG BARRIER SCREEN DOOR

- \$1250.80

Mr. Taylor, thank you for the opportunity to quote this project. I look forward to seeing it through to completion. I have turned over the information about the forklift that you are looking for to Scott Burton. He is a good man that knows much more about fork lifts than I do. You should here from him within the week. Please give me a call when you have had a chance to review this quote if you have any questions, or would just like to further discuss the product.

Respectfully,

Scott Carrico  
 (317) 945-4125

All orders are subject to acceptance or rejection at our General Office.  
 Prices quoted are based upon quantities specified above.  
 Above subject to all state and local taxes.

Thank you for this privilege. We hope we can be of service to you.

This is a field quote subject to the attached terms and conditions.  
 If terms and conditions are not attached, please contact your Salesperson for a copy.

Subject to Acceptance Within 30 Days

Delivery: 3 to 4 weeks

F.O.B.: Factory

Salesperson: Scott Carrico

Customer Acceptance by: \_\_\_\_\_

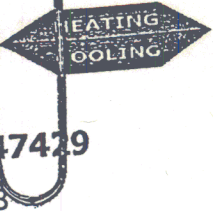
# PROPOSAL

# FYFFE

654 W. Main St.  
Ellettsville, IN 47429

Phone #812-876-4168

Fax # 812-876-4740



DATE	PROPOSAL NO.
03/01/2004	107

Hoosier Hills Food Bank  
615 N. Fairview  
Bloomington, IN 47404

**Proposal Good for 30 Days.**

ITEM	DESCRIPTION	QTY	TOTAL
KG6RC-040C-08A	Gibson 92% AFUE Gas Furnace 40,000 BTU in and 37,000 out	1	1,026.00T
GS3BC-018K	Gibson 12 SEER 1.5 Ton Condenser	1	810.00T
J3BA-024C-A	Gibson 2 Ton Cased Coil	1	255.00T
903568	Horizontal ADT Kit for G6 90+ Furnace	1	54.00T
3/8-7/8" x 35' Line ...	3/8-7/8" x 35" Line Set	1	109.00T
ELECTRICAL	Misc flue pipe and supplies	1	250.00T
Flue Pipe	Duct Material	1	175.00T
Duct Material	Gas line and fittings	1	600.00T
COPPER	White Rodgers Digital Non Programmable Thermostat	1	128.00T
1F78-144	Horizontal Drain Pan for Furnace and Coil	1	65.00T
Misc	Labor Install	1	50.00T
InstLa	5 year limited warranty on parts. 20 year limited warranty on heat exchanger.	1	900.00

65% down upon acceptance, balance due 10 days on completions. A 1.75% interest charge will be applied to unpaid balances after 30 days as well as a \$10 account maintenance fee per month. Attorney and Collection fees will be added to unpaid balances. We accept Visa, Mastercard and Discover.

Subtotal	\$4,422.00
Sales Tax (6.0%)	\$211.32
<b>Total</b>	<b>\$4,633.32</b>

\_\_\_\_\_  
SIGNATURE OF ACCEPTANCE





6902 E. 32nd STREET  
 INDIANAPOLIS, IN 46226  
 PHONE: (317) 545-6631  
 FAX: (317) 543-4814

**EQUIPMENT QUOTATION  
 OR  
 ORDER FORM**



**CLARK**



QUOTE # RMA0224

DATE January 7, 2004

YOUR INQUIRY \_\_\_\_\_

TO HOOSIER HILLS FOOD BANK  
615 N. FAIRVIEW  
BLOOMINGTON, IN 47404  
 ATTENTION DAN TAYLOR 812 334-8374

WE ARE PLEASED TO SUBMIT THE FOLLOWING QUOTATION FOR YOUR CONSIDERATION

QUANTITY	EQUIPMENT SPECIFICATION	PRICE, EA.	TOTAL
1	USED CLARK MODEL GPS20 4,000 LB BASIC CAPACITY FORKLIFT, 188" TRIPPLE STAGE UPRIGHT, 42" FORKS, PNEUMATIC SHAPED SOLID TIRES, GAS ENGINE, SERVICED, PAINTED AND SAFETY DECALED. 30 DAY WARRANTY SUBJECT TO PRIOR SALE	\$5,500.00	
1	USED CLARK MODEL GPS 30 6,000 LB BASIC CAPACITY FORKLIFT, 188" TRIPPLE STAGE UPRIGHT, 42" FORKS, PNEUMATIC SHAPED SOLID TIRES, LP FUEL SYSTEM HAS CAB CLEANED AND SERVICED AS IS SUBJECT TO PRIOR SALE	\$5,950.00	
	THIS TRUCK CAN BE THOROUGHLY GONE THROUGH, PAINTED AND SAFETY DECALED PRICE <del>_____</del> \$6,995.00 60 DAY WARRANTY		\$130.00
	LOCAL DELIVERY		
	SUBJECT TO STATE AND LOCAL TAXES WHERE APPLICABLE		

TERMS: NET 10 DAYS FROM DATE OF INVOICE. F.O.B.

*Prices quoted are those in effect at the time of quotation and are for immediate acceptance. Prices may be changed prior to delivery of any order in whole or any time such changes are made necessary by changing costs. Order subject to acceptance by home office.*

Yours very truly,

INDYLIFT, INC.

By: RON MASSENGALE

ACCEPTED:

Company \_\_\_\_\_

By \_\_\_\_\_

Date \_\_\_\_\_

Title \_\_\_\_\_





**ARTHUR PAVING**  
**EXCAVATING**  
 BEDFORD, INDIANA

# Proposal

Date	Proposal #
3/5/2004	564

1402 H Street  
 Bedford, IN 47421  
 (812) 279-3071  
 Fax: (812) 275-4006  
 www.arthurpaving.com

Name / Address
HOOSIER HILLS FOOD BANK 615 N. FAIRVIEW ST. BLOOMINGTON, IN

Rep	Job Name	Job Location
GREG	RESURFACE	SAME

Description	Total
<b>ASPHALT RESURFACE</b> <b>PREPWORK IN NEW AREA AS DISCUSSED.</b> 1. REMOVE LANDSCAPE BLOCKS, SOD AND SOIL. 2. APPLY FOUR (4) TO SIX (6) INCHES OF CRUSHED STONE AND ROLL TO COMPACTION. 3. PAVE WITH TWO (2) INCHES OF BASE COAT AND ROLL TO COMPACTION. <b>RESURFACE:</b> 1. EDGE AND SWEEP CLEAN EXISTING ASPHALT. APPLY TACK COAT. 2. WEDGE AND LEVEL ALL LOW AREAS WITH HOT ASPHALTIC SURFACE MIX AND ROLL TO COMPACTION. 3. PAVE WITH ONE AND A HALF (1 1/2) INCHES OF HOT ASPHALTIC SURFACE MIX AND ROLL UNTIL THOROUGHLY COMPACTED.	3,750.00

All material is guaranteed to be as specified, unless extreme weather conditions would cause unseen or unexpected ground movement causing separation of surface. All work to be completed in a workmanlike manner according to standard practice. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above original estimate. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully

**Payment due upon completion. Total** **\$3,750.00**

Please Sign, Date & Return Copy

\_\_\_\_\_

**HOOSIER HILLS FOOD BANK**  
2004 Budget Proposal

ACCT #	ACCOUNT	Actual 12/31/03	2003 Budget	Proposed 2004 Budget	% Change from 2003 Budget	% Change 12-31-03 to 2004 Budget
<b>OPERATING INCOME</b>						
4010	Shared Maintenance	59,050	83,000	68,000	-18.1%	15%
4020	United Way	39,555	29,000	38,000	31.0%	-4%
4025	Monroe Co. Comm. Grant	3,000	4,000	3,000	-25.0%	0%
4030	Monroe Co. FEMA	9,381	7,000	10,000	42.9%	7%
4035	Other Co. FEMA	4,026	3,000	4,000	33.3%	-1%
4040	CDB Grant-Operating	19,962	21,000	22,000	4.8%	10%
405X	Fundraising	68,262	68,000	72,000	5.9%	5%
4069	Donations	40,996	25,000	31,500	26.0%	-23%
4065	Dist. Spshp.	0	0	0		
4070	USDA Program	45,755	31,000	33,000	6.5%	-28%
4085	Interest Income	775	1,800	750	-58.3%	-3%
	Misc. Grants	1,800	15,000	18,400	22.7%	922%
	<b>TOTAL OPERATING INCOME</b>	<u>292,562</u>	<u>287,800</u>	<u>300,650</u>	4.5%	3%
<b>OPERATING EXPENSE</b>						
5010	Salaries	168,199	168,752	179,500	6.4%	7%
5020	Payroll Taxes	13,419	13,500	14,250	5.6%	6%
5050	Employee Insurance	20,957	24,000	24,000	0.0%	15%
	Employee Retirement	2,731	4,080	4,000	-2.0%	46%
5060	I.U. Work Study	2,599	3,000	3,000	0.0%	15%
5065	Second Harvest Membership	0	2,400	2,400	0.0%	
507X	Food Share Purchases	2,676	6,000	4,000	-33.3%	49%
5105	Int. Exp.-REM	4,128	5,700	3,800	-33.3%	-8%
5011	Building Supplies & Maint.	4,201	3,000	4,000	33.3%	-5%
5120	Trash Removal	2,793	1,600	2,800	75.0%	0%
5130	Utilities-Electric	6,622	6,200	6,200	0.0%	-6%
5133	Utilities-Water	695	500	600	20.0%	-14%
5135	Utilities-Gas	1,971	2,000	2,000	0.0%	1%
5140	Office Supplies	1,899	2,000	2,000	0.0%	5%
5180	Gen'l. Office Fund	4,983	2,000	2,500	25.0%	-50%
5190	Computer Supplies & Maint.	680	1,500	1,500	0.0%	121%
5200	Telephone	1,557	2,000	2,000	0.0%	28%
5201	Pest Control	539	700	600	-14.3%	11%
5210	Postage	2,172	2,500	2,200	-12.0%	1%
5220	Subscriptions & Publications	1,070	0	0		-100%
5230	Conf. & Lodging	0	2,000	2,000	0.0%	
5241	Business Insurance	10,910	7,400	8,600	16.2%	-21%
5242	Copy & Printing	5,043	3,200	3,000	-6.3%	-41%
5243	Fundraising Expense	750	1,700	1,500	-11.8%	100%
5244	Vehicle Gas	4,429	6,000	5,000	-16.7%	13%
5250	Vehicle Repair	8,908	6,000	8,000	33.3%	-10%
5260	Equip. Repair & Maint.	585	3,500	2,000	-42.9%	242%
5290	Legal & Accounting	5,610	5,450	5,800	6.4%	3%
5320	Employee Mileage	321	400	400	0.0%	24%
57XX	Food Rescue Supplies	4,108	4,000	3,000	-25.0%	-27%
5500	Misc. Exp.	0	0	0		
	<b>TOTAL OPERATING EXPENSE</b>	<u>284,557</u>	<u>291,082</u>	<u>300,650</u>	3.3%	6%
	<b>NET RESULTS OF OPERATIONS</b>	<u>8,006</u>	<u>-3,282</u>	<u>0</u>	100.0%	-100%



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name:

Martha's House Inc.

Agency Address:

919 S. Rogers St. PO Box 2115  
Bloomington IN 47402-2115

Agency Phone Number:

332-1444

Agency E-mail address:

Jodi-rt@yahoo.com

Agency Website:

President of Board of Directors -  
June 2004:

Steve Galvin

Name of Person to Present  
Application to Committee:

Jodi Tobias, Executive Director

### Director Information:

Director of Agency:

Jodi Tobias

Director's Address:

PO Box 2115 Bloomington 47402-2115

Phone Number:

332-1444

Director's E-mail Address:

Jodi-rt@yahoo.com

### Grant Writer Information:

Application Writer:

Jodi Tobias

Writer's Address:

same

Phone Number:

same

Email Address:

same

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***



# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Martha's House Inc.

Address where program or project will be facilitated or housed:

919 S Rogers Street Bloomington

Name of Project/Program facilitator:

Jodi Tobias

Facilitator Contact Information:

332-1444

### Program Information:

Title of Program or Project:

Emergency Shelter & Self-Sufficiency Program

Total Cost of Project:

\$196,119.17

Requested SSF Amount:

\$20,000

Other Funds Expected for Project:

\$176,119.17

### Funding Information:

Examples:

Tables

5 tables @ \$12.00 each

Chairs

20 chairs @ \$8.00 each

Copy Machine

\$1,000

List Of Items

Cost of Each Items

Employee Salaries

\$13,843.00

Employee Benefits/taxes

\$ 3,224.50

CPA professional services

\$ 750.00

Trash removal & pest control

\$ 292.50

Supplies

\$ 950.00

Travel (vehicle mileage)

\$ 250.00

Phone (office + shelter)

\$ 240.00

Bus Tickets

\$ 450.00

Requested Funding Dates:

July 2004 - September 2004

October 2004 - December 2004

(please check one)

Other Dates Needed - As Explained in Application

Martha's House, Inc., a 501(c)(3) nonprofit corporation, is dedicated to providing emergency shelter to the homeless. Martha's House is the only provider of individual emergency shelter and case management services in Monroe County that serves both men and women and does not require participation in religious services or is related to specific concerns (such as domestic violence or addiction recovery) as a condition of shelter.

### **1. SCAN priority**

The need for emergency shelter in Bloomington has recently been demonstrated in Monroe County's Service Community Assessment of Needs (SCAN). Forty-seven percent of SCAN respondents from households earning under \$25,000 indicated that "having enough money to pay the rent or mortgage" is a problem for them (p. 31). The report further indicates, "individuals and families with incomes between 40-50% of the median income have difficulty meeting eligibility requirements for many social services, yet they are not earning enough to afford housing and other essentials" (p. 33).

The SCAN Steering Committee recommended that Monroe County "expand the community capacity for providing emergency shelter to individuals and families. The recent closing of Shelter Inc. created an even larger gap in addressing these needs, and other agencies are working to increase their capacities" (p. 60). Martha's House services are needed now more than ever.

The need for shelter in Monroe County is severe. With an overall poverty rate of 18.9%, our community has the highest poverty rate in Indiana, and in recent years Bloomington has lost thousands of high wage jobs as manufacturers have relocated. There remains a high demand for shelter services and Martha's House is a critical component of the continuum of care for the homeless.

### **2. Funds request**

Martha's House is requesting a \$20,000 grant from the Jack Hopkins Social Services Funding Program. The funds solicited in this request will be used to operate the 28-bed emergency shelter and facilitate the Self-Sufficiency Program recently initiated.

Martha's House is able to provide a safe overnight shelter with the necessary professional social services to help men and women obtain self-sufficiency. Martha's House not only provides a bed and blankets, access to showers, and laundry facilities for residents, they also provide case management to assist residents in finding solutions for whatever issues they are faced with.

This support means independence for many people who experience homelessness. The residents of Martha's House receive help to find employment, open a bank account, access community services, learn the bus system, and help to acquire affordable housing.

During the Emergency Shelter phase of a resident's stay, the program includes an emergency evaluation, personal hygiene lessons (such as how to do laundry and requirements to take showers daily), acquiring appropriate clothing, employment assistance, transportation assistance (provide bus tickets), and referrals to appropriate agencies.



The Self-Sufficiency Program officially starts when a resident reaches a 30-day stay at the shelter, however admission to the program is tailored to the needs of the individual resident. This is when residents work on saving money for their deposit and first month's rent, learn how to budget, how to use a bank account, and help to acquire affordable housing. While the Self-Sufficiency Program is still new, work is underway to establish an incentives program to encourage completion and compliance with the program goals. In addition, residents who graduate from the Self-Sufficiency Program receive six months of continued professional case management to help prevent recidivism of homelessness.

### **3. Benefits to the Community**

When Shelter Inc. dissolved, Bloomington rallied together and quickly established a new agency to fill the gap. Many social service agencies, Township Trustees, County and City officials, and concerned citizens have worked very hard to put this new agency together. Martha's House has now stepped up to take the lead in providing emergency housing for Bloomington.

In addition to the Emergency Shelter Program and Self-Sufficiency Program, Martha's House also conducts outreach to the homeless on the streets. Working in conjunction with the Center for Behavioral Health, Martha's House provides blankets and clothing/socks to individuals who do not qualify for and those who do not want to receive assistance from Martha's House shelter programs.

Many experienced and committed community members have come forward to serve on the Martha's House board. While many people with experience are involved in helping to make Martha's House successful, it is a new agency that needs support.

During the first three months of operations, Martha's House has served 97 unduplicated individuals for over 1,100 nights of service. The individuals served include the unemployed, underemployed and chronically homeless. Substantial numbers of residents experience substance abuse/addiction issues and/or are victims of mental illness. Many residents experience physical disabilities and some are armed forces veterans. The ages of the shelter residents range from early adulthood to retirement age and include both men and women of various racial and ethnic backgrounds, although the majority are Caucasian men.

Since taking on the challenge of continuing to provide an emergency homeless shelter in Bloomington, the Martha's House Board and Executive Director have surmounted many challenges. The support of the Jack Hopkins Social Service Funding Program will make continuance of these services possible. Several sources of funding have been secured for the future and Martha's House is well on their way to modeling the self-sufficiency wanted for patrons.



Martha's House Inc.  
 Projected Budget for July - September 2004  
 Emergency Shelter and Self-Sufficiency Programs

EXPENSES		Hopkins Funds
Salaries		\$30,710.00
Executive Director (Jodi)	\$8,750.00	
Case Manager (Holli)	\$5,729.17	\$5,729.00
Shelter Supervisor (Glenn)	\$5,270.83	\$2,634.00
House Manager (Louis)	\$5,200.00	\$2,600.00
House manager (\$10/hr)	\$5,760.00	\$2,880.00
Employee benefits/taxes		\$6,449.75
Health Insurance	\$3,600.00	
Payroll Taxes	\$2,525.00	
Workers Comp Insurance	\$324.75	
CPA professional services		\$750.00
Trash Removal & pest control		\$292.50
Supplies		\$950.00
Bank fees/purchase checks/etc		\$125.00
Postage		\$375.00
Travel (vehicle mileage)		\$250.00
Phone - office		\$250.00
Phone - shelter		\$250.00
Misc		\$250.00
Bus Tickets		\$450.00
<b>Total Cash Expenses</b>		<b>\$41,102.25</b>
<b>In-Kind Expenses</b>		
Utilities		\$1,800.00
Cinergy	\$525.00	
Vectren Gas	\$875.00	
CBU (water)	\$400.00	
Rent		\$3,375.96
<b>Total In-Kind Expenses</b>		<b>\$5,175.96</b>
<b>Total Expenses</b>		<b>\$46,278.21</b>
<b>INCOME</b>		
ESG (2004/5)		\$3,056.00
CDBG		\$4,558.50
EFSP/ FEMA Monroe County		\$1,320.75
EFSP/ FEMA Owen County		\$150.00
Psi Iota Xi		\$125.00
Direct Mail request		\$2,000.00
Homeward Bound Walk (4/04)		\$1,250.00
Community Foundation		\$1,250.00
Hopkins Social Services		\$20,000.00
United Way Lilly grant		\$3,000.00
Special events		\$5,000.00
<b>Total Cash Income</b>		<b>\$41,710.25</b>
<b>In-Kind Income</b>		
Perry Township Trustee		\$5,175.96
<b>Total In-Kind Income</b>		<b>\$5,175.96</b>
<b>Total Income</b>		<b>\$46,886.21</b>

Martha's House, Inc.  
Budget 2004

**INCOME**

Community Foundation (through CK)	\$2,500.00
Holiday appeal	\$11,000.00
ESG (2003/4)	\$17,500.00
ESG (2004/5)	\$6,112.00
CDBG	\$18,234.00
MLK commission	\$200.00
Perry Township Trustee	\$30,000.00
EFSP/ FEMA Monroe County	\$5,283.00
EFSP/ FEMA Owen County	\$600.00
Psi Iota Xi	\$500.00
Direct Mail request	\$8,000.00 mailed 4/5/4
Homeward Bound Walk (4/04)	\$5,000.00 Outcome pending
Community Foundation	\$5,000.00 Pending
Hopkins Social Services	\$20,000.00 Pending
B'town Tshp	\$2,000.00 Will submit
County	\$8,000.00 Will submit
United Way Lilly grant	\$3,000.00 Will submit
United Way Combined Fed Campaign	\$3,000.00 Will submit
Special events	\$20,000.00 various dates
HT insert (fall 2004)	\$10,000.00 Will submit
<b>Total Cash Income</b>	<b>\$175,929.00</b>
<b>In-Kind Income</b>	
Perry Township Trustee	\$20,703.84
<b>Total In-Kind Income</b>	<b>\$20,703.84</b>
<b>Total Income</b>	<b>\$196,632.84</b>

Martha's House, Inc.  
Budget 2004

**EXPENSES**

Salaries		\$122,460.00
Executive Director (Jodi)	\$35,000.00	
Case Manager (Holli 11 mo)	\$22,916.67	
Shelter Supervisor (Glenn 11 mo)	\$21,083.33	
House Manager (Glenn)	\$1,370.00	
House Manager (Louis)	\$20,800.00	
House Manager (Steve)	\$3,520.00	
House Manager (Mike)	\$1,210.00	
House Manager (\$8.75/hr)	\$5,040.00	
House manager (\$10/hr)	\$11,520.00	
Employee benefits/taxes		\$22,199.00
Health Insurance	\$10,800.00	
Payroll Taxes	\$10,100.00	
Workers Comp Insurance	\$1,299.00	
Audit		\$3,000.00
CPA professional services		\$3,000.00
Trash Removal & pest control		\$1,170.00
Office Supplies		\$3,800.00
Bank fees/purchase checks/etc		\$500.00
Postage		\$1,500.00
Printing and publications		\$1,000.00
Travel (vehicle mileage)		\$1,000.00
Conferences & Conventions		\$0.00
Membership Dues		\$0.00
Phone - office		\$1,000.00
Phone - Director Cell		\$600.00
Phone - shelter		\$1,000.00
Equipment rental/Maint		\$4,500.00
Equipment purchase		\$1,892.33
Wash & Dryer	\$692.33	
Shelving unit for donations	\$200.00	
Computer equip	\$1,000.00	
Board Development		\$1,000.00
Misc		\$1,000.00
Bus Tickets		\$1,800.00
Insurance		\$2,994.00
D & O liability Insurance	\$844.00	
Liability, property, and Auto insurance (ESG required)	\$1,900.00	
Bond for \$20,000 (ESG required)	\$250.00	
<b>Total Cash Expenses</b>		<b>\$175,415.33</b>
In-Kind Expenses		
Utilities		\$7,200.00
Cinergy	\$2,100.00	
Vectren Gas	\$3,500.00	
CBU (water)	\$1,600.00	
Rent		\$13,503.84
<b>Total In-Kind Expenses</b>		<b>\$20,703.84</b>
<b>Total Expenses</b>		<b>\$196,119.17</b>





Martha's House, Inc.

919 South Rogers Street  
P.O. Box 2115  
Bloomington, Indiana  
47402-2115  
phone: 812 332.1444  
fax: 812 332.9690

**Executive Committee**

Steve Galvin  
President  
Pam Huggins  
Vice President/Secretary  
Mark McMath  
Treasurer

**Board Members**

Amy Bernitt  
Susie Hamilton  
Major Steve Koehler  
Lorelei Meeker  
Patrick Murray  
Martha Register  
Debbie Reynolds  
Terry Wisniewski

**Executive Director**

Jodi Tobias

April 19, 2004

The Common Council Social Service Funding Committee  
City Hall – Showers Plaza  
Council Office, Room 110  
401 North Morton Street  
PO Box 100  
Bloomington, IN 47402

Dear Committee Members:

I respectfully submit this request for a \$20,000 grant from the Jack Hopkins Social Service Funding Program on behalf of Martha's House, Inc. Enclosed you will find the required information sheets, two-page statement, program budget for the period of July to September 2004, and Martha's House annual budget. Unfortunately, we are unable to provide a year-end financial statement since Martha's House only opened in January of this year.

Martha's House is Bloomington's only provider of emergency shelter and case management services that does not require religious participation or is related to specific concerns (such as domestic violence or addiction recovery) as a condition of shelter. Our programs include the Emergency Shelter Program and the Self-Sufficiency Program. During our first three months of operation, Martha's House has provided over 1,100 nights of service to the homeless.

Thank you for your consideration. If you have any questions or concerns, please feel free to contact me.

Sincerely,

Jodi Tobias  
Executive Director

# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Mental Health Alliance/Family Service Association

Agency Address: 120 West Seventh, Suite 210

Bloomington, IN 47404

Agency Phone Number: (812)339-1551

Agency E-mail address: mha@bloomington.in.us

Agency Website: www.monroementalhealth.com

President of Board of Directors –  
June 2004: Lynda Robison MSW MPA JD

Name of Person to Present  
Application to Committee: Cameron Clairmont

### Director Information:

Director of Agency: Cameron Clairmont

Director's Address: 120 West Seventh Street, Suite 210, Bloomington

Phone Number: (812) 339-1551

Director's E-mail Address: mha@bloomington.in.us

### Grant Writer Information:

Application Writer: Cameron Clairmont

Writer's Address: 120 West Seventh, Suite 210, Bloomington, IN 47404

Phone Number: (812) 339-1551

Email Address: mha@bloomington.in.us

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names: Mental Health Alliance/Family Service Association  
Address where program or project will be facilitated or housed: One City Center  
120 West Seventh Street, Suite 210  
Bloomington, IN 47404

Name of Project/Program facilitator: Cameron Clairmont

Facilitator Contact Information: Telephone (812) 339-1551 Fax (812) 334-8398

### Program Information:

Title of Program or Project: Jail Diversion - A Positive Mental Health Approach

Total Cost of Project: \$34,560

Requested SSF Amount: \$15,000

Other Funds Expected for Project: \$19,560

### Funding Information:

*Examples:*  
*Tables* 5 tables @ \$12.00 each  
*Chairs* 20 chairs @ \$8.00 each  
*Copy Machine* \$1,000

#### List Of Items

#### Cost of Each Items

<u>Start-up Salaries &amp; benefits</u>	<u>\$32,560</u>
<u>Computer &amp; Supplies</u>	<u>\$ 2,000 (See Breakdown)</u>
	<u>Dell Computer \$1300</u>
	<u>Integarted PDA\$ 350</u>
	<u>General office\$ 350</u>

**\*\*Funds to be used by 12/31/04 between July & December**

Requested Funding Dates:  July 2004 - September 2004  October 2004 - December 2004  
(please check one)

Other Dates Needed - As Explained in Application



## **JAIL DIVERSION A POSITIVE MENTAL HEALTH APPROACH**

The Mental Health Alliance in conjunction with Family Service Association (MHA/FSA) propose the creation of a formal jail diversion program to span the boundaries of all service providers by redirecting mentally ill/developmentally disabled (MIDD) persons arrested on minor, non-violent charges from jail and out of the criminal court process and instead rerouting them through the civil court commitment process to the appropriate state mental health facility for treatment. In order to circumvent the criminal court process taking up to an average of 126 bed days, the civil court with private legal representation can issue a regular civil commitment order of treatment without the need for multiple pre-trial conferences. In cooperation with the civil court, the Prosecuting Attorney's Office in these cases will drop or reduce charges upon the successful enrollment into treatment, thus removing MIDD person from the criminal system and into treatment via the civil court process. The Jail Diversion Specialist (JDS) can assist the legal process as a resource and guidance to the judicial branch as they navigate and decide the most humane action to take with the MIDD defendant. In certain cases, the JDS can act as an immediate, emergency temporary guardian for the courts to advocate essential treatment by mental health providers.

Monroe County Jail is currently operating at 140% of capacity, partly due to the unnecessary incarceration of MIDD persons arrested and charged with non-violent misdemeanor crimes: misdemeanor A is punishable by up to one year in jail; B 180 days in jail; and C 60 days in jail. The continual growth of this incarcerated target population exaggerates the problems faced by our community by not addressing the root cause of their arrest, the fact that they are MIDD. On survey, our Prosecuting Attorney's Office employs eight deputy prosecutors in six circuit courts. Conservatively, they average five or more MIDD persons being charged per month. Typically, MIDD defendants stay in jail much longer awaiting trial than other defendants charged with the same crime because no one is available who is specifically trained nor has the ability to span boundaries of all service providers in the system. Each MIDD defendant normally has three to four pretrial conferences scheduled before a jury trial takes place or is dismissed. Each pretrial conference is scheduled six weeks apart from each other as the various systems try to decide what or how to handle the MIDD defendant. As compared to others without disability who typically have one pretrial conference before going to trial or have charges dropped. From the time the arrest is made and charges are brought against a disabled person and finally to the point a trial can take place, on average 126 bed days are recorded. As opposed to the non-disabled person, 42 bed days are recorded. Our jail is experiencing an average of five or more of these arrests each month or 60 plus persons a year. That equals an estimated 7,560 bed days served in our over crowded jail. Bill Wilson, Jail Commander, reported the average cost per bed day is \$73 per inmate. That represents an estimated cost to the community of \$551,880 annually to warehouse the population we are targeting in the jail. Parallel to this dilemma and contributing to it, is the fact that many bordering counties that lack the social service net Monroe county, specifically Bloomington has, attracts many person in need of services from outside of our county. Often times they will intentionally get arrested in Monroe County to obtain the social services they need. This problem compounds the complexity and severity of the situation within our community.

The Jail Diversion Program is designed to meet the needs of the criminal justice system and persons with MIDD at the detention phase of the criminal justice process. A jail diversion specialist is essential to effectively utilize the already existing services within the mental health system, criminal justice system and community service providers. These relationships require the talents of a "boundary spanner" [Steadman, HJ: Boundary spanners: a key component for the effective interactions of justice and mental health systems. Law and Human Behavior, 16:75-87, 1992] in order to effectively bypass the institutional barriers often encountered in the disposition process. Often these programs have recognized the need to further link individuals to services by providing case management services. Ensuring that all referrals are linked to services is associated with lower crisis recidivism [Klinkenberg WD, Caslyn RJ: Predictors of receiving aftercare 1,3 and 18 months after a psychiatric emergency room visit. Psychiatric Quarterly 70:39-51, 1999] and possibly with lower criminal recidivism [Steadman HJ Deane MW, Morrissey JF. Et al: Assessing the effectiveness of jail diversion programs: the



**JAIL DIVERSION  
A POSITIVE MENTAL HEALTH APPROACH**

SAMSHA jail diversion knowledge development and application initiative. Psychiatric Services 50:1620-1623, 1999.]

To address this crisis in our community, we request funds in the amount of \$15,000 to assist in the first year start-up costs for a new position entitled Diversion Specialist, responsible for fostering and building politically neutral relationships between all key stakeholders/agencies to bridge the boundaries and integrate the services of various providers. Our goal is to serve the estimated 60 MIDD persons annually who are incarcerated and charged with non-violent crimes, to insure that they receive the appropriate mental health treatment in lieu of jail time days. This full-time specialist will be responsible for providing extensive case management, advocacy and education duties, will participate weekly in our clinical team in-service and attend monthly clinical team meetings supervised by our attending psychiatrist, be available to provide insight and guidance to the judicial and criminal system and work with all services providers to span boundaries. Long-term outlook, the Diversion Specialist can work directly with the currently proposed Crisis Intervention Team (CIT) program that the local National Alliance of Mentally Ill (NAMI) organization is proposing the county adopt. The CIT program includes a 40 hour training program for police officers on how to handle persons suffering from MIDD when called to a crime scene. The goal in this program is to either de-escalate the person and resolve the situation at the scene without arrest, redirect persons to the appropriate mental health facility without arrest or if arrest results, handle the MIDD person in as humane a way as possible.

Our current agency alliance, merging our agencies into a strategic alliance with one Board of Directors allows us the efficiency to reduce over-head operating costs and put more direct dollars into programs. The monies requested from you will seed the creation of this program. We have submitted other grants for the program operation and have included the cost of operation in the agency fundraising cycle 2005. Emphasis on this position candidate will be required to effectively write grants for the long-term maintenance of the program. The program effectiveness will be tracked by a baseline of total number of people assisted, the projected number of jail time bed days reduced and what that represents in estimated cost savings to the community, (Persons x estimated jail bed days reduced x cost per bed day = community savings)

The jail diversion program meets the criteria set forth for application of this grant: 1) Identified priority for social service funds. "Mental health services are seen to be in a state of crisis. Services in Indiana have been so highly privatized that there are no longer the types of centralized resources and expertise that used to exist in this field. The recent downsizing of state mental hospitals put people back into the community without a support network. Providers do not see Monroe County responding in a coordinated manner as a community... many untreated people with mental illness eventually wind up in jail. Providers estimate that only 15% of the mental health needs in the community are being met." [SCAN 2003: 44-45] 2) the funds requested are intended as first year seed to develop the program. Currently MHA/FSA has applied to the Community Foundation for matching funds and is working with the Sheriff and Jail Commander for possible CARES funds. In combination with our agency's newly merged structure, allows us fiscal leveraging through efficiency and reduced operating costs, we meet criteria two. 3) The investment of funds will allow us to immediately address the current incarcerated population, establish new relationships spanning the boundaries of all service providers and begin creating the foundation work for the proposed CIT program in our community. The Jail Diversion program will provide broad and lasting benefits to our community by immediately addressing the currently incarcerated population, redirect when possible the MIDD persons arrested for non-violent misdemeanors to treatment while providing relevant hands-on data to key stakeholders as they meet, plan and structure development of the CIT program.

We propose this you as it is our agency mission to provide advocacy, outreach and education: Our mission is to promote awareness, acceptance and treatment in the prevention of mental illness through advocacy, education, support and delivery of the most effective and appropriate health services.

**2004  
JAIL DIVERSION BUDGET**

<b>MHA/FSA ALLIANCE AGENCY BUDGET OVERVIEW</b>		<b>JAIL DIVERSION PROGRAM BUDGET</b>	
<b>INCOME</b>			
United Way	65,233.00		
Source Restricted	3,400.00		
Contributions	14,332.00		
Grants	66,738.00		
Program Fees, Insurance Medicaid billing	80,562.00		
Fundraising	41,400.00		
Government Grant	70,000.00		
Fundraising - event sales	800.00		
		16,030.00	Grants -- Various
		15,000.00	Jack Hopkins
		3,530.00	Fundraising
Total Income	<u>377,025.00</u>	<u>34,560.00</u>	
<b>OPERATING EXPENSES</b>			
Payroll Taxes	199,252.00		
Payroll Taxes	15,500.00		
Benefits	26,000.00		
Professional Contract Fees	32,830.00		
		23,000.00	Diversion Specialist
		3,500.00	Administrative
		2,060.00	Payroll Taxes
		4,000.00	Benefits
		2,000.00	Computer & Supplies
Supplies (Office, Media, Training)	3,000.00		
Utilities	3,900.00		
Postage (Direct, bulk -- marketing)	5,300.00		
Rent	33,203.00		
Travel (meals, accomodations, mileage)	2,650.00		
Training Education	7,200.00		
Equipment	2,521.00		
Insurance	6,409.00		
Advertising	4,700.00		
Total Operating Expenses	<u>377,025.00</u>	<u>34,560.00</u>	
<b>PROJECTED VARIANCE</b>	<u>0.00</u>		





STATE OF INDIANA

OFFICE OF THE PROSECUTING ATTORNEY

Tenth Judicial Circuit

March 25, 2004

Mental Health Alliance of  
Monroe County, Inc, and  
Family Services Association  
Bloomington, Indiana

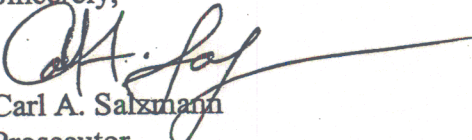
To Whom It May Concern:

I am writing in support of the Mental Health Alliance ("MHA") and Family Services Association's ("FSA") joint application for funding of their proposed Jail Diversion Program. As Prosecutor for Monroe County, I know that there is a great need for a program to address the needs of offenders diagnosed with mental illness/developmental disability, both at the pre-arrest stage as well as the post-arrest stage. The jail now serves as the mental hospital of last resort for many inmates, who come into contact with the criminal justice system as a result of symptoms associated with their mental illness/developmental disability. Once arrested, the offender is incarcerated far longer than other inmates charged with the same crime, simply because facilities and programs are at a premium for the mentally ill offender.

The Jail Diversion Program is a unique, innovative and collaborative program that will "span the boundaries" between the multiple systems involved in criminal cases of persons with mental illness/developmental disability. Without this program, persons with mental illness will continue to fall through the cracks which exist between the mental health system, criminal justice system and penal system.

I wholeheartedly and without reservation recommend the allocation of funds to initiate the Jail Diversion Program developed by MHA and FSA. If you have any questions or I can be of any further assistance, please feel free to call me at (812) 349-2670.

Sincerely,

  
Carl A. Salzmänn  
Prosecutor

Aris S. Beldavs  
200 S. Madison, Apt. C225  
Bloomington, Indiana 47404

March 21, 2004

Cameron Clairmont  
Executive Director  
Monroe County Mental Health Alliance  
120 7th Street | One City Centre Building  
Bloomington, Indiana 47403

Dear Cameron:

Thank you very much for the support provided by the Mental Health Alliance (MHA) and your personal commitment to resolution of the problems that I have been facing in securing the services that I need from providers in Bloomington. I understand the function of the MHA is to act as ombudsman linking mental health services providers and the clients they serve. In practice MHA seems to be the only resource in Bloomington that systematically represents the voice of clients of limited means when there is a problem between the different parties involved in the mental health system.

In Bloomington providers are frequently overcommitted and under-resourced and those who come in contact with the mentally ill are often under-trained. Family members frequently have no one to turn to. MHA's TLC support group has been very helpful to my parents coping with my mental illness.

Interventions by the Bloomington MHA supported me and my family during a very difficult period by offering alternatives and information. They put me in touch with Dr. Michael Jenuwine, Clinical Associate Professor of Law, who has done a great job in providing pro bono legal services to help me to secure more appropriate treatment for my condition. I am very thankful for this help. Were it not for this help, I could be getting sicker and sicker, jailed, or under unnecessary long-term restraint with considerable cost to the taxpayers. Many problems can be averted if they are dealt with in a timely and efficient manner by caring agencies such as MHA.

Following my crisis in early 2003 I am now on the road to recovery with the help of MHA. I am actively seeking employment and hope to finish my final required class at Indiana University that I need to graduate. I am also reestablishing ties with friends and family thanks to MHA's help, especially the work being done by Dr. Jenuwine. I very much appreciate being treated as a human being in need of help and not as a source of exploitable income. The natural order of things in our society seems to be either to leave those who are sick and weak to flounder, or to have them locked up in institutions, such as jails or other maximum confinement centers. MHA is helping to achieve a more just and humane solution to securing care in the least restrictive setting with good information provided to the client and his family. This approach is not only good for the consumer; it is also less costly to society.

Sincerely yours,

*Aris Beldavs 3/21/04*

Aris Beldavs





OFFICE OF  
**MONROE COUNTY SHERIFF**  
**STEPHEN E. SHARP**

301 NORTH COLLEGE AVENUE  
BLOOMINGTON, INDIANA 47404  
TELEPHONE (812) 349-2534  
FAX (812) 335-2235

CHIEF DEPUTY  
Steven M. Chambers

CORRECTION CENTER  
William A. Wilson

INVESTIGATIONS  
Rick A. Blockson

ORI/IN 0530000

**To Whom It May Concern:**

**This letter is to offer the support of the Monroe County Sheriff's Office in support of the Jail Diversion Program. A local correctional setting is not the appropriate place for individuals diagnosed with mental health issues to receive treatment. Individuals in the correctional system with mental health issues most often place additional stress on the jail environment. Most often such individuals require more staff interaction, and are more prone to being taken advantage of by other offenders.**

**The program goals of getting mentally ill/disabled individuals appropriate treatment and reducing jail time beds for the community are fully supported by the Monroe County Sheriff's Office.**



**CARL A. SALZMANN**  
Prosecuting Attorney



Curry Building  
Adult Protective Services  
238 West Seventh Street  
Bloomington, Indiana 47404  
(812) 349-2665 / FAX 349-2798

*eharrell@co.monroe.in.us*  
*sream@co.monroe.in.us*

**STATE OF INDIANA**

**OFFICE OF THE PROSECUTING ATTORNEY**

---

**Tenth Judicial Circuit**

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March 22, 2004

I am pleased to support this request for funding for the Jail Diversion Program. For over fifteen years this office of Adult Protective Services has participated in a variety of efforts to prevent the inappropriate incarceration of individuals who suffer from mental illness and developmental disabilities.

Mental illness and developmental disabilities may result in behaviors that are frightening to the general public or that disrupt normal social discourse. Society's response to the behaviors often is to place the person in jail. More often, however, society and the disabled individual would be better served by the individual being referred to community services designed to treat mental health matters, the core problem that created the behaviors resulting in the arrest.

The Diversity Program is a unique effort in our community. Such a program can accomplish many things: an individual, otherwise jailed, may be provided treatment instead; jail beds are available for criminals; many hours of work in our expensive criminal justice system can be directed appropriately to keeping our community safe; and all of our county's citizens are better served.

I am hopeful that you will fund the much-needed Jail Diversion Program.

Yours truly,

A handwritten signature in cursive script that reads "Evelyn R. Harrell".

Evelyn R. Harrell  
Director  
Adult Protective Services  
Unit 10

TUESDAY  
March 30, 2004  
Bloomington, Ind.

# The H

## Alliance working to reduce jailing of the mentally ill

Police had little training on issue; new law, health professionals meant to help

By Katy Murphy  
H-T Staff Writer

In the Monroe County Jail, 54 of the 281 inmates were on psychiatric medication as of Monday. The fact that the jail is housing such a high number of mentally ill people is not unique to the county — it is a situation mirrored across the state and around the country.

"Jails and prisons and juvenile detention centers are becoming de facto psychiatric facilities," said Dennis Morrison, chief executive officer of the Center for Behavioral Health in Monroe County.

The disproportionate representation of the mentally ill in the exploding jail and prison populations across the state and country has recently prompted legislators, law enforcement agencies and mental health professionals alike to shift their approaches toward addressing mental illness.

*"Jails and prisons and juvenile detention centers are becoming de facto psychiatric facilities."*

Dennis Morrison,  
CEO of the Center for Behavioral  
Health in Monroe County

About 5 percent of the U.S. population suffers from a serious mental illness, according to the 2003 Consensus Project, coordinated by the Council of State Governments.

But in the jail and prison population, that percentage jumps to 16 percent.

This crisis has triggered a call for increased mental health education for law enforcement officers — and for stronger alliances between the sometimes disparate law enforcement and mental health camps.

One of these fledgling alliances is

► See MENTALLY ILL / A11



# Alliance working to reduce jailing of the mentally ill

▼Mentally ill / from A1

developing in Monroe County. In January, a group of mental health professionals began to meet informally with county officials and law enforcement personnel to find ways to reduce "inappropriate incarceration" of the noncriminal mentally ill.

Morrison said the group, which has only met twice, has discussed two options: a forensic diversion court to provide an alternative to jail, and the Crisis Intervention Team approach, which instructs officers on how to de-escalate emergency situations involving a mental health-related emergency. Such an emergency may or may not involve a crime or may be one in which a person is endangering himself or herself.

Capt. Dottie Davis of the Fort Wayne Police Department, the first agency to launch the CIT program in Indiana, is scheduled to give a presentation Wednesday during a meeting of the Monroe County Criminal Justice Coordinating Council.

Davis said since the CIT officers are trained to divert the mentally ill who have committed minor crimes from the criminal justice system, only 1.6 percent of the people with whom these officers come into contact are incarcerated.

"It's a win-win situation," Davis said. Not only does it reduce the jail

population, she said, but "it gives people with mental illnesses more dignity when police come into contact with them."

The importance of mental health training has also been recognized this year on the state level. Due to state legislation, the Indiana Law Enforcement Academy is updating and expanding a section of its curriculum that teaches officers how to recognize symptoms of mental illnesses and how to best respond to them.

Currently, none of the police departments in Monroe County offer regular in-service training that specifically addresses mental illness. An officer's education generally depends on what he or she learned in police academy, the ongoing training they may have elected to pursue and their experience on the street.

Jim Witmer, a Bloomington police officer and training coordinator, said the department has a video training course on what he calls "EDPs," or emotionally disturbed persons. He said it had been a while since the video had been shown.

Witmer noted Bloomington police officers each average more than five times the 16 annual hours of in-service training required by state law. Additional training, he said, is constrained by the number of officers in the department.

"If I had my way, I'd love to have training one day a week for everybody," Witmer said. "But manpower issues just won't allow that."

Bloomington police policy requires officers to take people to Bloomington Hospital for an evaluation if they present a danger to themselves or others and the person seems to have a mental illness, Witmer said.

If deemed appropriate, medical staff can hold the person in the hospital's crisis care unit for up to 72 hours, he said.

Witmer said most officers try to encourage people to seek treatment for their problems. But, he said, the police are in the business of peacekeeping — not fixing problems.

"We're not equipped to be therapists. We are equipped to enforce the laws and ensure safety as much as possible," he said.

Likewise, Monroe County Sheriff Steve Sharp said his officers are not specifically trained to deal with the mentally ill, although they receive some crisis training. With enough time and resources, Sharp said, he would like his officers to undergo training along the lines of the CIT program.

Sharp said he is fully aware that a remedy is badly needed for what he calls the "warehousing" of the mentally ill inside the cramped walls of

his jail, which has about 90 inmates more than its planned capacity.

But the sheriff argues there needs to be an alternative placement option for those who are potentially dangerous to themselves or others. "If you don't arrest them, what do you do?" he asked.

Sharp added: "The bottom line is, you've got to have the resources to deal with it."

Morrison echoed Sharp's concerns. Although no one wants the mentally ill to be incarcerated simply because there's nowhere else for them to go, he said, "there's no mechanism to facilitate an alternative."

But Morrison is encouraged by a "clear spirit of cooperation" he has seen on the part of judges, law enforcement personnel and health-care professionals.

Although he is not sure how long it will take, he is confident that the community will pull together to come up with solutions.

"The good news," he said, "is everybody's speaking from the same point of view."

Reporter Katy Murphy can be reached at 331-4378, or by e-mail at [kmurphy@heraldt.com](mailto:kmurphy@heraldt.com).



STATEMENT OF SUPPORT  
 REVENUE AND EXPENSES - CASH BASIS  
 FOR THE PERIODS ENDED DECEMBER 31, 2003

	+- QUARTER TO DATE ---+		+--- YEAR TO DATE ----+	
	ACTUAL	PER CENT	ACTUAL	PER CENT
<b>SUPPORT AND REVENUE</b>				
Membership				
Contributions - Individual	150.00	.74	5,155.35	10.75
Contributions - Board Members				
Private Grants	4,874.15	23.91	4,874.15	10.17
United Way Community Services	15,357.42	75.35	37,906.17	79.07
City of Bloomington				
Other Government Grants				
Special Events			1.10	.00
Interest Income				
Miscellaneous Income			.57	.00
<b>TOTAL SUPPORT AND REVENUE</b>	<b>20,381.57</b>	<b>100.00</b>	<b>47,937.34</b>	<b>100.00</b>
<b>EXPENSES</b>				
Payroll	10,000.02	49.06	22,907.08	47.79
ICA / Medicare	765.00	3.75	1,752.40	3.66
Unemployment Tax	152.36	.75	473.23	.99
Employee Benefits	500.10	2.45	1,256.93	2.62
Legal and Accounting	605.00	2.97	1,468.26	3.06
Other Professional	500.00	2.45	865.00	1.80
Office Supplies	11.03	.05	131.43	.27
Program Supplies	5.28	.03	13.06	.03
Fund Raising Expense	105.00	.52	105.00	.22
Telephone	300.88	1.48	1,351.65	2.82
Postage				
Office Rent	325.00	1.59	925.00	1.93
Utilities			12.00	.03
Other Occupancy Costs			20.00	.04
Equipment Expense	238.03	1.17	522.88	1.09
Depreciation				
Meeting Expense	106.14	.52	243.73	.51
Travel & Transportation	152.54	.75	191.54	.40
Dues			257.00	.54
Insurance			2,102.00	4.38
Bank Service Fees			22.00	.05
Miscellaneous	55.36	.27	3,413.24	7.12
<b>TOTAL EXPENSES</b>	<b>13,821.74</b>	<b>67.81</b>	<b>38,033.43</b>	<b>79.34</b>
<b>CHANGE IN NET ASSETS</b>	<b>6,559.83</b>	<b>32.19</b>	<b>9,903.91</b>	<b>20.66</b>
<b>BEGINNING NET ASSETS</b>				
<b>ENDING NET ASSETS</b>			<b>9,903.91</b>	

See Accountants' Report

# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Middle Way House, Inc.  
Agency Address: P.O. Box 95  
Bloomington, IN 47402  
Agency Phone Number: (812) 333-7404  
Agency E-mail address: tstrout@bloomington.in.us  
Agency Website: www.bloomington.in.us/~mwhouse  
President of Board of Directors –  
June 2004: Pam Davidson

Name of Person to Present  
Application to Committee: Toby Strout

### Director Information:

Director of Agency: Toby Strout  
Director's Address: P.O. Box 95, Bloomington, IN 47402  
Phone Number: (812) 333-7404  
Director's E-mail Address: tstrout@bloomington.in.us

### Grant Writer Information:

Application Writer: Laura Hohman  
Writer's Address: P.O. Box 95, Bloomington, IN 47402  
Phone Number: (812) 333-7404  
Email Address: lhohman@indiana.edu

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Middle Way House, Inc.

Address where program or project will be facilitated or housed:

404 W. Kirkwood, Bloomington, IN 47404

Name of Project/Program facilitator:

Toby Strout

Facilitator Contact Information:

(812) 333-7404

### Program Information:

Title of Program or Project:

Housing Specialist

Total Cost of Project:

\$31,913

Requested SSF Amount:

\$15,000

Other Funds Expected for Project:

UWCS Capacity Building Fund,  
Housing Trust Fund

### Funding Information:

Examples:

Tables

5 tables @ \$12.00 each

Chairs

20 chairs @ \$8.00 each

Copy Machine

\$1,000

List Of Items

Cost of Each Items

Housing Specialist Salary

\$25,000

Housing Specialist Taxes

\$ 1,913

Housing Specialist Insurance

\$ 5,000

Requested Funding Dates:  
*(please check one)*

July 2004 – September 2004

October 2004 – December 2004

Other Dates Needed - As Explained in Application



# middle way house, inc.

Jack Hopkins Social Services Funding Program  
Application

Middle Way House  
April 2004

Dear Members of the Committee:

Legal Advocacy and  
Domestic Violence  
Programs  
Rape Crisis Center  
Transitional Housing  
Economic Development

With offices in  
Monroe, Martin,  
Owen, Greene, and  
Morgan Counties

P.O. Box 95  
Bloomington, IN 47402

Administrative Line:  
812/333-7404  
Fax 812/323-9063

24-Hour Crisis Line:  
812/336-0846

[www.bloomington.in.us/~mwhouse](http://www.bloomington.in.us/~mwhouse)

Toby Strout  
Executive Director



A United Way Agency

The mission of Middle Way House since its inception as a program for abused women in 1981 has been to end violence in the lives of women and children through the provision or sponsorship of programs and activities that encourage change on the individual and social level. In 1996, the Board wrote an Expanded Statement of Purpose to include in Middle Way's range of interventions housing and business development. This expansion was dictated by things we had learned as an agency about the needs of battered women and the impact of various programs. We noted that against a national average of between 55% and 70% of battered women returning to an abusive relationship following a shelter stay, Middle Way was reporting rates of between 8% and 20%. We credited a policy that allowed women to stay in shelter until they had identified an appropriate and affordable place to live with this dramatically different outcome. Our results suggested that if you give women meaningful alternatives, they will take advantage of them. The literature on domestic violence has supported this notion: it tells us that the difference between women who stay in abusive relationships and those who leave is the latter's knowledge that alternatives exist and their belief that the alternatives will work for them. Since that time, Middle Way has been engaged in expanding the alternatives available to women. We have built transitional housing for women and children who need a safe and affordable residence, and we have created jobs that pay a decent wage while retaining the flexibility to respond to the conditions and contingencies that make it so difficult for women starting off on their own in the aftermath of traumatic violence to secure and maintain employment. This committee has been a partner in all these endeavors and for this we are very grateful.

Our current proposal is in the housing domain. We are looking at developing a housing alternative that will add to our community's continuum of care and provide our target population with a bridge between rental housing and homeownership. We would like to develop a low-income cooperative housing program and facility by which low-wage working women could accrue equity without taking on the risk and, for them, overwhelming responsibility associated with homeownership. Low-income housing cooperatives operate by selling shares to residents. The cost of the shares reflects the holder's capacity to pay as well as the size of the unit and the amenities in the unit. It is a complex system to set up and to administer. Middle Way would like a grant to pay part of the cost of employing a Housing Specialist for one year. Jack Hopkins funds would be used first and expended

by the end of 2004, by which time legal and financing issues would have been explored and a framework for the housing developed, property secured, and design work started.

We are looking at accommodating no more than 10 families with this project. Nevertheless, we believe that the project will have a significant impact. Certainly, the families housed will be affected in a deep and lasting way. Adding almost any number of units to the availability of affordable housing in our community will ease the housing shortage for low-income individuals and families. Finally, the approach we are proposing can serve as one model for addressing Bloomington's unenviable position as the community with the least affordable housing in the State.

This proposal addresses a previously identified priority for social service funds. Funding would be a one-time investment. Part of the Housing Specialist's job would be to fund the position as well as the project, at least for the length of time required to complete the project. Additional funds for the position of Housing Specialist are being applied for: we are asking for \$10,000 in a Capacity Building grant being offered by United Way Community Services, and for a \$4,000 grant from the Housing Trust Fund.

Sincerely,



Toby Strout  
Executive Director



Middle Way House Inc  
**COMPARATIVE STATEMENT OF FINANCIAL POSITION**  
 December 31, 2003 and 2002

	12/31/2003	12/31/2002	Incr (Decr)	%
<b>ASSETS</b>				
Cash and cash equivalents	\$ 196,424.05	\$ 303,030.10	\$ (106,606.05)	-35.18%
Accounts receivable	262,731.82	148,478.70	114,253.12	76.95%
Inventory	6,656.40	2,273.68	4,382.72	192.76%
Prepaid expenses	20,914.84	7,673.25	13,241.59	172.57%
Restricted unconditional promises to give	-	6,255.08	(6,255.08)	-100.00%
Investments	10,145.99	8,910.06	1,235.93	13.87%
Investment in subsidiaries	1,080,419.75	1,059,674.20	20,745.55	1.96%
Notes receivable from related parties	836,694.59	830,280.16	6,414.43	0.77%
Property and equipment	283,814.83	300,193.64	(16,378.81)	-5.46%
<b>TOTAL ASSETS</b>	<b>\$ 2,697,802.27</b>	<b>\$ 2,666,768.87</b>	<b>\$ 31,033.40</b>	<b>1.16%</b>
<b>LIABILITIES</b>				
Accounts payable	\$ 27,318.75	\$ 19,326.33	\$ 7,992.42	41.36%
Notes payable	-	10,000.00	(10,000.00)	-100.00%
Accrued liabilities	65,888.00	57,884.13	8,003.87	13.83%
Refundable advances	22,887.07	9,184.82	13,702.25	149.18%
<b>TOTAL LIABILITIES</b>	<b>116,093.82</b>	<b>96,395.28</b>	<b>19,698.54</b>	<b>20.44%</b>
<b>NET ASSETS</b>				
Unrestricted	2,580,708.45	2,569,373.59	11,334.86	0.44%
Temporarily restricted	-	-	-	0.00%
Permanently restricted	1,000.00	1,000.00	-	0.00%
<b>TOTAL NET ASSETS</b>	<b>2,581,708.45</b>	<b>2,570,373.59</b>	<b>11,334.86</b>	<b>0.44%</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 2,697,802.27</b>	<b>\$ 2,666,768.87</b>	<b>\$ 31,033.40</b>	<b>1.16%</b>



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name:

Monroe County United Ministries, Inc

Agency Address:

827 W. 14th St.

Bloomington IN 47404

Agency Phone Number:

812\ 339-3429

Agency E-mail address:

mcum@bloomington.in.us

Agency Website:

bloomington.in.us/~mcum

President of Board of Directors –  
June 2004:

Jim Whitlatch

Name of Person to Present  
Application to Committee:

Randy Garratt, Education Coordinator

### Director Information:

Director of Agency:

Meri Reinhold

Director's Address:

same

Phone Number:

same

Director's E-mail Address:

same

### Grant Writer Information:

Application Writer:

Meri Reinhold

Writer's Address:

same

Phone Number:

same

Email Address:

same

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

Monroe County United Ministries, Inc

Address where program or project will be facilitated or housed:

827 W. 14<sup>th</sup> St.

Name of Project/Program facilitator:

Meri Reinhold

Facilitator Contact Information:

phone: 339-3429 email: mcum@bloomington.in.us

### Program Information:

Title of Program or Project:

Childcare Program

Total Cost of Project:

615,310

Requested SSF Amount:

20,000

Other Funds Expected for Project:

595,310

### Funding Information:

*Examples:*

*Tables*

*5 tables @ \$12.00 each*

*Chairs*

*20 chairs @ \$8.00 each*

*Copy Machine*

*\$1,000*

List Of Items

Cost of Each Items

Subsidy for 4-5 children

(4-5 children) @ 160<sup>00</sup> x 52 wk = 20,000 \*

\* not every child requires 100% subsidy

Requested Funding Dates:  
*(please check one)*

July 2004 – September 2004

October 2004 – December 2004

Other Dates Needed - As Explained in Application



**Monroe County United Ministries**  
**2004 Social Services Funding Program**  
*Narrative*

Monroe County United Ministries is seeking \$20,000 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, especially but not limited to, school aged children served during the summer months.

The recent SCAN survey (2003) upholds the findings of every previous survey; the need for more affordable childcare calling "Finding reliable, quality, affordable childcare one of the greatest barriers to women obtaining and keeping a job or furthering their education." Also noted was that 38% of respondents had difficulty finding affordable childcare. Plan Kruzan, stated the need for more affordable childcare and that this issue needs to be on the table. As you heard from us last year, the funding cuts of the past two years has seriously eroded our ability to serve the numbers of children we were assisting before the cuts were made. We've made up some funds (thanks to sources such as the Jack Hopkins fund last year), but lost others. Overall, we are serving 14-20 fewer children in 2004 than we did previously. Even more children will be eliminated from state vouchers in April 2004 when the eligibility for graduate students is discontinued. We made every effort last year to provide continuity of care; using our small cash reserve to let children stay until they withdrew for other reasons, then, simply not filling those slots. We cannot do that this year, when the funds go; we will have to discontinue service to those specific families. We will no longer be spared the heartbreak of giving a parent the final date their child can attend.

Our plan this year was to discontinue the summer program that serves school aged children, thus partially alleviating our shortfall. We intended to find placements for these children at Kid City, the MCCSC program and a few others so that we knew "our" children would be included somewhere. In February 2004, we learned that MCCSC is eliminating two of their three locations and that Kid City will no longer accept vouchers – which are reserved for the poorest children. This led us to rethink our decision. Who will serve these children if we do not? While we recognize that the Jack Hopkins Fund is not intended as annual funding, we felt we must make every effort to operate at least a small summer program to help these families. Funding for subsidized childcare has reached a crisis and the families who are left out in the cold have very few alternatives that allow the parent to continue to work. The minimum size that is feasible is 28 children, because we want to have enough children funded to cover the minimum number of staff we would have to hire. We hope to recruit some children on vouchers who are displaced by the loss of the other programs and the rest on our sliding fee scale. As of this writing, we have recruited 12 children who would be funded through vouchers/Title XX or are wards of the state, but our waiting list indicates 18 additional children who would need our sliding fee scale. Of course we also need to maintain children in the Preschool program as well due to other commitments pertaining to our construction grant from the Community Focus Fund. The funds for the sliding fee scale derive from the following sources: congregational support, CDBG, Opportunity House, United Way Community Services, Jack Hopkins Funds, Monroe County government, individual donors and parent co-payments/fees. In the past 2 ½ years we have attracted more than 400 new individual donors and will continue to seek creative ways to expand our fundraising activities. So far, our results have not kept pace with the reductions in funding, but we are not deterred in our effort.

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. Since October 2002, thousands of children have been eliminated from vouchers and Title XX. At least 150 children were dropped locally from the voucher program. The State reduced the maximum income limits for both vouchers and Title XX to 127% of poverty. Over 20 states provide childcare assistance to families who earn up to or over 200% of poverty<sup>1</sup>. Indiana now ranks 49<sup>th</sup> nationally in terms of how much income a family can earn before it loses eligibility for childcare vouchers<sup>2</sup>.

The reality is that a family at 190% of poverty is no less able to pay for quality 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 48<sup>th</sup> nationally in terms of how much income a family can earn before it loses eligibility for TANF<sup>3</sup>. Families are forced to choose between decent housing, adequate food and high quality childcare.

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 have undertaken exhaustive cost saving measures in our attempt to maintain our current levels of service in this difficult time. We analyzed every item and reduced the top 10 expenditures that were able to be reorganized, restructured and streamlined. In truth, 75% of our disbursement is to our staff wages. Much of our staff structure is dictated by state guidelines or the accreditation standards. We strive to maintain competitive salaries within our locality, the state and the nation, but few-if any- jobs at MCUM could be considered to be well paid when compared to other industries.

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 continues to seek 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 in government and other spending.

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 expenditure<sup>4</sup>. For every \$1 invested in quality early childhood education, the benefit to society at large is \$4.39<sup>5</sup>. 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 special education and contact with the criminal justice system, and fewer out-of-wedlock births<sup>6</sup>. It pays to invest in our children, please support our request for funding.

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<sup>1</sup> Children's Defense Fund, "Child Care and Development Block Grant", *2002 Action Guide*

<sup>2</sup> *ibid*

<sup>3</sup> Children's Defense Fund, "Maximum Cash Welfare Benefits as a Percentage of Poverty", *2002 Action Guide*

<sup>4</sup> *Childcare for Communities*, The Annie E. Casey Foundation

<sup>5</sup> Children's Defense Fund, "High Quality Childcare Benefits Children and Families", *2001 Yearbook*

<sup>6</sup> "Early Childhood Interventions: Benefits, Costs, and Savings", Rand Research Brief, 1998

## UNITED MINISTRIES' MISSION STATEMENT

United Ministries is a nurturing organization serving working families and those in distress by assisting with emergency needs and subsidized childcare. We provide quality education and a safe place for children, basic needs assistance for the poor, and community service opportunities.

### UNITED MINISTRIES' VALUES

#### *We Believe in Children*

- In striving for positive development, well being and safety of children
- That by providing our services to children, we benefit the community in future
- In providing services to meet developmental needs
- In the commitment to licensing standards

#### *We Believe in Families*

- In families in their own diversity
- In helping families to meet their goals
- That families receiving services 'belong'
- In translating human values to the children and parents
- In parents striving to improve the life of children

#### *We Believe in People*

- In the intrinsic worth of every person
- In non-discrimination
- That people in need deserve help
- In targeting our services to those in need
- In helping those who are willing to help themselves
- In acknowledging our role as collaborator with the person in need
- In a holistic approach

#### *We Believe in Faith*

- That faith serves as the foundation for action
- In *acting* on our faith
- That supreme guidance leads our work

#### *We Believe in Ourselves*

- In our own knowledge and skills – that we merit support in community
- In good stewardship
- In accountability
- In lifelong learning



# Childcare Program Budget

REVENUE	Actual '02	Actual '03	04 Budget	Status
Social Services Discretionary Fund	10,383	20,000	20,000	pending
Precision Health Grant	3,649	4,246	7,500	pending
NAP	99,600	89,676	100,000	pending
Township Trustee Grant	1,000	4,000	2,000	pledged
Community Foundation Grant			10,000	pending
Church (restricted)	5,358	1,036	1,500	pledged
Service club (restricted)	1,265	288	965	pledged
Opportunity House	65,060	66,010	65,000	pledged
Title XX	45,116	60,585	39,500	contract
CCFP	46,285	49,857	46,000	estimated
DFC	14,484	21,010	18,000	estimated
CCDF	175,835	128,795	147,000	estimated
TEACH Reimbursement		1,124		
Preschool Fees	104,125	140,447	130,000	estimated
Summertime Fees	8,607	11,064	8,000	estimated
CDBG	10,000	13,962	16,845	contract
County Commissioners	4,000	3,000	3,000	contract
<b>total</b>	<b>594,765</b>	<b>615,099</b>	<b>615,310</b>	

DISBURSEMENTS:	Preschool	Summertime	Childcare
Salaries	394,664	10,667	405,331
FICA	31,524	852	32,376
Employee Pension Expense	7,770	210	7,980
Interns	1,480	40	1,520
Health Insurance	31,080	840	31,920
Unemployment	740	20	760
Food and Paper	24,140	4,760	28,900
Health Clinic Expenses	7,200	300	7,500
Arts and Crafts	1,125	375	1,500
Field Trips	100	900	1,000
Office Supplies	3,250	50	3,300
Printing	4,550	70	4,620
Postage and Shipping	8,450	130	8,580
Office Equipment & Repair	4,095	63	4,158
Utilities	9,555	4,290	13,845
Telephone	2,240	140	2,380
Insurance Comm Pkg.	8,775	2,700	11,475
Fuel and Maintenance	45	5	50
Staff Mileage	690	100	790
Training and Development	2,175	150	2,325
Parent Workshops	100	0	100
Program Equipment, Repair et	2,050	1,500	3,550
Custodial Supply	1,813	814	2,627
Maint/Food Srv Equip Supply	1,525	350	1,875
Custodial/Maint Contract	14,700	6,600	21,300
Buildings and Grounds	5,635	2,530	8,165
Professional Fees	0	0	0
Interest	0	0	0
Bad Debt	904	226	1,130
Promotion	3,712	232	3,944
Rental Property Expense	0	0	0
Miscellaneous	1,155	1,155	2,310
<b>TOTAL</b>	<b>575,242</b>	<b>40,068</b>	<b>615,310</b>



(unaudited)

MONROE COUNTY UNITED MINISTRIES, INC.

BALANCE SHEET

For Month Ending: Dec 31, 2003

① Unrestricted Cash Reserve = 394,206.44

ASSETS

Monroe Bank - General Checking	12,940.92	- Checking account balance
Monroe Bank - ES Checking	45,727.70	- Restricted funds for food, rent or utilities
Monroe Bank - Market Rate Plus	85,513.10	
United Commerce Bank - Money Mkt	97,396.26	
Lyons Preferred Account	8,229.78	
Williard Lyons - Brokered CD's	110,000.00	
Monroe Bank - Rental Account	34,694.73	- Restricted fund for managing <sup>capital investment</sup> rental property/repairs/maintenance
U Credit Union Money Mkt	97,067.30	
Community Foundation	21,886.00	- funds held @ Community Foundation that passed through our books
Cash - Petty	100.00	
Accounts Receivable	19,006.29	
Prepaid Copier Maintenance	834.22	
Prepaid Insurance	1,449.24	
<b>TOTAL CURRENT ASSETS</b>		<b>534,845.54</b>

Land	10,000.00
Main/Preschool Buildings	1,611,697.54
House	24,131.00
Dixon House	66,007.33
Land Improvements	22,705.00
Green House	12,011.77
Office Equipment	68,612.96
Maintenance Equipment	23,296.73
Program Equipment	140,458.14
Food Service Equipment	91,890.75
Vehicles	16,268.00
Accumulated Depreciation	(724,930.35)
<b>TOTAL FIXED ASSETS</b>	<b>1,362,148.87</b>

**TOTAL ASSETS** 1,896,994.41

LIABILITIES

Fed Withholding Tax Payable	1,617.15
FICA Tax Payable - Employees	1,421.03
FICA Tax Payable - Employer	2,495.77
Pension Expense Payable	24,567.00
Salaries Payable	14,048.99
Accounts Payable - General	5,772.28
Foundation Contrib Payable	195.00
Accrued Vacations	2,434.19
<b>TOTAL LIABILITIES</b>	<b>52,551.41</b>

EQUITY

Temp Restricted Net Assets	47,394.94
Perm Restricted Net Assets	26,981.96
Residual Equity	1,814,506.90
Gain or (Loss) to Date	(44,440.80)
<b>TOTAL EQUITY</b>	<b>1,844,443.00</b>

**TOTAL LIAB. & RES. EQUITY** 1,896,994.41

Detailed Explanation

\$394,206.44  
 - 52,551.41 outstanding liabilities  
 - 82,000.00 funds held against health insurance liability  
\$259,648 = 3 1/2 mo operating reserve

# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Planned Parenthood of Greater Indiana, Inc. (PPGI)

Agency Address: 3209 North Meridian Street Indianapolis, IN 46208

Agency Phone Number: 317/926-4662

Agency E-mail address: MichaelMc@ppcsi.org

Agency Website: www.ppin.org

President of Board of Directors -  
June 2004: Mary Ruth Snyder, Ph.D.

Name of Person to Present

Application to Committee: Barb Sturbaum, Director of Procedures

### Director Information:

Director of Agency: Betty Cockrum, President & CEO

Director's Address: 3209 North Meridian Street Indianapolis, IN 46208

Phone Number: 317/926-4662, ext. 112

Director's E-mail Address: Betty@ppcsi.org

### Grant Writer Information:

Application Writer: Jill Carr, Proposal/Grant Manager

Writer's Address: 3209 North Meridian Street Indianapolis, IN 46208

Phone Number: 317/926-4662, ext. 132

Email Address: Jill@ppcsi.org

- **Please Include Agency's Mission Statement in Two-Page Application Narrative \***

# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names: Planned Parenthood of Greater Indiana, Inc. (PPGI)

Address where program or project  
will be facilitated or housed: 421 South College Avenue Bloomington, IN 47403

Name of Project/Program facilitator: Barb Sturbaum, Director of Procedures

Facilitator Contact Information: 812/336-7050, ext. 1300  
Barb.Sturbaum@ppcsi.org

### Program Information:

Title of Program or Project: Cervical Health Project

Total Cost of Project: \$6,623

Requested SSF Amount: \$2,923

Other Funds Expected for Project: PPGI will commit \$3,700 from the Bloomington Clinic's Women's Health Fund budget to serving women in need of colposcopy.

### Funding Information:

<u>List Of Items</u>	<u>Cost of Each Item</u>
<u>Baby Tischler Biopsy Punch Forcep</u>	<u>6@\$390.00 (\$2,340)</u>
<u>Endocervical Biopsy Currette with basket</u>	<u>6@\$51.00 (\$306)</u>
<u>Singley Forcep</u>	<u>6@\$46.17 (\$277.02)</u>

**Total: \$2,923.02**

Requested Funding Dates:  July 2004 - September 2004  October 2004 - December 2004  
 Other Dates Needed - As Explained in Application



## Application Narrative

The mission of Planned Parenthood of Greater Indiana, Inc. (PPGI) is to protect, provide and promote reproductive health. Founded in 1932 as the Indiana Birth Control League, the first maternal health clinic for provision of contraceptive supplies and information opened in Evansville in 1933 and the Indiana Birth Control League became known as Planned Parenthood in the 1940's. Systemwide, PPGI served 104,755 patients through 320,151 visits to 35 clinics across Indiana in 2003.

Established in 1964, the PPGI Bloomington clinic served 7,688 patients through 22,589 visits last year. The median patient age was 22, with females comprising 96 percent of total patients. Sixty-eight percent of Bloomington patients had incomes at or below the federal poverty level and 78 percent of patients were at or below 150 percent of poverty. Most of these patients either lacked health insurance or had inadequate coverage for their health care needs.

On-site Clinic Manager Jane Spires supervises daily operations and staff in Bloomington. Clinic Nurse Practitioners are supervised by a regional Director of Nursing, working closely with the Clinic Manager and the PPGI Medical Director, Michael King, M.D. A regional Director of Clinics is also assigned to each clinic and works in tandem with the Director of Nursing to provide clinic oversight. Patient medical services are delivered by a female Nurse Practitioner team, assisted by L.P.N.s. PPGI maintains established position descriptions with education and training requirements and conducts regular staff trainings and updates. In order to maintain continuing education and quality control, all clinic staff are required to participate in multiple trainings each year.

Bloomington clinic services consist of comprehensive reproductive health care for women and men, including: breast exams, Pap smears, mid-life services, sexually transmitted infection testing and treatment, colposcopy and cryotherapy, pregnancy testing, and family planning services and supplies. The clinic also employs a full-time Educator/Trainer who manages the Peer Education youth leadership program, acts as a community liaison, and provides a variety of education and training services in Bloomington and the surrounding area.

In order to better serve Bloomington patients, PPGI respectfully requests one-time support in the amount of \$2,923 for purchase of six sets of cervical biopsy equipment. The existing equipment is old and requires frequent sharpening, a specialized and expensive process that takes place off-site, resulting in the equipment being out of service. This biopsy equipment will be used solely for diagnosis and treatment of abnormal cervical conditions. The Bloomington clinic maintains separate areas and equipment for use in abortion procedures.

Colposcopy and cryotherapy services are provided as follow-up care for abnormal Pap tests. Colposcopy, a non-invasive advanced diagnostic procedure, utilizes a colposcope to visually examine the cervix for abnormal cells. During colposcopy, a biopsy, or sample of abnormal cells, is often taken for diagnostic purposes. Biopsies can confirm that cervical cell abnormalities require treatment to remove potentially cancerous tissue. Cryotherapy is a treatment procedure that destroys abnormal cervical cells by freezing. In 2003, Bloomington clinic patients had 390 severely abnormal Pap test results, out of a total of 3,849 tests. Seventy-six patients underwent colposcopy and four underwent cryotherapy.



Appropriate follow-up of abnormal Pap results is vitally important. Early detection and treatment of abnormal cervical tissue is a critical element of women's reproductive health care and, in the event of pre-cancerous or cancerous cells, is potentially lifesaving. When detected and treated early in the course of disease progression, cervical cancer is one of the most curable cancers. Early detection and treatment is also cost-effective, with research indicating that each dollar spent on preventative health care saves an additional three dollars in future medical costs.

The Women's Health Fund (WHF) was established by PPGI in response to the great need for economic assistance for reproductive health care and enables patients who are ineligible for government-subsidized programs, rural women, and the "working poor" to obtain services. This is a restricted fund paying directly for patient services, with no monies spent on administrative costs. Patients receive WHF support as vouchers for services, issued at the discretion of the clinic manager. The WHF provides crucial assistance in filling the gap between the need for health care and ability of low-income women to pay for it. . In 2003, WHF enabled a total of 389 Bloomington clinic patients to obtain \$12,879 in care. Thirty-four percent of this total was for colposcopy. As matching funds for our current request, PPGI will commit \$3,700 of the Bloomington clinic WHF budget to women in need of colposcopy.

PPGI fundraising efforts for the WHF are ongoing, due to the substantial need for services by women who lack access to reproductive healthcare due to economic barriers. Raising funds for the WHF is a primary activity of the development staff. The WHF is supported by individual donors, foundations, and occasionally, public monies.

The PPGI Bloomington clinic is proud to provide essential health and educational services for the women, men, and youth of Bloomington and Monroe County. The requested support will make possible health care that makes a positive difference in the lives of Bloomington residents by enabling economically disadvantaged women in need of potentially lifesaving colposcopy services to access these procedures. This request is consistent with the health care priority as defined in the 2003 Service Community Assessment of Needs.

### Cervical Health Project

<b>Item</b>	<b>Requested Funds</b>	<b>PPGI Funds</b>	<b>Projected Totals</b>
Baby Tischler Biopsy Punch Forcep 6@\$390.00	\$2,340		\$2,340
Endocervical Biopsy Currette with basket 6@\$51.00	306		306
Singley Forcep 6@\$46.17	277.02		277.02
Designated colposcopy funds, Women's Health Fund, Bloomington Clinic		\$3,700	\$3,700
<b>TOTAL</b>	<b>\$2,923.02</b>	<b>\$3,700</b>	<b>\$6,623.02</b>

Note: Actual requested amount rounded to \$2,923.

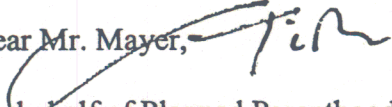


Planned Parenthood of Greater IN  
 BALANCE SHEET  
 12/31/2003

	GENERAL OPERATING	TITLE V PROGRAM	TITLE X PROGRAM	GULDEN/ HEALTH FUND	AB LOAN FUND	BO DESIGNATED ENDOWMENT	NFTF SCHLARSHP	BROTHERHD SCHOLARSHP	SANGER ENDOWMENT	MISC RESTRICT FUNDS	TEMPORARILY RESTRICTED	TOTAL ALL FUNDS
<b>ASSETS</b>												
ash	1,481,502.92	24,151.02	35,131.59	10,713.81	20,909.49	0.00	0.00	0.00	0.00	24,186.91	0.00	1,596,595.74
etty Cash	3,690.00	470.00	949.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,109.28
ccounts Receivable	1,428,136.21	4,381.09	18,239.68	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,460,756.98
rants Receivable	18,272.19	100,223.00	95,179.31	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	213,674.50
nventory	102,943.92	(19,629.19)	(21,036.42)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	62,278.31
repaid Expenses	73,926.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73,926.20
ccrued Interest	0.00	0.00	0.00	0.00	0.00	1,843.95	0.00	0.00	2,723.78	0.00	0.00	4,567.73
ther Assets	600.00	0.00	1,648.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,248.00
ue from/Due to	600,379.74	(444,614.95)	(385,302.00)	(86,851.50)	1,331.59	203,925.36	(14,556.48)	4,484.27	0.00	(1,280.91)	122,484.88	0.00
eneficial Interest in Assets	52,904.79	0.00	0.00	221,652.70	11,613.46	563,849.87	151,996.17	46,195.04	916,555.49	141,321.17	0.00	2,053,183.90
nvestments	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	338,746.50
and	338,746.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,939,912.61
uilding	1,939,912.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	59,718.48
ehicles	59,718.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,583,661.30
ivate Equipment	1,583,661.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	499,809.07
overnment Equipment	0.00	13,625.11	486,183.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,764,468.52
iterations & Renovations	1,702,136.93	0.00	62,331.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(4,065,222.58)
ess: Depreciation	(3,527,232.71)	2,876.66	(540,866.53)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL ASSETS</b>	<b>5,859,299.08</b>	<b>(318,517.26)</b>	<b>(247,541.54)</b>	<b>145,515.01</b>	<b>43,854.54</b>	<b>769,619.18</b>	<b>137,439.69</b>	<b>50,679.31</b>	<b>919,279.27</b>	<b>164,227.17</b>	<b>122,484.88</b>	<b>7,646,339.33</b>
<b>LIABILITIES</b>												
ccounts Payable	284,612.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	284,612.00
Accrued Payroll & Taxes	569,662.38	46,109.97	82,007.73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	697,780.08
Accrued Emp Medical Insurance	117,156.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	117,156.36
Security Deposits Held	900.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	900.00
Long Term Mortgage Payable	435,802.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	435,802.85
Fund Balance	4,451,165.49	(364,627.23)	(329,549.27)	145,515.01	43,854.54	769,619.18	137,439.69	50,679.31	919,279.27	164,227.17	122,484.88	6,110,088.04
<b>LIABILITIES &amp; FUND BALANCES</b>	<b>5,859,299.08</b>	<b>(318,517.26)</b>	<b>(247,541.54)</b>	<b>145,515.01</b>	<b>43,854.54</b>	<b>769,619.18</b>	<b>137,439.69</b>	<b>50,679.31</b>	<b>919,279.27</b>	<b>164,227.17</b>	<b>122,484.88</b>	<b>7,646,339.33</b>

April 19, 2004

Timothy Mayer, Chair  
Jack Hopkins Social Services Funding Committee  
City of Bloomington Common Council  
City Hall – Showers Plaza  
Council Office, Room 110  
401 N. Morton Street  
Post Office Box 100  
Bloomington, IN 47402

Dear Mr. Mayer, 

On behalf of Planned Parenthood of Greater Indiana, Inc. (PPGI) and the 7,688 patients served by our Bloomington clinic last year, I would like to thank the Office of the Common Council for its continued support. The Bloomington clinic, established in 1964, serves a patient population that is typically young, female and low-income. In 2003, 68 percent of Bloomington patients had incomes at or below the federal poverty level and 78 percent of patients were at or below 150 percent of poverty. Most of these patients either lacked health insurance or had inadequate coverage for their health care needs.

To allow us to better serve our patients and continue to address the one of the most preventable cancers when detected and treated early, we respectfully request one-time support in the amount of \$2,923. These funds will enable the purchase of six sets of cervical biopsy equipment, replacing existing equipment that is old and requires frequent sharpening. The sharpening of these delicate and specialized instruments is expensive and must take place off-site, resulting in equipment being out of service and ongoing investment of funds.

PPGI will commit \$3,700 in matching funds, designated for women in need of colposcopy services, from the Bloomington clinic Women's Health Fund budget. The Women's Health Fund (WHF) was established by PPGI in response to the great need for economic assistance for reproductive health care and enables patients who are ineligible for government-subsidized programs, rural women, and the "working poor" to obtain services. The WHF is restricted and pays directly for patient services, with no monies spent on administrative costs. Patients receive WHF support as vouchers for services, issued at the discretion of the clinic manager. The WHF provides crucial assistance in filling the gap between the need for health care and ability of low-income women to pay for it. In 2003, the WHF enabled a total of 389 Bloomington clinic patients to obtain \$12,879 in care. Thirty-four percent of this total was for colposcopy.



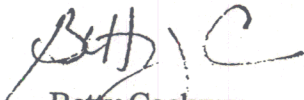
PPGI firmly believes that our patients deserve the best quality personnel, equipment, and service possible. This investment in the provision of affordable, quality preventative health care services will have a lasting impact on the Bloomington community in a number of ways. Research shows that each dollar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

Barbara Sturbaum, PPGI Director of Procedures, will present the proposal to the Common Council Social Services Funding Committee. Ms. Sturbaum can be reached at:

Planned Parenthood Bloomington Clinic  
421 S. College Avenue  
Bloomington, IN 47403  
Tel: 812/336-7050, ext. 1300  
Fax: 812/334-3129  
E-mail: Barb.Sturbaum@ppcsi.org

Thank you for your consideration and past support. Should you have any questions regarding this proposal or PPGI, please contact Michael McKillip, Director of Development at 317/926-4662, ext. 135 or Barb Sturbaum, as noted above.

Sincerely,



Betty Cockrum  
President & CEO



# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: Rhino's Youth Center

Agency Address: P.O. Box 1727, 325 1/2 S Walnut  
Bloomington, IN 47402

Agency Phone Number: 333-3430

Agency E-mail address: rhinosdirector@ameritech.net

Agency Website: www.rhinosyouthcenter.org

President of Board of Directors –  
June 2004: Thom Atkinson

Name of Person to Present  
Application to Committee: Brad Wilhelm

### Director Information:

Director of Agency: Brad Wilhelm

Director's Address: P.O. Box 1727, Bloomington IN 47402

Phone Number: 333-3430

Director's E-mail Address: rhinosdirector@ameritech.net

### Grant Writer Information:

Application Writer: Brad Wilhelm

Writer's Address: P.O. Box 1727, Bloomington In, 47402

Phone Number: 333-3430

Email Address: rhinosdirector@ameritech.net

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***



# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names: Rhino's Youth Center

Address where program or project will be facilitated or housed: 325 1/2 S Walnut

Name of Project/Program facilitator: Brad Wilhelm

Facilitator Contact Information: 333-3430

### Program Information:

Title of Program or Project: "Youth Voice" After School Program Expansion

Total Cost of Project: \$45,000 ( for equipment upgrades)

Requested SSF Amount: \$11,237.69

Other Funds Expected for Project: \$33,762.31

### Funding Information:

*Examples:*

*Tables*

*Chairs*

*Copy Machine*

*5 tables @ \$12.00 each*

*20 chairs @ \$8.00 each*

*\$1,000*

#### List Of Items

#### Cost of Each Items

4 Firewire hard drives @ \$269.99 each	
1 Alienware Pac and monitor @ \$3843.00	
1 Apple Power book w/case @ \$3154.96	
1 Quark Express Software @ \$729.97	
1 Sony TRV 950 Video Camera and case @ \$1,749.90	
2 Sony MZ-N10 Mini Disc Recorders and microphones @ \$339.95 each	

Requested Funding Dates:  July 2004 – September 2004  October 2004 – December 2004  
*(please check one)*

Other Dates Needed - As Explained in Application



## Rhino's Youth Center

### Jack Hopkins Social Service Funding Request

Rhino's Youth Center, whose mission statement is: To provide entertainment and engagement for the youth of our community, is requesting an award of \$11,237.97 to improve and expand its after school programming and increase its service capacity.

The Harmony Education Center with seed money from The Monroe County Prosecutor's Office began Rhino's in March of 1992 as a one-night-a-week music club. From those humble beginnings, Rhino's has become a full-fledged youth center offering unique and innovative youth programming (in and alcohol, tobacco, and other drug-free environment) in the crucial after school hours as well as weekend entertainment. Along the way, Rhino's became a member agency of the United Way of Monroe County and entered into an increasingly deep partnership with the City of Bloomington Parks and Recreation Department.

Currently, Rhino's Youth Center has 4 after school programs:

**Youth Video.** Young people meet twice a week to plan and produce a monthly television show that airs on CATS channel 3. Teens receive training in digital video editing and camera technique, as well as dramatic structure and group decision-making. The First Amendment Freedom Forum recently honored the group for the work ad has been commissioned to produce another piece for them.

**Youth Publication.** The newest Rhino's Youth Center After School Program enables young people to produce their own monthly newspaper. The publication, entitled THE ANTAGONIST, features news, stories, creative writing, photography, art, comics, and a youth activities calendar. All of the content is by and for the youth of our community.

**Youth Radio.** Teens plan and produce a weekly 5-hour radio show that airs on WFHB, Saturday's from 5 to 10 pm. They train and pre-produce the show in Rhino's media studio. This group is the largest youth radio group in the country (as far as we can tell).

**Youth Mural Arts.** Murals are produced at Rhino's Youth Center and hung in Peoples Park.

These programs are run by the Rhino's Youth Center with the help of the City of Bloomington's Parks and Recreation Department, who provide trained, professional staff for the programs. Nearly 150 local youth from every high school and middle school in the city utilize these programs free of charge. Their success has been gained through their labor. Each of these programs came from a youth idea. They mold and shape the projects themselves. All of the Rhino's Youth Center After School Programs are designed to give youth a chance to use their own unique voice while empowering them with a sense of accomplishment and community

These programs specifically address the needs previously identified by the 2003 SCAN Report, most specifically in YOUTH DEVELOPMENT.

"There is a shortage of affordable after school activities, especially between the hours of 3 and 6 pm." (2003 SCAN Report pg 74)

As previously mentioned, Rhino's programs operate between 3 and 6, Monday through Friday, and are free,

"...more activities for youth ages 13-18...with the business and arts communities"

"greater involvement for youth in planning activities to help them develop organization and leadership skills"(2003 SCAN pg 75)



This is also what Rhino's does.

The SCAN report also encourages community action to:  
"expand the capacity of current high-quality mentoring and youth leadership programs, including focus on low-income youth, and promote areas of professional interest. These programs should include opportunities for youth to be involved in planning and implementation" (2003 SCAN pg 75)

The October 2003 Bi-Annual Rhino's Survey found that over 50% of the youth who use Rhino's on a regular basis are considered low income. Many of these young people are kids who do not fit in "traditional" youth programming.

Youth in these programs learn valuable, practical skills such as Mac and PC computer training, professional grade software training in Quark Express, Final Cut Pro, Pro-Tools (all media industry standard programs) and Microsoft Window applications. They also learn the important intangibles of hard work, teamwork, and a sense of accomplishment and empowerment.

The success of the Rhino's Youth Center After School Programs is also its current hindrance. There is just too many youth who want to participate (and staff who need the equipment as well) and also too many community groups who request our assistance and not enough equipment capacity. Too few and out dated computers, not enough hard drive space or cameras, teens waiting weeks to get equipment they need to finish projects, these are just a few of the problems we hope to solve with this funding.

This year, Rhino's has worked with Classes from Bloomington North and South, and Harmony and Aurora. Produced video or audio pieces for Middle Way House, the Evergreen Institute, WonderLab, Amethyst House, Big Brothers Big Sisters, and many more. Not only will this money make a significant contribution to the Rhino's program, but to the other youth and social service agencies that Rhino's partners with and assists.

Just 2 years ago, Rhino's Youth Center was fortunate to receive an award from the Council from this program, and it helped bring the media programs to where they are today. Current funding from the Indiana Criminal Justice Institute, and a request being submitted to the United Way, will, along with this request, help bring in the service capacity expansions needed. Rhino's Youth Center *never* applies for any funding frivolously or submits requests that are unreasonably inflated. The needs and costs of the projects have been carefully planned and reviewed (as always) before we made this request.

An explanation for why each piece of equipment is needed is included in the attached budget.

This funding will enable Rhino's Youth Center to expand on its successful programs and encourage youth to become more involved in the community that they live. The broad and long lasting effects of empowering and training youth while they help other groups to do the same is immeasurable.

Thank you for your consideration.



# Jack Hopkins Social Services Funding Rhino's Youth Center

## Request Budget

*(Items listed in order most pressing need)*

<u>Item</u>	<u>Total</u>
4 – Fantom , 250 GB Titanium Firewire Hard Drives \$269.99 each	\$1079.96

Currently, the Rhino's Youth Center After School Programs have completely filled the hard drives of the existing media computers with works – in progress. With, not only the nearly 150 youth a week who need to use the computers, but also groups from Bloomington North and Bloomington South, Big Brothers Big Sisters, WonderLab, The Evergreen Institute, Harmony School, the John Waldron arts Center, and more wanting to use the media studio for projects, hard drive space is at a premium. Work on an audio or video pieces takes a lot of time (especially with youth who are working in their spare time after school) and takes up even more hard drive space. These "Firewire" hard drives are portable and can be taken from computer to computer (even between Mac and PC) without taking up "on board" hard drive space that slows down the software and keeps others from using the facilities. Currently (as of April 15, 2004) there are nearly 20 young people from Rhino's and other organization waiting on disc space to free up. These drives would expand the storage space on our computers and make it possible for even more young people and community groups to quickly and efficiently access our equipment.

1- AlienWare Multi-Media Pc w/monitor and shipping	\$3843.00
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Rhino's currently has 3 PCs which are used by the staff and the youth from everything grant writing and databases to homework help. 2 of these PCs are now nearly obsolete and need to be replaced. We have chosen a middle-of-the-line PC from AlienWare as the a replacement for the oldest of the PC's. The cost of this machine is higher than most "bargain" machines, but AlienWare machines are, by far, the best made, and most flexible of any major PC manufacturer. It should be many years before this machine is obsolete. It will be able to handle the myriad of audio and video demands the youth have, as well as the desktop publishing and office work that the staff needs. Some the Rhino's Youth Center After School Program participants bring in projects from school or home that are PC-based and not MAC applications. This machine would enable Rhino's Youth Center to accommodate them. The extra power and flexibility should also enable staff to build better presentations and promotional and fund-raising tools for Rhino's Youth Center as a whole, as well as reducing the stress and expense of staff having to deal with old and hopelessly out of date computers.

1 – Apple Powerbook G4 w/case Quark Express Software	\$3,154.96 729.97
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With the Youth Publication Program now publishing monthly with nearly 40 young people actively involved in its operation, the lack of a second computer to do design work is beginning to impede, not only the speed of publication, but also the creative and vocational training the young people receive in the program. With only one computer dedicated to design and copy editing, only one youth can work on a



project (first hand) at a time. The addition of a 2<sup>nd</sup> computer with the Quark Express software (which is now the industry standard in desktop publishing) will greatly enhance the opportunities youth have to produce the publication and to promote positive activities for and about youth. By making the computer a laptop, it also helps the Rhino's Youth Center After School Programs save space (which is also at a premium) and helps the program be more flexible for the youth to use.

**1- Sony TRV 950 Video Camera and case**

**\$1,749.90**

Rhino's Youth Center's Youth Video Program continues to receive more requests for assistance and partnership than it can handle. There just are not enough cameras to fill the demand of the youth in the program, let alone help shoot "professional quality" requests from local youth and social service organizations ( such as WonderLab and Middle Way House). Currently Rhino's has one "higher end" TRV 950. The addition of a 2<sup>nd</sup> would, of course, double our capacity in high quality video, but also enable more of the Rhino's youth to interact with other community populations.

**2 Sony MZ-N10 Portable Mini Disc Recorders and Microphones \$339.95 each**

**\$ 679.90**

Just as video cameras are at a premium for the video program so are portable mini disc recorders for the Youth Radio Program. Every week, the Rhino's staff has to delay a teen's project because of the lack of available portable recording equipment. These 2 recorders would enable more youth audio projects that encourage teens to speak out and use their creative and literal voice.

**Total Request**

**\$11,237.69**



## After School Programs

Rhino's offers youth 4 unique programs in the critical after-school hours. These programs enable young people to not only learn a skill and have fun, but also offers them a voice in their community.

These programs are free of charge and are collaborations with The City of Bloomington Parks and Recreation Department, WFHB, CATS, and the Indiana Criminal Justice Institute.

### RHINOVISION

Mon. and Tues. 3-7 pm.  
Youth learn the basics of television production and digital editing while producing their own monthly show that airs on CATS ( channel 3)

### YOUTH MURAL ARTS

Friday 3-6pm  
Youth produce murals to be hung in Peoples Park and other locations .

### YOUTH PUBLICATION

Wed 3-6pm  
Youth produce their own monthly news-paper

### YOUTH RADIO

Thurs. 3-6pm  
Youth plan and produce a weekly radio program that airs on WFHB Saturdays from 5 to 10pm.



City of Bloomington  
Parks & Recreation

Harmony  
Education  
Center



Juvenile Division



kids  
count...  
on you™

Celebrating Over a  
Decade of Service

P.O. Box 1727  
Bloomington In  
47402

Phone: 812-333-3430  
Fax: 812-330-2705  
Email: rhinos@bloomington.in.us

Celebrating Over  
a  
Decade of Service

RHINO'S  
YOUTH  
CENTER

Entertainment and  
Engagement for the  
Youth of our community



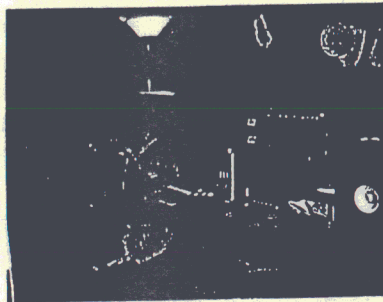


## RHINO'S FACTS

Rhino's Youth Center serves nearly one hundred and fifty local youth a week through its after school programming. Weekend shows serve almost a thousand different youth a month. Rhino's reaches a youth population that is not served by "traditional" youth programming. Rhino's has been successful by offering the youth a chance to be involved in the club. By allowing participants a sense of ownership of Rhino's through their ideas and hard work, Rhinos helps to build self worth and enables youth to have a voice in the community.

Rhino's youth volunteers have led community initiatives in graffiti clean up, public park design, and social service fund raising.

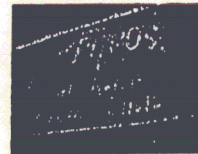
The youth help in all aspects of Rhinos' operation from booking bands to grant writing to cleaning the facility. It is their enthusiasm, desire, and ingenuity that has kept the club alive and vital.



Rhinos Youth Volunteers produce their own weekly radio show in Rhino's Media Studio.

## MUSIC FOR ALL AGES

Rhino's Youth Center began as a Saturday night music club for all ages in March of 1992. Harmony Education Center, with financial assistance from the Monroe County Prosecutors Office, began Rhino's to give young people a safe, alcohol, tobacco, and drug-free place to see bands. The club was run by the youth who frequented it, and it was an immediate success.



## EXPANDING THE MISSION

Rhino's soon became more than a music club. After school programming and youth outreach enabled Rhino's to become a member of the Monroe County United Way. Collaborations with other youth serving agencies soon followed. The City of Bloomington Parks and Recreation Department signed on as a partner, and there has been no looking back.

Currently Rhino's offers shows on weekends and specialized programs in the afternoon that enable youth to utilize their unique voice through art and media. Rhino's also offers one on one counseling and service referral as well as safe place to "hang out".

Partners, collaborators, and funding sources include Harmony Education Center, the City of Bloomington Parks and Recreation Department, United Way of Monroe County, the John Waldron Arts Center, the Indiana Criminal Justice Institute, The Monroe County CARES Board, The City of Bloomington Common Council, The Monroe County Youth Services Bureau, HoosierNet, and many, many more

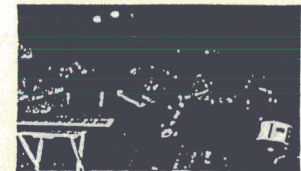
Rhino's Youth Center is a non-profit organization that relies on grants and fund raising for its survival. In order to continue to serve the youth of our community, we need your help. Donations of materials such as furniture, cleaning supplies, office supplies, rugs, art supplies, games, sound equipment, etc are all useful.

Rhino's also can use adult volunteers to work as chaperones or as board members.

Of course, Rhino's also needs financial contributions.

To make a donation of money, materials, or your time, or to find out more about Rhino's Youth Center, use the information provided below.

Any little bit helps.



## Celebrating Over a Decade of Service

P.O. Box 1727

Bloomington, IN 47402-0727

47402

IN 47402

Phone: 812-333-3430

Fax: 812-330-2705

Email: rhinos@bloomington

rhinos@bloomington

Contact person:

Brad Wilhelm

**Harmony School Corporation/National School Reform Faculty**  
**Profit & Loss - Rhinos**  
**September 2002 through August 2003**

	<u>Ameritech Grant (Rhinos)</u>	<u>ICJI (Rhinos)</u>	<u>Rhino's CAPE (Rhinos)</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4200 · Grants - private	0.00	0.00	10,000.00
4210 · Grants - Government	0.00	0.00	0.00
4300 · Contributions Income	0.00	0.00	0.00
4400 · Rental Income	0.00	0.00	0.00
4500 · Program Service Revenue	0.00	0.00	0.00
4700 · Reimbursed Expenses	59.95	0.00	0.00
<b>Total Income</b>	<u>59.95</u>	<u>0.00</u>	<u>10,000.00</u>
<b>Gross Profit</b>	59.95	0.00	10,000.00
<b>Expense</b>			
5000 · Personnel Expense			
5100 · Salaries	0.00	0.00	1,500.00
5140 · Consultants/Contract Labor	0.00	0.00	1,500.00
5200 · Payroll Tax Expense	0.00	0.00	114.75
5350 · Pension	0.00	0.00	0.00
<b>Total 5000 · Personnel Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>3,114.75</u>
5500 · Facilities			
5600 · Maintenance Repairs & Supplies	0.00	0.00	0.00
5750 · Utilities	0.00	0.00	0.00
5775 · Telephone	0.00	0.00	0.00
<b>Total 5500 · Facilities</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
5900 · Travel	0.00	0.00	0.00
6000 · Technology			
6020 · Network	0.00	0.00	0.00
6000 · Technology - Other	0.00	0.00	0.00
<b>Total 6000 · Technology</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
6100 · Supplies	6,697.08	10,411.04	1,019.03
6200 · Postage and Delivery	0.00	0.00	0.00
6290 · Rent	0.00	0.00	0.00
6300 · Printing and Reproduction	0.00	0.00	3.28
9025 · Fixed Assets - Expense Acct	0.00	2,753.96	1,715.61
<b>Total Expense</b>	<u>6,697.08</u>	<u>13,165.00</u>	<u>5,852.67</u>
<b>Net Ordinary Income</b>	<u>-6,637.13</u>	<u>-13,165.00</u>	<u>4,147.33</u>
<b>Net Income</b>	<u><u>-6,637.13</u></u>	<u><u>-13,165.00</u></u>	<u><u>4,147.33</u></u>



Harmony School Corporation/National School  
**Profit & Loss - Rhinos**  
 September 2002 through August 2003

10:10 AM  
 04/19/2004  
 Cash Basis

	<u>Rhinos - Other (Rhinos)</u>	<u>Total Rhinos</u>	<u>TOTAL</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4200 · Grants - private	41,832.06	51,832.06	51,832.06
4210 · Grants - Government	37,659.00	37,659.00	37,659.00
4300 · Contributions Income	22,270.18	22,270.18	22,270.18
4400 · Rental Income	750.00	750.00	750.00
4500 · Program Service Revenue	1,300.00	1,300.00	1,300.00
4700 · Reimbursed Expenses	280.00	339.95	339.95
<b>Total Income</b>	<u>104,091.24</u>	<u>114,151.19</u>	<u>114,151.19</u>
<b>Gross Profit</b>	104,091.24	114,151.19	114,151.19
<b>Expense</b>			
5000 · Personnel Expense			
5100 · Salaries	43,359.42	44,859.42	44,859.42
5140 · Consultants/Contract Labor	0.00	1,500.00	1,500.00
5200 · Payroll Tax Expense	3,316.21	3,430.96	3,430.96
5350 · Pension	1,600.00	1,600.00	1,600.00
<b>Total 5000 · Personnel Expense</b>	<u>48,275.63</u>	<u>51,390.38</u>	<u>51,390.38</u>
5500 · Facilities			
5600 · Maintenance Repairs & Supplies	405.00	405.00	405.00
5750 · Utilities	4,139.05	4,139.05	4,139.05
5775 · Telephone	1,126.64	1,126.64	1,126.64
<b>Total 5500 · Facilities</b>	<u>5,670.69</u>	<u>5,670.69</u>	<u>5,670.69</u>
5900 · Travel	954.05	954.05	954.05
6000 · Technology			
6020 · Network	599.50	599.50	599.50
6000 · Technology - Other	464.34	464.34	464.34
<b>Total 6000 · Technology</b>	<u>1,063.84</u>	<u>1,063.84</u>	<u>1,063.84</u>
6100 · Supplies	3,687.28	21,814.43	21,814.43
6200 · Postage and Delivery	44.00	44.00	44.00
6290 · Rent	25,200.00	25,200.00	25,200.00
6300 · Printing and Reproduction	642.92	646.20	646.20
9025 · Fixed Assets - Expense Acct	0.00	4,469.57	4,469.57
<b>Total Expense</b>	<u>85,538.41</u>	<u>111,253.16</u>	<u>111,253.16</u>
<b>Net Ordinary Income</b>	<u>18,552.83</u>	<u>2,898.03</u>	<u>2,898.03</u>
<b>Net Income</b>	<u>18,552.83</u>	<u>2,898.03</u>	<u>2,898.03</u>

# Social Services Funding Application

## Agency Contact Sheet

### Agency Information:

Agency Name: SHALOM COMMUNITY CENTER, INC.  
Agency Address: 219 EAST FOURTH ST.  
BLOOMINGTON, IN 47408  
Agency Phone Number: (812) 334-5728  
Agency E-mail address: SHALOM@BLOOMINGTON.IN.US  
Agency Website: STILL BEING DEVELOPED  
President of Board of Directors –  
June 2004: SHIRLEY ST. JOHN  
Name of Person to Present  
Application to Committee: JOEL REKAS

### Director Information:

Director of Agency: JOEL REKAS  
Director's Address: 219 EAST 4TH ST, P.O. BOX 451  
Phone Number: (812) 334-5728  
Director's E-mail Address: JRSHALOM@BLOOMINGTON.IN.US

### Grant Writer Information:

Application Writer: PHILLIP SAUNDERS  
Writer's Address: 3725 E. BROWNRIDGE RD, BLOOMINGTON  
Phone Number: (812) 336-0722  
Email Address: SAUNDERS@INDIANA.EDU

**\* Please Include Agency's Mission Statement in Two-Page Application Narrative \***



# Social Services Funding Application

## Program Funding Sheet

### Agency Information:

Participating Agency Names:

SHALOM COMMUNITY CENTER, INC.

Address where program or project will be facilitated or housed:

219 EAST FOURTH ST., BLOOMINGTON

Name of Project/Program facilitator:

JOEL REKAS

Facilitator Contact Information:

(812) 334-5728 / JRSHALOM@BLOOMINGTON.INDIAN

### Program Information:

Title of Program or Project:

PART-TIME FOOD SERVICE COORDINATOR TO OVERSEE AN INNOVATIVE PILOT PROJECT

Total Cost of Project:

\$ 14,134.50

Requested SSF Amount:

\$ 7,000.00

Other Funds Expected for Project:

\$ 7,134.50

### Funding Information:

*Examples:*

Tables

5 tables @ \$12.00 each

Chairs

20 chairs @ \$8.00 each

Copy Machine

\$1,000

List Of Items

Cost of Each Items

PARTIAL WAGES OF PART-TIME

FOOD SERVICE COORDINATOR

\$6,500

PARTIAL PAYROLL TAXES OF

PART-TIME FOOD SERVICE COORD.

500

Requested Funding Dates:  
(please check one)



July 2004 - September 2004



October 2004 - December 2004

Other Dates Needed - As Explained in Application



**TWO PAGE STATEMENT ACCOMPANYING THE FUNDING REQUEST OF SHALOM COMMUNITY CENTER, INC. TO HIRE A PART-TIME FOOD SERVICE COORDINATOR TO OVERSEE AN INNOVATIVE PILOT PROGRAM**

**Agency's Mission**

The Shalom Community Center is a daytime respite and resource center for residents of Bloomington who are living in poverty and experiencing its ultimate expressions: hunger, homelessness, and lack of access to health care and basic life necessities. Its principal purpose is to serve as a front door to the larger community and the institutions which can help bring stability and a greater degree of self-sufficiency to those in need. Shalom Community Center employs a low-barrier outreach model, which is considered to be best practice on a national level. That model includes the delivery of a continuum of onsite social services by area agencies, the provision of basic life supports, and the utilization of an asset-based, client-centered approach to empowerment. 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.

**How Much Is Being Requested And What Will It Be Used For?**

We are requesting \$7,000 to help us hire a part-time Food Service Coordinator to oversee an innovative pilot project to enhance our expanding breakfast and lunch programs and to enhance the employability of homeless people through the provision of job training and work experience in the food service industry. As elaborated below, the \$7,000 requested from the Jack Hopkins Social Services Funding Program will be matched by funds from other sources. If the pilot project proves to be successful, we are prepared to continue funding the part-time Food Service Coordinator position after the Jack Hopkins grant expires.

**Simple Program Budget Detailing Use Of Funds**

**Projected Expenses**

Hourly Pay of Part-time Food Service Coordinator: (20 hours per week x 52 weeks = 1,040 hours, and 1,040 hours x \$12.50 per hour)	\$ 13,000.00
Payroll Taxes: (FICA = .0765 x \$13,000 + UC = .02 x \$7,000)	\$ <u>1,134.50</u>
<b>TOTAL</b>	<b>\$14,134.50</b>

**Projected Revenues**

Funds Requested From The Jack Hopkins Social Services Funding Program	\$ 7,000.00
Funds Provided By Other Sources	\$ <u>7,134.50</u>
<b>TOTAL</b>	<b>\$14,134.50</b>

**Year-end Financial Statement**

The Income Statement For The Twelve Months Ending December 31, 2003, which is attached as Appendix A, includes figures for the Family Resource Centers of Shalom. These Centers are financed by a Lilly CAPE grant to MCCSC. They have separate locations and a different fiscal agent from Shalom Community Center, Inc.'s Daytime Resource Center. Only the figures in the third column pertain to the Daytime Resource Center. It should also be emphasized that these figures do not include the value of the time devoted to Shalom by a large number of volunteers. In 2003, over 500 volunteers contributed almost 19,000 hours of service. These services ranged from retired professionals helping guests prepare resumes, obtain birth certificates, and complete applications for employment to Indiana University students and many guests themselves helping to prepare, serve, and clean up after meals. A reasonable estimate of the market value of the various services provided by Shalom volunteers would total between \$190,000 and \$200,000.



## **Background Information**

Historically, Shalom Community Center's food service activity has grown from a sidebar (provision of a continental breakfast to a dozen homeless adults each morning) at the Center's inception in 2000 to a full scale feeding operation that is currently providing approximately 3,000 meals per month. This is a logical progression, reflecting the nature and extent of poverty in Bloomington and Monroe County. In 2003, United Way's Community Services Needs Assessment Report indicated that approximately 25% of Monroe County residents live in poverty or serious economic risk. The Shalom Community Center is at the heart of the fight against hunger, reaching out to the homeless and the poor who are most in need.

Shalom Community Center has always worked deliberately and effectively in partnership with area programs that provide food to those in need. As Monroe County's primary provider of breakfast and lunch, Shalom Community Center fills a critical niche in this area's continuum of hunger relief organizations. We feel that now is an opportune time to reorganize our food service program in order to best meet increasing demand and, as an innovative pilot program, to begin implementing a self-contained employability model for our guests who currently lack marketable skills. By employing a half-time (.5 FTE) Food Service Coordinator we will obtain needed professional oversight for a continuum of opportunities that run from job training and work experience through employment in the food service industry.

As a pilot project, we propose a one-year trial with a part-time Food Service Coordinator. During this time, we are asking the Jack Hopkins program to fund one-half the cost. In addition to internal evaluation by SCC's Board of Directors, we will utilize both quantitative and qualitative methodology to monitor the project's effectiveness during the trial period. Increased number of people served, the number of volunteers trained, the number of successful job placements, and certification of regulatory compliance will all be benchmarks used in our evaluation. In addition, we will consult with United Way and the Hoosier Hills Food Bank on the local level and Second Harvest on the national level to evaluate the project's effectiveness.

To complete the financial package for this project, the Shalom Community Center has applied to the Community Foundation of Bloomington and Monroe County for \$7,000. If this application is successful, it will match exactly the amount we are requesting from the Jack Hopkins Social Services Funding program. If necessary, we are also prepared to commit funds received during our current campaign as a participant in the Feinstein challenge grant program. The Feinstein Foundation is dedicated to the eradication of hunger in the United States.

## **Relation of Request 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. We are increasingly recognized as the only local organization that regularly provides free breakfasts and lunches, Monday through Friday. As nutritionists have emphasized, these are very important meals, and we are filling an important gap in the services provided the homeless and very poor in Bloomington.
2. **One-time Investment Leveraged Through Matching Funds.** We are asking for only one-half of the cost of the pilot project; and, if the pilot project works as well as we anticipate, we are prepared to assume the full cost of a part-time Food Service Coordinator after the trial period ends.
3. **Broad and Long Lasting Benefits to the Community.** If successful, our project will clearly have long-term spillover effects. Better nutrition and increased training and employability are important steps in helping our guests achieve self sufficiency.

We would welcome an opportunity to make a further presentation of our proposal and answer questions on Thursday, May 13. We hope that we are given a chance to do so.

**ATTACHMENT A**

Shalom Community Center, Inc.  
Income Statement  
For the Twelve Months Ending December 31, 2003

	Year to Date	FRC Program	Day Center
<b>Revenues</b>			
Contributions - Unrestricted	\$ 64,632.39		\$ 64,632.39
Contributions - Temp. restrict	\$ 1,200.00		\$ 1,200.00
Grants - General	\$ 379.83		\$ 379.83
Grants - Cape	\$ 96,505.10	\$ 96,505.10	\$ -
Grant - MLK	\$ 4,993.73		\$ 4,993.73
Transfer of Funds - FUMC	\$ 45,008.89		\$ 45,008.89
Wage Reimbursement - FUMC	\$ 1,175.34		\$ 1,175.34
Other income	\$ 35.00		\$ 35.00
Contributions-In Kind - FUMC	\$ 13,692.82		\$ 13,692.82
Contributions - In-Kind	\$ 45,055.02		\$ 45,055.02
<b>Total Revenues</b>	<b>\$ 272,678.12</b>	<b>\$ 96,505.10</b>	<b>\$ 176,173.02</b>
<b>Expenses</b>			
Advertising & Promotion	\$ 60.00		\$ 60.00
Office Supplies	\$ 2,678.71		\$ 2,678.71
Custodial Supplies	\$ 2,210.17		\$ 2,210.17
Janitorial Services	\$ 1,722.00		\$ 1,722.00
Maintenance and Repair	\$ 1,316.04		\$ 1,316.04
Insurance Expense	\$ 2,487.92		\$ 2,487.92
Subscriptions	\$ 143.40		\$ 143.40
Fund Raising	\$ 15.00		\$ 15.00
Background Checks	\$ 21.00		\$ 21.00
Guest Needs	\$ 13,855.80		\$ 13,855.80
Kitchen Supplies	\$ 1,680.00		\$ 1,680.00
Computer Equipment	\$ 3,000.00		\$ 3,000.00
Equipment	\$ 1,392.66		\$ 1,392.66
Client Gasoline & Travel	\$ 723.58		\$ 723.58
Food Expense	\$ 29,524.23		\$ 29,524.23
Telephone Expense	\$ 4,282.85		\$ 4,282.85
Salary and Wage Expense - SCC	\$ 55,427.68		\$ 55,427.68
Salary and Wage Expense - FRC	\$ 53,859.59	\$ 53,859.59	\$ -
Payroll Tax Expense - SCC	\$ 4,635.48		\$ 4,635.48
Payroll Tax Expense - FRC	\$ 3,937.22	\$ 3,937.22	\$ -
Misc Expense	\$ 2,396.78		\$ 2,396.78
FRC - Miscellaneous Expense	\$ 355.96	\$ 355.96	\$ -
FRC - Office Supplies & Exp	\$ 3,710.47	\$ 3,710.47	\$ -
FRC - Communications	\$ 2,430.00	\$ 2,430.00	\$ -
FRC - Repairs & Maintenance	\$ 2,194.12	\$ 2,194.12	\$ -
FRC - Misc. Supplies/Equipment	\$ 2,481.40	\$ 2,481.40	\$ -
FRC - Insurance	\$ 2,412.50	\$ 2,412.50	\$ -
FRC - Healthy Families	\$ 34,200.00	\$ 34,200.00	\$ -
FRC - Professional Fees	\$ 7,813.23	\$ 7,813.23	\$ -
<b>Total Expenses</b>	<b>\$ 240,967.79</b>	<b>\$ 113,394.49</b>	<b>\$ 127,573.30</b>
<b>Net Income</b>	<b>\$ 31,710.33</b>	<b>\$ (16,889.39)</b>	<b>\$ 48,599.72</b>



FUNDING AGREEMENT  
CITY OF BLOOMINGTON - JACK HOPKINS  
SOCIAL SERVICES PROGRAM  
«Agency\_Name»

This agreement entered into on \_\_\_\_\_, 2004, 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 04-12 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:

I. USE OF FUNDS

Agency agrees to use Agreement funds as follows:

«Project\_Description»

«Other\_Provisions»

II. 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.

III. 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 3, 2004.

#### IV. ADMINISTRATIVE REQUIREMENTS

##### A. Accounting Procedures

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

- (1) Accurate, current, and complete disclosure of the financial component of its activities;
- (2) Records which identify adequately the source and application of funds for City supported activities;
- (3) Effective control over and accountability for all funds, property, and other assets.
- (4) Adequate safeguarding 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.

#### V. GENERAL CONDITIONS

##### A. Independent Contractor

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The Agency shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. 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.

VI. NOTICES

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

City: Marilyn Patterson, 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: <a href="mailto:pattersm@bloomington.in.gov">pattersm@bloomington.in.gov</a>	Agency: «Director_of_Agency» «Agency_Name» «Address» «City», Indiana «Zip» Tel: (812) «Phone_Number» E-mail: «Email_Address»
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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: DRAFT  
Mike Diekhoff  
President, Common Council

By: DRAFT  
«Pres\_BoD»  
President  
Board of Directors

Attest: DRAFT  
Susie Johnson  
Housing and Neighborhood  
Development Director

By: DRAFT  
«Director\_of\_Agency»  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

<b>Agency Name</b>	<b>Director of Agency</b>	<b>Pres. BoD</b>	<b>Project Description</b>	<b>Deadline</b>
Big Brothers Big Sisters of South Central Indiana	Liz Grenat	Steve Denney	To purchase a server, related equipment, and software to implement Phase I of its long range service plan	December-04
Boys and Girls Club of Bloomington	Joe Stebbins	Tony Kenworthy	To pay for salaries, transportation, and other operating costs related to the No Kid Left Behind program.	December-04
Citizen Advocacy of South-Central Indiana, Inc.	Steven Sherman	Dixie Patterson, Jo A. Gilbertson	To purchase approximately 4,000 brochures, fact sheets, and handouts, as well as approximately 500 informational guides to help recruit advocates for persons with disabilities.	October-04
Community Kitchen of Monroe County, Inc.	Vicki Pierce	James P. Becker	To pay for replacing a door and dishwashing machine at the South Rogers Facility, purchasing a garbage disposal for the West 11th Facility, and purchasing kitchen-grade metal shelving for the South Walnut storage facility.	September-04
El Centro Comunal Latino, Inc.	Esther Vargas	Esther Vargas	To pay for software, office equipment, and furniture for a central office and meeting space.	September-04
Girls Incorporated of Monroe County	Dorothy Granger	Maria Talbert	To pay a portion of the cost of 1 used, 30-passenger bus that will serve children at this and other agencies.	September-04
Hoosier Hills Food Bank, Inc.	Amy Robinson	William Sherman	To pay for renovations to the warehouse and to purchase equipment. The renovations will improve the lighting, provide air conditioning, add screens to garage door openings, add fascia, install a drinking fountain repair asphalt, and seal dock space. The equipment includes a used Forklift and a new battery for a special shelving device (known as a "Power Stacker").	September-04
Martha's House, Inc.	Jodi Tobias	Steve Galvin	To pay for salaries and operational costs needed to operate a 28-bed emergency shelter, facilitate a new self-sufficiency program, and reach out to the homeless who have not sought shelter.	November-04
Mental Health Alliance/Family Service Association	Cameron Clairmont	Lynda Robison, MSW MPA JD	To pay for computer equipment and a portion of salaries and benefits for a Jail Diversion Specialist, who will help find other means for handling non-violent, mentally ill offenders.	December-04
Middle Way House, Inc.	Toby Strout	Pam Davidson	To pay a portion of the salary and benefits for a Housing Specialist who will develop a cooperative housing program and facility for low-income women.	December-04
Monroe County United Ministries, Inc.	Meri Reinhold	Jim Whitlatch	To subsidize child care services for low-income city residents primarily during the summer months.	October-04
Planned Parenthood of Greater Indiana, Inc. (PPGI)	Betty Cockrum	Mary Ruth Snyder, Ph.D.	To purchase 6 sets of cervical biopsy equipment to be used for the diagnosis and treatment of abnormal cervical conditions. This equipment includes biopsy punch forceps, endocervical biopsy curettes with basket, Singley forceps.	September-04
Rhino's Youth Center	Brad Wilhelm	Thom Atkinson	To purchase 4 portable 250 GB hard drives, a multi-media PC with monitor, and other equipment for Rhino's afterschool program.	September-04
Shalom Community Center, Inc.	Joel Rekas	Shirley St. John	To pay for a part-time Food Service Coordinator to expand its breakfast and lunch program as well as train and provide work work experience for low-income clients.	December-04