



City of Lawrence
Outside Agency Funding
APPLICATION

General Information: Each year, the City Commission considers requests for the allocation of dollars to a number of agencies that provide services benefiting the Lawrence community. The decision on funding a request will be made during the City's annual budgeting process. The decision will be based upon the availability of funds, the need demonstrated through the agency's application, the stated objectives of the applicant's program, past performance by the agency in adhering to funding guidelines (as appropriate), and the ability to measure progress toward the program objectives.

PLEASE NOTE THAT BEGINNING IN 2009, FUNDS WILL BE DISBURSED ACCORDING TO THE FOLLOWING SCHEDULE UNLESS OTHERWISE AGREED TO IN WRITING:

- FIRST HALF OF FUNDS WILL NOT BE DISBURSED BEFORE APRIL 1
- SECOND HALF OF FUNDS WILL NOT BE DISBURSED BEFORE OCTOBER 1

Instructions: Applications for 2009 funding must be complete and submitted electronically to the City Manager's Office at ctoomay@ci.lawrence.ks.us by the deadline of 5:00 pm on Friday, May 2, 2008.

Questions? Contact Casey Toomay, Budget Manager at ctoomay@ci.lawrence.ksu.s or at 785-832-3409.

Section I. Applicant Information

Legal Name of Agency: Lawrence Community Shelter, Inc. (LCS)
Name of Program for Which Funding is Requested: 24/7 Emergency Shelter
Primary Contact Person: Loring Henderson, Director
Address: 214 West 10th Street, Lawrence, KS 66044
Telephone: 832-8864 (day office) 764-2095 (c) Fax: 832-1053
Email: director@lawrenceshelter.org

Section 2. Request Information

- A. Amount of funds requested from the City for this program for calendar year 2009: \$20,680
- B. Will these funds be used for capital outlay (equipment or facilities) in 2009? If so, please describe:
No
- C. Will these funds be used to leverage other funds in 2009? If so, how:
This general support funding from the City of Lawrence will release other donations to be used for case management and other services to help people move out of homelessness. In addition, the City funding shows potential private donors that the financial support for the shelter is diverse.

- D. Did you receive City funding for this program in 2008? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): Funding was received in 2006 (\$20,000) and 2007 (\$20,680) for this program but was not in 2008 due to a missed deadline for submitting the application.
- E. If you are requesting an increase in funding over 2008, please explain exactly how the additional funds will be used:
\$20,680 is the same amount that was funded by the City in 2007 after reduction, due to lower tax revenue, from the initial \$22,000 budgeted.

Section 3. Agency and Program Budget information

- A. How many paid full time employees work for your agency? 5 Volunteers? 100+
- B. What percent of your total 2008 budget goes to employee salaries and benefits? 48%
- C. What percent of your total 2008 budget is used for operating expenses? 28%
- D. What is the total estimated cost to provide the program in 2009? 140,000
- E. What percent of 2009 program costs are being requested from the City? 15%
- F. List other anticipated sources of funding and funding amount for this program in 2009:

<u>Anticipated Funding Source</u>	<u>Dollar Amount</u>
Dinner and Dancing at Dusk fundraising event	\$ 30,000
Chocolate and Tea at Three fundraising event	25,000
Individuals	43,000
Religious	8,000
Foundations	16,000
Businesses and Organizations	18,000
 TOTAL 2009 PROGRAM BUDGET	 \$140,000

Section 4. Statement of Problem/Need to Be Addressed By Program

- A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding and/or the impact of not funding this program. The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.

The 24/7 Emergency Shelter funding is an essential service provided by private and public sources. The City funding is the key source of funding that fills in the hours of operation to ensure a 24/7 place for homeless individuals and families. Over the years several people have died on the streets of Lawrence and more mundanely people experiencing homelessness historically did not have a place to go for basic living services, e.g., meeting simple bathroom needs. According to the January 2008 survey, there are over 300 people experiencing homelessness in Lawrence who face major challenges daily such as storage of a few personal items; a place to receive mail; a place to get in out of extreme weather; use of a bathroom; access to a washer and dryer; etc. With the City funding, the Lawrence Community Shelter provides services every day to more than 53 people; over 19,000 services in a year plus case management and other programs to get out of homelessness.

B. How was the need for this program determined?

In 1997, a group of citizens decided that something should be done to provide a day time, drop-in shelter for people experiencing homelessness in Lawrence. Individuals were walking the streets without a place to sit, shower, snack, or get inside out of extreme weather even for part of the day. The initial drop-in space was 4 hours a day, 5 days a week. Over the years, the Drop-In shelter moved to different locations, shared some of the drop-in hours with The Salvation Army, and covered more hours each week but did not have enough funds to be open all day. In 2004, the City Commission approved funding for the Lawrence Community Shelter and The Salvation Army to add hours of operation to ensure a place 24/7 for people to evade the weather and to have basic living services (mail, telephone, laundry, storage). The City funding initially was combined for the two agencies but it is now divided into funding for each agency. Since the 24/7 completion funding was started by the City, no homeless individual has died on the streets from inclement weather and the Drop-In Center of the Lawrence Community Shelter has become the primary resource for homeless individuals and families seeking case management and referrals to other agencies. This City funding meets a critical survival need for the poorest residents of Lawrence.

C. Why should this problem/need be addressed by the City?

Users of the 24/7 emergency shelter are primarily residents of Lawrence. For those individuals and families who are not residents but are homeless, the 24/7 program offers referrals and case management to either get out of homelessness or move to a more appropriate location. All of the Lawrence Community Shelter programs are funded mostly by private donations from individuals, churches, foundations, and businesses but the City of Lawrence through various sources provides 12% of the shelter's total budget. Homelessness is a wide and complicated problem that belongs to everyone. The City, through the 24/7 funding, is sharing in the general effort to reduce chronic homelessness and to aid the poor in our community.

Section 4. Description of Program Services

A. Provide a brief description of the service you will provide and explain how it will respond to the need you identified in Section 3. The description should include how many clients will be served, and should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

The Lawrence Community Shelter provides several services in conjunction with the 24/7 emergency shelter funding from the City of Lawrence. With the City's funding assistance, the Drop-in Center is open from 8:00 am to 8:00 pm every day of the year. Its program of daily living services offers a refuge from the extreme cold or heat, breakfast five days a week, mail drop-off and pick-up, access to a washer and dryer, AA, art therapy class, storage of personal items, health education by public and private experts, a volunteer chiropractor, and alcohol and drug counseling and intervention. Additionally, individuals who come to the Drop-In Center have access to case management with programs focusing on housing, employment and training, benefits and ID, and intervention (medical and drug/alcohol). As stated above, the 24/7 emergency shelter program serves 53+ people a day who are experiencing homelessness; a total of over 19,000 (duplicate count) services in the year.

B. Describe any efforts your agency has made to explore the community to determine if there are any other agencies providing similar types of services. What efforts have you made to coordination services?

The Lawrence Community Shelter shares the 24/7 emergency shelter funding from the City with The Salvation Army which focuses on the late afternoon/early evening hours as a supplement to the

Drop-in Center at LCS. Otherwise, no other agency is providing similar services. The Lawrence Community Shelter does coordinate fully with other agencies serving in different ways people experiencing homelessness. The Lawrence Community Shelter is a member of the Community Commission on Homelessness, the Coalition for Homeless Concerns, the Housing Practitioners Panel, the Interfaith Initiative, the Homeless Management Information System group, and is a member agency of United Way of Douglas County. The Lawrence Community Shelter regularly collaborates on client cases and common organizational issues with The Salvation Army, ECKAN, WTCS, the Ballard Center/Penn House, Bert Nash Community Mental Health Center, SRS, Independence, Inc., Lawrence Douglas County Housing Authority, Johnson County Adult Detox Unit, Valeo/SARP detox and rehab program in Topeka, SOS and ARC detox and rehab programs in Kansas City, and DCCCA. As the most economical and personally effective way to organize resources, the goal of the Lawrence Community Shelter and all agencies working with the homeless is to minimize duplication and to maximize services to the individual in need.

Section 5. Program Objectives

Please provide three specific program objectives for 2009. Objectives should demonstrate the purpose of the program and measure the amount of service delivered or the effectiveness of the services delivered. A time frame and numerical goal should also be included. Examples include, “75% of clients receiving job training will retain their job one year after being hired,” “increased fundraising efforts will result in a 15% increase in donations in 2009,” “credit counseling services will be provided to 600 clients in 2009,” “new digital arts program will serve 275 students in 2009” etc. **Applicants will be expected to report their progress toward meeting these objectives in their six month and annual reports to the City.**

Program Objectives

1. Provide daily services to 19,000 annually (duplicate count)/average 53 daily (nonduplicate count) through the 24/7 emergency shelter, primarily day shelter from extreme weather and daily living services such as mail, telephone, washer and dryer, storage, and breakfast.
2. Continue to complete intakes on new individuals so that all Drop-In visitors and night shelter guests have a thorough information base for case management and future program involvement.
3. Maintain (daily living services) and add to 24/7 programs so that unmet needs are answered. Examples of additional programs would be a new project for tutoring in literacy, GED, and other subjects; a stronger art therapy program; and increased work positions with the Good Dog! Biscuits and Treats employment program.

Please return completed application electronically to ctoomay@ci.lawrence.ks.us by 5:00 pm on Friday, May 2, 2008.

Office Use Only			
six month report received	<input type="checkbox"/> yes <input type="checkbox"/> no	audit received:	<input type="checkbox"/> yes <input type="checkbox"/> no
annual report received:	<input type="checkbox"/> yes <input type="checkbox"/> no	tax return received:	<input type="checkbox"/> yes <input type="checkbox"/> no