



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: The Salvation Army
Name of Program for Which Funding is Requested: Emergency Shelter & Warming/Cooling Center
Primary Contact Person: Wesley Dalberg, Lt.
Address: 946 New Hampshire Street, Lawrence, KS 66044
Telephone: 785-843-4188 x 101 Fax: 785-843-1716
Email: wes_dalberg@usc.salvationarmy.org

Section 2. Request Information

- A. Amount of funds requested from the City for this program for calendar year 2009: \$41,000
- 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:
No
- 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.):
\$30,000 Outside Agency Funding – Emergency Shelter
\$11,000 Outside Agency Funding – Warming/Cooling Center

- E. If you are requesting an increase in funding over 2008, please explain exactly how the additional funds will be used:
 NA

Section 3. Agency and Program Budget information

- A. How many paid full time employees work for your agency? 9 Volunteers? 31
- B. What percent of your total 2008 budget goes to employee salaries and benefits? 55%
- C. What percent of your total 2008 budget is used for operating expenses? 45%
- D. What is the total estimated cost to provide the program in 2009? \$208,407
- E. What percent of 2009 program costs are being requested from the City? 20%
- F. List other anticipated sources of funding and funding amount for this program in 2009:

<u>Anticipated Funding Source</u>	<u>Dollar Amount</u>
CDBG	\$30,000
ESG	\$14,356
FEMA	\$10,005
Outside Agency Funding	\$41,000
Restricted Donations	\$12,070
Special Fundraising	\$42,400
United Way	\$20,000
Gifts In Kind	\$38,576
 TOTAL 2009 PROGRAM BUDGET	 \$208,407

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.

Approximately twenty years ago, The Salvation Army (TSA) responded to community need when it began providing a cold weather shelter to the homeless population of Lawrence. About four years ago the shelter became a 365 day a year operation providing shelter, an evening meal, and other residential services to those in need — those who are most vulnerable in our community. TSA is committed to providing services to this at risk population even though it has become a financial drain on our overall operating budget. It is with this in mind, that TSA is proposing to continue providing a warming/cooling center from 5:00 PM – 8:00 PM daily and a (dry – 0 tolerance of alcohol and drugs) emergency shelter for homeless individuals and families from 8:00 PM – 8:00 AM daily, until we can transition to providing permanent supportive and/or transitional housing programs in our community.

During FY 2007, The Salvation Army provided 16,165 bed nights plus an evening meal. 47,635 services were utilized during the warming/cooling center. We averaged forty-four (44) persons a night in the shelter and thirty-two (32) individuals a night sought services provided during the warming/cooling center. Of the aforementioned bed night count nineteen (19) families with twenty-six (26) children were served. Sixty-eight (68) individuals and twelve (12) families obtained housing and thirty-eight (38) persons obtained employment.

In 2007, The Salvation Army's emergency shelter and warming/cooling center served: seventy-seven percent (77%) male; twenty-three percent (23%) female; thirty-two percent (32%) minorities; ninety-nine percent (99%) low income; twenty-two percent (22%) disabled; seven percent (7%) children (0-12); nine percent (9%) youth (13-21); seventy-eighty percent (78%) adults (22-59); and six percent (6%) elderly (60+), unduplicated persons.

B. How was the need for this program determined?

The continual lack of economic opportunities, low wages and affordable housing are consistent barriers for the homeless, low-income households and those on fixed incomes in Lawrence and Douglas County. The homeless, the working poor, those on fixed incomes and ones struggling with a medical/mental health conditions continue to be caught in a vicious circle of poverty, one where the individual or family wants to be self-sufficient but lacks the necessary means to achieve the desired result. The above-mentioned populations are who the emergency shelter currently houses due to there being few other housing options available. It is this continual need in the community that has kept TSA committed to providing emergency shelter services. While the shelter has under gone many changes over the years, the one constant has been the need for a safe place for those persons experiencing homelessness to get off the streets. In light of the slow economic growth combined with low wages and lack of availability of permanent supportive housing, transitional housing and affordable housing options the need ever increases for TSA to become involved in providing some of these other housing options and support services that allow homeless individuals and families to progress to their highest level of self-sufficiency.

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

Homelessness is not only an individual or family problem, or an agency dilemma, but a community quandary as well. Until we have appropriate emergency shelter facilities as well as adequate, transitional, permanent supportive and affordable housing options in Lawrence, we will continue to see persons struggling on the edge of homelessness.

In order to serve the homeless population more efficiently, the city's Community Commission on Homelessness (CCH) has identified the need for one emergency shelter, emergency temporary housing, transitional housing and permanent supportive housing. Various social service agencies, the Ecumenical Community, private landlords and the public housing authority have expressed interest in various aspects of the housing vision. The Salvation Army is committed to assisting homeless families and individuals obtain and sustain a stable transitional or permanent supportive housing situation and to providing opportunities for educational, emotional and spiritual growth and development leading participants to achieving their highest level of self-sufficiency.

Without continued support from the City, TSA would have to rely on the generosity of local private donors, local and regional foundations and dwindling State and Federal dollars. Even with the financial support of the Outside Agency Funding TSA is struggling to provide the staff, support, and residential services of a warming/cooling center and emergency shelter. Other TSA programs and services suffer because of the need to subsidize the shelter services being provided in our

community. If these outside agency dollars were no longer available, TSA could not and would not be able to continue these valued services to 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.

Based on this past years increase in persons using our warming/cooling center and shelter, we predict there will be an increase of five percent (5%) people using the warming/cooling center, an eleven percent (11%) increase of individuals and three percent (3%) of families utilizing shelter services.

For those persons utilizing services during the warming/cooling center coffee and snacks are provided, as well as, shower and laundry facilities, telephone, mail, case management services and a television lounge. For those persons choosing to stay in the shelter a breathalyzer is administered at check-in and any persons registering a blood alcohol level over .08 is referred to the Lawrence Community Shelter. For the shelter residents an evening meal is provided, in addition to, case management services, life-skills classes, access to showers, laundry amenities, telephone, mail, a bed with linens, and limited storage for personal items.

On April 1, 2007, The Salvation Army implemented a 120-day limit per year policy, for those persons staying in our emergency shelter. Each individual/family staying in the shelter meets with a case manager and develops a personal action plan. The personal action plan takes into consideration the community resources, services and opportunities available. The resident's personal action plan includes attending classes, coaching, counseling, meetings and programs that may be offered that would be beneficial to the resident, regardless if classes are in-house or at another agency. Attendance and participation in classes, coaching, counseling, meetings and programs that are a part of the resident's personal action plan are required for a resident to continue in the shelter after 120 days. Additionally, the person begins the process of searching for employment and applying for benefits. Unless the individual/family has extenuating circumstances that prohibit he/she from immediately searching for housing (i.e. felonies, mental or physical health status, traveling through Lawrence, etc) the process of applying with Lawrence/Douglas County Housing Authority or searching for housing without a subsidy begins at this time as well. Those individuals and/or families making headway on their individualized case plan, including, working with their case manager, and not quite in a position to leave at their 120 day mark, have been given an extended time limit. These extensions have been granted on a case-by-case basis and a new case plan has been put into action.

An exception to this policy is for the chronically homeless and he/she will steadily develop an individual case plan with their case manager or outreach worker, if that is who they are receiving case management from upon entering our facility. For those persons choosing not to change their current homeless situations (i.e. obtain employment, apply for disability, etc) he/she will not be allowed to continue to stay in the shelter after their 120 day limit has been expended.

- 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?

In addition to working with the Community Commission on Homelessness (CCH), we regularly attend and collaborate with various groups and organizations, such as; Coalition for Homeless Concerns, Community Cooperation Committee, Continuum of Care, Bert Nash, Department of Social & Rehabilitation Services, ECKAN, Housing and Credit Counseling, Just Food, Lawrence Community Interfaith Initiative, Lawrence-Douglas County Housing Authority, tiny-k Early Intervention, United Way and University of Kansas School of Social Welfare. Since the inception of the City of Lawrence Task Force’s recommendation of community outreach workers, TSA has been a part of a more coordinated approach to case management services within the homeless provider agencies.

Keeping the Housing Vision in mind as presented by the CCH, The Salvation Army will continue to provide emergency shelter, for as long as possible, realizing that the Lawrence Community Shelter is not yet at a point of being able to take over as the “one” emergency shelter in Lawrence. TSA will begin operating transitional and/or permanent supportive housing programs, provided funds can be procured, to address one or more of the housing gaps identified by the CCH’s Housing Vision. While The Salvation Army knows how important an emergency shelter is for families and individuals experiencing homelessness, we also realize the vital need for housing options in the community. Therefore, TSA is willing to embark on new housing projects to better meet the needs of the Lawrence community.

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. Seven (7) of our consumers, identified through the case management process or by consumer request, will voluntarily enter and complete a drug and/or alcohol treatment program.
2. Eighteen percent (18%) of consumers remaining in the shelter program longer than 120 days will obtain employment within six (6) months following their 120th day.
3. Twenty-eight percent (28%) of consumers who remain in the shelter program longer than 120 days will move into an independent living situation, transitional or permanent housing or permanent supportive housing, within eighteen (18) months following their 120th day.

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