



## City of Lawrence

### 2013 Social Service Funding Application – Non-Alcohol Funds

**Applications for 2013 funding must be complete and submitted electronically to the City Manager's Office at [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org) by 5:00 pm on Friday, May 4, 2012.**

**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. These funds are to be used pursuant to the goals of the City Commission, which can be found below:

- **ECONOMIC DEVELOPMENT:** Promoting the economic development of Lawrence to provide varied work and business opportunities.
- **PLANNED GROWTH:** Encouraging growth that protects our environment, neighborhoods, and cultural features while benefiting all of our citizens.
- **COMMUNITY BUILDING:** Creating social capital and celebrating our heritage.
- **ENVIRONMENT ISSUES:** Integrating the environment into our decisions as we work towards a sustainable city.
- **NEIGHBORHOOD QUALITY:** Improving the livability of all Lawrence neighborhoods.
- **TRANSPORTATION:** Improving access for all citizens.
- **DOWNTOWN DEVELOPMENT:** Enhance the vitality of downtown while maintaining it as a unique community treasure.
- **SERVICE DELIVERY:** Provide excellent city services consistent with resources available.

**Applications will be reviewed by the Social Service Funding Advisory Board at meetings held from 2:00 to 6:00 p.m. on May 16 and May 23. Applicants are asked to make a contact person available by phone in case questions arise.** Following their review, the Advisory Board will forward recommendations for funding to the City Commission.

Recommendations will be based upon the following criteria:

- availability of city funds
- the need demonstrated through the agency's application
- the stated objectives of the applicant's program
- alignment of the program with the City Commission Goals
- the efforts to collaborate and avoid duplication of service demonstrated through the application
- outcomes that move program participants from total dependency toward measurable levels of independence
- ability to measure progress toward the program objectives and the City Commission Goals
- past performance by the agency in adhering to funding guidelines (as appropriate)

The final decision regarding funding will be made by the City Commission when they adopt the Annual Operating and Capital Improvement Budget in August.

**PLEASE NOTE THAT 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

**Questions?** Contact Casey Toomay, Budget Manager at [ctoomay@ci.lawrence.ks.us](mailto:ctoomay@ci.lawrence.ks.us) or at 785-832-3409.



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SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: Douglas County Special Olympics
Name of Program for Which Funding is Requested: Douglas County Special Olympics
Primary Contact Information (must be available by phone 5/16 and 5/23 from 2 p.m. to 6 p.m.)
Contact Name and Title: Danny Lenz - Program Director
Address: 1028 Connecticut st. Lawrence, KS 66044
Telephone: 785-550-5675 Fax:
Email: admin@dgsojayhawks.org

SECTION 2. REQUEST INFORMATION

- A. Amount of funds requested from the City for this program for calendar year 2013: \$250
B. Will these funds be used for capital outlay (equipment or facilities) in 2013? If so, please describe: NO
C. Will these funds be used to leverage other funds in 2013? If so, how: No
D. Did you receive City funding for this program in 2012? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): \$250; General fund
1. How would any reduction in city funding in 2013 impact your agency? Reduce the ability to cover the \$25 Kansas Special Olympics assessment fee for athletes unable to afford the fee.
2. If you are requesting an increase in funding over 2012, please explain why and exactly how the additional funds will be used:

SECTION 3. PROGRAM BUDGET INFORMATION

- A. Provide a detailed budget for the proposed program using the following categories: personnel (list each staff position individually and note if new or existing), fringe benefits, travel, office space, supplies, equipment, other.
Hotel rooms for State Competitions (Hays and Wichita): \$10,000
Transportation to State Competitions (Hays and Wichita): \$5,000
Athlete participation fees to Special Olympics Kansas State Office: \$4,000
Practice facility for bowling (Royal Crest Lanes): \$1,500
Practice facility for swimming (Free State Aquatic Center): \$1,500
Meals and beverages for athletes and volunteers at events: \$2,000
Equipment for all sports: \$500
Uniforms for athletes and volunteer shirts: \$500
B. What percent of 2013 program costs are being requested from the City? 1%
C. Provide a list of all anticipated sources of funding and funding amount for this program in 2013:
Golf Fundraiser - \$15,000
Bingo Fundraiser - \$2,500

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. These funds will be used to help cover the cost of athletes who are unable to afford the \$25 fee to participate in State tournaments for Special Olympics. Approximately half of our athletes live in group homes and have very limited financial resources.
B. How was the need for this program determined? This need was determined by the number of athletes that are unable to pay the fee to participate in State events.
C. Why should this problem/need be addressed by the City? These athletes are residence of Lawrence who lack access to opportunity to participate in sports in a competitive environment against athletes at the same skill level. Lawrence Parks and Recreation Special Populations program does not meet this need which is important in

getting athletes to expand their skills and give 100% in a competitive environment.

- D. How does the program relate to one or more of the goals of the City Commission (see page one)? This allows the City to assist in providing high quality services to an under-served population, that used to be funded by the City, but is now entirely funded by private funds.

#### **SECTION 5. 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 4. 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. These funds will allow 10 athletes to participate in Kansas Special Olympics State Tournaments who would normally be unable to. The provider, Douglas County Soecial Olympics directly runs, coaches, and manages all aspects of these athletes interactions with Special Olympics.
- B. What other agencies in the community are providing similar types of services. What efforts have you made to avoid duplication or coordinate services with those agencies? We coordinate and share resources and information with organizations that directly provide residserviceable employment services, such as Cottonwood and Community Living Opportunities, as well as with Lawrence Parks and Recreation Special Populations.

#### **SECTION 6. PROGRAM OBJECTIVES**

Please provide three specific program objectives for 2013. 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 2013," "credit counseling services will be provided to 600 clients in 2013," etc. **Applicants will be expected to report their progress toward meeting these objectives in their six-month and annual reports to the City.**

- **These funds will be used to maintain current service levels.**
- **We anticipate increasing the number of athletes participating in each sport provided.**
- **Increase the total number of athletes that participate in Douglas County Special Olympics.**
- **Decrease the ratio of athletes to volunteers for the upcoming year.**