

City of Lawrence  
Social Service Agency  
Bi-annual Report  
2013

Reports on activity should be submitted electronically to Casey Toomay, Budget Manger at [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org). Reports on activities from January to June are due on July 15<sup>th</sup>. Cumulative reports on activities from January through December are due on February 15<sup>th</sup>.

**Agency Name:**

**Reporting period:**

**January - June**  
(deadline July 15)

**January - December**  
(deadline February 15)

1. Give a brief narrative of the activities that were funded with City funds over the reporting period checked above.  
Warm Hearts fiscal year is 9/1 through 8/31. Approximately \$5000 of the \$6000 allotment is spent in the fall for advertising & supplies for fundraising efforts (this is prior to the January – June period). The balance of the funds are used to pay for accounting services for the year. That billing in the amount of \$1240 was paid in June, 2013.
2. Provide specific detail (and supportive documents, if needed) to demonstrate progress made toward your goals/objectives. Our goal is to use City funding for administrative & fundraising efforts so that we can use all donations for the provision of utility assistance (heating) to qualifying individuals.
3. How have you impacted the citizens of Lawrence? In the winter of 2012-2013 we were able to assist 451 households below 50% of median income with heating bills. We have also provided window air conditioning units to some households.
4. What barriers, if any, have you encountered? Advertising & fundraising expenses are rising each year. The City of Lawrence funding has covered almost 100% of these costs in the past but may not in the future. We are very appreciative of the funding allotment each year.
5. Review the line-item budget you provided in your application. How much of your allocation has been spent?  
\$1240 has been spent for accounting, annual review & tax return filing for the calendar year 2013. The balance of funds will be spent this fall for advertising & fundraising campaign.