



## 2015 Social Service Funding Application – Non-Alcohol Funds

Applications for 2015 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 2, 2014. Applications received after the deadline **will not** be reviewed by the Social Service Funding Advisory Board.

**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 to support activities that align with the Community Health Plan which was developed with input from many people throughout the community. The five areas for the plan are listed below:

- Access to healthy foods
- Access to health services
- Mental health
- Physical activity
- Poverty and jobs

More information on the Community Health Plan can be found at <http://ldchealth.org/information/about-the-community/community-health-improvement-plan/>.

Applications will be reviewed by the Social Service Funding Advisory Board at meetings held from 8:00 a.m. to 12:00 p.m. on May 23 and May 30. **Applicants are asked to make a contact person available by phone at that time 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 stated objectives of the applicant's program
- alignment of the program with the Community Health Plan
- the efforts to collaborate and create a seamless system of support for residents
- outcomes that move program participants from total dependency toward measurable levels of independence
- ability to measure progress toward the program objectives and the Community Health Plan
- 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@lawrenceks.org](mailto:ctoomay@lawrenceks.org) or at 785-832-3409.



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### SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: The Willow Domestic Violence Center  
Name of Program for Which Funding is Requested: Bus Passes  
Primary Contact Information (must be available by phone 5/23/14 and 5/30/14 from 8 a.m. to 12:00 p.m.)  
Contact Name and Title: Anna Van Schoelandt, Director of Survivor Services  
Address: 1920 Moodie Rd., Lawrence, KS 66046  
Telephone: 785-331-2034 ext. 103 Fax: 785-856-2043  
Email: avanschoelandt@willowdvcenter.org

### SECTION 2. REQUEST INFORMATION

- A. Amount of funds requested from the City for this program for calendar year 2015: \$ 8,000
- B. Will these funds be used for capital outlay (equipment or facilities?) If so, please describe: NO
- C. Will these funds be used to leverage other funds? If so, how: YES, Each agency may use these funds to leverage additional funds for bus passes through private donations and grants.
- D. Did you receive City funding for this program in 2014? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): YES, \$8,000. General Fund.
1. How would any reduction in city funding in 2015 impact your agency? Fewer bus passes would be purchased for use by human service agencies in assisting clients with transportation. Each dollar cut would be one less bus pass purchased for this purpose.
  2. If you are requesting an increase in funding over 2014, please explain why and exactly how the additional funds will be used: No increase requested.

### 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.

Bus Passes (8000 x \$1) \$8000  
Program Expense Total \$8000

- B. What percent of 2015 program costs are being requested from the City?

100%, each agency supplements the amount they receive individually. Funds from the city are distributed in the following manner:

26% The Willow Domestic Violence Center  
20% Bert Nash Community Mental Health Center  
18% Salvation Army  
15% ECKAN  
8% First Step  
8% Family Promise  
5% Discretionary Funds (new agency that joins, supplement existing agency, etc.).

- C. Provide a list of all anticipated sources of funding and funding amount for this program in 2015:

City of Lawrence \$8,000

### 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 primary purpose of these funds is to help Lawrence homeless residents who cannot afford public transportation to gain access to the Lawrence public transportation service in order to keep appointments and interviews that are related to health, employment, housing, legal needs or securing benefits. These appointments lead to increased income and greater self-sufficiency. Transportation is a significant barrier for homeless individuals without income. The National Coalition for the Homeless' Homeless Employment Report, 2009, shared findings that 30% of homeless reported that their primary barrier to employment was transportation. Additionally the same report found that 25% of homeless reported the reason they had not received assistance from agencies was due to lack of transportation.

B. How was the need for this program determined?

The need for transportation was recommended in the Final Report of the Mayor's Task Force on Homeless Services in 2005. These recommendations continued to be supported by the Homeless Issues Advisory Committee (HIAC) and the agencies which are providing services to the homeless continue to see a significant demand for transportation assistance. Within the past six months, the agencies receiving funding met to review the needs and agreed to restructure the percentages given to each agency after The Lawrence Community Shelter removed itself from the pool. After the restructure, 5% of the funds were set aside for any possible agency that might become part of the program as well as any current agency that saw a rise in need. No additional funding is being requested at this time.

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

The city has historically funded this program as a way to provide free public transportation to homeless individuals without income. By having local agencies determine eligibility for the program and distributing passes for verifiable purposes, it eliminates the need for the city to determine needs and means testing for the public who might otherwise seek free transportation through the city. Additionally, through provision of transportation assistance, the city is helping those without income secure the means to become part of the local economy through increased community engagement, employment and benefits that lead to permanent housing in Lawrence.

D. How does the program align with the Community Health Plan (see page one)?

This program directly relates to the Transportation goal of improving access to all citizens. Homeless individuals with no income have improved access to the city and service providers through transportation as a result of this program.

## **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.

Each agency receives funding to purchase bus passes for public transportation, \$8,000 in total. These bus passes are then issued by agency staff to homeless individuals with no income who are in need of transportation for an approved activity. Approved activities include job seeking, benefit seeking, health related, housing related or legal appointments. From the funds provided, 4,000 round trips on the bus will be utilized by an estimated 400 individuals.

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?

This is a coordinated program between six agencies in Lawrence that provide bus passes to homeless individuals in need of transportation. These funds are shared and data is reported to The Willow Domestic Violence Center on how passes were used by each individual agency. The agencies met within the past six months to discuss current processes and procedures and to continue to develop the program in efficiency and effectiveness. This included The Lawrence Community Shelter removing themselves from the program and redistributing the percentage of funds going to each agency. The agencies will continue to meet to discuss needs and concerns. Duplication is not a concern of the program given the low dollar value of the bus pass and the documentation of intended use by agency staff.

## **SECTION 6. PROGRAM OBJECTIVES**

Please provide three specific program objectives for 2015. 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 2015,” “credit counseling services will be provided to 600 clients in 2015,” etc. **Applicants will be expected to report their progress toward meeting these objectives in their six-month and annual reports to the City.**

**Objective 1:** 8,000 bus passes will be provided to individuals without income in 2015.

**Objective 2:** 3,000 bus passes will be used for employment-related transportation in 2015.

**Objective 3:** 1,000 bus passes will be used for benefit-seeking transportation in 2015.