



2016 Social Service Funding Application – Non-Alcohol Funds

Applications for 2016 funding must be complete and submitted electronically to the City Manager's Office at ctoomay@lawrenceks.org by 5:00 pm on Friday, May 15, 2015. Applications received after the deadline or not following the attached format **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 27. **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, Assistant City Manager at ctoomay@lawrenceks.org or at 785-832-3409.



City of Lawrence

2016 Social Service Funding Application – Non-Alcohol Funds

SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: Warm Hearts of Douglas County

Name of Program for Which Funding is Requested: Warm Hearts of Douglas County

Primary Contact Information (must be available by phone 5/27/15 from 8 a.m. to 12:00 p.m.)

Contact Name and Title: Mary Grob

Address: P.O. Box 1555, Lawrence, KS 66044

Telephone: Cell 785-979-4920 Fax: _____

Email: maryegrob@gmail.com

SECTION 2. REQUEST INFORMATION

- A. Amount of funds requested from the City for this program for calendar year 2016: **\$ 6,000.00**
- B. Will these funds be used for capital outlay (equipment or facilities?): **NO**
- C. Will these funds be used to leverage other funds? : **YES. The \$6,000 requested will enable Warm Hearts of Douglas County to provide emergency financial assistance for home heating to between 30-50 additional households in Douglas County this coming winter. .**
- D. Did you receive City funding for this program in 2015?): **YES; \$6,000.00 and the source of this funding was the City of Lawrence, Social Service – Non-Alcohol Funds.**
 1. How would any reduction in city funding in 2016 impact your agency? **Without these funds, Warm Hearts must utilize donor contributions received from the annual fund-raising campaign which, in turn, will reduce the amount of funds available to provide emergency assistance to low-income households next winter.**
 2. If you are requesting an increase in funding over 2015, please explain why and exactly how the additional funds will be used: **No increase in funding over 2015 is being 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.

Total of contributions projected from individuals and corporation donors 2015/2016 \$97,000
(including the City of Lawrence funding allocation of \$6,000)

Total Client Utility Assistance with the City of Lawrence funding \$97,000

Warm Hearts anticipated operating expenses follows:

Annual Accounting Review	\$ 884
Annual Filing Fee	40
PO Box rent	62
Web site fees	179
Annual fundraising campaign	1,040
Supplies	30
Advertising	3,744
Paypal	50
Total Operating Expenses	\$6,029

- B. What percent of 2016 program costs are being requested from the City? **6.2%**
- C. Provide a list of all anticipated sources of funding and funding amount for this program in 2016: **Personal and corporate donations (including the Black Hills Energy matching of our personal and corporation donation dollars, and the City of Lawrence, are currently the sources of funding for this program.**

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.*

Each winter in Douglas County there is a critical need by a number of individuals and families for emergency financial assistance to keep the heat on in households. Warm Hearts of Douglas County donors make it possible for these households to receive the assistance they need.

- During last winter 561 applications for assistance were received by the six (6) intake agencies that collaborate with Warm Hearts of Douglas County, Inc., to accept and qualify applicants for emergency assistance in covering the cost of their home heating bills.
 - The applications approved benefited 1,247 individual family members living in Douglas County.
 - Included in these households were 496 children, 70 seniors, and 109 single-parent families.
 - The average payment per qualified household was \$194.44 and this amount was paid directly to the utility or energy provider on behalf of the approved applications.
- B. How was the need for this program determined? **Through communications with community agencies that serve the needs of the low-income population of Douglas County. Warm Hearts donors have made it possible to provide this emergency financial support beginning in 1985 with the assistance of the six (6) intake agencies who accept the applications for assistance.**
- C. Why should this problem/need be addressed by the City? **Past funding by the City of Lawrence has enabled Warm Hearts to use all donated funds received in providing emergency financial assistance to more qualifying households in Douglas County.**
- D. How does the program align with the Community Health Plan (see page one)? **Warm Hearts' goal of providing financial assistance to those households in Douglas County with a critical need like home heating in winter sustains the health and improves the quality of life for those living here. Every winter many households in Douglas County are forced to make difficult choices regarding their available resources to purchase needed food, medicine, payment for housing, utilities, etc. Although the cold weather rule applies during the winter months, the bill eventually has to be paid or the utility will be turned off. With assistance from Warm Hearts, the risk of this happening can be reduced and the quality of life maintained.**

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.

Warm Hearts of Douglas County provides the emergency financial assistance qualified applicants (individuals and families in Douglas County) urgently seek during the cold weather months. Intake agencies accept applications and forward all applications to a member of our board of directors who then interview all applicants for qualification based on Warm Hearts' guidelines. These guidelines were established by a concerned group of Lawrence community leaders in 1985 who had witnessed firsthand the need for this assistance and set out to organize a fund raising effort to enable Warm Hearts to meet this need in our community

- 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?

Warm Hearts of Douglas County, Inc. strives always to maintain an excellent working partnership with the agencies that accept all applications for emergency heating assistance - Ballard Community Center, Penn House, The Salvation Army, Douglas County Senior Services, ECKAN and the Pelathe Resource Center. The combined effort of these agencies and Warm Hearts, along with the assistance of the City of Lawrence, has enabled a very needed community service since 1985 when Warm Hearts of Douglas County, Inc. was established and incorporated.

SECTION 6. PROGRAM OBJECTIVES

Please provide three specific program objectives for 2016. 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 2016," "credit counseling services will be provided to 600 clients in 2016," etc. **Applicants will be expected to report their progress toward meeting these objectives in their six-month and annual reports to the City.**

- 1. Plan and organize a successful Fall Fund-raising Campaign to reach new potential donors.**
- 2. Increase fund-raising efforts to increase our number of individual donors and the dollars they contribute by a minimum of 5% each year.**
- 3. Our final objective for the coming year is to serve 100% of all qualified applicants seeking emergency assistance in paying for primary winter heating costs for their household.**