



City of Lawrence

2011 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 FUNDS WILL BE DISBURSED ACCORDING TO THE FOLLOWING SCHEDULE UNLESS OTHERWISE AGREED TO IN WRITING:

- o FIRST HALF OF FUNDS WILL NOT BE DISBURSED BEFORE APRIL 1
- o SECOND HALF OF FUNDS WILL NOT BE DISBURSED BEFORE OCTOBER 1

Instructions: Applications for 2011 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 Monday, May 31, 2010.

Questions? Contact Casey Toomay, Budget Manager at ctoomay@ci.lawrence.ks.us or at 785-832-3409.

Please give your answers in the gray text fields below:

Section I. 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 Person: Ernesto Hodison
Address: P.O. Box 1555, Lawrence, KS 66044-0425
Telephone: 785-842-4457 - Home
Fax: 785-865-1079 - Work
E-mail: ehodison1@douglascountybank.com or ehodison@aol.com

Section 2. Request Information

- A. Amount of funds requested from the City for this program for calendar year 2011: \$6,000.00
 - B. Will these funds be used for capital outlay (equipment or facilities) in 2011? If so, please describe:
No
 - C. Will these funds be used to leverage other funds in 2011? If so, how: No
 - D. Did you receive City funding for this program in 2010? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): Yes, \$6,000.00 allocation.
1. How would a 2.5% reduction in city funding in 2011 impact your agency? It would impact the ability to effectively fundraise to serve the constituents of this program. We are an all volunteer board with limited operating expense.

2. If you are requesting an increase in funding over 2010, please explain exactly how the additional funds will be used: No increase is being requested.

Section 3. Agency and Program Budget information

- A. How many paid full time employees work for your agency? -0- Volunteers? 17
- B. What percent of your total 2010 budget goes to employee salaries and benefits? -0-
- C. What percent of your total 2010 budget is used for operating expenses? 5.3%
- D. What is the total estimated cost to provide the program in 2011? 114,000.00
- E. What percent of 2011 program costs are being requested from the City? 5.3%
- F. List other anticipated sources of funding and funding amount for this program in 2011:

A

<u>Anticipated Funding Source</u>	<u>Dollar Amount</u>
Personal and corporate donations during the annual fundraising campaign.	\$ 98,000.00
	\$
	\$
	\$
	\$
	\$
 TOTAL 2011 PROGRAM BUDGET	 \$ 98,000.00

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.

Warm Hearts of Douglas provides financial assistance to low-income households who need assistance to pay their utility bills during cold weather months. Warm Hearts utilizes intake agencies such as: Penn House, Salvation Army, Eckan, Douglas County Senior Services and Billard Community Center. These intake agencies interview applicants based upon established guidelines, which include income guidelines, to determine if the application qualify for assistance. Warm Hearts has been instrumental in helping families, individuals and the elderly manage through cold weather and manage their ability to maintain their energy needs. Warm Hearts is managed by an all volunteer Board of Directors. There is no paid staff for Warm Hearts. City funding has been instrumental in helping to cover overhead expenses such as: envelopes, printing, advertising and postage for the annual campaign. This has allowed for every dollar raised to be used for our community for energy assistance.

Some statistics from our recent campaign are:

Total Applications: 526 (24% increase over last year)

Total People Served: 1,334 (28% increase over last year)

Single parent families: 148 (7% increase over last year)

Total # of children in households: 542 (16% increase over last year)

of seniors: 51 (11% increase over last year)

B. How was the need for this program determined?
Through communication with community agencies that see this need.

C. Why should this problem/need be addressed by the City?
Warm Hearts is fortunate to have been funded by the City of Lawrence. It has allowed every dollar raised to be used toward energy assistance.

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.

The service we provide is energy assistance during the cold weather months. Our listed intake agencies above are utilized to take applications and interview clients for qualifications based upon established guidelines. Warm Hearts of Douglas County will carry out a fundraising campaign to raise the needed funds to support the mission.

- 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?

We have developed great relationships and partnered with intake agencies that see this need annually. They and Warm Hearts, with the assistance of the City of Lawrence, are able to effectively serve this community need.

Section 5. Program Objectives

Please provide three specific program objectives for 2011. 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 2011,” “credit counseling services will be provided to 600 clients in 2011,” “new digital arts program will serve 275 students in 2011” 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. To serve 100% of the qualified applicants applying.
- 2.
- 3.

Please return completed application electronically to ctoomay@ci.lawrence.ks.us by 5:00 pm on Monday, May 31, 2010.