



HUMAN SERVICES COMMITTEE

Agenda

Tuesday, February 19, 2013
2:00 pm

Madison Avenue Meeting Room
500 SW Madison

Discussion/**Possible Action**

I. Social Services Semi-Annual Report
(Attachment)

Information

II. Other Business

Next Scheduled Meeting

Tuesday, March 5, 2013 at 2:00 pm

Madison Avenue Meeting Room, 500 SW Madison Ave

Agenda

The Arts Center Annual Report

Public Art Selection Commission Annual Report

MEMORANDUM

DATE: February 7, 2013
TO: Human Services Committee
FROM: Ken Gibb, Community Development Director 
SUBJECT: Social Service Semi-Annual Report for Period Ending December 31, 2012

I. Issue

Under the terms of the Social Service Funding Agreement between the City of Corvallis and United Way, review and approval of two semi-annual reports is required each fiscal year.

II. Discussion

United Way is the City's designated administrator for Social Service funding for FY 12-13. In September 2009, the City Council authorized the City Manager to enter into a three (3) year agreement with United Way, with an annual option to extend the agreement for two (2) additional years for a total of five (5) years. FY 12-13 is the third year in this five year period.

For FY 12-13, the City Council approved the Social Service Allocation of \$257,500, with an additional \$106,840 from the passage of the levy, for a total of \$344,590. Of this amount, \$327,361 is to be distributed to agencies and \$17,229 is the service fee paid to United Way for administration of the program. United Way receives a monthly payment of \$28,780.

For this semi-annual report, United Way has included a six-month report from each agency that receives City funding, (Attachment A). These reports include a narrative of their activities, outputs and outcomes, and a year-to-date balance and income statements.

Corvallis Homeless Shelter Coalition (CHSC) submitted its FY 11-2 Report (Attachment B). United Way has provided an introductory memorandum that summarizes the reasons CHSC was given an extension to January 2013 to submit this report.

United Way has been provided with a copy of this staff report, notified of the upcoming Committee meeting and invited to attend.

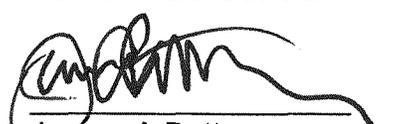
III. Action Recommended

That the Human Services Committee consider this report and recommend the City Council approve acceptance of the Social Service FY 12-13 semi-annual report for period ending December 31, 2012.

Review and Concur:


Nancy Brewer
Finance Director

Review and Concur:


James A Patterson
City Manager



City of Corvallis

Social Service Grants

12-13 Interim (6-mo) Reports

As per our administrative contract, United Way has recently compiled funded program interim reports—covering the first six months of the award period—for the 12-13 City of Corvallis Social Service funding cycle.

This document contains the following components per funded program:

1. Program Reports

- Narrative: description of the funded project, explanation of how the grant award has been spent, and how many people have been helped.
- Financial update: high-level review of program revenue and expenses to-date.

United Way's Community Impact committee is reviewing all interim reports as well, and will follow up where necessary and/or appropriate.

Agency Requests / Awards

Agency	Program	Request	Award
ABC House	Child Abuse Assessment	\$40,000	\$26,391
Boys & Girls Club of Corvallis	Clubhouse Scholarships Safety Net Funding	\$16,470	\$16,470
Center Against Rape & Domestic Violence (CARDV)	Shelter Service Program	\$25,000	\$15,000
CASA-Voices for Children	Child Advocacy Academy	\$15,000	\$15,000
Corvallis Comm. Children's Ctr	Tuition Scholarship	\$45,000	\$20,000
Corvallis Daytime Drop-In Ctr	Counseling Services	\$10,000	\$5,000
Corvallis Environmental Center	SAGE Food for Families	\$10,000	\$5,000
Community Outreach, Inc	Integrated Shelter Services	\$52,000	\$52,000
	Day Services	\$32,000	\$32,000
	Health Services	\$40,000	\$40,000
CSC-RSVP	SHIBA	\$5,000	\$5,000
CSC-Linn-Benton Food Share	Linn Benton Food Share	\$36,000	\$36,000
Furniture Share	Sustaining Client Services	\$17,000	\$10,000
Heartland Humane Society	Emergency & Safe Hsg Prog.	\$3,000	\$3,000
Jackson Street Youth Shelter	Emergency Shelter	\$25,000	\$25,000
	Transitional Housing	\$8,000	\$8,000
Presbyterian Preschool & Child Care Center	PSCC Tuition Assistance	\$7,000	\$4,000
Vina Moses Center	Clothing & Household	\$5,000	\$2,500
	FISH	\$4,000	\$4,000
We Care	Short-term financial assist.	\$3,000	\$3,000
Subtotal		\$475,852	\$327,361

United Way (contract fee)Total **\$17,229**

Total distribution \$344,590

2012 UW & City SS Fund – 6 Month Interim Report

#13

Name of Agency *	ABC House
Contact email *	development@abchouse.org
Program Name: *	Child abuse assessment program
For which cycle are you reporting? *	Both

Describe the project for which you are reporting (250 words or less) *

ABC House received United Way and City of Corvallis SSF funding to support its child abuse assessment program. As the only child abuse intervention center for Benton County, ABC House provides child abuse assessments when there are concerns that children have been abused or neglected.

The assessment program includes three core services provided at no out-of-pocket cost to families: complete medical exams by physicians specializing in the recognition and treatment of child abuse; forensic interviewing by professionals trained in talking to children in a neutral and sensitive manner; and advocacy services that provide clear information about the investigation process and connect non-offending family members with much-needed support services. Assessment services are provided to children from newborns to age 18 who are referred by law enforcement agencies, child welfare and the medical community when there are concerns that they may have been hurt by sexual abuse, physical abuse or neglect.

ABC House creates a multidisciplinary approach to child abuse investigation by bringing together child abuse professionals from multiple disciplines, including law enforcement, child protective services, medical and mental health professionals. This helps ensure that agencies tasked with investigating abuse work collaboratively and share information, resulting in more effective and child-focused investigations. Children receive comprehensive assessment services in one safe, child-friendly environment, reducing the trauma they would otherwise experience visiting multiple agencies and having to tell their stories repeatedly. ABC House brings all of these services to the child, rather burdening the family to visit all of these services.

Amount requested from City Social Service Fund?	40000
Amount awarded from City Social Service Fund?	26391
Amount requested from United Way?	32800
Amount awarded from United Way?	20000

How has the award been spent? * Grant awards from United Way and the City Social Services Fund were spent on providing high-quality, child-focused abuse assessments for Benton County children with concerns of child abuse or neglect. During the first six months of the grant period, ABC House has provided services to 72 children from Benton County. Services included 12 complete medical exams, 26 forensic interviews, 43 medical consultations, assisting 32 families in the completion and filing of crime victims

compensation funds applications, and advocacy services and referrals to the families of 40 children.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *

1 unit of service is a 4 hour child abuse assessment appointment, which is comprised of 15 hours of staff time total per child: 2 hours for a medical exam and history, 2 hours for a forensic interview and family safety-planning meeting, 4 hours for report-writing by interviewer and physician, 4 hours for advocate to gather family information, process intake paperwork and make referrals, 2 hours for medical record keeping, obtaining client health history from providers and distributing reports to partner agencies, 2 hours for data entry and medical billing. This time increases if a case proceeds to trial.

Cost per unit (what it costs to deliver this service per client): * \$950 per child abuse assessment

How many unduplicated clients has the City award served to date? * 37 (children from Corvallis only)

How many unduplicated clients has the United Way award served to date? * 72 (children from entirety of Benton Co.)

How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? * 90 children from Corvallis

How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? * 170 children from Benton County

Contributions / fundraising income * 13288.33

Program service fees * 50164.65

Foundation grants * 15037.85

City Social Service Fund (current year award) * 26391

Other Government funding (Federal, State, County, City) * 98380

United Way Grant funding (current year award) * 20000

Other Income * 0

Total Program Revenue * 223241.83

Salaries * 143327.36

Payroll taxes and employee benefits * 26059.21

Professional fees and contracted services *	21345.45
Operations (rent, utilities, equipment, maintenance, etc.) *	14710.5
Materials and supplies *	2383.25
Travel *	374.54
Staff and volunteer development/training costs *	2041.6
Conferences, conventions, meetings *	0
Direct assistance to individuals *	0
Miscellaneous expenses *	130.55
Total Expenses *	210241.91
Program Budget Balance (Total revenue - total expenses *	12999.92

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



[profit_loss_12.31.12.xlsx](#)
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	<u>Dec 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
1109 · Citizens Bank - Checking	101,075.27
Total Checking/Savings	<u>101,075.27</u>
Total Current Assets	101,075.27
Fixed Assets	
1720 · Accounts Receivable	35,899.47
1725 · Accumulated Depreciation	-205,994.00
1740 · Building	430,324.79
1745 · Equipment	120,254.39
1750 · Furniture	943.00
1755 · Land	58,000.00
1765 · Office Equipment	29,328.08
1770 · Office Furniture	15,414.99
1780 · Program Equipment	1,140.00
Total Fixed Assets	<u>485,310.72</u>
Other Assets	
1905 · Edward Jones	74,186.26
1915 · Investment Edward Jones	423,035.49
1920 · Investment-OCF	306,849.66
1925 · Realized Gain/loss on investmen	2,011.62
Total Other Assets	<u>806,083.03</u>
TOTAL ASSETS	<u><u>1,392,469.02</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2415 · FICA/FWT Payable	-4,239.13
2425 · Retained Earnings	-30,900.00
2440 · WBE/SVI Payable	2,393.77
Total Other Current Liabilities	<u>-32,745.36</u>
Total Current Liabilities	<u>-32,745.36</u>
Total Liabilities	-32,745.36
Equity	
3000 · Unrestricted net assets	276,036.38

	<u>Dec 31, 12</u>
3010 · Temp Restricted Net Assets	50,000.00
32000 · *Retained Earnings	1,096,790.82
Net Income	<u>2,387.18</u>
Total Equity	<u>1,425,214.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,392,469.02</u></u>

	<u>Jul - Dec 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
4000 · Revenue					
4005 · Donations					
4007 · Year End Appeal	8,288.33				
4009 · Newsletter	3,225.00				
4005 · Donations - Other	32,730.94	19,462.50	13,268.44	168.17%	
Total 4005 · Donations	<u>44,244.27</u>	<u>19,462.50</u>	<u>24,781.77</u>	<u>227.33%</u>	<u>38,925.00</u>
4010 · Grants					
4015 · Benton County CAMI	17,500.00	17,500.00	0.00	100.0%	70,000.00
4020 · Linn County CAMI	71,642.06	68,410.50	3,231.56	104.72%	136,821.00
4025 · VOCA	9,283.00	18,566.00	-9,283.00	50.0%	47,132.00
4027 · Other Grant Revenue	63,809.35	104,370.48	-40,561.13	61.14%	198,741.00
Total 4010 · Grants	<u>162,234.41</u>	<u>208,846.98</u>	<u>-46,612.57</u>	<u>77.68%</u>	<u>452,694.00</u>
4030 · Fees for Service					
4035 · Court Appearances	2,503.42				
4040 · Karly's Law	7,893.22				
4045 · Medical Billing	39,733.01				
4050 · Mental Health Billing	1,408.00				
4055 · Records Request	35.00				
4030 · Fees for Service - Other	0.00	47,092.00	-47,092.00	0.0%	
Total 4030 · Fees for Service	<u>51,572.65</u>	<u>47,092.00</u>	<u>4,480.65</u>	<u>109.52%</u>	<u>94,180.00</u>
4060 · Fundraisers					
4065 · Celebrate Hope	7,135.00				40,000.00
4068 · Donor Appreciation Event	1,000.00				
4070 · Runaway Pumpkin Half Marathor	66,009.58	75,000.00	-8,990.42	88.01%	75,000.00
4075 · Shooters Match	717.50				10,000.00
4080 · Third Party Events	5,402.39	5,000.00	402.39	108.05%	5,000.00
Total 4060 · Fundraisers	<u>80,264.47</u>	<u>80,000.00</u>	<u>264.47</u>	<u>100.33%</u>	<u>130,000.00</u>
4085 · Other Income					

	<u>Jul - Dec 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
4090 · Interest Income	0.00	24,318.00	-24,318.00	0.0%	24,318.00
4085 · Other Income - Other	554.39				
Total 4085 · Other Income	<u>554.39</u>	<u>24,318.00</u>	<u>-23,763.61</u>	<u>2.28%</u>	<u>24,318.00</u>
Total 4000 · Revenue	<u>338,870.19</u>	<u>379,719.48</u>	<u>-40,849.29</u>	<u>89.24%</u>	<u>740,117.00</u>
Total Income	<u>338,870.19</u>	<u>379,719.48</u>	<u>-40,849.29</u>	<u>89.24%</u>	<u>740,117.00</u>
Gross Profit	<u>338,870.19</u>	<u>379,719.48</u>	<u>-40,849.29</u>	<u>89.24%</u>	<u>740,117.00</u>
Expense					
6000 · Expenses					
6015 · Building Expenses					
6020 · General Expenses	921.88	493.04	428.84	186.98%	986.00
6025 · Repairs and Maintenance	4,108.97	4,485.00	-376.03	91.62%	8,970.00
6030 · Telephone	1,089.89	1,300.04	-210.15	83.84%	2,600.00
6035 · Utilities	2,916.61	3,588.00	-671.39	81.29%	7,176.00
Total 6015 · Building Expenses	<u>9,037.35</u>	<u>9,866.08</u>	<u>-828.73</u>	<u>91.6%</u>	<u>19,732.00</u>
6040 · Computers					
6042 · Computer Repairs & Maintenance	617.50	1,004.00	-386.50	61.5%	2,000.00
6044 · Computer Software and Hardware	7,299.98	600.00	6,699.98	1,216.66%	600.00
Total 6040 · Computers	<u>7,917.48</u>	<u>1,604.00</u>	<u>6,313.48</u>	<u>493.61%</u>	<u>2,600.00</u>
6045 · Contract Labor	31,218.45	38,709.00	-7,490.55	80.65%	77,415.00
6055 · Dues and Subscriptions	2,824.35	1,708.00	1,116.35	165.36%	3,406.00
6058 · Equipment	1,547.00	1,700.00	-153.00	91.0%	1,700.00
6060 · Fees and Registration	1,071.32	1,365.00	-293.68	78.49%	2,730.00
6065 · Fundraisers					
6070 · Celebrate Hope	10.19				7,500.00
6075 · Donor Appreciation	591.96	950.00	-358.04	62.31%	950.00
6080 · Runaway Pumpkin Half Maratho	16,296.34	28,500.00	-12,203.66	57.18%	28,500.00
6083 · Shooters Match	0.00				2,800.00

	<u>Jul - Dec 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
Total 6065 · Fundraisers	16,898.49	29,450.00	-12,551.51	57.38%	39,750.00
6085 · Legal and Accounting	275.00	4,800.00	-4,525.00	5.73%	9,600.00
6090 · Insurance					
6092 · Health Insurance	24,154.80	24,048.00	106.80	100.44%	48,090.00
6094 · Liability/Medical Malpractice	4,253.05	7,980.00	-3,726.95	53.3%	15,960.00
6098 · Workers' Compensation Insurance	2,010.03	1,032.52	977.51	194.67%	2,065.00
Total 6090 · Insurance	<u>30,417.88</u>	<u>33,060.52</u>	<u>-2,642.64</u>	<u>92.01%</u>	<u>66,115.00</u>
6100 · General Office Supplies	1,617.18	1,502.02	115.16	107.67%	3,004.00
6105 · Payroll Taxes	15,029.83	16,938.00	-1,908.17	88.73%	33,876.00
6110 · Photocopy and Printing	925.69	1,242.00	-316.31	74.53%	2,484.00
6115 · Postage	1,225.40	1,042.50	182.90	117.54%	2,085.00
6120 · Program Supplies					
6125 · Advocacy	314.92	100.00	214.92	314.92%	100.00
6130 · Community Education	-280.41	1,403.02	-1,683.43	-19.99%	2,806.00
6140 · Medical	1,056.70	1,007.48	49.22	104.89%	2,015.00
6120 · Program Supplies - Other	15.10				
Total 6120 · Program Supplies	<u>1,106.31</u>	<u>2,510.50</u>	<u>-1,404.19</u>	<u>44.07%</u>	<u>4,921.00</u>
6145 · Property Tax	257.90	310.00	-52.10	83.19%	310.00
6150 · Public Relations & Advertising	186.50	384.00	-197.50	48.57%	384.00
6170 · Resource Material	39.95	362.54	-322.59	11.02%	725.00
6175 · Salaries and Wages					
6180 · Administrative Assistant	11,386.65	10,283.54	1,103.11	110.73%	20,567.00
6185 · Advocacy	20,482.80	20,585.02	-102.22	99.5%	41,170.00
6190 · Community Education	5,885.99	7,800.00	-1,914.01	75.46%	15,600.00
6193 · Counselor P/T	2,870.24	5,850.00	-2,979.76	49.06%	11,700.00
6195 · Development Director	25,496.87	25,461.52	35.35	100.14%	50,923.00
6200 · Executive Director	27,658.96	30,000.00	-2,341.04	92.2%	60,000.00
6205 · Interviewer	12,078.88	14,001.00	-1,922.12	86.27%	28,002.00
6210 · Medical Director	67,585.11	69,299.54	-1,714.43	97.53%	138,599.00
6215 · Medical Support	105.00	2,080.04	-1,975.04	5.05%	4,160.00
6220 · Nurse	20,461.81	20,585.02	-123.21	99.4%	41,170.00

	<u>Jul - Dec 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>	<u>Annual Budget</u>
6225 · Office Support Specialist	16,500.20	16,297.04	203.16	101.25%	32,594.00
Total 6175 · Salaries and Wages	210,512.51	222,242.72	-11,730.21	94.72%	444,485.00
6230 · Trainings	2,715.79				9,150.00
6235 · Travel	1,658.63	1,804.04	-145.41	91.94%	3,605.00
Total 6000 · Expenses	336,483.01	370,600.92	-34,117.91	90.79%	728,080.00
Total Expense	336,483.01	370,600.92	-34,117.91	90.79%	728,080.00
Net Ordinary Income	2,387.18	9,118.56	-6,731.38	26.18%	12,037.00
Net Income	2,387.18	9,118.56	-6,731.38	26.18%	12,037.00

Ordinary Income/Expense

Income

4000 · Revenue

4005 · Donations

4007 · Year End Appeal

4009 · Newsletter

4005 · Donations - Other

Total 4005 · Donations

4010 · Grants

4015 · Benton County CAMI

4020 · Linn County CAMI

4025 · VOCA

4027 · Other Grant Revenue

Total 4010 · Grants

4030 · Fees for Service

4035 · Court Appearances

4040 · Karly's Law

4045 · Medical Billing

4050 · Mental Health Billing

4055 · Records Request

4030 · Fees for Service - Other

Total 4030 · Fees for Service

4060 · Fundraisers

4065 · Celebrate Hope

4068 · Donor Appreciation Event

4070 · Runaway Pumpkin Half Marathor

4075 · Shooters Match

4080 · Third Party Events

Total 4060 · Fundraisers

4085 · Other Income

4090 · Interest Income
4085 · Other Income - Other
Total 4085 · Other Income

Total 4000 · Revenue

Total Income

Gross Profit

Expense

6000 · Expenses

6015 · Building Expenses

6020 · General Expenses

6025 · Repairs and Maintenance

6030 · Telephone

6035 · Utilities

Total 6015 · Building Expenses

6040 · Computers

6042 · Computer Repairs & Maintenance

6044 · Computer Software and Hardware

Total 6040 · Computers

6045 · Contract Labor

6055 · Dues and Subscriptions

6058 · Equipment

6060 · Fees and Registration

6065 · Fundraisers

6070 · Celebrate Hope

6075 · Donor Appreciation

6080 · Runaway Pumpkin Half Maratho

6083 · Shooters Match

Total 6065 · Fundraisers

6085 · Legal and Accounting

6090 · Insurance

6092 · Health Insurance

6094 · Liability/Medical Malpractice

6098 · Workers' Compensation Insurance

Total 6090 · Insurance

6100 · General Office Supplies

6105 · Payroll Taxes

6110 · Photocopy and Printing

6115 · Postage

6120 · Program Supplies

6125 · Advocacy

6130 · Community Education

6140 · Medical

6120 · Program Supplies - Other

Total 6120 · Program Supplies

6145 · Property Tax

6150 · Public Relations & Advertising

6170 · Resource Material

6175 · Salaries and Wages

6180 · Administrative Assistant

6185 · Advocacy

6190 · Community Education

6193 · Counselor P/T

6195 · Development Director

6200 · Executive Director

6205 · Interviewer

6210 · Medical Director

6215 · Medical Support

6220 · Nurse

6225 · Office Support Specialist
Total 6175 · Salaries and Wages

6230 · Trainings
6235 · Travel
Total 6000 · Expenses

Total Expense

Net Ordinary Income

Net Income

2012 UW & City SS Fund – 6 Month Interim Report

#8

Name of Agency *	Boys & Girls Club of Corvallis (BGCC)
Contact email *	hhiggins@bgccorvallis.org
Program Name: *	BGCC Membership Scholarships
For which cycle are you reporting? *	City Social Service Fund
Describe the project for which you are reporting (250 words or less) *	The mission of the Boys & Girls Club of Corvallis is to provide school age youth with fun and enriching programming in a safe and positive environment. For 37 years we have served the Corvallis community, and are recognized now as the chief provider of after school programming for its youth. Along with adult guidance and mentorship, we offer students an array of development programs including academic support, leadership development and athletics.
Amount requested from City Social Service Fund?	16470
Amount awarded from City Social Service Fund?	16470
Amount requested from United Way?	
Amount awarded from United Way?	
How has the award been spent? *	City Social Service funds have been used for scholarship support of membership fees, and to help offset the true cost of services. Membership provides after school care for low-income and at-risk school age youth during the hours of 2:30pm-6:30pm, Monday through Thursday, and 1:00pm-6:00pm on Fridays. Note: The grant revenue was booked in June of the prior fiscal year, therefore showing no award in the reporting period.
From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	Each child is one unit of service.
Cost per unit (what it costs to deliver this service per client): *	1500
How many unduplicated clients has the City award served to date? *	550
How many unduplicated clients has the United Way award served to date? *	550

How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *

How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *

Contributions / fundraising income *	2035
Program service fees *	49317
Foundation grants *	15000
City Social Service Fund (current year award) *	0
Other Government funding (Federal, State, County, City) *	500
United Way Grant funding (current year award) *	0
Other Income *	0
Total Program Revenue *	66852
Salaries *	65783
Payroll taxes and employee benefits *	5720
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	3794
Materials and supplies *	17416
Travel *	7
Staff and volunteer development/training costs *	0
Conferences, conventions, meetings *	0
Direct assistance to individuals *	790
Miscellaneous expenses *	0
Total Expenses *	93510
Program Budget Balance (Total revenue - total expenses) *	-26659

Assets

1000 - Cash	221
1200 - Accounts Receivable	27
1210 - Pledges Receivable	63
1212 - Grants Receivable	78
1223 - Citizen's Bank CD	-
1225 - NW Agency Trust	16
1250 - Allowance for Doubtful Accounts	(1)
1254 - Prepaid Expenses	<u>31</u>
Total Current Assets	435
1500 - Fixed Assets	4,604
1600 - Accumulated Depreciation	<u>(1,825)</u>
Total Fixed Assets	2,779
Total Assets	<u><u>3,214</u></u>

Liabilities

2000 - Accounts Payable	16
2100 - Credit Cards	10
2200 - Due to Other Funds	3
2400 - Payroll Liabilities	74
2800 - Unearned Income	<u>34</u>
Total Liabilities	137
Equity	3,076
Total Liabilities & Equity	<u><u>3,214</u></u>

<u>Income</u>	
4000 - Fundraising	79
4101 - Sponsorships	1
4185 - Grants - Planned Ops	8
4186 - Grants - Special Projects	-
4195 - In-Kind Income	0
4200 - Funds Tranferred In	-
4300 - Interest Income	0
4450 - Contract Revenue	-
4500 - Other Revenue	1
4600 - Athletic Revenue	1
4700 - Clubhouse Revenue	2
4800 - After School Programming	9
4803 - STARS	23
4804 - Lincoln (South Corvallis)	0
4900 - Dental Clinic Revenue	3
Total Income	<u>129</u>

<u>Expense</u>	
5000 - IK - In Kind Expense	(0)
5200 - IE - Investment Expenses	
5500 - SE - Special Events Expenses	-
6000 - AE - Administrative Expenses	1
6200 - RD - Resource Development Exp	1
6300 - Bank Fees/Interest	-
6400 - OE - Occupancy Expenses	2
6500 - Payroll Expenses	64
6506 - Mileage / Travel Expenses	0
6507 - Seminars/Conferences	0
6600 - Special Projects	1
6700 - PE - Program Expenses	15
8000 - Funds Transferred Out	-
Total Expense	<u>85</u>

Depreciation	14
Net Income	<u><u>30</u></u>

2012 UW & City SS Fund – 6 Month Interim Report

#21

Name of Agency * Center Against Rape and Domestic Violence (CARDV)

Contact email * toni.ryan@cardvservices.org

Program Name: * Shelter Services Program

For which cycle are you reporting? * City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

CARDV's shelter services program provides immediate safety for individuals in crisis. With 14 beds in emergency shelter and motel vouchers, there is a safe place to go. Advocates (both paid and volunteer) are well trained to do safety planning with survivors, addressing the multiple barriers to remaining free of violence. Through the 24 hour hotline and individual peer counseling sessions, advocates provide information and referrals on community resources and provide support to survivors as they face the overwhelming challenges brought on by a crisis.

Shelter services are accessed through the 24 hour staffed hotline. Survivors learn of the hotline through a referral from law enforcement, the hospital, a Department of Human Services caseworker, or a friend. CARDV conducts public awareness campaigns and hosts public events to promote awareness of the hotline and services. In calling the hotline, they will speak with an advocate who will help determine the immediate need and assist the survivor with information on resources available to meet the need. If emergency shelter is what is required, the survivor meets with an advocate in a safe location and is often provided transportation to the confidential shelter location. During their stay at the shelter, the survivor will meet with an advocate to do further safety planning and determine next steps to remaining safe. A shelter stay is typically 30 to 45 days. Safety planning includes a wide variety of supportive services such as learning how to access the court system to obtain a restraining order.

Amount requested from City Social Service Fund?

Amount awarded from City Social Service Fund?

Amount requested from United Way?

Amount awarded from United Way?

How has the award been spent? *

Client Assistance:

Survivors of domestic and sexual violence face multiple challenges and barriers to staying safe and stable. CARDV's client assistance funds help address some of those challenges. The fund buys bus tickets for survivors who are not safe anywhere in Corvallis because of the actions of their abuser. If the survivor has a car we can provide gas vouchers to help her leave town. Gas vouchers can also be given to get to important appointments such as doctor appointments or job interviews. The fund pays for motel rooms when our shelters are full. Utilizing motels allows us to help people in an emergency we would otherwise be unable to house because of behavior issues such as drug and alcohol use. CARDV currently has two full time advocates who speak Spanish, but when they are not available, or the survivor speaks another language, this money pays for interpretation services.

Hotline:

CARDV staffs the Hotline 24 hours a day seven days a week. Most shelter residents first access services through the hotline. Residents also access safety planning, support, and information and referral through the hotline.

Mileage:

One of the unique services CARDV provides is 24 hour transportation to shelter. Advocates can meet a survivor in a public place, or in her home with law enforcement, to help her get to immediate safety. CARDV also responds 24 hours a day to the hospital to provide advocacy services in the ER to sexual assault or domestic violence survivors. Advocates transport survivors to the courthouse for restraining order and stalking order hearings. Advocates travel to CARDV's shelters daily to provide support and case management to shelter residents. Transportation is provided, when advocates are available, to appointments in the community that will help the survivor with safety or stability.

Staff and volunteer development:

CARDV provides a comprehensive 40 hour training on domestic violence and sexual assault to all new staff and volunteers.

Information and Referral:

CARDV advocates are familiar with the resources our community has available to the survivors we work with and provide survivors with the information. When CARDV cannot meet all the needs of a survivor, advocates refer to other agencies or services. Advocates assist survivors in accessing these services. Advocates work to maintain positive relationships with other service providers in order to effectively work together to meet survivor's needs.

Shelter Residents:

- 21 adults and 10 children received 505 shelter bed nights
- 13 individuals received legal advocacy
- Responded to 2 individuals in the hospital
- Had 176 crisis contacts
- Had 219 information and referral contacts
- Had 66 transportation contacts

Non-Shelter Residents:

- 158 unduplicated individuals served
- 67 individuals received legal advocacy
- Responded to 11 individuals in the hospital
- Had 193 crisis contacts
- Had 212 information and referral contacts
- Had 39 transportation contacts

CARDV's 24 hour Hotline received 1,709 calls from Benton County residents

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	One hour of an advocate's time equals one unit of service. Considering the unique needs of each survivor and that crisis can occur anytime in a 24 hour period, this is the most relevant measure. CARDV has six full time advocates in shelter services available for a total of 12,480 hours per year (6 staff X 40 hours/week X 52 weeks). The budget for the program is \$292,206. One unit of service costs \$23.42.
Cost per unit (what it costs to deliver this service per client): *	\$23.42
How many unduplicated clients has the City award served to date? *	1187
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	2300
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	
Contributions / fundraising income *	69145
Program service fees *	110
Foundation grants *	5341
City Social Service Fund (current year award) *	7500
Other Government funding (Federal, State, County, City) *	128950
United Way Grant funding (current year award) *	0
Other Income *	23
Total Program Revenue *	211069
Salaries *	128193
Payroll taxes and employee benefits *	29258
Professional fees and contracted services *	1592
Operations (rent, utilities, equipment, maintenance, etc.) *	9944

Materials and supplies *	12930
Travel *	993
Staff and volunteer development/training costs *	1285
Conferences, conventions, meetings *	401
Direct assistance to individuals *	6672
Miscellaneous expenses *	39
Total Expenses *	191307
Program Budget Balance (Total revenue - total expenses *)	19762

Upload Dec-end balance sheet. *  [cardv balance sheet july through dec 2012.pdf](#)
194.17 KB · PDF

Upload Dec-end Income statement. *  [cardv profit loss july through dec 2012.pdf](#)
228.38 KB · PDF

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Balance Sheet

As of December 31, 2012

Dec 31, 12

ASSETS

Current Assets

Checking/Savings

11100 · Cash - Non-interest Bearing	
11110 · Citizen's Bank Checking 2538	66,144.29
11120 · Citizen's Bank Scholarship 9198	7.10
11140 · Gift Cards - Client	622.49
11150 · Petty Cash	434.55
Total 11100 · Cash - Non-interest Bearing	67,208.43
11200 · Savings & Temp Cash Investments	
11210 · LPL Money Market	247,198.62
11220 · Citizen's Bank Money Marke 6996	89,845.31
11230 · Citizen's Bank Advocacy 3882	129,351.75
Total 11200 · Savings & Temp Cash Investments	466,395.68

Total Checking/Savings 533,604.11

Accounts Receivable

12000 · Pledges and Grants Receivable	59,799.89
---------------------------------------	-----------

Total Accounts Receivable 59,799.89

Other Current Assets

13000 · Prepaid Exp & Deferred Chg	
Payroll Advance	12,161.03
13100 · PP Payroll	
13120 · PP Exp-Life & Disability Insur	527.26
13130 · PP Expense-Health Insur	4,977.38
13140 · PP Expense-Dental Insur	401.86
13150 · FSA funding	2,625.00
Total 13100 · PP Payroll	8,531.50
13200 · PP Insurance	
13210 · PP ERISA Bond Renewal	163.28
13220 · PP Property/Commercial Ins	-1,053.97
13230 · PP Professional Liability	283.60
13240 · PP Accident Insurance	499.96
13260 · PP Workers Comp Ins	2,008.41
Total 13200 · PP Insurance	1,901.28
13000 · Prepaid Exp & Deferred Chg - Other	-12,161.03
Total 13000 · Prepaid Exp & Deferred Chg	10,432.78

Total Other Current Assets 10,432.78

Total Current Assets 603,836.78

Fixed Assets

15100 · Building #1	
15110 · Original Cost	87,311.00
15115 · Accum.Depr.	-76,535.01
Total 15100 · Building #1	10,775.99
15200 · Building #2	
15210 · Original Cost	200,967.00
15215 · Accum.Depr.	-101,412.91
Total 15200 · Building #2	99,554.09
15300 · Building #3	
15310 · Cost or Other Basis	267,506.50
15312 · Land-Bldg #3	74,834.00
15315 · Accum.Depreciation	-76,885.18
Total 15300 · Building #3	265,455.32
15400 · Advocacy Center	
15410 · Original Cost	549,734.97
15412 · Advocacy Center - Land	162,374.42
15415 · Accum. Depr.	-1,527.04
Total 15400 · Advocacy Center	710,582.35

Balance Sheet

As of December 31, 2012

	Dec 31, 12
15500 · Improvements	
15510 · Original Cost	69,434.48
15515 · Accum.Depr.	-41,323.90
Total 15500 · Improvements	28,110.58
15600 · Machinery & Equipment	
15610 · Original Cost	37,464.57
15615 · Accum.Depr.	-33,206.96
15600 · Machinery & Equipment - Other	1,966.00
Total 15600 · Machinery & Equipment	6,223.61
15700 · Furniture and Fixtures	
15710 · Original Cost	17,984.37
15715 · Accum.Depr.	-18,599.22
15700 · Furniture and Fixtures - Other	73,970.02
Total 15700 · Furniture and Fixtures	73,355.17
15800 · Land	21,891.00
Total Fixed Assets	1,215,948.11
TOTAL ASSETS	1,819,784.89
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	3,560.96
Total Accounts Payable	3,560.96
Other Current Liabilities	
20001 · A/P adj	-35.35
21000 · Payroll Liabilities	
21100 · Benefits Liabilities	
21110 · Life & Disability Payable	-88.04
21120 · Hlth & Dental Ins payable	-974.88
21130 · Dental Empl pd family coverage	-104.46
21150 · FSA payable	218.75
Total 21100 · Benefits Liabilities	-948.63
21200 · Payroll Tax Liabilities	
21210 · FICA/FWT Payable	10,377.10
21220 · SWT Payable	2,682.00
21230 · SUTA Payable	510.01
21240 · WBF assessment payable	63.77
Total 21200 · Payroll Tax Liabilities	13,632.88
21300 · Accrued Payroll	8,957.52
21600 · Vacation Accrual	18,930.08
Total 21000 · Payroll Liabilities	40,571.85
22000 · Deferred Revenue	-0.04
Total Other Current Liabilities	40,536.46
Total Current Liabilities	44,097.42
Long Term Liabilities	
23000 · City Lien	121,624.00
Total Long Term Liabilities	121,624.00
Total Liabilities	165,721.42
Equity	
30000 · Fund Balance	1,093,812.48
31000 · Retained Earnings	510,941.03
Net Income	49,309.96
Total Equity	1,654,063.47
TOTAL LIABILITIES & EQUITY	1,819,784.89

Profit & Loss

July through December 2012

Jul - Dec 12

Ordinary Income/Expense	
Income	
40000 · RESTRICTED INCOME	
41000 · Government Grants/Contributions	
41100 · Federal	
41103 · SOSCF FVPSA	30,036.00
41104 · VAWA	5,248.75
41105 · VOCA Basic	19,208.61
41106 · VOCA Competitive	9,822.50
41107 · IPVP Grant	17,613.61
Total 41100 · Federal	81,929.47
41200 · State	
41201 · ODSVS DV	79,109.00
41202 · ODSVS SA	43,857.00
41203 · SOSCF CFAA DV	34,104.00
41204 · SOSCF CFAA SA	6,678.00
41205 · SOSCF MLT	13,416.00
41207 · OCADSV SVSO	2,468.50
Total 41200 · State	179,632.50
41300 · Local	
41301 · City	7,500.00
Total 41300 · Local	7,500.00
Total 41000 · Government Grants/Contributions	269,061.97
42000 · Foundations/Donations	
42200 · UW Linn	9,349.98
42300 · Other Foundations/Donations	11,363.00
Total 42000 · Foundations/Donations	20,712.98
Total 40000 · RESTRICTED INCOME	289,774.95
45000 · UNRESTRICTED INCOME	
Unrestricted Foundations	11,000.00
45100 · Net Fundraising Events	
45110 · Gross Rev Fundraising Events	
45111 · Safe Family Breakfast	38,113.60
45112 · Fun Run	400.00
45113 · Fundraising Events Other	313.00
Total 45110 · Gross Rev Fundraising Events	38,826.60
45150 · Less Direct Event Expenses	
45151 · Safe Family Breakfast Expenses	-3,578.89
45153 · Fundraising Events Other Expens	-15.71
Total 45150 · Less Direct Event Expenses	-3,594.60
Total 45100 · Net Fundraising Events	35,232.00
45200 · Donations	
45210 · Community Events	37,513.03
45220 · Holiday Letter	17,304.00
45230 · Monthly Donations	6,780.00
45240 · Newsletter Response	4,695.00
45250 · Trusts	0.00
45260 · General Donations	18,094.14
45270 · Donations Other	11,403.00
45280 · United Way Designations	5,094.88
Total 45200 · Donations	100,884.05

Profit & Loss

July through December 2012

	Jul - Dec 12
45300 · Other Unrestricted Income	
45310 · Program Service Revenue	235.00
45320 · Investment Income	54.02
45330 · Miscellaneous	-5.00
Total 45300 · Other Unrestricted Income	284.02
Total 45000 · UNRESTRICTED INCOME	147,400.07
Total Income	437,175.02
Gross Profit	437,175.02
Expense	
60000 · Personnel	
60100 · Wages	272,751.46
60200 · Payroll taxes	21,011.43
60300 · Other Employee Benefits	
60310 · Unemployment Insurance	4,555.91
60320 · Workers Comp Ins	-511.75
60330 · 401(k)	4,636.76
60340 · Dental Insurance	2,702.54
60350 · Health Ins.	25,573.92
60360 · Life and AD&D Insurance	4,284.86
60370 · Vision Insurance	0.00
60381 · FSA Management Fee	370.00
Total 60300 · Other Employee Benefits	41,612.24
Total 60000 · Personnel	335,375.13
61000 · Occupancy	
61100 · Repairs and Maintenance	8,386.39
61200 · Utilities	7,317.03
61300 · Furniture & fixtures	1,103.04
Total 61000 · Occupancy	16,806.46
63000 · Other Expenses	
63100 · Advertising/Promotion	682.69
63200 · Office Expense	
63210 · Telephone and Internet	10,371.89
63220 · Postage & shipping	883.20
63230 · Printing/Publications	3,240.08
63240 · Equipment Rent, Lease, Maint.	1,428.48
63250 · Dues/Fees/Licenses/Subscription	1,817.67
63260 · Fundraising Fees	808.58
63270 · Supplies and small equip	5,098.19
Total 63200 · Office Expense	23,648.09
63300 · Information Technology	912.00
63400 · Travel	2,112.25
63500 · Conferences, Trainings & Mtgs	
63505 · Board/Volunteer/Staff Meetings	853.64
63500 · Conferences, Trainings & Mtgs - Other	2,733.16
Total 63500 · Conferences, Trainings & Mtgs	3,586.80
63600 · Interest Expense and Bank Chgs	83.75
63700 · Insurance	
63710 · ERISA Bond 401k	40.86
63720 · Property/Commercial	4,164.74
63730 · Professional Liability	851.04
63740 · Accident Insur	83.34
63750 · D&O	1,662.50
Total 63700 · Insurance	6,802.48
63800 · Client Assistance	
63810 · Client Assistance - Gift Cards	1,001.83
63820 · Client Assist Mileage	4,526.23
63830 · Client Assist Motel	5,024.59
63840 · Client Assist Other	3,645.15
Total 63800 · Client Assistance	14,197.80

Profit & Loss

July through December 2012

	Jul - Dec 12
63900 · Professional Fees	3,387.06
Total 63000 · Other Expenses	55,412.92
64000 · Miscellaneous	-0.95
66900 · Reconciliation Discrepancies	-0.30
Total Expense	407,593.26
Net Ordinary Income	29,581.76
Other Income/Expense	
Other Income	
70100 · Capital Campaign Income	19,485.00
79999 · In-kind donations	5.00
Total Other Income	19,490.00
Other Expense	
80100 · Capital Campaign Expenses	-238.20
Total Other Expense	-238.20
Net Other Income	19,728.20
Net Income	49,309.96

2012 UW & City SS Fund – 6 Month Interim Report

#9

Name of Agency *	CASA–Voices for Children
Contact email *	executive.director@casa–vfc.org
Program Name: *	CASA Child Advocacy Academy
For which cycle are you reporting? *	Both
Describe the project for which you are reporting (250 words or less) *	
<p>CASA–Child Advocacy Academy recruits, trains, technically supports and assigns court advocates for each child who is a victim of abuse and/or neglect by their parents or legal guardians. Abuse negatively impacts the ability to learn. Trained advocates sworn in by the courts investigates the case, facilitates the process, monitors the progress of the child and parents and advocates for each child.</p> <p>Abuse and neglect negatively impacts a child's development; physically, emotionally and ability to learn. Children who have suffered abuse and neglect often are diagnosed with Post Traumatic Stress Disorder, significant behavioral issues, attachment disorders and other mental health issues.</p> <p>Children who have been exposed to or victims of sexual abuse often become sexually reactive;</p> <p>Most children who are within the jurisdiction of the State often struggle in school. They have likely missed a significant number of school days, can't focus and are usually hypervigilant. Abused and/or neglected children are often one to two years behind in school.</p> <p>CASA's are often appointed as the Educational Surrogate in addition to being the Court Appointed Advocate. This provides the child with a person who can educationally advocate for them--someone who knows their history and can work with the teachers to develop a plan to meet the child's educational needs.</p> <p>Advocates are the eyes and ears of the Court; working to ensure that each child has permanency as quickly as possible. Advocates ensure that a child receives the services they need to heal, be successful educationally and have safe, nurturing and forever home.</p>	
Amount requested from City Social Service Fund?	15000
Amount awarded from City Social Service Fund?	15000
Amount requested from United Way?	20000
Amount awarded from United Way?	10000
How has the award been spent? *	<p>Training of 11 new Advocates</p> <p>Supervision/mentoring of 37 Advocates</p> <p>Case management software to track cases; meeting National and State requirements</p>

Development of new training program to reduce the learning curve of Benton County's process and resources.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	One CASA advocates for each child's case in court – most commonly over a two year period. One Advocate is assigned to a case for complete focus on the child(ren), unlike a Child Welfare caseworker who may be managing 12 cases. We have two Advocates who have been advocating for disabled teens, with highly specialized needs for over 10 years!
Cost per unit (what it costs to deliver this service per client): *	\$21.36 per hour per Advocate x 10 hours/month (average) x 2 years (average length of case)
How many unduplicated clients has the City award served to date? *	222
How many unduplicated clients has the United Way award served to date? *	222
How many unduplicated clients do you expect the City award to serve for the funded period (7/1–6/30)? *	325
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1–6/30)? *	325
Contributions / fundraising income *	25208
Program service fees *	0
Foundation grants *	25000
City Social Service Fund (current year award) *	7500
Other Government funding (Federal, State, County, City) *	10373
United Way Grant funding (current year award) *	5000
Other Income *	0
Total Program Revenue *	73081
Salaries *	30640

Payroll taxes and employee benefits *	8229
Professional fees and contracted services *	1070
Operations (rent, utilities, euipment, maintenance, etc.) *	13594
Materials and supplies *	1013
Travel *	0
Staff and volunteer development/training costs *	130
Conferences, conventions, meetings *	11
Direct assistance to individuals *	0
Miscellaneous expenses *	691
Total Expenses *	55378
Program Budget Balance (Total revenue - total expenses *	17703

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



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CASA FY2012
 Balance Sheet
 As of December 31, 2012

	<u>Dec 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash	
1010 · Ckg - Citizens Bank	34,282.36
1020 · MM - Citizens Bank	26,136.26
1030 · Petty Cash	11.60
Total 1000 · Cash	<u>60,430.22</u>
Total Checking/Savings	<u>60,430.22</u>
Total Current Assets	60,430.22
Fixed Assets	
1600 · Furniture and Equipment	
1645 · Furniture & Equipment	2,276.00
1745 · Accum Deprec-Furn, Fix, Equip	-1,115.00
Total 1600 · Furniture and Equipment	<u>1,161.00</u>
Total Fixed Assets	<u>1,161.00</u>
TOTAL ASSETS	<u><u>61,591.22</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
1300 · FIA Card Services	0.00
Total Credit Cards	<u>0.00</u>
Total Current Liabilities	<u>0.00</u>
Total Liabilities	0.00
Equity	
3000 · Opening Balance Equity	44,904.57
32000 · Unrestricted Net Assets	-538.00
Net Income	17,710.40
Total Equity	<u>62,076.97</u>
TOTAL LIABILITIES & EQUITY	<u><u>62,076.97</u></u>

CASA FY2012
Statement of Financial Income and Expense
July through December 2012

	<u>Jul - Dec 12</u>
Ordinary Income/Expense	
Income	
4000 · Revenue from Contributions	
4010 · Individual Contributions-Unrest	15,523.04
4012 · Corporate Contributions	120.00
4098 · Misc Income	166.87
4099 · Anonymous Contributions	9,398.60
Total 4000 · Revenue from Contributions	<u>25,208.51</u>
4200 · Revenue from Non-Govt Grants	
4230 · Foundation Grants	25,000.00
Total 4200 · Revenue from Non-Govt Grants	<u>25,000.00</u>
4500 · Revenue from Govt Grants	
4530 · State Grants	8,332.00
4540 · Local Govt Grants	14,541.16
Total 4500 · Revenue from Govt Grants	<u>22,873.16</u>
Total Income	73,081.67
Expense	
6000 · Operational Expenses	
6110 · Supplies	100.05
6130 · Telephone and Internet	1,610.29
6140 · Postage and Shipping	242.81
6170 · Printing and Copying	630.80
6191 · Technology and Software	1,499.88
6192 · Finance Charge	39.23
Total 6000 · Operational Expenses	<u>4,123.06</u>
7000 · Business Expenses	
7100 · Business Registration Fees	230.00
7110 · Business Insurance	-318.00
Total 7000 · Business Expenses	<u>-88.00</u>
7200 · Salaries and Related Expenses	
7210 · Officers and Directors Salaries	8,793.00
7220 · Salaries and Wages	21,847.20
7250 · Payroll Tax Expenses	8,229.31

	<u>Jul - Dec 12</u>
Total 7200 · Salaries and Related Expenses	38,869.51
7500 · Contract Services	
7540 · Other Contract Services	600.36
7560 · Payroll Service	469.74
Total 7500 · Contract Services	1,070.10
8200 · Facilities and Equipment	
8210 · Rent, Parking	7,800.00
8220 · Utilities	606.52
8250 · Equip Lease	1,049.39
8270 · Depr and Amort - Allowable	1,115.00
Total 8200 · Facilities and Equipment	10,570.91
8500 · Other Expenses	
8530 · Meetings	11.56
8540 · Staff Development	130.00
8560 · Community Relations	232.80
8570 · Advertising Expenses	110.00
8590 · Misc Expenses	347.92
Total 8500 · Other Expenses	832.28
Total Expense	55,377.86
Net Ordinary Income	17,703.81
Other Income/Expense	
Other Income	
1599 · Interest Income	6.59
Total Other Income	6.59
Net Other Income	6.59
Net Income	17,710.40



3 Locations to serve your family

Lancaster Center	541-753-0191	3285 NE Oxford Circle
Growing Oaks	541-207-3122	4000 Western Blvd
Monroe Center	541-753-2519	1165 NW Monroe Ave

January 25, 2013

RE: Interim Report

Narrative questions:

1. **From the original Program Application, describe the project awarded funding:**
 - a. CCCC was awarded \$20,000 for Tuition Scholarship for parents who are attending school at a major university or community college.
2. **Original amount requested:** \$28,000
3. **Amount awarded:** \$20,000
4. **How has the award been spent?** CCCC currently has 15 families receiving Tuition scholarship funds to offset the cost of childcare. These families receive \$75-\$200/month of scholarship money.
5. **From the application, define one unit of service:** One unit of service is equal to one family
6. **Cost per unit (what it costs to deliver this service per client):** CCCC does not use a dollar of the tuition scholarship money. 100% of the money that CCCC receives is provided to our families as scholarship dollars.
- 7a. **How many unduplicated clients has this award served to date (7/1-12/31)?**
18
- 7b. **How many unduplicated clients do you expect this award to serve for the funded period (7/1-6/30)?** 24

Sincerely,

LouAnn Spevacek

LouAnn Spevacek

Agency: Corvallis Community Children's Center

Program Name: Tuition Scholarship

Funding Request \$

Grant Award \$

What is your actual spending as of this report date by category?

REVENUE		Program ACTUALS period-to-date
A	Contributions / fundraising income	
B	United Way Grant funding (current year award)	
C	United Way donor-directed designations	
D	City of Corvallis SSF award	\$ 10,002
E	Grants from other government agencies	
F	Foundation grants	
G	Program service fees	
H	Other income	
I	TOTAL REVENUE	\$ 10,002

** Use line "D" to report City Social Service Fund award

EXPENSES		
J	Salaries	
K	Payroll taxes and employee benefits	
L	Professional fees and contracted services	
M	Operations (rent, utilities, equipment, maintenance, etc.)	
N	Materials and supplies	
O	Travel	
P	Staff and volunteer development / training costs	
Q	Conferences, conventions, meetings	
R	Direct assistance to individuals	
S	Miscellaneous expenses - Tuition Scholarship Paid out	\$ 10,002
T	TOTAL EXPENSES	\$ 10,002
		Balance \$ -

CORVALLIS COMMUNITY CHILDRENS CENTERS

Balance Sheet Prev Year Comparison

As of December 31, 2012

12:05 PM

01/18/2013

Accrual Basis

ASSETS

Current Assets

Checking/Savings

	Dec 31, 12	Dec 31, 11	\$ Change	% Change
1012 · 98-Debit Card	172.13	490.28	-318.15	-64.89%
1010 · 99-Checking	2,733.58	22,237.51	-19,503.93	-87.71%
1011 · 00-Fundraising/Savings Account	1,227.76	8,434.98	-7,207.22	-85.44%
1017 · 01-Reserve Account	171.55	2,654.55	-2,483.00	-93.54%
1098 · Petty Cash				
1098-6 · Petty Cash - Monroe	100.00	0.00	100.00	100.0%
1098-2 · Petty Cash - Growing Oaks (Petty Cash - Growing Oaks)	196.75	200.00	-3.25	-1.63%
1098-3 · Petty Cash - Lancaster (Petty Cash - Lancaster)	200.00	200.00	0.00	0.0%
Total 1098 · Petty Cash	496.75	400.00	96.75	24.19%

Total Checking/Savings

4,801.77 34,217.32 -29,415.55 -85.97%

Accounts Receivable

1112 · Growing Oaks Parents A/R	296.37	-8,803.54	9,099.91	-103.37%
1122 · Monroe Parents A/R	2,058.47	273.23	1,785.24	653.38%
1132 · Lancaster Parents A/R	3,064.53	-4,611.85	7,676.38	-166.45%

Total Accounts Receivable

5,419.37 -13,142.16 18,561.53 -141.24%

Other Current Assets

1200 · Prepaid Rent	5,600.00	0.00	5,600.00	100.0%
1210 · Prepaid insurance				
1210E · Commercial Auto	67.68	0.00	67.68	100.0%
1210D · Commercial Umbrella	174.32	221.00	-46.68	-21.12%
1210C · D&O	322.50	295.30	27.20	9.21%
1210B · Workers Comp	1,761.86	-1,187.28	2,949.14	-248.4%
1210A · Commercial Package Policy	1,523.68	1,738.00	-214.32	-12.33%

Total 1210 · Prepaid insurance

3,850.04 1,067.02 2,783.02 260.82%

Total Other Current Assets

9,450.04 1,067.02 8,383.02 785.65%

	Dec 31, 12	Dec 31, 11	\$ Change	% Change
Total Current Assets	19,671.18	22,142.18	-2,471.00	-11.16%
Fixed Assets				
1505 · Building	405,144.99	403,218.00	1,926.99	0.48%
1501 · Land	299,356.00	299,356.00	0.00	0.0%
1510 · Equipment & Building	67,175.87	56,924.73	10,251.14	18.01%
1530 · Lancaster Remodel (Update & Remodeling of Lancaster Center)	64,329.00	64,329.00	0.00	0.0%
1590 · Accumulated Depreciation	-204,810.98	-186,861.02	-17,949.96	9.61%
Total Fixed Assets	631,194.88	636,966.71	-5,771.83	-0.91%
Other Assets				
1630 · Allowance For Uncollectable AR	-500.00	-500.00	0.00	0.0%
Total Other Assets	-500.00	-500.00	0.00	0.0%
TOTAL ASSETS	650,366.06	658,608.89	-8,242.83	-1.25%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	12,823.52	9,989.36	2,834.16	28.37%
Total Accounts Payable	12,823.52	9,989.36	2,834.16	28.37%
Other Current Liabilities				
2405 · Accruals				
2400 · Vacation Accrual	14,758.78	14,277.39	481.39	3.37%
2401 · Sick Accrual	12,993.11	10,999.77	1,993.34	18.12%
Total 2405 · Accruals	27,751.89	25,277.16	2,474.73	9.79%
2100 · Payroll Liabilities				
2116 · Employer Taxes Payable	6,372.08	5,566.59	805.49	14.47%
2186 · Health and Dental	5,091.65	0.00	5,091.65	100.0%
2185 · Colonial	488.75	0.00	488.75	100.0%
2110 · Payroll Payable	60,772.25	52,915.14	7,857.11	14.85%
2115 · FICA & FWT	59.76	0.00	59.76	100.0%
2120 · State Withhold.	32.84	0.00	32.84	100.0%
2140 · Payroll Advance	-2,350.00	-1,357.52	-992.48	73.11%
2155 · Xmas Bonus	0.00	0.00	0.00	0.0%

	Dec 31, 12	Dec 31, 11	\$ Change	% Change
Total 2100 · Payroll Liabilities	70,467.33	57,124.21	13,343.12	23.36%
2450 · Workers Comp. Payable	106.37	106.37	0.00	0.0%
Total Other Current Liabilities	98,325.59	82,507.74	15,817.85	19.17%
Total Current Liabilities	111,149.11	92,497.10	18,652.01	20.17%
Total Liabilities	111,149.11	92,497.10	18,652.01	20.17%
Equity				
3100 · Fund Balance				
3110 · Unrestricted Fund Balance	-23,913.08	-23,913.08	0.00	0.0%
3120 · Temp.Res. Fund Balance	1,179.18	1,179.18	0.00	0.0%
3130 · Perm. Res. Fund Balance	673,614.00	673,614.00	0.00	0.0%
Total 3100 · Fund Balance	650,880.10	650,880.10	0.00	0.0%
3900 · Retained Earnings	-95,290.04	-81,743.30	-13,546.74	16.57%
Net Income	-16,408.11	-3,025.01	-13,383.10	442.42%
Total Equity	539,181.95	566,111.79	-26,929.84	-4.76%
TOTAL LIABILITIES & EQUITY	650,331.06	658,608.89	-8,277.83	-1.26%

CORVALLIS COMMUNITY CHILDRENS CENTERS
 Profit & Loss Budget vs. Actual
 July through December 2012

12:39 PM
 01/18/2013
 Accrual Basis

	Growing Oaks		Lancaster		Monroe		admin		TOTAL	
	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget
Ordinary Income/Expense										
Income										
4000 · Tuition										
4011 · Random Adds	1,240.00	1,750.00	3,850.00	3,220.00	609.75	660.00	0.00		5,699.75	5,630.00
4010 · Parent Tuition Billed	267,042.00	279,870.00	164,706.45	161,415.00	62,710.61	113,455.00	0.00		494,459.06	554,740.00
4020 · 2nd Child Discount	-3,624.30	-4,201.41	-1,688.60	-2,107.20	-145.00	-109.15	0.00		-5,457.90	-6,417.76
4030 · Employee Discount	0.00	-2,550.00	-830.50		-910.00		0.00		-1,740.50	-2,550.00
4060 · Other Charges										
4070 · Time Clock Fee	84.00		0.00		0.00		0.00		84.00	0.00
4061 · Enrollment Fee	1,275.00	2,625.00	1,875.00	600.00	1,125.00	525.00	0.00		4,275.00	3,750.00
4062 · Late payment charges	275.00		-25.00		0.00		0.00		250.00	0.00
4064 · Late pickup charges	50.00		0.00		0.00		0.00		50.00	0.00
Total 4060 · Other Charges	1,684.00	2,625.00	1,850.00	600.00	1,125.00	525.00	0.00		4,659.00	3,750.00
Total 4000 · Tuition	266,341.70	277,493.59	167,887.35	163,127.80	63,390.36	114,530.85	0.00		497,619.41	555,152.24
4300 · Food Program										
4311 · USDA-G.O. (USDA Growing Oaks)	5,359.45	4,671.27	0.00		0.00		0.00		5,359.45	4,671.27
4312 · USDA-Lancaster (USDA-Lancaster)	0.00		3,499.59	4,015.72	0.00		0.00		3,499.59	4,015.72
4313 · USDA-Monroe (USDA-Monroe)	0.00		0.00		1,799.47	2,509.16	0.00		1,799.47	2,509.16
Total 4300 · Food Program	5,359.45	4,671.27	3,499.59	4,015.72	1,799.47	2,509.16	0.00		10,658.51	11,196.15
4400 · Fundraisers										
4495 · Other Fundraisers (Other Fund Raisers)	476.06		507.10		0.00		3,661.45	1,748.12	4,644.61	1,748.12
4496 · Annual Fundraiser (Birthday Party/Carnival/etc)	0.00		0.00		0.00		30.00	60.00	30.00	60.00
Total 4400 · Fundraisers	476.06		507.10		0.00		3,691.45	1,808.12	4,674.61	1,808.12
4550 · Donations										
4552 · Misc. Donations (other donations)	0.00		0.00	236.00	0.00		2,757.12	2,610.26	2,757.12	2,846.26
4560 · X-MAS BONUS	0.00		0.00		0.00		3,132.00		3,132.00	0.00
Total 4550 · Donations	0.00		0.00	236.00	0.00		5,889.12	2,610.26	5,889.12	2,846.26
4600 · Interest Income	0.00		0.00		0.00		1.03	4.08	1.03	4.08
4800 · Other Income										
4810 · Returned Check charges (Ret. Chk Amt & fees)	28.50		75.00		0.00		0.00		103.50	0.00
Total 4800 · Other Income	28.50		75.00		0.00		0.00		103.50	0.00
4900 · Restricted Income										
4920 · Grants										
4924 · United Way-Designations (United Way Designations)	-1,650.00		-705.00		-3,140.00		9,184.43		3,689.43	0.00
Total 4920 · Grants	-1,650.00		-705.00		-3,140.00		9,184.43		3,689.43	0.00
Total 4900 · Restricted Income	-1,650.00		-705.00		-3,140.00		9,184.43		3,689.43	0.00
Total Income	270,555.71	282,164.86	171,264.04	167,379.52	62,049.83	117,040.01	18,766.03	4,422.46	522,635.61	571,006.85
Gross Profit	270,555.71	282,164.86	171,264.04	167,379.52	62,049.83	117,040.01	18,766.03	4,422.46	522,635.61	571,006.85
Expense										
5000 · Payroll Expenses										
5010 · Gross Salaries & Wages										
5020 · Child Care Staff	123,121.97	128,519.97	80,793.05	76,942.20	39,334.45	58,611.74	605.16		243,854.63	264,073.91
5021 · Overtime - Childcare staff	111.91		54.12		50.24		0.00		216.27	0.00
5022 · Child Care Substitutes	14,953.22	6,667.84	2,081.11	5,916.52	2,970.84	2,106.95	0.00		20,005.17	14,691.31
5030 · Admin payroll	10,838.07	13,404.60	11,930.67	12,693.75	5,802.29	5,320.60	19,645.43	29,864.38	48,216.46	61,283.33
5040 · Food Service	6,824.93	10,641.20	8,186.80	7,980.90	3,928.92	2,660.30	0.00		18,940.65	21,282.40
5041 · Overtime - Food Service	0.00		7.56		3.42		0.00		10.98	0.00
5051 · Sick	-814.02		-143.09		0.00		8,274.52		7,317.41	0.00
5052 · Holiday	6,179.53		4,825.53		2,485.68		1,089.34		14,580.08	0.00
5053 · Vacation	0.00		0.00		0.00		13,759.94		13,759.94	0.00
5054 · Bonus	1,600.00		1,175.00		475.00		250.00		3,500.00	0.00

	Growing Oaks		Lancaster		Monroe		admin		TOTAL	
	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget
Total 5010 · Gross Salaries & Wages	162,815.61	159,233.61	108,910.75	103,533.37	55,050.84	68,699.59	43,624.39	29,864.38	370,401.59	361,330.95
5100 · Benefits										
5111 · Colonial (Colonial pre and after tax - all of this is funded by the employees.)	0.00		0.00		0.00		57.30		57.30	0.00
5120 · Health Insurance	-29.53	11,227.20	29.53	2,806.80	0.00	8,420.40	22,757.51		22,757.51	22,454.40
5160 · COBRA Payments (Prev. Employee pmts to COBRA)	0.00		0.00		0.00		258.30		258.30	0.00
Total 5100 · Benefits	-29.53	11,227.20	29.53	2,806.80	0.00	8,420.40	23,073.11		23,073.11	22,454.40
5200 · Payroll taxes - employer	18,160.16	16,224.05	11,914.14	10,548.84	6,023.21	6,999.68	1,058.71	3,042.84	37,156.22	36,815.41
Total 5000 · Payroll Expenses	180,946.24	186,684.86	120,854.42	116,889.01	61,074.05	84,119.67	67,756.21	32,907.22	430,630.92	420,600.76
6000 · Administration										
6011 · Finance/Bookkeeping Expense	0.00		0.00		0.00		6,514.09	6,720.00	6,514.09	6,720.00
6010 · Accounting expenses	0.00		0.00		0.00		405.00	2,000.00	405.00	2,000.00
6017 · Legal Services	0.00		0.00		0.00		213.83		213.83	0.00
6020 · Advertising & Promotion	0.00		0.00		0.00		464.77	1,500.00	464.77	1,500.00
6030 · Corporate Fees & Taxes	0.00		0.00		0.00		50.00	50.00	50.00	50.00
6035 · Insurance										
6035-8 · Commercial Auto	0.00		0.00		0.00		64.32		64.32	0.00
6035-7 · Workers Comp Insurance	-260.75	1,799.70	-260.75	1,799.70	-149.06	1,028.40	-74.50	514.20	-745.06	5,142.00
6035-1 · Commercial Package Policy (Commercial Policy)	0.00		0.00		0.00		2,141.32	2,526.00	2,141.32	2,526.00
6035-3 · Umbrella Policy	0.00		0.00		0.00		270.18	325.50	270.18	325.50
6035-5 · D & O Insurance	0.00		0.00		0.00		967.50	886.02	967.50	886.02
Total 6035 · Insurance	-260.75	1,799.70	-260.75	1,799.70	-149.06	1,028.40	3,368.82	4,251.72	2,698.26	8,879.52
6045 · Office Expense	784.17	1,176.56	758.57	1,191.61	303.97	730.08	-33.77	483.42	1,812.94	3,581.67
6046 · Office Software (Office Software)	304.76		297.63		273.21		0.00		875.60	0.00
6070 · Miscellaneous										
6073 · Reserve Acct Transfer (This account should be used for budgeting purposes only)	0.00		0.00		0.00		0.00	10,000.02	0.00	10,000.02
6072 · Bank Service Charges	7.00		14.00		0.00		5.00		26.00	0.00
6074 · Finance charge/Interest expense	0.00		10.00		0.00		69.47	60.00	79.47	60.00
Total 6070 · Miscellaneous	7.00		24.00		0.00		74.47	10,060.02	105.47	10,060.02
Total 6000 · Administration	835.18	2,976.26	819.45	2,991.31	428.12	1,758.48	11,057.21	25,065.16	13,139.96	32,791.21
6150 · Bad Debt Exp.	859.93		2,898.00		0.00		0.00		3,757.93	0.00
6200 · Child Care Program										
6220 · Training-All Centers										
6221 · Dues & Subscriptions	0.00		39.95		29.95		250.00	300.00	319.90	300.00
6224 · New Empl Certs/Annual Renewals (Reimbursements/expenses for CPR, First Aic	0.00	25.00	0.00	32.00	36.00	25.00	0.00		36.00	82.00
6225 · SD/ED Training (Site Director and Executive Director Training)	0.00		0.00		0.00		30.00	300.00	30.00	300.00
6226 · Staff Inservices (Staff Inservices)	7.49		7.49		7.48		125.00	12.95	147.46	12.95
6229 · NAEYC-Annual Membership (NAEYC-Annual Membershp)	0.00	285.00	0.00		0.00		0.00		0.00	285.00
Total 6220 · Training-All Centers	7.49	310.00	47.44	32.00	73.43	25.00	405.00	612.95	533.36	979.95
6230 · License	0.00		478.00	256.00	0.00		0.00		478.00	256.00
6240 · Play Equipment (Outdoor)	148.99		68.78	828.00	102.91	9.97	0.00		320.68	837.97
6252 · Supplies - General Classroom (Diaper Wipes, Paper Towel, Kleenex, equipment & cu	2,281.39	2,486.49	2,188.70	2,913.85	491.10	703.61	0.00	232.80	4,961.19	6,336.75
6280 · Field Trip Expense	98.11	156.43	122.01	72.50	19.88	60.00	0.00		240.00	288.93
6282 · Classroom Special Events (Graduation, Open House, etc.)	337.91	313.74	315.60	481.43	157.81		0.00		811.32	795.17
6294 · Staff appreciation	79.45	49.83	10.75	94.51	1.98		513.84	856.04	606.02	1,000.38
Total 6200 · Child Care Program	2,953.34	3,316.49	3,231.28	4,678.29	847.11	798.58	918.84	1,701.79	7,950.57	10,495.15
6300 · Food Program Expense										
6320 · Food	12,248.62	13,331.70	6,819.38	10,298.49	3,767.67	6,148.74	0.00		22,835.67	29,778.93
6340 · Kitchen Supplies-& equipment	227.23	375.31	372.43	571.75	229.24	177.18	0.00		828.90	1,124.24
Total 6300 · Food Program Expense	12,475.85	13,707.01	7,191.81	10,870.24	3,996.91	6,325.92	0.00		23,664.57	30,903.17
6400 · Fundraising Expenses										
6425 · Other Fundraisers expenses	451.06		493.49		0.00		0.00	17.22	944.55	17.22
6498 · Annual Fundraiser (Birthday Party/Carnival/etc.)	0.00		0.00		0.00		105.83		105.83	0.00
Total 6400 · Fundraising Expenses	451.06		493.49		0.00		105.83	17.22	1,050.38	17.22
6550 · Miscellaneous	3.25		0.00		0.00		0.00		3.25	0.00

	Growing Oaks		Lancaster		Monroe		admin		TOTAL	
	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget	Jul - Dec 12	Budget
6600 · Occupancy expenses										
6610 · Rent	24,600.00	24,600.00	0.00		1,500.00	1,500.00	0.00		26,100.00	26,100.00
6620 · Telephone	401.31	708.24	376.41	233.34	626.61	601.44	376.41	300.06	1,780.74	1,843.08
6630 · Utilities	292.17		6,169.96	5,394.17	0.00		217.43	217.56	6,679.56	5,611.73
6640 · Repairs & Maintenance	821.92	597.24	2,155.29	1,773.45	197.02		0.00		3,174.23	2,370.69
6643 · Cleaning and janitorial supply	113.67	28.39	32.11	16.47	59.11		0.00		204.89	44.86
6645 · Janitorial service	4,200.00	5,610.00	5,857.60	5,329.50	0.00		0.00		10,057.60	10,939.50
6646 · Landscape Maintenance (Yard maintenance at Lancaster)	0.00	11.99	1,695.04	1,160.00	0.00		0.00		1,695.04	1,171.99
6650 · Depreciation Expense	0.00		5,028.00	5,994.48	0.00		3,946.98	1,973.52	8,974.98	7,968.00
Total 6600 · Occupancy expenses	30,429.07	31,555.86	21,314.41	19,901.41	2,382.74	2,101.44	4,540.82	2,491.14	58,667.04	56,049.85
6700 · Travel										
6710 · Mileage	0.00	104.50	101.61	74.91	30.39	84.15	12.10		144.10	263.56
Total 6700 · Travel	0.00	104.50	101.61	74.91	30.39	84.15	12.10		144.10	263.56
Total Expense	228,953.92	238,344.98	156,904.47	155,405.17	68,759.32	95,188.24	84,391.01	62,182.53	539,008.72	551,120.92
Net Ordinary Income	41,601.79	43,819.88	14,359.57	11,974.35	-6,709.49	21,851.77	-65,624.98	-57,760.07	-16,373.11	19,885.93
Net Income	41,601.79	43,819.88	14,359.57	11,974.35	-6,709.49	21,851.77	-65,624.98	-57,760.07	-16,373.11	19,885.93

2012 UW & City SS Fund – 6 Month Interim Report

#14

Name of Agency *	Corvallis Daytime Drop-in Center
Contact email *	aleita@cmug.com
Program Name: *	Medical
For which cycle are you reporting? *	United Way
Describe the project for which you are reporting (250 words or less) *	This Medical project is to provide the basic visit fee of \$20 at Benton County Health Department (BCHD) clinics to establish/maintain a medical home to access health care services for people who are homeless and or low/no income without insurance or other means of access to this resource. This project would also cover their resulting cost of medications from visits to BCHD clinics or prescription costs from private doctors, urgent care visits, emergency room visits or Community Outreach Clinic visits.
Amount requested from City Social Service Fund?	
Amount awarded from City Social Service Fund?	
Amount requested from United Way?	10000
Amount awarded from United Way?	5000
How has the award been spent? *	<p>The United Way grant money is presently in our account with A & S Accounting for CDDC Medical expenditures. The CDDC was very fortunate to receive two medical grants for the funding year 2012-13. Besides the United Way allocation, the CDDC was awarded a grant from Samaritan Health Service's Social Accountability Fund. The CDDC consulted with A&S regarding how to spend down these grants. We decided to first spend down the grant from Samaritan.</p> <p>The need for both sources of financial assistance is not in question. The number of individuals who are aware that the CDDC can help them has increased and we are getting more and more requests daily. In addition, we are experiencing higher costs for the prescriptions that are needed by those we are serving. The population for whom these grants have been allocated is largely uninsured individuals who without this help would be accessing very expensive health care options of Urgent Care or Emergency Room visits. Projecting out to the end of the grant cycles, the CDDC feels that both grants will be needed to meet the true needs of the individuals we serve.</p>
From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	One unit of service includes initial interaction with the individual who communicates a health concern, arranging for/scheduling an appointment, facilitating the appointment, receiving a

prescription and obtaining the needed medication from the pharmacy.

Cost per unit (what it costs to deliver this service per client): *	The cost of 1 unit will vary greatly depending on the cost of the individual's diagnosis and resulting prescription(s). In general, there will be a \$20 fee at a Benton County Health Clinic. Resulting prescriptions can range from \$5 – \$75.00 or more.
How many unduplicated clients has the City award served to date? *	
How many unduplicated clients has the United Way award served to date? *	0
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	50 to 100
Contributions / fundraising income *	52.2
Program service fees *	0
Foundation grants *	0
City Social Service Fund (current year award) *	0
Other Government funding (Federal, State, County, City) *	0
United Way Grant funding (current year award) *	2500
Other Income *	0
Total Program Revenue *	2552.2
*	
Salaries *	0
Payroll taxes and employee benefits *	0
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	0
Materials and supplies *	0

Travel *	0
Staff and volunteer development/training costs *	0
Conferences, conventions, meetings *	0
Direct assistance to individuals *	0
Miscellaneous expenses *	0
Total Expenses *	0
Program Budget Balance (Total revenue - total expenses *)	2552.2

Upload Dec-end balance sheet. *



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PM
1/13
Basis

1-8-2013

Corvallis Daytime Drop-In Center
Balance Sheet
As of December 31, 2012

	<u>Dec 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Citizens Bank Checking	10,484.63
Total Checking/Savings	<u>10,484.63</u>
Total Current Assets	<u>10,484.63</u>
TOTAL ASSETS	<u><u>10,484.63</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Payroll Liabilities	
Federal Withholding	788.84
State Withholding	85.99
Oregon Unemployment Payable	176.48
Garnishment Payable	113.65
Workers Comp	<u>-139.44</u>
Total Payroll Liabilities	<u>1,025.52</u>
Total Other Current Liabilities	<u>1,025.52</u>
Total Current Liabilities	<u>1,025.52</u>
Total Liabilities	1,025.52
Equity	
Net Income	<u>9,459.11</u>
Total Equity	<u>9,459.11</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,484.63</u></u>

PM
1/13
ual Basis

1-8-2013

Corvallis Daytime Drop-In Center
Profit & Loss
December 2012

	Dec 12	Jan - Dec 12
Ordinary Income/Expense		
Income		
Designated Fund Income		
Project Action	0.00	63.00
Total Designated Fund Income	0.00	63.00
Donations		
Contributions	6,725.00	11,190.00
Faith-Based	3,070.00	12,170.75
Total Donations	9,795.00	23,360.75
Grants		
Corvallis School Dist. 509J	0.00	1,000.00
City of Corvallis		
CDBG Human Service	1,333.32	7,499.98
Social Service - Counselor	416.67	6,524.85
Total City of Corvallis	1,749.99	14,024.83
OSU Folk Club	0.00	500.00
Samaritan Health Services	0.00	4,495.00
United Way	0.00	2,552.20
Total Grants	1,749.99	22,572.03
HELPI	2,330.00	20,990.00
Total Income	13,874.99	66,985.78
Expense		
Rent		
Rent-Other	433.34	5,183.39
Rent-CDBG	666.66	8,016.81
Total Rent	1,100.00	13,200.00
Payroll Expenses		
Drop In Center - Wages	790.00	11,067.79
HELP - Program Director Wages	300.00	4,091.49
HELP - Wages	1,570.00	19,615.97
Payroll Tax Expense	291.32	1,789.16
Total Payroll Expenses	2,951.32	36,564.41
Assistance to Clients	57.07	458.74
Fees	0.00	54.69
Food & Supplies	286.25	4,455.89
Insurance	0.00	2,726.00
Miscellaneous	0.00	600.00
Office, Postage, Paper	11.78	185.30
Professional Fees		
Accounting	449.48	3,417.32
Counselor	416.67	7,265.10
Total Professional Fees	866.15	10,682.42
Repairs	0.00	1,153.58
Supplies	0.00	417.93
Taxes & Licenses	0.00	95.00
Telephone/Internet	6.58	1,019.07
Total Expense	5,279.15	71,613.03
Net Ordinary Income	8,595.84	-4,627.25
Other Income/Expense		
Other Income		
Carryover	0.00	23,676.12
Total Other Income	0.00	23,676.12

PM
1/13
ual Basis

Corvallis Daytime Drop-In Center
Profit & Loss
December 2012

	<u>Dec 12</u>	<u>Jan - Dec 12</u>
Other Expense		
Client Assistance		
Client Services	0.00	271.86
Clothing/Shoes	0.00	34.99
Licenses/Fees/Documents	0.00	1,090.99
Motel Voucher	0.00	197.98
Supplies	0.00	290.01
Telephone Cards	0.00	1,888.73
Transportation	25.50	577.30
Client Assistance - Other	0.00	80.00
Total Client Assistance	25.50	4,431.86
Client Assistance-Medical		
Medical Expenses	863.19	5,157.90
Total Client Assistance-Medical	863.19	5,157.90
Total Other Expense	888.69	9,589.76
Net Other Income	-888.69	14,086.36
Net Income	<u>7,707.15</u>	<u>9,469.11</u>

2012 UW & City SS Fund – 6 Month Interim Report

#16

Name of Agency *	Corvallis Environmental Center
Contact email *	jen@corvallisenvironmentalcenter.org
Program Name: *	SAGE Food for Families
For which cycle are you reporting? *	City Social Service Fund
Describe the project for which you are reporting (250 words or less) *	
<p>SAGE Food for Families program provides food for low-income individuals and families, teaches families to grow and prepare fresh vegetables, and educates our community about hunger. The program takes place at the Starker Arts Garden for Education (SAGE), our 1-acre production garden. The 7,000–8,000 pounds of vegetables we grow at SAGE supply fresh produce to food pantries, feeding sites, and agencies in Corvallis that serve low-income populations. Three or more times per week during most of the year, and weekly in the winter, we deliver SAGE produce throughout Corvallis.</p> <p>We also work directly with low-income individuals and families at SAGE, where we offer a 6-week class that teaching families to grow and cook garden vegetables and provides them with the resources to start a small kitchen garden. Each week participants learn garden techniques and take home a week's worth of garden produce plus recipes. We also offer tasting tables at the South Corvallis Food Bank, where food-box recipients sample dishes made with fresh vegetables from SAGE and take home easy-to-prepare recipes with their food box.</p> <p>The Food for Families program educates our community about hunger and provides community members an opportunity to positively address inequities in our food security. Each year over 1,000 individuals tour SAGE and learn about our food system, and more than 600 volunteer 2,000+ hours of time to work with us at SAGE to provide fresh food to those in need.</p>	
Amount requested from City Social Service Fund?	10000
Amount awarded from City Social Service Fund?	5000
Amount requested from United Way?	
Amount awarded from United Way?	
How has the award been spent? *	Funding awarded from the City of Corvallis Social Service Fund has been spent to support the SAGE Garden Manager. The only paid staff at SAGE, the Garden Manager is responsible for the creating and managing the overall plan for SAGE, and oversees planting, maintenance, and harvesting of the 1-acre garden area. She also recruits and works with the more than 600 community volunteers and interns each year, works with the local agencies we serve to identify and fulfill needs for fresh produce from SAGE, and teaches our garden and nutrition class for

low-income families.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). * The unit of service varies by agency. At South Corvallis Food Bank a unit of service is a week's worth of fresh vegetables.

At Stone Soup SAGE produce is used in approximately 15,000 of the 35,000 meals served annually, and a unit of service is a serving of fresh vegetables.

For our "To Grow Box" class, a unit of service is: 6 weeks of fresh produce for a family + 12 hours of gardening/cooking instruction + 6 family dinners + a Community Garden low income scholarship + 1 year of follow-up gardening support.

Cost per unit (what it costs to deliver this service per client): * varies

How many unduplicated clients has the City award served to date? * 6,371

How many unduplicated clients has the United Way award served to date? *

How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? * 10,000

How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *

Contributions / fundraising income * 19349.97

Program service fees * 9605

Foundation grants * 4091.18

City Social Service Fund (current year award) * 2500

Other Government funding (Federal, State, County, City) * 0

United Way Grant funding (current year award) * 0

Other Income * 2475

Total Program Revenue *	38021.15
Salaries *	23108.77
Payroll taxes and employee benefits *	3453.04
Professional fees and contracted services *	3295.5
Operations (rent, utilities, equipment, maintenance, etc.) *	2250
Materials and supplies *	4507.39
Travel *	244.16
Staff and volunteer development/training costs *	0
Conferences, conventions, meetings *	25
Direct assistance to individuals *	0
Miscellaneous expenses *	357.35
Total Expenses *	37241.21
Program Budget Balance (Total revenue – total expenses) *	780

Upload Dec-end balance sheet. *



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Corvallis Environmental Center
Balance Sheet
 As of December 31, 2012

	<u>Dec 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	5,069.79
Money Market	13.31
PayPal Account	-1,251.39
Petty Cash - Office	199.49
Total Checking/Savings	<u>4,031.20</u>
Other Current Assets	
Bank Bag (Undeposited Funds)	15,891.02
Total Other Current Assets	<u>15,891.02</u>
Total Current Assets	19,922.22
Fixed Assets	
Computer Equipment	13,793.11
Furniture & Fixtures	12,120.56
Garden Equipment	6,959.75
Accumulated Depreciation	-31,049.42
Total Fixed Assets	<u>1,824.00</u>
TOTAL ASSETS	<u><u>21,746.22</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
US Bank Credit Card	428.00
Total Credit Cards	<u>428.00</u>
Other Current Liabilities	
Payroll Liabilities	3,693.65
Total Other Current Liabilities	<u>3,693.65</u>
Total Current Liabilities	<u>4,121.65</u>
Total Liabilities	4,121.65
Equity	
Fund Balance	16,122.27
Retained Earnings	-31,326.39
Net Income	32,828.69
Total Equity	<u>17,624.57</u>
TOTAL LIABILITIES & EQUITY	<u><u>21,746.22</u></u>

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Cash Basis

Corvallis Environmental Center
Edible P & L
July through December 2012

	<u>Jul - Dec 12</u>
Income	
Donations	19,349.97
Grants	4,091.18
Program Fees	1,445.00
Special Events	8,160.00
Sales	225.00
Total Income	<u>33,271.15</u>
Expense	
Outreach Fees	25.00
Equipment, Furniture, Inventory	297.38
Fees & Charges	133.28
Payroll Expenses	26,561.81
Postage	224.07
Printing & Reproduction	541.63
Professional Fees	795.50
Supplies	3,668.38
Transportation	244.16
Total Expense	<u>32,491.21</u>
Net Income	<u><u>779.94</u></u>

2012 UW & City SS Fund – 6 Month Interim Report

#26

Name of Agency *	Community Outreach, Inc.
Contact email *	kwhitacre@communityoutreachinc.org
Program Name: *	Integrated Housing
For which cycle are you reporting? *	Both

Describe the project for which you are reporting (250 words or less) *

Our integrated shelter services for homeless community members provide emergency and transitional shelter, including food and other basic needs for men, women, and families with children. Our emergency program provides shelter for men, women, and families for up to seven days every 90 days. While staying in emergency shelter, clients have access to food and hygiene supplies and may receive additional services depending on the individual circumstance. Approximately 60% of clients who enter our Emergency Shelter move into our Transitional Shelter program. Transitional Shelter clients are assigned to a case manager, with whom they meet one-on-one each week to create goals and action plans based on their individual needs. Clients in Transitional Shelter may also receive behavioral health treatment services, including domestic abuse intervention, drug and alcohol treatment, and/or mental health counseling. They are also able to enroll their children in Mari's Place, our therapeutic childcare center, which is located adjacent to our main shelter building. Our case managers encourage shelter clients to participate in one or more of our many life skills classes, which cover topics on nutrition, job skills, first aid, and effective parenting communication and actions. Our case managers teach these classes, providing modeling, mentoring, and support as our clients work towards the attainment of their goals. The case managers help clients to learn the skills they need to and achieve self-sufficiency to attain and maintain permanent housing and become productive community members.

Amount requested from City Social Service Fund?	52000
Amount awarded from City Social Service Fund?	52000
Amount requested from United Way?	18000
Amount awarded from United Way?	17299

How has the award been spent? *

Whether they are a family unit or single adults, each of our clients has individualized needs. This program begins working with the client(s) to identify the barriers to attaining self-sufficiency. Some only need housing for a few days until they are able to integrate back into the community, often with the help of other agencies. Some clients need more time to resolve needs with employment, life skills, preschool daycare, substance abuse addiction, domestic abuse intervention, physical and/or mental health, dental care or food insecurity. These clients are admitted to transitional shelter to develop action plans and work on attaining their goals. Funding has been used to meet program operating costs, consisting primarily of staff salaries, liability insurance, and ongoing facilities expenses (maintenance, utilities, depreciation, etc.).

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *

One unit of service is defined as one night of shelter. Because each client in shelter is able to receive any of our 12 wrap-around services as needed, as part of our continuum of care, it is difficult to obtain a real cost for the services delivered. The following numbers are our "best guess" estimate of what we believe to be a unit cost for the program.

Cost per unit (what it costs to deliver this service per client): *

oOne night of transitional shelter, case management and support services for a single adult: \$75; oOne night of emergency shelter, food, and hygiene supplies for a single homeless man or woman: \$63

How many unduplicated clients has the City award served to date? *

314

How many unduplicated clients has the United Way award served to date? *

105

How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *

565

How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *

191

Contributions / fundraising income *

16128

Program service fees *

4665

Foundation grants *

10500

City Social Service Fund (current year award) *

26000

Other Government funding (Federal, State, County, City) *

72994

United Way Grant funding (current year award) *

9000

Other Income *

18900

Total Program Revenue *

162862

Salaries *

82358

Payroll taxes and employee benefits *

14776

Professional fees and contracted services *

633

Operations (rent, utilities, equipment, maintenance, etc.) *

38977

Materials and supplies *	19340
Travel *	65
Staff and volunteer development/training costs *	139
Conferences, conventions, meetings *	14
Direct assistance to individuals *	2821
Miscellaneous expenses *	5727
Total Expenses *	164850
Program Budget Balance (Total revenue - total expenses) *	-1988

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2012 UW & City SS Fund – 6 Month Interim Report

#27

Name of Agency * Community Outreach, Inc.

Contact email * kwhitacre@communityoutreachinc.org

Program Name: * Day Services

For which cycle are you reporting? * City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

Community Outreach provides Day Services to homeless and low-income community members who need the following integrated services:

Homeless Emergency Services (HES)—Food and kitchen access; shower and hygiene supplies; emergency food boxes which provide a three-day supply of meals for one individual; mail, message, and phone services; document storage; access to emergency medical & behavioral health services; bus tickets providing transportation to and within areas other than the city of Corvallis; and information about services and resources offered at Community Outreach and/or elsewhere in the community to assist homeless individuals. We also offer a cold weather shelter service to homeless community members who need a warm place to sleep during the winter months.

Crisis Intervention, Information, and Referral Services—Ours is currently the only 24-hour local general crisis line serving the Corvallis community. Services are available on a walk-in basis as well. Our Behavioral Health Treatment Services staff responds with emergency crisis counseling services when an identified need is determined. Staff members who provide crisis intervention and information are familiar with the full range of social services available to local residents. This service is available over the telephone 24 hours per day, 365 days per year; walk-in clients receive support between 8 a.m. and 9 p.m., 365 days per year.

Amount requested from City Social Service Fund? 32000

Amount awarded from City Social Service Fund? 32000

Amount requested from United Way?

Amount awarded from United Way?

How has the award been spent? *

We have spent the grant money to provide Day Services for all of the basic necessities: food; shelter; warmth; access to clothing; safety and freedom from fear and violence; access to information; acute medical care; and transportation. We serve homeless individuals who require emergency and basic services but choose not to stay in our emergency shelter or transitional housing program. Crisis Intervention, Information, and Referral assist homeless, at-risk, and low-income community members experiencing both chronic and temporary crisis situations. Our Day Services specifically address health issues in Benton County by providing homeless individuals with access to hygiene supplies and shower facilities, nutritious food and kitchen facilities for those experiencing food insecurity. We also provide information and access to medical services, and

behavioral health services. Funding has been used to meet program operating costs, consisting primarily of staff salaries, liability insurance, and ongoing facilities expenses (maintenance, utilities, depreciation, etc.).

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	<ul style="list-style-type: none"> · HES—one person accessing one or more of the services available o Crisis Intervention o Information and Referral—one client visit · One person, three meals for three days.
Cost per unit (what it costs to deliver this service per client): *	· One day of Emergency Services: \$7.50;
How many unduplicated clients has the City award served to date? *	6487
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1–6/30)? *	12974
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1–6/30)? *	
Contributions / fundraising income *	1380
Program service fees *	0
Foundation grants *	0
City Social Service Fund (current year award) *	16000
Other Government funding (Federal, State, County, City) *	0
United Way Grant funding (current year award) *	0
Other Income *	9999
Total Program Revenue *	27379
Salaries *	55347
Payroll taxes and employee benefits *	8535
Professional fees and contracted services *	382
	2811

Operations (rent, utilities, equipment, maintenance, etc.) *

Materials and supplies *	367
Travel *	0
Staff and volunteer development/training costs *	0
Conferences, conventions, meetings *	104
Direct assistance to individuals *	1859
Miscellaneous expenses *	2237
Total Expenses *	71642
Program Budget Balance (Total revenue - total expenses) *	-44263

Upload Dec-end balance sheet. *



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2012 UW & City SS Fund – 6 Month Interim Report

#28

Name of Agency *	Community Outreach, Inc.
Contact email *	kwhitacre@communityoutreachinc.org
Program Name: *	Health Services
For which cycle are you reporting? *	Both

Describe the project for which you are reporting (250 words or less) *

Community Outreach offers a broad umbrella of Health Services that range from Behavioral Health Treatment to Medical Clinics. The medical clinics are a core element of Community Outreach’s services to uninsured and low-income community members. The goal of our medical clinics is to ensure that all individuals in need of medical attention will have access to these services regardless of income level and/or lack of insurance coverage. The medical clinics provide basic medical care, chiropractic services, dental care, diabetes education, physical therapy, psychiatric services, and women’s health services. Referrals for services offered by other agencies are made for clients needing further medical attention.

The Mental/Behavioral Health program provides professional counseling services for homeless and low income community members. Our clients often struggle with depression, anxiety, or major mental illness such as bipolar disorder or psychotic disorders. Poverty, and a history of violence or instability in the home in childhood or adulthood, often leads to “self-medication” of mental health distress by drinking or drug use. Many clients in the Alcohol and Drug Treatment Services program also suffer from co-occurring mental health disorders, which are addressed concurrently.

Some of our clients are victims of violence or domestic abuse and COI provides refuge from domestic violence and treatment for abuse intervention. During the period covered by this grant we have formed a partnership with CARDV to offer domestic abuse counseling to their clients one afternoon per week.

Amount requested from City Social Service Fund?	40000
Amount awarded from City Social Service Fund?	40000
Amount requested from United Way?	25000
Amount awarded from United Way?	17000

How has the award been spent? *

This grant has provided low-cost medical and dental clinics and behavioral health treatment services for uninsured, low-income clients, providing outpatient clinical medicine, diabetes education, physical therapy, limited psychiatric care, referrals to specialists, gynecological services, mental health counseling, alcohol and drug addiction treatment, abuse intervention counseling, and smoking cessation classes. Funding has been used to meet program operating costs, consisting primarily of staff salaries, liability insurance, and ongoing facilities expenses (maintenance, utilities, depreciation, etc.).

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	One unit of service is defined as one patient receiving one clinic visit or one client receiving one hour of counseling/treatment services.
Cost per unit (what it costs to deliver this service per client): *	One week of counseling services-\$88; one week of drug and alcohol counseling: \$58; one doctor visit: \$76; one dental visit: \$98
How many unduplicated clients has the City award served to date? *	1149
How many unduplicated clients has the United Way award served to date? *	492
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	1199
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	629
Contributions / fundraising income *	4298
Program service fees *	39699
Foundation grants *	0
City Social Service Fund (current year award) *	20000
Other Government funding (Federal, State, County, City) *	3000
United Way Grant funding (current year award) *	8699
Other Income *	27804
Total Program Revenue *	103301
Salaries *	112102
Payroll taxes and employee benefits *	14876
Professional fees and contracted services *	4646
Operations (rent, utilities, equipment, maintenance, etc.) *	12748
Materials and supplies *	1441
Travel *	235

Staff and volunteer development/training costs *	616
Conferences, conventions, meetings *	0
Direct assistance to individuals *	235
Miscellaneous expenses *	19179
Total Expenses *	165843
Program Budget Balance (Total revenue - total expenses *	-62542

Upload Dec-end balance sheet. *



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Community Outreach, Inc.
 STATEMENT OF FINANCIAL POSITION
 As of December 31, 2012

ASSETS

CURRENT ASSETS

CASH ON HAND

Petty Cash	\$ 147
Petty Cash-Mari's Place	400
OSU FCU Checking	55,059
OSU FCU Money Market	<u>5,125</u>

TOTAL CASH ON HAND 60,731

RECEIVABLES

Accounts Receivable	495
Accounts Rec-Mari's Place, net of allowance	1,522
AR-Behaviorial Health, net of allowance	6,580
Grants Receivable	47,033
Pledges Receivable	<u>116,275</u>

TOTAL RECEIVABLES 171,905

OTHER CURRENT ASSETS

Unemployment Trust Account	11,209
Prepaid Agency Insurance	807
Prepaid Insurance - SAIF	2,123
Prepaid Expenses - Other	<u>6,117</u>

TOTAL OTHER CURRENT ASSETS 20,256

TOTAL CURRENT ASSETS 252,892

RESTRICTED ASSETS

OSU FCU Savings-Restricted	5,011
Endowment Investment-Vanguard	<u>654,332</u>

TOTAL RESTRICTED ASSETS 659,343

FIXED ASSETS

Furniture & Fixtures	265,620
Automobiles	9,284
Land-863-865 NW Reiman	170,180
Land Improvements	1,643
Building-863 & 865 NW Reiman	2,888,548
Accumulated Depreciation	<u>(959,991)</u>

Community Outreach, Inc.
STATEMENT OF FINANCIAL POSITION
As of December 31, 2012

TOTAL PROPERTY & EQUIPMENT	2,375,284
OTHER ASSETS	
LT Pledge	171,525
Discount-Pledges Receivable	<u>(4,264)</u>
TOTAL OTHER ASSETS	<u>167,261</u>
 TOTAL ASSETS	 <u><u>\$ 3,454,780</u></u>
 LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
PAYABLES	
Accounts Payable	\$ 22,934
Accrued Expenses	17
Payroll Payable	6,591
Accrued Earned Leave	<u>25,512</u>
TOTAL PAYABLES	55,054
OTHER CURRENT LIABILITIES	
Deferred Revenue	<u>948</u>
TOTAL CURRENT LIABILITIES	56,002
LONG TERM LIABILITIES	
Notes Payable-Leaf Fin.-copier	8,652
OSU FCU Loan-Reiman Building	<u>209,033</u>
TOTAL LIABILITIES	273,687
NET ASSETS	
Unrestricted Net Assets	2,226,151
Temporarily Restricted	276,109
Permanently Restricted	<u>678,833</u>
TOTAL NET ASSETS	<u>3,181,093</u>
TOTAL LIABILITIES & NET ASSETS	<u><u>\$ 3,454,780</u></u>

Community Outreach, Inc.
STATEMENT OF ACTIVITIES
For the Six Months Ending December 31, 2012

	<u>UNRESTRICTED</u>	<u>TEMPORARILY RESTRICTED</u>	<u>PERMANENTLY RESTRICTED</u>	<u>TOTAL</u>
<u>REVENUE</u>				
Contributions-Individuals	\$10,779	\$1,187	\$0	\$11,966
Contributions-Major Donors	72,966	7,450	0	80,416
Contribs-Bus./Orgs/Churches	44,135	15,083	0	59,218
Contribs-Workplace giving	8,430	200	0	8,630
Contributions-Gifts of Caring	61,832	2,520	0	64,352
Contributions-Annual Report	20,358	1,190	0	21,548
Bequests	5,000	0	0	5,000
Donated Goods	1,526	0	0	1,526
Foundation & Corp Grants	7,250	30,500	0	37,750
Foundation grants-DAFs	24,700	0	0	24,700
United Way of Benton Cty	17,500	0	0	17,500
United Way of Linn County	7,481	0	0	7,481
Fundraising Events, net of dir	18,658	3,850	0	22,508
Gov't-Benton County	0	10,000	0	10,000
Gov't-Corvallis Soc Svc Fund	62,000	0	0	62,000
Gov't - Corvallis CDBG	8,600	0	0	8,600
CSC - HUD Continuum of Care	14,798	0	0	14,798
Samaritan Health Services	49,998	0	0	49,998
Samaritan Health Serv-Respite	3,900	0	0	3,900
VA Grant Per Diem Program	42,595	0	0	42,595
Fees for Service	59,981	0	0	59,981
Childcare Fees Scholarships	4,099	0	0	4,099
Interest/Dividend Income	11	9,666	0	9,677
Unrealized Gain (Loss) on Investments	0	19,856	0	19,856
Misc. Income	3,902	0	0	3,902
Net Assets Released from Restriction	177,481	(177,481)	0	0
TOTAL REVENUE	727,980	(75,978)	0	652,001
<u>EXPENSES</u>				
<u>Program Services</u>				
Integrated Housing	164,850	0	0	164,850
Day Services	71,642	0	0	71,642
Behavioral Health Treatment	99,112	0	0	99,112
Medical & Dental Clinics	66,731	0	0	66,731
Therapeutic Childcare Center	84,673	0	0	84,673
Total Program Services	487,008	0	0	487,008
<u>Supporting Services</u>				
Management and General	79,075	0	0	79,075
Fundraising	81,226	0	0	81,226
Total Supporting Services	160,301	0	0	160,301
TOTAL EXPENSES	647,309	0	0	647,309
Change in Net Assets	80,671	(75,978)	0	4,692
Net Assets at Beginning	2,145,481	352,087	678,833	3,176,401
Net Assets at Ending	\$2,226,152	\$276,109	\$678,833	\$3,181,093

2012 UW & City SS Fund – 6 Month Interim Report

#20

Name of Agency *	Community Services Consortium
Contact email *	knickerson@communityservices.us
Program Name: *	SHIBA
For which cycle are you reporting? *	City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

The Senior Health Insurance Benefits Assistance (SHIBA) program provides free counseling and problem-solving services to Medicare-eligible persons throughout Benton County. The volunteers help clients understand the options available in the Medicare prescription drug plans; make sure all possible benefits are received; compare insurance policies; review bills; and/or file appeals or complaints. Keeping vulnerable seniors covered with appropriate insurance during the annual changes is essential to maintain consistent access to healthcare systems. The program works closely with the Social Security Administration and Senior Services to help people turning 65 or becoming eligible for Medicare due to disability, transition into a new complex system of insurance coverage. The program also identifies and signs low-income persons into the Medicare Extra Help plan. The volunteers help seniors that are not familiar with computers in making their Medicare Part D selections during open enrollment period every year. Monthly public Medicare workshops assist the boomers turning 65 in the coming years. A program expansion is planned this year to address two new programs: Stop Medicare Fraud and Rx Assistance. The Stop Medicare Fraud will shine a light on one of the greatest problems in Medicare, with trained volunteers directly assisting the persons afflicted by this problem. Rx Assistance will create and maintain a list of all the options for accessing medications at greatly reduced prices, including Oregon Prescription Drug Program, FamilyWize and pharmaceutical company programs. Volunteers have the option of working with one, two or all three of the Medicare-related programs.

Amount requested from City Social Service Fund?	5000
--	------

Amount awarded from City Social Service Fund?	5000
--	------

Amount requested from United Way?	
--	--

Amount awarded from United Way?	
--	--

How has the award been spent? *

During the first six months of this funding cycle, our focus has been on marketing and outreach of the SHIBA program to increase the number of seniors utilizing the service and to recruit new volunteers to the program. Outreach to more rural areas of Benton County, including Philomath, Monroe, and Alsea has been increased significantly. This outreach has been conducted primarily by the SHIBA Coordinator, and funding has been used to cover salary for that position, and to create and produce marketing materials such as brochures, bookmarks, and modified SHIBA guides. Additional funding has been used to create handouts, guides, and other materials for the bi-monthly "New to Medicare" workshops. Attendance at the three workshops held between July 1, 2012 - December 31, 2012 was approximately 70 individuals. Marketing materials have also

been printed to build awareness about the Stop Medicare Fraud campaign and are being distributed to libraries, coffee shops, medical clinics and partner agencies throughout the county.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	1.8 hours of Medicare counseling provides healthcare insurance advice and advocacy for one client.
Cost per unit (what it costs to deliver this service per client): *	\$25.00
How many unduplicated clients has the City award served to date? *	237
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	393
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	
Contributions / fundraising income *	550
Program service fees *	0
Foundation grants *	1250
City Social Service Fund (current year award) *	5000
Other Government funding (Federal, State, County, City) *	11695.7
United Way Grant funding (current year award) *	0
Other Income *	770
Total Program Revenue *	19265.7
Salaries *	11701.84
Payroll taxes and employee benefits *	3276.52
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	484.07

Materials and supplies *	377.21
Travel *	302.09
Staff and volunteer development/training costs *	124.7
Conferences, conventions, meetings *	30.25
Direct assistance to individuals *	0
Miscellaneous expenses *	468.17
Total Expenses *	16764.85
Program Budget Balance (Total revenue - total expenses *	2500.85

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



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COMMUNITY SERVICES CONSORTIUM
BALANCE SHEET SUMMARY
As of 12/31/2012
RSVP

	December 31, 2012
ASSETS	
CURRENT ASSETS	
CASH	\$ 37,621
Total CURRENT ASSETS	37,621
TOTAL ASSETS	\$ 37,621
 LIABILITIES	
CURRENT LIABILITIES	
PAYROLL PAYABLES	\$ 22,650
Total CURRENT LIABILITIES	22,650
Total LIABILITIES	\$ 22,650
 FUND BALANCES	
BEGINNING FUND BALANCE	\$ 19,841
NET INCOME - YTD	(4,869)
Total FUND BALANCES	14,971
TOTAL LIABILITIES AND FUND BALANCE	\$ 37,621

**COMMUNITY SERVICES CONSORTIUM
STATEMENT OF ACTIVITIES
From 7/1/2012 Through 12/31/2012
RSVP**

REVENUES	
CONTRACT AWARD - MISCELLANEOUS	7,990
CONTRACT AWARD - FEDERAL	40,695
CONTRACT AWARD - FED PASSTHRU	6,000
DONATION - INDIVIDUALS	1,324
DONATIONS - OTHER	12,492
MISCELLANEOUS REVENUE	4,648
Total REVENUES	<u><u>73,150</u></u>
EXPENDITURES	
SALARIES AND FRINGE BENEFITS	
SALARY	\$ 43,968
PERS	4,878
WORKERS COMP	25
SAIF INSURANCE	60
UNEMPLOYMENT	620
HEALTH INSURANCE	2,441
DENTAL INSURANCE	498
LIFE INSURANCE	263
OSGP MATCH - NEW	511
FICA	3,421
Total SALARIES AND FRINGE BENEFITS	<u><u>\$ 56,685</u></u>
MATERIALS AND SERVICES	
AUDIT/ACCOUNTING	425
OTHER PURCHASED SERVICES	796
EDUCATIONAL CONFERENCES/TRAINING	190
DUES	200
MILEAGE	546
AGENCY VEHICLE - INSURANCE	117
OTHER TRAVEL, TRANSPORTATION	1,065
RENT	2,004
MAINTENANCE, REPAIR, JANITORIAL	299
GENERAL INSURANCE	351
SPACE RENTAL	80
OFFICE SUPPLIES	144
POSTAGE AND SHIPPING	399
PHOTOCOPY	120
PRINTING	54
SOFTWARE	444
PROGRAM SUPPLIES	1,081
EQUIPMENT EXPENDABLE	3,000
INDIRECT	5,259
INFRASTRUCTURE	1,087
COMMUNICATION SERVICES	51
TUITION AND FEES (VOCATIONAL)	0
TRAINING SUPPLIES	335
MISCELLANEOUS	3,286
Total MATERIALS AND SERVICES	<u><u>\$ 21,334</u></u>
Total EXPENDITURES	<u><u>\$ 78,019</u></u>
NET INCOME	<u><u>\$ (4,869)</u></u>

2012 UW & City SS Fund – 6 Month Interim Report

#3

Name of Agency *	Community Services Consortium
Contact email *	mgibson@communityservices.us
Program Name: *	Linn Benton Food Share
For which cycle are you reporting? *	City Social Service Fund
Describe the project for which you are reporting (250 words or less) *	<p>City funds will pay a portion of the salaries needed to distribute 905,000 pounds of food to 18 non-profit agencies in Corvallis.</p> <p>The funds allow Food Share to solicit, transport, store, allocate, distribute and deliver this food to our member agencies in order to ensure that food is available for any Corvallis resident seeking help. These agencies include food pantries, soup kitchens, homeless shelters, congregate meal sites and gleaning groups.</p>
Amount requested from City Social Service Fund?	36000
Amount awarded from City Social Service Fund?	36000
Amount requested from United Way?	
Amount awarded from United Way?	
How has the award been spent? *	<ul style="list-style-type: none"> • Linn Benton Food Share used the award to solicit, transport, store, allocate, distribute and deliver 478,910 pounds of food to 16 non-profit agencies in Corvallis. • Our Corvallis member agencies distributed 5,392 emergency food boxes, which served 18,713 individuals. • Soup kitchens and shelters served 59,493 meals during the first six months of the year.
From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	<ul style="list-style-type: none"> • Unit of service is an emergency food box. Typical emergency food box feeds a family of 3.5 persons for four or five days. • Unit of service is a meal served at shelter or soup kitchen. • Unit of service is a pound of food.
Cost per unit (what it costs to deliver this service per client): *	Eleven Eleven cents per pound to secure and distribute food.
How many unduplicated clients has the City award served to date? *	5,178

How many unduplicated clients has the United Way award served to date? *

How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *

How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *

Contributions / fundraising income * 377746

Program service fees * 138707

Foundation grants * 10626

City Social Service Fund (current year award) * 18000

Other Government funding (Federal, State, County, City) * 51934

United Way Grant funding (current year award) * 0

Other Income * 51934

Total Program Revenue * 685956

Salaries * 149458

Payroll taxes and employee benefits * 65976

Professional fees and contracted services * 139

Operations (rent, utilities, equipment, maintenance, etc.) * 55934

Materials and supplies * 0

Travel * 824

Staff and volunteer development/training costs * 159

Conferences, conventions, meetings * 159

Direct assistance to individuals * 239191

Miscellaneous expenses * 0

Total Expenses * 511840

Program Budget Balance (Total revenue 174116
- total expenses *

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



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COMMUNITY SERVICES CONSORTIUM
BALANCE SHEET SUMMARY

02 - FOODSHARE
1660 - CITY OF CORVALLIS

December 31, 2012

ASSETS

CURRENT ASSETS

CASH

\$ 9,313.90

TOTAL ASSETS

\$ 9,313.90

LIABILITIES

CURRENT LIABILITIES

ACCOUNTS PAYABLE

11.28

PAYROLL PAYABLES

9,302.62

Total LIABILITIES

\$ 9,313.90

FUND BALANCES

BEGINNING FUND BALANCE

\$ -

NET INCOME - YTD

0.00

Total FUND BALANCES

0.00

TOTAL LIABILITIES AND FUND BALANCE

\$ 9,313.90

UNAUDITED

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Page 74 of 118

ATTACHMENT A - FY 12-13 CS REPORT

COMMUNITY SERVICES CONSORTIUM
REVENUE AND EXPENDITURES

02 - FOODSHARE
13 - GRANT F/Y 2013
1660 - CITY OF CORVALLIS

July 1 - December 31,
2012

REVENUE			
CONTRACT AWARD - CITY	4040	\$	<u>18,000.00</u>
Total REVENUE		\$	<u>18,000.00</u>
EXPENDITURES			
PERSONAL SERVICES			
SALARY	5010		11,444.94
PERS	5320		1,334.99
WORKERS COMP	5330		6.52
SAIF INSURANCE	5335		185.70
UNEMPLOYMENT	5340		154.83
HEALTH INSURANCE	5350		1,935.90
DENTAL INSURANCE	5360		219.17
LIFE INSURANCE	5370		88.23
FLEXIBLE SPENDING COSTS	5375		3.09
EMPLOYEE ASSISTANCE PROGRAM	5380		0.00
OSGP MATCH - NEW	5382		128.88
NON TAXABLE FRINGE BENEFIT	5386		15.04
FICA	5390		849.72
Total PERSONAL SERVICES		\$	<u>16,367.01</u>
MATERIALS & SERVICES			
INDIRECT	6620	\$	<u>1,632.99</u>
Total EXPENDITURES		\$	<u>18,000.00</u>
NET REVENUE / EXPENDITURES		\$	<u>-</u>

2012 UW & City SS Fund – 6 Month Interim Report

#22

Name of Agency *	Furniture Share
Contact email *	bfs1@peak.org
Program Name: *	Sustaining Client Services
For which cycle are you reporting? *	City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

Sustaining Client Services to "target populations" project administers the redistribution of quality used furniture to individuals and families in need to ensure the safety, health, comfort and quality of life to those within our community. Our BEDS for KIDS, Furniture for Households in Crises and Feeding Our Future programs help provide beds, pillows, sheets and blanket sets to children, basic furniture, household items, a dinner table and chairs to family and individuals in need within our community. Furniture Share expects to serve 2,140 unduplicated low income individuals living within the City of Corvallis. Furniture Share anticipates 400 families will receive a table and chairs which will be an average of 1,200 individuals within those families, 1,000 beds, pillows, sheets and blanket sets will be distributed to 1,000 children and 740 individuals with other basic essential household items. This project also preserves our environment by diverting 81.25 tons of REUSEABLE home furnishings from the landfill.

Amount requested from City Social Service Fund? 17000

Amount awarded from City Social Service Fund? 10000

Amount requested from United Way?

Amount awarded from United Way?

How has the award been spent? *

To provide daily services to our clients and furniture donors staff and volunteers organize and carry out daily tasks to secure our programs by managing the Warehouse site, answering and responding to an average of 75 phone calls a day from clients, caseworkers and furniture donors, building and maintaining relationships with donors and volunteers, marketing Furniture Share to the public and referring agencies, greeting donors and receiving their donations; unpacking donations; maintaining the organization of donations in the Warehouse space; packing items specific to client requests; interacting with clients and case managers of partnering agencies; tracking client requests; and transferring items we don't use to other agencies or to recyclers.

Furniture Share accepts donations of used basic household items and furniture from individuals and businesses in the community. Using our 20' box truck, we pick up and distribute these donated items three days per week. Other donations are brought to the Warehouse directly by the donors. Staff and volunteers unpack items, sort them, and repack them specific to client needs. Families and individuals then come to the Warehouse to pick up their goods four day a week or they can be delivered directly to their home. Furniture Share partners with more than 65 social service agencies to pair donated items with families and individuals in need. Families and individuals are referred through social service agencies.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	1 Sofa and love seat, end table, coffee table, book shelf, TV, adult bed and linens, dresser and other basic furniture needs can provide comfort to an individual or family for 5 or more years. 1 bed, pillow, sheets and a blanket can give 1 child a good night sleep for 5 or more years. 1 table and 4-6 chairs will provide a family with a place to enjoy healthy meals, contribute to family conversations, and function as a family to support each other got 5 years or more.
Cost per unit (what it costs to deliver this service per client): *	\$28.62
How many unduplicated clients has the City award served to date? *	1,326
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	814
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	
Contributions / fundraising income *	35833.35
Program service fees *	0
Foundation grants *	3500
City Social Service Fund (current year award) *	4166.65
Other Government funding (Federal, State, County, City) *	3000
United Way Grant funding (current year award) *	0
Other Income *	0
Total Program Revenue *	46500
Salaries *	25344.56
Payroll taxes and employee benefits *	5955.8
Professional fees and contracted services *	1044.89

Operations (rent, utilities, equipment, maintenance, etc.) *	4424.96
Materials and supplies *	4912.22
Travel *	3196.81
Staff and volunteer development/training costs *	320.76
Conferences, conventions, meetings *	1300
Direct assistance to individuals *	0
Miscellaneous expenses *	0
Total Expenses *	46500
Program Budget Balance (Total revenue - total expenses) *	0

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Benton Furniture Share
Balance Sheet
As of December 31, 2012

	<u>Dec 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	11,263.28
Petty Cash	500.00
Total Checking/Savings	<u>11,763.28</u>
Total Current Assets	<u>11,763.28</u>
TOTAL ASSETS	<u><u>11,763.28</u></u>
LIABILITIES & EQUITY	
Equity	
Net Income	11,763.28
Total Equity	<u>11,763.28</u>
TOTAL LIABILITIES & EQUITY	<u><u>11,763.28</u></u>

**Benton Furniture Share
 Profit & Loss
 December 2012**

	<u>Dec 12</u>	<u>Jul - Dec 12</u>
Ordinary Income/Expense		
Income		
City of Corvallis Grants		
City of Corvallis		
Social Services	0.00	4,166.65
CDBG	500.00	3,000.00
Total City of Corvallis	<u>500.00</u>	<u>7,166.65</u>
Total City of Corvallis Grants	500.00	7,166.65
Grant Income		
Walmart	0.00	2,000.00
Samaritan Health Services	0.00	2,000.00
Philomath Community Foundation	0.00	250.00
Umpqua Bank Grant	0.00	1,000.00
Consumers Power	0.00	1,000.00
Total Grant Income	0.00	6,250.00
Contribution Income		
Newsletter Donations	915.00	915.00
Contributions	9,789.49	21,050.23
Total Contribution Income	<u>10,704.49</u>	<u>21,965.23</u>
Civic Groups		
Albany East Lions	0.00	500.00
Rotary Club	0.00	250.00
Total Civic Groups	0.00	750.00
Benefit Sale	2,788.00	8,251.35
Fund Raising		
BBQ		
Sponsors	0.00	2,500.00
BBQ - Other	0.00	13,286.59
Total BBQ	0.00	15,786.59
Beds for Kids	8,710.00	14,005.00
Feeding Our Future	40.00	40.00
Total Fund Raising	<u>8,750.00</u>	<u>29,831.59</u>
Total Income	22,742.49	74,214.82
Expense		
Wages & Fringe Benefits		
Executive Director	6,083.33	26,499.98
Client Delivery Coordinator	1,357.96	8,119.09
Administrative Assistance	1,799.09	9,724.92
Delivery Driver	1,362.96	6,345.16
Payroll Taxes	1,384.22	6,678.80
Health Insurance	432.60	2,595.60
Total Wages & Fringe Benefits	<u>12,420.16</u>	<u>59,963.55</u>
Occupancy		
Rent	128.00	3,584.00
Utilities		
Telephone	170.08	1,520.10
Garbage Disposal	400.00	795.84
Total Utilities	<u>570.08</u>	<u>2,315.94</u>
Total Occupancy	698.08	5,899.94
Postage	0.00	404.53

**Benton Furniture Share
 Profit & Loss
 December 2012**

	Dec 12	Jul - Dec 12
Supplies & Fees		
Bank Charge	53.91	637.54
Supplies	140.25	1,354.56
Supplies & Fees - Other	36.61	36.61
Total Supplies & Fees	230.77	2,028.71
Equipment		
Repairs	0.00	314.47
Total Equipment	0.00	314.47
Printing & Photocopy	347.00	347.00
Advertising	408.60	2,172.09
Fundraising		
BBQ	0.00	752.88
Fundraising - Other	0.00	529.94
Total Fundraising	0.00	1,282.82
Insurance		
Liability Insurance	0.00	1,249.00
Total Insurance	0.00	1,249.00
Dues/Memberships/Training/Conf.	260.00	1,632.06
Accounting	434.35	1,393.18
Volunteer		
Volunteer Appreciation	55.00	622.67
Total Volunteer	55.00	622.67
Donor Appreciation	195.13	244.87
Auto		
Fuel	26.23	1,046.12
Insurance	499.00	499.00
Maintenance/Service	0.00	1,270.29
Total Auto	525.23	2,815.41
Travel		
Mileage	0.00	198.00
Total Travel	0.00	198.00
Total Expense	15,574.32	80,568.30
Net Ordinary Income	7,168.17	-6,353.48
Other Income/Expense		
Other Income		
Carryover	0.00	18,116.76
Total Other Income	0.00	18,116.76
Net Other Income	0.00	18,116.76
Net Income	7,168.17	11,763.28



PO Box 1184, Corvallis, OR 97339 541-757-9000

www.heartlandhumane.org

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Lisa Schubert · Jackie Shaw · Kathryn Switzer · Diana Thompson · Karen Timm · Sanna Watson · Justin Wirth
Ex Officio: Andrea Thornberry · Susan Wechsler

January 25, 2013

Ms. Jennifer Moore, Executive Director
United Way of Benton & Lincoln Counties
PO Box 2499
Corvallis, OR 97339

Dear Ms. Moore,

Enclosed is the interim report from Heartland Humane Society for the 2012/2013 United Way and City Social Service Fund grant cycle.

I apologize for the lateness of the report. I did not have the due date entered into my calendar. In the future I will be sure to note the dates in my calendar and request the reporting forms.

Heartland is grateful for this funding and the diverse array of services available for people in need.

Sincerely,

Andrea Thornberry
Executive Director

1. From the original Program Application, describe the project awarded funding:

Emergency and Safe Housing Program

It is an unfortunate fact that domestic violence and animal abuse often coincide. Sometimes, these occur simultaneously and in some instances the animal abuse is the method of spousal control and violence. As difficult as it is for a woman to leave a violent relationship and enter a shelter, the decision can be made more painful when a beloved pet is left behind. Some women will choose to stay with the abuser and the pet rather than seek necessary shelter.

Similarly, people who have lost their homes may choose to stay in a car or on the streets because they are unable to keep their pets. At the Mario Pastega House, some people have declined their services and delayed medical treatment because they did not have care for their pets. Others drove hours each day to continue caring for their pets.

The Safe Housing Program initially served clients of the Center Against Rape & Domestic Violence (CARDV) entering a shelter, but with funding from United Way in 2010 we were able to expand the Safe Housing Program to serve clients of Mario Pastega House, Community Outreach, Inc. (COI), inclement weather shelters, and the American Red Cross.

Owners sign a contract with Heartland so their pets can be cared for and receive necessary vaccinations and veterinary care while they receive services from partner programs. Owners can visit their pets daily and when they are back on their feet the pet is returned to them

2. Original amount requested

UW - \$3,000 CSSF - \$3,000

3. Amount awarded: \$

UW - \$1,500 CSSF - \$3,000

4. How has the award been spent?

The funds were spent on daily husbandry and medical care for the pets in the program.

5. From the application, define one unit of service

1 Kennel houses 1 Pet for 30 Days with Daily Care (est. \$12/day) and Medical Costs (est. \$20/pet)

6. Cost per unit (what it costs to deliver this service per client):

\$380

7a. How many unduplicated clients has this award served to date (7/1-12/31)?

This award has served 5 clients so far this fiscal year.

7b. How many unduplicated clients do you expect this award to serve for the funded period (7/1-6/30)?

We expect this award to serve approximately 12 clients this fiscal year.

Agency: Heartland Humane Society

Program Name: Emergency/Safe Housing Program

Funding Request \$ \$ 6,000.00

Grant Award \$ \$ 4,500.00

What is your actual spending as of this report date by category?

REVENUE		Program ACTUALS period-to-date
A	Contributions / fundraising income	
B	United Way Grant funding (current year award)	\$ 750
C	United Way donor-directed designations	\$ 355
D	City of Corvallis SSF award	\$ 1,500
E	Grants from other government agencies	
F	Foundation grants	
G	Program service fees	
H	Other income	
I	TOTAL REVENUE	\$ 2,605

** Use line "D" to report City Social Service Fund award

EXPENSES		
J	Salaries	
K	Payroll taxes and employee benefits	
L	Professional fees and contracted services	
M	Operations (rent, utilities, equipment, maintenance, etc.)	
N	Materials and supplies	
O	Travel	
P	Staff and volunteer development / training costs	
Q	Conferences, conventions, meetings	
R	Direct assistance to individuals	\$ 2,607
S	Miscellaneous expenses	
T	TOTAL EXPENSES	\$ 2,607
		Balance \$ (2)

COMMENTS:

Please explain any special circumstances

Pet Name	One Month Unit of Care	*Beyond Unit of Care	Total Exp:
Oscar	\$380	\$195	\$575
Misti	\$380	\$85	\$465
Cocoa	\$380	\$150	\$530
Kelly	\$380	\$82	\$462
Blue	\$380	\$195	\$575
Total Expense:			\$2,607

*Includes spay/neuter surgery, flea treatments, vaccines, microchips, deworming, medications

Heartland Humane Society Balance Sheet

As of December 31, 2012
Jun 30, 12 Dec 31, 12

ASSETS

Current Assets

Checking/Savings

0900 · BANKS

0915 · Citizen's Bank	46,388.93	78,574.56
0918 · Money Market - Citizens	50,062.62	40,076.78
0920 · PayPal Cats Meow	3,337.13	2,757.06

Total 0900 · BANKS	99,788.68	121,408.40
---------------------------	------------------	-------------------

Total Checking/Savings	99,788.68	121,408.40
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Accounts Receivable

1000 · ACCOUNTS RECEIVABLE	1,806.67	1,219.00
----------------------------	----------	----------

Total Accounts Receivable	1,806.67	1,219.00
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Other Current Assets

1020 · Inventory Asset Paws and Claws	8,266.17	6,414.84
---------------------------------------	----------	----------

1021 · Microchip FDx	2,068.00	709.50
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1022 · Inventory Asset Cats Meow	18,577.86	22,124.11
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1220 · Prepaid Expense

1221 · Prepaid Workers Comp Insurance	2,717.30	905.76
---------------------------------------	----------	--------

1222 · Prepaid Business Insurance		343.10
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Total 1220 · Prepaid Expense	2,717.30	1,248.86
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Total Other Current Assets	31,629.33	30,497.31
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Total Current Assets	133,224.68	153,124.71
-----------------------------	-------------------	-------------------

Fixed Assets

1300 · FIXED ASSETS

1310 · Land	50,000.00	50,000.00
-------------	-----------	-----------

1315 · Building	1,014,852.20	1,014,852.20
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1316 · Leasehold Improvements Cat's	4,167.00	4,167.00
-------------------------------------	----------	----------

1320 · Furniture & Fixtures	4,302.18	4,302.18
-----------------------------	----------	----------

1325 · House - 395 SW Twin Oaks	90,144.00	90,144.00
---------------------------------	-----------	-----------

1330 · Machinery & Equipment

1335 · Office Equipment	30,183.84	34,029.84
-------------------------	-----------	-----------

1330 · Machinery & Equipment - Other	8,150.72	8,150.72
--------------------------------------	----------	----------

Total 1330 · Machinery & Equipment	38,334.56	42,180.56
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1334 · Van	10,080.00	10,080.00
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1370 · Outdoor Training Structure	3,585.77	3,585.77
-----------------------------------	----------	----------

Total 1300 · FIXED ASSETS	1,215,465.71	1,219,311.71
----------------------------------	---------------------	---------------------

1600 · ACCUMULATED DEPRECIATION	-357,862.78	-377,052.71
---------------------------------	-------------	-------------

Heartland Humane Society
Balance Sheet

As of December 31, 2012
Jun 30, 12 Dec 31, 12

Total Fixed Assets	857,602.93	842,259.00
Other Assets		
1100 · Investments		
1105 · Benton County Foundation-Assets	114,297.85	114,297.85
Total 1100 · Investments	114,297.85	114,297.85
1110 · Other Assets		
1120 · Loan Fees - Cost	1,154.75	1,154.75
1125 · Loan Fees - Accum Amort	-1,154.75	-1,154.75
Total 1110 · Other Assets	0.00	0.00
Total Other Assets	114,297.85	114,297.85
TOTAL ASSETS	1,105,125.46	1,109,681.56
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2000 · 2000 ACCOUNTS PAYABLE	8,986.98	1,037.68
Total Accounts Payable	8,986.98	1,037.68
Credit Cards		
2010 · CREDIT CARDS		
2021 · FIA Card (2572)(8013)(0300)(318	2,489.27	1,353.35
Total 2010 · CREDIT CARDS	2,489.27	1,353.35
Total Credit Cards	2,489.27	1,353.35
Other Current Liabilities		
2100 ACCRUALS		
2110 · Withholding & PR Liab		
2112 · Payroll-FICA	410.20	410.20
2116 · Payroll-SDI (WBF)	5.79	5.79
2117 · Payroll-SUTA	150.13	150.13
2118 · Payroll-Health	44.67	929.86
2124 · Company Cell Phone		155.50
2126 · Simple IRA-	214.80	351.49
Total 2110 · Withholding & PR Liab	825.59	2,002.97
2130 · Accrued Payroll	5,510.38	5,510.38
2135 · Accrued Vacation	14,140.24	13,233.21
Total 2100 ACCRUALS	20,476.21	20,746.56

Heartland Humane Society Balance Sheet

As of December 31, 2012
Jun 30, 12 Dec 31, 12

	<u>20,476.21</u>	<u>20,746.56</u>
Total Other Current Liabilities		
Total Current Liabilities	<u>31,952.46</u>	<u>23,137.59</u>
Total Liabilities	31,952.46	23,137.59
Equity		
3000 · 3500 Opening Balance	24,214.00	24,214.00
3900 · 3900 Retained Earnings	1,099,703.14	1,052,335.58
Net Income	-50,744.14	9,994.39
Total Equity	<u>1,073,173.00</u>	<u>1,086,543.97</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,105,125.46</u></u>	<u><u>1,109,681.56</u></u>

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Accrual Basis

Heartland Humane Society
Profit & Loss Budget Performance
 July through December 2012

	Jul - Dec 12	Budget	Jul - Dec 12	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000 · ANIMAL SERVICES	112,663.92	111,397.98	112,663.92	111,397.98	220,794.00
4068 · INTEREST INCOME	14.16		14.16		
4120 · PAWS & CLAWS INCOME	6,608.03	9,502.00	6,608.03	9,502.00	19,000.00
4200 · CONTRIBUTIONS	287,607.51	230,004.00	287,607.51	230,004.00	440,000.00
4400 · SPECIAL EVENTS	10,404.00	13,000.00	10,404.00	13,000.00	96,000.00
4512 · Short / Over	-119.58		-119.58		
4600 · GRANT INCOME	1,000.00	7,500.00	1,000.00	7,500.00	15,000.00
4700 · CONTRIBUTIONS IN-KIND	34,892.16		34,892.16		
4800 · ENDOWMENT DISTRIBUTION	0.00		0.00		3,000.00
4900 · HUMANE EDUCATION	2,468.89	5,100.00	2,468.89	5,100.00	10,200.00
Total Income	<u>455,539.09</u>	<u>376,503.98</u>	<u>455,539.09</u>	<u>376,503.98</u>	<u>803,994.00</u>
Cost of Goods Sold					
5000 · COST OF GOODS SOLD	2,171.68	4,500.00	2,171.68	4,500.00	9,000.00
5100 · Purchases	70.44		70.44		
Total COGS	<u>2,242.12</u>	<u>4,500.00</u>	<u>2,242.12</u>	<u>4,500.00</u>	<u>9,000.00</u>
Gross Profit	453,296.97	372,003.98	453,296.97	372,003.98	794,994.00
Expense					
7020 · CLINIC SERVICES EXPENSE	8,754.23	11,498.00	8,754.23	11,498.00	23,000.00
7040 · ANIMAL SERVICES EXPENSE	73,071.02	27,496.00	73,071.02	27,496.00	55,000.00
7110 · CAT'S MEOW EXPENSES	23,173.86	29,850.00	23,173.86	29,850.00	59,700.00
7240 · SPECIAL APPEALS EXPENSE	541.89	4,334.00	541.89	4,334.00	6,500.00
7400 · SPECIAL EVENTS EXPENSE	9,383.56	1,500.00	9,383.56	1,500.00	27,000.00
7700 · HUMANE EDUCATION EXPE...	7,855.82	3,625.00	7,855.82	3,625.00	7,250.00
7800 · ADMINISTRATIVE EXPENSES	80,926.93	57,163.08	80,926.93	57,163.08	106,350.00
7828 · Outreach	666.83		666.83		
8000 · PAYROLL	224,794.30	244,968.48	224,794.30	244,968.48	489,933.00
8050 · YEAR END CLOSING ACCO...	19,189.93		19,189.93		
Total Expense	<u>448,358.37</u>	<u>380,434.56</u>	<u>448,358.37</u>	<u>380,434.56</u>	<u>774,733.00</u>
Net Ordinary Income	4,938.60	-8,430.58	4,938.60	-8,430.58	20,261.00
Other Income/Expense					
Other Income					
9000 · OTHER INCOME	1,285.99		1,285.99		
Total Other Income	<u>1,285.99</u>		<u>1,285.99</u>		
Other Expense					
9200 · INCOME TAXES	157.00		157.00		
Total Other Expense	<u>157.00</u>		<u>157.00</u>		
Net Other Income	<u>1,128.99</u>		<u>1,128.99</u>		
Net Income	<u><u>6,067.59</u></u>	<u><u>-8,430.58</u></u>	<u><u>6,067.59</u></u>	<u><u>-8,430.58</u></u>	<u><u>20,261.00</u></u>

2012 UW & City SS Fund – 6 Month Interim Report

#23

Name of Agency * Jackson Street Youth Shelter, Inc

Contact email * director@jsysi.org

Program Name: * Emergency Shelter

For which cycle are you reporting? * City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

JSYSI provides emergency shelter stays–up to 21 days– for youth ages 10 to 17. Some are truly homeless, but the majority is dealing with a family crisis. In fact, one of the primary goals of our emergency shelter program is to reduce the risk of runaway behavior through early intervention. For emergency shelter, we strive to provide an environment based on federal guidelines for a Basic Center Program. Youth who stay at JSYSI have a safe, secure place with a warm bed and family–style meals. They receive supervision and practical assistance from trained staff members 24 hours a day. Our decade of experience in working with troubled youth has taught us that all the programs and services we offer must be centered around a philosophy of addressing each youth’s specific needs, calling upon an array of in–house and community resources. Each youth receives individual case–management from trained JSYSI staff, and is expected to take an active role in problem–solving and goal–setting to resolve the issue he or she faces. Wherever possible we seek to reunite youth with their families and we offer services such as family mediation session to support successful outcomes.

Amount requested from City Social Service Fund? 25000

Amount awarded from City Social Service Fund? 25000

Amount requested from United Way?

Amount awarded from United Way?

How has the award been spent? * Jackson Street Youth Shelter, Inc. is open 24 hours a day and 7 days a week. Due to the shelter hour’s staff salaries are our biggest cost, in order to, maintain a safe, stable, and secure environment. The majority of this grant award was spent on personnel to continue to run the emergency shelter program. A small amount of the grant award was used for staff training, facilities overhead, and shelter materials.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *

Emergency stays range from one to 21 days. An average emergency stay of one week includes:

- A safe, stable environment, with 24–hour structured supervision by qualified, caring adults.
- Healthy meals and snacks; personal hygiene products; clothing and shoes, if needed.
- Access to medical care and other essential services.
- Individual case management.

- Education support, including Homework Time each school night, staffed by volunteer tutors.
- A plan to reunite the youth with the family (if appropriate), along with support services such as family mediation.

Cost per unit (what it costs to deliver this service per client): *	\$735 per week (\$105 per bednight)
How many unduplicated clients has the City award served to date? *	32
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	75
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	
Contributions / fundraising income *	1732
Program service fees *	8443
Foundation grants *	0
City Social Service Fund (current year award) *	12500
Other Government funding (Federal, State, County, City) *	49123
United Way Grant funding (current year award) *	0
Other Income *	4462
Total Program Revenue *	76260
Salaries *	39468
Payroll taxes and employee benefits *	7799
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	7761
Materials and supplies *	3476
Travel *	0

Staff and volunteer development/training costs *	1973
Conferences, conventions, meetings *	0
Direct assistance to individuals *	3585
Miscellaneous expenses *	0
Total Expenses *	64063
Program Budget Balance (Total revenue - total expenses *)	12197

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



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2012 UW & City SS Fund – 6 Month Interim Report

#24

Name of Agency * Jackson Street Youth Shelter, Inc

Contact email * director@jsysi.org

Program Name: * Transitional Housing

For which cycle are you reporting? * City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

Most residents stay at JSYSI for a limited time, and youths who stay for fewer than 21 days are served by our “Emergency Shelter” program. We always start with the goal of reuniting clients with their families, and we are able to do this 80 to 90 percent of the time. However, because of issues such as parental drug use, abuse, and neglect, some of JSYSI residents do not have the option of returning home. For these youth, our goal is to continue to provide shelter while helping them make a successful transition to living independently and productively. When residents stay with us longer than 3 weeks, they become part of our “Transitional Housing” program. We work with each youth on a plan to achieve a High School diploma or GED, and help them choose and prepare for what comes next: higher education, vocational training, or job-seeking. We offer classes and coaching in “independent living skills,” to help them become self-supporting, self-reliant young adults.

Amount requested from City Social Service Fund? 8000

Amount awarded from City Social Service Fund? 8000

Amount requested from United Way?

Amount awarded from United Way?

How has the award been spent? * Jackson Street Youth Shelter, Inc. is open 24 hours a day and 7 days a week. Due to the shelter hour’s staff salaries are our biggest cost, in order to, maintain a safe, stable, and secure environment. The majority of this grant award was spent on personnel to continue to run the emergency shelter program. A small amount of the grant award was used for staff training, facilities overhead, and shelter materials.

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *

- Dorm-style accommodation in a safe, stable environment, with 24-hour structured supervision by qualified, caring adults.
- Healthy meals and snacks; personal hygiene products; access to laundry facilities.
- Access to medical care and other essential services, referrals to other community resources, as needed.
- Individual case management, including goal-setting sessions.
- Education support, including Homework Club each school night, staffed by volunteer tutors.

- Opportunities to attend Independent Living Skills Workshops on a variety of topics.
- Assistance in accessing job training programs or higher education.

Cost per unit (what it costs to deliver this service per client): *	\$2,350 average (\$105 per bednight)
How many unduplicated clients has the City award served to date? *	7
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	20
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	
Contributions / fundraising income *	17321
Program service fees *	0
Foundation grants *	12821
City Social Service Fund (current year award) *	4000
Other Government funding (Federal, State, County, City) *	16047
United Way Grant funding (current year award) *	0
Other Income *	4462
Total Program Revenue *	54650
Salaries *	27958
Payroll taxes and employee benefits *	5515
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	5644
Materials and supplies *	3476
Travel *	0
	1645

Staff and volunteer development/training costs *

Conferences, conventions, meetings *	0
Direct assistance to individuals *	2689
Miscellaneous expenses *	0
Total Expenses *	46927
Program Budget Balance (Total revenue - total expenses *	7723

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



[jsysi_income_stmt_julydec_20121.pdf](#)

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Jackson Street Youth Shelter, Inc

Balance Sheet

As of December 31, 2012

ASSETS

Current Assets

Checking/Savings

Citizens Bank Checking	37,885
Citizens Money Market	
Operating Funds	29,377
Capital Improvement Fund	8,887
Albany/Linn Co Project	8,879
Other Restricted Funds	5,059
Total Citizens Money Market	52,201
OSU Federal Credit Union	7,671
Petty Cash	95

Total Checking/Savings

97,853

Accounts Receivable

Pledges Receivable	20,245
Grants Receivable	18,164

Total Accounts Receivable

38,409

Other Current Assets

Resident Gift Cards	1,429
Household Gift Cards	1,395
Inventory for Use	6,544
Prepaid Expenses	1,385
Undeposited Funds	4,205

Total Other Current Assets

14,958

Total Current Assets

151,220

Fixed Assets

Land	104,475
Buildings	253,935
Furnishings & Equipment	9,164
Computer Software	167

Total Fixed Assets

367,741

TOTAL ASSETS

518,960

Jackson Street Youth Shelter, Inc
Balance Sheet
As of December 31, 2012

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	
Vendor Accounts Payable	1,375
VISA - OSU Fed Credit Union	582
Total Accounts Payable	1,957
Other Current Liabilities	
Deferred Income	5,100
Payroll Liabilities	5,648
Payroll Payable	4,353
Total Other Current Liabilities	15,100
Total Current Liabilities	17,058

Long Term Liabilities

Loans	28,200
Municipal Rehabilitation Lien	34,915
Total Long Term Liabilities	63,115

Total Liabilities

80,173

Equity

Retained Earnings	430,567
Net Income	8,221
Total Equity	438,788

TOTAL LIABILITIES & EQUITY	518,960
---------------------------------------	----------------

Jackson Street Youth Shelter, Inc

Income & Expense

July through December 2012

July 1 - Dec 31, 2012

Income

Albany/Linn County Campaign	6,915
Contributions Income	
Restricted	607
Unrestricted	77,336
Total Contributions Income	<u>77,943</u>
Donated Goods	9,073
Fundraisers	3,401
Grants	
Government Grants	
Federal	80,389
State	42,584
Local	16,500
Private Grants	25,000
Total Grants	<u>164,472</u>
Contracts	9,308
Program Fees	120
Interest Income	6
Miscellaneous Income	
SAIF rebate	1,036
Continuation Health Ins Pmts	1,076
Total Miscellaneous	<u>2,112</u>
Total Income	<u><u>273,352</u></u>

Expense

Personnel

Payroll	
Payroll Expenses	170,013
Taxes	16,248
Total Payroll	<u>186,261</u>

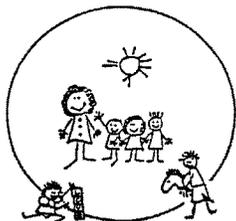
Jackson Street Youth Shelter, Inc

Income & Expense

July through December 2012

	July 1 - Dec 31, 2012
Staff Expense	
Education & Training	1,816
Travel to Conferences	1,473
Transportation	3,436
Other Staff Expense	800
Total Staff Expense	7,525
Health Insurance	13,500
Insurance, Worker's Comp	1,210
Total Personnel	208,496
Facilities	
Rental - Albany Storage Unit	355
Household Supplies & Furnishings	6,134
Insurance, Property	700
Repairs	1,427
Roof & Gutter Replacement	8,588
Utilities	2,805
Depreciation Expense	8,141
Total Facilities	28,151
Resident Expense	9,753
General Expense	
Advertising	2,474
Bank Service Charges	324
Dues and Subscriptions	1,667
Insurance: General Liability, D & O	2,230
Miscellaneous	814
Office Supplies	3,006
Postage and Delivery	1,202
Printing and Photocopies	3,748
Professional Fees	1,015
Taxes & Licenses	106
Telephone	2,144
Total General Expense	18,732
Total Expense	265,131
Net Income	8,221

Presbyterian Preschool and Child Care Center



114 SW 8th Street
Corvallis, OR 97333
Tel: 541-753-7752
Fax: 541-754-5324
email: child@1stpres.org

January 24, 2013

United Way Interim Report

Narrative questions: not to exceed 1 page

1. From the original Program Application, describe the project awarded funding:
The Tuition Assistance Program subsidizes childcare service hours for at-risk infants and children ages 6 weeks through 6 years of age residing in Benton County. Parents are eligible if they participate in job training, in seeking employment, or are the in the entering the workforce with limited resources.
2. Original amount requested: \$4000
3. Amount awarded: \$4000
4. How has the award been spent? The funds have used to subsidize up to 30% of the monthly tuition fee for eligible families. The subsidized tuition is paid in sliding-scale percentage increments using the most current federal poverty guidelines.
5. From the application, define one unit of service: One unit of service is one hour of care and education in the infant or preschool program. The center provides at least 2600 hours of available care each year for up to 72 childcare spaces.
6. Cost per unit (what it costs to deliver this service per client): \$4.46/hour
- 7a. How many unduplicated clients has this award served to date (7/1-12/31)?
five
- 7b. How many unduplicated clients do you expect this award to serve for the funded period (7/1-6/30)? three

Agency: Presbyterian Preschool and Child Care Center

Program Name: Presbyterian Preschool and Child Care Center

Funding Request \$

Grant Award \$

What is your actual spending as of this report date by category?

REVENUE		Program ACTUALS period-to-date
A	Contributions / fundraising income	\$ 41,317
B	United Way Grant funding (current year award)	\$ -
C	United Way donor-directed designations	\$ -
D	City of Corvallis SSF award	\$ 1,667
E	Grants from other government agencies	\$ 27,953
F	Foundation grants	\$ 2,575
G	Program service fees	\$ 543,733
H	Other income	\$ 430
I	TOTAL REVENUE	\$ 617,675

**** Use line "D" to report City Social Service Fund award**

EXPENSES		
J	Salaries	\$ 430,431
K	Payroll taxes and employee benefits	\$ 87,258
L	Professional fees and contracted services	\$ 7,839
M	Operations (rent, utilities, equipment, maintenance, etc.)	\$ 7,839
N	Materials and supplies	\$ 118,390
O	Travel	\$ -
P	Staff and volunteer development / training costs	\$ 1,094
Q	Conferences, conventions, meetings	\$ -
R	Direct assistance to individuals	\$ -
S	Miscellaneous expenses	\$ 384
T	TOTAL EXPENSES	\$ 653,235

Balance \$ (35,560)

COMMENTS:

Please explain any special circumstances

\$50,114 was set aside in a reserve account and transferred to the designated playground remodel account. The project was completed in October 2012.

FIRST PRESBYTERIAN CHURCH
Balance Sheet (UNAUDITED)
 PRESCHOOL - CHILDCARE 45, December 2012

	Current Year	Previous Year
ASSETS		
CURRENT ASSETS		
Checking - Citizens Bank	\$27,825.80	\$27,882.07
Petty Cash	400.00	300.00
PS/CC Scrip	1,142.29	1,004.89
ING Savings	19,016.32	7,195.35
ING Savings PSCC Holt	8,421.81	8,381.60
ING Savings PSCC Playgrou	3,412.20	51,229.85
ING PSCC Employment	28,894.86	28,756.87
ING PSCC Building Reserve	5,384.13	5,358.41
Subtotal ING Savings	65,129.32	100,922.08
Citizens Bank MM	10,850.95	10,810.78
ACCOUNTS RECEIVABLE		
US Dept of Agriculture	800.00	790.96
PS/CC Tuition	300.00	789.60
Adult and Family Services	500.00	275.00
Health Insurance Receivable	313.44	0.00
INVESTMENTS		
Scottish Power Stock	4,181.25	4,181.25
TOTAL ASSETS	\$111,443.05	\$146,956.63
CURRENT LIABILITIES		
Health Insurance Payable	\$0.00	-\$681.81
TOTAL LIABILITIES	0.00	-681.81
FUND BALANCES		
General Fund	\$61,148.80	\$55,839.35
PS/CC Holt Endowment Fund	8,421.81	0.00
PS/CC Playground Project	3,412.20	53,502.77
PS/CC Bldg Reserve Fund	9,565.38	9,539.66
PSCC Unemployment Reserve	28,894.86	28,756.87
TOTAL FUND BALANCE	111,443.05	147,638.65
TOTAL LIABILITIES AND FUND BALANCE	\$111,443.05	\$146,956.84

FIRST PRESBYTERIAN CHURCH
Income and Expense Statement (UNAUDITED)
 PRESCHOOL - CHILDCARE 45, December 2012

	Current Period	Current Budget	Year to Date	Year to Date Budget	Annual Budget Percentage	Annual Budget
INCOME						
INVESTMENT INCOME						
Investment Interest/Divid	\$25.06	\$108.37	\$430.37	\$1,300.00	33.11%	\$1,300.00
CLIENT FEES						
Client Paid Tuition	41,506.67	42,466.63	541,643.10	509,600.00	106.29%	509,600.00
Registration Fees	120.00	158.37	2,065.00	1,900.00	108.68%	1,900.00
Subtotal Client Fees	41,626.67	42,625.00	543,708.10	511,500.00	106.30%	511,500.00
TUITION ASSISTANCE						
United Way	0.00	83.37	0.00	1,000.00	0.00%	1,000.00
Challenge Offerings	3,413.22	333.37	3,413.22	4,000.00	85.33%	4,000.00
City Social Services	0.00	0.00	1,666.65	0.00	0.00%	0.00
Adult and Family Services	471.00	833.37	10,133.25	10,000.00	101.33%	10,000.00
ASOSU Subsidy	333.33	0.00	4,053.20	0.00	0.00%	0.00
Subtotal Tuition Assistance	4,217.55	1,250.11	19,266.32	15,000.00	128.44%	15,000.00
OTHER						
USDA	746.44	1,083.37	13,437.89	13,000.00	103.37%	13,000.00
Other	0.00	8.37	0.00	100.00	0.00%	100.00
Undesignated Donations	0.00	291.63	30,796.50	3,500.00	879.90%	3,500.00
Subtotal Other	746.44	1,383.37	44,234.39	16,600.00	266.47%	16,600.00
DESIGNATED DONATIONS						
Playground	0.00	83.37	2,575.00	1,000.00	257.50%	1,000.00
Equipment	200.00	41.63	750.00	500.00	150.00%	500.00
Subtotal Designated Donations	200.00	125.00	3,325.00	1,500.00	221.67%	1,500.00
SPECIAL PROJECTS						
Fund Raising	158.00	250.00	844.96	3,000.00	28.17%	3,000.00
Interest	0.00	12.50	55.25	150.00	36.83%	150.00
Special Event	0.00	416.63	4,101.72	5,000.00	82.03%	5,000.00
Scholarships	0.00	166.63	1,030.00	2,000.00	51.50%	2,000.00
Scrip Income	-63.79	33.37	325.33	400.00	81.33%	400.00
Subtotal Special Projects	94.21	879.13	6,357.26	10,550.00	60.26%	10,550.00
TOTAL INCOME	46,909.93	46,370.98	617,321.44	556,450.00	110.94%	556,450.00
EXPENSES						
PERSONNEL COMPENSATION						
Salaries	\$34,605.10	\$32,543.75	\$401,791.39	\$390,525.00	102.88%	\$390,525.00
FICA (Employer)	2,622.32	2,603.75	31,950.52	31,245.00	102.26%	31,245.00
Unemployment	0.00	41.63	0.00	500.00	0.00%	500.00
Workers' Comp (Employer)	41.53	43.75	520.73	525.00	99.19%	525.00
SAIF Insurance	597.97	283.37	5,394.60	3,400.00	158.66%	3,400.00
Substitute Pay	694.36	2,639.13	27,350.50	31,670.00	86.36%	31,670.00
Health Insurance	3,857.13	3,333.37	49,485.58	40,000.00	123.71%	40,000.00
Payroll Preparation Fees	80.88	150.00	1,289.34	1,800.00	71.63%	1,800.00
Subtotal Personnel Compensation	42,499.29	41,638.75	517,782.66	499,665.00	103.63%	499,665.00
OPERATING EXPENSES						
EQUIPMENT						
Classroom Equipment	158.48	41.63	1,273.76	500.00	254.75%	500.00
Furniture/Capital Improve	545.00	83.37	4,515.00	1,000.00	451.50%	1,000.00
Playground Expense	0.00	4.13	185.87	50.00	371.74%	50.00
Playground Remodel	0.00	5,833.37	81,151.40	70,000.00	115.93%	70,000.00

	Current Period	Current Budget	Year to Date	Year to Date Budget	Annual Budget Percentage	Annual Budget
Subtotal Equipment	703.48	5,962.50	87,126.03	71,550.00	121.77%	71,550.00
PROFESSIONAL DEVELOPMENT						
In Service Training	0.00	4.13	0.00	50.00	0.00%	50.00
Workshops/Classes/Certs	0.00	58.37	1,094.00	700.00	156.29%	700.00
Memberships	0.00	75.00	661.00	900.00	73.44%	900.00
Subtotal Professional Developme	0.00	137.50	1,755.00	1,650.00	106.36%	1,650.00
MAINTENANCE/CLEANING						
Custodial/Cleaning Servic	632.50	666.63	6,832.50	8,000.00	85.41%	8,000.00
Cleaning Equipment	0.00	4.13	440.05	50.00	880.10%	50.00
Cleaning Supplies	0.00	6.25	216.58	75.00	288.77%	75.00
Utilities(Allied Waste)	75.00	83.37	900.00	1,000.00	90.00%	1,000.00
Bldg Repairs /Maintenance	0.00	83.37	1,167.05	1,000.00	116.71%	1,000.00
Culligan	16.50	7.50	104.50	90.00	116.11%	90.00
Carpet Cleaning	0.00	66.63	295.00	800.00	36.88%	800.00
Subtotal Maintenance/cleaning	724.00	917.88	9,955.68	11,015.00	90.38%	11,015.00
MEALS						
Baby Food	149.29	83.37	1,128.74	1,000.00	112.87%	1,000.00
Formula	95.97	25.00	492.84	300.00	164.28%	300.00
Lunch/Snacks	1,395.54	1,333.37	19,243.93	16,000.00	120.27%	16,000.00
Food Preparation	0.00	958.37	850.00	11,500.00	7.39%	11,500.00
Subtotal Meals	1,640.80	2,400.11	21,715.51	28,800.00	75.40%	28,800.00
CLASSROOM SUPPLIES						
Classroom Consumables	987.51	583.37	7,162.87	7,000.00	102.33%	7,000.00
Classroom Educational Mat	0.00	25.00	864.92	300.00	288.31%	300.00
Classroom Program Supply	67.36	100.00	1,645.33	1,200.00	137.11%	1,200.00
Books	12.58	4.13	24.92	50.00	49.84%	50.00
Educational Programs	0.00	0.00	38.50	0.00	0.00%	0.00
Special Needs	0.00	4.13	0.00	50.00	0.00%	50.00
Subtotal Classroom Supplies	1,067.45	716.63	9,736.54	8,600.00	113.22%	8,600.00
ADMINISTRATIVE						
CC Opening Ads	0.00	48.37	608.55	580.00	104.92%	580.00
Celebrations	346.43	31.25	710.22	375.00	189.39%	375.00
Publicity	28.22	25.00	363.64	300.00	121.21%	300.00
Certification License	0.00	22.50	345.00	270.00	127.78%	270.00
Phone/Internet	75.00	100.00	1,884.73	1,200.00	157.06%	1,200.00
Office Supplies	120.96	37.50	422.31	450.00	93.85%	450.00
Postage	0.00	16.63	145.55	200.00	72.78%	200.00
Printing/Publications	0.00	2.88	0.00	35.00	0.00%	35.00
Photocopy	50.00	50.00	555.70	600.00	92.62%	600.00
Equipment/Office	0.00	8.37	25.70	100.00	25.70%	100.00
Tuition Reimbursement	0.00	0.87	0.00	10.00	0.00%	10.00
Subtotal Administrative	620.61	343.37	5,061.40	4,120.00	122.85%	4,120.00
FUND RAISING EXPENSES						
General	14.98	4.13	95.74	50.00	191.48%	50.00
Special Event	0.00	41.63	288.48	500.00	57.70%	500.00
Subtotal Fund Raising Expenses	14.98	45.76	384.22	550.00	69.86%	550.00
Subtotal Operating Expenses	4,771.32	10,523.75	135,734.38	126,285.00	107.48%	126,285.00
TOTAL EXPENSES	47,270.61	52,162.50	653,517.04	625,950.00	104.40%	625,950.00
EXCESS INCOME\EXPENSES	-\$360.68		-\$36,195.60			-\$69,500.00

2012 UW & City SS Fund – 6 Month Interim Report

#12

Name of Agency *	Vina Moses Center
Contact email *	vinamoses@proaxis.com
Program Name: *	Clothing and Household
For which cycle are you reporting? *	Both
Describe the project for which you are reporting (250 words or less) *	The Vina Moses Center provides clothing and household items to low income families and individuals in Benton County. Clothing and household items are donated by members of our community and distributed by volunteers and staff at the Center. Once a year we purchase new shoes, socks, underwear and school supplies for children returning to school. We provide food and gift baskets to help with the Holiday in December. There is not charge to our clients for any of our services.
Amount requested from City Social Service Fund?	5000
Amount awarded from City Social Service Fund?	2500
Amount requested from United Way?	3000
Amount awarded from United Way?	3000
How has the award been spent? *	One half of the awards are used for operating expenses. One half is used for direct services provided during the school program. A "client" in our program includes the family unit, whether there is one in the family or 10 in the family.
From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	One monthly visit provides an outfit of clothing for each member of the family and other necessary items such as bedding, dishes and personal care items.
Cost per unit (what it costs to deliver this service per client): *	8.92
How many unduplicated clients has the City award served to date? *	140
How many unduplicated clients has the United Way award served to date? *	168
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	140
	170

How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *

Contributions / fundraising income *	99503
Program service fees *	0
Foundation grants *	12000
City Social Service Fund (current year award) *	1930
Other Government funding (Federal, State, County, City) *	0
United Way Grant funding (current year award) *	1500
Other Income *	1403
Total Program Revenue *	116336
Salaries *	44088
Payroll taxes and employee benefits *	3884
Professional fees and contracted services *	1350
Operations (rent, utilities, equipment, maintenance, etc.) *	9322
Materials and supplies *	6813
Travel *	30
Staff and volunteer development/training costs *	27
Conferences, conventions, meetings *	0
Direct assistance to individuals *	29570
Miscellaneous expenses *	642
Total Expenses *	95726
Program Budget Balance (Total revenue - total expenses) *	20852

Upload Dec-end balance sheet. *



[vina_bal.xls](#)
17.00 KB · XLS

2012 UW & City SS Fund – 6 Month Interim Report

#19

Name of Agency *	Vina Moses
Contact email *	vinamoses@proaxis.com
Program Name: *	FISH Emergency Services
For which cycle are you reporting? *	Both
Describe the project for which you are reporting (250 words or less) *	FISH Emergency Services mission is to improve the quality of life of families and individuals by providing financial assistance when all other resources have been depleted. The program assists with rent, utilities, medical needs and transportation to low-income families and individuals in Benton County. Our clients include families with children, individuals, people with disabilities, seniors, single parents, homeless and working poor.
Amount requested from City Social Service Fund?	4000
Amount awarded from City Social Service Fund?	4000
Amount requested from United Way?	3000
Amount awarded from United Way?	3000
How has the award been spent? *	One half of funding was spent for operating expenses. The other half was used for direct services to clients.
From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	1 time assistance in any area the FISH assists. It could be rent, medical, transportation, Oregon identification or utilities.
Cost per unit (what it costs to deliver this service per client): *	This varies widely depending on the request. Rent assistance averages \$100 – 200 per household. Utilities \$50– 100. the average cost per unit is \$30.00
How many unduplicated clients has the City award served to date? *	62
How many unduplicated clients has the United Way award served to date? *	55
How many unduplicated clients do you expect the City award to serve for the funded period (7/1–6/30)? *	62
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1–6/30)? *	55

Contributions / fundraising income *	4518
Program service fees *	0
Foundation grants *	0
City Social Service Fund (current year award) *	1667
Other Government funding (Federal, State, County, City) *	3000
United Way Grant funding (current year award) *	1500
Other Income *	1661
Total Program Revenue *	12346
Salaries *	2889
Payroll taxes and employee benefits *	164
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	410
Materials and supplies *	1350
Travel *	0
Staff and volunteer development/training costs *	0
Conferences, conventions, meetings *	0
Direct assistance to individuals *	12126
Miscellaneous expenses *	0
Total Expenses *	15396
Program Budget Balance (Total revenue - total expenses) *	-3049

Upload Dec-end balance sheet. *



[fish_bal.xls](#)
13.50 KB · XLS

Upload Dec-end Income statement. *



[fish_cash.xls](#)

Vina Moses Clothing and Household Balance

7/1/2012 through 12/31/2012 (Cash Basis)

Category	7/1/2012- OVERALL TOTAL	
INCOME		
CONTRIBUTIONS	87,520	87,520
GRANTS	12,000	12,000
INTEREST INCOME	505	505
REVENUE	1,930	1,930
SPECIAL EVENTS	11,983	11,983
UNITED WAY FUND	1,500	1,500
UW-DESIGNATIONS	898	898
TOTAL INCOME	116,337	116,337
EXPENSES		
Uncategorized	0	0
ADVERTISING	154	154
ASSISTANCE	29,569	29,569
Bank Charges	246	246
BENEFITS IRA	481	481
Cash	0	0
EQUIPMENT	960	960
MAINTENANCE	391	391
PAYROLL TAXES	3,403	3,403
POSTAGE	243	243
PRE TAX IRA	-240	-240
PROF. FEES	1,350	1,350
PUBLICATIONS	4,706	4,706
RENT, UTILITIES	6,979	6,979
SALARIES	44,088	44,088
SUPPLIES	1,864	1,864
TELEPHONE	992	992
TRAINING CONFERENCES	27	27
TRANSPORTATION	30	30
VOLUNTEER EXP.	241	241
TOTAL EXPENSES	95,485	95,485
OVERALL TOTAL	20,852	20,852

Vina Moses Clothing and Household

7/1/2012 through 12/31/2012

Category	7/1/2012- 12/31/2012
INFLOWS	
Uncategorized	0
CONTRIBUTIONS	87,520
GRANTS	250
GRANTS:Helpenstell	1,250
GRANTS:Kiwanis	500
GRANTS:Lloyd Summers	10,000
TOTAL GRANTS	12,000
INTEREST INCOME	505
REVENUE	
REVENUE:CITY	1,930
TOTAL REVENUE	1,930
SPECIAL EVENTS	
SPECIAL EVENTS:Sale	11,983
TOTAL SPECIAL EVENTS	11,983
UNITED WAY FUND	1,500
UW-DESIGNATIONS	898
TOTAL INFLOWS	116,337
OUTFLOWS	
ADVERTISING	154
ASSISTANCE	0
ASSISTANCE:Christmas	11,115
ASSISTANCE:ID	40
ASSISTANCE:RENT	0
ASSISTANCE:School Program	18,414
TOTAL ASSISTANCE	29,569
Bank Charges	246
BENEFITS IRA	481
Cash	0
EQUIPMENT	960
MAINTENANCE	391
PAYROLL TAXES	3,403
POSTAGE	243
PRE TAX IRA	-240
PROF. FEES	1,350
PUBLICATIONS	4,706
RENT, UTILITIES	5,979
RENT, UTILITIES:CITY LOAN	1,000
TOTAL RENT, UTILITIES	6,979
SALARIES	
SALARIES:ASSIST. SALARY	10,872
SALARIES:DIRECTOR SALARY	33,216
TOTAL SALARIES	44,088
SUPPLIES	1,864
TELEPHONE	992

TRAINING CONFERENCES	27
TRANSPORTATION	30
VOLUNTEER EXP.	241
TOTAL OUTFLOWS	95,485
OVERALL TOTAL	20,852

We Care interim report to United Way, 7/1/2012 – 12/31/12

Narrative Questions:

1. From the original Program Application, describe the project awarded funding:
2. Original amount requested: \$7,000 United Way; \$3,000 City of Corvallis
3. Amount awarded: \$5,000, United Way undesignated; \$3,000 City of Corvallis
4. How has the award been spent? City of Corvallis: households who were in transition (fled domestic violence, moving into subsidized housing, moving out of a shelter or rehab facility, living with family/friends and found own place)
5. From the application, define one unit of service one unit of service would be one household
6. Cost per unit (what it costs to deliver this service per client): maximum amount disbursed per request is \$400
- 7a. How many unduplicated clients has this award served to date (7/1-12/31)? Approx. 4 households.
- 7b. How many unduplicated clients do you expect this award to serve for the funded period (7/1-6/30)? Approx. 4 households. (Please note: In 2012 We Care responded to 65 various requests for transitional housing assistance, at total of \$18,000, of which \$2,500 United Way grant was used.)
8. and 9. Program Revenue and expenses period-to-date (see application for categories)

Program Revenue for period: \$2,500 United Way; \$1,500 City of Corvallis

Expenses for distributing amounts: none

Agency: Corvallis-Benton County Council of Religious Organizations

Program Name: We Care

Funding Request \$ \$ 10,000.00

Grant Award \$ \$ 8,000.00

What is your actual spending as of this report date by category?

REVENUE		Program ACTUALS period-to-date
A	Contributions / fundraising income	\$ 42,103
B	United Way Grant funding (current year award)	\$ 5,000
C	United Way donor-directed designations	
D	City of Corvallis SSF award	\$ 3,000
E	Grants from other government agencies	\$ 3,000
F	Foundation grants	
G	Program service fees	\$ -
H	Other income	
I	TOTAL REVENUE	\$ 53,103

** Use line "D" to report City Social Service Fund award

EXPENSES		
J	Salaries	\$ -
K	Payroll taxes and employee benefits	\$ -
L	Professional fees and contracted services	\$ -
M	Operations (rent, utilities, equipment, maintenance, etc.)	\$ -
N	Materials and supplies	\$ 209
O	Travel	\$ -
P	Staff and volunteer development / training costs	\$ -
Q	Conferences, conventions, meetings	\$ -
R	Direct assistance to individuals	\$ 40,894
S	Miscellaneous expenses	
T	TOTAL EXPENSES	\$ 41,103
Balance		\$ 12,000

WE C Financial Report for Januar

Funds Received Jan. 1 through Dec. 31, 2012

Donations from Member Faith Communities	26,627.81
Businesses and Community Orgs.	22,857.33
Fundraising Ltr. Responses	21,346.00
Donations from Individuals	26,562.00
Misc. (deposit returned from 2011)	<u>49.04</u>
Sub-Total Received from donors	97,442.18

Funds rec. in 2012, designated for Endowment	<u>200.00</u>
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Grand Total Received Through 12/31/12	<u>\$ 97,642.18</u>
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Funds Disbursed Jan. 1 through Dec. 31, 2012

Direct expenditures for those in need

Housing	57,752.11
Utilities	13,241.98
Medical	1,464.00
Storage	1,223.00
Transportation/Car Insurance	2,596.75

ID's	89.00
Drug Education	<u>400.00</u>

Sub-Total Distributions to help those in need **76,766.84**

Operating Expenses

Or Dept. of Justice	45.00
OR Secretary of State/Corp. Div.	50.00
Postage	81.40
Pay Pal fee for on-line giving	32.24
Supplies (check order)	<u>90.22</u>

Sub-Total operating expenses **298.86**

Transfer of Funds to Foundation

Distrib. to Benton Co. Foundation (2011 Contribution)	<u><u>300.00</u></u>
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Grand Total Disbursements Through 12/31/12 **\$ 77,365.70**

ARE

y through December 2012

Report for:

We Care Endowment - year end 2012

(invested with the Benton County Foundation)

Beginning balance Jan.1, 2012	106,066.85
Contributions to endowment in 2012	5,300.00
Market gain or loss + found exp 2012	14,281.70
Grant Distribution 2012	(3,093.86)
Foundation expenses 2012	
Total Amt. of Endowment - 12/31/2012	\$ 122,554.69

Tenative distribution in 2013 4,250.00

Income for:

(only for Board's info. Not for Gen. Body)

2006	42,696.05
2007	48,868.81
2008	54,943.91
2009	67,467.05
2010	89,566.40
2011	60,242.82
2012	97,442.18

United Way of
Benton & Lincoln Counties

PO Box 2499 (97339)
2330 NW Professional Dr, Ste 101
Corvallis, OR 97330
Phone: (541) 757-7717
Fax: (541) 758-1443
Email: office@unitedwayblc.org | www.unitedwayblc.org

914 SW Coast Hwy Suite 104
Newport, OR 97365
Phone: (541) 265-5812



Memo

DATE: February 4, 2012
TO: Ken Gibb, City of Corvallis
FROM: Jennifer Moore, United Way

City Social Service Fund—2011 cycle twelve-month Final Report for CHSC

Information below and attached references an award made to the Corvallis Homeless Shelter Coalition (CHSC) for the Outreach Worker program during the 2011 grant cycle (fiscal year 11-12).

Corvallis Homeless Shelter Coalition:

The Outreach Worker program at CHSC was funded during 2011 cycle for fiscal 11-12. In January 2012, they made us aware they had been unable to hire the Outreach Worker position awarded funds were meant to support. The memo from CHSC in the interim report packet provided a narrative of the challenges in filling the position. The agency had received 6 months of payment for services as per the contract. CHSC requested a six-month extension on the spending period, which was granted.

- The spending period was extended to 12/31/12
- United Way suspended payment of the remaining \$7,500 until a satisfactory six-month report was received. CHSC submitted a six-month interim report (July 2012 for the period 1/1 – 6/30). United Way resumed the remaining payments.
- CHSC hired the proposed .50 FTE in February 2012.
- CHSC submitted a 12-month final report (January 2013 for the period 7/1 – 12/31). Attached.

Because the position was hired mid-February, CHSC paid no salary for a six-week period, leaving a balance of \$2,826 in unspent award. The Outreach Worker continues to provide service to the demographic described in the initial application. CHSC is requesting permission to spend the balance of the grant (\$2,826) for services provided in January 2013.

Members of United Way's Community Impact Committee met with the CHSC Executive Director on 1/31 to review the request. Discussion included the funding timeline, program logistics, extenuating circumstances and specific examples of client service. Additionally, CHSC has implemented oversight and other measures to ensure the program maintains reporting compliance. Based on this discussion, United Way recommends approving the request to fully spend out the remaining \$2,826.

This program was awarded a United Way grant during the 2012 cycle (fiscal 12-13). The Community Impact Committee has requested monthly updates, and will continue to monitor the program's progress.

Attachments: CHSC Request
CHSC January report for Outreach Worker Program
CHSC twelve-month Final Report

MEMORANDUM

TO: JENNIFER MOORE, EXECUTIVE DIRECTOR, UNITED WAY
FROM: GINA VEE EXECUTIVE DIRECTOR CORVALLIS HOMELESS SHELTER COALITION
SUBJECT: PERMISSION TO USE FUNDS FROM LAST YEARS GRANT IN ONE MONTH OF THIS YEAR
DATE: FEBRUARY 4, 2013
CC:

Jennifer, our closing balance for the Outreach Worker grant was \$2,826.50. As you know the original grant was issued from 07/01/11 through 6/30/12. The previous executive director failed to hire an outreach worker and we petitioned the city to allow us to keep the grant and provide outreach from 1/01/12 to 12/31/12. We were granted this waiver. We were not able to hire an outreach worker until 02/14/12. Therefore we have this unspent balance that was dedicated to her salary valued at about a month and a halves salary. Her monthly salary is \$2,340. We are asking permission to continue the use of these funds for her salary assuring the grant provides 12 months of outreach for the homeless.

Thank you, Gina Vee

January's Monthly Report for Case Management and Outreach 2013
By: Jennifer L. Chen

Happy 2013! January was an exciting month with two folks receiving notice that they were officially getting SSI and for one it included both SSI/SSD! Both have been trying for years to get this for themselves. It was a joy to see them become validated by "the system" even just knowing that they now had insurance and some money coming in for them to be able to live day to day, but in the case of one person they could now see that they had value in being able to pay for rent and not feel like they are a drain on others. For me, being able to celebrate this mild stone in their lives was quite a blessing indeed. I think that many of the people I work with are like this, they had become a victim of circumstance and fell into a part of society that they had never intended to be part of. These folks now see the light at the end of a very long tunnel.

There are other updates that I would like to share with you too. As some of you know, I have been calling Best Care in both Redmond and Klamath Falls for one of our residents who has been struggling with sobriety for years. He does not have insurance and we have had him on the "waitlist" since this past August. I have been very concerned since November that he may been getting worse and a couple of weeks ago he had called me after I had gone home saying that he was scared and that he was attacked in his room the night before. I turned around and went back to Partner's Place to meet him. He was physically shaking and the expression on his face was genuinely afraid of going into his room alone. In trying to flesh out just what had happened, I realized in fairly short order that he had been hallucinating. It is one of the signs and symptoms of alcohol withdrawal syndrome and the detailed visual hallucination (also called "delirium") can be life threatening. I spoke with the intake specialists in both locations about what I had witnessed and though they could only offer him a 7-day "detox" they understood quite well how severe his symptomology is. The issue is that even if we could have gotten him to their location for the detox he would have been released because he does not have insurance and still needed to be on the "waitlist" which at this point is 4-7 months more. The reason for this time lag is that they only have one indigent bed available at a time. They were quite supportive and encouraged me to call whenever I need to. I appreciate their support a support that I am sure we may need while we wait.

The next update I want to give you concerns another resident and his roommate at Partner's Place. Both of the gentlemen are partially disabled and as I have been their case manager for the past 8 months, I can tell you there are some positives to report. Both men have become more willing to communicate to me when they do not want someone in their apartment and let me help them remove these people. This is great, however, having said this I was brought back into work this past week at 4:30AM. It was because these two had gone to bed the night before and not had their 'friends' leave and they were being loud and smoking in the apartment. I arrived on scene to support Christie (our new night supervisor) and after knocking on the door and identifying ourselves they reluctantly opened the door. In side, I found three people hiding in one persons' room and two others with bedrolls out and a dog barking. All five of the people and dog were trespassed for 30-days and were told to come speak with me prior to

returning to Partner's Place. This is an intolerable situation because they are either not willing to have their friends leave or they are just apathetic about the rules. I might add that these are the same rules that the other residents must follow. Even with the rule breaking issue aside, the thing that I want most want to bring to your attention is that they have become disabled to the point that exceeds what I; or any of us, can or should do medically for them. It distresses me to say this a great deal and indeed I have lost sleep over it. Here is the challenge as I see it, I have looked into assisted living facilities for them but they are not going to be able to go into a "Stony Brook" type facility and be successful because of the requirements of them. They would not be able to smoke there and would not be able to stayed buzzed all day and drinking. I am continuing the search though. Another challenge is going to be that wherever they wind up their "friends" are sure to follow. This would mean that for whomever else would take on this pair, they would not only be getting two men who are physically challenged but they would get two me who are not willing to give up smoking or drinking with a poor diet as well as their friends. If anyone has additional thoughts I am totally open to them and would welcome an email with your idea.

In outreach this month I have been working with several folks who were picked up on bench warrants by CPD. These warrants are for anything from FTA-open container, FTA-sanction by the probation officer, or a PV- probation violation. (FTA = Failure To Appear and a sanction can be for missing too many check-ins with the probation officer) I am beginning to get postcards from those in county lockup. They say it makes their time go by easier knowing that they don't have to completely start over when they get out and that someone has remembered them. I feel the correspondence back and forth has been as good for them as for me their outreach worker. It has also been a good opener for some of them to get some counseling help while inside jail. It also gives visibility to Corvallis Homeless Shelter Coalition. CPD officers, Sheriff jailers, court appointed attorneys, other inmates, judges, DA's, etc. are all getting some visibility to the CHSC and what we can do to help these folks. Some of them are chronic offenders and if I can offer an option to having these folks picked up, booked, and sit in jail for 10-days. Think of the savings to the city and county. This could be a good example of how CHSC supports Corvallis and the surrounding communities. It is just a thought.

Low-income housing continues to be a struggle to find even with all the apartments, town-houses, and condos being built. There is always a need to help out at the shelters and these days my conversations with the ladies staying out at the women's shelter hosed by Love, inc.; have not been the most positive. Apparently, there is no running water to brush their teeth or wash their faces. There is also questionable clean linens and their bathroom is a port-a-pot. They also have to miss dinner because the bus out leaves at 5:20PM each day. I have not checked into this but will in the next couple of weeks as time allows.

I would like to encourage you to please look at our pet policy at Partner's Place. We are getting several requests for companion cats. I have told the residents that are requesting this, that it is a board decision. After sitting with this for a while, I would suggest an age limit of the pet being at least 2 years of age and certified, be considered. I would also

encourage you to speak with our new night supervisor, Christie, she has some experience with this. This next month I will be taking a couple of trainings, one is on the new street drug that involves marijuana and bath salts and the other is A&D and the homeless.

As always, I appreciate all of your support with my work. Kindest Regards,

Jen

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Outreach Worker Daytime Drop In Center
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2012 UW & City SS Fund – 6 Month Interim Report

#10

Name of Agency * Corvallis Homeless Shelter Coalition

Contact email * veeg2@comcast.net

Program Name: * Outreach Worker

For which cycle are you reporting? * City Social Service Fund

Describe the project for which you are reporting (250 words or less) *

The Corvallis Homeless Shelter Coalition Outreach Worker interacts directly with people who are chronically homeless or near homelessness in the Corvallis community. The Outreach Worker has formed strong partnerships with this population and works intensively to solve high priority issues. The outreach worker has connected individuals to medical and/or mental health services, substance abuse help, available vocational programs, housing resources, counseling and/or other appropriate resources. The outreach worker assists homeless in applying for SSI/SSDI disability benefits.

Amount requested from City Social Service Fund? 15000

Amount awarded from City Social Service Fund? 15000

Amount requested from United Way?

Amount awarded from United Way?

How has the award been spent? *

Trust has been built with the homeless population. Homeless are willing to talk to the case worker to get help to access resources. We are often unaware how difficult it is to gain the confidence of the homeless and therefore difficult to help them access resources. 188 people have been helped by the caseworker this year.

The outreach worker does the following: sets up and transports homeless to medical/mental health appointments, helps access prescriptions, food boxes, clothes including shoes, socks, hygiene items and showers (in some cases actually showering disabled homeless). The outreach worker compiles and files SSI/SSD, acts as an advocate at SSI/SSD hearing worked with the SSA to help fill out and submit the on-line applications for both SSI and SSDI.

She appears as a court advocate serves on the Adult Services Team, assisting with job applications, acquiring safe housing for women suffering domestic abuse. Counseling includes working with those who are actively suicidal, act as their safety buddy if actively suicidal, arrange appropriate mental health services and implement case management counseling techniques. providing transportation to LBHA Housing orientations, give school resource information; GED, high school diploma and LBCC programs, providing information needed to apply to FASVA as well as scholarships and grants, counsel alcohol and drug treatment entrants, act as their safety buddy if actively suicidal, arrange appropriate mental health services and implement case management counseling techniques.

The Outreach Worker has formed strong community bonds with other community partners such as ;Corvallis Police Department, Benton County Health Department, Adult Parole and Probation Officers, Juvenile Probation Officers, 509J School District Homeless Liaison, Corvallis Court House, Benton County Mental Health

Department, local mental health counselors, and local area churches. Building these bonds has resulted in expediting the needs of those who are homeless.

Corvallis Homeless Shelter Coalition was given permission to begin use of funds in January 2012 and to continue until December 2012. We hired an Outreach Worker on Feb 14, 2012. Her monthly salary is \$2,340.00. The balance of our grant represents the wages she would have been paid if she had begun January 1, 2012. We would like permission to continue her contract for one extra month and a half. We would like to use up the balance of \$2,826.50 as planned to offer 12 months of outreach to the homeless. Thank you

Gina Vee, Executive Director
 Corvallis Homeless Shelter Coalition

From the application describe 1 unit of service (example: 1 food box feeds 1 individual for 3 days). *	A service unit would be defined as an interaction with a person who is homeless which leads to an opportunity to pursue a helpful resource.
Cost per unit (what it costs to deliver this service per client): *	10.30
How many unduplicated clients has the City award served to date? *	188
How many unduplicated clients has the United Way award served to date? *	
How many unduplicated clients do you expect the City award to serve for the funded period (7/1-6/30)? *	7 interactions daily 208 days this is a final report 188
How many unduplicated clients do you expect the United Way award to serve for the funded period (7/1-6/30)? *	
Contributions / fundraising income *	0
Program service fees *	0
Foundation grants *	0
City Social Service Fund (current year award) *	15000
Other Government funding (Federal, State, County, City) *	0
United Way Grant funding (current year award) *	0
Other Income *	0
Total Program Revenue *	0

Salaries *	9543
Payroll taxes and employee benefits *	2235.61
Professional fees and contracted services *	0
Operations (rent, utilities, equipment, maintenance, etc.) *	0
Materials and supplies *	0
Travel *	214.89
Staff and volunteer development/training costs *	80
Conferences, conventions, meetings *	0
Direct assistance to individuals *	100
Miscellaneous expenses *	0
Total Expenses *	12173.5
Program Budget Balance (Total revenue – total expenses *	2826.5

Upload Dec-end balance sheet. *



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Upload Dec-end Income statement. *



[profit_and_loss_outreach.pdf](#)
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