

Checklist and Timeline

Grant Period: July 1, 2023 – June 30, 2024

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.

RFP Submission: All materials must be submitted electronically to doreenf@uwmcm.org.

No hard-copy materials will be accepted.

X Agency Program Contact Information & Signature Page

X Program Application: Narrative and Success Story

X Program People Served Data

Additionally:

X UWMCM Basic Needs Service Summary – as directed

___ UWMCM Child Care Report Form – to be completed by Child Care programs

X Program Budget

If requesting funds for multiple programs, a separate proposal must be submitted for each.

Funding Cycle

- Winter 2022/3 – Eligibility Determinations
- January 2023– Distribution of Request for Proposals
- February 28, 2023 5:00 p.m. – Applications DUE
- March & April 2023 –Program Presentations
- May 2023 – Fund Distribution Team recommendations
- May 2023 – Board Vote on Fund Distribution
- May 2023 – Notification of Agencies regarding awards for July 1, 2023 to June 30, 2024
- UWMCM uses a two-year cycle for fund distribution. Funding requests are made for a single year. Assuming continued good performance and no drastic change in community need, funding for the second year can be expected to be the same percentage of available Community Fund dollars. Actual dollars received in the second year will depend on funds raised through the annual campaign and other financial considerations.
- January 2024 – Request for Interim Reports
- March 2024 – Interim Reports due

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or Doreenf@uwmcm.org.



Agency & Program Contact Information & Signatures

Agency Name: American Red Cross Central and Mid Coast Maine Chapter

Program Name: Disaster Cycle Services

Street Address: 16 Community Way Topsham ME 04086

Mailing Address (if different): 524 Forest Ave Portland ME 04101

Agency/Program: FB American Red Cross of Northern New England

Website: <https://www.redcross.org/local/me-nh-vt.html>

Executive Director Name: Sophie Piconi

Executive Director: Phone 207.800.5416 Email: Sophie.piconi@redcross.org

Program Director Name: David Brown

Program Director: Phone 207.400.7290 Email: David.brown7@redcross.org

Application Contact Name: Sophie Piconi

Application Contact: Phone 207.800.5416 Email Sophie.piconi@redcross.org

Link to latest brochure, if available:

This submission was considered and approved by (both signatures are required)


Signature, Agency Executive Director

Sophie Piconi
Printed Name, Agency Executive Director

Date: 2/27/23


Signature, President/Chair, Board of Directors

Patti Pelletier
Printed Name, President/Chair, Board of Directors

Date: 2/27/23

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**All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org)  
Due by 5:00 p.m. on Tuesday, February 28, 2023**

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



**Agency Name: American Red Cross Central and Mid Coast**  
**Program Name: Disaster Cycle Services**

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**  
**Grant Period: July 1, 2023 – June 30, 2024**  
**Maximum 9 pages**

**APPLICATION**

**I. PROGRAM SUMMARY**

**Program Description (2-3 sentences):** Disaster Cycle Services provides immediate relief to people affected by disasters, and strengthens the capacity and capability of communities to prepare and respond to disasters. In moments of need, the Red Cross provide shelter, food, critical health and mental health services, and case work support to help disaster victims meet their basic needs and begin their road to recovery.

**Area Served:**  Sagadahoc County  Lincoln County  Brunswick & Harpswell

**Focus area you feel aligns with your program\*:**

Healthier, More Connected Lives  Improved Financial Stability  Best Start for Children

\* United Way of Mid Coast Maine Focus Areas

**Focus Areas:**

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

|                                                    | 2021/2022               | 2022/2023           | 2023/24 REQUEST        |
|----------------------------------------------------|-------------------------|---------------------|------------------------|
| <b>UWMCM Funding (do not include designations)</b> | \$15,498                | \$15,000            | \$20,000               |
|                                                    | <b>Actual Past Year</b> | <b>Current Year</b> | <b>Proposed Budget</b> |
| <b>Program Budget</b>                              | \$614,581               | \$626,605           | \$637,895              |

**II. PROGRAM NARRATIVE**

1. **Provide a description of the program for which you are seeking funds. No more than one page. Suggested areas to highlight include:**
  - a. **Need that this program will address** – if available, include specific local data that demonstrates the need in the community
  - b. **Target populations served** (age, income, health). Include any information relevant to **Diversity, Equity, and Inclusion**.
  - c. **The key activities of your program.**
  - d. **The number of staff who work full-time and part-time for this program.**
2. **Describe the importance of this program in advancing people’s Healthier, More Connected Lives, Improved Financial Stability, or the Best Start for Children (see above for definitions).**
3. **What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?**
4. **What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

Disaster services are an on-going every day need in our community. The work of the American Red Cross Disaster Cycle Services provides immediate relief to people affected by disasters, and continually strengthens the capacity, capability, and resiliency of the community to reduce the impact of disasters. In moments of need, American Red Cross staff and volunteers provide shelter, food, and critical health and mental health services to help disaster victims meet their basic needs, as well as casework to address long-term needs—all for free, day and night.

Every day, nature shows us exactly how powerful it is, and how vulnerable we can be. From home fires to freezing weather, disasters strip individuals and families of their essential needs and can devastate entire communities. While the timing of disasters may be unpredictable, the Red Cross stands ready to respond at a moment’s notice. Our extensive experience with disaster response and relief enables us to support our local communities.

In the past five years, our Chapter’s disaster workforce has responded to more than 600 disaster events, helping almost 2,000 disaster victims meet their immediate needs and begin to recover. In that time, more than \$450,000 in disaster financial assistance has been provided. Of these events 91 disasters have been in the Mid Coast—mostly single- and multi-family home fires—that have changed the lives of almost 293 people, forever.

Disaster services is an on-going need in our community, particularly for those victims who do not have a financial safety net to meet their immediate needs. We are seeing the impact of climate change, which will continue to increase the need to help every person in our community be prepared for the next disaster. The cost of fuel being the highest seen in decades, families are turning to alternative and desperate measures to heat their homes. This has tremendously increased the number of home fires we have seen throughout our communities. We provide support to anyone who experiences a verified disaster. Our workforce offers assistance to all individuals who qualify, based on whether a family home is livable, whether there is a place for them to stay, and how many people are in their family. Unfortunately, disasters impact individuals and families with low and fixed incomes, pre-existing health conditions, or children, the hardest. The profile of most of our clients indicates families at risk of homelessness, hardship, and/or a transition to poverty without assistance following a disaster, and the majority lack renter’s or homeowner’s insurance. We promote our services throughout the community, with a special focus on harder

to reach populations— ensuring everyone, regardless of their primary language, disability, geography, or socioeconomic status—is aware of and knows how to access Red Cross services. The Central and Mid Coast Maine Chapter has 2 FTEs (Executive Director and Disaster Program Manager), and 212 volunteers—of which 62 Disaster Cycle Services volunteers reside in the Mid Coast. We are one of five chapters within the American Red Cross of Northern New England Region, which is in the Northeast Division. Staff and volunteers from the Region, Division, and the National American Red Cross, represent and provide support for the Chapter’s programmatic and administrative work.

**2. Describe the importance of this program in advancing people’s Healthier, More Connected Lives, Improved Financial Stability, or the Best Start for Children (see above for definitions).**

Disaster Cycle Services creates a financial safety net for every household in our community. The devastation of a disaster—for one individual, family, multi-family housing unit, neighborhood, or community, results in the tragic loss of tangible and intangible assets and safety nets that have taken lifetimes, even generations, to build. For the majority of households who do not have savings set aside in case of an emergency, a disaster will be difficult to recover from.

Our Disaster Cycle Services bridges the gap in the first few days of a disaster with financial assistance to help an individual or family meet their emergency basic needs while providing individual case management to help navigate the recovery process, mitigating the impact and likelihood that they will face disaster-caused homelessness and other financial stress. This work protects household financial stability, directly supporting United Way’s goal to ensure everyone in our community is financially stable.

**3. What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?**

We cannot anticipate when or where the next disaster will occur, or how many will need our assistance, however, we can be ready to respond in a moment's notice with trained and engaged volunteers, offer excellent customer service, and expand the number of people prepared for a disaster. Due to the high-cost fuel prices and overall home goods, we have seen an increase in home fires. This is due to people using alterative and not always safe ways to heat their homes. Many are using old/outdated plug-in heat sources and extension cords to deliver much needed heat to areas of their homes. Both of which increase the risk of fire.

**4. What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

We rely on our community partners to offer our services to every eligible client. For various reasons, it is typical that we will not receive response requests for 30% of disaster events in our communities. This increases the likelihood that individuals and families in need of Red Cross services will not be immediately connected to the Red Cross—a time when they need us the most. Although the Red Cross has a long history in our community, we must continue to raise general awareness about our services to ensure people know to call us for assistance the moment a disaster occurs.

### III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form. **ATTACHED**
  - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
  - b. Child Care programs must also complete the **Child Care Report Form**.
2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

The American Red Cross operates around a set of values, a Diversity, Equity, and Inclusion (DEI) mission and vision, and non-discrimination policy. Our organization, employees, volunteers (including Board), lines of service, and operations teams, all incorporate DEI objectives into their work, including annual DEI- centered goals for each staff person. Our local Board Diversity and Inclusion Committee guides our DEI goals which incorporate both Board- and Chapter-level initiatives. Activities center around understanding the unique needs and increasing support to underserved racial and ethnic populations, individuals who identify as New American, Seniors, LGBTQ+, Veterans, differently-abled, and those who struggle with mental health disorders. Our programmatic work also targets low-income households who are at the greatest risk when impacted by disasters. We offer virtual cultural competency workshops to the public; ensure systems, processes, program design, and services provide equal access; and implement action plans that promote dialogue, representation, and increased awareness and support. We attempt to collect the demographics of every Disaster Cycle Services client during our intake process, collecting age, gender identification, race, ethnicity, primary language, education level, military status, income range, household size, and insurance status. Similar information is collected from staff, volunteers, and Board members. This data and associated activities are collected and compared to local, regional, and national statistics and best practices.

#### **IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS**

##### **Past Year**

1. **List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments** (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.

With the extreme increase in fuel costs, and the rise in inflation, making ends meet for Mainers has become ever more so difficult. Many are using alternative ways to heat their homes. Older electric heaters which are plugged in using an extension cord are dangerous as, they are easily knocked over and extension cords often overwhelm already very old electric systems in many Maine homes. The need for our disaster services has increased over the past year, and the outcomes include:

- 9% increase in the number of homes made safer through our Home Fire Campaign
- 11% increase in the number of people requiring disaster responses

- 7% increase in the number of volunteers trained and prepared to deliver disaster services.
  - 3% increase in volunteer hours
- 2. List any other accomplishments or significant program changes in the past year, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.**

The Central and Mid Coast Maine Chapter welcomed our new Executive Director, Sophie Piconi, in July 2022. Since that time, our Board of Directors have voted in six new members and added five new Community Volunteer Leaders—volunteers who are extensions of the Board. Our newest board members are all from the Mid Coast area, which in the past has been very underrepresented. With the lifting of COVID restrictions, our volunteer workforce has been able to meet the needs of our clients with in-person care. This is significant, as being able to meet people where they are in time of a disaster is vital. We continue to find ways to expand our presence in the communities in which we serve. We now offer all volunteer training and engagement as a virtual option, which has expanded our reach and access. Our national client management system, also a pre-planned transformation, has been updated to provide clients with better access to emergency financial support. Having faster access to emergency financial assistance, via Electronic Funds Transfer, ensures even the most rural client can pay for short-term shelter, food, and replace critical prescriptions, during a crisis. We have implemented many new processes which allow us to serve clients more quickly and in innovate new ways. Thanks to United Way of Mid Coast Maine’s support, we are more resilient than we were before, and continue to meet our mission each day.

**For 2023-2024 Funding Year**

- 3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes. Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)**

United Way of Mid Coast Maine’s support of Disaster Cycle Services will help us continue to meet our mission each day. We cannot anticipate when or where the next disaster will occur, or how many will need our assistance; however, we can be ready to respond in a moment's notice with trained and engaged volunteers, offer excellent customer service, and expand the number of people prepared for a disaster. Your investment will contribute to our overall efforts as a region, and throughout the Mid Coast to:

- Ensure volunteers are trained and ready to deliver disaster services;
- Articulate the effort it takes our workforce to deliver our mission;
- Ensure every child, youth, and adult are prepared for a disaster;
- Make households safer, and ensure households are prepared for a disaster;
- Meet the immediate needs of disaster victims; and
- Always provide "Excellent" customer service.
- Increase the number of volunteers trained to deliver disaster services throughout the Mid Coast and the US (deploy local volunteers to national events);

- Increase the number of hours volunteers record to better represent their efforts and impact as well as the percentage and average volunteer hours recorded year- over-year;
- Increase the number of children, youth, and adults who participate in emergency preparedness workshops;
- Increase participation in Home Fire Campaign/Sound the Alarm activities, including smoke alarm installations, and creating emergency escape plans;
- Ensure every disaster victim meets their immediate needs by providing shelter, food, critical health and mental health services and case work support; and
- Maintain an “Excellent” rating on disaster client surveys.

Through our local and national network, we provide continuous volunteer training and engagement throughout the year. Volunteer engagement is conducted through, tracked, and recorded in our volunteer management platform, “Volunteer Connection”, and training occurs through our “EDGE” software. Client education is conducted virtually, and participation is tracked and then reported through Power BI. Client management is conducted in “RC Cares”, and participant and client surveys are collected through various survey platforms and distributed by email and text.

**4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.**

Preparedness increases resiliency, decreasing the chances of disaster-caused financial instability and homelessness. We continuously work with Emergency Management Agency (EMA) offices, Maine Emergency Management Agency, local fire departments, schools, and community organizations to raise awareness about and offer training in emergency preparedness to ensure every person is prepared for a disaster in order to achieve this community-level outcome.

**5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.**

Targeted volunteer recruitment and program promotion is shared throughout the Mid Coast, including but not limited to, EMA offices, fire departments, Chambers of Commerce, community partners, VolunteerME, print, TV, radio and social media outlets.

**V. PROGRAM INVESTMENT**

**1. BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted. **ATTACHED**

**2. How important is United Way funding to achieving your stated outcomes?**

Thanks to United Way’s support, we have the capacity to mobilize the power of our communities, volunteers, and donors to:

- Ensure individuals and families have safe shelter, have their basic needs met, and have access to community and financial resources.

- Be here for our community, building a bridge between despair and hope, in order to quickly mobilize to deliver immediate relief, and keep people safe by helping them get back on their feet as quickly as possible.

Thanks to United Way’s partnership, we have the resources to continue to recruit, train, and support disaster volunteers, and strengthen the capacity, capability, and resiliency of the community to reduce the impact of disasters.

**3. In-kind Contributions** – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities). The only in-kind support Disaster Cycle Services receives is in time from our wonderful volunteers.

**4. Collaborations/Partnerships** – please list any significant collaborations or partnerships.

In addition to United Way’s partnership, the work of Disaster Cycle Services cannot happen without our community and statewide partnerships. We collaborate with the Cumberland, Lincoln, and Sagadahoc County Emergency Management Agency (EMA) offices, local fire departments, Maine Emergency Management Agency, Emergency Operations Center, and 2-1-1 Maine. We rely on fire departments and our EMA partners to provide us with client contact information, whether it is a personal cell phone, or number of a family member or neighbor providing temporary shelter during a disaster. These direct connections are essential to providing immediate support and services to disaster victims. Without these partnerships, it may take days if not weeks for clients to reach out to us, delaying access to safe shelter, food, clothing, health and mental health assistance. We also rely on General Assistance offices, and community partners providing public benefit and case management services, to ensure individuals and families accessing their support are aware of and can access our services. Catholic Charities Maine, and Central Lincoln County YMCA, as well as community centers, area churches, Mid Coast-Parkview Health, American Legion Halls, Elks and Masonic Lodges, and The Landing and Boothbay Region YMCA.

**5. Program Volunteers:** Provide the following for program volunteers only.

| # of volunteers | # of volunteer hours* | Total Value of Volunteer Time | This program does not use volunteers |
|-----------------|-----------------------|-------------------------------|--------------------------------------|
| 62              | 1,860                 | \$49,792.20                   |                                      |

\* Include time spent on specialized program training (other than basic orientation)

\*\* [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](#)- Maine \$26.77

## VI. PROGRAM RETURNS

**1. Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$\_\_\_ of food for a food pantry, or \$1 draws down \$\_\_\_ in federal or state funding.)

Our two organization’s collective impact and mutual success to achieve our aligned missions ensures the communities in which we serve stand on a strong foundation of trust and long-term support. We did not directly leverage additional funding as a result of United Way’s investment; however, our partnership garners continued support and credibility that continues to strengthen our impact. We are forever grateful.

2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for \_\_\_ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer's Disease and their caregiver respite care for a year.)

- \$10 provides a family of four who escaped a home fire with comfort kits. Comfort kits include a washcloth, liquid soap, shampoo, comb, toothbrush, toothpaste, razor, shaving cream, deodorant, facial tissues, and lotion.

- \$10 provides two blankets to an elderly couple who just lost everything in a home fire.

- \$10 provides a blanket, comfort kit, and snack to a veteran who is the victim of a multi-unit apartment fire. Comfort kits include a washcloth, liquid soap, shampoo, comb, toothbrush, toothpaste, facial tissues, lotion, razor, shaving cream, and deodorant.

- \$100 covers the cost of Red Cross cleanup kits for five families recovering from a multi-family home fire. Each kit comes with a sectional handle with mop, broom, squeegee and push broom heads, pail, scrub brush, sponge, disinfectant, detergent/degreaser, bleach, trash bags, gloves, and dust mask.

3. **Please complete the following: "Having the support of United Way donations made it possible for us to \_\_\_\_\_."**

Having the support of United Way of Mid Coast Maine's donations made it possible for us to provide shelter, food, and critical health and mental health services to help disaster victims to meet their emergency and basic needs. Last year, United Way was by our side as we helped 115 families get back on their feet after experiencing devastating disasters. United Way of Mid Coast Maine's support helped individuals and their families begin their road to recovery with the American Red Cross by their side. We are extremely grateful for our continued partnership.

## **VII. SUCCESS STORY & QUOTES FROM CLIENTS**

**Submit at least one Program Success Story.** This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

**Please also submit any especially good Quotes from Clients that you have received.** You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

This winter Maine saw once in a generation freezing temperatures. At 4:30AM two families awoke to their biggest nightmare. Their home(s) were on fire. Thankfully all fourteen family members (except for their much-loved cat) were able to escape the blaze safely, only to be left outside in negative 45 degrees temperatures. First

responders were able to get the families out of the freezing weather and into the local police station for warmth and to contact the American Red Cross for services. Two American Red Cross Disaster Action Team volunteers and the Disaster Program Manager, met the families and provided them with shelter, food, and critical health and mental health services to help the families meet their basic needs, as well as follow-up casework to address their longer-term needs—all for free. One of the victims of the fire stated, “The Red Cross and the whole community were such a huge support during what could have been a tragic event. My whole family is grateful to the Red Cross volunteers for their kindness, their services and for their being there in our time of need. I don’t know where we would all be if it wasn’t for the Red Cross.”

**VIII. ONE-TIME FUNDING**

**(Optional)** If you have need of one-time funds, up to \$10,000 maximum, to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or [Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

## PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency:     American Red Cross Central and Mid Coast Maine    

Program:     Disaster Cycle Services    

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

**# Served (Direct Services)** includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

**# Served (Presentations)** includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

|                                           | 2021                             |                             | 2022                             |                             |
|-------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                           | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>CUMBERLAND COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                               |                                  |                             |                                  |                             |
| Brunswick                                 | 2                                | 0                           | 6                                | 168                         |
| Harpwell                                  | 6                                |                             | 6                                |                             |
| Cumberland County,<br>Unidentified Locale |                                  |                             |                                  |                             |
| <b>CUMBERLAND CO.<br/>TOTAL</b>           | <b>8</b>                         | <b>0</b>                    | <b>12</b>                        | <b>168</b>                  |

|                       |   |   |   |   |
|-----------------------|---|---|---|---|
| <b>LINCOLN COUNTY</b> |   |   |   |   |
| <b>Town</b>           |   |   |   |   |
| Alna                  | 2 | 0 | 0 | 0 |
| Boothbay              | 4 |   | 3 |   |
| Boothbay Harbor       |   |   |   |   |
| Bremen                |   |   |   |   |
| Bristol               |   |   | 4 |   |
| Damariscotta          | 2 |   | 1 |   |
| Dresden               |   |   |   |   |
| Edgecomb              |   |   | 1 |   |
| Jefferson             | 2 |   | 2 |   |
| Monhegan Plantation   |   |   |   |   |
| Newcastle             |   |   | 2 |   |
| Nobleboro             | 6 |   | 2 |   |
| Somerville            |   |   |   |   |
| South Bristol         | 2 |   | 3 |   |
| Southport             |   |   |   |   |
| Waldoboro             | 1 |   | 4 |   |
| Westport              | 2 |   |   |   |
| Whitefield            | 3 |   | 3 |   |
| Wiscasset             |   |   | 4 |   |

|                                        |           |          |           |          |
|----------------------------------------|-----------|----------|-----------|----------|
| Lincoln County,<br>Unidentified Locale |           |          |           |          |
| <b>LINCOLN COUNTY<br/>TOTAL</b>        | <b>24</b> | <b>0</b> | <b>29</b> | <b>0</b> |

|                                          | 2021                             |                             | 2022                             |                             |
|------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                          | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>SAGADAHOC COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                              |                                  |                             |                                  |                             |
| Arrowsic                                 | 0                                | 0                           | 0                                | 0                           |
| Bath                                     | 3                                |                             | 6                                |                             |
| Bowdoin                                  |                                  |                             |                                  |                             |
| Bowdoinham                               | 5                                |                             | 3                                |                             |
| Georgetown                               | 2                                |                             |                                  |                             |
| Phippsburg                               |                                  |                             | 1                                |                             |
| Richmond                                 | 1                                |                             |                                  |                             |
| Topsham                                  |                                  |                             | 4                                | 225                         |
| West Bath                                |                                  |                             | 2                                |                             |
| West Bowdoin                             | 1                                |                             | 1                                |                             |
| Woolwich                                 | 3                                |                             |                                  |                             |
| Sagadahoc County,<br>Unidentified Locale |                                  |                             |                                  |                             |
| <b>SAGADAHOC<br/>COUNTY TOTAL</b>        | <b>15</b>                        | <b>0</b>                    | <b>17</b>                        | <b>225</b>                  |

|                                      | 2021                             |                             | 2022                             |                             |
|--------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                      | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>UWMCM TOTAL<br/>PEOPLE SERVED</b> | <b>47</b>                        | <b>0</b>                    | <b>58</b>                        | <b>393</b>                  |

| <b>Comments:</b>                                                                                                                                                                                                                                                                                                                             |                                  |                             |                                  |                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| <b>Knox County Fund:</b> List the number of Knox County people served for your <u>agency</u> . This number will become part of a formula for distributing funds to your <u>agency</u> that are designated to United Way's Knox County Fund during our annual campaign. <b>They are not considered part of the general fund distribution.</b> |                                  |                             |                                  |                             |
|                                                                                                                                                                                                                                                                                                                                              | 2021                             |                             | 2022                             |                             |
|                                                                                                                                                                                                                                                                                                                                              | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>KNOX TOTAL</b>                                                                                                                                                                                                                                                                                                                            | <b>34</b>                        | <b>30</b>                   | <b>31</b>                        | <b>152</b>                  |

**Budget should reflect revenue and expenses for services provided in the UWMCM service area only -  
Lincoln and Sagadahoc Counties, Brunswick, and Harpswell**

**Agency: American Red Cross - Central and Mid Coast Maine**

**Program: Disaster**

| <b>Fiscal Year Ending Date:</b><br>(e.g. type in Jun 30, Sep 30, Dec 31) | <b>FY ending Jun 30<br/>ACTUAL<br/>PAST YEAR</b> | <b>FY ending Jun 30<br/>BUDGET<br/>CURRENT YEAR</b> | <b>FY ending Jun 30<br/>BUDGET<br/>NEXT YR PROPOSED</b> |
|--------------------------------------------------------------------------|--------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------|
| <b>PROGRAM REVENUES (major components only)</b>                          |                                                  |                                                     |                                                         |
| United Way of Mid Coast Maine Award/Request                              | \$ 12,500                                        | \$ 12,500                                           | \$ 20,000                                               |
| United Way Designations                                                  | \$ 535                                           | \$ -                                                | \$ -                                                    |
| United Way COVID 19 Fund**                                               | \$ -                                             | \$ -                                                | \$ -                                                    |
| Program Fees                                                             | \$ -                                             | \$ -                                                | \$ -                                                    |
| Special Events & Other Agency Fundraising                                | \$ -                                             | \$ -                                                | \$ -                                                    |
| Government - Grants and Contracts (Please list)                          | \$ 8,161                                         | \$ 3,440                                            | \$ 3,440                                                |
| Other Revenues (grants, municipalities, etc.):                           | \$ 593,385                                       | \$ 610,665                                          | \$ 614,455                                              |
|                                                                          |                                                  |                                                     |                                                         |
|                                                                          |                                                  |                                                     |                                                         |
|                                                                          |                                                  |                                                     |                                                         |
|                                                                          |                                                  |                                                     |                                                         |
|                                                                          |                                                  |                                                     |                                                         |
| <b>TOTAL PROGRAM REVENUE</b>                                             | <b>\$ 614,581</b>                                | <b>\$ 626,605</b>                                   | <b>\$ 637,895</b>                                       |
| <b>PROGRAM EXPENSES (major categories)</b>                               |                                                  |                                                     |                                                         |
| Salaries & Wages                                                         | \$ 248,985                                       | \$ 256,156                                          | \$ 262,560                                              |
| Benefits                                                                 | \$ 79,630                                        | \$ 82,545                                           | \$ 84,609                                               |
| Occupancy/Rent                                                           | \$ 11,452                                        | \$ 11,271                                           | \$ 11,271                                               |
| Utilities                                                                | \$ 3,478                                         | \$ 3,207                                            | \$ 3,207                                                |
| Other: List other expense categories                                     |                                                  |                                                     |                                                         |
| Supplies                                                                 | \$ 7,926                                         | \$ 11,059                                           | \$ 11,059                                               |
| Equipment & Maintenance                                                  | \$ 11,865                                        | \$ 12,818                                           | \$ 12,818                                               |
| Professional Fees                                                        | \$ 32,232                                        | \$ 40,173                                           | \$ 40,173                                               |
| Direct Client Assistance                                                 | \$ 199,883                                       | \$ 188,146                                          | \$ 190,968                                              |
| Travel                                                                   | \$ 5,369                                         | \$ 7,813                                            | \$ 7,813                                                |
| Depreciation                                                             | \$ 13,761                                        | \$ 13,417                                           | \$ 13,417                                               |
|                                                                          |                                                  |                                                     |                                                         |
|                                                                          |                                                  |                                                     |                                                         |
|                                                                          |                                                  |                                                     |                                                         |
| <b>TOTAL PROGRAM EXPENSES</b>                                            | <b>\$ 614,581</b>                                | <b>\$ 626,605</b>                                   | <b>\$ 637,895</b>                                       |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                            | <b>\$ -</b>                                      | <b>\$ -</b>                                         | <b>\$ -</b>                                             |

## MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below.

This form provides more detailed information of how people have been served by each program providing basic needs.

| Service Year Start Date:                                                       | Service Year End Date: |                            |            |             |           |                                 |            |
|--------------------------------------------------------------------------------|------------------------|----------------------------|------------|-------------|-----------|---------------------------------|------------|
| FOOD                                                                           | Households             | People served in past year |            |             |           |                                 |            |
|                                                                                | # of households served | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years | # of pounds of food distributed | # of meals |
| <b>Food Pantry</b>                                                             |                        |                            |            |             |           |                                 |            |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                            |            |             |           |                                 |            |
| <b>Soup Kitchen</b>                                                            |                        |                            |            |             |           |                                 |            |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                            |            |             |           |                                 |            |
| Spectrum Generations - Meals on Wheels                                         |                        |                            |            |             |           |                                 |            |
| <b>TOTAL HOUSEHOLDS</b>                                                        | <b>0</b>               |                            |            |             |           | <b>TOTAL MEALS</b>              | <b>-</b>   |

| FUEL/UTILITIES                                               | Households             | People served in past year |            |             |           |                                                   |
|--------------------------------------------------------------|------------------------|----------------------------|------------|-------------|-----------|---------------------------------------------------|
|                                                              | # of households served | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years | Average \$ amt financial assistance per household |
| <b>Fuel Assistance</b>                                       |                        |                            |            |             |           |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program |                        |                            |            |             |           |                                                   |
| Tedford Housing - Homeless Prevention Program                |                        |                            |            |             |           |                                                   |
| The Salvation Army - Emergency Assistance                    |                        |                            |            |             |           |                                                   |
| <b>Utility Assistance</b>                                    |                        |                            |            |             |           |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program |                        |                            |            |             |           |                                                   |
| Tedford Housing - Homeless Prevention Program                |                        |                            |            |             |           |                                                   |
| The Salvation Army - Emergency Assistance                    |                        |                            |            |             |           |                                                   |
| <b>TOTAL Households Served</b>                               |                        |                            |            |             |           |                                                   |
| HOUSING/SHELTER                                              |                        | People served in past year |            |             |           |                                                   |

|                                                                           | # of Households served | Total # of People | 0-18 Years | 19-65 Years | 65+ Years | Average \$ Assistance per Household | # of Shelter Bednights |
|---------------------------------------------------------------------------|------------------------|-------------------|------------|-------------|-----------|-------------------------------------|------------------------|
| <b>Security Deposit Assistance</b>                                        |                        |                   |            |             |           |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                   |            |             |           |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             |                        |                   |            |             |           |                                     |                        |
| The Salvation Army - Emergency Assistance                                 |                        |                   |            |             |           |                                     |                        |
| <b>Rent/Mortgage Assistance</b>                                           |                        |                   |            |             |           |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                   |            |             |           |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             |                        |                   |            |             |           |                                     |                        |
| The Salvation Army - Emergency Assistance                                 |                        |                   |            |             |           |                                     |                        |
| <b>Shelter</b>                                                            |                        |                   |            |             |           |                                     |                        |
| American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services | 89                     | 182               | 42         | 97          | 43        |                                     | see below              |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                   |            |             |           |                                     |                        |
| Tedford Housing - Adult and Family Emergency Housing Shelter and Services |                        |                   |            |             |           |                                     |                        |
| <b>TOTAL Households served</b>                                            |                        |                   |            |             |           | <b>TOTAL Bednights</b>              | <b>0</b>               |

| <b>TRANSPORTATION</b>                          |                        | <b>People served in past year</b> |            |             |           |                               |            |
|------------------------------------------------|------------------------|-----------------------------------|------------|-------------|-----------|-------------------------------|------------|
|                                                | # of households served | Total # of People                 | 0-18 Years | 19-65 Years | 65+ Years | Total Miles of Transportation | # of Rides |
| <b>Transportation</b>                          |                        |                                   |            |             |           |                               |            |
| People Plus - Volunteer Transportation Network |                        |                                   |            |             |           |                               |            |

| <b>OTHER (Specify)</b> |  |  |  |  |  |  |  |
|------------------------|--|--|--|--|--|--|--|
|                        |  |  |  |  |  |  |  |

**Notes:** (If needed to clarify or explain any of the data submitted above): *Shelter placement is unique to each household we serve, and is supported through direct financial assistance. Shelter bednights for disaster responses classified as single or multifamily fires and storms are not tracked.*



**Agency & Program Contact Information & Signatures**

**Agency Name:** Bath Housing Development Corporation

**Program Name:** Enhanced Resident Services

**Street Address:** 80 Congress Avenue, Bath ME 04530

**Mailing Address (if different):**

**Agency/Program:** [www.facebook.com/BathHousing](http://www.facebook.com/BathHousing) Website: [bathhousing.org](http://bathhousing.org)

**Executive Director Name:** Debora Keller

**Executive Director:** Phone 207-295-3074 Email [dkeller@bathhousing.org](mailto:dkeller@bathhousing.org)

**Program Director Name:** Jessica Irish, Director of Housing

**Program Director:** Phone 207-449-0377 Email [jirish@bathhousing.org](mailto:jirish@bathhousing.org)

**Application Contact Name:** Debora Keller

**Application Contact:** Phone 207-295-3074 Email [dkeller@bathhousing.org](mailto:dkeller@bathhousing.org)

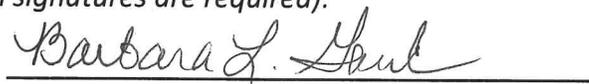
**Link to latest brochure, if available:** N/A

**This submission was considered and approved by (both signatures are required):**

  
Signature, Agency Executive Director

**Debora Keller**  
Printed Name, Agency Executive Director

Date: FEBRUARY 27, 2023

  
Signature, President/Chair, Board of Directors

**Barbara Gaul**  
Printed Name, President/Chair, Board of Directors

Date: 2/27/2023

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**All materials must be submitted electronically to doreenf@uwmcm.org
Due by 5:00 p.m. on Tuesday, February 28, 2023**

UNITED WAY OF MID COAST MAINE
PROGRAM FUNDING REQUEST FOR 2023-2024



Agency Name: Bath Housing Development Corporation
Program Name: Enhanced Resident Services

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.

Grant Period: July 1, 2023 – June 30, 2024

Maximum 9 pages

APPLICATION

I. PROGRAM SUMMARY

Bath Housing provides safe, stable, and secure permanent housing for its residents – at affordable prices. But more than just an apartment, Bath Housing provides enhanced resident services to residents in order to facilitate health, connectivity, and overall quality of life. Residents depend on the transportation options, on-site food programs, technology support, and the various connections that the Resident Services team helps them make each day.

Area Served: Sagadahoc County Lincoln County Brunswick & Harpswell

Focus area you feel aligns with your program*:

Healthier, More Connected Lives Improved Financial Stability Best Start for Children

* United Way of Mid Coast Maine Focus Areas

Focus Areas:

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

	2021/2022	2022/2023	2023/24 REQUEST
UWMCM Funding (do not include designations)	N/A	N/A	\$20,000
	Actual Past Year	Current Year	Proposed Budget
Program Budget	N/A	\$107,867	\$111,844

II. PROGRAM NARRATIVE

1. Provide a description of the program for which you are seeking funds.

Bath Housing's top strategic priority is to provide extraordinary customer service for residents of its properties. To do this, we function differently than most landlords and property management companies. We dedicate two staff positions to serve 145 households. This higher ratio of staff to residents allows us to spend the quality time needed to connect residents to existing needed services – and to track the changing patterns of needs over time. The Resident Services Team then solicits partnerships and programming that will be the most responsive to what residents tell us is important to them.

Bath Housing offers enhanced resident services to 193 people living at the Anchorage, Moorings, Dike's Landing, and Seacliff. Each of these properties is targeted to residents that are low-income or very low-income, with a priority for those that are older adults or disabled.

While the individual needs of residents vary, all live below the poverty line and most require support to remain independent. In fall 2023, University of New England social work students conducted a resident survey. The data gave us insight into residents' health conditions (including physical health, mental health, oral health), ability to do activities of daily living, support networks, food security, transportation needs, and overall quality of life.

This survey, paired with individual needs assessments, drives the work of the resident services team. This year, like last, our focus is on transportation, food security, digital literacy, and preparing for extreme climate events.

- *Transportation:* Bath has a City-operated fixed-route transit system and a seasonal trolley, but transportation is still a key problem for residents. One noted, "I gave up my car due to health and there are times I wish I had transportation for medical reasons." As part of its services, Bath Housing provides free bus passes and a free taxi voucher program.
- *Food Security:* Bath Housing's food security efforts include community gardening, weekly meal deliveries, and on-site food pantries in partnership with Mid Coast Hunger Prevention Program. While 22% of residents worry they will run out of food in a month, 69% indicated the on-site food pantries help them make ends meet.
- *Digital Literacy:* Our data show that only 20% of Bath Housing residents consistently use the internet. The resident services team drilled down to find that residents were struggling to find affordable devices and connectivity, as well as with essential functions like setting up voice mail or retrieving messages. Residents shared that they had lost medical resources or couldn't access emergency assistance as a direct result of challenges using their phones. Bath Housing now works with volunteers from the Maine Digital Equity Center to provide technical support for residents so they can use the internet to reduce isolation, access community resources, and access telehealth.
- *Extreme Weather Events:* Bath Housing now offers a loaner air conditioner program to residents that can't afford an A/C unit for their apartment. This, along with enhanced education on preparing for extreme temperature events, has become more important with each passing year.

2. What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?

Bath Housing has seen the scope of need change significantly over the past few years. While the number of residents eligible for resident services has not changed (each resident is eligible), the depth of need of residents has become greater. This is due, in part, because of the aging demographic. And because affordable alternative living options such as assisted living are increasingly out of reach.

More specifically, needs and demand have changed due to the high rate of inflation, especially around the cost of food and transportation. Residents limited income, averaging \$17,199 annually, does not go as far as it used to. Changing weather patterns and extreme weather events has been another change in recent years – while A/C used to be a “luxury”, it isn’t anymore. And finally, more and more resources are available on-line now. While a positive step for many, this proves to be more and more difficult for older residents that are unfamiliar with or resistant to using technology.

3. What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?

The major barriers we see are that residents eligible for services or care are unable to get it. An example of this is oral health care. While Medicaid now covers oral health, residents are unable to find dentists that will take Medicaid. Another example is home health care. Despite eligibility, labor shortages mean that the waiting list for services is long. When residents can’t access care they need and deserve, they rely on Bath Housing to help them find alternative options so they can age with dignity in their own homes.

III. PEOPLE SERVED DATA

- 1. **Program People Served Data Form** is attached as Exhibit A
 - a. **Basic Needs Service Summary** is attached as Exhibit B.
 - b. **Child Care Report Form** is not applicable.

2. Diversity of populations served.

Bath Housing does not discriminate against any member of the following protected classes or individuals with following attributes: Age, race, color, national origin, ancestry, religion, sex, sexual orientation (which includes gender identity and expression), marital/familial status, disability, or receipt of public assistance in the administration or management of its program and activities. Bath Housing has an Affirmative Fair Housing Marketing Plan that guides its work to ensure that diverse populations are aware of and can access its housing and resident services. Specific tools to support the diverse range of residents include:

Average Annual Income	\$ 17,199
Male	23%
Female	72%
Elderly	60%
Disabled	58%
Children	6%
White	92%
Black	2%
Race not disclosed	6%

- Use of reasonable accommodations in rules, policies, practices, or services, when such accommodations may afford persons with disabilities an equal opportunity to use and enjoy their housing communities.
- Limited English Proficiency (LEP) support that provides meaningful access to all individuals whose primary language or level of proficiency with English is an impediment to participation.
- Annually, all staff receive training on fair housing by national entities such as the Fair Housing Institute and NAHRO.

IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

Past Year

1. List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments.

Please note, this program was not funded by United Way of Mid Coast Maine in prior years. That said, in prior years, outcomes were tracked through service counts as required by HUD. From January 1, 2022 to December 31, 2022, 177 unduplicated people were served in the Resident Services program. This included 4,177 services in 22 different categories. There were 3,876 unique resident contacts. Resident Service Coordinators are connectors – and the service areas they connect residents to may include advocacy, assessment, benefits/entitlements, insurance, case management, conflict resolution, crisis intervention, educations, family support, general information and referral, home maker services, isolation intervention, lease education, legal assistance, meals, mental health services, monitoring services, outreach, tax preparation services, and other. The top four areas are health care/services, home management, meals, and transportation.

2. List any other accomplishments or significant program changes in the past year

Highlights in FY2022 were related to our ability to support the food security and transportation needs of residents. In addition, we hosted on-site COVID vaccination clinics with 80% of residents getting vaccinated. We also engaged with AARP to do off-cycle income tax preparation at each property so residents who traditionally do not file taxes could receive the state of Maine \$850 relief check. Finally, we created an air conditioner loaner program for residents who could not afford to purchase a window A/C.

For 2023-2024 Funding Year

3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes.

The direct results anticipated from this grant are:

- Meet 80% of transportation needs of residents
- Increase basic digital literacy from 20% to 50%
- Eliminate food insecurity for all Bath Housing residents
- Meet cooling needs of 90% of residents

The indirect results include:

- Positive change in physical health of residents
- Positive change in mental health of residents
- Positive change in financial security
- Reduction in number of residents feeling isolated
- Increased access to community resources

Bath Housing subscribes to AASC Online, a web-based software for service coordinators that was custom-designed to meet the unique needs of service coordinators working in senior and adult disability housing communities. This program simplifies the documentation of services, allows for outcomes tracking, and provides for accurate, real-time reporting. Residents are offered an initial intake at move-in and an annual assessment -- and each service is logged.

We will use the annual assessment process to measure the progress toward goals. Specific questions in the annual assessment tool include:

- How happy is resident with current level of connection and support?
- Does resident have a personal device to access internet?
- Does resident have tools to access internet?
- Does resident consistently have adequate food?
- Does resident have transportation needs met?
- Does resident need transportation?

In addition to tracking of program usage through AASC Online, Bath Housing captures photos and videos of participants (as appropriate) and narrative experiences periodically. We also collect the lovely, unsolicited cards, e-mails, and thank you notes we get throughout the year.

4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.

Bath Housing is actively working to increase the supply of affordable housing options for all people in Sagadahoc County. This involves work at the local, regional, and state level as well as strategic collaboration with partners. Bath Housing representatives sit on the City of Bath Community Development Committee and affordable housing sub-committee of that committee, the board of the Age Friendly Communities of the Lower Kennebec, TRIAD, Midcoast HUB of the Maine Coordinated Entry System, and the Maine Association of Public Housing Authority Directors.

5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.

The efficacy of Bath Housing's Resident Services work is due to the high capacity of the staff. Kristen McEvoy has a background in health care, higher education, and non-profit work. She was the manager of volunteer resources for Androscoggin Home Care & Hospice, supporting volunteers, patients, loved ones and staff with a variety of programs. She brings years of experience in providing counseling services and outreach programming. Kathy Smith has a strong commitment to the community and helping improve the lives and living conditions of

local people. As a community engager and social services professional, she has a demonstrated history of working in a variety of areas in the non-profit sector. Her professional experiences include providing information and referral services, relationship building, case management, program implementation and evaluation, event management, volunteer management, fundraising, and grant writing.

V. PROGRAM INVESTMENT

1. **BUDGET: Program Budget Form** is attached as Exhibit C.

2. **How important is United Way funding to achieving your stated outcomes?**

Bath Housing is excited to be a new United Way partner agency. This is our first opportunity for financial assistance, which will be pivotal in maintaining the high level of resident services that are so important to Bath Housing residents. In 2021, Bath Housing completed a complicated refinancing of its public housing properties, converting them to a different HUD subsidy structure. While a positive change, it did mean that we are no longer eligible for the HUD Resident Services grant we had received for 15+ years. In 2022, the gap was filled with a one-time grant from the John T. Gorman Foundation. We are hopeful our new United Way partnership will be a source of annual funding for this critical work.

3. **In-kind Contributions** - What significant in-kind donations, if any, supported this program in the past year?

The enhanced Resident Service Coordination program relies on partners providing significant in-kind support. This includes free YMCA memberships for residents, weekly prepared meals, food in the food pantry, volunteers time for tax prep, and a discounted bus pass rate from the City of Bath.

4. **Collaborations/Partnerships**

Key partners in Bath Housing's Enhanced Resident Services program include:

- Mid Coast Maine Hunger Prevention Program
- Sagadahoc Chapter of the Maine Organic Farmers and Gardeners Association
- DogWill
- Midcoast-Parkview Health and CHANS Home Health & Hospice
- Sweetser
- Bath Area Family YMCA
- Patten Free Library
- Grace Episcopal Church
- SNAP-Ed
- Jobs for Maine Graduates (JMG)
- Bath Fire & Police Department
- University of New England
- Bowdoin College and Morse High School
- AARP Volunteer Tax Prep
- Bath Area Family YMCA

5. **Program Volunteers:** Provide the following for program volunteers only.

* Include time spent on specialized program training (other than basic orientation)

** [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](#)- Maine \$26.77

Bath Housing does not use volunteers but many of the partner organizations do.

VI. PROGRAM RETURNS

Bath Housing has not previously been funded by United Way so this section is not applicable.

1. Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?
2. Can you quantify the amount of services or results United Way funds help make possible?
3. Please complete the following: "Having the support of United Way donations made it possible for us to _____."

VII. SUCCESS STORY & QUOTES FROM CLIENTS

Food Pantries and Meal Delivery

"Do you know how expensive a box of cereal or a dozen eggs are now?" One resident asked this question and expressed how grateful she is for the onsite food pantry. To make ends meet, at 70 years old, she continues to work part-time. With the increase in prices of gasoline and groceries, her weekly visits to the food pantry help to supplement her food budget. "I love to cook! I'll get some frozen meat, fresh vegetables, and canned goods from the pantry and make a big batch of something to share with other residents who do not make meals for themselves. It makes me feel good when I knock on their doors and see the big smiles on their faces". Another residents said, "I live alone and have so many health problems. Having a meal that is all ready to eat delivered once a week helps me out so much when I am not feeling well. I look forward to the meatloaf!"

Technology Support

A Bath Housing resident shared that she struggled in school and had to repeat multiple grades, though she "wanted to learn so bad." She did not get the support she needed in school and her cognitive disability was not diagnosed until adulthood. She recently decided to pursue her GED, a goal that required functioning technology. By accessing Tech Support, she got a new tablet, help setting it up, and training on how to use it - at no cost. She was able to start her GED classes! She has shared that she "love[s] talking" with the Tech Support person and has found her "so knowledgeable." She also shared that it "takes her a while" to learn and that "any kind of support I can get is so helpful." Now she is pursuing additional support to resume photography, a hobby that she loves and positively impacts her feelings of wellbeing.

AARP Income Tax Prep

A resident who had been somewhat hesitant to file taxes for the first time was delighted to work with Roger, the AARP volunteer. He put the resident at ease, helped him complete his 2021 return to be eligible for the State of Maine \$850 relief check, and also found some additional refunds that he was eligible to receive. He was thrilled to be getting over a thousand dollars sent to him.

VIII. ONE-TIME FUNDING

Not applicable

PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: **Bath Housing Development Corporation**

Program: **Enhanced Resident Services**

Provide people served for the program, not for the entire agency. “Unduplicated individuals” means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of “unduplicated individuals” rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
SAGADAHOC COUNTY				
Town				
Arrowsic	0	0	0	0
Bath	189	n/a	193	n/a
Bowdoin				
Bowdoinham				
Georgetown				
Phippsburg				
Richmond				
Topsham				
West Bath				
West Bowdoin				
Woolwich				
Sagadahoc County, Unidentified Locale				
SAGADAHOC COUNTY TOTAL	189	0	193	0

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
UWMCM TOTAL PEOPLE SERVED	189	0	193	0

MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below.

This form provides more detailed information of how people have been served by each program providing basic needs.

Service Year Start Date: January 1, 2022		Service Year End Date: December 31, 2022						
FOOD	Households	People served in past year						
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	# of pounds of food distributed	# of meals	
Food Pantry								
Bath Housing On-Site Food Pantry (in partnership with Midcoast Hunger Prevention) *tenants sign in to food pantries	141	160	n/c	n/c	n/c	n/c	n/a	
Bath Housing Weekly Meal Distribution (in partnership with Midcoast Hunger Prevention) *meals are made available to all residents, we do not track who takes them	145	193	n/c	n/c	n/c	n/c	3,426	
Soup Kitchen								
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank								
Spectrum Generations - Meals on Wheels								
TOTAL HOUSEHOLDS	286					TOTAL MEALS	3,426	

FUEL/UTILITIES	Households	People served in past year					
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Average \$ amt financial assistance per household	
Fuel Assistance							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
Utility Assistance							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
TOTAL Households Served							

HOUSING/SHELTER	People served in past year						Average \$ Assistance per Household	# of Shelter Bednights
	# of Households served	Total # of People	0-18 Years	19-65 Years	65+ Years			
AFFORDABLE APARTMENTS								
Subsidized apartments (residents pay ~30% of their income for rent)	145	193	13	93	87	\$7,968	52,925	
Security Deposit Assistance								
Midcoast Maine Community Action - Housing Counseling Program								
Tedford Housing - Homeless Prevention Program								
The Salvation Army - Emergency Assistance								
Rent/Mortgage Assistance								
Midcoast Maine Community Action - Housing Counseling Program								
Tedford Housing - Homeless Prevention Program								
The Salvation Army - Emergency Assistance								
Shelter								
American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services								
Midcoast Maine Community Action - Housing Counseling Program								
Tedford Housing - Adult and Family Emergency Housing Shelter and Services								
TOTAL Households served						TOTAL Bednights	0	

TRANSPORTATION	People served in past year						Total Miles of Transportation	# of Rides
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years			
Transportation								
BATH HOUSING RESIDENT TRANSPORTATION PROGRAM								
Free Bus Passes	44	n/c	n/c	n/c	n/c	n/c	1,440	
Free Taxi Rides	38	n/c	n/c	n/c	n/c	n/c	264	
People Plus - Volunteer Transportation Network								

OTHER (Specify)							

Notes: (If needed to clarify or explain any of the data submitted above)

*n/a = not applicable

*n/c = not collected

UWMCM Program Budget for Past, Current and Proposed Years

Agency: Bath Housing Development Corporation

Program: Enhanced Resident Services

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

Fiscal Year Ending Date		FY ending 12/31/2021 ACTUAL	FY ending 12/31/2022 BUDGET	FY ending 12/31/2023 BUDGET NEXT YR PROPOSED
___ March 31	___ June 30			
___ September 30	X December 31	PAST YEAR	CURRENT YEAR	PROPOSED
PROGRAM REVENUES				
United Way of Mid Coast Maine (UWMCM) Award/Request		\$ -	\$ -	\$ 20,000
United Way Designations*		\$ -	\$ -	\$ -
Program Fees		\$ -	\$ -	\$ -
Special Events & Other Agency Fundraising		\$ -	\$ -	\$ -
Government - Grants and Contracts (Please list)			\$ -	\$ -
Other Revenues (grants, municipalities, etc.):			\$ 26,750	\$ 4,000
Property Operating Funds			\$ 81,117	\$ 91,844
TOTAL PROGRAM REVENUE		\$ -	\$ 107,867	\$ 111,844
PROGRAM EXPENSES (major categories)				
Salaries & Wages			\$ 67,988	\$ 72,311
Benefits			\$ 27,879	\$ 29,533
Occupancy/Rent			\$ -	\$ -
Utilities			\$ -	\$ -
Other: List other expense categories			\$ 12,000	\$ 10,000
TOTAL PROGRAM EXPENSES		\$ -	\$ 107,867	\$ 111,844
EXCESS (DEFICIT) REVENUE OVER EXPENSES		\$ -	\$ -	\$ -

* Do not include designations unless they were directed for use by this program.



Agency & Program Contact Information & Signatures

Agency Name: Community Resource Council

Program Name: Community Navigator Program

Street Address: 19 St Andrews Lane

Mailing Address (if different): PO BOX 43, Boothbay Harbor, Maine 04578

Agency/Program: FB <https://www.facebook.com/crcboothbay>

Website www.crcboothbay.org

Executive Director Name: Holly B. Stover

Executive Director: Phone 207-633-5979 Email holly.stover@crcboothbay.org

Program Director Name: Hannah Corkum, Community Navigator

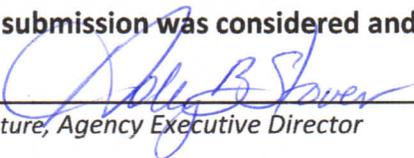
Program Director: Phone 207-350-1743 Email hannah.corkum@crcboothbay.org

Application Contact Name: Holly B. Stover

Application Contact: Phone 207-633-5979 Email holly.stover@crcboothbay.org

Link to latest brochure, if available: _____

This submission was considered and approved by (both signatures are required):



Signature, Agency Executive Director

Holly B. Stover

Printed Name, Agency Executive Director

Date: 2/27/23

Signature, President/Chair, Board of Directors

Todd Weir 

Printed Name, President/Chair, Board of Directors

Date: 2/27/23

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All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org)  
Due by 5:00 p.m. on Tuesday, February 28, 2023

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



**Agency Name: Community Resource Council**  
**Program Name: Community Navigator Program**

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

**Grant Period: July 1, 2023 – June 30, 2024**

**Maximum 9 pages**

**APPLICATION**

**I. PROGRAM SUMMARY**

**Program Description (2-3 sentences):** The Community Navigator Program is a free and confidential service designed to help people on the peninsula with essential needs, achieve goals and aspirations. We connect community members to available resources so that everyone can meet the challenges of life with grace and dignity.

**Area Served:**  Lincoln County

**Focus area you feel aligns with your program\*:**

Healthier, More Connected Lives  Improved Financial Stability  Best Start for Children

\* United Way of Mid Coast Maine Focus Areas

**Focus Areas:**

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

|                                                    | 2021/2022               | 2022/2023           | 2023/24 REQUEST        |
|----------------------------------------------------|-------------------------|---------------------|------------------------|
| <b>UWMCM Funding (do not include designations)</b> | \$                      | \$                  | \$                     |
|                                                    |                         |                     |                        |
|                                                    | <b>Actual Past Year</b> | <b>Current Year</b> | <b>Proposed Budget</b> |
| <b>Program Budget</b>                              | \$                      | \$                  | \$                     |

## II. PROGRAM NARRATIVE

The Community Resource Council (CRC) exists to support the hopes and aspirations of people living on the Boothbay Peninsula. We envision a world where low income, vulnerable and people experiencing difficult circumstances have the resources they need to navigate the challenges of life with grace and dignity. In order to do this, we help people build resources so that they can lead lives of independence and self-sufficiency. We presently operate eight programs on the Boothbay Peninsula.

In 2011-2012, we developed an unique program called the Community Navigator Program. Built on a foundation of good practice from a range of “helping professions” (e.g. social work, housing counselor, etc.) the role of the Community Navigator Program is to work one on one with individuals and families in order to address systemic issues and help shift people from being “in need” to being more self-sufficient. The Community Navigator is a licensed social worker who provides case coordination and support for people from the towns of Boothbay, Boothbay Harbor, Edgecomb and Southport.

The Community Navigator Program uses a strength-based perspective which includes: a) developing individualized plans with clients and helping them to continue to work towards goals; b) increased self-sufficiency through improved budgeting and resource/income development; c) improved access to other resources and services that individuals are eligible for. We do not maintain a waiting list for our services and the work we do requires that the Community Navigator work swiftly to assist people in need. We do not maintain a wait list because of the urgent nature of the work that we do.

We provide financial assistance to individuals and families to meet their critical basic needs; including rent/mortgage, electricity, fuel (oil, propane), food, gasoline, car repairs, home repairs and other utilities. This is within the larger context of budgeting and ensuring there is an improved self-sufficiency plan in place because we cannot be the only solution. We receive municipal funds from the four towns that we serve that had been part of the resources that were previously spent on General Assistance. We work collaboratively with the Towns to administer these funds through the Community Navigator Program which provides a more comprehensive approach than the General Assistance Program is able to provide.

### Focus Areas:

- **Healthier, More Connected Lives:** The Community Navigator Program assists people improve their sense of well being and safety through connecting with needed resources and services. This can include applications to benefits, including health insurance. She makes referrals and improves access to healthcare, including pharmacy.
- **Improved Financial Stability:** The Community Navigator provides immediate access to basic needs, including food. The program works in an effort to provide a leg up, rather than a hand out to people in need. We reduce the stigma and shame through our consistent, caring, confidential approach to our work. Our goal is to help people achieve greater self-sufficiency.

- **Best Start for Children:** We work to ensure that children have the best start possible in life and are able to thrive by minimizing the impact of poverty. There is tremendous risk in being economically insecure and by providing access to basic needs, we can mitigate the deleterious effect this can have on child development and growth.

**What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

The lack of affordable, available housing remains the most significant barrier to the work of the Community Navigator. The Program works with people who are homeless that are living in places that are unfit; including a person in a camper with wood stove for heat and no running water. It is extremely cold and unsafe, and there are others living in cars. In the warmer months, we purchase tents and assist people in paying fees to live in campgrounds. There are others that find a safe place in the woods to put their tent but that is a major sanitation issue.

The housing crisis for our community has grown exponentially since the pandemic. The cost of rental housing has increased exponentially and the availability of housing stock is the barrier that we must address. This housing crisis has a greater impact on the lower wage earners that cannot compete in a market being absorbed by and for those with great wealth.

An ongoing challenge for the Community Navigator Program is engaging people who have other barriers to being able to commit to making needed changes to be more self-sufficient. We work with people who live on marginal incomes that do not have enough income to support themselves yet do important jobs in our community that are very much needed (CNA's, retail clerks, hospitality jobs). It is unrealistic to believe that we will end poverty for some individuals who live on a fixed income (social security disability) and we recognize that they are always one emergency from a fiscal tragedy. We respectfully balance the desire people have to be self sufficient with the reality that it isn't always attainable.

### **III. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS**

#### **Past Year**

#### **Goals and Outcomes 2021-22**

**Strategy 1:** *Identify and address the root causes for the referral and ensure they are addressed.*

**Measure:** Report monthly and YTD numbers served by the program with levels of self-sufficiency:

1 = self-sufficient

2 = additional short-term support required, or the highest level of independence for vulnerable or income limited people (e.g. the elderly or a person with a disability).

3 = highly complex case with significant gaps in at least 2 resources.

4 = highly complex case that does or likely requires additional intervention (e.g. case management through Maine Care or report to Adult or Child Protective Services).

**Measure:** Transition 30% of clients to the next highest level of self-sufficiency within 6 months of intake, and an additional 20% within 12 months. 30% of clients have addressed the reason for referral within 6 months and are more self-sufficient as a result and 20% more reach that same goal with 12 months. We see individuals and families who do very well for long periods of time until another tragedy strikes and they so return for additional assistance.

**Measure:** Reduce the number of clients returning after one year and requiring financial assistance by 25%. 25% of the goal is met

**Measure:** Clients will participate and monitor goal setting and goal attainment for case management clients who participate in services with the Community Navigator. 80% goal met

***Strategy 2 : Improve access to free or low-cost transportation services through Boothbay Rides.***

**Measure:** Solicit and manage volunteer drivers and coordinate rides for clients. 90% goal met

We do not capture information on the race/ethnicity of the people we serve. We do capture data on gender, age, town/location, and income. We provide services that are accessible to all eligible individuals, including linguistic and cultural minority groups with Limited English Proficiency (LEP) and people living with disabilities that affect communication.

The United Way funding is the essential funding we utilize to meet the basic needs of the people that we serve. We use this funding to pay for housing (security deposits and rent), electricity, water/sewer, food, basic car repairs, gas cards and other. The funding provided to us through the United Way allows us to do this quite effectively.

We are fortunate to have all of our office space, including utilities and all ancillary supports (trash, parking, etc.) provided free of charge by our partners at Lincoln Health. We could not do what we do without this in-kind support.

The Community Resource Council only has three employees that have direct oversight of three programs. The other four programs are operated fully by volunteers and each of those has a Program Coordinator that is responsible to work within a budget and recruit and manage volunteers to carry out the program purpose and activities. The financial cost of having this work done by employees would be cost prohibitive and would not allow us to work as efficiently as we do. We presently have over 100 community volunteers who assist with our various programs.

The **Community Resource Council** is in its 12<sup>th</sup> year of providing services. In addition to the **Community Navigator Program** that promotes individual, family and community health and financial stability, we also offer seven other programs. They include the **Addiction Outreach Program** that provides information, support and referrals to people seeking treatment and

recovery from addiction. We manage the local **Community Fuel Fund** which helps people stay warm in their own homes in the winter, and the beloved **Woodchucks** provide seasoned firewood to those in our community whose primary heat source is wood. The **Boothbay Rides** program provides free volunteer medical and nonmedical transportation services. Our **Food for Thought** program provides a weekly food delivery to children and families. The **Set for Success Program** prepares every AOS 98 student in grades Pre-K-8th with every teacher-required school supply for the school year. Our newest program, the **Community Fridge** is a 24/7 community access point for food and includes refrigerated, frozen, and shelf-stable groceries and toiletries.

The Community Navigator serves as the portal for the Food for Thought Program, the Woodchucks, and our local CRC Community Fuel Fund. In the process of doing and intake, the Community Navigator provides an assessment and is able to determine what other programs and services an individual or family needs.

We work with AOS 98, local law enforcement, municipalities, New Ventures Maine, State of Maine, Vocational Rehabilitation, US Social Security Administration, DHHS, Boothbay Region Food Pantry, Lincoln Health, Maine Behavioral Health, Sweetser, Hannaford, Boothbay Region Chamber of Commerce, landlords, employers and all area businesses.

#### **PROGRAM RETURNS**

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$\_\_\_ of food for a food pantry, or \$1 draws down \$\_\_\_ in federal or state funding.)
2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for \_\_\_ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer’s Disease and their caregiver respite care for a year.)
3. **“Having the support of United Way donations made it possible for us to maintain a safety net for our neighbors in need”.**

#### **SUCCESS STORY & QUOTES FROM CLIENTS (Submitted by Hannah Corkum, LSW)**

I first met Julie after she had been removed from her uncle’s home by local law enforcement following a verbal altercation, and the Community Resource Council put her up in a local hotel. Julie was an 18-year-old transgender woman who had recently been kicked out of the Job Corp program, and then forced to leave her mother’s home. She had no family willing or able to take her in. Multiple statewide calls were made to youth homeless shelters with no success. Sending Julie to an adult shelter was not an option due to her vulnerability and elevated risk of exploitation. I was able to find Julie temporary housing at a local hotel on a month to month basis. Her anxiety was so extreme that she struggled to leave the room, and would only do so to meet basic needs with my support. This meant multiple trips per week to the grocery store due to limited refrigeration and storage in the hotel room. It took 6 weeks to get SNAP benefits in place, which meant relying on community donations not only for food, but toiletries and clothing as well. Julie had multiple complex mental health needs, and during my time working with her, she was briefly hospitalized for suicidal ideation. She was resistant to mental health

services and refused medication of any kind to assist her with persistent symptoms of PTSD, OCD, Anxiety, Depression, and Gender Dysphoria.

Over the past year, I have been able to connect Julie with the Preble Street Rapid Rehousing program, SNAP benefits, a Primary Care physician, and a mental health case manager. She has had to move 4 times but has spent the last 6 months in a hotel room in Wiscasset which has been funded by Emergency Rental Assistance funds. She has had a Housing Choice Voucher for 4 months, but even with three programs supporting her has been unable to find permanent housing.

Julie's Emergency Rental Assistance ends this month. Her providers are hopeful that they will be able to find financial support through the town of Wiscasset, but this is not guaranteed. Without permanent housing, Julie struggles to address current needs and move forward from her trauma. She continues to be at very high risk for both medical and mental health crisis.

Although this all may sound very daunting for Julie's future, there has been progress made. She is developing trust with providers, able to access a grocery store independently, and is re-establishing a connection with one of her family members. These victories may seem small, but they mean that she is feeling safe enough to continue to try.

#### **IV. ONE-TIME FUNDING**

**(Optional) If you have need of one-time funds, up to \$10,000 maximum,** to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

If we were to receive one time funds through the United Way, we would use these to fund basic needs for our clients in need.

**If you have any questions,** please contact Doreen Fournier at 443-9752 Ext. 2 or [Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

## PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

**Agency: Community Resource Council**

**Program: Community Navigator Program**

Provide people served for the program, not for the entire agency. “Unduplicated individuals” means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of “unduplicated individuals” rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

**# Served (Direct Services)** includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

**# Served (Presentations)** includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

| 2021                             |                             | 2022                             |                             |
|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |

| LINCOLN COUNTY                         |            |          |            |          |
|----------------------------------------|------------|----------|------------|----------|
| Town                                   |            |          |            |          |
| Alna                                   | 0          | 0        | 0          | 0        |
| Boothbay                               | 56         |          | 126        |          |
| Boothbay Harbor                        | 43         |          | 111        |          |
| Bremen                                 |            |          |            |          |
| Bristol                                |            |          |            |          |
| Damariscotta                           |            |          |            |          |
| Dresden                                |            |          |            |          |
| Edgecomb                               | 10         |          | 21         |          |
| Jefferson                              |            |          |            |          |
| Monhegan Plantation                    |            |          |            |          |
| Newcastle                              |            |          |            |          |
| Nobleboro                              |            |          |            |          |
| Somerville                             |            |          |            |          |
| South Bristol                          |            |          |            |          |
| Southport                              | 5          |          | 11         |          |
| Waldoboro                              |            |          |            |          |
| Westport                               |            |          |            |          |
| Whitefield                             |            |          |            |          |
| Wiscasset                              |            |          |            |          |
| Lincoln County,<br>Unidentified Locale |            |          |            |          |
| <b>LINCOLN COUNTY<br/>TOTAL</b>        | <b>114</b> | <b>0</b> | <b>269</b> | <b>0</b> |



# UWMCM Program Budget for Past, Current and Proposed Years

## Community Resource Council

### Program: County Navigator Program

Budgets must be submitted using this form and reflect **only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell**. The form totals the columns automatically. You may add line items. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| FA5:D17iscal Year Ending Date<br><input type="checkbox"/> March 31 <input type="checkbox"/> June 30<br><input type="checkbox"/> September 30 <input checked="" type="checkbox"/> December 31 | FY 2021<br>ACTUAL<br>PAST YEAR | FY 2022<br>BUDGET<br>CURRENT YEAR | FY 2023<br>BUDGET<br>NEXT YR PROPOSED |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|-----------------------------------|---------------------------------------|
| <b>PROGRAM REVENUES</b>                                                                                                                                                                      |                                |                                   |                                       |
| United Way of Mid Coast Maine (UWMCM) Award                                                                                                                                                  | \$ 6,500                       | \$ 6,500                          | \$ 6,500                              |
| United Way Designations*                                                                                                                                                                     |                                |                                   |                                       |
| Program Fees                                                                                                                                                                                 |                                |                                   |                                       |
| Special Events & Other Agency Fundraising                                                                                                                                                    |                                |                                   |                                       |
| Doree Taylor                                                                                                                                                                                 | \$ 90,966                      | \$ 102,350                        | \$ 111,400                            |
| Government - Grants and Contracts (Please list)                                                                                                                                              |                                |                                   |                                       |
| Other Revenues (grants, municipalities, etc.):                                                                                                                                               |                                |                                   |                                       |
| Medicaid Income                                                                                                                                                                              |                                |                                   |                                       |
| Municipal Funding                                                                                                                                                                            | \$ 5,000                       | \$ 5,000                          | \$ 5,000                              |
|                                                                                                                                                                                              | \$ 102,466                     | \$ 113,850                        | \$ 122,900                            |
| <b>PROGRAM EXPENSES (major categories)</b>                                                                                                                                                   |                                |                                   |                                       |
| Salaries                                                                                                                                                                                     | \$ 66,341                      | \$ 69,000                         | \$ 72,000                             |
| Fringe                                                                                                                                                                                       | \$ 3,891                       | \$ 5,000                          | \$ 6,000                              |
| Telephone/internet                                                                                                                                                                           | \$ 4,578                       | \$ 4,500                          | \$ 4,500                              |
| Travel/Professional Costs                                                                                                                                                                    | \$ 1,521                       | \$ 2,000                          | \$ 2,000                              |
| Office Supplies                                                                                                                                                                              | \$ 848                         | \$ 850                            | \$ 900                                |
| Client Director Services                                                                                                                                                                     | \$ 18,526                      | \$ 25,000                         | \$ 30,000                             |
| Other                                                                                                                                                                                        | \$ 6,760                       | \$ 7,500                          | \$ 7,500                              |
|                                                                                                                                                                                              |                                |                                   |                                       |
|                                                                                                                                                                                              |                                |                                   |                                       |
|                                                                                                                                                                                              |                                |                                   |                                       |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                                                                                                                | <b>\$ 102,466</b>              | <b>\$ 113,850</b>                 | <b>\$ 122,900</b>                     |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                                                                                                                |                                | \$ -                              | \$ -                                  |

\* - do not include designations unless they were directed for use by this program.

**Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided. Include specific financial impact of COVID 19.**

## UWMCM Program Budget for Past, Current and Proposed Years



**Agency & Program Contact Information & Signatures**

Agency Name: Habitat for Humanity 7 Rivers Maine

Program Name: Critical Home Repair and Modification

Street Address: 126 Main Street Suite 1, Topsham, Maine 04086

Mailing Address (if different): \_\_\_\_\_

Agency/Program: FB <https://www.facebook.com/Habitat7RiversMaine>

Website <https://habitat7rivers.org/>

Executive Director Name: Adam Lacher

Executive Director: Phone 207-504-9332 Email adam@habitat7rivers.org

Program Director Name: Adam Lacher

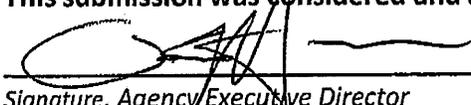
Program Director: Phone 207-504-9332 Email adam@habitat7rivers.org

Application Contact Name: Debbie Atwood

Application Contact: Phone 207-504-9334 Email debbie@habitat7rivers.org

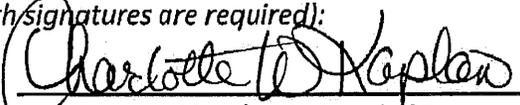
Link to latest brochure, if available: \_\_\_\_\_

This submission was considered and approved by (both signatures are required):

  
\_\_\_\_\_  
Signature, Agency Executive Director

ADAM LACHER  
\_\_\_\_\_  
Printed Name, Agency Executive Director

Date: 2/16/23

  
\_\_\_\_\_  
Signature, President/Chair, Board of Directors

Charlotte W Kaplan Pres  
\_\_\_\_\_  
Printed Name, President/Chair, Board of Directors

Date: 2/18/2023

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All materials must be submitted electronically to doreenf@uwmcm.org
Due by 5:00 p.m. on Tuesday, February 28, 2023

UNITED WAY OF MID COAST MAINE
PROGRAM FUNDING REQUEST FOR 2023-2024

United Way of
Mid Coast Maine



Agency Name: Habitat for Humanity 7 Rivers Maine
Program Name: Critical Home Repair and Modification

Due Date: Tuesday, **FEBRUARY 28, 2023** by 5:00 p.m.

Grant Period: July 1, 2023 – June 30, 2024

Maximum 9 pages

APPLICATION

I. PROGRAM SUMMARY

Program Description (2-3 sentences): This program serves income-eligible homeowners in 60+ homes each year who require critical repairs that will allow them to remain in their homes. Teams of skilled volunteers modify and repair homes in ways that stabilize existing homeowners, making their homes safer, more affordable, and better adapted to meet their needs.

Area Served: X Sagadahoc County X Lincoln County X Brunswick & Harpswell

Focus area you feel aligns with your program*:

Healthier, More Connected Lives X Improved Financial Stability Best Start for Children

* United Way of Mid Coast Maine Focus Areas

Focus Areas:

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

	2021/2022	2022/2023	2023/24 REQUEST
UWMCM Funding (do not include designations)	\$11,000	\$10,500	\$11,000
	Actual Past Year	Current Year	Proposed Budget
Program Budget	\$148,200	\$151,000	\$191,845

II. PROGRAM NARRATIVE

1. Provide a description of the program for which you are seeking funds.

Habitat's Critical Home Repair and Modification program delivers critical help for income-eligible homeowners who are often elderly or disabled and all of whom are in need of essential home repairs, modifications, and/or weatherization that will enable them to remain in their homes, living independently. Funding is used for materials, training, tools and basic supplies, liability insurance, and other program support.

Teams of skilled volunteers complete these projects for income-eligible homeowners who have difficulty affording both urgent and proactive home repairs and improvements. The cost of hiring a contractor can be out of reach and many homeowners either do not possess the necessary skills or are older or disabled and unable to complete the repairs and improvements themselves.

Common issues that the program addresses include:

- Critical home repairs or damage left unattended that create safety issues in the home.
- Home modifications that are necessary to address issues of safety and independence as homeowners' needs change with age or health status changes.
- Insufficiently weatherized homes that are costly to heat, making homeowners uncomfortable in cold weather and straining their heating budgets.

Target populations are qualifying families with limited incomes who live in substandard housing or homes that are not meeting their needs. Income eligibility typically is up to 80% of the Average Median Income in Lincoln and Sagadahoc Counties and the towns of Brunswick and Harpswell in Cumberland County, which our affiliate serves. Many of our program recipients are elderly and/or disabled.

The key activities of the program are:

Critical Home Repairs - Home repair needs can be difficult to address, and critical repairs can be related to deferred maintenance, damage to areas of a home, or materials wearing out over time. Addressing these needs can be an expensive challenge, and the tasks may be beyond the homeowners' ability to accomplish on their own.

Home Modifications - Older and disabled homeowners who have changing needs require home modifications in order to remain in their own homes, such as a ramp. These modifications improve safety, mobility, accessibility, and independence.

Basic Weatherizing - Buttoning up homes to help prevent heat loss and reduce heating expenses makes homeowners more comfortable, reducing their stress, and installing weather stripping and door sweeps and blocking leaks around foundations helps homeowners stay warmer and reduce their heating costs.

Program management, including responding to service inquiries, intake of applications, communication with and support of volunteer teams, financial processing, and other program administration takes approximately 35 hours per week and is fulfilled by Habitat's Executive Director and Finance Administrator and a part-time CAIP/HAH Data Coordinator; the work done for homeowners is completed entirely by volunteers.

2. Describe the **importance of this program** in advancing people's **Healthier, More Connected Lives, Improved Financial Stability**, or the **Best Start for Children** (see above for definitions).

As the cost of living has risen, building materials and professional labor have seen dramatic increases, making it ever more challenging for low-income homeowners to make repairs to and weatherize their homes. Through the Critical Home Repair and Modification Program, Habitat 7 Rivers makes repairs and

improvements at no cost to the homeowner that provide structural soundness and increase safety, while also freeing up limited dollars to be used for other basic needs.

3. What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?

While Habitat 7 Rivers has not undertaken a study to determine the scope of need for our program, we do know that:

- Maine (Sagadahoc County in particular) is home to the highest density of aging housing stock in the country. These aging homes are in dire need of repairs and improvements.
- Maine and our midcoast region have an aging population. For example, with a median age of 56.9, Harpswell is the oldest town in Maine. The 2010-2014 American Community Survey estimates that 2,076 Harpswell residents are age 60 and over.
- Our region has a severe shortage of affordable housing available to rent or purchase and there are long waiting lists for subsidized senior housing, making it necessary for older residents to find a way to remain in their homes longer, even if they want to move.
- Typical wait times for our program are short (unless bad weather interferes). During times of higher demand, homeowners may wait at most a couple of weeks for the home assessment and work to begin, but we do not need to maintain waiting list for the program.

Because of the midcoast's older housing stock and expensive heat sources, it is essential that homeowners with limited incomes have access to programs like ours to mitigate the effects of energy inefficiencies and aging houses.

In terms of demand for the program, we have seen an increase in applicants for the program each year since it was established in 2016. We have also seen an increase in referrals from area social service providers.

4. What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?

Beyond the program's critical need for funding, the barriers/challenges we encounter are:

- Some homeowners who are in need may not ask for help due to pride or discomfort, and/or may have fear and trust issues around having a stranger come into their home.
- Maintaining a balance between the funding and volunteers needed to meet the ongoing flow of requests for home repair and modification services.
- Habitat's program cannot address all needs for area homeowners. For example, we do not undertake some of the larger critical repair issues such as roof replacement and mold abatement. While there are some other resources for these needs through Maine Housing and the area CAP Agencies, there are often waiting lists for these services.

III. PEOPLE SERVED DATA

- 1. Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
 - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.

- b. Child Care programs must also complete the **Child Care Report Form**.
2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

The target populations we serve are qualifying families who have limited incomes and live in substandard housing or homes that are not meeting their needs. Income eligibility is up to 80% of Average Median Income, with the exception of work done through a Maine State Housing Community Aging in Place grant, and many are elderly and/or disabled. While we do not capture race and ethnicity data for every program recipient, we are committed to doing a more thorough job collecting data that will enable us to be a meaningful contributor to the greater conversation our community is having around diversity and inclusion. One of our volunteer teams has been proactive in data collection and we are working with all the teams to standardize this practice throughout all volunteer teams in the program.

IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

Past Year

1. **List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments** (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.

Our target for the past calendar year was to complete 60 projects; during 2022, we completed 65 projects and served 98 homeowners.

In post-project surveys and conversations, homeowners reported that they experienced improved energy efficiency, greater comfort, and improved overall quality of life and safety in their homes. Many also reported that prior to the repair project being undertaken, they had isolated themselves for fear of being judged by the conditions in which they had been living and enjoyed an improved state of mind and greater connection to their neighbors and community as a result of Habitat's assistance.

2. **List any other accomplishments or significant program changes in the past year, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.**

We were thrilled to see an increase in volunteers during 2022 and to have surpassed our goal of completing 60 projects, instead finishing 65. With one of our longstanding volunteer teams planning to retire in 2023, we worked hard to start a new team of volunteers which is now 14 members strong.

Additionally, we were awarded a Maine State Housing Authority Community Aging in Place grant, which has enabled us to increase program capacity. Through this grant, we recently hired a part-time CAIP/HAH Data Coordinator, the first Habitat 7 Rivers staff person dedicated solely to this program, who will be tracking the relevant projects closely and providing administrative support.

Another change is that projects completed with CAIP funding allow applicants to earn 100% of Area Median Income, expanding our reach to more of our neighbors in need. CAIP funding also caps each

project at \$3,000, twice our usual cap of \$1,500, increasing our ability to meet the critical repair needs of program participants.

Lastly, we are reinvigorating relationships with our faith partners, which we predict will lead to increased referrals and additional funding from faith communities.

For 2023-2024 Funding Year

- 3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes. Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)**

The success of the program is based on the stability of three criteria: identifying the eligible homeowners in need who live in the 31 towns that we serve; sustaining and supporting our teams of skilled volunteers who provide the labor for these home improvement projects; and securing funding to support the purchase of materials and equipment and to cover other program expenses.

Habitat creates awareness of the program by networking with municipalities, faith communities, and social service, civic, and health care organizations, utilizing electronic and print media to advertise the program, as well as providing information to the public at events. We receive and respond to requests for assistance throughout the year.

Once an application is received and reviewed, the eligible homeowner is assigned to one of our volunteer team leaders who visits the home to complete an assessment. The homeowner and volunteer leader discuss needs identified by the homeowner and any additional suggestions made by the volunteer (for instance, we offer to inspect/replace items such as smoke alarms and CO detectors, and to install LED light bulbs).

Each home improvement/modification begins with a customized plan that is developed around the homeowners' priority goals. Once the scope of work is finalized, the volunteer team follows through with the planning and completion of the work. The homeowner is contacted after three months to review project goals and discuss the ways in which the changes improved the conditions in their home as they relate to the program's desired outcomes. Our goal is that 98% of program recipients report that the work improved their living conditions.

- 4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.**

Harpswell Aging at Home (HAH)

Habitat for Humanity has a strong partnership with the Town of Harpswell and Harpswell Aging at Home (HAH) to provide critical home repairs to Harpswell residents. All HAH program positions are volunteer and the HAH Home Repair program currently has sixteen engaged volunteers who are also Habitat 7 Rivers volunteers through this partnership.

The Town of Harpswell provides the initial point of contact and eligibility screening for applicants calling the town office to inquire about HAH home repair services. The participant's home ownership is confirmed and documented using Town records, and a brief description of the home repair work requested is noted.

Once screened by the Town, the homeowner's application is turned over to the HAH job coordinator who then sets up the initial home visit in conjunction with the HAH healthcare professional, the HAH

home repairs team member who will develop the materials list, and the Habitat 7 Rivers project supervisor (who will either attend a home visit or provide consultation to the team on project plan development). Requested work is reviewed, and an in-home assessment is conducted that includes the HAH In-Home Assessment Form (used by the HAH Social Work Professionals), the HAH Home Repairs Assessment Checklist (used by the job coordinator), and the HAH Home Repairs Work Plan Form (used by the job coordinator). A tour of the house is completed, and the HAH Home Repair Program team member takes necessary measurements, photographs work areas, and records other details needed to develop the materials list for the participant-agreed-to work.

The job scope, including materials, subcontracted labor, permit fees, and all other costs, are reviewed with the homeowner to ensure that materials costs are equal to or less than the project budget limit. Following the initial visit, the HAH job coordinator schedules the work at times acceptable to the homeowner and compatible with availability of HAH work team members. The HAH volunteer work team works on Thursdays, using the Habitat tool van and/or the HAH program trailer as needed for each job.

In about three months, the HAH healthcare professional will call the homeowner with a few brief questions regarding the effectiveness of the work done to ensure the participant's ability to continue living in his/her home. In about six months, the HAH job coordinator and the HAH social work professional will arrange for a visit to the participant's home to discuss in more detail how the homeowner's needs have been met, and to identify any needed program improvements.

The relationship between Harpswell residents, the Town of Harpswell and Harpswell Aging at Home is an incredible example of a community working together to take care of its neighbors. Habitat 7 Rivers values our partnership with HAH.

5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.

The work that the Critical Home Repair teams do has always been vital and many of the homeowners who participate in this program and are then able to remain in their homes experience additional benefits such as fall prevention and increased mobility.

V. PROGRAM INVESTMENT

- 1. BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted.
- 2. How important is United Way funding to achieving your stated outcomes?**

As outlined throughout this application, the need for home repairs, weatherizing, and modifications is ongoing and Habitat for Humanity/7 Rivers Maine is committed to providing this much needed service for the foreseeable future. Reliable, regular funding allows us to continue to help our neighbors in need. Strong relationships with local towns and faith communities enhance our ability to help people, recruit more volunteers, and secure additional funding and we will continue to pursue, deepen, and expand these regional relationships.

Habitat works year-round to secure program funding through expanding our grant writing, our Annual Appeal to individuals and businesses, our annual Spring Walk to Build campaign, and other events; our relationships with churches and civic organizations that support our affordable housing programs; and ongoing revenues from our ReStore.

By granting regular funding to Habitat 7 Rivers, UWMCM has supported and validated our work, giving us the impetus to make a successful case for new funding, e.g., a Maine State Housing Authority Community Aging in Place (CAIP) grant. This creates an upward spiral of success; with bedrock support from trusted funders like UWMCM leading to new funding such as CAIP, we are able to increase staff, recruit more volunteers, and respond to more applications from income-eligible homeowners in need.

Using the resulting quantifiable achievements as a springboard, we have begun incorporating other cost-saving measures into the program. For example, we recently asked the Town of Harpswell to let us use the town landfill at no charge and they agreed. We take that as a vote of confidence. Our teams also make a concerted effort to use the materials left over from one job on the next job and team leaders are saving money by using items donated to the Restore where possible rather than buying them.

3. In-kind Contributions – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities).

A significant source of funding comes from our ReStore which relies on in-kind donated items to sell, including new and used building supplies, furniture, tools, and other goods for the home. We are also putting a greater focus on strengthening relationships with area retailers that could improve our supply chain with in-kind contributions.

4. Collaborations/Partnerships – please list any significant collaborations or partnerships.

As described earlier in this application, Habitat for Humanity partners with the Town of Harpswell and Harpswell Aging at Home to serve residents of the Town of Harpswell. We also have a burgeoning partnership with Rebuilding Together, a Boothbay home repair volunteer group.

Habitat 7 Rivers also collaborates with several faith communities in our catchment area, relying on liaisons to keep congregations informed about our program and to provide referrals for our program.

5. Program Volunteers: Provide the following for program volunteers only.

# of volunteers	# of volunteer hours*	Total Value of Volunteer Time	This program does not use volunteers
35	3,554	\$94,875	

* Include time spent on specialized program training (other than basic orientation)

** [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](#)- Maine \$26.77

VI. PROGRAM RETURNS

1. Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources? (Such as \$1 buys \$___ of food for a food pantry, or \$1 draws down \$___ in federal or state funding.)

The average material cost for a project in 2022 was \$921 and the allotted budget for any one project (with the exception of CAIP-funded projects) is capped at \$1,500. Habitat receives a significant portion of funding for the program from other grantors who gain confidence in the sustainability of the program by both the longstanding funding from UWMCC and Habitat’s ability to demonstrate efficient use of granted funds. Additional grant funding has been received this past year from the

Stephen and Tabitha King Foundation, Maine State Housing Community Aging In Place, The Alfred Senter Fund, and the Davenport Trust.

2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for ___ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer's Disease and their caregiver respite care for a year.)

Thanks to UWMCM funding, the Critical Home Repair and Modification volunteers were able to purchase materials for projects where they logged 609 hours of work valued at more than \$16,000.

3. **Please complete the following: "Having the support of United Way donations made it possible for us to _____."**

Having the support of United Way donations made it possible for us to increase our program capacity with new sources of funding.

VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one Program Success Story. This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

Please also submit any especially good Quotes from Clients that you have received.

You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

"Please relay my thanks to your wonderful crew. It's magical how you get all the supplies in here and then everyone figures out what to do, even with extra repairs. I am grateful for all that you and HAH do for me as I love living in this place, and you make it possible for me to stay here safely." Harpswell senior

"Dear HAH friends, I am completely overwhelmed by you many kindnesses to me and all the help with patching up our home!.....You are truly dedicated people. Wishing all a healthy, happy, peaceful 2023."

"Each day I feel gratitude to Habitat for Humanity/Seven Rivers Maine and to the men who used their time and skills to make my home a safer place for me to reside. I climb stairs, use grab bars and when I enter and exit after dark the lights over the stairs mark my way.

The year has been challenging and this project has been, and continues to be, a positive experience with a lasting impact. Thank you."

VIII. ONE-TIME FUNDING

(Optional) If you have need of one-time funds, up to \$10,000 maximum, to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2, Doreenf@uwmcm.org.

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.

PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: Habitat for Humanity 7 Rivers Maine

Program: Critical Home Repair and Modification

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
CUMBERLAND COUNTY				
Town				
Brunswick	16		10	50
Harpswell	40		46	
Cumberland County, Unidentified Locale				
CUMBERLAND CO. TOTAL	56	0	56	50

LINCOLN COUNTY				
Town				
Alna			1	
Boothbay			2	
Boothbay Harbor			4	
Bremen				
Bristol				
Damariscotta				
Dresden	2			
Edgecomb	1			
Jefferson			1	
Monhegan Plantation				
Newcastle	1			30
Nobleboro				
Pemaquid	3			
Round Pond	1			
Somerville				
South Bristol				
Southport				
Waldoboro			1	
Westport			1	

Whitefield				
Wiscasset	3		1	
Lincoln County, Unidentified Locale				
LINCOLN COUNTY TOTAL	11	0	11	30

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
SAGADAHOC COUNTY				
Town				
Arrowsic			1	
Bath	3		1	20
Bowdoin	2		8	
Bowdoinham	3		3	
Georgetown	1		6	
Phippsburg				
Richmond			4	
Topsham			4	35
West Bath				
West Bowdoin				
Woolwich	3		2	
Sagadahoc County, Unidentified Locale				
SAGADAHOC COUNTY TOTAL	12	0	29	55

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
UWMCM TOTAL PEOPLE SERVED	79	0	96	135

Comments:

Knox County Fund: List the number of Knox County people served for your agency. This number will become part of a formula for distributing funds to your agency that are designated to United Way's Knox County Fund during our annual campaign. **They are not considered part of the general fund distribution.**

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
KNOX TOTAL	0	0	0	0

UWMCM Program Budget for Past, Current and Proposed Years

Agency: Habitat for Humanity 7 Rivers Maine
Program: Critical Home Repair and Modification

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

Fiscal Year Ending Date <input type="checkbox"/> March 31 <input checked="" type="checkbox"/> June 30 <input type="checkbox"/> September 30 <input type="checkbox"/> December 31	FY ending 6/30/2022 ACTUAL PAST YEAR	FY ending 6/30/2023 BUDGET CURRENT YEAR	FY ending 6/30/2024 BUDGET NEXT YR PROPOSED
PROGRAM REVENUES			
United Way of Mid Coast Maine (UWMCM) Award/Request	\$ 10,500	\$ 11,000	\$ 11,000
United Way Designations*	\$ 792	\$ 1,200	\$ 1,200
Program Fees		\$ -	\$ -
Special Events & Other Agency Fundraising	\$ 24,227	\$ 79,800	\$ 63,795
Government - Grants and Contracts (Please list)	\$ -	\$ -	\$ 45,850
Other Revenues (grants, municipalities, etc.):	\$ 83,032	\$ 59,000	\$ 70,000
TOTAL PROGRAM REVENUE	\$ 118,551	\$ 151,000	\$ 191,845
PROGRAM EXPENSES (major categories)			
Salaries, Wages, and Benefits	\$ 30,005	\$ 28,000	\$ 45,600
Occupancy/Rent	\$ 24,184	\$ 20,500	\$ 31,245
Utilities	\$ 2,027	\$ 2,000	\$ 2,500
Materials & Jobsite Expense	\$ 53,266	\$ 90,000	\$ 102,000
Volunteer Support & Training Expense	\$ 15	\$ 500	\$ 500
Liability Insurance	\$ 4,437	\$ 5,000	\$ 5,000
General Overhead	\$ 4,617	\$ 5,000	\$ 5,000
TOTAL PROGRAM EXPENSES	\$ 118,551	\$ 151,000	\$ 191,845
EXCESS (DEFICIT) REVENUE OVER EXPENSES	\$ 0	\$ -	\$ -

* Do not include designations unless they were directed for use by this program.

Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

We show some variances between our FY 2023 and FY 2024 budgets (highlighted) because we have received a grant from Maine State Housing Authority's Community Aging in Place program that allows us to expand our program. Our related expenses (staff and materials) will increase in conjunction with this expansion.

UWMCM Program Budget for Past, Current and Proposed Years

Agency: Habitat for Humanity 7 Rivers Maine
Program: Critical Home Repair and Modification

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

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PROGRAM REVENUES			
United Way of Mid Coast Maine (UWMCM) Award/Request	\$ 10,500	\$ 11,000	\$ 11,000
United Way Designations*	\$ 792	\$ 1,200	\$ 1,200
Program Fees		\$ -	\$ -
Special Events & Other Agency Fundraising	\$ 24,227	\$ 79,800	\$ 74,795
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TOTAL PROGRAM EXPENSES	\$ 118,551	\$ 151,000	\$ 191,845
EXCESS (DEFICIT) REVENUE OVER EXPENSES	\$ 0	\$ -	\$ -

* Do not include designations unless they were directed for use by this program.

Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

We show some variances between our FY 2023 and FY 2024 budgets (highlighted) because we have received a grant from Maine State Housing Authority's Community Aging in Place program that allows us to expand our program. Our related expenses (staff and materials) will increase in conjunction with this expansion.

Agency & Program Contact Information & Signatures

Agency Name: Mid Coast Hunger Prevention Program (MCHPP)

Program Name: _____

Street Address: 12 Tenney Way, Brunswick, ME 04011

Mailing Address (if different): _____

Agency/Program: FB @MidCoastHungerPreventionProgram Website www.mchpp.org

Executive Director Name: Karen Parker

Executive Director: Phone 207-725-2716 x310 Email kp@mchpp.org

Program Director Name: Hannah Chatalbash

Program Director: Phone 207-725-2716 x302 Email hchatalbash@mchpp.org

Application Contact Name: Alyssa Schoppee

Application Contact: Phone 207-725-2716 x306 Email aschoppee@mchpp.org

Link to latest brochure, if available: https://heyzine.com/flip-book/dc354aa04a.html

This submission was considered and approved by (both signatures are required):

Karen Parker
Signature, Agency Executive Director

Karen Parker
Printed Name, Agency Executive Director

Date: 2/24/23

Carl Demars
Signature, President/Chair, Board of Directors

Carl Demars
Printed Name, President/Chair, Board of Directors

Date: 2/24/23

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**All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org)  
Due by 5:00 p.m. on Tuesday, February 28, 2023**

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



**Agency Name:** Mid Coast Hunger Prevention Program (MCHPP)  
**Program Name:** Food Pantry  
**Grant Period:** July 1, 2023 – June 30, 2024

**APPLICATION**

**I. PROGRAM SUMMARY**

**Program Description:** MCHPP’s on-site Food Pantry, located in downtown Brunswick and open 5 times per week, provides a variety of perishable and nonperishable groceries to area families and individuals experiencing food insecurity. Everyone is welcome to visit, we do not require income or address information, and guests may come as frequently as needed to meet their nutritional needs.

**Area Served:**  Sagadahoc County  Lincoln County  Brunswick & Harpswell

**UWMCM Focus area you feel aligns with your program:**

Healthier, More Connected Lives  Improved Financial Stability  Best Start for Children

- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.

|                                                    | 2021/2022               | 2022/2023           | 2023/24 REQUEST        |
|----------------------------------------------------|-------------------------|---------------------|------------------------|
| <b>UWMCM Funding (do not include designations)</b> | \$13,000                | \$13,000            | \$30,000               |
|                                                    |                         |                     |                        |
|                                                    | <b>Actual Past Year</b> | <b>Current Year</b> | <b>Proposed Budget</b> |
| <b>Program Budget</b>                              | \$ 192,187              | \$ 237,517          | \$ 256,518             |

## II. PROGRAM NARRATIVE

The Food Pantry at Mid Coast Hunger Prevention Program (MCHPP) offers guests free fresh fruits and vegetables, personal care items, canned goods and pantry staples, bread, eggs, dairy products, and frozen meat. When available, we also offer diapers, formula, and pet food. The Pantry's goal is to help alleviate stress and financial burden by being a resource for individuals and families to access healthy food as often as needed leaving more room in household budgets for other essentials like utilities and medication.

MCHPP serves anyone in our community that is food-insecure. As demonstrated in the People Served Program Data attachment, our pantry guests primarily reside in Brunswick, Harpswell, Topsham, and Bath though all are welcome. We do not require proof of income or address. Guests can visit the pantry on behalf of friends, family members, or others in the community and come as frequently as necessary to meet their nutritional needs. Providing low-barrier food access is an essential pillar of our work so guests may visit anonymously if preferred.

The State of Maine's Ending Hunger by 2023 report uses data to confirm what our pantry staff and volunteers witness daily, "food insecurity is a crisis in Maine, impacting 11.4% of households in the state, or over 153,000 people a year. That's roughly equivalent to the combined populations of Maine's four largest cities. The problem is even more pervasive among Maine's children, of whom almost one in five, or 18.1%, are impacted."

The MCHPP Food Pantry is open 15 hours per week, over 5 days. This level of access is often not available at smaller pantries with limited resources. With a full-time staff person dedicated solely to this program, and the help of over a dozen volunteers each week, we are able to offer both weekday and weekend service with midday and evening hours available accommodating as many guests as possible. With such frequent availability, the food pantry does not maintain a waiting list and is able to serve new guests right away.

Additionally, since 2021, we have been offering a pre-ordering option to pantry guests called OrderAhead. Online ordering allows our guests to plan out meals and pick-up their groceries without having to wait in line. OrderAhead also provides more anonymity for our guests who are uncomfortable with publicly accessing food assistance. OrderAhead service is available during our normal pantry hours and we recently partnered with a volunteer to offer pick-ups on Tuesday evenings at a satellite location in Topsham. This has greatly improved our ability to serve those who are working during our daytime hours.

Despite growth in our programming, we continue to observe high need in the community every year. We feel fortunate for those who have invested generously in our work during our history. But no matter how many people our food pantry serves, we know that food insecurity will remain a problem in our community without larger efforts to improve financial security for families.

The Ending Hunger by 2023 Report notes that "food security in Maine has little to do with food. Or, more accurately, the causes of food insecurity have little to do with a scarcity of food. Food insecurity is most often a function of economic insecurity; hunger is a symptom of poverty." At this stage in our organization's development, one of the largest barriers beyond increased funding, is systemic barriers to financial security and thus food security.

### III. PEOPLE SERVED DATA

#### **\*People Served Data Form and Basic Needs Service Summary provided separately.\***

The Food Pantry serves individuals and families, youth and seniors, housed and un-housed neighbors, and anyone else in need. MCHPP is committed to providing inclusive services- we aim to remove barriers to healthful meals for all of our community members in need regardless of race, color, age, religion, sexual orientation or gender identity. In pursuit of this goal, we work to require as little information from guests as possible to encourage anyone in need to access services more freely.

This conscious choice to allow anonymity makes people feel comfortable when visiting the Food Pantry. As information about ease of access permeates within the community, more and more groups who may not have visited become comfortable.

For example, for many of the refugee families who were resettled in Brunswick, known as 'New Mainers', language was a huge barrier to receiving assistance. And even when materials were made available in their native language, the questions asked were difficult to answer. Determining pre-tax income or obtaining bank statements often isn't applicable to these families, yet this information and more is required to access food assistance in many cases.

MCHPP worked within the schools to get kids food to take home and encouraged any community partners interacting with our New Mainer neighbors to refer them to our Food Pantry if they could benefit. After years of building this relationship, MCHPP serves a large number of the approximately 100 New Mainer families in Brunswick through the Food Pantry as well as via our direct-to-door delivery program and satellite pantry at the Welcome Center.

### IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

#### **2022**

Program staff began 2022 with some large goals. They wanted to increase the number of guests able to use the Pantry's OrderAhead service through opening more slots and finding a partner for a satellite location. They also wanted to hear from guests how they would describe their experience with the new OrderAhead offering to ensure it's having the intended impact.

We are pleased to report that the program successfully met these goals. A survey last spring received entirely positive feedback from guests using the OrderAhead service. They reported it saved time, allowed for more choice, and helped them waste less food. From January to December of 2022 the number of OrderAhead visits each month grew 71%. And in December 2022, our first satellite pick-up site opened in Topsham.

Overall, the Food Pantry completed 12,900 visits in 2022. MCHPP estimates that each visit contains groceries worth about \$66 which translates to that amount, or more, in savings at the grocery store. This means that visits to the Food Pantry saved our neighbors over \$850,000. It is our hope that these savings allow our guests more flexibility in their budgets and help improve their household's general financial security.

## **2023-24 Goals**

- Further increase the capacity of our OrderAhead service by opening at least 2 additional satellite pick-up sites. This will increase capacity by at least 10% and meet more of the demand we see within the community for services that are fast, close to home, and outside of working hours.
- Re-open to Food Pantry for indoor shopping. We have been doing drive-up service since spring 2020 and are working to reorganize and renovate space within our building to bring shopping back inside for those guests who are interested. The first measure of success will be completing the change and once we transition, program staff plan to complete guest surveys to ensure the program is meeting the needs of as wide an audience as possible. This return to a choice model represents our commitment to dignity for those using our services and is in line with best practices nationwide.
- The community-level impact that shifts in our service models aim to create is the reduction of stigma in accessing assistance, food or otherwise. Organizations like Oasis Free Clinics, Mid Coast Maine Community Action, and the Mid Coast Parkview Health system share a similar desire and together we work toward it each day in a variety of ways.

## **V. PROGRAM INVESTMENT**

### **\*Program Budget Form provided separately.\***

All of MCHPP services, but especially the Food Pantry, rely heavily on donated food. Much of the food the pantry distributes is donated by local grocery stores and farms. Food is brought to our warehouse for weighing, inspecting, sorting, and boxing then delivered to the pantry to be distributed to guests during their visits. We also receive donated bags from community members which assist with the distribution of perishable foods that cannot be boxed in advance.

The Food Pantry partners with the Mid Coast Parkview Health system and its primary care physicians to accept referrals for our services. Doctors are being asked to screen each patient for food insecurity and, if needed, provide information and referrals to area services. This partnership helps those who may be unaware of our services find their way to assistance via a trusted source in their life.

We also partner with a generous community member to offer our OrderAhead service in Topsham on Tuesday evenings. MCHPP delivers the orders earlier in the day and this person safely stores and distributes them later in the evening. These additional pick-up slots would not be available without her commitment.

Support from United Way and other funders is essential to making the food pantry function. Without staff to operate the program and coordinate the volunteer force, or a building and

vehicles to house and transport pantry boxes, the program would not be able to generate the impact it does.

**Program Volunteers: Calendar year 2022**

| # of volunteers | # of volunteer hours | Total Value of Volunteer Time | This program does not use volunteers |
|-----------------|----------------------|-------------------------------|--------------------------------------|
| 119             | 3283                 | \$87,886                      |                                      |

**VI. PROGRAM RETURNS**

**Funds Leveraged**

We did not use our \$13,000 award from United Way in the most recent funding round as a direct match for other funds. Our federal grant requests that required matching funds were for other programs within the organization.

Having diversified funding streams has been a great benefit for the agency in recent years. Donors feel confident giving their money when they see that MCHPP also has the support of our local United Way, private foundations, area businesses, and various government agencies.

**Services Funded**

- \$15- approximate cost to MCHPP per box provided
  - UWMCM 2022-23 award of \$13,000 provides 866 pantry visits
  - UWMCM 2023-24 request of \$30,000 would provide 2,000 visits

**Requested Statement**

**Having the support of United Way donations made it possible for us to:** provide almost 900 free, healthy grocery visits to our mid coast neighbors in need.

**VII. SUCCESS STORY & QUOTES FROM CLIENTS**

**Guest Story Featured in MCHPP's 2021-22 Annual Report**

A year ago, when we last spoke to Marc and Nicole, they were new guests of the Food Pantry looking to build their savings and pay off some expenses in preparation for a new baby. The couple are now parents to 11-month-old Avery. The newest family member had lots to say, babbling happily in the background throughout our call. "She thinks it's facetime with her grandparents" they say while trying to keep the phone out of reach.

When asked how they've been, Nicole remarked, "grocery prices have gone up this year, and keep going up. The pantry helps leave room in our budget to pay other bills and buy all of the things Avery needs. The diapers have been especially wonderful. Between our baby shower and the food bank we've yet to have to buy a single one."

The variety of items and the availability of fresh produce, meat, and dairy in the Food Pantry make a huge difference, according to the couple. "My husband loves to cook. He can look at the box from the pantry and get excited planning out our meals," says Nicole. The fruits and vegetables from their visits have allowed Marc to make all of baby Avery's food purées from

scratch. He credits this for her adventurous palate, noting that "so far, she loves just about everything."

Nicole and Marc visit the Food Pantry each Tuesday. Most weeks with Avery and the family pup, Titan, in tow. They've gotten to know the volunteers and say their presence is part of what makes the MCHPP experience unique. "[The volunteers are] a nice aspect of coming. If one of us isn't there they always ask where the 'other half' is," says Marc.

"We are grateful to Marc and Nicole for their willingness to share their family's MCHPP experience," says Executive Director Karen Parker. "Stories like theirs remind me of the impact our services can have when they're provided with respect and dignity at the forefront."

### **Food Pantry Visitor Stories from Program Staff**

- A single mother with two teenage boys came to get food today after moving into their first apartment in two years. The family had been unhoused since early 2019 and were looking for anything to help stock their new home. While the Food Pantry volunteers were gathering food, she shared with our intake volunteer that her son's birthday was coming up and it would be the first time in two years that they would be able to celebrate. We were able to send them home with a sheet cake for her son's birthday in addition to their grocery items.
- "The box of food I have is so impressive! Everyone was so nice to me and really cared about what food I wanted." - First-time Pantry Visitor  
She is an older woman who previously asked about how to access the pantry and if she needed any paperwork to visit us. She said she felt like she could probably get by without us but needed help sometimes. I told her to come by before she grocery shops to see if we can save her some money. On the phone she said we had everything she needed and wouldn't need to go shopping today.

**OPLE SERVED PROGRAM DATA**

(for calendar year; people served for this program only)

Agency: Mid Coast Hunger Prevention Program

Program: Food Pantry

# Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

# Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

|                                        | 2021                       |                          | 2022                       |                          |
|----------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                        | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>CUMBERLAND COUNTY</b>               |                            |                          |                            |                          |
| <b>Town</b>                            |                            |                          |                            |                          |
| Brunswick                              | 975                        | 0                        | 910                        | 0                        |
| Harpswell                              | 89                         |                          | 85                         |                          |
| Cumberland County, Unidentified Locale | 121                        |                          | 55                         |                          |
| <b>CUMBERLAND CO. TOTAL</b>            | <b>1,185</b>               | <b>0</b>                 | <b>1,050</b>               | <b>0</b>                 |

|                                     |           |          |           |          |
|-------------------------------------|-----------|----------|-----------|----------|
| <b>LINCOLN COUNTY</b>               |           |          |           |          |
| <b>Town</b>                         |           |          |           |          |
| Alna                                | 4         | 0        | 0         | 0        |
| Boothbay                            | 2         |          | 3         |          |
| Boothbay Harbor                     |           |          |           |          |
| Bremen                              |           |          |           |          |
| Bristol                             |           |          |           |          |
| Damariscotta                        |           |          |           |          |
| Dresden                             | 11        |          | 7         |          |
| Edgecomb                            |           |          |           |          |
| Jefferson                           |           |          |           |          |
| Monhegan                            |           |          |           |          |
| Newcastle                           | 8         |          | 0         |          |
| Nobleboro                           |           |          |           |          |
| Somerville                          |           |          |           |          |
| South Bristol                       |           |          |           |          |
| Southport                           |           |          |           |          |
| Waldoboro                           | 3         |          | 0         |          |
| Westport                            |           |          |           |          |
| Whitefield                          | 4         |          | 3         |          |
| Wiscasset                           | 13        |          | 15        |          |
| Lincoln County, Unidentified Locale |           |          |           |          |
| <b>LINCOLN COUNTY TOTAL</b>         | <b>45</b> | <b>0</b> | <b>28</b> | <b>0</b> |

|  |             |             |
|--|-------------|-------------|
|  | <b>2021</b> | <b>2022</b> |
|--|-------------|-------------|

|                                          | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
|------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| <b>SAGADAHOC COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                              |                                  |                             |                                  |                             |
| Arrowsic                                 |                                  | 0                           |                                  | 0                           |
| Bath                                     | 78                               |                             | 75                               |                             |
| Bowdoin                                  | 43                               |                             | 43                               |                             |
| Bowdoinham                               | 61                               |                             | 45                               |                             |
| Georgetown                               |                                  |                             |                                  |                             |
| Phippsburg                               |                                  |                             |                                  |                             |
| Richmond                                 | 13                               |                             | 7                                |                             |
| Topsham                                  | 247                              |                             | 216                              |                             |
| West Bath                                | 4                                |                             | 6                                |                             |
| West Bowdoin                             |                                  |                             |                                  |                             |
| Woolwich                                 | 19                               |                             | 18                               |                             |
| Sagadahoc County,<br>Unidentified Locale |                                  |                             |                                  |                             |
| <b>SAGADAHOC<br/>COUNTY TOTAL</b>        | <b>465</b>                       | <b>0</b>                    | <b>410</b>                       | <b>0</b>                    |

|                                      | 2021                             |                             | 2022                             |                             |
|--------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                      | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>UWMCM TOTAL<br/>PEOPLE SERVED</b> | <b>1,695</b>                     | <b>0</b>                    | <b>1,488</b>                     | <b>0</b>                    |

UWMCM Program Budget for Past, Current and Proposed Years

**Agency: Mid Coast Hunger Prevention Program**

**Program: Food Pantry**

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| Fiscal Year Ending Date<br>___ March 31      _X_ June 30<br>___ September 30      ___ December 31 | FY ending 2022      | FY ending 2023         | FY ending 2024             |
|---------------------------------------------------------------------------------------------------|---------------------|------------------------|----------------------------|
|                                                                                                   | ACTUAL<br>PAST YEAR | BUDGET<br>CURRENT YEAR | BUDGET<br>NEXT YR PROPOSED |
| <b>PROGRAM REVENUES</b>                                                                           |                     |                        |                            |
| United Way of Mid Coast Maine (UWMCM) Award/Request                                               | \$ 13,000           | \$ 13,000              | \$ 30,000                  |
| United Way Designations*                                                                          | \$ -                | \$ -                   | \$ -                       |
| Contributions                                                                                     | \$ 133,107          | \$ 166,627             | \$ 191,518                 |
| Bequests                                                                                          | \$ -                | \$ -                   | \$ -                       |
| Events                                                                                            | \$ -                | \$ -                   | \$ -                       |
| Grants                                                                                            | \$ 32,500           | \$ 23,000              | \$ 25,000                  |
| Government                                                                                        | \$ 13,580           | \$ -                   | \$ 10,000                  |
| Services Provided                                                                                 | \$ -                | \$ -                   | \$ -                       |
| Miscellaneous                                                                                     | \$ -                | \$ -                   | \$ -                       |
| Net Assets Released from Restriction*                                                             | \$ -                | \$ 9,890               | \$ -                       |
| Previous Fiscal Year Surplus**                                                                    | \$ -                | \$ 25,000              | \$ -                       |
|                                                                                                   |                     |                        |                            |
| <b>TOTAL PROGRAM REVENUE</b>                                                                      | \$ 192,187          | \$ 237,517             | \$ 256,518                 |
| <b>PROGRAM EXPENSES (major categories)</b>                                                        |                     |                        |                            |
| Salaries & Benefits                                                                               | \$ 65,644           | \$ 68,017              | \$ 73,458                  |
| Office Management                                                                                 | \$ 11,072           | \$ 11,068              | \$ 11,954                  |
| Fundraising and Communications                                                                    | \$ -                | \$ -                   | \$ -                       |
| Purchased Program Food & Supplies                                                                 | \$ 55,528           | \$ 77,942              | \$ 84,177                  |
| Volunteer Management                                                                              | \$ 196              | \$ 492                 | \$ 532                     |
| Professional Development                                                                          | \$ 1,391            | \$ 1,946               | \$ 2,101                   |
| Auto Expense                                                                                      | \$ -                | \$ -                   | \$ -                       |
| Building Management                                                                               | \$ 58,098           | \$ 78,018              | \$ 84,260                  |
| Miscellaneous Expense                                                                             | \$ 259              | \$ 33                  | \$ 36                      |
|                                                                                                   |                     |                        |                            |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                     | \$ 192,187          | \$ 237,517             | \$ 256,518                 |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                     | \$ -                | \$ 0                   | \$ (0)                     |

\* Do not include designations unless they were directed for use by this program.

UWMCM Program Budget for Past, Current and Proposed Years

**Agency: Mid Coast Hunger Prevention Program**

**Program: Food Pantry**

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| Fiscal Year Ending Date<br>___ March 31      _X_ June 30<br>___ September 30      ___ December 31 | FY ending 2022      | FY ending 2023         | FY ending 2024             |
|---------------------------------------------------------------------------------------------------|---------------------|------------------------|----------------------------|
|                                                                                                   | ACTUAL<br>PAST YEAR | BUDGET<br>CURRENT YEAR | BUDGET<br>NEXT YR PROPOSED |
| <b>PROGRAM REVENUES</b>                                                                           |                     |                        |                            |
| United Way of Mid Coast Maine (UWMCM) Award/Request                                               | \$ 13,000           | \$ 13,000              | \$ 30,000                  |
| United Way Designations*                                                                          | \$ -                | \$ -                   | \$ -                       |
| Contributions                                                                                     | \$ 133,107          | \$ 166,627             | \$ 191,518                 |
| Bequests                                                                                          | \$ -                | \$ -                   | \$ -                       |
| Events                                                                                            | \$ -                | \$ -                   | \$ -                       |
| Grants                                                                                            | \$ 32,500           | \$ 23,000              | \$ 25,000                  |
| Government                                                                                        | \$ 13,580           | \$ -                   | \$ 10,000                  |
| Services Provided                                                                                 | \$ -                | \$ -                   | \$ -                       |
| Miscellaneous                                                                                     | \$ -                | \$ -                   | \$ -                       |
| Net Assets Released from Restriction*                                                             | \$ -                | \$ 9,890               | \$ -                       |
| Previous Fiscal Year Surplus**                                                                    | \$ -                | \$ 25,000              | \$ -                       |
|                                                                                                   |                     |                        |                            |
| <b>TOTAL PROGRAM REVENUE</b>                                                                      | <b>\$ 192,187</b>   | <b>\$ 237,517</b>      | <b>\$ 256,518</b>          |
| <b>PROGRAM EXPENSES (major categories)</b>                                                        |                     |                        |                            |
| Salaries & Benefits                                                                               | \$ 65,644           | \$ 68,017              | \$ 73,458                  |
| Office Management                                                                                 | \$ 11,072           | \$ 11,068              | \$ 11,954                  |
| Fundraising and Communications                                                                    | \$ -                | \$ -                   | \$ -                       |
| Purchased Program Food & Supplies                                                                 | \$ 55,528           | \$ 77,942              | \$ 84,177                  |
| Volunteer Management                                                                              | \$ 196              | \$ 492                 | \$ 532                     |
| Professional Development                                                                          | \$ 1,391            | \$ 1,946               | \$ 2,101                   |
| Auto Expense                                                                                      | \$ -                | \$ -                   | \$ -                       |
| Building Management                                                                               | \$ 58,098           | \$ 78,018              | \$ 84,260                  |
| Miscellaneous Expense                                                                             | \$ 259              | \$ 33                  | \$ 36                      |
|                                                                                                   |                     |                        |                            |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                     | <b>\$ 192,187</b>   | <b>\$ 237,517</b>      | <b>\$ 256,518</b>          |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                     | <b>\$ -</b>         | <b>\$ 0</b>            | <b>\$ (0)</b>              |

\* Do not include designations unless they were directed for use by this program.

## MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below.

This form provides more detailed information of how people have been served by each program providing basic needs.

| Service Year Start Date: 1/1/2022                                              |                        | Service Year End Date: 12/31/2022 |            |             |           |                                 |               |
|--------------------------------------------------------------------------------|------------------------|-----------------------------------|------------|-------------|-----------|---------------------------------|---------------|
| FOOD                                                                           | Households             | People served in past year        |            |             |           |                                 |               |
|                                                                                | # of households served | Total # of People                 | 0-18 Years | 19-65 Years | 65+ Years | # of pounds of food distributed | # of meals    |
| <b>Food Pantry</b>                                                             |                        |                                   |            |             |           |                                 |               |
| Mid Coast Hunger Prevention Program - Food Pantry                              | 1,057                  | 2855                              | 906        | 1545        | 404       | 1,477,552                       |               |
| <b>Soup Kitchen</b>                                                            |                        |                                   |            |             |           |                                 |               |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                                   |            |             |           |                                 | 95,725.00     |
| Spectrum Generations - Meals on Wheels                                         |                        |                                   |            |             |           |                                 |               |
| <b>TOTAL HOUSEHOLDS</b>                                                        | <b>1057</b>            |                                   |            |             |           | <b>TOTAL MEALS</b>              | <b>95,725</b> |

| FUEL/UTILITIES                                               | Households             | People served in past year |            |             |           |                                                   |                        |
|--------------------------------------------------------------|------------------------|----------------------------|------------|-------------|-----------|---------------------------------------------------|------------------------|
|                                                              | # of households served | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years | Average \$ amt financial assistance per household |                        |
| <b>Fuel Assistance</b>                                       |                        |                            |            |             |           |                                                   |                        |
| Midcoast Maine Community Action - Housing Counseling Program |                        |                            |            |             |           |                                                   |                        |
| Tedford Housing - Homeless Prevention Program                |                        |                            |            |             |           |                                                   |                        |
| The Salvation Army - Emergency Assistance                    |                        |                            |            |             |           |                                                   |                        |
| <b>Utility Assistance</b>                                    |                        |                            |            |             |           |                                                   |                        |
| Midcoast Maine Community Action - Housing Counseling Program |                        |                            |            |             |           |                                                   |                        |
| Tedford Housing - Homeless Prevention Program                |                        |                            |            |             |           |                                                   |                        |
| The Salvation Army - Emergency Assistance                    |                        |                            |            |             |           |                                                   |                        |
| <b>TOTAL Households Served</b>                               |                        |                            |            |             |           |                                                   |                        |
| HOUSING/SHELTER                                              |                        | People served in past year |            |             |           |                                                   |                        |
|                                                              | # of Households served | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years | Average \$ Assistance per Household               | # of Shelter Bednights |
| <b>Security Deposit Assistance</b>                           |                        |                            |            |             |           |                                                   |                        |

|                                                                                      |  |  |  |  |  |                        |          |
|--------------------------------------------------------------------------------------|--|--|--|--|--|------------------------|----------|
| <b>Midcoast Maine Community Action - Housing Counseling Program</b>                  |  |  |  |  |  |                        |          |
| <b>Tedford Housing - Homeless Prevention Program</b>                                 |  |  |  |  |  |                        |          |
| <b>The Salvation Army - Emergency Assistance</b>                                     |  |  |  |  |  |                        |          |
| <b>Rent/Mortgage Assistance</b>                                                      |  |  |  |  |  |                        |          |
| <b>Midcoast Maine Community Action - Housing Counseling Program</b>                  |  |  |  |  |  |                        |          |
| <b>Tedford Housing - Homeless Prevention Program</b>                                 |  |  |  |  |  |                        |          |
| <b>The Salvation Army - Emergency Assistance</b>                                     |  |  |  |  |  |                        |          |
| <b>Shelter</b>                                                                       |  |  |  |  |  |                        |          |
| <b>American Red Cross in Central &amp; Mid Coast Maine - Disaster Cycle Services</b> |  |  |  |  |  |                        |          |
| <b>Midcoast Maine Community Action - Housing Counseling Program</b>                  |  |  |  |  |  |                        |          |
| <b>Tedford Housing - Adult and Family Emergency Housing Shelter and Services</b>     |  |  |  |  |  |                        |          |
| <b>TOTAL Households served</b>                                                       |  |  |  |  |  | <b>TOTAL Bednights</b> | <b>0</b> |

| <b>TRANSPORTATION</b>                                 | <b># of households served</b> | <b>People served in past year</b> |                   |                    | <b>Total Miles of Transportation</b> | <b># of Rides</b> |
|-------------------------------------------------------|-------------------------------|-----------------------------------|-------------------|--------------------|--------------------------------------|-------------------|
|                                                       |                               | <b>Total # of People</b>          | <b>0-18 Years</b> | <b>19-65 Years</b> |                                      |                   |
| <b>Transportation</b>                                 |                               |                                   |                   |                    |                                      |                   |
| <b>People Plus - Volunteer Transportation Network</b> |                               |                                   |                   |                    |                                      |                   |

|                        |  |  |  |  |  |  |
|------------------------|--|--|--|--|--|--|
| <b>OTHER (Specify)</b> |  |  |  |  |  |  |
|                        |  |  |  |  |  |  |

**Notes:** (If needed to clarify or explain any of the data submitted above)



**Agency & Program Contact Information & Signatures**

Agency Name: Midcoast Maine Community Action

Program Name: MMCA Economic Stability Program

Street Address: 34 Wing Farm Parkway, Bath, ME 04530

Mailing Address (if different):

Agency/Program: FB <https://www.facebook.com/mmcaCorp>

Website <https://midcoastmainecommunityaction.org/>

Executive Director Name:      Claire Berkowitz

Executive Director: Phone 442-7963 x215 Email [claire.berkowitz@mmcaCorp.org](mailto:claire.berkowitz@mmcaCorp.org)

Program Director Name: Mike Pepin, Community Services Director

Program Director: Phone Andrew 442-7963 x204 Email [michael.pepin@mmcaCorp.org](mailto:michael.pepin@mmcaCorp.org)

Application Contact Name: Claire Berkowitz

Application Contact: Phone 442-7963 x215 Email [claire.berkowitz@mmcaCorp.org](mailto:claire.berkowitz@mmcaCorp.org)

Link to latest brochure, if available: \_\_\_\_\_

**This submission was considered and approved by (both signatures are required):**

*Claire Berkowitz*

*Monte Haynes*

\_\_\_\_\_  
Signature, Agency Executive Director

\_\_\_\_\_  
Signature, President/Chair, Board of Directors

Claire Berkowitz

Monte Haynes

\_\_\_\_\_  
Printed Name, Agency Executive Director

\_\_\_\_\_  
Printed Name, President/Chair, Board of Directors

Date: \_\_\_\_\_ Feb 26 2023

Date: \_\_\_\_\_ Feb 27 2023

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**All materials must be submitted electronically to doreenf@uwmcm.org
Due by 5:00 p.m. on Tuesday, February 28, 2023**



Document Details

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UNITED WAY OF MID COAST MAINE
PROGRAM FUNDING REQUEST FOR 2023-2024



Agency Name: Midcoast Maine Community Action
Program Name: Economic Stability Program (formerly Housing Counseling)

APPLICATION

I. PROGRAM SUMMARY

Program Description (2-3 sentences): MMCA’s Economic Stability Program provides information, referral, advocacy, life skill development, and emergency funding to individuals and families in crisis who are unable to meet basic needs.

Area Served: Sagadahoc County Lincoln County Brunswick & Harpswell

Focus area you feel aligns with your program*:

Healthier, More Connected Lives Improved Financial Stability Best Start for Children

* United Way of Mid Coast Maine Focus Areas

Focus Areas:

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

	2021/2022	2022/2023	2023/24 REQUEST
UWMCM Funding (do not include designations)	\$ 25,807.13	\$ 24,280	\$ 25,000
	Actual Past Year	Current Year	Proposed Budget
Program Budget	\$2568.27	\$47518.86	\$ 25000

Note: 2022 surplus will be rolled forward and used in 2023

II. PROGRAM NARRATIVE

1. **Provide a description of the program for which you are seeking funds.** No more than one page. Suggested areas to highlight include:
 - a. **Need that this program will address**– if available, include specific local data that demonstrates the need in the community.

The Economic Stability Program supports families and individuals in our services area in two important ways:

 - i. **Distribution of Emergency Funds:** MMCA offers financial assistance to people experiencing a housing crisis. This assistance enables them to pay rent arrearages that have resulted in an eviction notice or pay for security deposits so they can access safe housing. Another aspect of safe housing is ensuring that all utility bills are current to avoid disconnection of their electricity. Availability of these funds is a crucial aspect of support to individuals and families in the Midcoast area.
 - ii. **Housing Stability Services:** MMCA offers housing counseling support at two critical services delivery points; the first is when clients contact us regarding a housing problem that exceeds their ability to resolve it, the second is after the crisis has been resolved. Then, our role is to be certain that the client can identify sufficient resources needed to maintain safe and affordable housing and to help them learn additional skills necessary to continue their success and achieve self-sufficiency. During the appointment with MMCA’s staff, the client is provided with 2-1-1 information and connected with additional local resources.
 - b. **Target populations served** (age, income, health). Include any information relevant to **Diversity, Equity, and Inclusion**.

Demographic information regarding participants is based on an informal profile of the households that traditionally seek services. A significant number of households share these characteristics:

 - One to four family members
 - Rely on incomes from Social Security/Disability payments, safety net program support, and/or low wage employment.
 - Comprised of the working poor, who may have difficulty resolving a financial crisis including car repairs, medical emergencies, etc.
 - Face financial crisis due to an unexpected life event such as loss of a job, family violence, or injury.
 - c. **The key activities of your program.**

The Economic Stability Program provides financial assistance with rent and utility arrearages and security deposits.
 - d. **The number of staff who work full-time and part-time for this program.**

MMCA has 2 full-time staff working for this program.
2. Describe the **importance of this program** in advancing people’s **Healthier, More Connected Lives, Improved Financial Stability**, or the **Best Start for Children** (see above for definitions).

MMCA's Economic Stability program helps to ensure that the basic needs of a household are met. When a person's basic needs are met, they feel more mentally healthy and stable and can move towards stability.

3. What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?

Families and individuals that are living at 200% of the federal poverty level typically struggle daily with the knowledge that they are currently living in or are very close to a crisis for themselves or their family. Even with strong advocacy, our local communities lack resources to respond to needs such as transportation, affordable housing, childcare, and employment that pays a livable wage. Providers have worked together for decades to address these important issues, but the need remains high. Participants struggle to meet their basic needs. Working families are one car repair, loss of hours at work, or medical emergency away from a major financial crisis. MMCA has seen the need increase in the Midcoast area as the cost-of-living rises. In the past few months, we have seen an uptick in service requests as State and Federal assistance comes to an end.

The Economic Stability Program provides services through a staff rotation during business hours. These services are available to anyone who contacts us by telephone, in person, or through our on-line intake form. We do not maintain a waitlist for this program or for emergency funds, as these funds are designed to address emergency needs as they arise. When we do not have funds available, our staff provide referrals and direct the individual to call again if they are still in need of assistance. We do not have enough resources to meet the housing needs of our region, which results in long waitlists for other programs such as subsidized housing, or even a hotel stay for an already stressed family/individual.

4. What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?

There are multiple barriers to the Community Goal, "Everyone has access to safe and affordable housing." The most significant barrier is the shortage of affordable housing in the Midcoast area, an issue compounded by the limited number of designated, affordable housing complexes and the scarce subsidized housing vouchers. We maintain collegial relationships with existing resources and strive to maximize access for the people that MMCA serves.

Another barrier we face lies in the socio-economic realities of the families we serve, and in the changing community needs. Economic trends have made daily living expenses increase without equal and commensurate increases in available income. These circumstances make the resources and services of the Economic Stability Program even more important. Such resources mean the difference between homelessness and housing security.

Eligibility guidelines for federal and state assistance programs also pose as a barrier for our community. Working families who struggle to meet financial responsibilities are hampered when these guidelines make them ineligible for programs that might resolve

the crisis. We recognize the local response to these barriers in the form of special funding for fuel, utilities and housing emergencies through Fuel for Friends, Keep ME Warm, and other community funds.

III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
 - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
 - b. Child Care programs must also complete the **Child Care Report Form**.
2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

Below are data summaries on the populations served:

Item	%Total
Age	
0-5	16.19%
6-13	15.24%
14-17	5.71%
18-24	8.57%
25-44	20.95%
45-54	6.67%
55-59	7.62%
60-64	4.76%
65-74	10.48%
75 and older	3.81%
Unknown	0.00%
Race	
American Indian / Alaska Native	0.00%
Asian	0.00%
Black or African American	0.00%
Native Hawaiian or Other Pacific Islander	0.00%
Other	0.00%
White	88.57%
Multi Race	0.00%
Ethnicity	
Hispanic / Latino	3.81%
Non-Hispanic / Not Latino	79.05%
Disability	
Disabled	20.00%
Not Disabled	43.81%
Education Level	

01: Grades 0-8	6.67%
02: Grades 9-12 / Non-Graduate	4.76%
03: High School Graduate / Equivalency Diploma	4.76%
04: 12 Grade + Some Post- Secondary	1.90%
05: 2 or 4 years College Graduate	1.90%
06: Graduate of other post- secondary school	0.00%
07: Youth ages 14 - 24 who are neither working or in school	0.00%

Employment Status

Employed	2.86%
Not in Labor Force	12.38%
Retired	4.76%
Seasonal Worker	0.00%
Unemployed	15.24%

Gender

Female	40.95%
Male	48.57%
Other	0.00%
Transgender Female to Male	0.00%
Transgender Male to Female	0.00%

Marital Status

Divorced	6.67%
Married	15.24%
Separated	2.86%
Single	16.19%
Widowed	0.95%

Veteran Status

Active Duty	0.00%
Not Veteran	32.38%
Veteran	3.81%

Most Recent Income-% to Poverty

0-50%	26.19%
50.01-75%	19.05%
75.01-100%	16.67%
100.01-125%	14.29%
125.01-150%	9.52%
150.01-175%	4.76%
175.01-200%	7.14%
Over 200%	2.38%

Family Type

Multigenerational Household	4.76%
Non-related Adults with Children	2.38%
Other	0.00%
Single Parent Female	23.81%
Single Parent Male	4.76%
Single Person	28.57%

Two Adults NO Children	21.43%
Two Parent Household	11.90%
Family Type Not Entered	2.38%

IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

Past Year

- List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments** (e.g., If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people’s financial stability, health, safety, healthy community connections, or the best start in life for children.
- List any other accomplishments or significant program changes in the past year**, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.

Information and Referral: MMCA’s Economic Stability Program assisted and served 8,739 calls regarding information and referrals, and scheduled appointments when appropriate on the telephone in FY22. Of those calls, MMCA staff worked with 266 clients to determine their needs and eligibility for assistance. Of that group, MMCA served a total of 140 individuals with a direct client benefit.

Distribute Emergency Funding:

The chart below shows the number of individuals that MMCA’s served from 10/01/2021 to 09/30/2022 with United Way funds. MMCA’s administration of the Maine State Housing Emergency Rental Assistance Program reduced our use of community funds in the Midcoast region in FY2022.

Distribution Emergency Funds	Individuals Served
Rent or Security Deposit	4
Utility Payments	105
Fuel	31

However, the ERA program ended in late 2022, and since that time we have experienced an increase in applications through our Economic Stability Program. For the first quarter of FY23, we have served 57 households with rent, utility and/or fuel assistance.

For 2023-2024 Funding Year

- Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes.** Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)

In the MMCA Strategic Plan developed in early 2020 before the pandemic
<https://midcoastmainecommunityaction.org/wp-content/uploads/2020/04/MMCA->

[Strat-Plan_final4272020.pdf](#)) we included the following goal and objectives related to the economic stability of residents in the Midcoast:

Goal II: Build collaborative relationships with individuals and families served by MMCA to assist them with reaching sustainability.

Objective I: Develop a plan for 2Gen implementation.

Objective II: Assist families and individuals in need of securing/maintaining safe and affordable housing and financial security through:

- a. Utility assistance
- b. Security deposit assistance
- c. Rental arrears to avoid eviction
- d. Increase participation in the Family Development match saving account by 50%.

Objective III: Analyze utilization of services.

- a. Document barriers to utilization.
- b. Develop strategies to address the barriers to MMCA services.
- c. Modify and assess engagement and recruitment strategy.

If successful in securing United Way funding to support the agency's Economic Stability Program, MMCA will use these resources to meet most of Objective II above. The funds will provide direct client benefit payments for utility assistance, security deposits, and rental arrears payments. While many of the clients who come to MMCA for assistance are facing situational low income (a loss of a job, divorce, or other temporary setback), other households need more support. We track if a household's situation is stabilized after assistance is provided. If a family reports they are not stable economically, we will refer them to services within or outside of the agency, depending on need. Potential referrals include Whole Families Program Coaching, WIC, Families CAN!, meeting with a mental health provider, the Career Center, etc.

Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.

MMCA is involved with many community initiatives to address the needs of our clients. For example, we participate in the Midcoast HUB to address the systemic issues related to people who are unhoused. Our work with the Working Communities Challenge Grant allows us to network with other service providers.

4. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.

There aren't many resources available for resident to receive emergency related assistance so that they can stay safe, warm, and stably housed. The MMCA funds are vital to MMCA's ability to meet the needs of our community.

V. PROGRAM INVESTMENT

1. **BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted.
2. **How important is United Way funding to achieving your stated outcomes?**
MMCA has the staffing dollars to support residents calling with basic needs support. Our state and federal grants do not provide direct client benefit dollars that can pay for fuel assistance, security deposits, etc.
3. **In-kind Contributions** – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities). We don't receive in-kind for this program.
4. **Collaborations/Partnerships** – please list any significant collaborations or partnerships. MMCA collaborates with Tedford Housing, Bath Food Pantry, Midcoast HUB, the Working Communities Challenge project in Sagadahoc County, RSU1, MSAD 75, Brunswick Schools, and statewide groups like MeCAP, Right from the Start, Midcoast Public Health District.
5. **Program Volunteers:** Provide the following for program volunteers only.
This program does not use volunteers.

VI. PROGRAM RETURNS

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$___ of food for a food pantry, or \$1 draws down \$___ in federal or state funding.)

Funding Sources	2022 Annual Amount Funded
Corporal Works of Mercy	\$15,000
Keep Me Warm	\$7006.74
Fuel for Friends	\$250
Grace Episcopal Church	\$2437.52
Philbrook Fund/Damariscotta	\$20,000
Davenport Trust	\$10,000
Lester Napier	\$15,000
Morning Star	\$3,500
Jacobs Family Trust	\$2500

2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for ___ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer's Disease and their caregiver respite care for a year.)

\$500 contributes towards security deposits to help an individual or family enter safe housing.

\$500 contributes towards a rent payment to bring rent current and prevent eviction.

Approximately \$500 pays for 100 gallons of fuel to heat the home.

Average of \$500 covers utility payments in arrears to keep electricity on or reinstate power for individuals.

3. Please complete the following: “Having the support of United Way donations made it possible for us to _____.”

Having support from the United Way of Midcoast Maine made it possible for us to keep people stably housed, safe and warm.

VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one Program Success Story. This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

Please also submit any especially good Quotes from Clients that you have received.

You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

A resident of Lincoln County and owner of a business that has struggled since the pandemic was grateful to receive home heating oil assistance from MMCA. She heard about us from a neighbor who picked up one of our flyers from the food bank. The woman was hesitant to speak with staff over the phone, so she made an appointment to come into the office. We were able to discuss the program and its “ins and outs” with her and answer questions about where the funding comes from. Once she understood the program, she was shocked at how quickly we were able to help her with the application and get oil delivered to her home. She thanked us and made a point to say that asking for help was hard for her, but it was made easier by our staff. She said that because she had oil, she would be able to get some groceries.

A mother and her children needed resources to leave a domestic violence situation. Our programs provided the assistance she needed to secure a safe living situation but was still having a hard time paying for heating fuel. People don’t often consider the impact money makes when a person is trying to leave an abusive relationship. We were able to get her home heating oil, assistance with CMP, and resources to address her and her family’s other needs.

VIII. ONE-TIME FUNDING

(Optional) If you have need of one-time funds, up to \$10,000 maximum, to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

MMCA is interested in engaging a consultant to help us with our strategic planning process. We don’t have unrestricted dollars that could pay for that type of investment, so a one-time grant would allow us to secure a consultant to work with us in the next year.

MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below.

This form provides more detailed information of how people have been served by each program providing basic needs.

Service Year Start Date: 10/1/2021		Service Year End Date: 9/30/2022						
FOOD	Households	People served in past year						
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	# of pounds of food distributed	# of meals	
Food Pantry								
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank								
Soup Kitchen								
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank								
Spectrum Generations - Meals on Wheels								
TOTAL HOUSEHOLDS	0					TOTAL MEALS	-	

FUEL/UTILITIES	Households	People served in past year				
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Average \$ amt financial assistance per household
Fuel Assistance						
Midcoast Maine Community Action - Housing Counseling Program	15	31	11	12	8	\$ 459.63
Tedford Housing - Homeless Prevention Program						
The Salvation Army - Emergency Assistance						
Utility Assistance						
Midcoast Maine Community Action - Housing Counseling Program	43	105	39	51	15	\$ 427.75
Tedford Housing - Homeless Prevention Program						
The Salvation Army - Emergency Assistance						
TOTAL Households Served						
HOUSING/SHELTER		People served in past year				

	# of Households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Average \$ Assistance per Household	# of Shelter Bednights
Security Deposit Assistance							
Midcoast Maine Community Action - Housing Counseling Program	0						
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
Rent/Mortgage Assistance							
Midcoast Maine Community Action - Housing Counseling Program	1	4	2	2		\$ 1,470.00	
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
Shelter							
American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services							
Midcoast Maine Community Action - Housing Counseling Program	0						
Tedford Housing - Adult and Family Emergency Housing Shelter and Services							
TOTAL Households served						TOTAL Bednights	0

TRANSPORTATION		People served in past year					
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Total Miles of Transportation	# of Rides
Transportation							
People Plus - Volunteer Transportation Network							

OTHER (Specify)							

Notes: (If needed to clarify or explain any of the data submitted above)

PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: Midcoast Maine Community Action

Program: Economic Stability

Provide people served for the program, not for the entire agency. “Unduplicated individuals” means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of “unduplicated individuals” rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
CUMBERLAND COUNTY				
Town				
Brunswick	62		5	
Harpwell				
Cumberland County, Unidentified Locale	2			
CUMBERLAND CO. TOTAL	64	0	5	0

LINCOLN COUNTY				
Town				0
Alna				
Boothbay				
Boothbay Harbor	7			
Bremen				
Bristol	5			
Damariscotta	15			
Dresden				
Edgecomb	2			
Jefferson	3			
Monhegan Plantation				
Newcastle				
Nobleboro				
Somerville				
South Bristol	2			
Southport				
Waldoboro	18			
Westport	1			
Whitefield	1			
Wiscasset	11			

Lincoln County, Unidentified Locale	2			
LINCOLN COUNTY TOTAL	67	0	0	0

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
SAGADAHOC COUNTY				
Town				
Arrowsic	0		0	
Bath	26		6	
Bowdoin	6			
Bowdoinham	16			
Georgetown	2			
Phippsburg	6			
Richmond	8		5	
Topsham	9			
West Bath	7			
West Bowdoin				
Woolwich			4	
Sagadahoc County, Unidentified Locale	730		246	
SAGADAHOC COUNTY TOTAL	810	0	261	0

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
UWMCM TOTAL PEOPLE SERVED	941	0	266	0

Comments:

Knox County Fund: List the number of Knox County people served for your agency. This number will become part of a formula for distributing funds to your agency that are designated to United Way's Knox County Fund during our annual campaign. **They are not considered part of the general fund distribution.**

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
KNOX TOTAL				

UWMCM Program Budget for Past, Current and Proposed Years

Agency: Midcoast Maine Community Action

Program: Economic Stability Program (formerly Housing Counseling)

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

Fiscal Year Ending Date	FY ending __22__	FY ending __23__	FY ending __24__
__ March 31 __ June 30	ACTUAL	BUDGET	BUDGET
X _ September 30 __ December 31	PAST YEAR	CURRENT YEAR	NEXT YR PROPOSED
PROGRAM REVENUES			
United Way of Mid Coast Maine (UWMCM) Award/Request	\$ 25,807.13	\$ 24,280.00	\$ 25,000.00
United Way Designations*			
Program Fees			
Special Events & Other Agency Fundraising			
Government - Grants and Contracts (Please list)			
Federal Block Grant			
Other Revenues (grants, municipalities, etc.):			
MeCAP - Cong. Directed Funding			
TOTAL PROGRAM REVENUE	\$ 25,807.13	\$ 24,280.00	\$ 25,000.00
PROGRAM EXPENSES (major categories)			
Salaries & Wages			
Benefits			
Contracted Maint Services			
Occupancy - Interest			
Occupancy - Depreciation			
Utilities	\$ 2,568.27		
Other: List other expense categories			
Telephone/Computer Lines			
Insurance			
Expendable Supplies			
Maintenance and Minor Repairs			
Technology			
Staff Training			
Travel			
Consultants			
Miscellaneous			
Indirect			
Direct Client Benefit		\$ 47,518.86	\$ 25,000.00
TOTAL PROGRAM EXPENSES	\$ 2,568.27	\$ 47,518.86	\$ -
EXCESS (DEFICIT) REVENUE OVER EXPENSES	\$ 23,238.86	\$ (23,238.86)	\$ 25,000.00
* - do not include designations unless they were directed for use by this program.			
Provide explanation for any significant variances from year to year, and how you have or will address any actual or			



Agency & Program Contact Information & Signatures

Agency Name: People Plus

Program Name: Volunteer Transportation Network

Street Address: 35 Union Street, Brunswick, Maine 04011

Mailing Address (if different): PO Box 766, Brunswick, Maine 04011

Agency/Program: FB Website: peopleplusmaine.org

Executive Director Name: Stacy Frizzle-Edgerton

Executive Director: Phone 207-729-0757 Email: director@peopleplusmaine.org

Program Director Name: Lynne Manson-Smith

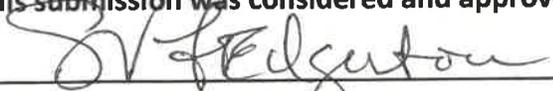
Program Director: Phone 207-729-0757 Email: driver@peopleplusmaine.org

Application Contact Name: Stacy Frizzle-Edgerton

Application Contact: Phone 207-729-0757 Email: director@peopleplusmaine.org

Link to latest brochure, if available:

This submission was considered and approved by (both signatures are required):

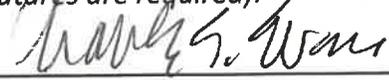


Signature, Agency Executive Director

STACY FRIZZLE EDGERTON

Printed Name, Agency Executive Director

Date: 2/18/23



Signature, President/Chair, Board of Directors

Charles EVANS

Printed Name, President/Chair, Board of Directors

Date: 2/18/23

~~~~~  
All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org)  
Due by 5:00 p.m. on Tuesday, February 28, 2023

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



**Agency Name: People Plus**  
**Program Name: Volunteer Transportation Network**

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

**Grant Period: July 1, 2023 – June 30, 2024**

**Maximum 9 pages**

**APPLICATION**

Program Description (2-3 sentences): **The Volunteer Transportation Network (VTN) provides a necessary service to our community by matching volunteer drivers with home-bound and disabled residents who need transportation to vital services.**

**I. PROGRAM SUMMARY**

**Area Served: X Sagadahoc County \_\_\_ Lincoln County X Brunswick & Harpswell**

**Focus area you feel aligns with your program\*:**

**X Healthier, More Connected Lives \_\_\_ Improved Financial Stability \_\_\_ Best Start for Children**

\* United Way of Mid Coast Maine Focus Areas

**Focus Areas:**

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

|                                                    | 2021/2022               | 2022/2023           | 2023/24 REQUEST        |
|----------------------------------------------------|-------------------------|---------------------|------------------------|
| <b>UWMCM Funding (do not include designations)</b> | \$5,000                 | \$5,000             | \$6,500                |
|                                                    |                         |                     |                        |
|                                                    | <b>Actual Past Year</b> | <b>Current Year</b> | <b>Proposed Budget</b> |
| <b>Program Budget</b>                              | \$27,500                | \$46,120            | \$50,040               |

## II. PROGRAM NARRATIVE

1. Provide a description of the program for which you are seeking funds. No more than one page.

**The Volunteer Transportation Network provides a necessary service to our community by matching volunteer drivers with homebound and disabled residents who need transportation to vital services, including medical/therapeutic appointments, pharmacy/grocery, banking/post office, personal hygiene, social gatherings, fitness/self-improvement classes and the Midcoast Hunger Prevention Program, etc. We continue to provide a delivery service of food, groceries and medications to our most vulnerable seniors. We have 750 registered residents for whom we provide this free service. We have 135 registered drivers who must undergo a criminal and motor vehicle background check and have valid proof of a driver's license and car insurance.**

- a. Need that this program will address – if available, include specific local data that demonstrates the need in the community.

**The Volunteer Transportation Network provides transportation to the over 750 homebound seniors and elders in the Greater Brunswick area in need of medical/pharmacy appointments, vital services including access to nutritional options and access to social interaction and hygiene services. Our delivery service provided over 2,000 grocery, prescription, meals and food pantry boxes this year.**

- b. Target populations served (age, income, health). Include any information relevant to Diversity, Equity, and Inclusion.

**All riders must be over 18 years, however all current riders range between the ages of 65-95. The majority of our riders are female, in the low-income bracket, are homebound, disabled and often live alone and are without family. We have a diverse number of riders, especially with the new Mainers program bringing many older people to the area that do not drive.**

- c. The key activities of your programs:

**Providing transportation and delivery services to seniors and those who are disabled. The riders must have a need for rides with no other current means of transportation. People Plus does not charge a fee for this service and we do not require financial information.**

- d. The number of staff who work full-time and part-time for this program.  
**One full time staff as well as two part time staff.**

2. Describe the importance of this program in advancing people's Healthier, More Connected Lives:

**We are transporting residents to medical appointments, for medical aid, food and vital life services including pharmacy supplies, exercise classes, and the food pantry while also delivering necessities to homebound seniors who are currently unable to leave their homes due to financial and medical conditions. Through our program, everyone in our community will have access to transportation including those who are vulnerable (hurt, ill, disabled, isolated, etc.)**

**What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it? VTN has experienced tremendous growth over the past two years with registered riders going from 580 to 750! We have had increased needs due to ongoing COVID and inflation. We have continued to pick up groceries, prescriptions, food boxes and meals. There are corresponding increases in both riders and drivers, as well as continued improvement in our system for scheduling rides. We are currently recruiting drivers for all**

areas including the Bath and the surrounding area. We now have 11 new drivers in Bath (up from four) who are helping the 25 riders currently on our waitlist in effect for a couple of years for Bath residents. We have 750 riders who use the Volunteer Transportation Network Services. 550 of our registered riders are over 65 years old and the program consists of 85% women.

3. What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?

The success of the VTN is based on the proportion of volunteer drivers to the number of ride requests. We always have more riders than drivers and struggle to fill all of the requests. We often receive requests from outside of our service area (not in Brunswick, Harpswell, Topsham, Bath or Georgetown) and have difficulty filling those requests. It takes many hours per week to manage the rider request database system. We need to coordinate the drivers with the ride requests, follow up on those rides, create the marketing materials and promote the program as well as recruit all volunteer drivers. The majority of our drivers are retired and high inflation costs as well as the steep increase in gas and automobile prices over this past year have influenced the number of rides they are able/willing to provide. Ultimately we can only TRY to find rides for people. If the drivers won't or can't fill the requests, there is nothing we can do.

### III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
  - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
  - b. Child Care programs must also complete the **Child Care Report Form**.
2. Diversity of populations served. Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

Our VTN software captures age, race, sex and location of the people that we serve. The program is free and open to all that apply. We advertise in the local newspaper, social media and through local housing agencies as well as with doctor and medical facilities, municipalities, general aid and on the radio.

### IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

#### Past Year

1. List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.

We have continued to deliver all necessities to our homebound elders. We have gained 170 new riders, 31 new drivers and continued to fill rides at a 95% fill rate. We increased our Bath

drivers and riders. We have continued to update our database and validate the contact information for all of our riders. We did the same for all of our drivers as well as updated insurance and driver's license renewals. Assisted Rides, the database software program we use for utilizing rides has also been upgraded to a more user- friendly system for our drivers.

2. List any other accomplishments or significant program changes in the past year, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.

We would like to continue to work on expanding into the Bath and surrounding areas by recruiting more drivers so that we can continue to work on serving those on the waiting list. The more drivers we recruit the more rides we can fulfill. We hope to partner with more organizations to gain more aid in enrolling riders and recruiting drivers. Key accomplishments would include providing more than 1700 prescription/grocery deliveries (up from 1,300) and 341 meal and food box deliveries (up from 250) to seniors that were unable to leave their homes. We also provided over 33,000 miles of transportation and 3,000 rides!

#### For 2023-2024 Funding Year

3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes. Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)

The primary goal is to gain additional drivers (at least 15) and riders, enabling us to provide more rides. The VTN'S success is measured with clear data through our Assisted Rides software. We collect all of the data including the number of riders and drivers registered for this service, which include the number of ride requests and the percentage in which they are filled. Our long-term goal is to continue to work on expanding our program and we will work with other agencies to refer riders. As we take on new riders and drivers, the time spent organizing, scheduling and filling rides increases causing additional staff hours spent on the program. We currently have 750 registered riders with a 95% fill rate.

4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.

We have given over 3,000 rides to the community and have continued to see most rides filled. We continue to expand into Bath and partner with more organizations to help gain aid in enrolling riders and recruiting drivers. We have successfully created a partnership with Georgetown and Harpswell and have increased both riders and drivers in both areas. We have continued to work with the Midcoast Hunger Prevention Program to pick up and deliver meals to those who are homebound. We also continue to partner with Spectrum Generations to serve low-income and homebound older adults and strive to improve access to vital services for all home-bound elders.

5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.

The VTN Program provides a vital resource to our community for those without access to transportation. Feeling homebound due to a disability or lack of finances can lead to isolation

The VTN Program provides a vital resource to our community for those without access to transportation. Feeling homebound due to a disability or lack of finances can lead to isolation and depression. Providing transportation and getting someone out of their home for physical and mental wellness is vital for a healthy, happy, successful life. A lack of access to transportation is one of the reasons that people may end up leaving their homes – despite being able to financially afford it. Many of our riders offer to help to volunteer at our Center or from home showing their gratitude to the VTN. Less than half of our riders are People Plus members, which speaks to the usefulness of the program for the community not just our members. Our primary goal is to expand and serve more people with transportation and services.

**V. PROGRAM INVESTMENT**

1. **BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted. **(Attached)**
2. How important is United Way funding to achieving your stated outcomes?  
**Without the United Way funding, we would not be able to operate the VTN program. Funding goes completely to the wages of staff involved with management, marketing and outreach efforts as well the software and background checks.**
3. In-kind Contributions – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities).  
**We have approximately 135 registered drivers who provide their time and use of their personal vehicles to give 3,000 rides and over 33,000 miles in 2022. We also received approximately twenty, \$25 gas cards from Rusty Lantern Markets for our volunteer drivers. These gas cards do not cover the amount of gas used by the drivers, but are a token of our appreciation for their kindness and generosity.**
4. **Collaborations/Partnerships** – please list any significant collaborations or partnerships.  
**We partner with Spectrum Generations, Area Agency on Aging, Bath Senior Community Center, Bath Senior Housing, Cadigan Lodge, CHANS, Coastal Landing, Harpswell Aging at Home, Highland Green, Independence Association, Maine Community Foundation, local libraries, Pejepscot Terrace, Mallard Pond, Midcoast-Parkview Health, Rousseau Management, SEARCH, Sweetster, Tedford Shelter, the Davis Fund, the Senter Fund, Thornton Oaks, Triad, and all town emergency departments.**
5. **Program Volunteers:** Provide the following for program volunteers only.

| # of volunteers | # of volunteer hours* | Total Value of Volunteer Time | This program does not use volunteers |
|-----------------|-----------------------|-------------------------------|--------------------------------------|
| 135             | 2,270                 | \$60,767.90                   |                                      |

\* Include time spent on specialized program training (other than basic orientation)  
 \*\* [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](https://www.independentsector.org/)- Maine \$26.77

## VI. PROGRAM RETURNS

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** We use the United Way funding as validation for other grants and support including the town of Brunswick. We also use it to request donated gas cards which are given to our drivers monthly.
2. **Can you quantify the amount of services or results United Way funds help make possible?** \$42 pays for one hour of wages for three staff members to support the over 750 riders; \$2500 covers the cost of the software system; \$125 covers the cost of a single background check.
3. **Please complete the following:** “Having the support of United Way donations made it possible for us to: Operate the VTN Program and provide over 30,000 miles of free transportation to over 750 homebound riders.”

## VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one Program Success Story. attached

Please also submit any especially good Quotes from Clients that you have received. attached

## VIII. ONE-TIME FUNDING

(Optional) If you have need of one-time funds, up to \$10,000 maximum, N/A

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or

[Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**



THE CENTER THAT BUILDS COMMUNITY SINCE 1976

## 2023 United Way Testimonials

### Success Story:

The Transportation Network has helped me to get to all of my medical appointments due to the fact that I can no longer drive. I started out using taxi services until I ran out of money. I found out about the VTN service offered by People Plus through our local hospital. I was diagnosed with Congestive heart failure in early 2022. I have depended completely on People Plus and their driving program to get me to and from my weekly visits to the cardiologist. I credit this service with keeping me alive and well enough to function on a daily basis. I have no family or friends in the area. I'm forever grateful and have peace of mind knowing that they will be there for me in my time of need. "I am alone and have no one. If it weren't for People Plus, I wouldn't be able to live at Elm Street. The other residents are often sick so I stay mostly alone. I never married and didn't have children. Thank Goodness for the VTN."

- "Linda", a VTN rider for over five years.

NO WHEELS! NO WHEELS! What am I to do???

I have had my own car for 70 years and lived independently for the last 52 years. One morning this past April, I stepped out of bed surprised with low back pain when weight bearing on my right leg. (Weight bearing on brake and gas pedals is needed to drive.) I knew it was time for an alternative option and called People Plus. I've been a member of PP for over a decade and I'd heard that the Transportation by People Plus volunteer drivers was prompt, reliable and caring, enabling my continued independence and aging at home. I am so grateful. "Without the support of the VTN, I would never be able to get from Harpswell to the writers group every Wednesday! And I love that group."

- Virginia Sabin, People Plus Member since June 2015

"Your organization has been so good to me by providing transportation to my ridiculous number of medical appointments. Your drivers are warm, friendly and reliable. This will be the year that I pledge to give back and be useful to your program. Thank you for all that you do to keep me healthy!"

- James Payne – A People Plus Member for at least five years.

"I'm not sure what I'd do without this wonderful service. I'm disabled, have no vehicle, very low income and many medical needs. I live in a trailer park with few neighbors and I'm truly grateful for this ongoing service and hope that it continues. Thank you to all of the amazing drivers that make it possible for me to get to my many appointments on time. And for them bringing me groceries and prescriptions."

- "Laurie" – Not a PP member, she only uses VTN for medical issues

## PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: People Plus

Program: Volunteer Transportation Network

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

# Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

# Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

|                                        | 2021                       |                          | 2022                       |                          |
|----------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                        | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>CUMBERLAND COUNTY</b>               |                            |                          |                            |                          |
| <b>Town</b>                            |                            |                          |                            |                          |
| Brunswick                              | 381                        | 7                        | 420                        | 0                        |
| Harpwell                               | 120                        | 4                        | 130                        |                          |
| Cumberland County, Unidentified Locale |                            |                          |                            |                          |
| <b>CUMBERLAND CO. TOTAL</b>            | <b>501</b>                 | <b>11</b>                | <b>550</b>                 | <b>0</b>                 |

|                                     |   |   |   |   |
|-------------------------------------|---|---|---|---|
| <b>LINCOLN COUNTY</b>               |   |   |   |   |
| <b>Town</b>                         |   |   |   |   |
| Alna                                | 0 | 0 | 0 | 0 |
| Boothbay                            |   |   |   |   |
| Boothbay Harbor                     |   |   |   |   |
| Bremen                              |   |   |   |   |
| Bristol                             |   |   |   |   |
| Damariscotta                        |   |   |   |   |
| Dresden                             |   |   |   |   |
| Edgecomb                            |   |   |   |   |
| Jefferson                           |   |   |   |   |
| Monhegan Plantation                 |   |   |   |   |
| Newcastle                           |   |   |   |   |
| Nobleboro                           |   |   |   |   |
| Somerville                          |   |   |   |   |
| South Bristol                       |   |   |   |   |
| Southport                           |   |   |   |   |
| Waldoboro                           |   |   |   |   |
| Westport                            |   |   |   |   |
| Whitefield                          |   |   |   |   |
| Wiscasset                           |   |   |   |   |
| Lincoln County, Unidentified Locale |   |   |   |   |

|                             |          |          |          |          |
|-----------------------------|----------|----------|----------|----------|
| <b>LINCOLN COUNTY TOTAL</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
|-----------------------------|----------|----------|----------|----------|

|                                       | 2021                       |                          | 2022                       |                          |
|---------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                       | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>SAGADAHOC COUNTY</b>               |                            |                          |                            |                          |
| <b>Town</b>                           |                            |                          |                            |                          |
| Arrowsic                              | 5                          | 4                        | 5                          | 0                        |
| Bath                                  | 32                         | 4                        | 42                         |                          |
| Bowdoin                               |                            |                          |                            |                          |
| Bowdoinham                            |                            |                          |                            |                          |
| Georgetown                            | 14                         |                          | 16                         |                          |
| Phippsburg                            | 2                          | 1                        | 2                          |                          |
| Richmond                              | 1                          |                          | 1                          |                          |
| Topsham                               | 115                        | 1                        | 125                        |                          |
| West Bath                             | 5                          |                          | 5                          |                          |
| West Bowdoin                          |                            |                          |                            |                          |
| Woolwich                              | 4                          |                          | 4                          |                          |
| Sagadahoc County, Unidentified Locale |                            |                          |                            |                          |
| <b>SAGADAHOC COUNTY TOTAL</b>         | <b>178</b>                 | <b>10</b>                | <b>200</b>                 | <b>0</b>                 |

|                                  | 2021                       |                          | 2022                       |                          |
|----------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                  | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>UWCMC TOTAL PEOPLE SERVED</b> | <b>679</b>                 | <b>21</b>                | <b>750</b>                 | <b>0</b>                 |

| <b>Comments:</b>                                                                                                                                                                                                                                                                                                                                   |                            |                          |                            |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| <p><b>Knox County Fund:</b> List the number of Knox County people served for your <u>agency</u>. This number will become part of a formula for distributing funds to your <u>agency</u> that are designated to United Way's Knox County Fund during our annual campaign. <b>They are not considered part of the general fund distribution.</b></p> |                            |                          |                            |                          |
|                                                                                                                                                                                                                                                                                                                                                    | 2021                       |                          | 2022                       |                          |
|                                                                                                                                                                                                                                                                                                                                                    | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>KNOX TOTAL</b>                                                                                                                                                                                                                                                                                                                                  |                            |                          |                            |                          |

## MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below. This form provides more detailed information of how people have been served by each program providing basic needs.

| Service Year Start Date: 1-2022                                                |                        | Service Year End Date: 12-2022 |            |             |           |                                 |            |  |
|--------------------------------------------------------------------------------|------------------------|--------------------------------|------------|-------------|-----------|---------------------------------|------------|--|
| FOOD                                                                           | Households             | People served in past year     |            |             |           | # of pounds of food distributed | # of meals |  |
|                                                                                | # of households served | Total # of People              | 0-18 Years | 19-65 Years | 65+ Years |                                 |            |  |
| <b>Food Pantry</b>                                                             |                        |                                |            |             |           |                                 |            |  |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank | 21                     | 31                             | 0          | 0           | 31        | 1 Box w/7 meals each            | 1,764      |  |
| <b>Soup Kitchen</b>                                                            |                        |                                |            |             |           |                                 |            |  |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                                |            |             |           |                                 |            |  |
| Spectrum Generations - Meals on Wheels                                         |                        |                                |            |             |           |                                 |            |  |

| FUEL/UTILITIES                                               | Households             | People served in past year |            |             | Average \$ amt financial assistance per household |
|--------------------------------------------------------------|------------------------|----------------------------|------------|-------------|---------------------------------------------------|
|                                                              | # of households served | Total # of People          | 0-18 Years | 19-65 Years |                                                   |
| <b>Fuel Assistance</b>                                       |                        |                            |            |             |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program |                        |                            |            |             |                                                   |
| Tedford Housing - Homeless Prevention Program                |                        |                            |            |             |                                                   |
| The Salvation Army - Emergency Assistance                    |                        |                            |            |             |                                                   |
| <b>Utility Assistance</b>                                    |                        |                            |            |             |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program |                        |                            |            |             |                                                   |
| Tedford Housing - Homeless Prevention Program                |                        |                            |            |             |                                                   |
| The Salvation Army - Emergency Assistance                    |                        |                            |            |             |                                                   |

| HOUSING/SHELTER                                                           | # of Households served | People served in past year |            |             | Average \$ Assistance per Household | # of Shelter Bednights |
|---------------------------------------------------------------------------|------------------------|----------------------------|------------|-------------|-------------------------------------|------------------------|
|                                                                           |                        | Total # of People          | 0-18 Years | 19-65 Years |                                     |                        |
| <b>Security Deposit Assistance</b>                                        |                        |                            |            |             |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             |                        |                            |            |             |                                     |                        |
| The Salvation Army - Emergency Assistance                                 |                        |                            |            |             |                                     |                        |
| <b>Rent/Mortgage Assistance</b>                                           |                        |                            |            |             |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             |                        |                            |            |             |                                     |                        |
| The Salvation Army - Emergency Assistance                                 |                        |                            |            |             |                                     |                        |
| <b>Shelter</b>                                                            |                        |                            |            |             |                                     |                        |
| American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services |                        |                            |            |             |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |                                     |                        |
| Tedford Housing - Adult and Family Emergency Housing Shelter and Services |                        |                            |            |             |                                     |                        |
| <b>TOTAL HOUSEHOLDS SERVED</b>                                            |                        |                            |            |             |                                     | <b>TOTAL Bednights</b> |

| TRANSPORTATION                                 | # of households served | People served in past year |            |             | Total Miles of Transportation | # of Rides |
|------------------------------------------------|------------------------|----------------------------|------------|-------------|-------------------------------|------------|
|                                                |                        | Total # of People          | 0-18 Years | 19-65 Years |                               |            |
| People Plus - Volunteer Transportation Network | 750                    | 800                        | 0          | 250         | 550                           | 33,000     |

| OTHER (Specify) |  |  |  |  |  |  |
|-----------------|--|--|--|--|--|--|
|                 |  |  |  |  |  |  |

Notes: (If needed to clarify or explain any of the data submitted above)

## UWMCM Program Budget for Past, Current and Proposed Years

Agency: People Plus

Program: Volunteer Transportation Network (VTN) 2023-2025

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| Fiscal Year Ending Date<br>___ March 31     _X_ June 30<br>___ September 30     ___ December 31 | FY ending 2022<br>ACTUAL<br>PAST YEAR | FY ending 2023<br>BUDGET<br>CURRENT YEAR | FY ending 2024<br>BUDGET<br>NEXT YR PROPOSED |
|-------------------------------------------------------------------------------------------------|---------------------------------------|------------------------------------------|----------------------------------------------|
| <b>PROGRAM REVENUES</b>                                                                         |                                       |                                          |                                              |
| United Way of Mid Coast Maine (UWMCM) Award/Request                                             | \$5,000.00                            | \$5,000.00                               | \$6,500.00                                   |
| United Way Designations*                                                                        | \$0.00                                | \$0.00                                   | \$0.00                                       |
| Program Fees                                                                                    | \$0.00                                | \$0.00                                   | \$0.00                                       |
| Other Agency support - Spectrum Generations                                                     | \$2,500.00                            | \$12,000.00                              | \$12,000.00                                  |
| MCF/Gorman                                                                                      | \$10,000.00                           | \$12,500.00                              | \$12,500.00                                  |
| Other: private donor                                                                            | \$2,500.00                            | \$8,000.00                               | \$10,000.00                                  |
| Brunswick                                                                                       | \$6,500.00                            | \$5,000.00                               | \$6,500.00                                   |
| Harpswell                                                                                       | \$1,500.00                            | \$3,000.00                               | \$3,500.00                                   |
| <b>TOTAL PROGRAM REVENUE</b>                                                                    | <b>\$28,000.00</b>                    | <b>\$45,500.00</b>                       | <b>\$51,000.00</b>                           |
| <b>PROGRAM EXPENSES (major categories)</b>                                                      |                                       |                                          |                                              |
| Salaries & Wages                                                                                | \$22,000.00                           | \$40,000.00                              | \$43,500.00                                  |
| Benefits                                                                                        | \$1,400.00                            | \$1,500.00                               | \$1,650.00                                   |
| Occupancy/Rent                                                                                  |                                       |                                          |                                              |
| Utilities                                                                                       |                                       |                                          |                                              |
| Other: Software assisted rides                                                                  | \$1,750.00                            | \$2,000.00                               | \$2,000.00                                   |
| background checks                                                                               | \$2,000.00                            | \$2,250.00                               | \$2,500.00                                   |
| Program liability insurance                                                                     | \$350.00                              | \$370.00                                 | \$390.00                                     |
|                                                                                                 |                                       |                                          |                                              |
|                                                                                                 |                                       |                                          |                                              |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                   | <b>\$27,500.00</b>                    | <b>\$46,120.00</b>                       | <b>\$50,040.00</b>                           |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                   | <b>\$500.00</b>                       | <b>-\$620.00</b>                         | <b>\$960.00</b>                              |

\* Do not include designations unless they were directed for use by this program.

There is an increase in salary and wages based on the total for all (3) employee time utilized with the increased number of riders, calls to the Center and rides requested. Additionally, wages were increased to be competitive with community standards. We have fundraised to compensate for this increase and applied for additional funding from various sources. Area highlighted in yellow are projected and not actual figures. These are the amounts for which we have applied.

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2025**

United Way of  
Mid Coast Maine



**Checklist and Timeline**

**Grant Period:** July 1, 2023 – June 30, 2024

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

**RFP Submission:** All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org).

No hard-copy materials will be accepted.

- Agency Program Contact Information & Signature Page
- Program Application: Narrative and Success Story
- Program People Served Data
- Additionally:
  - UWMCM Basic Needs Service Summary – as directed
  - ~~N/A~~ UWMCM Child Care Report Form – to be completed by Child Care programs
  - Program Budget

If requesting funds for multiple programs, a separate proposal must be submitted for each.

**Funding Cycle**

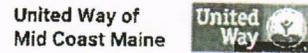
- Winter 2022/3 – Eligibility Determinations
- January 2023– Distribution of Request for Proposals
- February 28, 2023 5:00 p.m. – Applications DUE
- March & April 2023 –Program Presentations
- May 2023 – Fund Distribution Team recommendations
- May 2023 – Board Vote on Fund Distribution
- May 2023 – Notification of Agencies regarding awards for July 1, 2023 to June 30, 2024
- UWMCM uses a two-year cycle for fund distribution. Funding requests are made for a single year. Assuming continued good performance and no drastic change in community need, funding for the second year can be expected to be the same percentage of available Community Fund dollars. Actual dollars received in the second year will depend on funds raised through the annual campaign and other financial considerations.
- January 2024 – Request for Interim Reports
- March 2024 – Interim Reports due

**If you have any questions,** please contact Doreen Fournier at 443-9752 Ext. 2 or

[Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).



**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



Agency Name: \_\_\_\_\_ **The Salvation Army - Bath-Brunswick** \_\_\_\_\_  
 Program Name: \_\_\_\_\_ **Emergency Assistance** \_\_\_\_\_

Due Date: Tuesday, **FEBRUARY 28, 2023** by 5:00 p.m.  
 Grant Period: July 1, 2023 – June 30, 2024  
 Maximum 9 pages

**APPLICATION**

**I. PROGRAM SUMMARY**

**Program Description (2-3 sentences):** The Salvation Army aims to provide improved financial stability for the community through emergency assistance of utilities, fuel, and housing. In addition to direct financial assistance, we also provide opportunities for case management, choice food pantry, and free community produce table just to name a few.

Area Served:  Sagadahoc County – excluding Richmond  Lincoln County  
 Brunswick & Harpswell

Focus area you feel aligns with your program\*:

Healthier, More Connected Lives  Improved Financial Stability  Best Start for Children

\* United Way of Mid Coast Maine Focus Areas

Focus Areas:

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

|                                             | 2021/2022        | 2022/2023    | 2023/24 REQUEST |
|---------------------------------------------|------------------|--------------|-----------------|
| UWMCM Funding (do not include designations) | \$14,000         | \$14,000     | \$16,000        |
|                                             | Actual Past Year | Current Year | Proposed Budget |
| Program Budget                              | \$28,548         | \$30,500     | \$32,000        |

## II. PROGRAM NARRATIVE

The Salvation Army of Bath- Brunswick has an Emergency Assistance program that provides assistance to individuals in need of emergency help with utilities, fuel, and housing. The emergency program operates in the hope to help individuals improve their financial stability. We believe it is every person's right to be secure in their basic needs and we can help this by aiding with utilities, fuel, and housing. When someone finds themselves with a shut off notice for their utilities, they can reach out to us to help get their bill paid to ensure this doesn't happen. When someone finds their oil tank empty and they need 100 gallons to fill their tank to make sure their home stays warm during the frigid winter months in Maine, they can give us a call to help get fuel delivered so that they can continue to stay warm. When a person is trying to secure housing and comes up a little short on a security deposit/ first month's rent or eviction/notice to quit, they can reach out to us to help get this payment so that they have a home to live in. Our target population is anyone whether, individual or family, who is in urgent need during a financial hardship. When someone calls for assistance, we do not track demographic information based on race and identity. Per the Salvation Army's Non-Discrimination statement, "In providing its programs and services, The Salvation Army is committed to accommodating all those in need without unlawful discrimination or harassment based on age, race, color, religion, sex, national origin, marital status, disability, citizenship, sexual orientation, gender identity, gender expression, or any other characteristic in accordance with our capacity to help." We also have zero requirements to attend any program or volunteer within our building in order to receive assistance. We want to help anyone who is in need without discrimination. We have one part time employee who handles all the intake information and one part time employee who processes the payments of the services as well as the pastors/administrators.

Over the course of the last year, we have seen a steady increase in need for fuel assistance. We receive daily calls throughout the winter season for assistance needed with fuel as fuel costs have risen dramatically. With all the extra covid assistances ending in the coming months, we are expecting an increased need across the board for services. We are anticipating by the end of our fiscal year for this year that we will see an increased need for housing and utility assistance.

## III. PEOPLE SERVED DATA

1. See Program People Served Data Form and Needs Service Summary provided in packet.
2. **Diversity of populations served.**

As stated earlier in our application, we do not take any data based on race and ethnicity. Our primary way of making our community aware of our resources available is through word of mouth. Social media is occasionally used as awareness as well.

## IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

### Past Year

Our goals are always to meet the needs of those in crisis by providing comprehensive assistance with meeting their basic needs through providing financial assistance through heating, utilities, or rent/security deposit. We continue to maintain our appointment times so as to best serve individuals within a timely manner. We have had several new households come to us for first time assistance during this past year. We are predicting this increase of new

clients to continue in the coming months as more governmental assistances established due to the pandemic start to end.

Our biggest change in the last year has been with our leadership. The former corps officers (pastors/administrators) Captains Kirsten and Neil Childs were moved out of state to another Salvation Army in Pennsylvania. Our new officers, Lieutenants Sojourney and Tyler Adcox, moved to Midcoast Maine this past summer and took over as our leadership at The Salvation Army of Bath-Brunswick.

**For 2023-2024 Funding Year**

Our biggest goal when serving our community is to be a resource that those throughout our service area see as a safe place to come to. We want each household that reaches out to us to be self-sufficient so that they are able to find financial stability for their families. We want to maintain our services as a means to be a hand up rather than just a handout.

We have several partnerships throughout the community that help us to best serve those who come through our doors. We work alongside Midcoast Maine Community Action, Tedford Housing, Opportunity Alliance, and General Assistance. We will continue to work with these various agencies in the coming years to best provide the help our community needs.

**V. PROGRAM INVESTMENT**

1. **BUDGET:** See attached paperwork in packet.

2. **How important is United Way funding to achieving your stated outcomes?**

While we look for other funding to support the program throughout the year, United Way makes up approximately 50% of our funding to run this program to support our community through direct financial assistance.

3. **In-kind Contributions – N/A**

4. **Collaborations/Partnerships**

Our current partnerships are with MidCoast Maine Community Action, Tedford Housing, Opportunity Alliance, and General Assistance. We collaborate with these agencies in order to better serve our community.

5. **Program Volunteers:** Provide the following for program volunteers only.

| # of volunteers | # of volunteer hours* | Total Value of Volunteer Time | This program does not use volunteers |
|-----------------|-----------------------|-------------------------------|--------------------------------------|
| 0               | 0                     | 0                             | 0                                    |

\* Include time spent on specialized program training (other than basic orientation)

\*\* [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](https://www.independentsector.org/)- Maine \$26.77

**VI. PROGRAM RETURNS**

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?**

2. **Can you quantify the amount of services or results United Way funds help make possible?** On average \$360 per household is used for fuel assistance, \$250 per household for utility assistance, \$250 per household for security deposit assistance, and \$200 per household is used for rental assistance.

3. **Please complete the following: “Having the support of United Way donations made it possible for us to directly assist 54 households comprised of 138 individuals in our community through financial assistance with heat, utilities, or rent/security deposits.”**

## I. SUCCESS STORY & QUOTES FROM CLIENTS

### Case Management Story:

Tammy is a single mom who came to the Salvation Army for the first time for assistance this past fall. Tammy walked through the doors looking for help through the Christmas Assistance program. She recently has lost her job and had no income Christmas, rent, or her electric bill. With the help of our case manager, Tammy was able to get her rent payment to \$0 as well as assistance to help with back rent and electric. Tammy is currently working on finding employment.

### Financial Aid Story:

Tom is a young man who works full time and currently living with his mother. He had just found his own apartment and has most of the first month rent and security deposit. Tom reached out to The Salvation Army for help with the rest of the security deposit. With financial help from The Salvation Army through our rental assistance program, he was able to move into his apartment!

## II. ONE-TIME FUNDING- N/A

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or [Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

## PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: The Salvation Army

Program: Emergency Assistance

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

**# Served (Direct Services)** includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

**# Served (Presentations)** includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

|                                           | 2021                             |                             | 2022                             |                             |
|-------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                           | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>CUMBERLAND COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                               |                                  |                             |                                  |                             |
| Brunswick                                 | 44                               | 0                           | 13                               | 0                           |
| Harpwell                                  |                                  |                             |                                  |                             |
| Cumberland County,<br>Unidentified Locale |                                  |                             |                                  |                             |
| <b>CUMBERLAND CO.<br/>TOTAL</b>           | <b>44</b>                        | <b>0</b>                    | <b>13</b>                        | <b>0</b>                    |

|                       |   |   |   |   |
|-----------------------|---|---|---|---|
| <b>LINCOLN COUNTY</b> |   |   |   |   |
| <b>Town</b>           |   |   |   |   |
| Alna                  | 0 | 0 | 0 | 0 |
| Boothbay              |   |   |   |   |
| Boothbay Harbor       |   |   |   |   |
| Bremen                |   |   |   |   |
| Bristol               |   |   |   |   |
| Damariscotta          |   |   |   |   |
| Dresden               |   |   |   |   |
| Edgecomb              |   |   |   |   |
| Jefferson             |   |   |   |   |
| Monhegan Plantation   |   |   |   |   |
| Newcastle             |   |   |   |   |
| Nobleboro             |   |   |   |   |
| Somerville            |   |   |   |   |
| South Bristol         |   |   |   |   |
| Southport             |   |   |   |   |
| Waldoboro             |   |   |   |   |
| Westport              |   |   |   |   |
| Whitefield            |   |   |   |   |

|                                        |          |          |          |          |
|----------------------------------------|----------|----------|----------|----------|
| Wiscasset                              |          |          |          |          |
| Lincoln County,<br>Unidentified Locale |          |          |          |          |
| <b>LINCOLN COUNTY<br/>TOTAL</b>        | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

|                                          | 2021                             |                             | 2022                             |                             |
|------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                          | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>SAGADAHOC COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                              |                                  |                             |                                  |                             |
| Arrowsic                                 | 0                                | 0                           | 0                                | 0                           |
| Bath                                     | 58                               |                             | 17                               |                             |
| Bowdoin                                  | 1                                |                             |                                  |                             |
| Bowdoinham                               | 11                               |                             |                                  |                             |
| Georgetown                               |                                  |                             |                                  |                             |
| Phippsburg                               | 4                                |                             | 2                                |                             |
| Richmond                                 |                                  |                             |                                  |                             |
| Topsham                                  | 9                                |                             | 3                                |                             |
| West Bath                                | 3                                |                             | 1                                |                             |
| West Bowdoin                             |                                  |                             |                                  |                             |
| Woolwich                                 | 8                                |                             | 3                                |                             |
| Sagadahoc County,<br>Unidentified Locale |                                  |                             |                                  |                             |
| <b>SAGADAHOC<br/>COUNTY TOTAL</b>        | <b>94</b>                        | <b>0</b>                    | <b>26</b>                        | <b>0</b>                    |

|                                      | 2021                             |                             | 2022                             |                             |
|--------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                      | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>UWMCM TOTAL<br/>PEOPLE SERVED</b> | <b>138</b>                       | <b>0</b>                    | <b>39</b>                        | <b>0</b>                    |

| <b>Comments:</b>                                                                                                                                                                                                                                                                                                                                   |                                  |                             |                                  |                             |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| <p><b>Knox County Fund:</b> List the number of Knox County people served for your <u>agency</u>. This number will become part of a formula for distributing funds to your <u>agency</u> that are designated to United Way's Knox County Fund during our annual campaign. <b>They are not considered part of the general fund distribution.</b></p> |                                  |                             |                                  |                             |
|                                                                                                                                                                                                                                                                                                                                                    | 2021                             |                             | 2022                             |                             |
|                                                                                                                                                                                                                                                                                                                                                    | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>KNOX TOTAL</b>                                                                                                                                                                                                                                                                                                                                  |                                  |                             |                                  |                             |

## UWMCM Program Budget for Past, Current and Proposed Years

Agency: The Salvation Army

Program: Emergency Assistance

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| Fiscal Year Ending Date                                                                                                                                     | FY ending __2022__  | FY ending __2023__     | FY ending __2024__         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|------------------------|----------------------------|
| <input type="checkbox"/> March 31 <input type="checkbox"/> June 30<br><input checked="" type="checkbox"/> September 30 <input type="checkbox"/> December 31 | ACTUAL<br>PAST YEAR | BUDGET<br>CURRENT YEAR | BUDGET<br>NEXT YR PROPOSED |
| <b>PROGRAM REVENUES</b>                                                                                                                                     |                     |                        |                            |
| United Way of Mid Coast Maine (UWMCM)<br>Award/Request                                                                                                      | \$ 14,000           | \$ 14,000              | \$ 16,000                  |
| United Way Designations*                                                                                                                                    | \$ 244              | \$ 100                 | \$ 350                     |
| Program Fees                                                                                                                                                |                     |                        |                            |
| Special Events & Other Agency Fundraising                                                                                                                   |                     |                        |                            |
| Government - Grants and Contracts (Please list)                                                                                                             |                     |                        |                            |
| Other Revenues (grants, municipalities, etc.): Doree                                                                                                        | \$ 10,000           | \$ 15,000              | \$ 15,000                  |
| Keep ME Warm                                                                                                                                                | \$ 416              | \$ 426                 | \$ 500                     |
|                                                                                                                                                             |                     |                        |                            |
| <b>TOTAL PROGRAM REVENUE</b>                                                                                                                                | <b>\$ 24,660</b>    | <b>\$ 29,526</b>       | <b>\$ 31,850</b>           |
| <b>PROGRAM EXPENSES (major categories)</b>                                                                                                                  |                     |                        |                            |
| Salaries & Wages                                                                                                                                            | \$ 8,500            | \$ 8,500               | \$ 8,500                   |
| Benefits                                                                                                                                                    |                     |                        |                            |
| Occupancy/Rent                                                                                                                                              | \$ 700              | \$ 2,000               | \$ 3,000                   |
| Utilities- Fuel                                                                                                                                             | \$ 17,894           | \$ 17,000              | \$ 17,000                  |
| Other: List other expense categories- CMP                                                                                                                   | \$ 1,454            | \$ 3,000               | \$ 3,500                   |
|                                                                                                                                                             |                     |                        |                            |
|                                                                                                                                                             |                     |                        |                            |
|                                                                                                                                                             |                     |                        |                            |
|                                                                                                                                                             |                     |                        |                            |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                                                                               | <b>\$ 28,548</b>    | <b>\$ 30,500</b>       | <b>\$ 32,000</b>           |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                                                                               | <b>\$ (3,888)</b>   | <b>\$ (974)</b>        | <b>\$ (150)</b>            |

\* Do not include designations unless they were directed for use by this program.

Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided. We are requesting additional funds to counteract the inflation costs that have started over the last year. We recognize that there is a deficit in our budgeted amounts and will be researching other grants to help cover the differences. If no other grants can be found, monies will be pulled from our general operating account to help cover the expenses.

## MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below. This form provides more detailed information of how people have been served by each program providing basic needs.

| Service Year Start Date: October 1, 2021                                      |            | Service Year End Date: September 30, 2022 |                   |            |             |                                 |                    |
|-------------------------------------------------------------------------------|------------|-------------------------------------------|-------------------|------------|-------------|---------------------------------|--------------------|
| FOOD                                                                          | Households | People served in past year                |                   |            |             | # of pounds of food distributed | # of meals         |
|                                                                               |            | # of households served                    | Total # of People | 0-18 Years | 19-65 Years |                                 |                    |
| <b>Food Pantry</b>                                                            |            |                                           |                   |            |             |                                 |                    |
| Midcoast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |            |                                           |                   |            |             |                                 |                    |
| <b>Soup Kitchen</b>                                                           |            |                                           |                   |            |             |                                 |                    |
| Midcoast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |            |                                           |                   |            |             |                                 |                    |
| Spectrum Generations - Meals on Wheels                                        |            |                                           |                   |            |             |                                 |                    |
| <b>TOTAL HOUSEHOLDS</b>                                                       |            | 0                                         |                   |            |             |                                 | <b>TOTAL MEALS</b> |

| FUEL/UTILITIES                                               | Households | People served in past year |                   |            |             | Average \$ amt financial assistance per household |
|--------------------------------------------------------------|------------|----------------------------|-------------------|------------|-------------|---------------------------------------------------|
|                                                              |            | # of households served     | Total # of People | 0-18 Years | 19-65 Years |                                                   |
| <b>Fuel Assistance</b>                                       |            |                            |                   |            |             |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program |            |                            |                   |            |             |                                                   |
| Tedford Housing - Homeless Prevention Program                |            |                            |                   |            |             |                                                   |
| The Salvation Army - Emergency Assistance                    | 49         | 129                        | 48                | 59         | 22          | \$ 360.00                                         |
| <b>Utility Assistance</b>                                    |            |                            |                   |            |             |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program |            |                            |                   |            |             |                                                   |
| Tedford Housing - Homeless Prevention Program                |            |                            |                   |            |             |                                                   |
| The Salvation Army - Emergency Assistance                    | 5          | 5                          | 4                 | 1          |             | \$ 250.00                                         |
| <b>TOTAL Households Served</b>                               |            |                            |                   |            |             |                                                   |

| HOUSING/SHELTER                                                           | # of Households served | People served in past year |            |             |                        | Average \$ Assistance per Household | # of Shelter Bednights |
|---------------------------------------------------------------------------|------------------------|----------------------------|------------|-------------|------------------------|-------------------------------------|------------------------|
|                                                                           |                        | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years              |                                     |                        |
| <b>Security Deposit Assistance</b>                                        |                        |                            |            |             |                        |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |                        |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             |                        |                            |            |             |                        |                                     |                        |
| The Salvation Army - Emergency Assistance                                 | 2                      | 3                          | 1          | 2           | \$ 250.00              |                                     |                        |
| <b>Rent/Mortgage Assistance</b>                                           |                        |                            |            |             |                        |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |                        |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             |                        |                            |            |             |                        |                                     |                        |
| The Salvation Army - Emergency Assistance                                 | 1                      | 1                          |            | 1           | \$ 200.00              |                                     |                        |
| <b>Shelter</b>                                                            |                        |                            |            |             |                        |                                     |                        |
| American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services |                        |                            |            |             |                        |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |                        |                                     |                        |
| Tedford Housing - Adult and Family Emergency Housing Shelter and Services |                        |                            |            |             |                        |                                     |                        |
| <b>TOTAL Households served</b>                                            |                        |                            |            |             | <b>TOTAL Bednights</b> |                                     | <b>0</b>               |

| TRANSPORTATION                                 | # of households served | People served in past year |            |             |           | Total Miles of Transportation | # of Rides |
|------------------------------------------------|------------------------|----------------------------|------------|-------------|-----------|-------------------------------|------------|
|                                                |                        | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years |                               |            |
| <b>Transportation</b>                          |                        |                            |            |             |           |                               |            |
| People Plus - Volunteer Transportation Network |                        |                            |            |             |           |                               |            |
| <b>OTHER (Specify)</b>                         |                        |                            |            |             |           |                               |            |

Notes: (If needed to clarify or explain any of the data submitted above)

## Corporate Structure

For administrative purposes, the international office of The Salvation Army divides the United States into four geographic Territories, each directed by a Territorial Commander.

The Salvation Army, a New York Corporation (TSA) is one of the four Territories (East, West, South and Central), and as the Eastern Territory of The Salvation Army, has its Headquarters in West Nyack, New York. There are twelve states and two U.S. territories within TSA: Maine, Vermont, Connecticut, Massachusetts, Rhode Island, New Hampshire, Delaware, Pennsylvania, New York, New Jersey, Kentucky and Ohio, the U.S. Virgin Islands and Puerto Rico.

TSA is governed by a Board of Trustees and divided into thirteen (13) Commands, each with its own Headquarters and its own leader called the Divisional Commander who, working with his/her General Secretary, reports to the relevant Territorial Commander.

Each Command is itself comprised of operating units responsible for services within a specific program focus or geographic area. As such, each Command and the operating units within its jurisdiction are subject to the policies and procedures developed, adopted, and implemented by TSA.

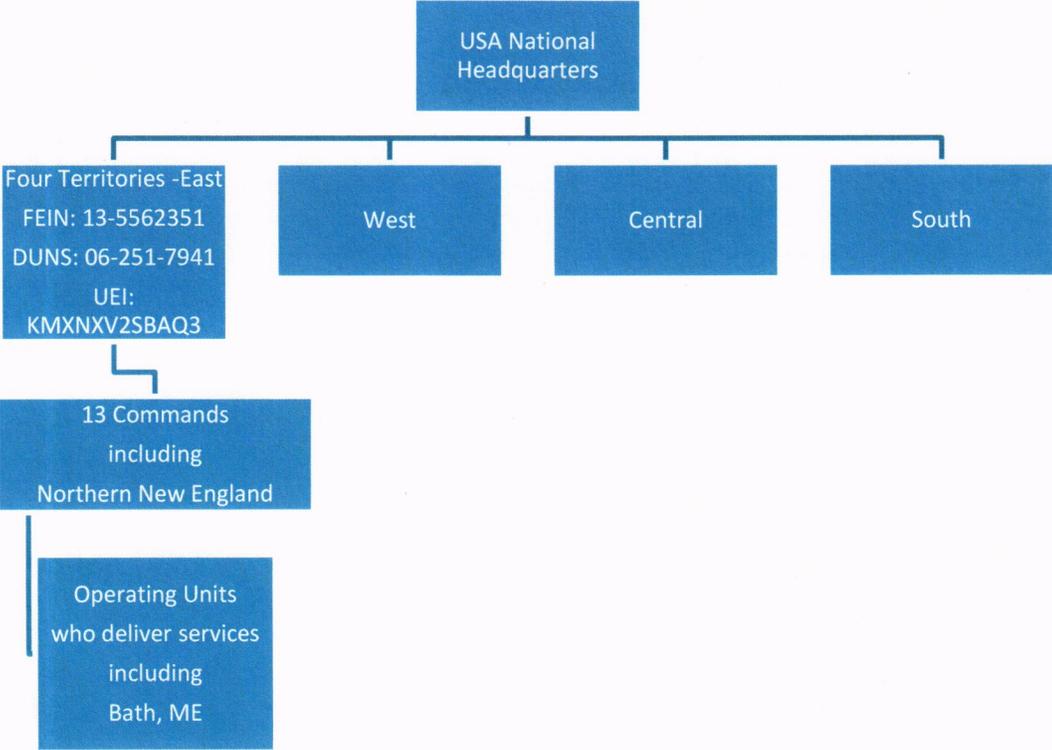
### **The Salvation Army's Bath, Maine Corps operations are supervised through our Northern New England Command.**

Each operating unit is encouraged to recruit and develop an Advisory Board comprised of local volunteers to guide the direction and impact of the unit. The advisory board members are recruited to reflect the local population(s), monitor fiscal and program standards, provide community connections, are held to a strict code of conduct, comply with The Salvation Army conflict of interest policy, and recommend direction and need for local program services.

The corporate board is the Board of Trustees of the New York not-for-profit corporation. Please note that although the information for this matter reflects that of the operations for the local corps, the authorized officers for execution of documents are the Secretary, Assistant Secretary –Legal, Second Assistant Secretary -Property, and Associate General Counsel representing the corporate Board of Trustees.

**Board of Trustee members serve according to our By-Laws, SECTIONS 3-2 & 3.3:** Three of the Trustees of the Corporation shall be such persons as shall be appointed by the General of the branch of the Christian Church known as The Salvation Army to the offices of National Commander of The Salvation Army in the United States, Territorial Commander and Territorial Chief Secretary of the Eastern Territory of The Salvation Army in the United States, and each shall serve as a Trustee for so long as he shall hold the office to which he was appointed by the General. The remaining seven Trustees of the Corporation shall be such persons as are **Trustees** selected by the National Commander of The Salvation Army in the United States, Territorial Commander and Territorial Chief Secretary of the Eastern Territory of The Salvation Army in the United States, or by a majority of them, from the officers and lay members of The Salvation Army, and each of said seven Trustees shall serve for a term of one year from the date of selection.

# The Salvation Army In the United States





**Agency & Program Contact Information & Signatures**

Agency Name: Spectrum Generations

Program Name: Meals on Wheels

Street Address: One Weston Court, Suite 109, Augusta, ME 04330

Mailing Address (if different): \_\_\_\_\_

Agency/Program: FB [www.facebook.com/SpectrumGenerations/](http://www.facebook.com/SpectrumGenerations/)

Website: [spectrumgenerations.org](http://spectrumgenerations.org)

Executive Director Name: Gerard Queally

Executive Director: Phone 207-620-1674      Email: [gqueally@spectrumgenerations.org](mailto:gqueally@spectrumgenerations.org)

Program Director Name: Jenn Curtis

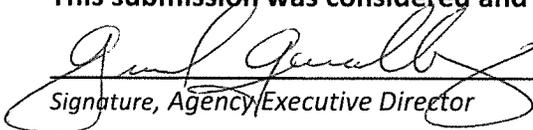
Program Director: Phone 207-620-1653      Email: [jcurtis@spectrumgenerations.org](mailto:jcurtis@spectrumgenerations.org)

Application Contact Name: Fran Gonzalez

Application Contact: Phone 207-620-1655      Email: [fgonzalez@spectrumgenerations.org](mailto:fgonzalez@spectrumgenerations.org)

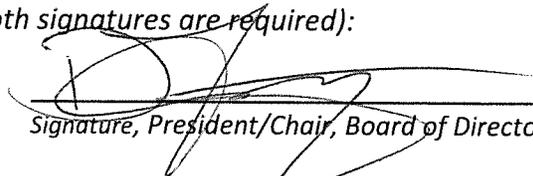
Link to latest brochure, if available: \_\_\_\_\_

This submission was considered and approved by *(both signatures are required)*:

  
\_\_\_\_\_  
Signature, Agency Executive Director

Gerard Queally, President & CEO  
Printed Name, Agency Executive Director

Date: 2/22/2023

  
\_\_\_\_\_  
Signature, President/Chair, Board of Directors

David Farago, Chairman of the Board of Directors  
Printed Name, President/Chair, Board of Directors

Date: 2/22/2023

~~~~~  
All materials must be submitted electronically to doreenf@uwmcm.org
Due by 5:00 p.m. on Tuesday, February 28, 2023

Agency Name: Spectrum Generations
 Program Name: Meals on Wheels

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.
 Grant Period: July 1, 2023 – June 30, 2024
 Maximum 9 pages

APPLICATION

I. PROGRAM SUMMARY

Program Description (2-3 sentences): Meals on Wheels is a program that delivers nutritious meals and safety checks to home-bound older and disabled adults.

Area Served: Sagadahoc County Lincoln County Brunswick Harpswell

Focus area you feel aligns with your program*:

Healthier, More Connected Lives Improved Financial Stability Best Start for Children

* United Way of Mid Coast Maine Focus Areas

Focus Areas:

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

	2021/2022	2022/2023	2023/24 REQUEST
UWMCM Funding (do not include designations)	\$25,000	\$25,000	\$25,000
	Actual Past Year	Current Year	Proposed Budget
Program Budget	\$25,000	\$25,000	\$25,000

II. PROGRAM NARRATIVE

1. Provide a description of the program for which you are seeking funds. No more than one page. Suggested areas to highlight include:

- a. **Need that this program will address** – if available, include specific local data that demonstrates the need in the community
- b. **Target populations served** (age, income, health). Include any information relevant to **Diversity, Equity, and Inclusion**.
- c. **The key activities of your program**.
- d. **The number of staff who work full-time and part-time for this program**.

Spectrum Generations' Meals on Wheels program provides nutritionally balanced meals to homebound individuals 60 years of age or older, and to community members with a disability who are unable to prepare a meal due to physical and/or mental limitations. Meals are delivered to individual's homes by our dedicated volunteers and staff, providing an opportunity to check-in with the meal recipient. This also serves as a wellness and safety assessment, making sure the consumer is not in-need of any other essential resources.

Our Meals on Wheels program is the only meal delivery service in the state that utilizes agency-owned commercial kitchens. Meals for the Mid Coast region are prepared in our Hallowell facility and delivered to Brunswick and Damariscotta on each meal delivery day. Meals are prepared using fresh Maine produce whenever possible. We also partner with multiple local Maine farms, buying directly from them and securing donations whenever possible.

Most homebound consumers receive two deliveries weekly – in the Mid Coast area, we deliver on Wednesdays and Fridays. All meals and menus are approved by a Registered Dietitian and prepared by a skilled chef. On days when meal deliveries need to be cancelled due to inclement weather, the consumers have previously received "storm pack" meals, both shelf-stable and frozen meals that have been delivered and labeled to keep and use when deliveries cannot be made. All Meals on Wheels consumers receive an in-home assessment annually in person and once at the 6-month mark by phone that provides proof of eligibility along with links to other needed services within the agency and community.

Spectrum Generations has an agency-wide strategic priority dedicated to improving access to services to underserved populations and their caregivers, and there are specific goals targeting inclusion of all. This is a collaborative effort between staff and volunteers who work within our agency's many programs. Our program does track the total number of consumers, the percent minority, the percent rural, the percent below the poverty level, the number of consumers with three or more activities of daily living listed as taxing or requiring substantial assistance, and the number of persons served at high nutrition risk. Currently, we have two full-time dedicated staff members who manage the Meals on Wheels programs – one in Lincoln County and one in Sagadahoc.

The need for this program within the communities of Sagadahoc and Lincoln counties is great and is quantified by a recent state assessment report. According to the 2022 Maine Shared Community Health Needs Assessment Report (MSCHNA), poverty was the most frequently mentioned health concern in Sagadahoc County while cost barriers and access to care were priorities for Lincoln County. The report notes 9.6% of individuals in Sagadahoc, and 12.3% of people in Lincoln County live in poverty. The Lincoln County percentage is higher than the state average of 11.8%.

Community members in Sagadahoc identified high levels of poverty, lack of resources for transportation, high levels of food insecurity, isolation and rurality, and a lack of broadband access, as challenges to social determinants of health. From 2015-2019, both Sagadahoc and Lincoln counties had over 28% of adults 65 years and older living alone. In Lincoln County, older adult health, physical activity, nutrition, and weight were other top concerns identified by this report. Both counties are designated by the MSCHNA report, as having 100% of the population living in rural areas.

2. Describe the **importance of this program** in advancing people’s **Healthier, More Connected Lives, Improved Financial Stability**, or the **Best Start for Children** (see above for definitions).

Spectrum Generations’ Meals on Wheels program addresses the basic need of food. Our homebound consumers are not able to prepare a meal for themselves due to physical or mental limitations. Most cannot drive at all, if they do drive – it is only to the doctor’s office or perhaps to church or to run a very short, essential errand. They are not able to drive to the grocery store, carry groceries, or prepare food for themselves.

Meals on Wheels provides 1/3 of the Recommended Daily Allowance, ensuring each consumer gets wholesome, well-balanced meals. The right food is a need that can combat issues such as complications from chronic health conditions. Consumers, such as those with diabetes, have reported better blood-sugar control and weight maintenance once beginning the program.

National data provided by the U.S. Department of Health and Human Services Administration for Community Living (ACL) notes 63% of Home – Delivered Nutrition Program participants related that the meals they receive provide one half or more of their food for the day. 52% of Home-Delivered Meals recipients live alone and 69% are over the age of 75 and are greatly in-need of support.

Locally and overall within our Meals on Wheels program: 90% of the people we serve share that participating in the program helps them improve and/or maintain their health; 78% agree or strongly agree – knowing a volunteer will be coming to check-in makes them feel safer; and, an alarming 20% of people being served by our MOW program seldom, if ever, have contact with friends or family aside from their MOW drivers when they deliver food and provide a check-in. 69% of our Meals on Wheels recipients responded that they either agree or strongly agree to the statement, “I feel less lonely or isolated with a volunteer delivering meals to my home.” The benefits of this support and our approach services for the people we serve cannot be understated.

3. **What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?**

The community need for Meals on Wheels is great. As a direct result of the COVID-19 pandemic, we have seen the need grow rapidly. We are proud to report that we have been able to meet the need – in the Mid Coast area specifically, 2020 saw us serving 160% of the number of consumers we served in 2019. All residents who are eligible are served – adults who are disabled or over 60 are included. When a waitlist is in place, preference is given to those with lower incomes or those who are at higher nutritional risk due to health issues.

As mentioned, we currently do not have a waitlist for Meals on Wheels. This is due in large part to COVID-19 related funding and utilizing staff from other programs that had to temporarily pause. We have been able to meet the demand and adapt as needed. However, awarded pandemic-related funding has run out, and it is not anticipated that more will be available to sustain the need. It is Spectrum Generations' priority to ensure that the most isolated and vulnerable individuals in our Mid Coast communities are able to have their basic needs met.

4. **What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

Challenges for Meals on Wheels include obtaining and retaining volunteers and having enough "subs." Many of our volunteers are older adults themselves and can only volunteer in a limited capacity. Staff vacancies also arise periodically, and this can be another barrier. When volunteers call-out, staff often step-up to make their deliveries, but if we are short on both, meal delivery becomes much more challenging to find replacement drivers at the last moment. Space is also a barrier – as we grow, our freezers and kitchens do not, and we find ourselves short on storage capacity.

III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
 - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
 - b. Child Care programs must also complete the **Child Care Report Form**.

Not applicable to our organization.

2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

Demographic information on race and ethnicity, age, nutritional health risk, and gender are collected by our agency. Spectrum Generations has identified the need to increase awareness and access of services to underserved populations and their caregivers. This is a strategic priority for the agency this year, and all departments/programs are working collaboratively to meet identified goals and outcomes. Two of our performance measure outcomes include: training staff and inviting community organizations that work with underserved populations to our regional council meetings.

IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

Past Year

- 1. List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments** (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.

Spectrum Generations' first desired outcome was to provide five meals per week to Meals on Wheels consumers and was met at 100%. Meals delivered to the homes of consumers each week provided food security, and wellness checks and a link to other needed services. These resources combined, assisted our older and disabled community members to remain independent and at home in their community of choice.

Our agency's second desired outcome was to provide nutritional education and/or healthy eating guidelines to all Meals on Wheels' consumers and was met at 100%. Nutrition educational materials, which are always approved by a registered dietitian, were shared with consumers. These materials included tips on the importance of staying hydrated and the importance of proper food storage during the different weather seasons. Consumers are always encouraged to call their local nutrition coordinator or talk with their volunteer driver if they have further questions.

Data for both desired outcomes was tracked in our database, WellSky. This database is used state-wide by all five Area Agencies on Aging (AAA's). All meals delivered and all education units provided are entered into WellSky. Routine audits are conducted on this information, quality checks are completed, and any "gaps" are addressed; corrective measures are put in place immediately.

- 2. List any other accomplishments or significant program changes in the past year**, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.

Meals on Wheels has grown significantly over the past several years. In our fiscal year 2022, we served 153% of the number of meals served in our fiscal year 2019. This growth created a need for us to adapt; staff and volunteers altered their normal routines and, at many times, increased the time they gave or increased the number of days they volunteered. Delivery routes also grew, and the number of stops per route increased. In order to deliver timely meals to all, routes were split in half and an additional volunteer driver was recruited. We also saw local businesses and law enforcement agencies giving their time and/or freezer space to us. Spectrum Generations reached out and the community responded. This is a great accomplishment – increasing our partnerships and outreach surrounding the importance of Meals on Wheels throughout the community. The challenge we find is maintaining the high number of people served, as some community resources are no longer available. Even though we have more volunteers currently, we continue to recruit and need volunteers. The greatest volunteer need is in the Mid Coast area for back-up drivers – those who can be called last minute when we have an unexpected absence.

For 2023-2024 Funding Year

- 3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes. Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)**

Goal #1 – 100% of eligible consumers will receive five home-delivered meals weekly, increasing their food security. Projected number of consumers we plan to reach is 325. Consumer profiles and number of meals delivered will be entered and maintained in our WellSky database.

Goal #2 – 100% of eligible consumers will receive nutrition education. Projected number of consumers we plan to reach is 325. Consumer profiles and number of units of nutrition education provided will be entered and tracked in our WellSky database.

Both goals are tracked, and success is measured by following this process: creating route sheets and listing all consumers on each route. Drivers then use these route sheets to plan their deliveries and note number of meals delivered and when a unit of nutrition education is provided. Nutrition staff collect these route sheets after a delivery is made and enter the number of meals and number of education units provided into WellSky. This data is audited, and quality checks are performed. Any missing data is identified and corrected immediately.

- 4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.**

Meals on Wheels works with the community to provide food security. Nutrition staff manage USDA Commodities sites in the Mid Coast area, partnering with Bath Senior Center and Mid Coast Hunger Prevention Program to bring food security to older community members who are not necessarily part of the Meals on Wheels program.

Spectrum Generations hosts four community events annually, geared toward raising needed funds and providing community awareness about Meals on Wheels. The Mid Coast Tree Festival is held in Brunswick in collaboration with All Saint's Parish and the Bath-Brunswick Regional Chamber. These events bring the community together and provide funding that leads to increased food security along with spreading education about Meals on Wheels within the Maine community.

- 5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.**

Our nutrition team, across the entire agency, works in collaboration to serve all our catchment areas. When our Mid Coast area nutrition team experiences a need for additional staff or volunteers, our Kennebec Valley area/Cohen Community Center Meals on Wheels' program is at the ready to fill in and support Mid Coast in all ways. The meals served in the Mid Coast area are prepared and stored at our Cohen site until Mid-Coast's delivery day. Our six agency-wide Meals on Wheels sites work together to serve all consumers in need.

V. PROGRAM INVESTMENT

1. **BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted.
2. **How important is United Way funding to achieving your stated outcomes?**

United Way funding is extremely important to achieving our stated outcomes. Without continued funding from our Mid Coast area, it is highly probable that we will need to put a waitlist in place. It is our program goal to bring nutrition to all older and disabled adults in need. Any amount of wait time individuals must endure to receive needed food is too much time. Our outcome goals include each eligible person receiving five meals per week along with nutritional education and/or healthy eating tips, and a wellness check-in from their volunteer MOW driver.

3. **In-kind Contributions** – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities).

Donated goods, volunteer mileage, and facility storage space.

4. **Collaborations/Partnerships** – please list any significant collaborations or partnerships.

Spectrum Generations’ Meals on Wheels program has many partnerships and collaborations within the community. Many of which provide significant support that benefits Mid Coast area consumers. These include: Good Shepherd Food Bank (GSFB), Bowdoin College, the USDA Commodities Supplemental Food Program, and AniMeals supporters. GSFB provides discounted foods that save money, keeps our food costs low, and enables us to serve more people. They also provide free produce, bakery items, deli, and meat items from local Hannaford supermarkets that have short shelf-lives; we use or freeze immediately.

At the onset of COVID-19, when Meals on Wheels experienced a large spike in need, Bowdoin College and Performance Food Group allowed us to use their commercial freezer space to store meals – our freezers were at or beyond capacity. We still rely on their partnerships with us in case one of our kitchens needs to temporarily pause production. Our partnership with USDA also allows us to provide 30 pounds of shelf stable food to our Meals on Wheels consumers each month.

Local pet stores collect donations for our AniMeals program – this program allows us to give free pet food to Meals on Wheels’ consumers, so they don’t share their own meals with their pets. Homebound consumers’ pets are sometimes the only constant companion they have in their lives and are very important to their overall well-being.

5. **Program Volunteers:** Provide the following for program volunteers only.

# of volunteers	# of volunteer hours*	Total Value of Volunteer Time	This program does not use volunteers
48	3,027.65	\$81,050.19	

* Include time spent on specialized program training (other than basic orientation)

VI. PROGRAM RETURNS

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$___ of food for a food pantry, or \$1 draws down \$___ in federal or state funding.)

\$1 buys 6.25 pounds of quality beef, shrimp, salmon, etc., through discount purchasing partnerships.

\$1 reimburses a volunteer driver for 2.38 miles.

2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for ___ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer’s Disease and their caregiver respite care for a year.)

\$52 reimburses a dedicated volunteer driver for 123 miles.

\$104 pays for the food used to prepare 80 meals.

\$520 pays for the food used to feed 2 homebound Meals on Wheels consumers for one year.

3. **Please complete the following: “Having the support of United Way donations made it possible for us to _____.”**

Having the support of United Way donations made it possible for us to serve all homebound older or disable adults in-need, with no waitlist or waiting period; everyone received the food they needed exactly when they needed it.

VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one Program Success Story. This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

Please also submit any especially good Quotes from Clients that you have received.

You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

In early May 2022, a volunteer driver was unable to make delivery with a Meals on Wheels consumer. After several attempts, the driver knew something wasn’t right. Following Spectrum Generations’ protocols for consumer safety, the driver called the Police Department and requested they check in. The consumer was found to have fallen on the ground and was not sure how long he had been down. This safety check brought awareness to the consumer’s family, who began keeping a closer eye on him. The consumer unfortunately fell again the next day, suffering a heart attack. He was thankfully being accompanied by family instead of being alone. Without the safety check performed during meal delivery, this story would have had a very different and tragic outcome.

VIII. ONE-TIME FUNDING

(Optional) If you have need of one-time funds, up to \$10,000 maximum, to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

Spectrum Generations' Meals on Wheels program seeks \$10,000 to purchase delivery bags, coolers, and ice packs. These items are in constant demand and need to be rotated out routinely due to natural wear and tear. They are used multiple times a week, are packed with meals and milk bags, and stored in our freezers. They then are transported in our agency vans and moved to volunteer's vehicles. We clean and sanitize all items upon return and in-between each use. Thank you for your consideration.

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or Doreenf@uwmcm.org.

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.

PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: Spectrum Generations

Program: Meals on Wheels

Provide people served for the program, not for the entire agency. “Unduplicated individuals” means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of “unduplicated individuals” rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
CUMBERLAND COUNTY				
Town				
Brunswick	75	0	115	0
Harpwell	3		5	
Cumberland County, Unidentified Locale				
CUMBERLAND CO. TOTAL	78	0	120	0

LINCOLN COUNTY				
Town				
Alna	2	0	1	0
Boothbay				
Boothbay Harbor				
Bremen	1		2	
Bristol	3		7	
Damariscotta	7		11	
Dresden	8		11	
Edgecomb	4		4	
Jefferson	8		12	
Monhegan Plantation				
Newcastle	8		10	
Nobleboro	4		5	
Somerville	1		4	
South Bristol	3		4	
Southport				
Waldoboro	19		24	
Westport	1		3	
Whitefield	6		8	
Wiscasset	14		17	

Lincoln County, Unidentified Locale				
LINCOLN COUNTY TOTAL	89	0	123	0

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
SAGADAHOC COUNTY				
Town				
Arrowsic	3	0	3	0
Bath	44		68	
Bowdoin	11		13	
Bowdoinham	8		14	
Georgetown				
Phippsburg	4		8	
Richmond	10		16	
Topsham	24		31	
West Bath	10		12	
West Bowdoin				
Woolwich	4		8	
Sagadahoc County, Unidentified Locale				
SAGADAHOC COUNTY TOTAL	118	0	173	0

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
UWMCM TOTAL PEOPLE SERVED	285	0	416	0

Comments:

Knox County Fund: List the number of Knox County people served for your agency. This number will become part of a formula for distributing funds to your agency that are designated to United Way's Knox County Fund during our annual campaign. **They are not considered part of the general fund distribution.**

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
KNOX TOTAL				

UWMCM Program Budget for Past, Current and Proposed Years

Agency: Spectrum Generations

Program: Meals on Wheels

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

Fiscal Year Ending Date	FY ending <u>22</u>	FY ending <u>23</u>	FY ending <u>24</u>
<input type="checkbox"/> March 31 <input type="checkbox"/> June 30 <input checked="" type="checkbox"/> September 30 <input type="checkbox"/> December 31	ACTUAL PAST YEAR	BUDGET CURRENT YEAR	BUDGET NEXT YR PROPOSED
PROGRAM REVENUES			
United Way of Mid Coast Maine (UWMCM) Award/Request	\$ 25,000	\$ 25,000	\$ 25,000
United Way Designations*			
Program Fees			
Special Events & Other Agency Fundraising	\$ 17,488	\$ 16,909	\$ 16,909
Government - Grants and Contracts (Please list)	\$ 293,708	\$ 407,295	\$ 407,295
Other Revenues (grants, municipalities, etc.):	\$ 6,771	\$ 18,837	\$ 18,837
TOTAL PROGRAM REVENUE	\$ 342,967	\$ 468,041	\$ 468,041
PROGRAM EXPENSES (major categories)			
Salaries & Wages	\$ 94,718	\$ 206,297	\$ 206,297
Benefits	\$ 15,729	\$ 50,074	\$ 50,074
Occupancy/Rent	\$ 22,874	\$ 23,830	\$ 23,830
Utilities		\$ 9,576	\$ 9,576
Other: List other expense categories			
Supplies	\$ 176,469	\$ 140,084	\$ 140,084
Travel	\$ 23,096	\$ 25,589	\$ 25,589
Maintenance	\$ 5,273	\$ 6,598	\$ 6,598
Professional/Consulting Fees	\$ 4,808	\$ 5,993	\$ 5,993
TOTAL PROGRAM EXPENSES	\$ 342,967	\$ 468,041	\$ 468,041
EXCESS (DEFICIT) REVENUE OVER EXPENSES	\$ -	\$ -	\$ -

* Do not include designations unless they were directed for use by this program.

Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

Revenue: American Rescue Plan Act funding, New State legislated funding, increased funding for Care Givers, increase in municipal funding and FEMA grants

Expenses: Increase in salaries & wages and staff positions, Increase in FICA Taxes, Health Insurance, Workers Compensation, and other other benefits expenses, decrease in agency's supplies budget

UWMCM Program Budget for Past, Current and Proposed Years

MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below.

This form provides more detailed information of how people have been served by each program providing basic needs.

Service Year Start Date: 10/01/2021		Service Year End Date: 09/30/2022						
FOOD	Households	People served in past year						
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	# of pounds of food distributed	# of meals	
Food Pantry								
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank								
Soup Kitchen								
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank								
Spectrum Generations - Meals on Wheels		427	0	82	345		58,459	
TOTAL HOUSEHOLDS	0					TOTAL MEALS	58,459	

FUEL/UTILITIES	Households	People served in past year				
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Average \$ amt financial assistance per household
Fuel Assistance						
Midcoast Maine Community Action - Housing Counseling Program						
Tedford Housing - Homeless Prevention Program						
The Salvation Army - Emergency Assistance						
Utility Assistance						
Midcoast Maine Community Action - Housing Counseling Program						
Tedford Housing - Homeless Prevention Program						
The Salvation Army - Emergency Assistance						
TOTAL Households Served						
HOUSING/SHELTER		People served in past year				

	# of Households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Average \$ Assistance per Household	# of Shelter Bednights
Security Deposit Assistance							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
Rent/Mortgage Assistance							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
Shelter							
American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Adult and Family Emergency Housing Shelter and Services							
TOTAL Households served						TOTAL Bednights	0

TRANSPORTATION		People served in past year					
	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	Total Miles of Transportation	# of Rides
Transportation							
People Plus - Volunteer Transportation Network							

OTHER (Specify)							

Notes: (If needed to clarify or explain any of the data submitted above)



Agency & Program Contact Information & Signatures

Agency Name: Tedford Housing

Program Name: Adult & Family Emergency Housing

Street Address: 14 Middle Street, Brunswick, ME 04011

Mailing Address (if different): PO Box 958, Brunswick, ME 04011

Agency/Program-FB: www.facebook.com/tedfordhousing/

Website: www.tedfordhousing.org

Executive Director Name: Rota Knott

Executive Director Phone: 207-729-1161 x 102 Email: rota@tedfordhousing.org

Program Director Name: Giff Jamison

Program Director Phone: 207-729-1161 x 107 Email: giff@tedfordhousing.org

Application Contact Name: Danielle Triffitt

Application Contact Phone: 207-729-1161 x 100 Email: danielle@tedfordhousing.org

Link to latest brochure, if available: https://tedfordhousing.org/about-us/current-annual-report/

This submission was considered and approved by (both signatures are required):

Rota L. Knott
Signature, Agency Executive Director

Andrew Lardie
Signature, President/Chair, Board of Directors

Rota L. Knott
Printed Name, Agency Executive Director

Andrew Lardie
Printed Name, President/Chair, Board of Directors

Date: 02-22-2023

Date: 2-15-23

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All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org)  
Due by 5:00 p.m. on Tuesday, February 28, 2023

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



**Agency Name:** Tedford Housing  
**Program Name:** Adult & Family Emergency Housing

**Due Date:** Tuesday, **FEBRUARY 28, 2023** by 5:00 p.m.  
**Grant Period:** July 1, 2023 – June 30, 2024  
**Maximum 9 pages**

**APPLICATION**

**I. PROGRAM SUMMARY**

**Program Description (2-3 sentences):** The Adult & Family Emergency Housing program provides housing to adult individuals and families who are homeless and who need a temporary residence. Housing and accompanying case management services are offered at two facilities in Brunswick - one with 16 beds for adults and one with 6 apartment units for families. Client stays are typically short term but some households stay for several months. Each household has on-site access to meals, laundry, sleeping quarters, and bath with storage for personal items.

**Area Served:**  Sagadahoc County  Lincoln County  Brunswick & Harpswell

**Focus area you feel aligns with your program\*:**

Healthier, More Connected Lives  Improved Financial Stability  Best Start for Children

\* United Way of Mid Coast Maine Focus Areas

**Focus Areas:**

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

|                                                            | 2021/2022               | 2022/2023           | 2023/24 REQUEST        |
|------------------------------------------------------------|-------------------------|---------------------|------------------------|
| <b>UWMCM Funding<br/>(do not include<br/>designations)</b> | \$12,500                | \$12,500            | \$12,500               |
|                                                            | <b>Actual Past Year</b> | <b>Current Year</b> | <b>Proposed Budget</b> |

## II. PROGRAM NARRATIVE

1. **Provide a description of the program for which you are seeking funds.** No more than one page. Suggested areas to highlight include:
  - a. **Need that this program will address** – if available, include specific local data that demonstrates the need in the community

The causes of homelessness are often interrelated and may include behavioral health, substance use disorders, physical health, domestic violence, family instability, loss of a job, insufficient wages, or an emergency expense like a car breaking down. Singularly or combined, these issues can often have a catastrophic impact that results in homelessness. This may take the form of a family living in their car in a parking lot, or an individual enduring the harsh weather in the woods or trying to find shelter behind a building. As the National Alliance to End Homelessness (NAEH) points out: “More than at any other time, there is a lack of housing that low-income people can afford. Without housing options, people face eviction, instability and homelessness.” The National Low Income Housing Coalition computes a housing wage necessary to make a typical apartment affordable. In 2023, Maine’s housing wage is \$22.69/hour (to afford an average 2-bedroom apartment). The State minimum wage increased to \$13.80/hour on Jan. 1, 2023. A person working full time at that wage would need to make approximately \$4 more per hour to afford monthly rent for a modest 1-bedroom apartment. Lack of affordable housing continues to be the major driver of homelessness. The vast majority of people Tedford serves live well below 30 percent area median income (\$26,085).

A study by the Bath Housing Authority stated that of the households entering its office for assistance, 25% indicated that they were homeless or were living in temporary housing. A critical part of the region’s safety net, the Tedford emergency housing programs are the only facilities serving the Southern Midcoast Maine area. Currently, Tedford Housing can only provide emergency housing to approximately 11% of families and single adults who call. Of the 506 individual adults who requested assistance from Tedford Housing in FY 2022, only 54 were sheltered. Of the 121 families calling Tedford in 2022, only 13 were sheltered. Tedford has seen the number requests for assistance increase to pre-pandemic levels. Overall Tedford received 560 requests for shelter in FY 22 compared to 358 requests in FY 21.

In the fall of 2022, as strict Covid protocols began to ease, Tedford’s adult shelter returned to operating at its 16-bed capacity. The high rent prices in the area and low vacancy rates have had a combined impact of slowing peoples exits to permanent housing and increasing the number of people seeking shelter. In the last two years, Maine Housing offered the Emergency Rental Assistance Program. The program, operated by CAP agencies in the state, helped to mitigate the housing crisis fueled by the pandemic. Unfortunately, the program began to decrease the number it could serve and no new applications were processed after Dec. 31, 2022. Many providers, Tedford included, have been fielding requests from people for whom temporary assistance has run out, and have fallen back into homelessness. The Town of Brunswick General Assistance offices saw requests for emergency housing assistance nearly double after the Supreme Court struck down the final extension of the Federal moratorium on evictions in August 2021. They have not been able to place any households in motels, as they were able to do in some of the initial months of the pandemic. A number of those ultimately

were housed at the adult shelter and/or received case management services to assist with their housing crisis. The impact of Covid 19 on Tedford's emergency housing operations is consistent with what has been happening on a statewide level as a Maine Housing report states: *Responding to the COVID-19 pandemic, emergency shelters reduced their capacity to accommodate social distancing requirements. This along with other actions contributed to a 12% (708) decrease in shelter guest during State Fiscal Year (SFY) 2020 compared to SFY 2019.* In SFY 2022, numbers of people experiencing homelessness in Maine rebounded to pre-pandemic levels and increased by 18%. This increase reflected those residing in hotels through assistance from the Emergency Rental Assistance Program and General Assistance.

**b. Target populations served (age, income, health). Include any information relevant to Diversity, Equity, and Inclusion.**

The Emergency Housing program serves individuals and families experiencing literal homelessness and living in conditions unfit for human habitation. This includes sleeping in buildings without heat or running water, cars, tents or encampments, doubled up in unsafe conditions, or temporarily staying in motels paid for by a third party such as a church, charitable organization, or government agency. Persons fleeing domestic violence, or discharged from hospitals or incarceration with no home, are considered homeless and eligible for services.

Our primary service area is Cumberland, Sagadahoc, and Lincoln counties but guests can come from anywhere in Maine. Anyone who is experiencing homelessness or at risk of homelessness, regardless of race/ethnicity, age, income or health, can be connected to the appropriate resources and services through our facility. Our adult emergency housing serves adults ages 18 and up and our family facility serves families with at least one adult and children.

**c. The key activities of your program.**

Tedford Housing's adult and family emergency housing provides not only a roof overhead and food on the table, but case management services to help clients move from homelessness to home. Once a person or family has accessed our adult or family emergency housing, they are assigned a housing navigator and/or comprehensive case manager. Tedford has embraced a Housing First and Rapid Re-Housing approach. The basic elements of a stay at our facility are:

- Assessment – utilizing the basic shelter intake form, a Maine Housing eligibility assessment and a Housing Stability Plan, each guest is assessed for vulnerabilities that include length of time homeless, fleeing domestic violence, economic hardship, mental health or substance use concerns, etc, and then assisted by their case manager to help in overcoming those barriers and accessing necessary barriers.
- Housing search – this includes assistance with locating vacancies, completing housing applications, meeting with landlords, and finally signing a lease, and moving in.
- Stability – this includes follow-up with a guest once they have secured stable housing and have moved from the shelter to permanent housing. Case management is provided for up to a year to make sure adequate resources are in place to facilitate a smooth transition to housing.

**d. The number of staff who work full-time and part-time for this program.**

The family emergency housing building is staffed by one full-time case manager and back-up homeless prevention case manager. Two part-time safety attendants are also on-site to provide coverage during non-business hours and weekends at Federal Street. Our adult emergency

housing building on Cumberland Street is staffed by one full-time case manager, a shelter manager, a housing navigator and 4.5 resident attendants. The staff also serves households on an outreach basis when the facility is full.

2. Describe the **importance of this program** in advancing people's **Healthier, More Connected Lives, Improved Financial Stability, or the Best Start for Children** (see above for definitions).

Homelessness is a public health issue. The National Alliance to End Homelessness reports that the life expectancy of a person experiencing chronic homelessness is 20 years shorter than someone not experiencing homelessness. Someone who is stably housed has generally greater and more consistent access to health care. At the adult facility, we have witnessed an aging population and more prevalence of chronic health conditions. At least one bed and often both beds of our mobility-impaired dorm are usually occupied. At the family shelter, children in families experiencing homelessness are more likely to have experienced or witnessed trauma that, according to ACES (Adverse Childhood Experiences) studies of the last 10 years, makes them more likely to suffer health complications in their adult lives.

Since most of the guests in our emergency housing live at or below the poverty level, achieving safe, affordable housing translates to having a stable platform for returning to or advancing in the work force, participating in job training or continued education, and ultimately increased income. If a person experiencing homelessness is spending all their time in survival mode, it is more difficult to interview for a job or maintain participation in training or education programs.

3. **What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?**

The adult program does not maintain a waiting list. Persons seeking temporary housing are encouraged to call the facility daily as vacancies are difficult to determine. The Federal Street Family Program does maintain a waiting list, and families on the list are asked to call in to report any updates or changes in their homeless status. Some consideration is made for critical situations in which safety is a concern. In the event that people are unable to access our facilities, our case management and shelter staff work with the household to find a reasonably suitable place to sleep and look for permanent and stable housing.

The Covid-19 pandemic, the curtailment of the moratorium on evictions and a lack of local affordable housing have all had an impact on the need for our emergency housing. The numbers and percentage of callers we've had to turn away for lack of space is the biggest indication of demand of our services, with 452 individuals and 108 families turned away due to lack of shelter beds in FY22.

4. **What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

Major barriers to serving people experiencing homelessness include insufficient shelter capacity to accommodate the growing need for emergency housing, lack of a facility to consolidate and integrate emergency housing with Tedford and community resources, and insufficient affordable housing stock.

### III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
  - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
  - b. Child Care programs must also complete the **Child Care Report Form**.
2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

Tedford captures data on race/ethnicity in the course of its HMIS reporting. Approximately 95 percent of program participants are white, but all programs adhere to strict guidelines around non-discrimination and embracing the principle of inclusion all groups as listed below. During the last two years, Tedford has provided staff trainings on gender inclusivity and challenges facing seniors experiencing homelessness, among others. Tedford Housing posts its non-discrimination policy on its website, and will practice all aspects of The Maine Human Rights Act Equal Housing Opportunity and post The Maine Human Rights Act Equal Housing Opportunity in common areas of all its facilities.

In admitting guests to emergency shelter and in all other housing and service programs, Tedford Housing will not discriminate with respect to race, color, religion, gender, national origin, age, military status, marital status, sexual orientation, mental or physical disability, or pregnancy. Tedford Housing will comply with the provisions of all local, state, and federal laws and executive orders implementing national equal opportunity employment policies.

### IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

#### Past Year

1. **List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments** (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.

#### Adult Shelter Outcomes:

1. Goal: At least 60 of 300 (20%) adults seeking emergency housing are provided safe, short-term accommodations. Outcome: Our Adult Shelter served 59 individuals from 1/1/22 to 12/31/22.
2. Goal: 10 adults for whom no bed is available are assisted through case management to resolve their housing crisis. Outcome: In 2022, 19 adults for whom no bed was available were assisted through case management to resolve their housing crisis.
3. Goal: At least 23 of 50 single adult guests (40%) exit to permanent housing or residential treatment. Outcome: 46 exited; 13 remained in shelter as of 12/31/22. Of those 46 that exited, 12 exited to permanent housing and 1 to substance abuse treatment/psychiatric hospital, for a total of 28% to permanent housing/treatment programs.

#### Family Shelter Outcomes:

1. Goal: At least 15 of 150 (10%) families seeking emergency housing are provided safe, short-term accommodations. Outcome: Served 49 household members in 16 households from 1/1/22 to 12/31/22.
2. Goal: 10 families for whom no family unit is available are assisted through case management to resolve their housing crisis. Outcome: In 2022, 10 families for whom no family unit was available were assisted through case management to resolve their housing crisis.
3. Goal: At least 7 of 10 families (70%) exit to permanent housing. Outcome: 10 households exited; 6 remained in shelter as of 12/31/22. Of those 10 that exited, 6 (or 60%) exited to permanent housing.
  2. **List any other accomplishments or significant program changes in the past year, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.**

During a year that continued to see the destabilizing impact of Covid-19, Tedford's Emergency Housing Program maintained its core services and stayed on mission, providing emergency housing and services every day, with the result that individuals and families experiencing homelessness have found a safe and welcoming place to stay, and that many (12 adults, 10 families) made it all the way to permanent housing. The adult facility continued to remain open to guests 24 hours a day/7 day a week, a practice put into place in March 2021. It resumed operating at full capacity in November 2022.

#### For 2023-2024 Funding Year

3. **Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes. Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)**

In the adult shelter, the goal is to shelter or provide case management services to 20% of persons seeking access with 35% of persons exiting the shelter into permanent housing. The Family Program will shelter and/or provide outreach case management services to at least 25 of the estimated 150 families seeking access (17%) to resolve the housing crisis. Of the families residing in the emergency housing program, 60% will exit to permanent housing.

Activity 1 (adults): Provide emergency housing (shelter) and meals in group living shelter setting; provide individualized case management services with the primary goal of locating and securing permanent housing. Goals are measured using HMIS data, reporting in the client files, internal census data and turn-away logs.

#### Goals:

1. At least 60 of 300 (20%) adults seeking emergency housing are provided safe, short-term accommodations.
2. 10 adults for whom no bed is available are assisted through case management to resolve their housing crisis.
3. At least 18 of 50 single adult guests (35%) exit to permanent housing or residential treatment.

Activity 2 (families): Provide daily and nightly shelter and meals in apartment setting for 6 families; provide individualized case management services with the primary goal of locating and securing permanent housing. Goals are measured using HMIS data, reporting in the client files, internal census data and turn-away logs.

Goals:

1. At least 15 of 150 (10%) families seeking emergency housing are provided safe, short-term accommodations.
2. 10 families for whom no family unit is available are assisted through case management to resolve their housing crisis.
3. At least 6 of 10 families (60%) exit to permanent housing.

**4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.**

Tedford Housing continues to work every day with key providers making up the core safety net in the Southern MidCoast including Mid Coast Hospital, Midcoast Hunger Prevention Program, the Gathering Place, Oasis Free Clinic, local general assistance programs, local law enforcement, first responders, and crisis programs in responding to households experiencing emergencies involving lack of housing/shelter.

5. **Please add any other information concerning the goals, importance, and effectiveness of this program** that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.

As the sole provider of emergency housing in the Southern Midcoast, Tedford Housing provides not just a roof overhead and food on the table, but intensive case management and service navigation that creates long-term sustainability for our guests. Unfortunately, while the need for our services continues to grow, our capacity remains capped at both of our shelters. As we have seen the stay on evictions lifted and government-based financial support drying up, along with few affordable local housing options, the need for emergency housing, and as a result Tedford's services, continues to increase.

## **V. PROGRAM INVESTMENT**

1. **BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted.
2. **How important is United Way funding to achieving your stated outcomes?**

United Way funding remains integral to Tedford Housing's ability to deliver crucial emergency housing services to residents during one of the most difficult times of their lives. The United Way's financial support for our adult and family shelter programs allows us to provide not just a warm bed and a meal to people experiencing homelessness, but a caring hand up to those who have fallen on hard times. Case management is at the heart of all we do, and our professional staff strives to reach a positive outcome for everyone who comes through our doors. United Way's commitment to supporting our programs demonstrates to the community the importance of our work in helping people experiencing a housing crisis. ing facilities.

3. **In-kind Contributions** – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities).

- a. Donated Goods: The donated evening meals at the adult shelter, through our Meal of the Month Program, have a total estimated value of \$19,950. Household supplies and furnishings are valued at \$10,000.
- b. Donated Professional Services: Several community groups assisted with gardening and landscaping tasks at Tedford’s buildings, including the Cumberland County Master Gardeners and Brunswick Coastal Rotary.
- c. Donated Facilities: None

**4. Collaborations/Partnerships** – please list any significant collaborations or partnerships.

Tedford relies on many community resources and services to ensure each household is successful in their return to permanent housing. Career Center, Addiction Resource Center, Brunswick and Bath Housing Authorities, Sweetser, Maine Behavioral Health are just a few.

The leadership of Tedford Housing, Oasis Free Clinics, The Gathering Place, and Midcoast Hunger Prevention meets monthly to explore areas of mutual interest and concerns. General topic areas include funding, organizational development, human resources, and engagement with the community. Weekly and sometimes daily communication between Midcoast Hospital has been vital in order to stay on top of Covid 19 protocols and resources. Tedford staff maintain membership and key roles in a variety of regional and statewide homeless coalitions including the Statewide Homeless Council, Region II Homeless Council, Maine Shelter Network, the Maine Continuum of Care, and Southern Midcoast Housing Collaborative. Tedford attends the Local Community Mental Health Task Force Council, the advisory group to Access Health, and is a collaborator in a new effort to create a Lincoln County Food Council, and partners with the Merrymeeting Food Council and Merrymeeting Gleaners.

Tedford has also worked collaboratively with other providers to bring a HUD required coordinated entry system (CES) to Maine. Coordinated entry is a streamlined process for accessing the resources available in the Maine Continuum of Care (MCoC) homeless crisis response system. CES provides a universal means of directing people experiencing homelessness to designated access points, assessing their level of need, matching them to the appropriate housing resource (e.g., housing vouchers, permanent supportive housing), and making referrals.

CES will be implemented across Maine through the establishment of nine Service Hubs. The regional hubs will provide a local foundation for the prioritization and case conferencing involved in coordinated entry, and work collectively toward ending homelessness. Tedford will serve as one of the access points, within Hub 3. Hub 3’s geographic reach includes Sagadahoc, Knox, Lincoln, Waldo counties and the Towns of Brunswick and Harpswell. Tedford has been engaged in developing CES and worked closely with a number of regional hub 3 providers including Maine Housing, Knox County Homeless Coalition, Midcoast Maine Community Action, and others. Giff Jamison, Tedford’s director of programs, serves as one of the tri chairs of the CES committee. Hub 3 will pilot CES in the Mid Coast region beginning April 3<sup>rd</sup>.

**5. Program Volunteers:** Provide the following for program volunteers only.

| # of volunteers | # of volunteer hours* | Total Value of Volunteer Time | This program does not use volunteers |
|-----------------|-----------------------|-------------------------------|--------------------------------------|
| 100             | 1,000                 | \$26,770                      |                                      |

\* Include time spent on specialized program training (other than basic orientation)

\*\* [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](https://www.independentsector.org/)- Maine \$26.77

## VI. PROGRAM RETURNS

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$\_\_\_ of food for a food pantry, or \$1 draws down \$\_\_\_ in federal or state funding.)

Tedford Housing does not specifically link United Way funds as identified leverage with other funding sources. However, the mix of funding for Tedford, including funds received from United Way, is crucial to the organization's ability to operate its programs and services, and many other funders like to see United Way funds in the budget, with several applications asking specifically for the amount of United Way funds received.

2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for \_\_\_ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer's Disease and their caregiver respite care for a year.)
  - a. \$60 provides a homeless individual with a night of emergency housing and case management services at our adult shelter.
  - b. \$97 provides a homeless family with a night of emergency housing and case management services at our family shelter.
3. **Please complete the following: "Having the support of United Way donations made it possible for us to support our guests during one of the worst times of their lives, providing them with services and connection necessary to obtain housing and create stability in their lives."**

## VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one **Program Success Story**. This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

**Please also submit any especially good Quotes from Clients that you have received.** You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

## VIII. ONE-TIME FUNDING

**(Optional) If you have need of one-time funds, up to \$10,000 maximum,** to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

If additional funding was available, Tedford Housing would use \$10,000 in the Homeless Prevention Program to provide financial assistance for security deposits and rent in arrears for those threatened with eviction.

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or [Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

## **Tedford Housing Success Stories - Emergency Housing**

### **Family Shelter Success Story:**

Melinda had been served in outreach by Tedford's homeless prevention and outreach case manager. She was the mother of two children ages three and six. The family had been struggling, with Melinda, an LPN, had been out of work. The bottom fell out in December when her husband and father of the children died of a heart attack very suddenly. Melinda was not able to maintain her housing. Relatives took care of the children for a brief time but Melinda herself was forced into homelessness and was living on the streets, or when lucky, a friend's couch. After being on the waiting list and enduring some bitterly cold winter nights, Melinda was able to access the family shelter at the end of December.

During her shelter stay, Bev, our family case manager, assisted Melinda with referrals for grief counseling groups she attended in Portland. Melinda also was also urgently in need of dental services and was provided a list of providers. She worked diligently with Bev on following up on housing leads and applied for a number of vouchers. Melinda followed up on a lead for an apartment in Lewiston being vacated by her friend. After contacting the landlord about applying for the soon-to-be available apartment, Melinda was approved for the unit and was able to move-in by late January. Melinda and her children are now stably housed, and she planning to resume her nursing education to obtain qualifications as an RN.

### **Adult Shelter Success Story:**

Leon, age 56, came to Tedford following a psychiatric discharge from the hospital. Having lost everything, including his home in Lewiston, he ended up in the care of local pastors who gave him a place to sleep until he was able to obtain a bed at Tedford's adult shelter. Leon was very determined to become employed from the moment he arrived and worked very diligently at getting employment even in the face of much discrimination in the community. The adult shelter case manager connected him to Maine Disability Rights so that he could discuss ways that he felt he was being discriminated against by employers in the community. Leon is disabled, and was assaulted while living in Lewiston leaving him with a misplaced jaw which makes it difficult for people to understand his speech.

His case manager advocated for his access to employment and we assisted him with completing the online parts of his employment application process. We offered Leon bus passes to help him get to and from work as well as resources for work dress attire that he would need. Leon finally started his job at KFC /Taco Bell and walked all the way back to the shelter many nights after he got done with work as the buses don't run that late. Leon diligently engaged with his case manager while he maintained his employment throughout his time with Tedford. He was linked to available housing through a LL connection in the community who had a small studio

apartment available in Brunswick. His case manager helped Leon with the process of obtaining a Housing Choice Voucher to assist him with the cost of housing, and facilitated the initial viewing of the apartment for Leon and accompanied him to meet with the Landlord. His case manager ensured the completion of the paperwork that was needed for Maine Housing to schedule the inspection of the apartment. Leon was then provided with resources on the move out checklist as well as Bob's discount gift card to help obtain a bed. After 131 days in the shelter, Leon was finally housed in his own apartment. Leon continues to meet with me and engage with Tedford's case management and ESHAP programs. He plans to save up for a car which will help him maintain his employment as well as his housing.

**Quote from Adult Shelter Guest:**

"I am so grateful to Tedford for giving me a place to get things together. Now I do everything I can to help others get back on their feet."

**Quote from Family Shelter Guest:**

From a mother of a one-year old baby in our family shelter: "I am so grateful for having this apartment."

Agency: **Tedford Housing**

Program: **Adult & Family Emergency Housing**

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

**# Served (Direct Services)** includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

**# Served (Presentations)** includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

|                                        | 2021                       |                          | 2022                       |                          |
|----------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                        | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>CUMBERLAND COUNTY</b>               |                            |                          |                            |                          |
| <b>Town</b>                            |                            |                          |                            |                          |
| Brunswick                              | 27                         | 0                        | 43                         | 0                        |
| Harpwell                               | 6                          | 0                        | 0                          | 0                        |
| Cumberland County, Unidentified Locale | 9                          | 0                        | 6                          | 0                        |
| <b>CUMBERLAND CO. TOTAL</b>            | <b>42</b>                  | <b>0</b>                 | <b>49</b>                  | <b>0</b>                 |

| <b>LINCOLN COUNTY</b> |   |   |   |   |
|-----------------------|---|---|---|---|
| <b>Town</b>           |   |   |   |   |
| Alna                  | 0 | 0 | 0 | 0 |
| Boothbay              | 0 | 0 | 0 | 0 |
| Boothbay Harbor       | 0 | 0 | 0 | 0 |
| Bremen                | 0 | 0 | 0 | 0 |
| Bristol               | 0 | 0 | 0 | 0 |
| Damariscotta          | 0 | 0 | 0 | 0 |
| Dresden               | 0 | 0 | 0 | 0 |
| Edgecomb              | 0 | 0 | 0 | 0 |
| Jefferson             | 0 | 0 | 0 | 0 |
| Monhegan Plantation   | 0 | 0 | 0 | 0 |
| Newcastle             | 0 | 0 | 0 | 0 |
| Nobleboro             | 0 | 0 | 0 | 0 |
| Somerville            | 0 | 0 | 0 | 0 |
| South Bristol         | 0 | 0 | 0 | 0 |
| Southport             | 0 | 0 | 0 | 0 |
| Waldoboro             | 0 | 0 | 1 | 0 |
| Westport              | 0 | 0 | 0 | 0 |
| Whitefield            | 1 | 0 | 1 | 0 |
| Wiscasset             | 2 | 0 | 1 | 0 |

|                                        |          |          |          |          |
|----------------------------------------|----------|----------|----------|----------|
| Lincoln County,<br>Unidentified Locale | 0        | 0        | 0        | 0        |
| <b>LINCOLN COUNTY<br/>TOTAL</b>        | <b>3</b> | <b>0</b> | <b>3</b> | <b>0</b> |

|                                          | 2021                             |                             | 2022                             |                             |
|------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                          | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>SAGADAHOC COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                              |                                  |                             |                                  |                             |
| Arrowsic                                 | 0                                | 0                           | 0                                | 0                           |
| Bath                                     | 6                                | 0                           | 16                               | 0                           |
| Bowdoin                                  | 5                                | 0                           | 0                                | 0                           |
| Bowdoinham                               | 5                                | 0                           | 2                                | 0                           |
| Georgetown                               | 0                                | 0                           | 0                                | 0                           |
| Phippsburg                               | 0                                | 0                           | 2                                | 0                           |
| Richmond                                 | 0                                | 0                           | 2                                | 0                           |
| Topsham                                  | 1                                | 0                           | 10                               | 0                           |
| West Bath                                | 0                                | 0                           | 0                                | 0                           |
| West Bowdoin                             | 0                                | 0                           | 0                                | 0                           |
| Woolwich                                 | 0                                | 0                           | 0                                | 0                           |
| Sagadahoc County,<br>Unidentified Locale | 0                                | 0                           | 0                                | 0                           |
| <b>SAGADAHOC<br/>COUNTY TOTAL</b>        | <b>17</b>                        | <b>0</b>                    | <b>32</b>                        | <b>0</b>                    |

|                                      | 2021                             |                             | 2022                             |                             |
|--------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                      | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>UWMCM TOTAL<br/>PEOPLE SERVED</b> | <b>62</b>                        | <b>0</b>                    | <b>84</b>                        | <b>0</b>                    |

**Comments:** The number of units and number of beds available at our family shelter remains the same year after year. At our adult shelter, due to Covid-19, for 2021 and the first nine months of 2022 we reduced the number of available beds before returning to our typical 16 bed count in October 2022. This was to accomodate social distancing and in an effort to keep staff and clients as safe as possible. Other items that have had an impact on the numbers seen on this beneficiary form include: 1) Our shelters serve anyone regardless of town of residence, so all clients served may not show up on this data form; 2) The families at the family shelter vary in size so even if all six units are full, the numbers served may vary depending on how many are in each household; 3) We have also seen in the past few years that many clients have had longer shelter stays due to the pandemic and lack of affordable housing options in the community; and 4) Due to longer shelter stays and lack fo affordable housing, we are serving more people who are experiencing homelessness in an outreach capacity.

**Knox County Fund:** List the number of Knox County people served for your agency. This number will become part of a formula for distributing funds to your agency that are designated to United Way’s Knox County Fund during our annual campaign. **They are not considered part of the general fund distribution.**

|                   | 2021                       |                          | 2022                       |                          |
|-------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                   | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>KNOX TOTAL</b> | <b>1</b>                   | <b>0</b>                 | <b>0</b>                   | <b>0</b>                 |

## UWMCM Program Budget for Past, Current and Proposed Years

**Agency: Tedford Housing**

**Program: Adult & Family Emergency Housing**

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| Fiscal Year Ending Date<br><input type="checkbox"/> March 31 <input checked="" type="checkbox"/> June 30<br><input type="checkbox"/> September 30 <input type="checkbox"/> December 31 | FY ending 6/2022<br>ACTUAL<br>PAST YEAR | FY ending 6/2023<br>BUDGET<br>CURRENT YEAR | FY ending 6/2024<br>BUDGET<br>NEXT YR PROPOSED |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------------------|------------------------------------------------|
| <b>PROGRAM REVENUES</b>                                                                                                                                                                |                                         |                                            |                                                |
| United Way of Mid Coast Maine (UWMCM) Award/Request                                                                                                                                    | \$ 12,500                               | \$ 12,500                                  | \$ 12,500                                      |
| United Way Designations*                                                                                                                                                               | \$ 2,982                                | \$ 3,000                                   | \$ 3,000                                       |
| United Way EFSP/CARES Funding                                                                                                                                                          | \$ 16,819                               | \$ 18,614                                  | \$ 18,000                                      |
| Private donations, grants & foundations                                                                                                                                                | \$ 232,922                              | \$ 324,294                                 | \$ 325,000                                     |
| County & Municipal                                                                                                                                                                     | \$ 17,725                               | \$ 18,100                                  | \$ 18,100                                      |
| Maine Housing ESHAP Funding                                                                                                                                                            | \$ 261,338                              | \$ 251,984                                 | \$ 256,000                                     |
| Maine Housing Special Covid Funding                                                                                                                                                    | \$ 56,537                               | \$ -                                       | \$ -                                           |
| Maine Care (Targeted Case Management)                                                                                                                                                  | \$ 64,638                               | \$ 54,600                                  | \$ 60,000                                      |
| Fees & Contracts                                                                                                                                                                       | \$ 11,539                               | \$ 1,000                                   | \$ 1,000                                       |
|                                                                                                                                                                                        |                                         |                                            |                                                |
|                                                                                                                                                                                        |                                         |                                            |                                                |
| <b>TOTAL PROGRAM REVENUE</b>                                                                                                                                                           | <b>\$ 677,000</b>                       | <b>\$ 684,092</b>                          | <b>\$ 693,600</b>                              |
| <b>PROGRAM EXPENSES (major categories)</b>                                                                                                                                             |                                         |                                            |                                                |
| Salaries & Wages                                                                                                                                                                       | \$ 351,892                              | \$ 408,300                                 | \$ 412,000                                     |
| Benefits                                                                                                                                                                               | \$ 36,444                               | \$ 47,661                                  | \$ 48,500                                      |
| Occupancy/Rent                                                                                                                                                                         | \$ 11,532                               | \$ 11,940                                  | \$ 12,200                                      |
| Utilities                                                                                                                                                                              | \$ 43,322                               | \$ 45,718                                  | \$ 47,000                                      |
| Travel & Related Expenses                                                                                                                                                              | \$ 825                                  | \$ 1,500                                   | \$ 1,500                                       |
| Staff Development                                                                                                                                                                      | \$ 1,079                                | \$ 1,000                                   | \$ 1,000                                       |
| Audit & Consulting                                                                                                                                                                     | \$ 11,986                               | \$ 14,496                                  | \$ 15,000                                      |
| Maintenance                                                                                                                                                                            | \$ 74,916                               | \$ 75,600                                  | \$ 76,000                                      |
| Food                                                                                                                                                                                   | \$ 4,470                                | \$ 5,000                                   | \$ 5,000                                       |
| Supplies                                                                                                                                                                               | \$ 11,974                               | \$ 11,000                                  | \$ 11,000                                      |
| Client-Related Expenses                                                                                                                                                                | \$ 630                                  | \$ 1,000                                   | \$ 1,000                                       |
| Insurance & Legal Fees                                                                                                                                                                 | \$ 2,446                                | \$ 2,446                                   | \$ 2,446                                       |
| Improvement & Equipment                                                                                                                                                                | \$ 2,209                                | \$ -                                       | \$ -                                           |
| G&A                                                                                                                                                                                    | \$ 65,525                               | \$ 58,289                                  | \$ 60,000                                      |
|                                                                                                                                                                                        |                                         |                                            |                                                |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                                                                                                          | <b>\$ 619,250</b>                       | <b>\$ 683,950</b>                          | <b>\$ 692,646</b>                              |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                                                                                                          | <b>\$ 57,750</b>                        | <b>\$ 142</b>                              | <b>\$ 954</b>                                  |

\* Do not include designations unless they were directed for use by this program.

## UWMCM Program Budget for Past, Current and Proposed Years

**Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.** Tedford has been fortunate the past several years to receive a strong outpouring of support from individuals and foundations in light of the pandemic, as well as additional funds from Maine Housing and elsewhere to cover additional expenses related to extra cleaning and staffing costs. These additional funds have not only helped cover expenses but are also helping replace some of the funding lost from MaineCare in FY21 and FY22 due to lower bed availability at the adult shelter due to social distancing requirements, and lower turnover of guests due to less available housing. The special Maine Housing Covid funds did not continue into FY23 and we are forecasting lower TCM billings for FY23 based on FY22 actuals to-date, but we anticipate contributions from individuals and foundations to remain strong. We have finally returned to our typical 16 bed capacity at the adult shelter, and continue to remain open 24 hours a day at the adult shelter. The family shelter has been less impacted by Covid, as with 6 separate apartment-style units, each family has been able to maintain their own space.

## MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below. This form provides more detailed information of how people have been served by each program providing basic needs.

| Service Year Start Date: 1/1/2022                                              |                        | Service Year End Date: 12/31/2022 |            |             |                                 |            |
|--------------------------------------------------------------------------------|------------------------|-----------------------------------|------------|-------------|---------------------------------|------------|
| FOOD                                                                           | Households             | People served in past year        |            |             | # of pounds of food distributed | # of meals |
|                                                                                | # of households served | Total # of People                 | 0-18 Years | 19-65 Years |                                 |            |
| Food Pantry                                                                    |                        |                                   |            |             |                                 |            |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                                   |            |             |                                 |            |
| Soup Kitchen                                                                   |                        |                                   |            |             |                                 |            |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                                   |            |             |                                 |            |
| Spectrum Generations - Meals on Wheels                                         |                        |                                   |            |             |                                 |            |

| FUEL/UTILITIES                                                  |                   | People served in past year |             |           |                                                   | Average \$ amt financial assistance per household |
|-----------------------------------------------------------------|-------------------|----------------------------|-------------|-----------|---------------------------------------------------|---------------------------------------------------|
| Households                                                      | Total # of People | 0-18 Years                 | 19-65 Years | 65+ Years | Average \$ amt financial assistance per household |                                                   |
| # of households served                                          | Total # of People | 0-18 Years                 | 19-65 Years | 65+ Years | Average \$ amt financial assistance per household |                                                   |
| Fuel Assistance                                                 |                   |                            |             |           |                                                   |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program    |                   |                            |             |           |                                                   |                                                   |
| Tedford Housing - Homeless Prevention Program Warm Thy Neighbor | 165               | 293                        |             |           | \$                                                | 475.47                                            |
| The Salvation Army - Emergency Assistance                       |                   |                            |             |           |                                                   |                                                   |
| Utility Assistance                                              |                   |                            |             |           |                                                   |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program    |                   |                            |             |           |                                                   |                                                   |

Tedford Housing - Homeless Prevention Program  
 The Salvation Army - Emergency Assistance

\*utility assistance only comes in the form of heating/fuel assistance as noted above

**HOUSING/SHELTER**

|                                                                           | # of Households served | People served in past year |            |             |             | Average \$ Assistance per Household | # of Shelter Bednights |
|---------------------------------------------------------------------------|------------------------|----------------------------|------------|-------------|-------------|-------------------------------------|------------------------|
|                                                                           |                        | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years   |                                     |                        |
| <b>Security Deposit Assistance</b>                                        |                        |                            |            |             |             |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |             |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             | 21                     | 34                         |            |             | \$ 877.38   |                                     |                        |
| The Salvation Army - Emergency Assistance                                 |                        |                            |            |             |             |                                     |                        |
| <b>Rent/Mortgage Assistance</b>                                           |                        |                            |            |             |             |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |             |                                     |                        |
| Tedford Housing - Homeless Prevention Program                             | 26                     | 35                         |            |             | \$ 1,685.65 |                                     |                        |
| The Salvation Army - Emergency Assistance                                 |                        |                            |            |             |             |                                     |                        |
| <b>Shelter</b>                                                            |                        |                            |            |             |             |                                     |                        |
| American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services |                        |                            |            |             |             |                                     |                        |
| Midcoast Maine Community Action - Housing Counseling Program              |                        |                            |            |             |             |                                     |                        |
| Tedford Housing - Adult and Family Emergency Housing Shelter and Services | 65                     | 108                        | 26         | 76          |             | 10112                               |                        |

**TRANSPORTATION**

|                                                | # of households served | People served in past year |            |             |           | Total Miles of Transportation | # of Rides |
|------------------------------------------------|------------------------|----------------------------|------------|-------------|-----------|-------------------------------|------------|
|                                                |                        | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years |                               |            |
| <b>Transportation</b>                          |                        |                            |            |             |           |                               |            |
| People Plus - Volunteer Transportation Network |                        |                            |            |             |           |                               |            |





**Agency & Program Contact Information & Signatures**

Agency Name: Tedford Housing

Program Name: Homeless Prevention

Street Address: 14 Middle Street, Brunswick, ME 04011

Mailing Address (if different): PO Box 958, Brunswick, ME 04011

Agency/Program-FB: www.facebook.com/tedfordhousing/

Website: www.tedfordhousing.org

Executive Director Name: Rota Knott

Executive Director Phone: 207-729-1161 x 102 Email: rota@tedfordhousing.org

Program Director Name: Giff Jamison

Program Director Phone: 207-729-1161 x 107 Email: giff@tedfordhousing.org

Application Contact Name: Danielle Triffitt

Application Contact Phone: 207-729-1161 x 100 Email: danielle@tedfordhousing.org

Link to latest brochure, if available: <https://tedfordhousing.org/about-us/current-annual-report/>

This submission was considered and approved by (both signatures are required):

Signature, Agency Executive Director

Signature, President/Chair, Board of Directors

**Rota L. Knott**

Printed Name, Agency Executive Director

Date: 02-22-2023

**Andrew Lardie**

Printed Name, President/Chair, Board of Directors

Date: 2-15-23

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All materials must be submitted electronically to doreenf@uwmcm.org
Due by 5:00 p.m. on Tuesday, February 28, 2023

UNITED WAY OF MID COAST MAINE
PROGRAM FUNDING REQUEST FOR 2023-2024



Agency Name: Tedford Housing

Program Name: Homeless Prevention

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.

Grant Period: July 1, 2023 – June 30, 2024

Maximum 9 pages

APPLICATION

I. PROGRAM SUMMARY

Program Description (2-3 sentences): Homeless Prevention offers a set of time limited activities and resources helping households resolve a housing crisis that would otherwise lead to homelessness. Short term case management, combined with financial resources, assist families and individuals with retaining stable housing and avoiding homelessness. Financial assistance typically is used for rental costs, security deposits, and emergency heating assistance through the Warm Thy Neighbor program.

Area Served: Sagadahoc County Lincoln County Brunswick & Harpswell

Focus area you feel aligns with your program*:

Healthier, More Connected Lives Improved Financial Stability Best Start for Children

* United Way of Mid Coast Maine Focus Areas

Focus Areas:

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

	2021/2022	2022/2023	2023/24 REQUEST
UWMCM Funding (do not include designations)	\$33,500	\$33,500	\$33,500
	Actual Past Year	Current Year	Proposed Budget

II. PROGRAM NARRATIVE

1. **Provide a description of the program for which you are seeking funds.** No more than one page. Suggested areas to highlight include:
 - a. **Need that this program will address** – if available, include specific local data that demonstrates the need in the community

The Homeless Prevention program typically serves renters whose tenancy is in jeopardy, most often facing eviction due to being behind in their rent. Typically, a household is vulnerable to an eviction because of insufficient funds to pay the monthly rent or is not able to rent an apartment because they do not have enough money to pay a security deposit and the first month's rent. Households typically accessing homeless prevention services live from paycheck to paycheck. A single or combination of events like a medical emergency, car repairs, or loss of a job can quickly drain any savings and push a household towards eviction and eventual homelessness. In recent years, wages have not kept up with the increase in rent. As the National Alliance to End Homelessness (NAEH) points out: "More than at any other time, there is a lack of housing that low-income people can afford. Without housing options, people face eviction, instability and homelessness." Another group, the National Low Income Housing Coalition computes a housing wage, the wage necessary to make a typical apartment affordable. In 2023, Maine's housing wage is \$22.69 /hour (to afford an average 2-bedroom apartment). The State minimum wage increased to \$13.80/hour on January 1, 2023. A person working full time at that wage would need to make approximately \$4.00 more per hour to afford monthly rent for a modest 1-bedroom apartment. Lack of affordable housing continues to be the major driver of homelessness. The vast majority of people Tedford serves live well below 30 percent area median income (\$26,085).

A small amount of financial assistance is often enough to prevent an episode of homelessness. The goal is to help the household resolve their crisis, secure short-term financial or rental assistance as needed, and access ongoing sources of support in the community in order to remain housed. Homeless Prevention funds from Tedford are often combined, if available, with funds from Midcoast Community Action and the Salvation Army.

Tedford Housing provides the Homelessness Prevention services out of the Federal Street Emergency Housing facility and the Second Congregational Church, for one day per week, in Newcastle.

- b. **Target populations served** (age, income, health). Include any information relevant to **Diversity, Equity, and Inclusion**.

Homeless Prevention Services focuses on households that are at extreme risk of losing their housing due to their falling behind with rental payments, at-risk households, or those already experiencing homelessness and needing assistance to pay a security deposit, or in the case of Warm Thy Neighbor, households that have or are about to run out of heating fuel.

- c. **The key activities of your program.**

The Homeless Prevention Program provides short-term case management to persons at risk of homelessness and provides one-time security deposits and rental assistance to qualifying applicants.

Warm Thy Neighbor provides qualifying households in greater Brunswick and Sagadahoc County that have no home heat up to 100 gallons of heating oil or other equivalent fuel.

Assessment and case management services are also provided to sheltered and unsheltered persons experiencing literal homelessness. People transitioning from homelessness to permanent housing are also able to receive security deposit assistance.

d. The number of staff who work full-time and part-time for this program.

One full time equivalent case manager works for the program, including providing the oversight of the Warm Thy Neighbor program and working one day per week in Newcastle.

2. Describe the **importance of this program** in advancing people's Healthier, More Connected Lives, Improved Financial Stability, or the Best Start for Children (see above for definitions).

A core function of the Homeless Prevention Program is to prevent evictions and the potentially resulting homelessness. The National Alliance to End Homelessness and other groups have underscored the health impacts of homelessness on adults and children. Stressors associated with the uncertainty of the eviction process can combine with other trauma and exacerbate other conditions, including anxiety, depression, and chronic health conditions like diabetes. Since most of the participants in our Homeless Prevention Program live at or below the poverty level, achieving or restoring safe, affordable housing translates into having a stable platform for returning to or advancing in the work force, participating in job training or continued education, and ultimately increasing income. Simply put, if a person who is at risk of or experiencing homelessness is spending all their time in survival mode, it is exponentially more difficult to interview for a job or maintain consistent participation in training or education programs.

3. **What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?**

There is no waiting list for the homeless prevention program. In the last two years, Maine Housing offered the Emergency Rental Assistance Program. The program, operated by CAP agencies in the state, helped to mitigate the housing crisis fueled by the pandemic. It offered rental assistance to assist many households in staying in their homes, and provided motel stays to many who lost their housing altogether. Unfortunately, the program began to decrease the number it could serve and no new applications were processed after December 31, 2022. Many providers, Tedford included, have been fielding requests from people for whom temporary assistance has run out, and have fallen back into homelessness. We have seen that there is still a great need especially with the end of ERA program and many of those households utilizing those funds having no stable housing to return to. Throughout the area served by Tedford's Homeless Prevention program, we have seen an increased demand for services. As an

example, a group of volunteers, the Ecumenical Council for Homeless Prevention (EHP) in Lincoln County provides a help desk at the Tuesday Food Pantry located at the 2nd Congregational Church in Newcastle. Tedford's homeless prevention coordinator is part of the team that offers assistance to people experiencing a housing crisis. EHP served 27 households in 2022 – the average number of households assisted in the past five years was 18.

4. **What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

The overarching concern that creates risk of homelessness or often results in actual homelessness is the lack of affordable housing. In particular, housing that is affordable to households living below 50 percent of the AMI, or in the case of the vast majority of households experiencing homelessness that Tedford serves, 30 percent of the AMI.

III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
 - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
 - b. Child Care programs must also complete the **Child Care Report Form**.
2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

We do not currently collect age, race or ethnicity data for the homeless prevention program. However, based on the data captured on race/ethnicity in the course of its HMIS reporting for our other programs, approximately 95 of all percent of HP program participants are white, but all programs adhere to strict guidelines around non-discrimination and embracing the principle of inclusion all groups as listed below. In the last two years Tedford has provided trainings to staff on gender inclusivity and challenges facing seniors experiencing homelessness, among others. Tedford Housing posts its non-discrimination policy on its website. Tedford Housing will practice all aspects of The Maine Human Rights Act Equal Housing Opportunity and post The Maine Human Rights Act Equal Housing Opportunity in common areas of all its facilities.

In determining qualification for homeless prevention services and in all other housing and service programs, Tedford Housing will not discriminate with respect to race, color, religion, gender, national origin, age, military status, marital status, sexual orientation, mental or physical disability, or pregnancy. Tedford Housing will comply with the provisions of all local, state, and federal laws and executive orders implementing national equal opportunity employment policies.

Our program staff works closely with the General Assistance offices and Housing Authorities in the communities we serve, as well as community groups, other service providers, and churches and religious organizations to ensure they are aware of our services and encourage them to refer people from diverse populations who are at risk of homelessness to the homeless prevention program.

IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS

Past Year

- 1. List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments** (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.

Activity #1 (Warm Thy Neighbor): Provide home heating assistance to eligible households.

Goal: At least 112 of 150 applicants (75%) are eligible and receive one-time home heating assistance.

Outcome: 165 out of 211 of those who called for assistance (78%) in 2022 were eligible and received one-time heating assistance. The calls that were not eligible were those requests from outside our catchment area or over income for the program; those who could not receive fuel assistance from Warm Thy Neighbor were referred to other appropriate resources.

Activity #2: Provide security deposits.

Goal: At least 38 of 50 (75%) applicants who are homeless or at risk of homelessness are eligible and receive a security deposit to attain permanent housing.

Outcome: 21 of 23 (91%) applicants who were homeless or at risk of homelessness were eligible and received a security deposit to attain permanent housing in 2022.

Activity #3: Provide rental assistance.

Goal: At least 49 of 65 (75%) applicants who are homeless or at risk of homelessness are eligible and receive rental assistance to attain permanent housing.

Outcome: 26 of 33 (78%) applicants who were homeless or at risk of homelessness were eligible and received rental assistance to attain permanent housing.

Note: A reduction in the number of applicants and clients calling for rental and security deposit assistance appears to be the result of a combination of factors. The overall impact of the Covid-19 pandemic, along with the moratorium on evictions and the large amount of governmental aid through programs like the Emergency Rental Assistance (ERA) program allowing many households to be able to stay in their current living situations, has meant we have received less calls for rental and eviction prevention assistance. The lack of affordable housing has also had an impact, as there are fewer options for people to move into, therefore resulting in fewer security deposit requests.

- 2. List any other accomplishments or significant program changes in the past year**, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.

In June 2022, Tedford Housing's Board of Directors approved an expansion of the catchment area of Warm Thy Neighbor for the 2022/23 heating season to include the entirety of Sagadahoc County. The catchment area now includes: Brunswick, Topsham, Harpswell, Bailey

Island, Cundy's Harbor, Lisbon Falls, Lisbon, Lisbon Center, Bowdoin, Bowdoinham, Durham, Arrowsic, Bath, West Bath, Georgetown, Phippsburg, Richmond and Woolwich. This will allow us to assist more households and brings the program into better alignment with our overall service area.

For 2023-2024 Funding Year

- 3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes. Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)**

Activity #1 (Warm Thy Neighbor): Provide home heating assistance to eligible households.

Goal: At least 112 of 150 applicants (75%) are eligible and receive one-time home heating assistance

Activity #2: Provide security deposits.

Goal: At least 38 of 50 (75%) applicants who are homeless or at risk of homelessness are eligible and receive a security deposit to attain permanent housing.

Activity #3: Provide rental assistance.

Goal: At least 38 of 50 (75%) applicants who are homeless or at risk of homelessness are eligible and receive rental assistance to attain permanent housing.

Measurement tools will include confirmation of security deposit and rental assistance paid (receipts) from property owners, and Tedford financial documentation software. For Warm Thy Neighbor, measurement tools are Excel spreadsheets with delivery dates and fuel price and fuel delivery invoices.

- 4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.**

Particularly, as described in #2 above, the HP program is devoting as many resources as possible to the plight of unsheltered persons in our community, in an effort to move people from homelessness to home. Tedford also works locally, regionally, and on a statewide level to support initiatives to increase both the mainstream affordable housing stock and permanent supportive housing for persons that have multiple barriers to remaining stably housed in more traditional housing.

- 5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.**

While the need for our services continues to grow, our capacity remains capped at both our adult and family shelters. In response, we have endeavored to support more households experiencing homelessness through our outreach efforts and to expand our prevention efforts for those on the brink of homelessness to keep as many people out of homelessness as possible. During the coming year, we anticipate the need for emergency housing and Tedford's services due to lack of affordable housing, less governmental-based support with ERA ending and other economic variables contributing to the burden on local individuals and families.

V. PROGRAM INVESTMENT

1. **BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted.
2. **How important is United Way funding to achieving your stated outcomes?**

United Way funding is a crucial component of the Homeless Prevention safety net provided for households at risk of homelessness by Tedford Housing and our community partners. Tedford Housing combines United Way funding with other donations made to our organization and funding provided through partner agencies to create the maximum positive impact for our homeless prevention clients.

3. **In-kind Contributions** – What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities).
 - a. **Donated Goods:** All of the Warm Thy Neighbor funds for fuel deliveries come from private individuals and foundations. As necessary, HP clients are provided with donated gift cards for groceries or gas, cleaning, and household supplies.
 - b. **Donated Professional Services:** None
 - c. **Donated Facilities:** Office space at the Second Congregational Church, Newcastle, one day a week.
4. **Collaborations/Partnerships** – please list any significant collaborations or partnerships.

We often say that Tedford is a health and human services organization which also has permanent and emergency housing resources. We work with people on housing needs and many other conditions. Tedford relies on many community resources and services to ensure each household is successful in their return to permanent housing. Career Center, Addiction Resource Center, Brunswick and Bath Housing Authorities, Sweetser, Maine Behavioral Health to name just a few.

The staff leadership of Tedford Housing, Oasis Free Clinics, The Gathering Place, and Midcoast Hunger Prevention meet on monthly basis to explore areas of mutual interest and concerns. General topic areas include changes in funding, foundation and donation targets, organizational development, human resources, and engagement with the community. During extreme weather events, with the exception of Oasis, the agencies communicate on who is staying open, how are people receiving food and housing. Communication and coordination between these agencies, major parts of the area's safety net, has been made even more crucial this year as everyone grapples with the impact of Covid 19. Weekly and sometimes daily communication between Midcoast Hospital has been vital in order to stay on top of Covid 19 protocols and resources. Tedford staff maintain membership and key roles in a variety of regional and statewide homeless coalitions including the Statewide Homeless Council, Region II Homeless Council, Maine Shelter Network, and the Maine Continuum of Care. Tedford leadership is a member of the newly formed Southern Midcoast Housing Collaborative, which is a cross-sector partnership of individuals and organizations interested in addressing homelessness and housing equity. Tedford attends the Local Community Mental Health Task Force Council, hosted by Midcoast Parkview Regional Medical Center as well as the advisory group to Access Health. Though early in its development, Tedford Housing is increasing its focus on the growing health care conditions of its clients and engaging with community health resources to link clients with services. Tedford is a collaborator in a new effort to create a Lincoln County Food Council, and partners with the Merrymeeting Food Council and Merrymeeting Gleaners, to address food and housing insecurity.

Tedford has also worked collaboratively with other providers to bring a HUD required coordinated entry system (CES) to Maine. Coordinated entry is a consistent, streamlined process for accessing the resources available in the Maine Continuum of Care (MCoC) homeless crisis response system. CES provides a universal means of directing people experiencing homelessness to designated access points, assessing their level of need, matching them to the appropriate resource such as housing vouchers or permanent supportive housing (prioritization), and making referrals.

CES will be implemented across Maine through the establishment of nine Service Hubs. Service hubs are groups of regional providers that create a local foundation for the prioritization and case conferencing involved in coordinated entry, as well as working collectively toward ending homelessness. Tedford will provide services, and will serve as one of the access points, within Hub 3. Hub 3's geographic reach includes Sagadahoc, Knox, Lincoln, Waldo counties and the Towns of Brunswick and Harpswell. Tedford has actively engaged in the development of CES over the last 3 years and consequently has worked closely with a number of regional hub 3 providers including Maine Housing, Knox County Homeless Coalition, Midcoast Maine Community Action, Waldo Community Action Program, and others. Giff Jamison, Tedford's director of programs, serves as one of the tri chairs of the CES committee. Hub 3 will pilot CES in the Mid Coast region beginning April 3rd.

Specifically, in regards to the Homeless Prevention program, Tedford's Homeless Prevention Coordinator works one day a week in Newcastle in conjunction with the Ecumenical Council for Homeless Prevention to assist those in the area with accessing resources and providing financial assistance for eviction prevention and security deposits.

5. Program Volunteers: Provide the following for program volunteers only.

# of volunteers	# of volunteer hours*	Total Value of Volunteer Time	This program does not use volunteers
5	460	\$12,314.20	

* Include time spent on specialized program training (other than basic orientation)

** [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](#)- Maine \$26.77

VI. PROGRAM RETURNS

- 1. Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$___ of food for a food pantry, or \$1 draws down \$___ in federal or state funding.)

Tedford Housing does not specifically link United Way funds as identified leverage with other funding sources. However, the mix of funding that Tedford, including funds received from United Way, is crucial to the organization's ability to operate its multiple programs and services, and many other foundations applied to do like to see United Way funds in the budget, with several applications asking specifically for the amount of United Way funds received.

- 2. Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for ___ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer's Disease and their caregiver respite care for a year.)

\$96 provides the case management services to help keep a household in their home and avoid homelessness.

3. Please complete the following: “Having the support of United Way donations made it possible for us to reduce the number of people entering homelessness in our region as a result of short-term financial stressors.”

VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one **Program Success Story**. This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

Please also submit any especially good Quotes from Clients that you have received. You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

VIII. ONE-TIME FUNDING

(Optional) If you have need of one-time funds, up to \$10,000 maximum, to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

If additional funding was available, Tedford Housing would use \$10,000 in the Homeless Prevention Program to provide financial assistance for security deposits and rent in arrears for those threatened with eviction.

If you have any questions, please contact Doreen Fournier at 443-9752 Ext. 2 or Doreenf@uwmcm.org.

Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.

Tedford Housing Success Stories – Homeless Prevention

Joyce was expecting her third child. She had endured trauma at her work place and was unable to return to work. The family eventually fell behind in rent and was on the verge of losing their housing.

As winter set in Debra lived in a mobile home in Waldoboro with no heat, running water or electricity. She was able to secure a site where she could move her trailer that had the necessary hook-ups for the utilities. She had exhausted her savings and had no money to hire somebody to move the trailer.

Lisa and her husband, Ray, raised their granddaughter. Ray worked as chef and they were able to make ends meet. Unfortunately, Ray was diagnosed with cancer, and for a period of time his hours were reduced and the family began to struggle financially. As he recovered from his first bout of cancer, the couple opened up a food truck to generate extra income. Ultimately the cancer returned, and Ray had to resume chemo and radiation therapy. Ray stopped working and the loss of income put their housing in jeopardy.

In each of these stories from Lincoln County, assistance was provided through Tedford Housing's Homeless Prevention Program. In Joyce's situation, Tedford was able to provide critically needed rental assistance and the family was able to avoid eviction. In Debra's case, Tedford helped to find a local mover, and, utilizing Diversion resources from Maine Housing, was able to get the mobile home to the site where she had running water, electricity and heat. Tedford coordinated with other community resources and provided Lisa and Ray with rental assistance that allowed them to remain in their home and have the stability to continue to raise their granddaughter.

Quote from Homeless Prevention Client and Case Manager

Yesterday I met with a single father who has lived at the same residence for 10 years. He has been dealing with chronic pain for years from a car accident and a subsequent fall on the ice. He has still managed to keep working until a recent surgery that has left him out of work. He is barely getting by on ST disability and the payments end next month. He is having complications with the surgery and is wondering how he will pay rent next month. I met with him yesterday to share housing information, applications, and other resources that he may benefit from. He spoke about his depression and isolation that has been a result of the chronic pain and injuries. When he left, he said *"Thank you so much for taking the time to help me and just listen to me. I feel like I have been talking to an old friend. I have been so anxious and depressed about this, and today I actually feel hopeful."*

PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: Tedford Housing

Program: Homeless Prevention

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

Served (Direct Services) includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

Served (Presentations) includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

	2021		2022	
	Warm Thy Neighbor # Served	Homeless Prevention # Served	Warm Thy Neighbor # Served	Homeless Prevention # Served
CUMBERLAND COUNTY				
Town				
Brunswick	94	30	133	22
Harpwell	7	0	9	0
Cumberland County, Unidentified Locale	0	12	1	2
CUMBERLAND CO. TOTAL	101	42	143	24

LINCOLN COUNTY				
Town				
Alna	0	0	0	0
Boothbay	0	1		0
Boothbay Harbor	0	1		0
Bremen	0	1		0
Bristol	0	1		0
Damariscotta	0	12		1
Dresden	0	0		0
Edgecomb	0	0		2
Jefferson	0	2		4
Monhegan Plantation	0	0		0
Newcastle	0	5		0
Nobleboro	0	0		2
Somerville	0	0		0
South Bristol	0	0		0
Southport	0	0		0
Waldoboro	0	6		1
Westport	0	0		0
Whitefield	0	0		0

Wiscasset	0	2		0
Lincoln County, Unidentified Locale	0	0		0
LINCOLN COUNTY TOTAL	0	31	0	10

	2021		2022	
	Warm Thy Neighbor # Served	Homeless Prevention # Served	Warm Thy Neighbor # Served	Homeless Prevention # Served
SAGADAHOC COUNTY				
Town				
Arrowsic	0	0	1	0
Bath	0	43	11	22
Bowdoin	18	0	19	3
Bowdoinham	9	0	14	0
Georgetown	0	0	2	0
Phippsburg	0	0	2	0
Richmond	0	0	0	0
Topsham	29	1	37	1
West Bath	0	6	1	0
West Bowdoin	0	1	0	0
Woolwich	2	0	0	0
Sagadahoc County, Unidentified Locale			0	0
SAGADAHOC COUNTY TOTAL	58	51	87	26

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
UWMCM TOTAL PEOPLE SERVED	159	124	230	60

Comments: The pandemic and Covid-19 have continued to play a large role in the operations of Tedford's programs as well as having an impact on those needing services. The recent eviction moratorium, the various stimulus payments related to the pandemic and the Emergency Rental Assistance Program (ERA) have all had an impact on the number of clients needing assistance. As appropriate, our HP CM made sure to route people to the ERA program first, as the program, when it was in existence, offered a much broader scope of assistance than our one-time emergency rental or security deposit assistance. We have seen an increase that the community need as the ERA programming ended, and anticipate the need will increase going forward. Tedford's Homeless Prevention program remains a vital part of our organization and an important component of reducing the number of individuals and families that fall into homelessness.

Knox County Fund: List the number of Knox County people served for your agency. This number will become part of a formula for distributing funds to your agency that are designated to United Way's Knox County Fund during our annual campaign. **They are not considered part of the general fund distribution.**

	2021		2022	
	# Served (Direct Services)	# Served (Presentations)	# Served (Direct Services)	# Served (Presentations)
KNOX TOTAL	1	0	0	0

UWMCM Program Budget for Past, Current and Proposed Years

Agency: Tedford Housing

Program: Homeless Prevention

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

Fiscal Year Ending Date <input type="checkbox"/> March 31 <input checked="" type="checkbox"/> June 30 <input type="checkbox"/> September 30 <input type="checkbox"/> December 31	FY ending 6/2022 ACTUAL PAST YEAR	FY ending 6/2023 BUDGET CURRENT YEAR	FY ending 6/2024 BUDGET NEXT YR PROPOSED
PROGRAM REVENUES			
United Way of Mid Coast Maine (UWMCM) Award/Request	\$ 33,500	\$ 33,500	\$ 33,500
United Way Designations*	\$ -	\$ -	\$ -
Private donations, foundations & grants	\$ 54,616	\$ 90,900	\$ 80,000
MaineCare (Targeted Case Management)	\$ 702	\$ -	\$ 1,000
Warm Thy Neighbor private donations, foundations, gr	\$ 65,209	\$ 43,095	\$ 50,000
Maine Housing Diversion/Housing Problem Solving Fun	\$ 8,393	\$ 32,885	\$ 9,887
TOTAL PROGRAM REVENUE	\$ 162,420	\$ 200,380	\$ 174,387
PROGRAM EXPENSES (major categories)			
Salaries & Wages	\$ 25,692	\$ 32,694	\$ 35,000
Benefits	\$ 1,794	\$ 2,500	\$ 2,750
Travel & Related Expenses	\$ 887	\$ 1,500	\$ 1,500
Security Deposits	\$ 6,889	\$ 4,800	\$ 4,800
Rental Assistance	\$ 2,711	\$ 4,800	\$ 4,800
Telephone & Communications	\$ 624	\$ 1,920	\$ 1,950
Client-related Expenses	\$ 30,749	\$ 25,000	\$ 25,000
Client-related Diversion Expenses	\$ 6,295	\$ 32,225	\$ 8,000
Maintenance & Supplies	\$ 435	\$ 850	\$ 900
Targeted Case Management & Consultants	\$ 970	\$ 850	\$ 900
Staff Development	\$ -	\$ 250	\$ 250
G & A	\$ 28,962	\$ 30,000	\$ 31,500
Warm Thy Neighbor fuel assistance	\$ 48,812	\$ 55,000	\$ 55,000
TOTAL PROGRAM EXPENSES	\$ 154,820	\$ 192,389	\$ 172,350
EXCESS (DEFICIT) REVENUE OVER EXPENSES	\$ 7,600	\$ 7,991	\$ 2,037

* Do not include designations unless they were directed for use by this program.

UWMCM Program Budget for Past, Current and Proposed Years

Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided. Tedford has been fortunate in the past several years to receive a strong outpouring of support from individuals and foundations in light of the pandemic, as well as additional funds from Maine Housing and United Way Midcoast to cover additional related expenses due to Covid-19. Maine Housing introduced special Covid-19 Diversion/Housing Problem Solving funds in FY21 that have now been extended through December 2023. These additional funds allow us to bolster our homeless prevention efforts in assisting those at risk of homelessness with rental assistance and other related issues. We anticipate that the need for prevention services, both through rental and security deposit assistance as well as through Warm Thy Neighbor will continue to remain high going into FY24 and we are grateful for the support we receive from United Way Maine Housing and individual donors to bolster our prevention efforts.

MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below. This form provides more detailed information of how people have been served by each program providing basic needs.

Service Year Start Date: 1/1/2022		Service Year End Date: 12/31/2022				
FOOD	Households	People served in past year			# of pounds of food distributed	# of meals
	# of households served	Total # of People	0-18 Years	19-65 Years		
Food Pantry						
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank						
Soup Kitchen						
Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank						
Spectrum Generations - Meals on Wheels						

FUEL/UTILITIES		People served in past year				Average \$ amt financial assistance per household
Households	# of households served	Total # of People	0-18 Years	19-65 Years	65+ Years	
Fuel Assistance						
Midcoast Maine Community Action - Housing Counseling Program						
Tedford Housing - Homeless Prevention Program Warm Thy Neighbor	165	293				\$ 475.47
The Salvation Army - Emergency Assistance						
Utility Assistance						
Midcoast Maine Community Action - Housing Counseling Program						

*utility assistance only comes in the form of heating/fuel assistance as noted above

Program	# of Households served	People served in past year				Average \$ Assistance per Household	# of Shelter Bednights
		Total # of People	0-18 Years	19-65 Years	65+ Years		
Tedford Housing - Homeless Prevention Program							
The Salvation Army - Emergency Assistance							
HOUSING/SHELTER							
Security Deposit Assistance							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Homeless Prevention Program	21	34			\$ 877.38		
The Salvation Army - Emergency Assistance							
Rent/Mortgage Assistance							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Homeless Prevention Program	26	35			\$ 1,685.65		
The Salvation Army - Emergency Assistance							
Shelter							
American Red Cross in Central & Mid Coast Maine - Disaster Cycle Services							
Midcoast Maine Community Action - Housing Counseling Program							
Tedford Housing - Adult and Family Emergency Housing Shelter and Services	65	108	26	76			10112

Program	# of households served	People served in past year				Total Miles of Transportation	# of Rides
		Total # of People	0-18 Years	19-65 Years	65+ Years		
TRANSPORTATION							
Transportation							
People Plus - Volunteer Transportation Network							



Agency & Program Contact Information & Signatures

Agency Name: Tedford Housing

Program Name: Supportive Housing

Street Address: 14 Middle Street, Brunswick, ME 04011

Mailing Address (if different): PO Box 958, Brunswick, ME 04011

Agency/Program-FB: www.facebook.com/tedfordhousing/

Website: www.tedfordhousing.org

Executive Director Name: Rota Knott

Executive Director Phone: 207-729-1161 x 102 Email: rota@tedfordhousing.org

Program Director Name: Giff Jamison

Program Director Phone: 207-729-1161 x 107 Email: giff@tedfordhousing.org

Application Contact Name: Danielle Triffitt

Application Contact Phone: 207-729-1161 x 100 Email: danielle@tedfordhousing.org

Link to latest brochure, if available: https://tedfordhousing.org/about-us/current-annual-report/

This submission was considered and approved by (both signatures are required):

Handwritten signature of Rota L. Knott in blue ink.

Signature, Agency Executive Director

Handwritten signature of Andrew Lardie in blue ink.

Signature, President/Chair, Board of Directors

Rota L. Knott

Printed Name, Agency Executive Director

Date: 02-27-2023

Andrew Lardie

Printed Name, President/Chair, Board of Directors

Date: 2-15-23

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All materials must be submitted electronically to [doreenf@uwmcm.org](mailto:doreenf@uwmcm.org)  
Due by 5:00 p.m. on Tuesday, February 28, 2023

**UNITED WAY OF MID COAST MAINE**  
**PROGRAM FUNDING REQUEST FOR 2023-2024**



**Agency Name: Tedford Housing**

**Program Name: Supportive Housing**

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

**Grant Period: July 1, 2023 – June 30, 2024**

**Maximum 9 pages**

**APPLICATION**

**I. PROGRAM SUMMARY**

**Program Description (2-3 sentences):** In Bath and Brunswick, Tedford Housing owns and manages three supportive housing apartment buildings that combine permanent and affordable housing with on-site case management services. The apartment buildings provide housing for thirteen individuals and six families who had previously lived in emergency shelters, cars, dwellings not fit for human habitation, and had fled domestic violence or in other ways had experienced literal homelessness.

**Area Served:  Sagadahoc County     Lincoln County     Brunswick & Harpswell**

**Focus area you feel aligns with your program\*:**

**Healthier, More Connected Lives     Improved Financial Stability     Best Start for Children**

\*United Way of Mid Coast Maine Focus Areas

**Focus Areas:**

- **Healthier, More Connected Lives:** Our goal is for people to experience wellness, safety, positive mental health, human connections, and access to health care.
- **Improved Financial Stability:** Our goal is for people to have the resources to meet their basic needs and the opportunities to achieve greater financial stability.
- **Best Start for Children:** Our goal is for all children to have the best start in life and healthy development from birth into the school years to help prevent future problems in health, education, and economic stability.

|                                                    | 2021/2022               | 2022/2023           | 2023/24 REQUEST        |
|----------------------------------------------------|-------------------------|---------------------|------------------------|
| <b>UWMCM Funding (do not include designations)</b> | \$17,000                | \$17,000            | \$17,000               |
|                                                    | <b>Actual Past Year</b> | <b>Current Year</b> | <b>Proposed Budget</b> |
| <b>Program Budget</b>                              | \$241,229               | \$274,086           | \$279,090              |

## II. PROGRAM NARRATIVE

1. **Provide a description of the program for which you are seeking funds.** No more than one page. Suggested areas to highlight include:
  - a. **Need that this program will address** – if available, include specific local data that demonstrates the need in the community

As described by the National Health Care for the Homeless (NCHC), *Permanent Supportive Housing (PSH) is a model that combines low-barrier affordable housing, health care, and supportive services to help individuals and families lead more stable lives. PSH typically targets people who are homeless or otherwise unstably housed, experience multiple barriers to housing, and are unable to maintain housing stability without supportive services.* Resources that address clinical challenges, financial options, and implementation strategies are related to PSH. PSH is a nationally recognized best practice that has proven to be effective in providing housing to individuals and families, often with histories of multiple episodes of homelessness and other barriers like evictions, disabling health conditions, or past legal involvement.

For individuals and families that have not been able to maintain tenancy in other types of market rate or subsidized housing, PSH offers case management that connects the household with community-offered services and resources that ultimately assist that household in overcoming obstacles to becoming a solid renter and keeping their housing.

Most referrals for Tedford's three supportive housing properties come from its emergency housing programs or other programs in the region serving at-risk populations that include persons experiencing homelessness. A critical part of the region's safety net, the Tedford Adult and Family emergency housing programs are the only facilities serving the Southern Midcoast Maine area. Currently, Tedford Housing can only provide emergency housing to approximately 11% of families and single adults who call. Of the 506 individual adults who requested assistance from Tedford Housing in FY22, only 54 were sheltered. Likewise, of the 121 families calling Tedford in FY22, only 13 were able to be sheltered. When available, supportive housing may be the best chance at success for persons exiting emergency housing who greatly benefit from continued availability of support services. Tenants in Tedford's PSH generally remain housed and few fall back into homelessness.

- b. **Target populations served** (age, income, health). Include any information relevant to **Diversity, Equity, and Inclusion.**

The target populations are single adults and families who are experiencing homelessness and who will benefit from access to affordable and permanent housing linked with on-site supportive services. Our primary service area is Cumberland, Sagadahoc, and Lincoln counties but our PSH tenants can come from anywhere in Maine. Anyone who is experiencing homelessness, regardless of race/ethnicity, age, income or health, can be connected to the appropriate resources and services through our facilities.

- c. **The key activities of your program.**

An individual or family applicant becomes a tenant through an application and screening process managed by Tedford's contracted property management company, Labrecque Properties. Often, Tedford Housing case managers and navigators make the referral to Labrecque. Once approved, tenants may live in their apartments for as long as they wish. Housing affordability is ensured through rental voucher subsidies from Brunswick Housing Authority, Maine Housing, Shelter Plus Care, or other programs providing individual rental vouchers. The household pays no more than 30 percent of its income for rent. Apartments range from efficiency style units at Everett Apartments in Brunswick to 1-bedroom units at Gilbert Place in Bath and 2- and 3-bedroom units accommodating families at our Evergreen Woods site, also in Bath. Each building has separate laundry facilities and contains an office for our on-site case manager.

As with all Tedford services, each tenant has a case manager available to assist with their housing success and sustainability. While participation in services is encouraged, it is not a condition of living in the housing. Some guests request very little assistance while others at times need more intensive assistance.

The program, combining affordable rent with on-site services, is based on the Housing First model. The model is premised on the belief that vulnerable and at-risk individuals and families experiencing homelessness are more responsive to assistance and social services after they are in their own housing.

**d. The number of staff who work full-time and part-time for this program.**

A 1.0 FTE case manager is assigned to Tedford's supportive housing properties.

2. Describe the **importance of this program** in advancing people's **Healthier, More Connected Lives, Improved Financial Stability**, or the **Best Start for Children** (see above for definitions).

Homelessness is a public health issue. The National Alliance to End Homelessness reports that the life expectancy of a person experiencing chronic homelessness is 20 years shorter than someone not experiencing homelessness. Someone who is stably housed has generally greater and more consistent access to health care. Or, as NCHC points out, *living on the street or in homeless shelters exacerbates existing health problems and causes new ones. Chronic diseases, such as hypertension, asthma, diabetes, mental health problems and other ongoing conditions, are difficult to manage under stressful circumstances and may worsen. Acute problems such as infections, injuries, and pneumonia are difficult to heal when there is no place to rest and recuperate.* Children in families experiencing homelessness are more likely to have experienced, or witnessed, trauma that, according to ACES (Adverse Childhood Experiences) studies of the last 10 years make them more likely to suffer health complications in their adult lives. One key to reversing exacerbated health risks, often accompanying the condition of homelessness, is providing stable affordable housing such as the PSH offered by Tedford.

3. **What is the scope of need for your program? Have you seen changes in demand at your program? Do you maintain a waiting list, and if so, how many are on your list and on average how long is someone on it?**

One way of determining need is by considering the group of people who have endured long periods and multiple episodes of homelessness. Tedford has undertaken an effort to focus on housing persons fitting this category. Long Term Stayers (LTS) are people who have experienced 180 or more of homelessness in the last 365 days (one year). Navigating the shortage of affordable housing is particularly challenging for this group. Frequently loss of social supports, poverty, and disabling conditions such as chronic health conditions like diabetes, untreated or undertreated mental illness, or past legal involvement have combined to pose sometimes almost insurmountable barriers to stable housing. Despite these challenges, through a community driven effort we have been able to house over 50 LTS since our initiative began in 2018. Our supportive housing plays a key role in being able to house individuals and families that have encountered severe difficulty in securing/maintaining housing. Unfortunately, our supportive housing supply does not keep up with the need. Using LTS as an example of the need, it is typical of the census in our emergency housing to have between 3 to 5 LTS individuals and families at any given time, and because of the success of our tenants in supportive housing in remaining housed, there are few openings. Additionally, while Tedford provides the area's only emergency housing, other agencies working with people experiencing homelessness also are looking for housing for their clients, so the community could benefit from more supportive housing. Labrecque, our property manager, maintains a list of applicants. Usually there are a number of applicants that are applying for one vacancy.

4. **What are the major barriers, if any, other than funding, to serving people and/or to achieving your program goals?**

The key barrier is the rising cost of rents and the lack of affordable housing. This is the main reason people remain in homelessness for longer periods of time. Also, as mentioned, more supportive housing (affordable housing with connected services) could take the pressure off existing facilities to house the aforementioned households with multiple barriers.

### III. PEOPLE SERVED DATA

1. **Submit a completed Program People Served Data Form**, showing how many unduplicated individuals were served last year by this program by town, and how many people participated in public educational presentations if provided. People Served Data is now collected by Calendar Year. Do not modify the form.
  - a. Programs that provide food, fuel/utilities, housing/shelter or transportation must also complete the **Basic Needs Service Summary**.
  - b. Child Care programs must also complete the **Child Care Report Form**.
2. **Diversity of populations served.** Do you capture information on the race and ethnicity, or other demographics, of the people served? What could you share with us? What efforts do you undertake to ensure that diverse populations are aware of and can access services?

Tedford captures data on race/ethnicity in the course of its HMIS reporting. Approximately 95 percent of program participants are white, but all programs adhere to strict guidelines around non-discrimination and embracing the principle of inclusion all groups as listed below. During the last two years, Tedford has provided staff trainings on gender inclusivity and challenges facing seniors experiencing homelessness, among others. Tedford Housing posts its non-discrimination policy on its website, and will practice all aspects of The Maine Human Rights Act

Equal Housing Opportunity and post The Maine Human Rights Act Equal Housing Opportunity in common areas of all its facilities.

In admitting guests to emergency shelter and in all other housing and service programs, Tedford Housing will not discriminate with respect to race, color, religion, gender, national origin, age, military status, marital status, sexual orientation, mental or physical disability, or pregnancy. Tedford Housing will comply with the provisions of all local, state, and federal laws and executive orders implementing national equal opportunity employment policies.

#### **IV. PROGRAM OUTCOMES & KEY ACCOMPLISHMENTS**

##### **Past Year**

- 1. List desired outcomes from the past year for the people you serve, and documented outcomes or key accomplishments (e.g. If a desired outcome was to have 90% of children developmentally ready or assessed at grade level, then what % of children actually were assessed at that level last year?). Please be sure you convey how you know your program has been effective in improving people's financial stability, health, safety, healthy community connections, or the best start in life for children.**

Activity 1: Apartments with supportive services leased to homeless adults who have a disability.

Goal: At least 10 of 13 formerly homeless adults (77%) with a disability maintain housing for one year and achieve greater independence and enjoy a better quality of life.

Outcome: In 2022, 11/11 (100%) formerly homeless adults with a disability maintained housing for one year or more. The average length of stay (ALOS) in our two adult buildings is 6.0 years.

Activity 2: Apartments leased to homeless families in which the HOH has a disability.

Goal: At least 5 of 6 formerly homeless families (83%) with a disability maintain housing for one year and achieve greater independence and enjoy a better quality of life.

Outcome: 6/6 (100%) families maintained housing for one year or more. The ALOS for our family building is 4.0 years.

- 2. List any other accomplishments or significant program changes in the past year, such as expansion of program, reduction in services, significant funding changes, and process accomplishments such as greater number of volunteers, improvements in quality of your services, or awards or accreditation received.**

During a year that has continued to see destabilizing impact of Covid-19, particularly among low-income households, a major accomplishment of Tedford Housing's Supportive Housing Program has been maintaining stability. The average length of stay across the entirety of our supportive housing buildings for all households remains about two years, averaging well over the HUD established bench mark of six months of continuous residency. By maintaining housing, our tenants have not returned to homelessness. In addition to the stability and peace of mind provided to our tenants by having a place to call home, their stability relieves some pressure on an already over-burdened homeless response system

##### **For 2023-2024 Funding Year**

- 3. Describe your goals or long-term outcomes, and then the steps to get to these results: activities, numbers projected to be served in each activity, and the initial outcome(s) you will measure to show that you are on the way to reaching your long-term outcomes.**

Please be clear about how you plan to measure the initial outcomes (assessments, surveys, written observations, etc.)

The core supportive housing goals remain consistent with our previous year's goals. All our tenant households will receive on-site case management services to assist them in meeting goals established through their comprehensive assessments and case plans. Results of our projected outcomes are measured using HMIS data, Boston Post property management software, and reporting in the client files, internal census data, and turnaway logs.

Activity 1: Apartments with supportive services leased to homeless adults who have a disability.

Goal: At least 10 of 13 formerly homeless adults (77%) with a disability maintain housing for one year and achieve greater independence and enjoy a better quality of life.

Activity 2: Apartments leased to homeless families in which the HOH has a disability.

Goal: At least 5 of 6 formerly homeless families (83%) with a disability maintain housing for one year and achieve greater independence and enjoy a better quality of life.

**4. Beyond your measurable program outcomes, if you are working, perhaps in concert with others, to address a community-level outcome, please describe.**

Tedford Housing continue to work every day with key providers making up the core safety net in the Southern MidCoast including Mid Coast Hospital, Midcoast Hunger Prevention Program, local general assistance programs, local law enforcement, first responders, and crisis programs in responding to households experiencing emergencies involving lack of housing/shelter.

**5. Please add any other information concerning the goals, importance, and effectiveness of this program that you want to ensure the United Way volunteers know about as they consider your 2023-2024 plan.**

Tedford's supportive housing apartments in Bath and Brunswick have been crucial to our ability to address both the housing and services needs of both individuals and families experiencing homelessness. And once in our supportive housing buildings, our tenants have not returned to homelessness. In addition to the stability and peace of mind provided to our tenants by having a place to call home, their stability relieves some pressure on an already over-burdened homeless response system.

## **V. PROGRAM INVESTMENT**

- 1. BUDGET:** Submit your program budget using the **Program Budget Form**. No other form will be accepted.
- 2. How important is United Way funding to achieving your stated outcomes?**
- 3. In-kind Contributions –** What significant in-kind donations, if any, supported this program in the past year? (e.g., Donated Goods, Donated Professional Services, Donated Facilities).
  - a. Donated Goods: Tenants benefit from the generous donations made to Tedford Housing from throughout the greater Bath and Brunswick areas. Various types of household goods and furnishings valued at \$3,225 were utilized by our supportive housing tenants. Holiday generosity provides a great deal of these supplies as well as donations coming in throughout the year.

b. Donated Professional Services: Several community groups assisted with gardening and landscaping tasks at Tedford’s buildings, including the Cumberland County Master Gardeners and Brunswick Coastal Rotary.

c. Donated Facilities: None.

**4. Collaborations/Partnerships** – please list any significant collaborations or partnerships.

Tedford relies on many community resources and services to ensure each household is successful in their return to permanent housing. Career Center, Addiction Resource Center, Brunswick and Bath Housing Authorities, Sweetser, Maine Behavioral Health are just a few.

The leadership of Tedford Housing, Oasis Free Clinics, The Gathering Place, and Midcoast Hunger Prevention meets monthly to explore areas of mutual interest and concerns. General topic areas include funding, organizational development, human resources, and engagement with the community. Weekly and sometimes daily communication between Midcoast Hospital has been vital in order to stay on top of Covid 19 protocols and resources. Tedford staff maintain membership and key roles in a variety of regional and statewide homeless coalitions including the Statewide Homeless Council, Region II Homeless Council, Maine Shelter Network, the Maine Continuum of Care, and Southern Midcoast Housing Collaborative. Tedford attends the Local Community Mental Health Task Force Council, the advisory group to Access Health, and is a collaborator in a new effort to create a Lincoln County Food Council, and partners with the Merrymeeting Food Council and Merrymeeting Gleaners.

Tedford has also worked collaboratively with other providers to bring a HUD required coordinated entry system (CES) to Maine. Coordinated entry is a consistent, streamlined process for accessing the resources available in the Maine Continuum of Care (MCoC) homeless crisis response system. CES provides a universal means of directing people experiencing homelessness to designated access points, assessing their level of need, matching them to the appropriate resource such as housing vouchers or permanent supportive housing (prioritization), and making referrals.

CES will be implemented across Maine through the establishment of nine Service Hubs. Service hubs are groups of regional providers that create a local foundation for the prioritization and case conferencing involved in coordinated entry, as well as working collectively toward ending homelessness. Tedford will provide services, and will serve as one of the access points, within Hub 3. Hub 3’s geographic reach includes Sagadahoc, Knox, Lincoln, Waldo counties and the Towns of Brunswick and Harpswell. Tedford has actively engaged in the development of CES over the last 3 years and consequently has worked closely with a number of regional hub 3 providers including Maine Housing, Knox County Homeless Coalition, Midcoast Maine Community Action, Waldo Community Action Program, and others. Giff Jamison, Tedford’s director of programs, serves as one of the tri chairs of the CES committee. Hub 3 will pilot CES in the Mid Coast region beginning April 3<sup>rd</sup>.

During the holiday season, Tedford Housing partnered with the Pathway Vineyard Christmas store for the family tenants to participate in.

**5. Program Volunteers:** Provide the following for program volunteers only.

| # of volunteers | # of volunteer hours* | Total Value of Volunteer Time | This program does not use volunteers |
|-----------------|-----------------------|-------------------------------|--------------------------------------|
|-----------------|-----------------------|-------------------------------|--------------------------------------|

|    |    |          |  |
|----|----|----------|--|
| 10 | 30 | \$803.10 |  |
|----|----|----------|--|

\* Include time spent on specialized program training (other than basic orientation)

\*\* [Value-of-Volunteer-Time-by-State-2001-2021.pdf \(independentsector.org\)](http://www.independentsector.org)- Maine \$26.77

## VI. PROGRAM RETURNS

1. **Can you quantify the amount of funding, if any, United Way funds help to leverage from other sources?** (Such as \$1 buys \$\_\_\_ of food for a food pantry, or \$1 draws down \$\_\_\_ in federal or state funding.)

Tedford Housing does not specifically link United Way funds as identified leverage with other funding sources. The mix of funding that Tedford receives allows it to operate its multiple programs and services, and many other foundations applied to do like to see United Way funds in the budget, with several applications asking specifically for the amount of United Way funds received.

2. **Can you quantify the amount of services or results United Way funds help make possible?** (Such as \$52 pays for \_\_\_ meals, \$104 provides a youth program for 2 teens for a year, \$520 provides a person with Alzheimer’s Disease and their caregiver respite care for a year.)

\$8 a day provides daily case management services to each of the nineteen supportive housing households Tedford serves in Bath/Brunswick.

3. **Please complete the following: “Having the support of United Way donations made it possible for us to provide permanent housing with ongoing supportive services for people who have struggled with homelessness and have not been successful in maintaining stability in traditional housing. Many of even our long-time tenants would likely lapse into homelessness without the consistent support of a case manager.”**

## VII. SUCCESS STORY & QUOTES FROM CLIENTS

Submit at least one Program Success Story. This can be a former client who has been able to achieve or maintain success in part because of receiving services from your program in past years. We are always looking for such stories about people who are now doing well; you are probably already collecting these for your own materials.

**Please also submit any especially good Quotes from Clients that you have received.** You do not need to supply names of the clients for either of the above. (We may reach out to you for more information and stories throughout the year.)

## VIII. ONE-TIME FUNDING

**(Optional) If you have need of one-time funds, up to \$10,000 maximum,** to support a specific component of your program or to a leverage grant or other resources, please briefly state the amount you would like and what these funds would accomplish for your program and the people you serve. *(Note: UWMCM occasionally has one-time funds available, but this is not the case every year.)*

If additional funding was available, Tedford Housing would use \$10,000 in the Homeless Prevention Program to provide financial assistance for security deposits and rent in arrears for those threatened with eviction.

**If you have any questions,** please contact Doreen Fournier at 443-9752 Ext. 2 or

[Doreenf@uwmcm.org](mailto:Doreenf@uwmcm.org).

**Due Date: Tuesday, FEBRUARY 28, 2023 by 5:00 p.m.**

## **Tedford Housing Success Story - Supportive Housing**

Julie first became homeless following separation and divorce from an abusive spouse. During the trauma of that experience she was separated from and lost custody of her children.

She did not have a place to stay and for the next 6 years lived in and out of homelessness. At one point she did not have place to stay and ended up at a friend's house. However, it wasn't long before the friend dropped her off in Portland, on the streets, and told her to "figure it out." Julie contacted Tedford and a bed was immediately available. She became a guest there for 3 months until securing an apartment with a BRAP voucher.

After living in her apartment for a while Julie met a man that began "stalking her" and eventually moved into the unit with her. She was scared to tell him to leave even though she knew it could jeopardize keeping her apartment. Property management found out and she was evicted. She became homeless again. She again contacted Tedford, and again fortunately, a bed was available. She remained a guest for 3 months until moving into her current Tedford Supportive Housing apartment.

Today Julie is one of our longest-term supportive housing tenants and has been stably housed with Tedford for 11 years. She receives medication management through a local agency and has regular visits with a therapist. She rejects her home being referred to as an "apartment," preferring to call it her "forever home." Julie maintains a close rapport with her fellow tenants. She reports being very happy.

### **Quote from Supportive Housing Tenant in our Gilbert Place Supportive Housing Building:**

*"I like where I live. I like my apartment. I've made it my own and I don't ever want to leave it."*

## PEOPLE SERVED PROGRAM DATA

(for calendar year; people served for this program only)

Agency: Tedford Housing

Program: Supportive Housing

Provide people served for the program, not for the entire agency. "Unduplicated individuals" means a person who received your services, even if multiple times, is only counted once. If you serve families, estimate the number of individuals and provide the number of "unduplicated individuals" rather than number of families or households. Indicate the towns that this program serves, regardless of any current people served. Columns will automatically total.

**# Served (Direct Services)** includes any clients or participants in your programs, including attending support groups, classes and specific workshops.

**# Served (Presentations)** includes any presentations to the public or to a class of students that educate about this program or service, but does not provide those attendees direct services.

|                                        | 2021                       |                          | 2022                       |                          |
|----------------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
|                                        | # Served (Direct Services) | # Served (Presentations) | # Served (Direct Services) | # Served (Presentations) |
| <b>CUMBERLAND COUNTY</b>               |                            |                          |                            |                          |
| <b>Town</b>                            |                            |                          |                            |                          |
| Brunswick                              | 9                          | 0                        | 8                          | 0                        |
| Harpswell                              | 0                          | 0                        | 0                          | 0                        |
| Cumberland County, Unidentified Locale | 0                          | 0                        | 0                          | 0                        |
| <b>CUMBERLAND CO. TOTAL</b>            | <b>9</b>                   | <b>0</b>                 | <b>8</b>                   | <b>0</b>                 |

| <b>LINCOLN COUNTY</b> |   |   |   |   |
|-----------------------|---|---|---|---|
| <b>Town</b>           |   |   |   |   |
| Alna                  | 0 | 0 | 0 | 0 |
| Boothbay              | 0 | 0 | 0 | 0 |
| Boothbay Harbor       | 0 | 0 | 0 | 0 |
| Bremen                | 0 | 0 | 0 | 0 |
| Bristol               | 0 | 0 | 0 | 0 |
| Damariscotta          | 0 | 0 | 0 | 0 |
| Dresden               | 0 | 0 | 0 | 0 |
| Edgecomb              | 0 | 0 | 0 | 0 |
| Jefferson             | 0 | 0 | 0 | 0 |
| Monhegan Plantation   | 0 | 0 | 0 | 0 |
| Newcastle             | 0 | 0 | 0 | 0 |
| Nobleboro             | 0 | 0 | 0 | 0 |
| Somerville            | 0 | 0 | 0 | 0 |
| South Bristol         | 0 | 0 | 0 | 0 |
| Southport             | 0 | 0 | 0 | 0 |
| Waldoboro             | 0 | 0 | 0 | 0 |
| Westport              | 0 | 0 | 0 | 0 |
| Whitefield            | 0 | 0 | 0 | 0 |

|                                        |          |          |          |          |
|----------------------------------------|----------|----------|----------|----------|
| Wiscasset                              | 0        | 0        | 0        | 0        |
| Lincoln County,<br>Unidentified Locale | 0        | 0        | 0        | 0        |
| <b>LINCOLN COUNTY<br/>TOTAL</b>        | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

|                                          | 2021                             |                             | 2022                             |                             |
|------------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                          | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>SAGadahoc COUNTY</b>                  |                                  |                             |                                  |                             |
| <b>Town</b>                              |                                  |                             |                                  |                             |
| Arrowsic                                 | 0                                | 0                           | 0                                | 0                           |
| Bath                                     | 26                               | 0                           | 26                               | 0                           |
| Bowdoin                                  | 0                                | 0                           | 0                                | 0                           |
| Bowdoinham                               | 0                                | 0                           | 0                                | 0                           |
| Georgetown                               | 0                                | 0                           | 0                                | 0                           |
| Phippsburg                               | 0                                | 0                           | 0                                | 0                           |
| Richmond                                 | 0                                | 0                           | 0                                | 0                           |
| Topsham                                  | 0                                | 0                           | 0                                | 0                           |
| West Bath                                | 0                                | 0                           | 0                                | 0                           |
| West Bowdoin                             | 0                                | 0                           | 0                                | 0                           |
| Woolwich                                 | 0                                | 0                           | 0                                | 0                           |
| Sagadahoc County,<br>Unidentified Locale | 0                                | 0                           | 0                                | 0                           |
| <b>SAGADAHOC<br/>COUNTY TOTAL</b>        | <b>26</b>                        | <b>0</b>                    | <b>26</b>                        | <b>0</b>                    |

|                                      | 2021                             |                             | 2022                             |                             |
|--------------------------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
|                                      | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
| <b>UWMCM TOTAL<br/>PEOPLE SERVED</b> | <b>35</b>                        | <b>0</b>                    | <b>34</b>                        | <b>0</b>                    |

**Comments: Total available units in Tedford's Brunswick and Bath supportive housing units remains constant, with 8 single units available in Brunswick and 5 single units plus 6 family units in Bath, but apartment turnovers and family composition contribute to shifts in number of clients served from year to year.**

**Knox County Fund:** List the number of Knox County people served for your agency. This number will become part of a formula for distributing funds to your agency that are designated to United Way's Knox County Fund during our annual campaign. **They are not considered part of the general fund distribution.**

|  |             |             |
|--|-------------|-------------|
|  | <b>2021</b> | <b>2022</b> |
|--|-------------|-------------|

|                   | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) | # Served<br>(Direct<br>Services) | # Served<br>(Presentations) |
|-------------------|----------------------------------|-----------------------------|----------------------------------|-----------------------------|
| <b>KNOX TOTAL</b> | 1                                | 0                           | 0                                | 0                           |

## UWMCM Program Budget for Past, Current and Proposed Years

**Agency: Tedford Housing**

**Program: Supportive Housing**

Budgets must be submitted using this form and reflect only services provided by this program in Lincoln and Sagadahoc Counties, Brunswick, and Harpswell. The form totals the columns automatically. For the UWMCM line, use the amount requested in this proposal for your projected budget. You may change the categories or line item names in the budget as long as you list all revenue sources and expenditures. Include an explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.

| Fiscal Year Ending Date<br><input type="checkbox"/> March 31 <input checked="" type="checkbox"/> June 30<br><input type="checkbox"/> September 30 <input type="checkbox"/> December 31 | FY ending 6/2022<br>ACTUAL<br>PAST YEAR | FY ending 6/2023<br>BUDGET<br>CURRENT YEAR | FY ending 6/2024<br>BUDGET<br>NEXT YR PROPOSED |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------------------|------------------------------------------------|
| <b>PROGRAM REVENUES</b>                                                                                                                                                                |                                         |                                            |                                                |
| United Way of Mid Coast Maine (UWMCM)<br>Award/Request                                                                                                                                 | \$ 17,000                               | \$ 17,000                                  | \$ 17,000                                      |
| United Way Designations*                                                                                                                                                               | \$ -                                    | \$ -                                       | \$ -                                           |
| Private donations, foundations & grants                                                                                                                                                | \$ 52,789                               | \$ 79,800                                  | \$ 80,000                                      |
| HUD Awards                                                                                                                                                                             | \$ 9,849                                | \$ 14,300                                  | \$ 14,300                                      |
| MaineCare (Targeted Case Management)                                                                                                                                                   | \$ 570                                  | \$ -                                       | \$ -                                           |
| Rent                                                                                                                                                                                   | \$ 202,736                              | \$ 200,000                                 | \$ 200,000                                     |
|                                                                                                                                                                                        |                                         |                                            |                                                |
|                                                                                                                                                                                        |                                         |                                            |                                                |
| <b>TOTAL PROGRAM REVENUE</b>                                                                                                                                                           | <b>\$ 282,944</b>                       | <b>\$ 311,100</b>                          | <b>\$ 311,300</b>                              |
| <b>PROGRAM EXPENSES (major categories)</b>                                                                                                                                             |                                         |                                            |                                                |
| Salaries & Wages                                                                                                                                                                       | \$ 14,879                               | \$ 27,029                                  | \$ 27,500                                      |
| Benefits                                                                                                                                                                               | \$ 2,577                                | \$ 3,000                                   | \$ 3,250                                       |
| Staff Development                                                                                                                                                                      | \$ -                                    | \$ 250                                     | \$ 250                                         |
| Utilities                                                                                                                                                                              | \$ 63,864                               | \$ 71,550                                  | \$ 73,000                                      |
| Travel & Related Expenses                                                                                                                                                              | \$ 993                                  | \$ 1,000                                   | \$ 1,000                                       |
| Audit & Consulting                                                                                                                                                                     | \$ 2,453                                | \$ 2,450                                   | \$ 2,500                                       |
| Maintenance                                                                                                                                                                            | \$ 59,532                               | \$ 77,500                                  | \$ 78,000                                      |
| Food, Supplies, Client-related Expenses                                                                                                                                                | \$ 747                                  | \$ 2,950                                   | \$ 3,000                                       |
| Insurance & Legal Fees                                                                                                                                                                 | \$ 18,590                               | \$ 18,590                                  | \$ 18,590                                      |
| Property Management Fees                                                                                                                                                               | \$ 20,286                               | \$ 20,535                                  | \$ 21,000                                      |
| G&A                                                                                                                                                                                    | \$ 57,308                               | \$ 49,232                                  | \$ 51,000                                      |
|                                                                                                                                                                                        |                                         |                                            |                                                |
| <b>TOTAL PROGRAM EXPENSES</b>                                                                                                                                                          | <b>\$ 241,229</b>                       | <b>\$ 274,086</b>                          | <b>\$ 279,090</b>                              |
| <b>EXCESS (DEFICIT) REVENUE OVER EXPENSES</b>                                                                                                                                          | <b>\$ 41,715</b>                        | <b>\$ 37,014</b>                           | <b>\$ 32,210</b>                               |

\* Do not include designations unless they were directed for use by this program.

## UWMCM Program Budget for Past, Current and Proposed Years

**Provide explanation for any significant variances from year to year, and how you have or will address any actual or projected surplus or deficit in the space provided.** Tedford has been fortunate the past several years to receive a strong outpouring of support from individuals and foundations in light of the pandemic. We also had a very stable tenancy in our three Bath/Brunswick buildings, meaning a higher than average rental income due to less turnover in FY22.

## MEETING BASIC NEEDS/SAFETY NET SERVICE SUMMARY

Complete form for the people served by this program in past year (either calendar or fiscal) if your agency/program is listed below. This form provides more detailed information of how people have been served by each program providing basic needs.

| Service Year Start Date: 1/1/2022                                              |                        | Service Year End Date: 12/31/2022 |            |             |                                 |            |
|--------------------------------------------------------------------------------|------------------------|-----------------------------------|------------|-------------|---------------------------------|------------|
| FOOD                                                                           | Households             | People served in past year        |            |             | # of pounds of food distributed | # of meals |
|                                                                                | # of households served | Total # of People                 | 0-18 Years | 19-65 Years |                                 |            |
| Food Pantry                                                                    |                        |                                   |            |             |                                 |            |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                                   |            |             |                                 |            |
| Soup Kitchen                                                                   |                        |                                   |            |             |                                 |            |
| Mid Coast Hunger Prevention Program - Food Pantry, Soup Kitchen, and Food Bank |                        |                                   |            |             |                                 |            |
| Spectrum Generations - Meals on Wheels                                         |                        |                                   |            |             |                                 |            |

| FUEL/UTILITIES                                                  | Households             | People served in past year |            |             | Average \$ amt financial assistance per household |
|-----------------------------------------------------------------|------------------------|----------------------------|------------|-------------|---------------------------------------------------|
|                                                                 | # of households served | Total # of People          | 0-18 Years | 19-65 Years |                                                   |
| Fuel Assistance                                                 |                        |                            |            |             |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program    |                        |                            |            |             |                                                   |
| Tedford Housing - Homeless Prevention Program Warm Thy Neighbor | 165                    | 293                        |            |             | \$ 475.47                                         |
| The Salvation Army - Emergency Assistance                       |                        |                            |            |             |                                                   |
| Utility Assistance                                              |                        |                            |            |             |                                                   |
| Midcoast Maine Community Action - Housing Counseling Program    |                        |                            |            |             |                                                   |

\*utility assistance only comes in the form of heating/fuel assistance as noted above

| Program                                                                              | # of Households served | People served in past year |            |             |             | Average \$ Assistance per Household | # of Shelter Bednights |
|--------------------------------------------------------------------------------------|------------------------|----------------------------|------------|-------------|-------------|-------------------------------------|------------------------|
|                                                                                      |                        | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years   |                                     |                        |
| <b>Tedford Housing - Homeless Prevention Program</b>                                 |                        |                            |            |             |             |                                     |                        |
| <b>The Salvation Army - Emergency Assistance</b>                                     |                        |                            |            |             |             |                                     |                        |
| <b>HOUSING/SHELTER</b>                                                               |                        |                            |            |             |             |                                     |                        |
| <b>Security Deposit Assistance</b>                                                   |                        |                            |            |             |             |                                     |                        |
| <b>Midcoast Maine Community Action - Housing Counseling Program</b>                  |                        |                            |            |             |             |                                     |                        |
| <b>Tedford Housing - Homeless Prevention Program</b>                                 | 21                     | 34                         |            |             | \$ 877.38   |                                     |                        |
| <b>The Salvation Army - Emergency Assistance</b>                                     |                        |                            |            |             |             |                                     |                        |
| <b>Rent/Mortgage Assistance</b>                                                      |                        |                            |            |             |             |                                     |                        |
| <b>Midcoast Maine Community Action - Housing Counseling Program</b>                  |                        |                            |            |             |             |                                     |                        |
| <b>Tedford Housing - Homeless Prevention Program</b>                                 | 26                     | 35                         |            |             | \$ 1,685.65 |                                     |                        |
| <b>The Salvation Army - Emergency Assistance</b>                                     |                        |                            |            |             |             |                                     |                        |
| <b>Shelter</b>                                                                       |                        |                            |            |             |             |                                     |                        |
| <b>American Red Cross in Central &amp; Mid Coast Maine - Disaster Cycle Services</b> |                        |                            |            |             |             |                                     |                        |
| <b>Midcoast Maine Community Action - Housing Counseling Program</b>                  |                        |                            |            |             |             |                                     |                        |
| <b>Tedford Housing - Adult and Family Emergency Housing Shelter and Services</b>     | 65                     | 108                        | 26         | 76          |             |                                     | 10112                  |

| Program                                               | # of households served | People served in past year |            |             |           | Total Miles of Transportation | # of Rides |
|-------------------------------------------------------|------------------------|----------------------------|------------|-------------|-----------|-------------------------------|------------|
|                                                       |                        | Total # of People          | 0-18 Years | 19-65 Years | 65+ Years |                               |            |
| <b>TRANSPORTATION</b>                                 |                        |                            |            |             |           |                               |            |
| <b>Transportation</b>                                 |                        |                            |            |             |           |                               |            |
| <b>People Plus - Volunteer Transportation Network</b> |                        |                            |            |             |           |                               |            |

