



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Red Rock Center for Independence

**168 N 100 E, Suite 101
St. George, UT 84770**

Submitted:

3/26/2018 1:21:01 PM

By

**Barbara Lefler
Executive Director**

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Red Rock Center for Independence

Is the Organization

A 501C3 Non Profit?

Agency Federal Employer ID (FEIN)

84-1419008

Agency Mission

The mission of RRCI is to empower people with disabilities in nine southwestern Utah counties to live independently through education, personalized services, and technology

Agency total operating budget

\$885035

Program total budget

\$10000

Pre-Award Risk Assessment

Date of most recent independent audit

9/30/2017

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

Utah State Office of Rehabilitation

Legislative Audit

Department of Workforce Services (TANF)

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

None

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

No

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

None

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

N/A

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

Quickbooks

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

The agency's annual travel budget is \$30,955. The \$2,500 for this program represents 8% of the total travel budget. Specifically, 8% or \$2,500 will be paid by funds received through the State of Utah, Independent Living and Community Integrations grant. The \$2,500 will be used to provide expenses related to transportation including fuel, vehicle insurance, maintenance, vehicle registration, and all other necessary expenses.

SSBG Program Information

Name of program or service requesting SSBG funding

Transportation to Independence

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$7500

Please provide a brief overview of the project

The purpose of Transportation to Independence program is to transport people with disabilities to trainings and activities designed to enhance their ability to reduce or prevent dependency. The program will be implemented by Red Rock Center for Independence, a highly qualified service provider. Funds will be used to employ a part-time driver and to supplement staff driving

time from the five county populations. With funding from the Social Services Block Grant SSBG, the need for transportation to life skills training and activities for consumers with disabilities will be met in a meaningful way especially in Iron and Washington Counties.

How will SSBG dollars (including non-federal cash match) be used?

The Transportation to Independence program, funded by the SSBG, will ensure that RRCI has the resources, specifically a part time driver and support for staff drivers, to transport consumers to trainings and activities several times each month. RRCI has hired a qualified part-time driver because of the generous SSBG funds from last fiscal year. Additionally, this year, the funds will supplement staff drivers. Driver requirements will include a good driving record, the ability to pass a background check, and the desire to have a flexible work schedule. Sustaining this program will allow staff to be able to plan and implement trainings and activities thereby including consumers who were once unable to participate. The addition of a part-time driver has increased participation by unique individuals, those who have been unable to access the services previously because of transportation needs.

What is the unit of service provided?

1 hour of driving/activity support

How much does each unit cost?

12

How many total units will be provided?

625

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Red Rock Center for Independence appreciated that Local Discretionary Social Services Block Grant (SSBG) that leverages funding through Utah State Office of Rehabilitation (USOR). Although some federal funds pass through USOR, the Transportation to Independence program will only access state funds for the total proposed non-federal match of \$2,500. The match will not be used for any other federal program. The match will come from an in-state travel budget that covers expenses including fuel, vehicle insurance, and maintenance for FY18-19.

How does the project avoid service duplication?

Currently, mutual consumers from other agencies are provided transportation to independent living skills training opportunities by community agencies including TURN and Chrysalis. RRCI provides transportation to individuals with no other means This insures that there is no duplication of services.

What other community partners leverage your project and coordinate with your service?

Division of Services for the Blind, Division of Services for the Deaf, Utah Office of Rehabilitation, TURN, RISE, Chrysalis, National Federation of the Blind, Utah Parent Center , Washington County School District

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

State of Utah Independent Living and Community Integration grant, \$2500.

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

None

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

The purpose of Transportation to Independence program is to transport people with disabilities to trainings and activities designed to enhance their ability to reduce or prevent dependency. The program will be implemented by Red Rock Center for Independence, a highly qualified service provider. Funds will be used to employ a part-time driver and to supplement staff driving time from the five county populations. With funding from the Social Services Block Grant SSBG, the need for transportation to life skills training and activities for consumers with disabilities will be met in a meaningful way especially in Iron and Washington Counties.

Which county(ies) will be served?

Beaver;Garfield;Iron;Kane;Washington;

Identify target population(s) served through the project

Persons with Disabilities;Seniors (60+);

How will eligibility be documented?

It is not necessary for consumers to qualify for RRCI services based upon income or medical statements. Services are open to all people with disabilities. RRCI has determined that more than 51% of consumers accessing this project are people or families with low or moderate income based upon the client groups that are generally presumed by HUD to be principally low/mod income. Specifically, consumers with significant disabilities served by RRCI meet these standards:

- a. Use a wheelchair or another special aid for six months or longer;
- b. Are unable to perform one or more functional activities (seeing, hearing, having one's speech understood, lifting and carrying, walking up a flight of stairs and walking), needing assistance with activities of daily living (getting around inside the home, getting in or out of bed or a chair, bathing, dressing, eating and toileting) or instrumental activities or daily living (going outside the home, keeping track of money or bills, preparing meals, doing light housework and using the telephone);
- c. Are prevented from working at a job or doing housework;
- d. Have a selected condition including autism, cerebral palsy, Alzheimer's disease, senility or dementia, or mental retardation;
- e. Are less than 65 years of age and are covered by Medicare or receive Supplemental Security Income (SSI)

How many unduplicated persons 17 and under will be served?

85

How many unduplicated persons 18 to 59 will be served?

60

How many unduplicated persons 60 and older will be served?

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining self-sufficiency, including reduction or prevention of dependency; Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care;

How is your innovation? What has been done to improve the service?

RRCI is focused on expanding services to youth with disabilities in our service area. We have received funding from USOR as well as TANF to provide life skills training programs. These funds do not include transportation for the youth.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

RRCI has demonstrated the need for the funding during the past two years. Without it, consumers would not have the opportunities to attend critical life skills training opportunities that ensure continued independence. Since the award of this grant in prior years, RRCI's capacity to serve its consumers has increased exponentially.

Is there other information your agency would like to add to this application?

We are honored to serve people with disabilities of all ages and capacities. This opportunity has allowed us to be our best.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Neighborhood Housing Services of Provo, Inc.

382 South Bluff Street, #150, Saint George, Utah 84770

Submitted:

4/4/2018 3:46:50 PM

By

Eric Jorgensen

Housing Program Manager

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Neighborhood Housing Services of Provo, Inc.

Is the Organization

A 501C3 Non Profit?

Agency Federal Employer ID (FEIN)

87-0533497

Agency Mission

NeighborWorks Mountain Country Home Solutions/Sun Country Home Solutions improves neighborhoods by promoting and providing education on the pathways to homeownership, providing affordable housing solutions, improving housing quality, upgrading and maintaining high quality rentals while promoting neighborhood pride and unity.

Agency total operating budget

\$778,900

Program total budget

\$353,489

Pre-Award Risk Assessment

Date of most recent independent audit

2/20/2018

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

Provo Redevelopment Agency

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

None

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

Yes - The Organization has managed SSBG funds less than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

Yes

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

Eric Jorgensen replaced Dan Adams as the Housing Program Manager and Patti Southerland as the Grant Writer.

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

N/A

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

We use FundEZ Accounting Software.

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

Yes

SSBG Program Information

Name of program or service requesting SSBG funding

Sun Country Home Solutions / Community Education Program

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$7,000

Please provide a brief overview of the project

Under our Community education Program, we offer the following services;

1. Reverse Mortgage Counseling.
2. Foreclosure Avoidance Education and Assistance.
3. Home-buyers Education and Assistance.

How will SSBG dollars (including non-federal cash match) be used?

The primary use of the SSBG funds would be to pay for salary support for the three HUD-certified counselors that provide the reverse mortgage counseling, foreclosure avoidance education and assistance and the home-buyers education and assistance in the 5-county area.

What is the unit of service provided?

1 household or client counseled per session

How much does each unit cost?

Reverse Mortgage Counseling - \$191, Foreclosure Counseling - \$864, Home-buyers Education - \$471

How many total units will be provided?

1200 to 1500

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Space costs - \$1,000/yr

Telephone - \$200/yr

Supplies - \$400/yr

Utilities - \$150/yr

How does the project avoid service duplication?

Sun Country Home Solutions is the only provider of these services in Washington County.

What other community partners leverage your project and coordinate with your service?

Bank of American Fork

Central Bank

Coldwell Banker Foundation

Green Dot Bank

Rocky Mountain Powder Foundation

Security Service Federal Credit Union

Wells Fargo Housing Foundation

Zions Bank

American Express CRA

Bank of Utah

Key Bank

LDS Foundation

Rocky Mountain Power

Sorenson Legacy Foundation

Eccles Foundation

JPM/Chase

Merrick Bank

UBS Bank

Ally Bank

Synchrony Financial

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

None

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

None

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

Through our community education programs we are helping people stay in their homes thus reducing the percentage of individuals that are facing housing issues such as public assistance or homelessness.

Which county(ies) will be served?

Beaver;Garfield;Iron;Kane;Washington;

Identify target population(s) served through the project

Persons with Disabilities;Seniors (60+);

How will eligibility be documented?

We use a software program called CounselorMax that tracks all of the data that we acquire while providing our community education services.

How many unduplicated persons 17 and under will be served?

None

How many unduplicated persons 18 to 59 will be served?

400 estimated

How many unduplicated persons 60 and older will be served?

1,100 estimated

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency;Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;

How is your innovation? What has been done to improve the service?

All of our counselors have been HUD certified in HECM, foreclosure counseling and home-buyer education. We have also obtained the necessary training to offer financial and budget counseling.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

Because we are the only agency in Washington County that provides these types of services.

Is there other information your agency would like to add to this application?

Only that we truly appreciate your continued support of our Community Education Program as it helps sustain our ability to help those in need in our Utah communities.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Allies with Families (Formerly New Frontiers for Families)

Garfield - 320 East Center, Panguitch - headquarters

Kane - 445 No. Main, Kanab, Utah 84741

**Salt Lake office 230 W. 200 So suite 142, Salt Lake City Utah
84101**

Submitted:

4/4/2018 6:19:48 PM

By

**Tracy B. Johnson
Program Coordinator**

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Allies with Families (Formerly New Frontiers for Families)

Is the Organization

A 501C3 Non Profit?

Agency Federal Employer ID (FEIN)

61-1441602

Agency Mission

To empower individuals and families by providing peer and community supports as well as facilitating wraparound, advocacy, and education.

Agency total operating budget

\$\$949,983

Program total budget

\$\$21,000

Pre-Award Risk Assessment

Date of most recent independent audit

9/4/2016

Is your agency new to managing federal funds?

Yes

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

January 19, 2018

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

None

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

Yes

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

Reorganization/Merger: In September 2016 New Frontiers for Families merged with Allies with Families. We did this to create a more statewide effort with sister agencies. We wanted to increase our reach to individuals and families and develop a more effective organizational structure. The original staff was maintained and continues working to ensure we are accomplishing our mission in ALL areas of the state.

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

Allies with Families has been timely in our submitting applications, contracts, fiscal reporting and budgets in the past

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

Allies with Families uses quickbooks as our financial management system to track and record expenditures

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

YES Allies with Families has 25% non-federal cash match to use for SSBG funds

SSBG Program Information

Name of program or service requesting SSBG funding

Family Resource Facilitator (FRF) Skills Development and Self-sufficiency: Providing Peer Support and Wraparound

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$\$7,000 is being requested

Please provide a brief overview of the project

Individuals and families who are struggling with finding economic self-support and/or stabilizing their life situation are referred to a Family Resource Facilitator (FRF). The FRF works to identify the individual and family strengths, assess their needs then structures objectives to help them meeting their goals. An important component of this process is to develop skills and increase

confidence with the family unit. Together with the individual and family they develop a community team for continued support after the formal agencies are gone which helps to prevent dependency. The facilitator works to coordinate a team comprised of formal and informal supports which are vital to the individual and family for long term success. In many cases individuals and families have burnt bridges with community, family and formal supports. The facilitator works to set group rules and rebuild trust and relationships within the team. They teach the individual and their family to articulate their needs, ask for needed help and continue the process after the formal services are gone.

How will SSBG dollars (including non-federal cash match) be used?

The funding received will be used to support the Family Resource Facilitator salary, increase hours and numbers served and target those struggling to escape intergenerational poverty, overcome disabilities issues, strengthen their family and improve their life situation.

What is the unit of service provided?

1 hour of FRF case management/wraparound

How much does each unit cost?

\$14.00

How many total units will be provided?

1040 units of service

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Office space for Panguitch and Kanab office –	\$12,000 non-federal
cash match donations from school district Kane County and Garfield county school district	
Salary donations from partners	\$14,000 for the FRF
salary– cash match from school district and local mental health	
Total non-federal cash match	\$26,000 – total non-
federal match	

How does the project avoid service duplication?

Allies with Families (FRF) staff work closely with local partners by participating on local inter-agency and coordinating councils, regional advisory councils, coalitions, and IGP committees. The FRF has a role to play with the individual, youth and their family, they work with the team to identify who can do what. it is the nature of the wraparound process to not duplicate but to get all parties working for the same coordinated.

What other community partners leverage your project and coordinate with your service?

As a non-profit who works to support a streamlined System of Care for all people, we feel collaboration and coordination is one of our greatest strengths. AWF has relationships with agency partners including Division of Child and Family Services (DCFS), Department of Workforce Services (DWS), Division of Juvenile Justice Services (DJJS), Division of Substance Abuse and Mental Health (DSMH), Division of Services for People with Disabilities (DSPD), Department of Health, local school districts, local churches and service organizations and many individuals in the communities who can and have supported individualized support plans. AWF

has a broad-base of funding options. AWF has current contracts with DCFS and DWS for community based services (after school, employment and skills programs) and Mental Health for direct services to families.

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

SAMSA through System of Care - training and support for FRF's (\$3,200)

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

Volunteer hours with team 1,300 of non-cash donations; Volunteer mentors with youth \$1,600 non-cash donations

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

The FRF works in the community with local committees and councils to coordinate and participate in or lead initiative for improved supports and services including: affordable housing, transportation and improving opportunities for increasing wages.

Which county(ies) will be served?

Beaver;Garfield;Kane;

Identify target population(s) served through the project

Persons with Disabilities;Victims of Domestic Violence;Households Falling Below the 125% Federal Poverty Guideline;

How will eligibility be documented?

Allies with Families strives to serve everyone who walks through the door. For those individuals and families who qualify for services under SSBG it would be those who meet the Federal Poverty Income Guideline of 125% of and below. This will be determined and documented by using an intake application specifically formatted to capture the required information. For those that do not qualify for services through the SSBG funds, their services would be provided through another funding source such as Medicaid, funding from an agency or private funding. Below is our intake process to ensure all are served (this is the information given to individuals):

Intake and Application Processing Steps:

(Before your families first appointment)

1. Referrals are made through partnering agencies, Department of Workforce Service, Department of Child and Family Services, Juvenile Probation, County School Districts.

2. Family Resource Facilitator/ Supported Employment Specialist will contact you (During your families first appointment)

1. You will review why you and/or your family was referred to Allies with Families.

2. Your Family Resource Facilitator/ Supported Employment Specialist will go over services available to help.

3. PLEASE ASK QUESTIONS!

4. If this is something your family wants to participate in you will be asked to fill out an intake form. This form is important in helping us fund the programs that serve you!

5. You will be asked for income verification if you qualify for services through 5 Counties Association of Government, we partner with them in helping provide these resources to rural areas of the state. Please provide all information and verification needed.

6. ** all information is protected and kept confidential.

7. It is important to try to schedule a follow up meeting that fits your needs and schedule as well as possible.

(After)

1. We will submit your intake form to the appropriate agencies.
2. We will follow up with you on the next steps.

How many unduplicated persons 17 and under will be served?

14

How many unduplicated persons 18 to 59 will be served?

7

How many unduplicated persons 60 and older will be served?

2

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency; Achieving or maintaining self-sufficiency, including reduction or prevention of dependency; Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating or reuniting families; Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care;

How is your innovation? What has been done to improve the service?

The Family Resource Facilitator (FRF) and Allies with Families organizational approach to working with individuals and communities is innovative in the fact that we work to individual services to the meet identified need. FRF's partner with the families helping to identify the needs, create solutions and stopping doing programs when they are not longer needed. Our staff are peers or individuals who have been struggling looking for solutions themselves so they understand the challenges, they can build the relationship of trust and model a creative solution focused direction. Our board of directors and quality improvement committee review programs yearly, look at data, costs and outcomes to determine improvements. The coach for the FRF reviews data monthly, and does not site observations to ensure that the FRF is gaining needed skills to ensure the individuals and families are getting quality service. Wraparound is an evidence based practice and it should be done to fidelity to gain expected outcome.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

- Allies with Families and New Frontiers for Families merged organizations in October 2016 to create a new and stronger organization, so we have a new name but provide the same quality services. Our Board of Directors have been working to do this for several years. We have been "sister" organizations for over 18 years and combining organizations will give us an opportunity to serve more children, youth and their families with quality services and supports more efficiently. We will have a greater presence state wide, greater financial opportunities and reduce duplication of services.
- Allies with Families and New Frontiers for Families have been providing community-based and Family Resource Facilitator programs for over 20 years. Allies with Families (AWF) has become very efficient in coordinating with existing services to get the most for the funding.

AWF feel the Family Resource Facilitators are the “glue” that can pull services together. Family Resource Facilitators live in the communities where they work. Family Resource Facilitators understand how to empower not enable those they support. AWF staff are people who have “lived” the experience of being a consumer and coming out better because of the mentor-ship and skills they gained from their Family Resource Facilitator in partnership with their family/community team.

- Allies with Families has developed community based programs in rural communities based on the need of the community, if programs are no longer needed or if another organization or agency is providing the service we do not duplicate we support them. We have started afterschool programs, direct service such as supported employment, youth groups, summer groups and classes such as parenting and parent education. We work to host education classes and programs that want to come into the communities setting up the location and inviting our clients and agency partners to attend.

Is there other information your agency would like to add to this application?

Allies with Families continues to partner and look for creative solutions for individuals, youth and families so they can stay in their communities, overcome barriers and find success. We value our partnership with Five County and Community Action, we appreciate the opportunity to be part of the solution, we are always open to hearing from partners and individuals we serve about how we can improve.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Beaver County COA

85 EAST CENTER STREET, BEAVER UTAH 84713

Submitted:

4/12/2018 2:29:31 PM

By

SHEILA SHOTWELL

BEAVER CO. COA COORDINATOR

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name
Beaver County COA

Is the Organization
Unit of Government?

Agency Federal Employer ID (FEIN)
87-6000292

Agency Mission
BEAVER COUNTY COA IS DEVELOPING, IMPROVING COORDINATION AND STENGTHENING ALL PROGRAMS CONCERNING THE AGING POPULATION. OUR GOAL IS TO FULLY UTILIZE THE POTENTIAL OF OUR OLDER CITIZENS, THEIR SKILLS, THEIR WISDON AND THEIR EXPERIENCE AND TO HELP THEM ACHIEVE OR MAINTAIN SELF-SUFFICIENCY.

Agency total operating budget
\$\$376,030.64

Program total budget
\$12,565.00

Pre-Award Risk Assessment

Date of most recent independent audit
6/27/2017

Is your agency new to managing federal funds?
No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" is no monitoring visits have occurred)
Clint Cottom April 2016, and Carrie Schonlaw October 2017.

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).
NONE

Has agency managed SSBG Local Discretionary Funds for less than 2 years?
No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?
Yes

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

STAFF TURNOVER DUE TO RETIREMENTS AND EMPLOYEES MOVING OUT OF TOWN ETC.

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

THE QUESTION ABOVE'S ANSWER IS NO THEREFORE THERE IS NO DESCRIPTION

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

BEAVER COUNTY USES A PROGRAM CALLED "CASELLE" FOR THEIR FINANCIAL MANAGEMENT SYSTEM WHICH TRACKS AND RECORDS EXPENDITURES.

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

YES

SSBG Program Information

Name of program or service requesting SSBG funding

BEAVER COUNTY COUNCIL ON AGING

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$\$7000.00

Please provide a brief overview of the project

TRANSPORTATION FOR THE SENIORS TO ACCESS NEEDED COMMUNITY BASED SERVICES SUCH AS MEDICAL, AND SHOPPING, RECREATIONAL SERVICES FOR SOCIABILITY AND WELL BEING AND HEALTH BENEFITS AS WELL AS GOING TO SENIORS HOMES TO VISIT WITH THEM AND CHECK TO MAKE SURE THEY ARE OK.

How will SSBG dollars (including non-federal cash match) be used?

TO PROVIDE RIDES FOR THE SENIORS IN OUR COUNTY SO THEY CAN GO TO THE CENTERS TO EAT AND SOCIALIZE AS WELL AS ANY ACTIVITIES OR RECREATION EVENTS WE HAVE PLANNED FOR THEM, AND ANY MEDICAL OR SHOPPING NEEDS IN TOWN OR OUT OF TOWN.

What is the unit of service provided?

1 ride, 1 Home Visit

How much does each unit cost?

\$6.00 for transportation, \$6.00 for Home Based Visit

How many total units will be provided?

APPROXIMATELY 1400 FOR TRANSPORTATION AND 6,499 FOR HOME VISITS

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Beaver County and Beaver City contributions. The County pays for the rent on the building we use and also the staff wages. As well as any equipment we need that 5 County Association of Governments doesn't provide. The City pays for the Utilities, and any Building upkeep.

How does the project avoid service duplication?

WE WORK TOGETHER WITH OUR LOCAL FOOD BANKS AS WELL AS WORK FORCE SERVICES, WE ALSO WORK WITH MILFORD CITY, MINERSVILLE CITY, FIVE CO AOG, BEAVER CO AND STATE TRANSPORTATION. AS WELL AS THE REGIONAL MOBILITY MANAGEMENT TEAM.

What other community partners leverage your project and coordinate with your service?

5 COUNTY AOG AND THE REGIONAL MOBILITY MANAGEMENT TEAM

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

OLDER AMERICANS ACT. 5 CO AOG 12,565.00 for transportation and 17,250.00 for home visits.

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

VOLUNTEER DRIVERS: \$1,218.00 of non cash donations, HOME VISIT VOLUNTEERS: \$2,088.00 of non cash donations

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

50% of clients who completed the community need assessment survey indicated that transportation was a major barrier for themselves or someone they know in achieving economic security. Therefore by providing transportation to the seniors we feel we are reducing that need. There is no public transportation for the low income seniors in our area due to the cost of supplying rural public transportation.

Which county(ies) will be served?

Beaver;

Identify target population(s) served through the project

Seniors (60+);

How will eligibility be documented?

WE SIT DOWN WITH THE INDIVIDUALS AND FILL OUT THE DEMOGRAPHICS FORM WHICH IS OUR DOCUMENTATION TO HELP US DETERMINE IF THEY ARE BELOW THE FEDERAL INCOME GUIDELINES AND AGE APPROPRIATE.

How many unduplicated persons 17 and under will be served?

0

How many unduplicated persons 18 to 59 will be served?

0

How many unduplicated persons 60 and older will be served?

WE SERVE APPROXIMATELY 239 INDIVIDUALS. WE DO NOT SERVE ANY CHILDREN IN OUR AREA.

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining self-sufficiency, including reduction or prevention of dependency; Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating or reuniting families; Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care;

How is your innovation? What has been done to improve the service?

WE HAVE PLANNED MORE ACTIVITIES FOR THE SENIORS THIS PAST YEAR AND HAVE ALSO RECRUITED BETTER VOLUNTEER DRIVERS FOR THE BUSES AND TO HELP WITH THOSE ACTIVITIES.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

WE HAVE VERY LOYAL VOLUNTEERS WHICH HELP US THROUGH OUT THE YEAR AND EVERY YEAR. WE WILL ALWAYS HAVE MATCH FUND BECAUSE BEAVER COUNTY IS PART OF OUR FUNDING SOURCE. THEY ARE VERY GOOD TO HELP US AND SUPPORT US.

Is there other information your agency would like to add to this application?

WE ARE A VERY SMALL COUNTY AND FUNDS ARE LIMITED SO THE MONEY WE RECIEVE FROM SSBG HELPS WITH INSURANCE, FUEL AND PAYROLL. ALSO I HAVE A GOAL TO IDENTIFY MORE SENIORS IN THE COMMUNITY THAT COULD BENEFIT FROM OUR SERVICES AND ALSO TO IMPROVE UPON OUR SERVICES AND THE NEEDS OF THE SENIORS.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Iron County Council on Aging

**685 North 300 East
Parowan, UT 84761**

Submitted:

4/16/2018 3:29:29 PM

By

**Curtis Crawford
Coordinator**

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Iron County Council on Aging

Is the Organization

Unit of Government?

Agency Federal Employer ID (FEIN)

87-6000310

Agency Mission

Iron County Council On Aging is committed to provide a safe and reliable transportation for shopping, medical, nutrition, recreation and social needs for those 60 years and older and for other individuals in the community. Our goal is in the prevention or reducing inappropriate institutional care by providing for community-based care or other forms of less intensive care.

Agency total operating budget

\$\$ 410,450.00

Program total budget

\$\$ 369,533.00

Pre-Award Risk Assessment

Date of most recent independent audit

4/6/2017

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

January 4, 2016 Five County AOG

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

Driver meetings to be held each quarter. No non-compliance.

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

No

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

N/A

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

N/A

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

Encode program

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

Refer to attached Annual Report of Cash Match and In-kind Funds

SSBG Program Information

Name of program or service requesting SSBG funding

Iron County Council on Aging

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$\$ 7,000.00

Please provide a brief overview of the project

The overview of the SSBG funds include, but are not limited to: senior protective services by education classes and counseling. This includes special services to persons with disabilities, home bound and other special needs. The funding will include home-delivered meals, congregate meals, independent/transitional living, special services information about legal, housing and other information and referrals, or any other social services needed.

How will SSBG dollars (including non-federal cash match) be used?

Provided needed home delivery meals to the homebound. Provide meals at the Centers. Provide health and well being educational and exercise class instructions. Provide

transportation to the Centers as well as provide transportation for shopping, doctor appointments, etc.

What is the unit of service provided?

Home Delivered and Congregate meals. Transportation. Outreach. I & R. Telephone. Visits. Chore.

How much does each unit cost?

Average unit cost \$7.25 = \$351,828.00

How many total units will be provided?

Annual unit service average 48,528

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Attached letter

How does the project avoid service duplication?

Coordinate with Mobility Council and taxi services in Cedar City area. Parowan and rural Iron County do not have other transportation services that are financially feasible.

What other community partners leverage your project and coordinate with your service?

Five County Mobility Council

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

Older American Act Refer to attachment "County Councils Monthly Request For Reimbursement"

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

Volunteer resources average 322 hours X \$7.25 = 2,335.00 monthly = \$28,020.00 yearly

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

A Five County needs assessment survey was conducted in 2016. The responses from seniors in Iron County found the key findings in relation to the C.O.A. included limited transportation for the seniors. More effort has been put forth this past year to inform the seniors of the transportation available. Passenger rides have increased from 1st quarter 2017 of 1,587 passenger rides to 2,004 passenger rides in 2018 which is a 19% increase. The survey also showed Iron County being the highest percentage in poverty rate at 22.5%, receiving temporary assistance, food stamps and nutrition barriers were the highest in the Five County area. In 2017 we started a 12 page newsletter with meal menus for both Cedar and Parowan Centers. 1,000 copies are printed each month and distributed throughout the County. With this effort and others outreach information, our serving meal rate has raised drastically. In the year 2016 the meals increased by 1100 meals which was a 6% increase from the year before. In 2017 the meals increased by 1500 meals which was a 10% increase. So over the past two years we

have had a 16% increase in serving meals to the seniors. This and transportation is helping the community needs assessment.

Which county(ies) will be served?

Iron;

Identify target population(s) served through the project

Persons with Disabilities;Seniors (60+);Households Falling Below the 125% Federal Poverty Guideline;

How will eligibility be documented?

Outreach workers visit the seniors in their homes and conduct an assessment report. This is repeated each year and for those which a high priority receive the assessment every six months.

How many unduplicated persons 17 and under will be served?

None

How many unduplicated persons 18 to 59 will be served?

None. Unless disabled. Presently we have 3.

How many unduplicated persons 60 and older will be served?

Average monthly Services Rendered = 4,078. Yearly X12 = 48,936 yearly.

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency;Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating or reuniting families;

How is your innovation? What has been done to improve the service?

- There is an increase of seniors that are moving into our area that need transportation to doctors, shopping and etc., because they have no other support such as family members, church, etc. Many of our seniors in our area are reaching eighty years or more and become dependent on others to provide transportation for them because they no longer drive. We provided transportation for the elderly with the funds we have available to us. We try to make our budgets go as far as possible, but it continues to be a challenge as the price of gas, tires and repairs are on the increase. We continue to provide training for our drivers every year as well. The vehicles are cleaned and maintained and kept in excellent operating condition. We have seen an increase of seniors in the outlined areas of our County that are using the transportation services as well. We need to provide more transportation to Parowan and the Beryl areas for shopping. In Beryl they come into the Cedar area once a month. Our bus in Beryl is now picking up the Washington County area of Enterprise and taking them to the Senior Center in Enterprise. The seniors in that area have required more shopping, so they are coming into Cedar twice a month instead of once in years past. The Parowan bus also comes into Cedar twice a month to do shopping, because of the limited shopping in Parowan. Parowan could expand to another day shopping into Cedar if funds were available. We could also expand to more days to bring these seniors to the Cedar Center for lunch and activities if we had the funds to do so.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

Survey has showed that Iron County is in great need, being the highest percentage to help the low-income seniors with outreach help in housing, transportation and nutrition. Iron County is a rural area and our towns are spread out. Each area has a schedule of days that provide transportation services. We still have areas in our County that we are not providing transportation services because of funding and also we need to increase days for shopping in Parowan, Beryl and areas if more funding were available. The SSBG dollars will be used for the increasing cost of fuel and repairs for the fleet of vehicles. We are presently experiencing an increase of repairs on some of our older buses. We have had to replace air conditioner compressors on two buses and new door motors and new control boards on two of the older buses as well. These have been very expensive to repair

Is there other information your agency would like to add to this application?

The Aging Program is for those that are 60 years and older. We provide transportation services to those that do not drive or own a vehicle. We also transport those that are under 60 years of age in the community that are handicapped. We have used the funding received from the SSBG to provide transportation at the present time. We know that many agencies need the same funding, but hope we can still receive this funding to expand services to our outlined areas of Parowan, Beryl and areas. This will better enable us to meet the needs of the seniors while keeping a safe and reliable service.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Washington County Council on Aging

**245 N 200 W
St. George, UT 84770**

Submitted:

4/17/2018 12:18:38 PM

By

Chris Holliday

Director - Washington County Council on Aging

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Washington County Council on Aging

Is the Organization

Unit of Government?

Agency Federal Employer ID (FEIN)

87-6000315

Agency Mission

The Washington County Council on Aging Senior Citizen Centers serve the residents of Washington County who are age sixty and older. The mission of the Council on Aging Senior Centers is to promote the physical, emotional, and economic well-being of older adults and to promote their participation in all aspects of community life. The purpose of a senior citizens center is to be a community focal point where older adults can come together for a variety of individual and group services and activities that reflect their experience and skills; provide nutritionally sound meals; respond to their diverse needs and interests; support their independence; encourage their involvement within the center and the community; enhance their dignity and quality of life; provide various forms of assistance to enable them to live healthy and independently as long as possible.

Agency total operating budget

\$\$1,406,518

Program total budget

\$\$528,860

Pre-Award Risk Assessment

Date of most recent independent audit

6/27/2017

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

We have an annual onsite nutrition monitoring visit each year from the Utah State Aging Division. The dates for the last 2 years were on August 19, 2016 and September 12, 2017. We also have periodic dietician visits through the Five County Association of Governments. We've had at least eight dietician visits in the last two years.

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

None

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

No

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

N/A

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

N/A

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

Washington County uses the Incode Financial Processing System to track and record expenditures.

As a note of clarification on #31 below, Washington County identifies the SSBG revenue receipts in a separate account on our ledger. We do not currently identify SSBG expenditures from a specific fund on the ledger but could do so if required.

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

Yes

SSBG Program Information

Name of program or service requesting SSBG funding

Meals On Wheels

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$\$7000

Please provide a brief overview of the project

At the core of the Meals on Wheels service is a nutritious meal, companionship and a watchful eye on the health and safety of our seniors. Adequate nutrition is necessary for health, functionality and the ability to remain independent. Healthy eating can increase mental acuity, resistance to illness and disease, energy levels, immune system strength, recuperation speed and the ability to manage chronic health problems. Meals on Wheels ensures that seniors have access to adequate nutrition even when family support, mobility and resources are lacking. For many seniors, the trusted Meals on Wheels staff member who shows up every day with a hot meal and a warm smile is the only person they see or speak with all day. This special delivery is the reason to get up in the morning, something to look forward to, and a reminder to take good care of themselves. Along with the inevitable impacts of aging come the increased risks of medical emergencies, falls and other accidents. The safety check that accompanies each meal delivery ensures that, in the case of an emergency or problem, medics will be called, families will be notified and our seniors will not be forgotten.

The Washington County Meals on Wheels program delivers an average of over 59,000 meals a year to homebound seniors throughout the Washington County area providing this valuable service to help our seniors continue to live at home and enjoy the benefits of a healthy meal. It is our conclusion that if Washington County Council on Aging is not able to continue to provide Meals on Wheels for the seniors of Washington County, they will be unable to live independently for as long a period of time and will be more susceptible to malnutrition, which is an increasing problem on a national level. It is also our conclusion that many of them will not have the financial means to support themselves in an assisted living facility and thus will need financial assistance to survive putting an additional drain on federal and state funded programs.

The Meals on Wheels program fills a very important gap in the Washington County senior population's ability to continue to live vibrant, active, and independent lives.

How will SSBG dollars (including non-federal cash match) be used?

We will use the SSBG dollars and the non-federal match to help pay the salary of our Meals on Wheels drivers.

What is the unit of service provided?

The unit of service is the delivery of 1 Home Delivered Meal

How much does each unit cost?

\$4.86

How many total units will be provided?

1,842 meals delivered of the approx. 59,000 total meals delivered will use the SSBG funds and Cash Match funds.

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Washington County. A match letter has been emailed to Clint Cottam.

How does the project avoid service duplication?

We have not had any issues with duplication because the clients we serve must be assessed when they begin receiving meals and then at least annually thereafter.

What other community partners leverage your project and coordinate with your service?

In our Meals on Wheels program, we currently have independent kitchen contractors that prepare our meals. The cost savings we receive from these contracts, versus preparing the meals ourselves, enables us to continue to serve seniors without waiting lists. If the time comes that we prepare our own meals, we will need to partner with other community resources to be able to continue the level of service we now offer.

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

Older Americans Act Funding (\$392,182)

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

Kitchen volunteers - \$20,300 of non-cash donations; St. George City - \$4,000 of non-cash donations for utilities

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

The project we are requesting funding for through the SSBG Grant is nutrition. The survey that was taken through Five County Association of Governments had some interesting findings. The expense of healthy food and the ability and knowledge to prepare healthy food were noted. If our clients are not able to have the healthy nutrition we provide, their health will suffer and they will be unable to stay in their homes longer.

Which county(ies) will be served?

Washington;

Identify target population(s) served through the project

Seniors (60+);

How will eligibility be documented?

The clients who are served on the Meals on Wheels program must be 60 years of age or older and homebound. The seniors fill out a demographic form which states their birthdate. We use this demographic form to verify their age. We have outreach workers who verify their homebound status within 2 weeks of their starting the program. The workers also do a home visit at least annually to verify their continued eligibility. We need to comply with the Older Americans Act so we cannot require proof of income eligibility at this time. We do, however, encourage our clients to fill in the income information on our demographic intake forms.

How many unduplicated persons 17 and under will be served?

N/A

How many unduplicated persons 18 to 59 will be served?

N/A

How many unduplicated persons 60 and older will be served?

We anticipate serving between 45 and 55 unduplicated clients each month with the SSBG funds and our match.

Which federally outlined goals of SSBG does the project achieve?

Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care;

How is your innovation? What has been done to improve the service?

Washington County Council on Aging is continually trying to find new and better ways to help our clients stay at home longer. We have been purchasing new Meals on Wheels vehicles to ensure we are able to continue to deliver the meals in most safe and efficient way possible. We monitor the routes and make route changes whenever possible to meet this goal and to be sure our clients receive their meals in a timely manner. In addition, we provide relevant senior and community information by delivering our monthly senior center newsletters, weekly Senior Samplers and Medicare Messages provided by the Five County Association of Governments.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

Helping seniors remain healthy and independent by providing home delivered meals is the highest priority of the Washington County Council on Aging organization. We deliver an average of 5100 meals per month to homebound seniors age 60 and above throughout the Washington County area. Adequate nutrition is necessary for health, functionality, and the ability to remain at home in the community. For seniors, healthy eating can help increase mental acuteness, resistance to illness and disease, energy levels, immune system strength, recuperation speed, and the effectiveness of chronic health problem management.

Is there other information your agency would like to add to this application?

It is our conclusion that if Washington County Council on Aging is not able to continue to provide Meals on Wheels for the seniors of Washington County, they will be unable to live independently for as long a period of time and will be more susceptible to malnutrition, which is an increasing problem on a national level. It is also our conclusion that many of them will not have the financial means to support themselves in an assisted living facility and thus will need financial assistance to survive putting an additional drain on federal and state funded programs. The Meals on Wheels program fills a very important gap in the Washington County senior population's ability to continue to live vibrant, active, and independent lives.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Kane County Senior Citizens Centers

56 West 450 North, Kanab, Utah, 84741

Submitted:

4/19/2018 10:48:09 AM

By

**Fayann Christensen
Kane County COA Coordinator**

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Kane County Senior Citizens Centers

Is the Organization

Unit of Government?

Agency Federal Employer ID (FEIN)

87-6000300

Agency Mission

Kane County Senior Citizens Center Mission is to provide and promote the Social, Physical, Emotional and Nutritional well being of older adults and those with disabilities. We will provide services and activities that will maintain senior citizens independence and wellness. Our mission is to enrich the quality of life and support independence and vitality for the older adults and those with disabilities.

Agency total operating budget

\$\$ 595,605

Program total budget

\$\$ 595,605

Pre-Award Risk Assessment

Date of most recent independent audit

8/1/2017

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

CSBG Pantry Monitoring (October 2017); State Nutrition Monitoring (2017)

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

None

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

No

If there has been changes in management, increase in staff turnover, or reorganization, please describe:
none

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)
No

If yes, please describe
submit on time

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)
Yes

Incode

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?
YES - Kane County supplies more than 25% match

SSBG Program Information

Name of program or service requesting SSBG funding
Kane County Senior Citizens Center

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?
\$\$ 6,000.00

Please provide a brief overview of the project

Provide Transportation for the Seniors 60+ and those with disabilities to and from the Senior Citizens Centers in Kanab and Orderville for lunch and other activities. Provide local shopping as grocery stores, post office, dollar store , Medical appointment, drug store for prescriptions and any where else fir their weekly needs Orderville also brings their senior and those who are disabled to Kanab for the same needs..

How will SSBG dollars (including non-federal cash match) be used?

Provide Transportation for Seniors 60+ as well as those with disability and helps to cover the cost of drivers and over head of vehicles.

What is the unit of service provided?

Transportation, 1 ride 1 way (every time they enter vehicle)

How much does each unit cost?

\$6.00

How many total units will be provided?

1,555

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Telephone, Supplies, Space Cost, Utilities, Private donations, Kane County, See Match letter

How does the project avoid service duplication?

Have list of riders each month and who is on the NANAPS, and SSBG forms that is not duplicated rides

What other community partners leverage your project and coordinate with your service?

None

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

FTA \$62,000 Senior Bus, Five County COA Title III-B Transportation \$27,638.

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

\$ 2,400.00 Cash Donations , \$ 2,00.00 in kind for volunteers to provide services for those unable to do for them selves

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

Trying to meet the transportation needs of Kane County a much as possible.

Which county(ies) will be served?

Kane;

Identify target population(s) served through the project

Persons with Disabilities;Seniors (60+);

How will eligibility be documented?

We use the State NAPIS intake form and the CSBG intake Form

How many unduplicated persons 17 and under will be served?

None

How many unduplicated persons 18 to 59 will be served?

5

How many unduplicated persons 60 and older will be served?

35

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency; Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;

How is your innovation? What has been done to improve the service?

Upgraded vehicles, train drivers, Daily tracking of those who we know need transportation

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

We have no other options in Kane County . We are the only transportation in the area. There is no one else in the County..

Is there other information your agency would like to add to this application?

In order for us to expand our services we need more funding. We would like to be able to take those in need to go to St. George and Cedar City to their Doctors and Medical Services



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Garfield County Council On Aging

81 N 100 W Escalante UT, 84726

Submitted:

4/19/2018 11:09:31 AM

By

**Donna Chynoweth
Garfield County Coordinator**

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Garfield County Council On Aging

Is the Organization

Unit of Government?

Agency Federal Employer ID (FEIN)

87-6000309

Agency Mission

Garfield County Council on Aging provides opportunities for senior citizens, low income, and people with disabilities to access their communities and areas around their communities; thus allowing them to be more self sufficient.

Agency total operating budget

\$58,832.00

Program total budget

\$58,832.00

Pre-Award Risk Assessment

Date of most recent independent audit

12/31/2016

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

CSBG Clint Cottam Feb 2017

Clint Cottam sight visit in Panguitch Oct. 2017

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

None

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

No

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

None

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

none.

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

none.

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

Yes

SSBG Program Information

Name of program or service requesting SSBG funding

Garfield County Council on Aging

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$7,000

Please provide a brief overview of the project

- Two-Way Trip- Pick up Seniors from their homes to Senior Center for lunch, then back home.
- Two-Way trips shopping to Care & Share, to Panguitch for Drug Store, Bank, Doctor, County Fair, Site Seeing Trips etc.
- Trips to Cedar City, St. George, Or Richfield once a month. These trips are around 150 to 190 miles one way. We go shopping, go to Doctor Appointments, Lunch, attend recreational events, and Site Seeing.

How will SSBG dollars (including non-federal cash match) be used?

Transpiration

What is the unit of service provided?

1 Ride

How much does each unit cost?

\$12

How many total units will be provided?

1392

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

Garfield County provides local ride funds.

How does the project avoid service duplication?

We are the on provider in Garfield County.

What other community partners leverage your project and coordinate with your service?

Carrie S. Olders American Act.

Management meets

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

Olders American Act. / \$19,285.00

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

Volunteer Driver / \$11,625

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

Garfield County is high demand.

Which county(ies) will be served?

Garfield;

Identify target population(s) served through the project

Persons with Disabilities;Seniors (60+);Households Falling Below the 125% Federal Poverty Guideline;

How will eligibility be documented?

Seniors first, then we open it to people with disabilities and low income based on federal guidelines.

How many unduplicated persons 17 and under will be served?

0

How many unduplicated persons 18 to 59 will be served?

3

How many unduplicated persons 60 and older will be served?

42

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency; Achieving or maintaining self-sufficiency, including reduction or prevention of dependency; Preventing or reducing inappropriate institutional care by providing for community-based care, home-based care or other forms of less intensive care;

How is your innovation? What has been done to improve the service?

We got a new van.

New meals on wheels.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

Only provider in Garfield County that helps with senior and disabled.

Garfield County provides a more equal match.

Is there other information your agency would like to add to this application?

Because of the distances to services for our senior citizens it is extremely necessary to provide transportation so that senior citizens can access needed services.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

Iron County Care and Share (ICCS)

222 West 900 N, Cedar City, UT, 84721

Submitted:

4/19/2018 1:38:51 PM

By

**Peggy Green
Executive Director**

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

Iron County Care and Share (ICCS)

Is the Organization

A 501C3 Non Profit?

Agency Federal Employer ID (FEIN)

74-2345787

Agency Mission

The mission of Iron County Care and Share is to provide compassionate assistance and resources to individuals and families in need, creating opportunities for increased stability and self-sufficiency.

Agency total operating budget

\$492,582.30

Program total budget

\$325,735.70

Pre-Award Risk Assessment

Date of most recent independent audit

12/31/2016

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

Five County AOG (C. Cottam)

BofS, CoC, Housing and Community Development (J. Domenici)

Unified Funding, Housing and Community Development (S. Moore)

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

Audit, 12/31/2016 - Compliance Findings: None noted

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

Yes - The Organization has managed SSBG funds less than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

Yes

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

New Executive Director, May 2016 - the current ED has not applied for nor managed SSBG funds.

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

Yes

If yes, please describe

N/A

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

Our Bookkeeper utilizes QuickBooks and we employ a third party accountant for additional assistance and payroll functions.

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

Yes, Iron County Care and Share has a \$1,750 non-federal cash match from private donations that will support this program.

SSBG Program Information

Name of program or service requesting SSBG funding

Homeless Youth Resource Program

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$\$6,500.00

Please provide a brief overview of the project

The Iron County School District (ICSD) now has over 350 homeless youth that are in need of support and services. ICCS, in partnership with the ICSD, are developing a program to provide safe, outreach spaces, after school, for these students. ICCS will close and secure their facilities each weekday for two hours to provide showers, laundry facilities, a warm meal, access and referral to services, tutoring and socialization. These efforts support and will tie directly to the

Iron County Intergenerational Plan; addressing the IGP cycle through outreach and support of school aged children.

How will SSBG dollars (including non-federal cash match) be used?

ICCS will use SSBG dollars to support the program needs including case management, utilities, telephone, meal preparation, and supplies.

What is the unit of service provided?

1 meal, 1 shower, 1 laundry load, .25 hour of case management

How much does each unit cost?

\$17.50

How many total units will be provided?

371

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

ICCS has provided a match letter via email to Mr. Cottam on today's date. ICCS will use \$1,625 from private donations to support this program.

How does the project avoid service duplication?

ICCS works closely with over twenty community agencies, via the Local Homeless Coordinating Committee, in Iron County, and the services provided by each are leveraged to assist clients. Example: All clients are connected to Dept. of Workforce Services for employment training and support.

What other community partners leverage your project and coordinate with your service?

ICCS will provide access to all current community partners, but the most effective connection will be with the ICSD Homeless Student Liaison, Stephanie Hulet. Currently, Iron County has no access to these and similar services available for homeless students. Through this project, we hope to continue to evaluate need and grow support for this population.

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

ICCS has no other federal funding leveraged for this new program.

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

Volunteer tutors/guidance \$1,000.00 non-cash donation, volunteer meal preparation \$1,000.00

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

Iron County sits highest in poverty, nearly 23%, among the five counties. Families depend on emergency food boxes, rental assistance and supportive services, and those services are dwindling. Our homeless youth have no resources for themselves when separated from their families. ICCS cannot offer emergency shelter, but the agency can offer safe spaces, basic services and access to resources within a small program.

Which county(ies) will be served?

Iron;

Identify target population(s) served through the project

Persons Experiencing Homelessness;Households Falling Below the 125% Federal Poverty Guideline;

How will eligibility be documented?

The agency estimates the ICSD to be the access point for homeless students. The ICSD liaison will continue to follow the guidelines as administered by the school district and programs that support the efforts of the liaison. ICCS will do the same, and follow all protocol for serving families and individuals falling below the 125% federal poverty level.

How many unduplicated persons 17 and under will be served?

275

How many unduplicated persons 18 to 59 will be served?

96

How many unduplicated persons 60 and older will be served?

0

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency;Achieving or maintaining self-sufficiency, including reduction or prevention of dependency;Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating or reuniting families;

How is your innovation? What has been done to improve the service?

Iron County has no options specific to homeless youth with exception of the school district liaison. ICCS is eager to provide a new option of service and resources to homeless youth by securing a safe space within the current emergency shelter, offering services to homeless youth and providing an outreach opportunity during each interaction.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

Iron County Care and Share has provided emergency shelter and supportive services for over 25 years. As the needs of the county evolve, the organization has made it a priority to do the same. Never afraid of challenges, the unknown or the unique - ICCS strives to serve the needs of the community. The time is now for ICCS to begin addressing the needs of our homeless youth and ICCS wants to actively participate and provide for this vulnerable segment of our population.

Is there other information your agency would like to add to this application?

Iron County Care and Share appreciates the opportunity to request funds to support this homeless youth program, and welcomes any productive feedback from the committee.



**Five County Association of Governments
Community Action Partnership**

FY 2019 Social Services Block Grant (SSBG)

Application for:

The Learning Center for Families

2044 S. Mesa Palms Drive, St. George, Utah, 84770

Submitted:

4/19/2018 8:42:43 PM

By

Janie Belliston

Chief Development Officer

Funding Period: July 1, 2018 – June 30, 2019

Basic Agency Information

Agency's Legal Name

The Learning Center for Families

Is the Organization

A 501C3 Non Profit?

Agency Federal Employer ID (FEIN)

87-0525653

Agency Mission

The mission of The Learning Center for Families is to "promote the success of children one family at a time."

Agency total operating budget

\$\$4,200,195

Program total budget

\$\$292,650

Pre-Award Risk Assessment

Date of most recent independent audit

2/19/2018

Is your agency new to managing federal funds?

No

Please list monitoring visits from Five County AOG or other state/federal programs in the last two (2) years (Put "None" if no monitoring visits have occurred)

Early Head Start - January 2018; UT Department of Health RE: Baby watch Early Intervention - February 2018; Maternal, Infant, and Early Childhood Home Visiting - February 2018; Temporary Assistance for Needy Families - April 2018; Hinton Burdick, Single Case Audit - December 2017

Please list any findings or corrective actions identified by either the independent audit or monitoring visit(s). (Put "None" if no findings or corrective actions were identified).

UT Department of Health: Finding 1 – Inaccurate Allocable Administrative Costs
TLC has been consistently using the same allocation tools, methods, procedures and processes for the past several years which have been reviewed by HintonBurdick (Single Case

Has agency managed SSBG Local Discretionary Funds for less than 2 years?

No - The Organization has managed SSBG funds more than 2 years

Has there been change in program management, an increase in staff turnover, an agency reorganization and/or a new system implementation?

Yes

If there has been changes in management, increase in staff turnover, or reorganization, please describe:

TLC hired Kamie Adams the beginning of 2018 as the new Chief Operating Officer. In an effort to provide stronger leadership to all aspects and programs of TLC, the management team was redesigned in 2017. This redesign included key personal, decision makers, and influencers across the entire agency. The management team is now comprised of the Chief Executive Officer, Chief Financial Officer, Chief Development Officer, Chief Operating Officer, Chief Quality Insurance Officer, Chief Human Resource Officer and Chief Health Officer.

Has the organization been untimely in submitted applications, contracts, fiscal reporting, budgets, or other documents (including failure to submit previous SSBG billings by the 15th of each month?)

No

If yes, please describe

Not that I'm aware of

Does your organization have a fiscal management system in place to track and record expenditures? If no, describe the financial management process used.(example: QuickBooks, Visual Bookkeeper, Socrates Media, Peachtree or a Custom Proprietary System)

Yes

Quick Books

Does the accounting system identify the receipts and expenditures of program funds separately for each award? This means that SSBG and match are separated from other federal awards on the ledger. If no, explain how this is tracked.

Yes, the accounting system identifies receipts and expenditures of SSBG separately from other federal awards (include Aging, Food Pantry, and other funding)

Does the agency have 25% non-federal cash match to use for SSBG funds?

Yes

SSBG Program Information

Name of program or service requesting SSBG funding

Caterpillar Clubhouse Family Advocate

How much SSBG funding is being requested (most awards will be between \$5,000 - \$7,000.00 range)?

\$\$7,000

Please provide a brief overview of the project

Washington County currently has 20% more children living in intergenerational poverty than the state average. These adverse factors create an urgent need to reach out to the most vulnerable pregnant women and families in our community to ensure that their children do not become part of these unfavorable statistics.

The Family Advocate will work with Caterpillar Clubhouse families who live in Washington County with incomes at or below 125% FPL. Priority will be given to families with more heavily weighted selection criteria such as: minor parent(s) parent has developmental disability or intellectual impairment, history of DCFS involvement, housing insecurity, family debt (title/pay day loans, RAC, medical loans, student loans) lack of transportation (no vehicle or share a vehicle) or are homeless per McKinney-Vento definition.

The Learning Center for Families is in a unique position to be able to help create positive outcomes for these vulnerable families living in our community. Not only are we able to provide the early childhood education these children need, but we can combine that with comprehensive, personalized case management for the parents to help address the families' needs outside of the classroom. This innovative approach to case management includes at least one home visit per month or more as needed based on the Family Partnership Agreement they will fill out upon entering the program. Children will be screened for developmental milestones every four months to ensure they are maintaining or showing improvements in child development. If children screen below the main criteria, special attention will be placed in the classroom to help the child approve. The Family Advocate can then support the parent with home activities that promote the child's development. Whatever children are learning in classroom will be put into practice in the home setting to help with continuity of learning and parenting. The Family Advocate can also assess the home environment and help to address any health and safety issues or needs for mental health or nutrition counseling.

How will SSBG dollars (including non-federal cash match) be used?

We are proposing an SSBG grant of \$7,000 to help pay for the salary of one full-time, center based child care Family Advocate. This position will provide case management services for up to 10 families with children under the age of 5 who will be attending the Caterpillar Clubhouse early childcare center from July 1, 2018 - June 30 - 2019.

What is the unit of service provided?

1 year of case management for one child in the Caterpillar Clubhouse by the Family Advocate

How much does each unit cost?

\$650

How many total units will be provided?

10

Please describe the source(s) of non-federal cash match (A match letter must be emailed to ccottam@fivecounty.utah.gov by the Friday, April 20, 2018 by 5:00pm. The template for the letter can be found here: <https://fivecountycap.files.wordpress.com/2010/08/ssbg-match-letter-template1.docx>)

The Learning Center for Families received generous donations from individuals and local businesses from fundraisers throughout the year that are unrestricted and available for us to use as we best see fit. We plan to use \$1,750 of these donations as the non-federal cash match for this grant.

How does the project avoid service duplication?

The Learning Center for Families is the only agency in Washington County providing this type of comprehensive early childhood education and home visiting services within a childcare setting to families living at or below 125% of the federal poverty guideline.

What other community partners leverage your project and coordinate with your service?

We have a long history of collaboration in our community, with over 30 interagency agreements and MOUs with our various community partners including the Department of Workforce Services, Dixie Regional Medical Center, Dixie State University Dental Hygiene Clinic, Doctor's Volunteer Clinic, The Dove Center, Family Healthcare, LDS Employment Resources, Millcreek High School, Southwest Behavioral Health Center, SwitchPoint Community Resource Center, Utah Community Action Partnership, United Way Dixie, and Washington County School District - to name a few.

What other federal funds are leveraged for this project? (List federal funding source and amount) Example: CSBG - Case Management (\$5,000.00), FTA (\$20,000.00 for a senior bus), etc.

Head Start Childcare Partnership - \$7,000

What other non-federal and non-cash resources are leveraged for this project? (List resource and dollar amount) Example: Volunteer drivers - \$2,400.00 of non-cash donations)

Caterpillar Clubhouse parent volunteers - \$2,000

How does the project meet a community need identified in the community need assessment ? (A copy can be found at

<https://fivecountycap.files.wordpress.com/2016/11/five-county-cna-version-11.pdf>)

Providing case management to low-income families of children attending our Caterpillar Clubhouse addresses many of the priorities in the community needs assessment including housing, transportation and income management. In addition to addressing the health and educational needs of the child, the Family Advocate also works with the parent(s) to assist or connect them with resources they may not have been aware of.

Which county(ies) will be served?

Washington;

Identify target population(s) served through the project

Households Falling Below the 125% Federal Poverty Guideline;

How will eligibility be documented?

Families served by the Family Advocate will have their income determined through examination of financial documents such as W2 statements, tax returns, benefit letters or last 30 days of bank statements and/or pay stubs.

How many unduplicated persons 17 and under will be served?

10 children

How many unduplicated persons 18 to 59 will be served?

None

How many unduplicated persons 60 and older will be served?

None

Which federally outlined goals of SSBG does the project achieve?

Achieving or maintaining economic self-support to prevent, reduce or eliminate dependency; Preventing or remedying neglect, abuse or exploitation of children and adults unable to protect their own interest, or preserving, rehabilitating or reuniting families;

How is your innovation? What has been done to improve the service?

In 2015, Utah Community Action was awarded an Early Head Start Childcare Partnership Grant. As part of their grant application, The Learning Center for Families (TLC) requested to be a partner as the need for high quality childcare was evidenced in Washington County for some time. The Learning Center for families was awarded 8 slots to initiate this program in our flagship office located at 2044 Mesa Palms Drive in St. George. After a year of implementation, TLC felt confident in our ability to bring this program to scale. In 2016, the Office of Child Care licensed TLC for 64 child care slots. As a result, TLC created the Caterpillar Clubhouse: a forward thinking early childhood development center that promotes optimal development with high-quality care and learning opportunities using creative curriculum to guide classroom experiences. Many of the families utilizing the Caterpillar Clubhouse are receiving a child care subsidy. In addition, we have a handful of children who are on scholarship due to their parents' inability to qualify for childcare subsidy because of their citizenship status.

As we continue to master our work, it became apparent that one important piece of service delivery was missing in our child development center. TLC prides itself on a holistic approach - we do not feel our works stops in a classroom setting. It is vital and paramount to be able to work with the parents who have children in our care. We have found as we've ventured into this world of providing child care that many of our Caterpillar Clubhouse families are struggling with issues related to housing, transportation, physical and mental health and are lacking proper parenting skills. As a result, TLC is taking an innovative approach to this problem and seeking to hire a family advocate to provide case management and support to the parents of up to 40 children attending the Caterpillar Clubhouse.

If your agency was scored the same as another agency, why should the Five County Human Service Council prioritize your agency over another? What is unique that makes your agency stand out?

Since 1993, The Learning Center for Families has been a leader in providing early childhood services to over 13,500 families throughout Washington County, Utah. Our services – which are provided at little to no cost - include home visiting, play groups, service coordination, occupational therapy, speech and language therapy, physical therapy, Sensory Integration Disorder therapy, specialized service for infants and toddlers with autism and nursing care for infants and toddlers with special needs. In addition to the Caterpillar Clubhouse, our programs include:

Early Head Start - comprehensive family development program that serves low-income women and children ages birth to 3 years old that promotes the physical, cognitive, social and emotional growth of infants and toddlers to ensure their school readiness.

Early Intervention – serves children of any income level from birth to 3 years old who show signs of developmental delay or have a condition strongly linked with developmental delays such as Down syndrome, Cerebral Palsy or Autism.

Parents as Teachers – provides extra parenting support for pregnant women who are in stressful situations or who have had less than optimal child rearing experiences; families can remain in the program until their child enters Kindergarten.

Music Therapy – nurture's children's cognitive, emotional, social, language and physical development through music and movement classes for parents and children ages birth to 8 years old.

An investment in our programs is an investment in the health and success of our youngest, most vulnerable citizens and future workforce.

Every investment made in our programs is an investment in the health and success of our youngest, most vulnerable citizens and future workforce.

Is there other information your agency would like to add to this application?

Whether it's a developmental delay or disability, poor health, poverty or a less than optimal home environment, there are certain difficulties that put infants and toddlers at high risk from achieving their full potential. Since 1993, The Learning Center for Families (TLC) has been providing the extra help families need to navigate these challenges and ensure that every child in our community has the skills they need to excel in school and in life. But school readiness does not begin in kindergarten – it begins before birth. Research indicates that early childhood experiences – including prenatal – have a profound effect on the brain's development.