



City of Lawrence
Outside Agency Funding
APPLICATION

General Information: Each year, the City Commission considers requests for the allocation of dollars to a number of agencies that provide services benefiting the Lawrence community. The decision on funding a request will be made during the City's annual budgeting process. The decision will be based upon the availability of funds, the need demonstrated through the agency's application, the stated objectives of the applicant's program, past performance by the agency in adhering to funding guidelines (as appropriate), and the ability to measure progress toward the program objectives.

PLEASE NOTE THAT BEGINNING IN 2009, FUNDS WILL BE DISBURSED ACCORDING TO THE FOLLOWING SCHEDULE UNLESS OTHERWISE AGREED TO IN WRITING:

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

Instructions: Applications for 2009 funding must be complete and submitted electronically to the City Manager's Office at ctoomay@ci.lawrence.ks.us by the deadline of 5:00 pm on Friday, May 8, 2009.

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

Section I. Applicant Information

Legal Name of Agency: Bert Nash Community Mental Health Center
Name of Program for Which Funding is Requested: City Homeless Outreach Team
Primary Contact Person: Carla Helm, LMSW
Address: 200 Maine Suite A, Lawrence, KS 66044
Telephone: 785-843-9192 Fax: 785-843-8413
Email: chelm@bertnash.org

Section 2. Request Information

- A. Amount of funds requested from the City for this program for calendar year 2009: \$ 164,000
- B. Will these funds be used for capital outlay (equipment or facilities) in 2010? If so, please describe:
No.
- C. Will these funds be used to leverage other funds in 2010? If so, how:
Funds may be used as leverage dollars in the Continuum of Care applications –as yet to be determined.
- D. Did you receive City funding for this program in 2009? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.):
General Fund \$164,000

- E. If you are requesting an increase in funding over 2009, please explain exactly how the additional funds will be used:
Per application directions no increase will be requested.

Section 3. Agency and Program Budget information

- A. How many paid full time employees work for your agency? 147 Volunteers? 0
- B. What percent of your total 2009 budget goes to employee salaries and benefits? 87%
- C. What percent of your total 2009 budget is used for operating expenses? 13%
- D. What is the total estimated cost to provide the program in 2010? \$260,000
- E. What percent of 2010 program costs are being requested from the City? 63%
- F. List other anticipated sources of funding and funding amount for this program in 2010:

	<u>Anticipated Funding Source</u>	<u>Dollar Amount</u>
	City Grant Funds	\$164,000
	Medicaid	96,000

TOTAL 2010 PROGRAM BUDGET \$ 260,000

Section 4. Statement of Problem/Need to Be Addressed By Program

- A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding and/or the impact of not funding this program. The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.

The funding requested will provide continued support for the City Wide Homeless Outreach Team, established in 2006 following the recommendation of the Mayor's Task Force. Current funding supports four (4) full time Outreach Specialists who provide one on one supportive service to the City's homeless population. These Outreach Specialists are co-located at Lawrence Open Shelter, Salvation Army, ECKAN and Bert Nash Community Mental Health Center. In addition to working with homeless individuals who seek services at these community service agencies, the Outreach Specialists also provide assertive outreach on the streets and locations where homeless individuals are known to congregate. Effective June 1, 2009 the Salvation Army shelter will be closing. The outreach worker assigned to the Salvation Army will be relocated to the Lawrence Community Shelter. The City of Lawrence's January 30, 2008 point in time count reported 318 homeless individuals and 75 homeless families including 103 children. As of this date, we do not have the 2009 Point in time report.

In calendar year 2008 we served through this program 351 separate individuals. While the previous survey provides only a rough estimate of the local homeless population at one point in time, these results indicate strongly the presence of a substantial number of homeless individuals in need of service. The local community, including social service providers and downtown businesses, has voiced the need for focused intervention with the homeless to decrease duplication of services and create a more effective service delivery system to this at risk population.

B. How was the need for this program determined?

This program was developed as a direct result of recommendations by the Mayor's Task Force.

C. Why should this problem/need be addressed by the City?

Homeless individuals are a part of the Lawrence community who, for a diversity of reasons, are chronically or temporarily unable to maintain housing or function successfully in the present social structure. Addressing the needs of the homeless population with direct homeless outreach has proven to be an effective tool in reaching a challenging population that often has little trust of service providers. The city, through the Mayor's Task Force, as well as through numerous committees and boards, has indicated that addressing the needs of the homeless population is of significant importance to the community at large.

Section 4. Description of Program Services

A. Provide a brief description of the service you will provide and explain how it will respond to the need you identified in Section 3. The description should include how many clients will be served, and should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

The service is a community based outreach team, designed to seek out homeless individuals and families, assess their needs, provide support and/or facilitate access to necessary supportive services, housing, employment, medical treatment, mental health treatment, substance abuse treatment, dental care, and other basic needs. The Outreach Team provides services similar to what is thought of as traditional case management services which is a "Medicaid" term - with significant difference: this team is designed to be co-located at service agencies in the community as well as provide direct service on the street and at locations where homeless individuals are known to congregate. The Outreach team provides one on one, face to face interactions with homeless individuals and families as well as collateral contacts with service providers. The team is also available to support the staff of local shelters in assisting with crisis situations.

Since the inception of the team in 2006, community service agencies have verbalized a noticeable improvement in how effectively homeless individuals and

families access services, keep appointments and follow through with service agency recommendations. These improvements have been attributed directly to the Outreach Team's supportive interactions with homeless individuals and families. The Outreach Team provides the necessary structure, support, and reminders to ensure an effective flow through the service agency systems, decreasing duplication of services, missed appointments, and the repeated "starting from scratch" that many homeless individuals and families experience regularly. In the first quarter of 2009, we had a 30% increase in clients that received services in comparison to the previous quarter. These direct service hours translate into an increase in appointments kept with service providers, accurate completion of applications for Lawrence Douglas County Housing Authority programs (further LDCHA), Social Security and SRS benefits, facilitation of medical, dental and substance abuse treatment, improved housing, and an increased access to employment and financial resources for homeless individuals and families, or those who are likely to become homeless quickly without the support of the Homeless Outreach Team.

In addition to facilitating access to existing community services, the Outreach Team provides intensive and personalized support for individuals seeking employment and housing. By building relationships with local employers and landlords, coordinating services with SRS and LDCHA back to work programs, the Outreach Team provides uniquely tailored employment and housing support services. Upon assisting individuals with obtaining employment and housing, the Outreach Specialists continue to work with these individuals as needed to facilitate reliable transportation, establish and maintain good relationships with landlords, and provide or assist with identifying resources for emergency rent and/or utility support. Once the individual or family seems to be stably housed, referrals to community agencies are made to assist clients in achieving non-housing related goals. This distinctive, wrap around service significantly increases individuals' and families' potential to maintain housing and employment beyond the term of service with the Outreach Team. Without continued funding, many of these homeless individuals and families would fall through the cracks due to their inability and lack of skills to negotiate the complex social services network and manage the challenge of securing and sustaining housing.

B. Describe any efforts your agency has made to explore the community to determine if there are any other agencies providing similar types of services. What efforts have you made to coordination services?

Community service providers have limited staff designated to serve Lawrence's homeless population and they do not have the flexibility to be "on the streets". The Outreach Team was designed to be co-located at various service agencies but at the same time provide the majority of their service in the community, in an "office without walls" environment. Being on the streets rather than behind a desk, decreases common barriers to services for the homeless individuals who may not feel comfortable coming into a center for assistance. The Outreach team has presented to various community groups information on the needs of the homeless population. As a result of this collaboration, a Pastor's group developed a fund that can be accessed only by the outreach team for persons who have been evicted from housing. Also, this year the Family Promise program has been established which links homeless families with temporary shelter. Again, the team has worked with this resource as

well. The Outreach Team supervisor holds weekly meetings with the outreach team and representatives from the co-located agencies to discuss cases, identify possible gaps in services, decrease probability of duplication of services and share information in order to increase service effectiveness and better outcomes for the population served. The Outreach Team supervisor meets as needed with directors of shelters and service agencies to assess service provision of the outreach specialist, identify areas of concern and develop effective strategies for correcting issues. This supervisor also sits on various boards and committees addressing housing and homeless concerns which facilitates communication and coordination of services. The Outreach Team has worked effectively to open communication lines amongst all community service providers. After clients have demonstrated an ability to maintain housing on their own for at least 90 days and have established other service providers, we will discontinue the homeless services. This way the Outreach team will be able to accept additional clients on their case loads.

Section 5. Program Objectives

Please provide three specific program objectives for 2010. Objectives should demonstrate the purpose of the program and measure the amount of service delivered or the effectiveness of the services delivered. A time frame and numerical goal should also be included. Examples include, “75% of clients receiving job training will retain their job one year after being hired,” “increased fundraising efforts will result in a 15% increase in donations in 2009,” “credit counseling services will be provided to 600 clients in 2009,” “new digital arts program will serve 275 students in 2009” etc. **Applicants will be expected to report their progress toward meeting these objectives in their six month and annual reports to the City.**

Program Objectives (We will be streamlining our reporting process based on feedback we have received. These changes will be reflected in the future reports to the City.)

1. 80 % of willing eligible individuals will apply for housing assistance within 3 months of working with the Outreach Team.

2. 80 % of willing eligible individuals receiving services will complete and submit applications for Social Security benefits, General assistance, Temporary Assistance for Families, child support, Voc –Rehab and unemployment benefits within the first 30 days of working with the Outreach Team.

Please return completed application electronically to ctoomay@ci.lawrence.ks.us by 5:00 pm on Friday, May 8, 2009.

Office Use Only			
six month report received	<input type="checkbox"/> yes	<input type="checkbox"/> no	annual report received:
			<input type="checkbox"/> yes <input type="checkbox"/> no

audit received:

yes no

tax return received:

yes no