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Community Grant Application
Deadline: January 22, 2016

Organization name The Light House Inc.
 Contact Elizabeth Kinney Title Executive Director
 Address 10 Hudson St., Annapolis, MD 21401
 Phone 443-569-4207 Fax 410-349-5060 Email ekinney@annapolislighthouse.org
 Federal ID # 52-1671388
 Incorporation Date 2/8/1990 501(c)(3) Registration date 7/25/1990
 Project title Outreach Program
 Project location 10 Hudson St., Annapolis, MD 21401

Amount requested	\$	<u>20,000.00</u>
Other funds	\$	<u>46,710.00</u>
Total project amount	\$	<u>66,710.00</u>

Certification

"I certify that I have reviewed this application and that to the best of my knowledge and belief, all the information provided in this application is true."

Elizabeth Kinney 1/21/16
 Signature of Chief Executive Officer Date

Print name Elizabeth Kinney Title Executive Director
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 Phone 443-569-4207 Fax 410-349-5060 Email elizabethkinney@annapolislighthouse.org

EXECUTIVE SUMMARY

Provide a brief summary of your project. Please be sure to include the following items: purpose of the project, number of people to be served, and how the city grant funds will be used.

The Light House is steadfast in its belief that in order to ensure homelessness is brief and rare in our community, several levels of outreach services must be in place to identify all populations affected by homelessness and help meet each population's distinct needs. The County's Department of Social Services has an effective program for reaching the street population. The Light House's Outreach Program strives to support the following three groups of people affected by homelessness and poverty:

- (1) Winter Relief Clients -- people who have recently been living on the street but have moved to shelter due to cold weather,
- (2) Community Clients -- people who are at risk of becoming homeless, often due to poverty, and
- (3) Alumni Clients -- former residential clients of The Light House who are seeking to find and maintain a housing solution and stable income.

Services include:

- Shelter - intake into our Winter Relief temporary housing program for Winter Relief clients,
- Case Management - counseling, goal setting, success/service plans, monitoring, eligibility determination for government and other benefits, referrals to needed services available at The Light House or offered by other service providers, and
- Direct Financial Assistance - direct assistance for medical needs (including co-payments, prescription and non-prescription medication, eyeglasses, and dental needs) and non-medical needs (including fees for obtaining vital documents and transportation costs). Determination of need is made by the Outreach Coordinator and Director of Programs.

The Outreach Program helps stabilize people in crisis. For clients who are alumni of The Light House's residential program, the program helps move them along the continuum from stabilization to self-sufficiency. The Light House expects to serve 310 people through the Outreach Program. The Outreach Coordinator's salary and direct medical and non-medical expenses for these clients will be partially funded with the requested city grant.

PERFORMANCE HISTORY

If you received Community Grant funds last year, please evaluate progress you have made in implementing those projects. Please discuss any factors that may have hindered your progress.

The Light House is sincerely grateful to the City of Annapolis for the FY16 Community Grant of \$20,000 to fund the Outreach Program. The multi-year, multi-program partnership between the City and The Light House has moved us much closer to our shared goal of ensuring that homelessness is brief and rare in our community. Thank you for your support and collaboration over the years.

The FY16 Outreach Program has exceeded or is on track to exceed all projected outputs and outcomes. Goals and measurable results after quarter 2 are:

Clients Served	Projected (Annual)	Actual (through Q2)
Alumni	45 total	70
Winter Relief	65 total	46
Community Members	60 total	62

Type of Client	Outcome	Projected (Annual)	Actual (to Q2)
Alumni	Find housing solution/income	36 total	54 (77%)
Winter Relief	Out of immediate crisis	39 total	46 (100%)
Community Members	Out of immediate crisis	48 total	62 (100%)

RATIONALE (20 Points)

Describe the issue or problem to be addressed including the size and/or severity of the problem. Provide the demographic data and geographic information used to determine the extent of the problem.

The Light House's Outreach Program provides a critical link in available services for City of Annapolis residents who are affected by homelessness and/or poverty. As a participant in the Winter Relief Program, The Light House provides shelter, case management, and direct financial assistance for the chronically homeless who live on the streets. In an effort to prevent street homelessness, The Light House also provides case management and direct financial assistance to recent alumni of our residential programs and community members who find themselves at risk of becoming homeless. The Light House ensures that the circumstantially homeless do not become the chronically homeless.

Homelessness

On Wednesday, January 28, 2015, a Point In Time count identified 335 homeless persons in need of housing related assistance in the County. Two hundred twenty persons (220), including children, were housed in emergency shelters and 67 persons, including children, were housed in transitional shelters. Approximately 48 homeless individuals were identified as residing on the street, in cars, or living in other places not meant for human habitation. Further, of those individuals sheltered in either emergency or transitional housing programs, 24 persons were identified as veterans. Approximately 69 of the homeless persons (sheltered and unsheltered) met HUD's definition of chronically homeless.

Based on data from the County's Homeless Management Information System (HMIS) for fiscal year 2014, 762 adults and children experienced homelessness. On a given night, approximately 159 homeless people are provided emergency or transitional housing.

Poverty

According to the US Census 2010-2014 American Community Survey 5-Year Estimates, 10.8 percent of the Annapolis population lives below the poverty level. An alternative measure of poverty is the Self-Sufficiency Standard for Anne Arundel County that set \$34,924 as the annual wage needed for one adult to meet their basic needs in 2012. According to the same American Community Survey cited above, 22 percent of all households in Annapolis have an income of under \$35,000. Thus a significant number of people in Annapolis experience income instability and as such, are in danger of becoming homeless.

Demographics

Alumni clients of the Outreach Program who were former residents of The Light House's emergency shelter are 75 percent male; 41 percent are 31-50 years old, 28 percent are 18-30 and 31 percent are 51-61. Alumni from our transitional housing programs are single mothers with 2-5 children. Winter Relief clients in the Outreach Program range in age from 30-60 with 74 percent being male. Two percent are Hispanic. 53 percent are Caucasian and the remainder are African American. Community members participating in the Outreach Program fall in the very low or extremely low income bracket and are both male and female.

Homeless people often become "super-utilizers" of public resources such as medical services (including hospitalization), prisons, emergency services, and law enforcement. In fact, a University of Texas study found each circumstantially homeless person costs taxpayers \$14,480 annually, with much of the cost related to incarceration. Estimates put the cost to taxpayers for one chronically homeless person at \$30,000 annually. The Light House's Outreach Program helps reduce the societal costs of homelessness by providing access to services and programs that move people out of crisis to stabilization and eventually to becoming financially contributing members of society.

PROJECT DESCRIPTION (30 Points)

Please give a detailed description of the program or project you are proposing. Please include the group of persons you plan to serve and the number of expected participants, the activities or services you will provide and location.

The Outreach Program ensures the availability of a broad spectrum of services and opportunities for people who are affected by homelessness and poverty.

Outreach clients served include:

- 1) Alumni -- Alumni of The Light House residential programs (including emergency shelter and transitional housing); 140 people to be served
- 2) Winter Relief -- People who come to The Light House for Winter Relief beds and are often chronically homeless; 78 people to be served
- 3) Community Members -- People who are at risk of homelessness and need direct financial assistance for medical and non-medical expenses; 92 people to be served

The Outreach Coordinator works directly with these clients and offers the following services:

- 1) Case Management - intake, counseling, goal setting, monitoring, developing service/success plans. The Outreach Coordinator works to build a trusting relationship in a safe environment. She engages, assesses and assists in goal development and supports clients in attaining these goals. She also helps determine eligibility for health insurance and government benefits. The Outreach Coordinator refers clients to appropriate internal support programs or to community resources as needed, as well as acts as liaison and advocate in the community for the client to obtain housing and employment.
- 2) Access to Direct Assistance - The Outreach Coordinator assesses client need for direct financial assistance for medical, transportation and child care needs, as well as for vital documents required for employment and housing.

The program provides a point-of-entry for people who come to The Light House for basic needs assistance, opening a discussion about the client's needs and willingness to participate in support services. This stabilization service helps clients move out of crisis and toward self-sufficiency. Many Outreach clients move along the continuum by participating in The Light House workforce development programs and go on to find livable wage employment and safe, stable housing.

The Outreach Program will serve 310 community, Winter Relief, and Alumni clients.

Describe the methodology (or approach) for the proposed program/project, e.g., the procedures, tasks, techniques, or tools you will use to develop the program

The Light House is guided by United Way of Central Maryland's Basic Needs Continuum model that identifies three steps on the path to independence:

- o **Sustenance** - getting people out of crisis
- o **Stabilization** - keeping people out of crisis
- o **Self-Sufficiency** - helping people achieve a higher quality of life

The Outreach Program strives to provide a comprehensive community-wide safety net for all people affected by homelessness and poverty. The Light House aims to move clients along the Basic Needs Continuum with the ultimate goal of achieving self-sufficiency.

We utilize the Intensive Case Management (ICM) model as a framework for our services, including the case management provided by the Outreach Coordinator. ICM is the cornerstone of standards for serving the homeless population as evidenced by clinical experience and research. ICM best practices are woven into The Light House's service model and include:

- 1) Meeting people on their own terms
- 2) Providing assistance to help clients access needed resources
- 3) Following the client's own priorities and timing
- 4) Respecting client autonomy
- 5) Nurturing trust and a therapeutic working alliance
- 6) Small case loads for case management staff

Explain how this proposal relates to the organization's mission, goals and/or strategic plan, and other activities planned for this year.

The Light House is wholly committed to contributing to a community-wide comprehensive safety net for people who are affected by homelessness and poverty in order to prevent the crisis of street homelessness and increase our clients' quality of life. We provide the Outreach Program to stabilize those Community Clients at risk of becoming homeless and recent Alumni whose stability might initially be fragile. For those Winter Relief clients who are already in crisis, The Light House provides basic needs services layered with case management and direct assistance so that these clients can move to stabilization and eventually to self-sufficiency. We directly serve all clients in a compassionate and respectful manner.

Through our wide array of programs and services, we make strides toward improving the community as a whole by assisting people in becoming less dependent on public services. Every time we house a homeless person, we save taxpayers between \$15,000 - \$30,000 annually. These services, including a comprehensive workforce development program, then allow clients to move from crisis to self-sufficiency and become contributing members of the economic mainstream.

TIMELINE (10 Points)

Provide a timeline for implementation and all program/project activities for the project.

Date	Activity
Ongoing	Case management and direct financial assistance to Alumni and Community Clients
Nov - March	Case management and direct financial assistance to Winter Relief Clients

Please indicate how you have determined that the timeline is achievable.

The City is currently funding the Outreach Program which is being delivered on time and has exceeded estimated outputs and outcomes. Case management services for community clients, Winter Relief clients and alumni of The Light House residential programs will continue to be ongoing. The Light House has provided these services for many years and is confident in our ability to increase the number of people who participate in the program.

Describe the organization's ability to implement the request.

Meghan Bahr is The Light House Outreach Coordinator. Prior to coming to The Light House in 2014, Meghan worked as a homeless outreach case manager for the People's Community Health Center in Baltimore where she conducted assessment and psychosocial interviews, helped place clients in shelter or housing programs, developed treatment care plans, provided navigator and advocacy services, and supervised all outreach and intake staff. She holds a Bachelors of Science in Psychology from Radford University. Meghan is a valuable staff member who has the respect and trust of our clients as a result of her kind demeanor and supportive attitude.

The Light House is encouraged by the success of the Outreach Program in 2015 which was delivered to significantly more clients than expected with outcome estimates reached or exceeded. The most important measure of the impact of our work is, of course, the success of our clients. The Light House is encouraged that the percentage of residential clients who leave empowered with housing solutions, increased income, and improved life skills is 80 percent. The number of B.E.S.T. workforce development graduates (in fiscal year 2015) who found employment after 90 days was 80 percent as compared to an average 42 percent of other similar programs. The recidivism rate or the rate at which re-housed families return to shelter is 13 percent. In comparison, most programs have a recidivism rate of between 40-60 percent.

EVALUATION (20 Points)

Clearly state the specific, goals, objectives, and measurable outcomes of the project/program.

Goals	Objectives	Measurable Outcomes
Community and Winter Relief clients will move out of crisis and begin to stabilize their situation	Outreach clients will attend to health needs, acquire vital documents, find or maintain housing, and find or retain income.	Community - 90% (83 people) receive case management services and achieve short-term objectives that help them move out of crisis
Alumni clients will move from stabilization to self-sufficiency		Winter Relief - 90% (70 people) receive case management and achieve short-term objectives that help them move out of crisis; 20% of those clients will move to our residential program
		Alumni - 80% of program graduates (112 people) receive case management services and find/maintain a housing solution and a stable source of income

Describe the impact (long-term effects) you expect will be produced by program/project outcomes.

The ultimate long-term impact that The Light House strives to achieve for all clients is an increased quality of life through self-sufficiency and independence.

Using the Basic Needs Continuum model (as described above in "Methodology"), The Light House first works to provide the basic needs of food, shelter and clothing for all clients. Once these needs are met, the client and case manager begin to focus on eliminating the barriers to permanent, stable housing through services that include case management and direct financial assistance for medical and non-medical needs. We expect to help 90 percent of Community and Winter Relief clients as they move from sustenance to stabilization in the short term through case management services and shelter. Twenty percent of the Winter Relief clients are expected to move into The Light House's residential program. The Outreach Coordinator continues to meet with and track these clients for at least six months after initial intake in an effort to help them move farther along the Basic Needs Continuum to self-sufficiency.

For Alumni, the Coordinator helps pave the path to a higher quality of life through case management, coaching, and direct financial assistance so that they can find and maintain housing and employment. It is expected that 80 percent of participating Alumni clients will receive case management services and find or maintain housing and a stable source of income after participating in the program.

Each month, Light House leadership, including the Executive Director, Director of Programs, and Director of Operations, evaluate outputs to determine if we are on track to meet annual goals. Semi-annually, outcomes such as number of job placements and permanency in housing are compiled and assessed by the leadership team and presented to the Board of Directors.

BUDGET DOCUMENTS (20 Points)

Include a detailed program budget that includes expenses, city funds requested and pending sources of support. **Please use the attached Program/Project Budget Format.**

Outline the organizations plans for securing funding from sources other than those provided by the City of Annapolis and indicate how City of Annapolis' funds will be used to leverage a request for, or use of, other grant funds.

Outreach Coordinator - salary of \$44,290 + benefits & taxes of \$8,420. Other sources of funding (secured) include Nationwide, St. Anne's Episcopal Church and Carol M. Jacobsohn Foundation.

Direct Expenses - includes Outreach (Medical) - \$3,000; Outreach (Non-Medical) - \$4,000; Alumni (Medical) - \$2,000; Alumni (Non-Medical) - \$5,000. Medical expenses include co-payments, prescription and non-prescription medication, dental, and eyeglasses. Non-medical includes transportation costs, document fees (to replace birth certificates, social security cards, driver licenses), clothing, child care, etc. Grant applications are pending with CareFirst and Transamerica for the remaining \$9,000 in expenses.

Grant requests to private corporations and foundations are strengthened when grants from public entities are included in the overall funding package. We are sincerely grateful for the City's ongoing support of The Light House and look forward to continuing our partnership to ensure that all levels of outreach are in place to provide a secure and comprehensive safety net for people affected by homelessness and poverty.

PROJECT BUDGET

Please complete the following budget chart for this project, including all budget items, the total budget for each item, and the funds that are being requested for each line item.

Budget item	City funds requested	Other funds	Source of Other funds (Federal, State, Private)	Is "Other funding" committed or requested?	Total project cost
Salaries/Benefits (list each position)					
Outreach Coordinator	\$ 15,000.00	\$ 37,710.00	Private	Committed	\$ 52,710.00
Contract Services					
Rent/Leasing Costs					
Utilities/Telephone (please specify)					
Equipment					
Insurance					
Office Supplies					
Printing/Postage					
Audit/Accounting					
Other (please describe)					
Direct Expenses	5,000.00	9,000.00	Private	Requested	14,000.00
Total Budget	\$ 20,000.00	\$ 46,710.00			\$ 66,710.00