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Community Grant Application
Deadline: January 22, 2016

Organization name Annapolis Wellness Corp., known as Wellness House of Annapolis
 Contact Debra Smith Title Executive Director/Director of Operations
 Address 2625 Masque Farm Road, Annapolis, MD 21403
 Phone 410-990-0941 Fax 410-267-7022 Email deb@annapoliswellnesshouse.org
 Federal ID # 20-5764752
 Incorporation Date 2007 501(c)(3) Registration date 2 February 2007
 Project title Wellness House Cancer Support
 Project location Wellness House of Annapolis

Amount requested \$ 12,000.00
 Other funds \$ _____
 Total project amount \$ 12,000.00

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."

Debra Smith

1/20/16

Signature of Chief Executive Officer

Date

Print name Debra Smith Title Executive Director/Director of Operations
 Address 2625 Masque Farm Road, Annapolis, MD 21403
 Phone 410-990-0941 Fax 410-267-7022 Email deb@annapoliswellnesshouse.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.

Purpose: The purpose of the Wellness House Cancer Support Program is to continue and expand our non-medical supportive services to children, adolescents, and adults diagnosed with or affected by cancer as well as their families and caretakers. Funds from the Annapolis City grant will be used, along with other grant and funding sources, to further develop, expand, and provide these programs/services without cost to participants regardless of their demographics.

Number of people to be served: 500+

According to the National Cancer Institute, increasing numbers of adults and children are projected to be diagnosed with cancer in FY15 and beyond, while advances in early diagnosis and treatment will contribute to an ever increasing rate of survivorship. By expanding Cancer Support offerings, Annapolis Wellness Corp. (referred to as Wellness House of Annapolis) will be better able to meet this growing demand for access to high quality services delivered without charge to the individual. Three signature Wellness House programs are to be partially supported by this request: Survivorship CARES™ (Cancer Awareness Resiliency Education Support), and Counseling.

(See Continuation 2b, Executive Summary, attached.)

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.

With support from the City of Annapolis and other organizations and individuals, Wellness House's most significant accomplishment in the first half of FY16 was that, compared to FY15, we were able to provide increased access to affordable, high quality survivorship and children's support programs and counseling to Annapolis and Anne Arundel County residents with cancer, their families, and caregivers. Our accomplishments during the first half of FY16 include the following:

Increased Access and Program Usage

We increased access to and usage of our programs/services. The total number of member visits to our programs and services increased by 33.7% and the number of new members enrolled in our programs increased by 23.4%. Also, our licensed counselors provided more than double the number of individual and family counseling sessions (74.7%) and the number of clients served (52.3%) compared to FY15.

Expanded Survivorship and CARES™ Programs/Services

Wellness House expanded its Survivorship and CARES™ programs and services. Our monthly Survivorship groups continued to serve survivors, caregivers, and men. A new monthly support group, called "What's Next? Post Treatment Support Group", was started in October 2015 for individuals who have completed cancer treatment and wish to explore opportunities and share challenges in this new chapter of their lives. We also expanded access to our CARES™ programs for children and teens diagnosed with or impacted by cancer, their families and caregivers. Almost all of these Survivorship and CARES™ programs met or exceeded targets for FY16.

(Continued on page 2c, Performance History, attached.)

EXECUTIVE SUMMARY CONTINUED (Page 2b)

The three signature Wellness House programs to be partially supported by grant funds from the City of Annapolis are described below.

Survivorship Programs/Services

In FY17, the total number of adults served by our Survivorship Program is expected to increase by at least 10% and the total number of visits to participate in programs/services by 10%. These Survivorship programs include:

- Specialized Support Groups, e.g., for men, caregivers, and survivors
- Support groups for those who have completed treatment
- Meditation
- Healing music and therapeutic art
- Stress reduction classes
- Exercise, e.g., yoga, Tai Chi, Qigong
- Massage, Healing touch, and Reiki
- Educational and Nutritional Seminars

CARES™ Program

CARES™ provides supportive services to children and adolescents touched by cancer and their families. This program will continue and be expanded as needed in FY17 to reach and provide services to increased numbers of children, adolescents, and their families. Using a resiliency-based curriculum, licensed mental-health professionals and trained volunteer co-leaders facilitate the following educational programs:

- Paint Your Rainbow Summer Camp
- Monthly Follow Your Rainbow and Kidz Coping support groups
- Teens Offering Support for volunteer teen counselors

Professional Counseling

With one full-time and two part-time professional mental health counselors, Wellness House will be able to continue to meet the increasing demand for counseling services. These counseling services will be provided to individual adults, children and adolescents, families and couples.

Networking and Outreach Activities

Essential to the success of the signature Wellness House programs described above are our networking and outreach activities which will continue throughout FY17. Among these activities are establishing partnerships with other organizations serving similar target populations and participating in quarterly Cancer Collaborative Community Group meetings.

PERFORMANCE HISTORY CONTINUED (Page 2c)

Counseling Sessions

Having one full-time and two part-time mental health professionals on our staff allowed us to meet the increasing demand for mental health counseling. During the 1st half of FY16, our licensed counselors conducted a total of 166 counseling sessions, compared to 95 sessions in the 1st half fo FY15, a significant increase of 74.7%. Also, in the 1st half of FY16, 67 individual clients participated in these counseling sessions compared to 44 in the same time period during FY15, a significant increase of 54.3%.

Collaboration

Towards the end of FY15 and the 1st half of FY16, Wellness House participated in the Cancer Community Collaborative Network meetings. These meetings of professionals who provide medical and supportive services to cancer patients and their families will strengthen existing partnerships/relationships, increase inter-agency exchange of information and referrals, and provide training to professional volunteers and staff.

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.

Overall Need. Access to affordable, high quality non-medical support and care for individuals and families whose lives have been touched by cancer is a significant need in Anne Arundel County. According to the Anne Arundel County Department of Health's *2012 Report Card of Community Health Indicators*, cancer is the second leading cause of death in our county, and our cancer incidence rate is significantly higher than the overall incidence rate for Maryland. While the prevalence of this disease is daunting, advancements in early detection and treatment have led to more individuals surviving at least five years after diagnosis. In Maryland, the five year survival rate rose from 49% in 1989-95 to 60% in 2002-08, per the American Cancer Society's *Cancer Facts and Figures 2013*.

The number of individuals and families living with a cancer diagnosis in Anne Arundel County is ever-increasing. While our residents have access to some of the best medical care in the country, there are only a few local programs that specifically address the non-medical support needed by individual adults, children and families to develop resilience, ease the discomfort of treatment, and improve general quality of life.

Locally, only Wellness House currently provides psycho-social support, exercise and stress management programs, educational seminars, and therapeutic activities for patients, families and caregivers at no cost to these clients. This is important because the loss of employment income and increase in medical expenditures associated with a cancer diagnosis have negative impacts on a family's financial health. A recent exploratory study published in the *Journal of Clinical Oncology* (Shankaran et al, 2012) found that 38% of chemotherapy patients sampled had one or more financial hardships as defined by fairly extreme measures: sold or refinanced a home, borrowed money, or experienced a 20% or greater decline in annual income. With decreased or no disposable income, individuals touched by cancer are unlikely to prioritize costly non-medical care despite evidence that these modalities improve quality of life during and after cancer treatment.

Need for Support to Children and Families Affected by Cancer. A cancer diagnosis in a family strikes a hard emotional, psychological, and financial blow on the entire family. Cancer patients and those coping with a diagnosis of cancer in their family are usually left to address serious emotional and physical issues on their own. While doctors and hospitals provide excellent medical care in our community, they do not have the capacity, resources or expertise necessary to fully help patients and families navigate the post-acute journey.

From the moment a child is diagnosed with cancer, their entire world changes. Doctor's visits, hospitalizations and the effects of treatment almost always result in missing school and social activities with other children and families. Their self-esteem suffers and they feel different, alone and afraid. They think they are the only one in the world facing these challenges until they meet other children like them and learn about cancer.

The siblings of a cancer patient often become the "forgotten child". The attention of parents and medical professions is, by necessity, given to the sick child. Research has shown siblings are at risk for emotional and behavioral problems. A study by Dr. Patricia Sloper (2000), reported in *Health and Social Care in the Community*, showed that supportive relationships are important resources, providing an opportunity for siblings to express their own feelings and needs, gain information about cancer and treatment, and help understand the disruption of family life. The findings also point to the need for sibling support to normalize their experience, maintain self-esteem and promote personal interests and activities.

A study by The Children's Hospital of Philadelphia, reported in the *Journal of Clinical Oncology*, found in most families of a child with cancer, at least one parent has symptoms of Post-Traumatic Stress (Kazak et al. 2005.) Although the symptoms may fade over time, they do interfere with the parent's well-being and care of the child. The research recommends that programs should be made available to help parents deal with the stress of their child's cancer.

(Continued on page 3b, Rationale, attached)

RATIONALE CONTINUED (Page 3b)

“A parental cancer diagnosis impinges on a child's life by changing family routines, altering parent-child interactions, giving the child additional responsibilities, eliciting a fear of potential parental death and increased vulnerability and adding to already difficult developmental issues (Kornreich, Mannheim and Axelrod, *Primary Psychiatry*, 2008).” Depression, anxiety, reduced self-esteem, poor school work and behavioral problems may be evidenced. The authors go on to say that parents can ease their children's distress through coordination of support services from a multidisciplinary team including family, doctors, social workers, and teachers. The Wellness House CARES™ program is a key element in this team approach, serving to help develop resiliency and understanding through education, guidance and the support and camaraderie of other children whose lives are touched by cancer and the counsel of trained therapists doing one-on one-counseling and leading support groups.

Need for Adult Survivorship Programs. The impact of an adult cancer diagnosis can be devastating as one faces personal losses, pain and fear. Frequent outcomes include depression, anxiety and social isolation. In families, roles change and patterns are disrupted. Parents struggle with how to talk to their children about cancer while seeking to make meaning in their own lives. Relationships are tested as partners deal with redefined roles, increased financial burdens, and caregiving.

The research of Rowland and Baker (American Cancer Society, 2005) focuses on the concept of resilience as it applies to cancer survivorship across the lifespan. Cancer “is a family disease” affecting not only the person diagnosed, but also loved ones, friends and co-workers. To meet the growing demand for high quality supportive services from diagnosis to survivorship, Wellness House delivers non-clinical, community-based interventions for adults diagnosed or living with cancer, their families, and caregivers. All Wellness House supportive services are offered without charge to the individuals, their families and caregivers.

Wellness House is the only organization in our area that offers uncompensated supportive programs for adults and children with or impacted by cancer, their families, and caregivers.

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.

Target Population. Wellness House serves a diverse population of adults and children primarily from the City of Annapolis and Anne Arundel County, MD, whose lives have been touched by cancer, regardless of their socio-economic status, ethnicity, race, gender, age, or sexual orientation. This includes adults and children (ages 6 to 17) diagnosed with or impacted by cancer as well as their families and caregivers.

Number Expected To Benefit From or Be Served: 500+

The requested funds will enable the Wellness House to expand its non-medical Cancer Support through customized programming for members of our community who have cancer or are impacted by cancer. These programs educate, strengthen and enable adults and children, families and caregivers to cope with challenges that arise from a cancer diagnosis and assist in recovery, healing and well-being. Below is a description of our three signature programs: Survivorship, CARES™, and Counseling.

Survivorship Programs/Services

Survivorship starts the moment a patient is diagnosed with cancer. The Survivorship Program assists survivors, their families and caregivers in processing their cancer experience, enhances coping, increases overall self-care and management of stress, and supports a mind-body-spirit approach to healing and well-being. These services are designed to help those whose lives have been impacted by cancer recover their health and well-being through participation with others in survivorship. These programs and activities have a positive impact on one's survivorship as participants develop a stronger healthier lifestyle, expand self-care protocol and enhance coping skills as they face future life challenges.

Among the Wellness House survivorship programs are the following: support groups for survivors, men, caregivers, and those who have completed cancer treatment; meditation, healing music and therapeutic art; stress reduction classes; physical exercise. e.g., Yoga, Tai Chi, and Yoga; Massage, Healing Touch, and Reiki; and educational workshops and nutrition seminars.

(Continue on page 4b, Project Description, attached)

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 methodology employed for the Wellness House Cancer Support program involves professional program design, implementation, and evaluation.

Overall and Specific Program Design

Each program or service provided by the Wellness House has been identified as needed or desired by our target populations, i.e., adults, teens, and children who have been diagnosed with or impacted by cancer. These program needs arise from staff discussions with our members, bi-annual surveys, and special requests from members served via our program providers and facilitators. As needs arise, the Program Committee reviews options for meeting these needs and determines the resources required and our capability to meet these needs. Then, as resources are acquired and practitioners or facilitators become available, new programs/services are designed, piloted, and integrated into existing programs and schedules.

(Continued on Page 4c, Program Description-Methodology, attached)

PROJECT DESCRIPTION CONTINUED (Page 4b)

CARES™ Programs

CARES™ (Cancer Awareness Resiliency Education Support) provides programs and counseling to children and adolescents diagnosed with or affected by cancer and their families. Among these programs are the following:

Follow Your Rainbow and Paint Your Rainbow. Follow Your Rainbow, which is held monthly from September to May, supports children ages 6-12 who are experiencing cancer in their families. The program culminates with a five-day, free summer camp called Paint Your Rainbow. Paint Your Rainbow Summer Camp provides exploration through art, music, drama, movement, yoga and other summer fun activities.

Kidz Coping Support Group. This program serves middle school-aged children through a monthly support group, Kidz Coping Together. The LCSW-C who coordinates this program stays in close contact with the families and recommends supportive counseling between group sessions as needed.

Teens Offering Support. Teens who have experienced cancer in their own family serve as volunteer counselors during our children's events throughout the year.

Teens Together Support Group. Our Teens Together monthly support group, facilitated by a LCSW-C, serves ages 13-17.

Counseling

Wellness House's one full-time and two part-time mental health professionals meet an increasing need for professional mental health counseling. These professional counselors provide therapy for individual adults, children and adolescents, families, and couples.

PROGRAM DESCRIPTION – METHODOLOGY CONTINUED (Page 4c)

Program Implementation and Facilitation

Each new program option is carefully reviewed to determine if existing resources can provide the program or if additional resources need to be acquired. This review also determines if a format and design for the program already exists or needs to be developed. When existing professionally-provided services such as reiki and healing touch are needed, practitioners with appropriate credentials are identified and trained by Wellness House staff before starting to provide these services under the supervision of our Clinical Program Coordinator. In other instances where the program may not exist (for example, the new *What's Next* program for those who have completed cancer treatment), our licensed professional staff may utilize resources from National Institutes of Health and other organizations to assist in development of a standardized curriculum.

All programs are provided by professionals licensed in their particular field; and, in the case of counseling and support groups, each counseling session or support group is facilitated by a licensed LCSW-C or comparably credentialed individual and these groups are assisted by a trained volunteer co-facilitator. Our licensed Clinical Program Director and our Child and Adolescent Program Director review all program designs and curricula and provide oversight of the Survivorship, CARES™, and Counseling Programs.

Program Evaluation and Assessment

Our evaluation and assessment tools are an essential component of our methodology, for without these we would not be able to assess the effectiveness of our programs in meeting our goals. These evaluation methodologies include both quantitative and qualitative measures of impact.

Quantitative Measures. The major quantitative measures used to assess the impact of our Wellness House programs/services are the number of programs/services projected versus those actually provided during the fiscal year. These measures, recorded by month and year to date, include the number of:

- visits to participate in programs and services
- new members enrolling in our program
- counseling sessions and clients served
- unique programs
- volunteers, including practitioners and others

Qualitative Measures. Qualitative measures are also collected to assess the impact of our Wellness House programs/services on participant's lives in terms of their initial, intermediate, and longer-term outcomes. Data sources for this evidence include:

- Initial Outcome Measures. Written pre-evaluations completed by participants and/or counselor's notes from our intake interview of new members. This information is used as a baseline. For example, this may include comments from adults or parents concerning their own or their child's current status and perceived needs.
- Intermediate Outcome Measures. As appropriate, mid-phase interviews with participants determine their own or their child's progress using the baseline data as a guide.
- Longer-Term Outcome Measures. At the end of the program or at a one-year marker, a written post evaluation may be completed by participants to determine unmet needs and a plan for moving forward. Participants who continue in the program after one year may be re-evaluated for their needs or progress at six-month intervals. Another important source of assessment data is derived from the Wellness House's bi-annual survey of all of its members. This survey collects

data on member's backgrounds and demographics, usage of our programs/services, as well as their perceptions of the effectiveness or usefulness of these programs/services in helping them deal with the stresses which accompany a cancer diagnosis, treatment, and the recovery of well-being. It also obtains feedback on other needs and services that our members may have.

In the past these quantitative and qualitative measures have indicated our effectiveness in meeting our goals of helping the participants understand, communicate and cope with the impact of cancer in their families.

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

Wellness House of Annapolis is a non-profit organization whose mission is *to provide support, education, and services to help individuals and families who have been touched by cancer recover their health and well-being in a home-like environment.* Our vision is for *Wellness House to be a gathering place where cancer patients and their loved ones can learn healthy coping skills while dealing with the effects of cancer -- a safe place where those going through the process of treatment and recovery can connect and support each other.* We serve patients at all stages of the journey from cancer diagnosis through treatment and survivorship, their families, and caregivers.

All of our programs and services are offered without charge, allowing everyone affected by cancer, regardless of their socio-economic status and demographics, to participate. This includes the Cancer Support project covered by this grant request. Our three signature Cancer Support programs, Survivorship, CARES™ and Counseling, relate directly to our mission by providing professional programs designed to help those affected by cancer to deal with the stress and effects that cancer brings to patients, their loved ones, and caregivers. Also, our community partnerships facilitate cooperation and collaboration among organizations that provide medical and supportive care to those diagnosed with or affected by cancer; and enhanced training ensures that our volunteers and staff continue to provide high quality programs and service.

Our quantitative and qualitative measures provide evidence that Wellness House programs and services meet our goals and mission objectives. For example, increasing numbers of individuals continue to utilize our programs and services; and more licensed counselors and volunteer practitioners come forward to provide these programs/services. Adults, children, teens, and families (including caregivers) affected by cancer reported building and enhancing their resilience skills to regain and enhance their health and overall well-being. Additional indicators of these longer-term outcomes include the following reports from at least 80% of those who participated in the 2014 Bi-annual Wellness House Program Evaluation Survey. Adults (including caregivers) affected by cancer reported satisfaction with the programs and services provided; and, adults who participated in programs reported that these were helpful in dealing with the cancer diagnosis, treatment, and/or recovery. Parents of children who participated in the CARES™ program reported their children benefitted by coping better with the challenges that they face related to their own cancer or cancer of their loved ones or caregiver.

TIMELINE (10 Points)

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

Date	Activity
July 2016	Identify programs to be continued, enhanced, or designed and develop implementation plan
October 2016	Expand and/or initiate new programs on a pilot basis
January 2016	Move successful pilot programs to regularly scheduled new programs
April 2016	Continue providing and assessing regularly scheduled programs

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

An assessment of our current and anticipated new programs and schedule indicates that Wellness House has the capacity to serve increased numbers of children, teens, and adults diagnosed with or affected by cancer, their families and caregivers. This includes the capacity for additional participants in our existing programs as well as staff and volunteers to initiate new programs.

Our community collaboration and other outreach efforts are engaging providers in an inter-agency referral process and expanding awareness of our programs. Thus, we are and will continue to have a broader reach within the community

The Annapolis Wellness Corp. anticipates that expenditures for the expansions and enhancements of our Cancer Support programs (i.e., Survivorship programs, CARES™ programs, and Counseling, described earlier in this application) will be evenly distributed throughout FY17, i.e., from July 1, 2016 through June 30, 2017.

Describe the organization's ability to implement the request.

Wellness House has a diverse revenue stream and adequate savings to carry us over 6 months, if no revenue were to come in. In addition, other sources of income (e.g., grants and public donations) sought or anticipated will help support this effort. These sources include:

Major Gifts: Amount anticipated/requested \$150,000 Projected Date: July 2016 - June 2017
 General Contributions: Amount anticipated: \$28,000 Projected Date: Jan. 2016 - June 2017
 Fundraising Events: Amount anticipated \$106,109 Projected Date: Jan. 2016 - June 2017

Anne Arundel County: Amount requested \$15,000 Projected Date: July 2016
 Care First Community Grant: Amount anticipated: \$21,300 Projected Date: May 2016

In addition to our financial resources, Wellness House has adequate professional staff, practitioners, and volunteers to incorporate new participants into existing programs and to design, implement and provide facilitation of new programs.

EVALUATION (20 Points)

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

Goals	Objectives	Measurable Outcomes
1. Survivorship programs support adult cancer patients, their families and caregivers.	Increase access to and usage of programs/services	5 to 10% increase in number of participants utilizing programs/services
2. CARES™ programs support children & adolescents affected by cancer.	Enhance quality of programs/services	10% increase in community partners & referrals
3. Counseling supports adults, children and teens, families and couples.	Better cope with stresses & assist in recovery, healing & well-being	Reports of improved coping skills from program participation
	Increase awareness & referrals	(Continuation on p.7b, Outcomes)

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

Support by this grant will help Wellness House meet the following goals and objectives of its Cancer Support programs. In order of priority these goals are:

Priority #1. Cancer Awareness Resiliency Education Support (CARES™). The goal of the CARES™ program is to provide supportive services to children and adolescent cancer patients, survivors, and their families. Specific objectives are to:

- Provide high quality professional support to these clients so they will be better able to cope with the stresses which arise from a cancer diagnosis and assist them in recovery, healing and well-being.
- Increase awareness of CARES™ in hospitals and other palliative care facilities (e.g., Hospice) and encourage inter-agency referrals.
- Collaborate with National Institutes of Health to further enhance the CARES™ content and methodology;
- Increase availability of individual and family counseling and the number of children, adolescents, and their families utilizing CARES™.

Priority #2. Survivorship Programs. The goal of the Survivorship Program is to support adult cancer patients, their families and caregivers on their journey as a survivor, which begins the day of the diagnosis. Specific objectives are to:

- Improve quality of life of these adults so they will be better able to cope with the stresses and challenges that arise throughout the survivorship journey and assist them in recovery, healing, and well-being.
- Increase awareness of the Survivorship Programs in hospitals and other palliative care facilities and encourage inter-agency referrals.
- Increase availability of individual and family counseling and the number of adults utilizing Wellness House psycho-social support programs.
- Continue to expand our partnerships with medical and palliative care facilities to minimize duplication of services and more effectively utilize both financial and personnel resources

Priority #3. Counseling. This program's goal is to support adults, teens and children, families and couples as they navigate the difficult path from cancer diagnosis through treatment and recovery. In a supportive environment with a licensed counselor, participants may express and explore cancer-related issues and decisions.

These three programs are interrelated and work together well in the supportive home-like environment of Wellness House, which encourages self-care, healing, and sharing of the survivorship journey.

(Continued on Page 7b, Evaluation (Outcomes), attached)

EVALUATION (OUTCOMES) CONTINUED (Page 7b)

Expansion and enhancement of the Cancer Support programs described in this grant application (i.e., Survivorship, CARES™ and Counseling) are expected to result in the following initial, intermediate, and longer-term outcomes and measures:

- Initial Outcomes. Adults, children, and families (including caregivers) affected by cancer will receive supportive services from diagnosis to survivorship without concern for financial cost. Measures of these outcomes vary from a 5% to 10% increase in the following:
 - Total number of individuals utilizing these programs and services
 - Total number of adult visits
 - Total number of child and adolescent visits
 - Total number of counseling sessions provided and clients served
 - Total number of volunteer hours
 - Total number of professionals and practitioners providing services
- Intermediate Outcomes. Community partners who provide medical and palliative care for cancer patients and their families or have direct access to these individuals will assist with access to appropriate resources and professional training. Measures of the intermediate outcomes include at least a 10% increase in the following:
 - Total number of community partners
 - Total number of referrals from community partners
- Longer-Term Outcomes. Adults, children, and families (including caregivers) affected by cancer will build and enhance their resiliency skills to regain and enhance their health and overall well-being. Measures of these longer-term outcomes include the following reports from at least 80% of those who participate in the Wellness House Survivorship, CARES™ and Counseling programs:
 - Adults (including caregivers) affected by cancer will report satisfaction with the programs and services provided by Wellness House.
 - Adults who participated in Wellness House programs will report that these programs were helpful in dealing with the cancer diagnosis, treatment, and/or recovery.
 - Parents of children who participated in the CARES™ program will report that their children benefitted from these programs/services by coping better with challenges that they face related to their own cancer or cancer of their loved ones or caregivers.

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.

No other organization provides non-medical support without charge to adults and children diagnosed with or affected by cancer, their families and caregivers. However, organizations who offer similar support include: Anne Arundel Medical Center DeCesaris Cancer Institute (AAMC), National Institute of Health and Johns Hopkins Kimmel Cancer Center, and Hospice Of the Chesapeake

Anne Arundel Medical Center will provide medical care, treatment and basic education for cancer patients and refer cancer patients, their families, and caregivers to Wellness House for counseling and non-medical support.

National Institute of Health and Johns Hopkins Kimmel Cancer Center will refer cancer patients and assist in the continued development of the CARES™ programs for children and their families affected by cancer.

Hospice of the Chesapeake will provide support and bereavement counseling to patients with advanced cancer and their families. It will refer cancer patients and their families to Wellness House for program support and pre-bereavement counseling.

Anne Arundel County Public Schools will provide access to school counselors and social workers who, in turn, will refer Wellness House to school-aged children and their families affected by cancer.

American Cancer Society will provide Wellness House with their "Look Good-Feel Better" program which Wellness House will coordinate, promote, and host for the benefit of women in active cancer treatment, starting in 2015.

Community Partnership Development. Started in FY15, a formal intra-agency Cancer Community Collaboration Group will continue to facilitate partnering and cooperation on efforts to support our shared population of those affected by cancer. This group encourages inter-agency referrals and the coordination of education and training of providers.

Wellness House is also focusing on Family Foundations, 3rd Party Fundraiser Events and Corporations to secure funding.

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)					
Child & Adoles. Prog. Dir.	\$ 2,340.00	\$			\$
Clinical Program Dir	4,986.00				
Executive Dir./Dir. of Oper.	1,950.00				
Clinical Counselor	585.00				
Contract Services	1,000.00				
Rent/Leasing Costs	0.00				
Utilities/Telephone (please specify)					
Utilities/Telephone(electric)	195.00				
Equipment	351.00				
Insurance	50.70				
Office Supplies	120.90				
Printing/Postage	200.00				
Audit/Accounting	137.00				
Other (please describe)					
Subsc, app fees, bks, event	84.40				
Total Budget	\$ 12,000.00	\$			\$

PROJECT BUDGET CONTINUED (Page 9b)

Budget Narrative. Budget narrative describing the specific costs outlined in the budget submitted on the Project Budget Form (p. 9).

SALARIES & WAGES: Pay for part-time and full-time resources required to directly support programs.

- Child & Adolescent Program Director – provides overall guidance and implementation of CARES™ programs.
- Clinical Program Director – provides clinical and administrative support for Survivorship and CARES™ programs.
- Executive Director/Director of Operations – provides overall guidance and implementation of Survivorship and CARES™ programs.
- Clinical Counselor – provides counseling for participants of the programs.

INSURANCE, BENEFITS, & OTHER RELATED TAXES: Expense to purchase insurances needed to cover any risks incurred by organization in support of programs at our facility

CONSULTANTS AND PROFESSIONAL FEES: Expense paid to support consulting therapists directly utilized in support of programs to provide therapeutic services to participants

BUSINESS TRAVEL/TRANSPORTATION: N/A

EQUIPMENT (Be specific): Expenses for equipment directly used in support of programs such as tents, tables and other physical equipment

SUPPLIES: Expenses for materials and supplies directly utilized by participants of programs such as art supplies, paper, etc.

PRINTING & COPYING: Expense for the printing and copying of materials distributed to participants as part of the delivery of our programs

TELEPHONE/INTERNET/WEB: Expense of internet/web utilized during the delivery of program services

POSTAGE & DELIVERY: Expense of any postage and delivery costs for materials sent to participants of our programs

RENT & UTILITIES: Expenses relating to the lease of space that is directly utilized by our program, p

OTHER (Be specific): Subscriptions, application fees, professional memberships, books and event registration costs

OTHER (Be specific): Expenses relating to the promotion and conduct of CARES™ and Survivorship special events

TOTAL EXPENSES: Projected expenses related to delivering the CARES™ and Survivorship programs