

## Philip S. Miller Resource Grant Program 2016-2017 Application

PHILIP S. MILLER RESOURCE GRANT PROGRAM 2016-2017 APPLICATION  
 DUE BY 5:00 PM AUGUST 1, 2016

ORGANIZATION:	<b>Crisis Center</b>
ADDRESS:	PO Box 367
CITY:	Castle Rock
STATE:	Colorado
ZIP:	80104
CONTACT PERSON:	Amy McCandless
TITLE:	Director of Development
PHONE NUMBER:	303-688-1094
E-MAIL ADDRESS:	<a href="mailto:amccandless@thecrisiscenter.org">amccandless@thecrisiscenter.org</a>
EXECUTIVE DIRECTOR/PRESIDENT:	Jennifer Walker
BOARD OF DIRECTORS:	Mike Prendergast - President Heather Harcourt -Vice President Craig Sammons - Treasurer Amy Kavalec - Secretary Becki Rupp - At Large Tim Moore Darren Weekly Marsha Alston Lynn Williamson Richard N. Rhodes Lisa Stull Barbara Verble Josh Martin Elayne Spinder
NON-PROFIT STATUS:	501(C)(3)
AMOUNT REQUESTED:	\$25,000
PROVISIONS FOR THE NECESSITIES OF LIFE:	SHELTER
PURPOSE OF GRANT:	The Crisis Center is requesting \$25,000 to help fund operational support for the Crisis Center's emergency shelter and Community Advocacy Project program for victims of domestic violence.

**ORGANIZATION'S  
GOALS/MISSION  
STATEMENT:**

Established in 1985, the Crisis Center exists to end domestic violence through advocacy, education, and prevention; while helping communities live free of violence. The Crisis Center is the only domestic violence agency serving Douglas and Elbert Counties. Without our programs, victims of domestic violence would have to travel up to 100 miles for services. We operate a 24-hour crisis line and provide residential and non-residential services including individual and/or group therapy, legal advocacy, community advocacy, case management, and referrals to community resources. We have seen how violence that begins in the home, and in relationships, spreads into the community. If not addressed, we know that domestic violence is detrimental to families and the community as a whole. The victims the Crisis Center serves have experienced physical and emotional trauma, sometimes for the majority of their lives. The Crisis Center is often the first point of contact for victims of domestic violence. Without our programs and services, these victims would remain unsafe and without the resources to help them break the cycle of abuse and obtain self-sufficiency. Our goals and objectives are to provide safety, healing, information, therapy, advocacy, and education to stop the generational cycle of domestic abuse. Our programs help victims understand why the abuse happens, recover through a variety of interventions, and gain the tools to become emotionally stable and self-sufficient. We educate the community to have a better understanding of the personal tragedies involved, the resulting public impact, and the economic costs from the growing incidence of family violence and conflict.

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**HOW WILL YOU USE  
THE FUNDS GRANTED:**

The funds requested will be used to support our emergency shelter program, as well as our Community Advocacy Program. In September 2016, we will be shifting our traditional emergency shelter program to an evidenced-based housing and advocacy model, providing limited shelter at our facility and long-term community-based client advocacy, which will enable us to better serve our clients and have a more long-term positive impact. After researching several new shelter program options, the Crisis Center determined that the best program for those we serve is the Community Advocacy Program (CAP). This evidenced-based program shows significantly more positive outcomes for victims of domestic violence specific to maintaining a safe living environment and mitigating the concern of victims and their children becoming

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chronically homeless. Thus, allowing for greater healing and the implementation of natural resources and supports for these families. The Community Advocacy Project received funding from the National Institute of Mental Health from 1989-1997 to implement the research and evaluate the program's effectiveness on a longitudinal design. Effectiveness of the advocacy intervention was examined by randomly assigning 278 women exiting shelter to the advocacy (experimental) or services-as-usual (control) condition. Participants were interviewed 6 times over 2 years, with interviews occurring pre-intervention, post-intervention, and at 6-, 12-, 18-, and 24-month follow-up. Retention rates with participants were over 94% throughout the 2-year study. Key findings in the evaluation were:

- Women in the advocacy condition reported being more effective in reaching their goals than women in the control condition.
- Physical violence and depression were lower in the advocacy condition, while quality of life and social support were higher than the control group.
- Women who worked with advocates reported higher quality of life and social support over time, as well as decreased difficulty obtaining community resources.

Perhaps most importantly, they also experienced less violence over time than did the women who did not work with advocates. While we will continue to offer limited emergency shelter to those in imminent danger (and provide food and daily essentials), the CAP will have a component that provides options for creating a safe environment outside of the traditional shelter setting; be it at home, in a hotel, or some other safe place, and will focus on longer and more intensive client case management, support, and advocacy. This new model of client advocacy will continue to include individual and group therapy and legal advocacy programs in both Douglas and Elbert Counties, as well as our 24-hour crisis line which is answered by advocates and includes crisis intervention, counseling, information, and referrals. If danger is imminent, staff arrange for emergency shelter in a safe, confidential location.

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**TIME TABLE FOR  
IMPLEMENTATION:**

Our limited emergency shelter will continue to operate 24/7, 365 days a year, with an intake process to determine if a client is in a domestic violence, imminent danger situation. Our therapy, legal advocacy, and community advocacy services are provided Monday-Friday, primarily from 8:00 a.m. – 5:00 p.m., however group and individual appointments can be provided as needed to best meet the client's need.

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**OTHER  
ORGANIZATIONS  
PARTICIPATING WITH  
YOUR ORGANIZATION  
IN THIS PROJECT:**

Beginning August 2016, the Crisis Center is partnering with local law enforcement as we begin to utilize an assessment tool that helps us understand the true lethality risk of a victim by their offender in a domestic violence call. The Lethality Assessment Program (LAP) has shown significant safety enhancements for victims of domestic violence and decreases in domestic violence related homicides. This greater collaboration and “in the moment” support of a victim will positively impact the safety of everyone and the overall health of the community we live and work in. We fully expect an increase in clients and services provided as a result of this program. Additionally, the Crisis Center participates in a collaborative called Douglas County Cares (DC Cares). This collaborative is made up of representatives from the Douglas County government, the Crisis Center, the Douglas County Housing Partnership, and several other human service non-profits. Each partner agency values a long-term approach to self-sufficiency and has demonstrated a commitment to working with clients seeking to overcome multiple and complex barriers. These organizations work together to provide wrap-around services to Douglas County residents that need financial assistance and support to gain and/or maintain housing and employment. Of the families referred and assisted through DC Cares, approximately 65% have experienced domestic violence. The Crisis Center also holds active memberships in the National Coalition Against Domestic Violence, the Colorado Organization for Victim’s Assistance and the Colorado Association of Non-Profit Organizations. Crisis Center staff also sits on the Douglas and Elbert Counties’ Child Protection Teams.

**STRATEGIES FOR  
SUSTAINED FUNDING  
AT THE END OF THE  
GRANT PERIOD:**

The Crisis Center works diligently to be good stewards of our funds, and is proud that 85% of revenue directly supports client services. Our cultivation of individual donors over the past three years has yielded positive results in retention and additional dollars, specifically from 2013 to 2015, we’ve seen a 64% increase in donors above \$500 and an 88% increase in dollars over \$500. Below is a breakdown of Crisis Center funding: •Government grants: 51% •Foundation grants: 7% •Individual donors: 12% •Special events: 21% •United Way donations: 4% •Corporate support: 3% •Churches and civic organizations: 1% •Earned income: 1% Additionally, in January 2015, the Crisis Center was chosen to participate in the Social Enterprise Exchange, an 18-month program

providing vital hands-on instruction specific to the development of a social enterprise business that will ultimately provide unrestricted, sustainable funding streams for the Crisis Center's annual operating budget and reserve dollars. The business we are developing will provide an array of services to senior citizens facing life transitions, offering support for daily money management, medical bill management, and estate executorship; and providing referrals for other services including downsizing, packing, remodeling for aging in the home, etc. We are currently in the research and planning stages of this venture, and expect to launch the business in 2017.

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**EVALUATION:  
DISCUSS EXPECTED  
RESULTS, HOW YOU  
DEFINE AND  
MEASURE SUCCESS  
AND HOW THE  
PROJECT'S RESULTS  
WILL BE USED AND  
DISSEMINATED:**

In addition to gathering data on agency outputs (i.e. victims served, services provided, and demographics), the Crisis Center administers client surveys and assessments to measure outcomes. The information gathered from surveys is meant to assess satisfaction with services provided; the professionalism of staff and volunteers; and overall impact of services for the victim, including reduction in trauma symptoms and progress towards self-sufficiency. It is our expectation that we will see increased self-sufficiency in clients within six months of implementing the client advocacy program. Program outputs include:

- Therapists will provide individual and group counseling (residential and non-residential) to at least 400 victims of domestic violence.
- Legal Advocates will provide legal advocacy to at least 350 victims of domestic violence.
- Community-based Advocates will provide advocacy, resources and services to at least 200 victims of domestic violence.
- The Crisis Center will provide at least 3,000 nights of safe shelter, with in our 24-hour emergency shelter, motel/hotel vouchers, extended stay or other short-term temporary housing. We expect victims of domestic violence served in the Crisis Center's therapy, legal advocacy, and client advocacy programs will demonstrate positive outcomes in terms of safety, health and self-sufficiency; specifically:

- At least 80% of clients surveyed will report that they received assistance in creating a safety plan to keep themselves and their children safe
- At least 80% of clients surveyed will report increase in their self-sufficiency as a result of services received
- At least 80% of adult therapy clients surveyed will report a decrease in trauma symptoms as a result of engaging in individual and/or group therapy services.

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**DESCRIBE SPECIFIC  
BENEFITS TO TOWN  
RESIDENTS  
INCLUDING NUMBER  
OF RESIDENTS  
SERVED IF  
AVAILABLE:**

The Crisis Center's programs and services follow the Town of Castle Rock's vision of making Castle Rock an ideal place to call home, by focusing on a commitment to family, health, and public safety. As the only agency in this county trained to provide services to victims of domestic violence, and the only shelter facility, the Crisis Center continues to be a vital component to the quality of life in Castle Rock. In 2015, the agency assisted over 8,000 people, of which approximately 1,000 were clients receiving direct services. From data and statistical tracking, we know that more than 50% of our clients are from Castle Rock. Similarly, of the thousands of people receiving specialized trainings and specific education about domestic violence, approximately 65% are from Castle Rock. The Crisis Center's request of \$25,000 from the Town of Castle Rock equates to \$153 annually for each Crisis Center client that resides in Castle Rock; or \$.53 per Castle Rock resident. In a 2010 study, it was determined that a victim of domestic violence who accesses any public service (police, human services, etc.) costs the community \$10,000 a year for each victim (Ashton, et al 2010). Approximately 70% of Crisis Center clients do not access any public service, saving the Town of Castle Rock approximately \$1.14 million annually. Without our programs, those we serve would have to travel to the Denver or Colorado Springs metro areas to access services. This would be a particular hardship, as many victims already face a number of challenging barriers to receiving assistance. Offering crisis intervention, shelter, therapy, and other services locally allows individuals and families to have the complete support they need to heal and free themselves from the trauma of domestic violence.

**IF THE TOWN IS ABLE  
TO PROVIDE ONLY  
PARTIAL FUNDING,  
HOW WILL YOU FIND  
THE  
PROGRAM/PROJECT?**

The Crisis Center is grateful for the on-going support from the Town of Castle Rock. (History of funding: for budget year 2012 we were awarded \$13,500; for 2013 we were awarded \$16,000 and for 2014 and 2015 we were awarded \$17,500 each.) Specific to this grant request, all funds awarded will be used for our shelter and Community Advocacy Project operations. If we are only awarded partial funding, we will continue to focus on building relationships with new and existing donors, and diversifying our income sources to meet the required need.

**IF PREVIOUSLY  
AWARDED A TOWN**

The data below summarizes our 2015 program outcomes:  
Upon exiting from shelter: 43% of clients reported that they

GRANT, PLEASE  
INCLUDE A SUMMARY  
OF THE  
PROGRAM/PROJECT  
AND EVALUATE THE  
SUCCESS:

were moving to a safe location (i.e. transitional housing, own apartment, moving in with family friends, moving home without abuser, or moving out of state); 25% opted to go to another shelter as opposed to returning their abuser; 32% of clients left shelter without a formal exit process so it is unknown where they went upon exiting. Of clients who completed an exit survey until leaving shelter (77), 100% of clients reported they felt safe while in shelter; 86% reported they received information about domestic violence and planning for their safety as a result of individual, group and advocacy services that were provided during their stay; 86% reported that had developed better coping skills; 94% reported that they had increased knowledge of community resources; 87% reported they received the services needed to become violence free and more self-sufficient.

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ATTACHMENTS:  
*PLEASE ATTACH ALL APPLICABLE DOCUMENTS*

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PROGRAM/PROJECT  
BUDGET (Excel Form  
Provided on "Grants"  
Page)

[2017 Town of CR budget form.xlsx](#)

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PROOF OF NON-  
PROFIT STATUS

[IRSaffirmationLetter2014.pdf](#)

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MOST CURRENT YTD  
FINANCIALS

[Budget vs Actual June 2016.xls.xlsx](#)

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MOST CURRENT  
AUDITED FINANCIALS  
& MANAGMENT  
LETTER (If Available)

[2015 Audit.pdf](#)

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CURRENT BUDGET  
(Including Revenues and  
Expenditures Detailing  
Percentage Relation  
Between Anticipated  
Administrative Costs and  
Project Costs)

[2016 Budget with breakdowns.xlsx](#)

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OTHER:

[2015 Annual Report.pdf](#)

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OTHER:

[2017 Town of CR budget form.xlsx](#)

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ADDITIONAL  
COMMENTS:

We are requesting an additional \$8,000 from prior funding due to the shift in our emergency shelter model. This shift will require us working with clients to remain in their home if the living environment is safe; otherwise it means supporting them in finding a safe living situation.

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Please submit completed application and attachments or print and deliver to: Town of Castle Rock, Finance Department, 100 N. Wilcox Street, Castle Rock, CO 80104

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## Philip S. Miller Resource Grant Program 2016-2017 Application

PHILIP S. MILLER RESOURCE GRANT PROGRAM 2016-2017 APPLICATION  
*DUE BY 5:00 PM AUGUST 1, 2016*

ORGANIZATION:	<b>Douglas Elbert Task Force</b>
ADDRESS:	1638 Park Street
CITY:	Castle Rock
STATE:	CO
ZIP:	80109
CONTACT PERSON:	Jenny Follmer
TITLE:	Deputy Director
PHONE NUMBER:	(303) 688-1114
E-MAIL ADDRESS:	<a href="mailto:jenny@detaskforce.org">jenny@detaskforce.org</a>
EXECUTIVE DIRECTOR/PRESIDENT:	Kurt Kaczor
BOARD OF DIRECTORS:	Jim Weglarz, Chair Joanie LeTellier, Vice Chair Peter B. Goldstein Pam Inmann John Forsyth Dave Hieronymus Bob Pasicznyuk Teresa W. Seymour
NON-PROFIT STATUS:	501(C)(3)
AMOUNT REQUESTED:	\$20,000
PROVISIONS FOR THE NECESSITIES OF LIFE:	FOOD
PURPOSE OF GRANT:	The mission of the Task Force directly aligns with your grant fund's goal of providing for the necessities of life--in this case hunger relief. In 2015 the Task Force provided 15,755 community members with \$1,420,729 of direct and in-kind client assistance, a 19.8% increase from 2014. In 2015 the D/ETF distributed \$1,032,804 in food, hygiene, and household supplies. 600,467 lbs. of food were distributed. Approximately 82% of agency clients receive these basic services. Funding

from the Philip S. Miller Resource Grant Program will not only support our on-site food bank, but will also provide support for the agency's once a month off-site senior food banks located at Reyn Rock Plaza and Oakwood Apartments, two low-income older adult housing facilities located in Castle Rock. These off-site programs allow clients who are unable to access our on-site food bank due to their physical condition or lack of transportation to receive the food they need to thrive.

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**ORGANIZATION'S  
GOALS/MISSION  
STATEMENT:**

The Douglas Elbert Task Force (D/ETF) is a 501(c) (3) human service organization whose mission is to meet the immediate needs of residents of Douglas and Elbert counties who are in financial distress and at risk of becoming homeless, to help them work through troublesome times with dignity. Goals: a. To continue to meet the basic needs of residents of Douglas and Elbert Counties who are experiencing hunger and homelessness or are at risk for these conditions, and to advocate for those in need; b. To collaborate with new and existing community partners to provide comprehensive services for Douglas and Elbert County residents in need; c. To participate in county and statewide collaborative activities in order to achieve necessary system wide change; d. To build on the strength of our facility and staff, both paid and volunteer, in order to meet client services goals and allow for service expansion, including establishing new programs that encourage self-sufficiency; e. To generate sufficient revenue and control expenses in order to accomplish the agency's strategic goals.

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**HOW WILL YOU USE  
THE FUNDS GRANTED:**

Funds will be used to purchase food for the food bank. Receiving food from the food bank that would ordinarily come out of a food budget allows our clients to put that money toward paying other bills—utility bills, rent, prescriptions, or even gas for the family car. With over 80% of our clients receiving food, addressing this need is our priority. We give each family member enough non-perishable food for seven days, depending upon food bank stock, three meals a day plus snacks, including protein, whole grains, fruits, vegetables and toiletries; donated perishable foods are distributed liberally on the same day received. Food insecurity is particularly hard on the elderly who are living on fixed incomes and have mobility and transportation issues. One of our main areas of concern is meeting the needs of our elderly clients by providing special foods such as non-sugar items for our

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diabetic clients, small meals, and meal supplements such as Ensure and Glucerna.

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**TIME TABLE FOR IMPLEMENTATION:**

Funds will begin to be expended as soon as they are received. The overarching goal is to provide at least seven days of nutritious food, three meals per day plus snacks, and toiletries, cleaning and hygiene supplies as available, to residents in need, serving over 20 client households per day, five days per week.

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**OTHER ORGANIZATIONS PARTICIPATING WITH YOUR ORGANIZATION IN THIS PROJECT:**

D/ETF collaborates with corporate donors, including Sprouts, Target, Safeway, WalMart, King Soopers, Outback Steakhouse, Starbucks, Chipotle, and other local restaurants as part of the food rescue program. The Task Force also collaborates with Food Bank of the Rockies, the Emergency Food Assistance Program (TEFAP), Catholic Charities, 9Cares Colorado Shares, local Boy Scouts and Girl Scouts, several local Rotary groups, and other service organizations and churches.

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**STRATEGIES FOR SUSTAINED FUNDING AT THE END OF THE GRANT PERIOD:**

The Task Force continues to seek food donations from new sources. Also, in August of 2015, the Task Force purchased a new truck with a larger bed capacity, which means volunteers can pick up more food donations in fewer trips. No food will go to waste, allowing more food to reach those in need. The agency also recently received funding to purchase a new walk-in cooler, which will allow the Task Force to store more perishable foods for distribution. In addition, as D/ETF continues to provide a safety net for residents of Douglas and Elbert Counties, the agency is also working to achieve long-term solutions to the problems facing these individuals and families. If clients can move toward self-sufficiency, they will have less reliance on emergency services.

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**EVALUATION: DISCUSS EXPECTED RESULTS, HOW YOU DEFINE AND MEASURE SUCCESS AND HOW THE PROJECT'S RESULTS WILL BE USED AND DISSEMINATED:**

D/ETF takes both a process and outcome approach to evaluation. The goal of ongoing evaluation is to gather necessary information for improving and accounting for agency, program, and client specific effectiveness as well as the appropriate allocation of resources. The agency utilizes a wide range of evaluation tools to assess the agency's overall impact. The Task Force organizational actionable evaluation, both process and outcome, seeks to measure our program impacts/outcomes against our goals and mission on an ongoing basis. It is based on observable and measurable

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activities to create sustainable changes to our client community. Measurement tools: • Clients served and services delivered are tracked on a daily spreadsheet • Number of referrals to other agencies/reports from other agencies are tracked and analyzed • Number of volunteers and volunteer hours are logged daily • Client feedback, captured through visit assessment surveys, is analyzed and acted upon in a timely manner Project results will be analyzed in order to improve program delivery, and results will be disseminated through internal reports to the board of directors and externally through the agency's annual report.

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**DESCRIBE SPECIFIC BENEFITS TO TOWN RESIDENTS INCLUDING NUMBER OF RESIDENTS SERVED IF AVAILABLE:**

In 2015 the Task Force provided 15,755 community members with \$1,420,729 of direct and in-kind client assistance, a 19.8% increase from 2014. In 2015 the D/ETF distributed \$1,032,804 in food, hygiene, and household supplies. 600,467 lbs. of food were distributed. Approximately 82% of agency clients receive these basic services. The \$15,000 in funds received from the Philip S. Miller Resource Grant Program this year was used to purchase 26,799 lbs. of food. Approximately 6,324 clients received food with this funding. The Task Force also conducts two off-site food banks monthly at low-income senior housing units, providing food/hygiene assistance to senior citizens in need.

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**IF THE TOWN IS ABLE TO PROVIDE ONLY PARTIAL FUNDING, HOW WILL YOU FIND THE PROGRAM/PROJECT?**

The Task Force is continually seeking new partnerships and collaborations. We have been fortunate to establish partnerships with Food Bank of the Rockies and a number of grocers that participate in the food rescue program, which has increased the agency's food donations. Additionally, the organization's thrift store generates revenue that can be used to purchase food in order to supplement current inventory.

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**IF PREVIOUSLY AWARDED A TOWN GRANT, PLEASE INCLUDE A SUMMARY OF THE PROGRAM/PROJECT AND EVALUATE THE SUCCESS:**

The mission of the Task Force directly aligns with the town's strategic vision to ensure that all necessary community services are provided to support the public interest and well being of all Castle Rock residents by assisting at-risk residents with the necessities of life--in this case by addressing hunger relief. The \$15,000 in funds received from the Philip S. Miller Resource Grant Program this year was used to purchase 26,799 lbs. of food. Approximately 6,324 clients received food with this funding. A summary report is attached to this application.

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ATTACHMENTS:  
PLEASE ATTACH ALL APPLICABLE DOCUMENTS

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PROGRAM/PROJECT BUDGET (Excel Form Provided on "Grants" Page)	<a href="#">2016 PSMGP Food Budget.xlsx</a>
PROOF OF NON- PROFIT STATUS	<a href="#">I.R.S. Tax Determination Letter.pdf</a>
MOST CURRENT YTD FINANCIALS	<a href="#">June Stmt of Financial Postion.pdf</a>
MOST CURRENT AUDITED FINANCIALS & MANAGMENT LETTER (If Available)	<a href="#">2015 DETF Audit.pdf</a>
CURRENT BUDGET (Including Revenues and Expenditures Detailing Percentage Relation Between Anticipated Administrative Costs and Project Costs)	<a href="#">2016 Budget Summary.pdf</a>
OTHER:	<a href="#">2016 Philip S. Miller Resource Grant Summary Report-2.pdf</a>
OTHER:	<i>Field not completed.</i>
ADDITIONAL COMMENTS:	Our administrative costs in the budget are 15%.

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Please submit completed application and attachments or print and deliver to: Town of Castle Rock, Finance Department, 100 N. Wilcox Street, Castle Rock, CO 80104

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# Sky Cliff Center

Adult Day Care Services & Stroke Support Group

August 30, 2016

Grant Manager  
Town of Castle Rock  
100 N. Wilcox Street  
Castle Rock, CO 80104

## Re: Philip S. Miller Resource Grant Program

Dear Grant Manager,

First, we are thankful for the past financial support received from the Phillip Miller Resource Grant and feel this request is of equal importance. Sky Cliff Center currently has 50 plus participants participating in our adult day program and 75 caregivers and stroke "victors" in our stroke program. We feel strongly that our programs are aligned with the Philip S. Miller Resource Grants goal of serving the needs of adults with disabilities, seniors, and Stroke "Victors".

Sky Cliff Center is a non-profit organization providing enriching and empowering programs and care for Adults with Special Needs in a "Home Away from Home" environment. Sky Cliff Center was established in 1984 as a Stroke Victors Center and has provided Adult Day Care Services since 1997. The attached grant request describes how we serve our participants and our needs.

On the behalf of the Board and I, thank you for encouraging us to submit this proposal. We would be pleased to provide additional information in writing or in person at you convenience. Please call 303-814-2863, if you have any questions or concerns.

Sincerely,



Shawn E. Littell, MSM  
Executive Director

Ps. Sky Cliff Center couldn't do what we do without the support of the Castle Rock Community. Thank you for supporting our cause.



## THE 2016 PHILIP S. MILLER RESOURCE GRANT PROGRAM APPLICATION

**Organizational Name:** Sky Cliff Center (Adult Day Services and Stroke Support Group)

**Address:** 4600 East Highway 86, PO Box 1534, Castle Rock, 80104

**Phone:** 303-814-2863      **Fax:** 303-688-8026      **Email:** skycliffctr@skycliff.org

**Executive Director:** Shawn Littell

**President of the Board:** Norman Scheffel

**Non Profit Status:** 501 (c) 3

**Amount Requested:** \$15,000

**Purpose of Grant:** Sky Cliff Center will use requested funds to provide shelter and provide food for our Senior and special needs participants and help offset the loss of income due to our accepting Medicaid payments. Also, funds will be used to help with the cost of heating and cooling the facilities.

### **I. History of Sky Cliff Center**

- In the early to mid 1980's K.M Ludvigsen and his wife operated a Stroke Support Group and Caregiver Support Group two hours each week from their home off of Ridge Road in Castle Rock. In 1997, Sky Cliff enrolled the first Adult Day Service participants and became known as Sky Cliff Center. At that time the scope of service definition was also changed to include adults with limitations other than stroke.
- The Sky Cliff Center operated in various limited and less than ideal spaces in Castle Rock until August 2004 when a new building, located east of Castle Rock, was ready for occupancy. Sky Cliff Center is classified as a 501 (c) 3, not for profit organization governed by a committed Board of Directors. Our participants and their families well-being has always been our number one focus for over 30 years. We continue to strive to improve each year.

## II. Mission & Vision Statement, and Core Values of the organization:

- **Mission Statement:** Sky Cliff Center is a faith based, non-profit organization providing enriching and empowering programs and care for Adults with Special Needs, Seniors and Stroke Victims in a “Home Away from Home” environment.
- **Vision Statement:** Sky Cliff Center’s Vision is to provide continuing care to Adults with Special Needs by offering programs that foster a sense of self-worth in each participant through positive encouragement in a loving and accepting environment. Sky Cliff’s vision is to develop our 70 acres into a community providing care and a variety of programs for services including stroke support, adult day care, respite care, independent and assisted living, skilled nursing center, hospice, chapel, equestrian therapy and other needs as identified.
- **Core Values:**
  - i. **Free Exchange of Ideas:** We value the ability to discuss and debate issues in an atmosphere free from recrimination. We support the free exchange of ideas with all who are associated with Sky Cliff Center. At the same time, we counsel each other to keep in mind the confidential nature of the information we share, the sensitivity to the participants’ and each other’s personal rights and that such exchanges remain within Sky Cliff Center’s organizational structure.
  - ii. **Code of Conduct:** In dealing with participants, each other, and people within and outside the organization, we exemplify courtesy, fairness, honesty, and integrity.



- iii. **Human Dignity:** We value and respect each person, recognizing differences in spiritual beliefs, age, race, gender, physical and intellectual capacity, and economic status. Our treatment of people reflects our commitment to promote the dignity of each person, to encourage personal and professional growth and advancement, and to encourage dialog and the exchange of ideas in a professional atmosphere. We believe that the participants, as adults, are entitled to the consideration, dignity, and value that all other adults are granted. We believe that Sky Cliff Center is the extended family of each participant.
- iv. **Service:** We assist and meet the needs of the participants and consider them to be the top priority! We serve our community by providing care for Adults with Special Needs and encourage our staff to share their talents with the community.
- v. **Teamwork:** We work together as a team, recognizing that the whole is greater than the sum of its parts. We encourage the sharing of ideas and skills as we carry out our personal mission within the mission of Sky Cliff Center. We also value the contributions, skills, and talents of each participant and staff member. We believe that each participant, each staff member, and each volunteer is accountable for both their actions and their area of responsibility.
- vi. **Communication:** We are committed to sharing accurate, timely, and appropriate information with one another and accept the responsibility of being self-informed. Where appropriate, we share information with the participants, participants' parents and guardians, families, fiduciaries, friends, visitors, and the public.

- vii. **Leadership:** With vision, growth, personal and professional development, we are committed to a leadership role in giving the highest quality continuing care for Adults with Special Needs.
- viii. **Staff and Volunteers:** We believe that our Staff and Volunteers are our most valuable asset. Their interests, security, and sense of well-being are given a high priority.

### III. Sky Cliff Center Programs & Activities

- ***Adult Day Programs for Special Needs Adults***
  - i. Open Currently: M-F from 7am-5p
  - ii. Future: M-F 7a-5p & Sat. 8a-4p (Start Date: 4/2016)
  - iii. Supervised Care
  - iv. Activities: Daily readings and vocabulary exercise; Memory enhancement exercises; Music participation and appreciation; Therapeutic exercises with participants; Games with friendly competition; Art Classes (Partnering with Art on the Edge) and craft opportunities; Horse Riding opportunities, Agricultural/Gardening classes and opportunities; Small Animal therapy, Social, Independence, ADL skill Development; Job development opportunities; Community Outings; Volunteer Opportunities, guest speakers and performers, etc.
- ***Senior Care Day Program for Seniors Needing Assistants/Supervision***
  - i. Open Currently: MWF from 10am-2:45p
  - ii. Future: M-F 10a-2:45p (By the end of 2016)
  - iii. Supervised Care
  - iv. Activities: Memory enhancement exercises; Music participation and appreciation; Therapeutic exercises with participants; Games with friendly competition; Art Classes (Partnering with Art on the Edge) and craft opportunities; Agricultural/Gardening classes and opportunities; Social, Independence, ADL skill Development; Small Animal Therapy; Community Outings; Volunteer Opportunities, guest speakers and performers, etc.
- ***Sky Rider Therapeutic Riding Program***
  - i. Riding opportunities May-October
  - ii. Programs is for Special Needs Adult & Stroke Victims
  - iii. Non Riders: Many opportunities to groom and walk horses.
  - iv. Research shows that individuals of all ages who participate in therapeutic riding can experience physical, emotional and mental rewards. While on horseback the riders body is being gently and rhythmically moved in a manner similar to a human gait. Riders with physical disabilities often show improvement in flexibility, balance and muscle strength.

- **Agricultural Program for Seniors and Special Needs Adults**
  - i. Activities: Opportunities to learn how to care for animals (Lama, Alpaca's Chickens, collecting eggs from our chicken coop; learning all about plants and developing gardening skills; etc.
- **Stroke Support Groups**
  - i. 2<sup>nd</sup> and last Wednesday of every month from 10a-12:30p & 2<sup>nd</sup> Tuesday of every month 5:30p-7p.
    - 1. Partnering with Sky Ridge Hospital starting in February 2016. Sky Cliff will provide one support group at Sky Cliff Center.
  - ii. Activities: Group discussions, social interactions, teaching coping skill, etc.
  - iii. Support for Stroke Victor and Caregiver
- **Caregiver Support Groups**
  - i. Weekly Support for all caregivers.
  - ii. Every Tuesday 10a-11:30a
- **Adult Night Care-Special Needs Adults and Seniors (Starts April 2016)**
  - i. Once per Quarter
  - ii. Friday or Saturday, 5p-10p
  - iii. Purpose: Caregiving can cause strain on all relationships. We want to provide one night per quarter, where the caregivers can have a night out with their spouse, children, friends, etc.

#### IV.

#### V. Key Staff Members

Shawn Littell, MSM	Executive Director
Phyllis Armstrong, RN	Program Director/Nurse
Shanon Holub, CNA, QMAP	Day Program Coordinator
Marilyn Parsons, RN	Stroke Support Director/Nurse
Tina Ecker	Sky Rider Equine Program Dir.
Karina Cothran, CNA	Direct Care Professional
Rachel Weatherby, CNA	Direct Care Professional
Sarah Mato	Administrative Assistant
Deborah Gillespie, Psychotherapist (Volunteer)	Support Group Facilitator

Sylvia Moore, MS, CACIII (Volunteer)

Support Group Facilitator

## **VI. Board Members**

### **PRESIDENT**

Norman Scheffel	Retired Johns Manville Ex	(303)-841-2706
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### **VICE PRESIDENT**

Dan Novak	Office Manager	(303)-841-2706
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### **SECRETARY**

John Miller	Lawyer	(303)-766-2288
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### **TREASURER**

John Gianakos	Retired Banking Executive	(303)-841-3355
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### **MEMBERS OF THE BOARD**

Mark Scheffel	State Senator/Attorney	(303)-841-3652
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JoAnna Halda	Business Owner	(303)-688-1092
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Dana Leitzel	Business Owner	(303) 887-0020
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## **VII. Previously Funded Town Grant**

<b>Previously Funded Town Grant Grant Description</b>	<b>Year</b>	<b>Amount</b>
Funds for food and shelter for participants/Help with electric bill	2015-2016	\$5,000
Offset the cost SCC incurs due to the loss of Medicaid payments	2014-2015	\$7,000
Funds for food and shelter for participants	2013-2014	\$6,000
Funds for food and shelter for participants	2012-2013	\$6,000
Funds for food and shelter for participants	2011-2012	\$5,000
Funds for food and shelter for participants	2010-2011	\$6,000
Not-Profit Funding for Operational Expenses	2009-2010	\$1,693
Not-Profit Funding for Operational Expenses	2008-2009	\$4586
Not-Profit Funding for Operational Expenses	2007-2008	\$3900
Not-Profit Funding for Operational Expenses	2006-2007	\$3900

### VIII. Accomplishments

- Over 32 years of support services to stroke victors, seniors, and adults with special needs and their care givers.
- 1/2016: Senior Program (High Risk) program started. 18 Senior participating so far.
- 2016: Teamed up with Sky Ridge Medical Center to offer Stroke Support Groups.
- 4/2016: Garden Program Started.
- Added Music Therapy, Small Animal therapy program and increase exercise opportunities.
- 2015: Equine area updated and cleared of debree.
- 2015: Increased Stroke Support Groups from 2 to 3 time per month.
- 2015: Added caregiver support groups.
- 2014: Remodeled the upstairs of the Adult Day & Stroke Facility. Increased Stroke Support Groups from 1 to 2 time per month. Partner with Art on the Edge to offer an art program at Sky Cliff Center.
- 2013: Developed initial stage of equestrian therapeutic riding program.
- 2012: Completed renovation of 1000 sf of existing facility lower level to increase usable space by 50 percent.
- 2011: Purchased a 15-passenger bus with wheelchair lift with funds from the Developmental Disability Mill Levy Grant, individual donations, and a loan.

#### **IX. How will you use the funds granted by the Town of Castle Rock:**

- A. Without Adult Day Services or support services many individuals would not have access to the proper help or supervision which could be potentially dangerous. The funds will be used to help offset the reduction of income due to accepting Medicaid payment for our participants. Being an adult Day Program in Castle Rock that is approved for Medicaid, about 50 % of our participants have their services paid by Medicaid. Our 8 hour daily charge is \$10.00 per hour, which is among the lowest in the Metro area. Medicaid only reimburses Sky Cliff Center \$ 61.46 for each day a participant attends Adult Day Care. Sky Cliff Center incurs a \$ 18.54 loss per 8 hour day for each participant on Medicaid. In addition to the day services that include a safe shelter and lunch, individuals are taken on 2 to 3 outing per week. During the FY 2015 we incurred a loss of \$ 12,497.54 due to the Medicaid shortfall.
- B. The funds will be used to purchase healthier and fresher foods such as fruits and vegetables which can be more.
- C. It's extremely important that our Sky Cliff Center buildings are always heated and cooled properly. Maintaining our heating and cooling systems can be very expensive. Our propane gas bill for 2015 was \$6000 & our electric bill was over \$3000. Funding in this area would be extremely helpful.

#### **X. Timetable for implementation:**

- The funds will be used immediately to offset the Medicaid shortfall and used for daily program (Adult Day & Stroke Programs) expenses of shelter and food.
- The funds will be used immediately to help with the cost of heating and cooling the facilities.

#### **XI. Other Organizations participating with your organization in this project:**

- Douglas County Senior Foundation grant for operational expenses.

- Derek's Foundation
- DRCOG

## **XII. Strategies for Sustained funding at the end of the grant period:**

- The requested funds will be used appropriately which will allow us to support our participants and their families without the pressure of limited funds. We also have several fundraisers to help sustained funding by the end of the grant period.

## **XIII. Evaluation: Discuss expected results, how you define and measure success and how the project's results will be used and disseminated:**

- The requested funds will help with daily operational expenses and allow for addition services to our participants. The more resources available, the more programs and services Sky Cliff can provide our participants and their families. Success will be measured by the increase in the number of individuals we are able to help and additional service Sky Cliff can provide. The results will be published in our Sky Cliff Connection newsletter.

## **XIV. Describe specific benefits to town residents including number of residents served:**

- Within the town of Castle Rock there is limited options available to serve the daily needs of adult with disabilities and Stroke victors. Sky Cliff Center has attempted to fill this growing need as a Medicaid approved facility providing Specialized Adult Day Care Services. The immediate goal is to increase the daily participant attendance in our adult program and to increase the number of stroke support groups per month. Our long term goal is to develop a campus where individuals with disabilities can live and receive daily support. Of the current 40 individuals enrolled in our day program, 60% live in Castle Rock.

The Stroke Victor's Support & Caregiver support Groups has 70 participants of which 71% live in Castle Rock.

**XV. If the town is able to provide only partial funding, how will you fund the program/project?**

- If needed, additional funding will be pursued through other grants and fund drives.

**Attachments Include:**

Brochures & Business Card

Program/Project Budget:

Certificate of Non-Profit Status: X


2015 Audit Financials & Management Letter: Not Available

2015 YTD Financials: X

2014 Budget: X

Previously awarded town grants: X

Total Amount of Request: \$15,000

  
Shawn Littell, Executive Director

8/31/16  
Date





**PHILIP S. MILLER RESOURCE GRANT PROGRAM**  
**2016 APPLICATION**

**DUE BY 5:00 PM AUGUST 31st, 2011 TO THE FINANCE DEPARTMENT, TOWN HALL, 100 N WILCOX STREET, CASTLE ROCK CO 80104**

**ORGANIZATION:** CASTLE COUNTRY ASSISTED LIVING, INC.

**ADDRESS:** 221 Cantril Street, Castle Rock, CO 80104

**NON-PROFIT STATUS:** 501(c)3 Corporation

**EXECUTIVE DIRECTOR/PRESIDENT:** Dennis Scott

Contact Information (Name if other than above):

Title: Executive Director Phone # 303-726-6399 Fax # 303-660-2269

E-Mail: dennisscott@castlecountryassistedliving.org

**AMOUNT REQUESTED:** \$8,000.00 for Residents at Cantril House and Valley House in Castle Rock

**PURPOSE OF GRANT:** America's senior citizen population is growing each year. By the year 2030, population estimates predict over 71.5 million people in the U.S. will be 65 or over and that will constitute 20% of the overall population! More specifically, in Colorado it is estimated that between the years 2000 and 2030, Colorado's population over 65 will increase 247%! The funds from the town of Castle Rock will greatly benefit the large and growing population of aging adults in our community, which contributes a significant percentage to the overall population.

Assisted Living communities are an essential piece in providing a continuum of services and residential choices to the aging population in the U.S. Assisted Living serves those who are no longer able or choose not to live on their own. CCAL has been providing assisted living services since 1991, which includes 24-hour oversight, daily meals, housekeeping and laundry, an array of lively activities, and personal support to seniors of all income levels, including low-income and Medicaid residents. CCAL currently operates three homes including the Cantril House, Valley House, and Victorian House.

*Cantril House:* Opening in 1991, the Cantril House is located one block east of downtown Castle Rock. This historic home of the Cantril Family has been renovated to now provide 13 rooms for up to 16 residents.

*Valley House:* Opening in 1996, Valley House sits adjacent to Memmen Ridge in Castle Rock, providing more of a "country" setting. Valley House has 22 rooms for up to 23 residents.

*Victorian House:* Opening in 1999, Victorian House is located in downtown Parker and provides 24 rooms for up to 26 residents.

Our total resident community is composed of men and women ranging in age from 64 to 98! Since the opening of the first house in 1991, the Cantril House, CCAL has provided more than 650 seniors with housing and services. Currently, we have fifty-three residents living in CCAL homes. Twenty-nine of



those residents live in our two homes in Castle Rock. CCAL homes provide small family-oriented community living, allowing seniors to maintain their independence and remain active participants in the community and with family and friends.

Castle Country Assisted Living is an integral part of senior living options in Douglas County and would like to request \$8,000 to defray the costs of providing 8 Medicaid beds for low-income Castle Rock residents in need of assisted living. We have a total of 16 Medicaid Residents in our homes combined (with two pending), 8 of whom reside in our Castle Rock communities.

**1. Organization's Goals/Mission Statement:**

The mission of CCAL is to *provide compassionate care and a supportive communities for seniors*. Specific organizational values with which we carry out the mission include: creativity, compassion, commitment, responsibility, promoting well-being, and teamwork. Our vision is to create new possibilities for a quality life for aging adults. Organizational goals include the following:

- 1) To provide a safe, residential environment for older adults, including low-income adults, promoting independence and individuality of each resident with dignity and respect.
- 2) To assist older adults in improving their quality of life by maintaining their ability to choose their care and overall lifestyle.
- 3) To provide basic services including laundry, three home-cooked meals by professional culinary staff, and other personal care support, as needed.
- 4) To implement and provide a variety of physical, social, emotional, spiritual programs and resources to promote one's overall health and well-being.
- 5) To initiate and provide outreach to surrounding communities and collaborative efforts with other agencies, educating others and becoming a valuable community asset.

**2. How will you use the funds granted by the Town of Castle Rock:**

Funds from the Town of Castle Rock grant program will be used specifically to defray the costs of providing shelter/housing and daily services to 8 low-income seniors currently living at the Cantril House and Valley House. The ability to be able to serve those who are low-income and rely on Medicaid has been a consistent part of the mission of CCAL since the Company began. CCAL is providing over \$111,660.00 annually in special services to our Medicaid residents that we receive no compensation for. For the 8 Medicaid residents living in our two Castle Rock communities, the total is \$52,200.00 of services per year with no compensation. **With the funds from the Town of Castle Rock grant program, we can continue to provide the aging population of Castle Rock with shelter and housing, water, energy, and food, all necessities of life.**

**3. Timetable for implementation:**

Castle County Assisted Living serves the seniors of Cantril House and Valley House, located in Castle Rock, on an ongoing basis, year-round.

**4. Other Organizations participating with your Organization in this project:**

While there is no specific collaborative partner for this request, CCAL does work closely with many other nonprofits, organizations, healthcare providers, and sources of referral to best meet the needs of seniors in our community.

**5. Strategies for sustained funding at the end of the grant period:**

The Board and staff at CCAL continue to make it their goal to remain a mission-focused organization by providing quality services while maintaining and growing the financial position of the organization through a variety of funding sources. The organization continues to recruit skilled employees, gain a continually more positive financial position, and increase awareness of services through public relations and marketing efforts. CCAL will continue to serve our community's seniors as our number one priority.

**6. Evaluation: Discuss expected results, how you define and measure success and how the project's results will be used and disseminated:**

Evaluation of programs and services is conducted on an ongoing basis. Initially, residents are given individual needs assessments before entering one of the CCAL homes to ensure we're equipped to best meet their needs. Residents are encouraged to participate in evaluation of programs and services at various levels and exit interviews are done as residents leave, including input from family members. CCAL reviews all processes including admission, services, administration, discharge, team members, and any additional comments. Annually there is a residential assessment of each facility. In addition, residents hold monthly Resident Council meetings to voice concerns. The Board of Directors is also committed to remaining closely connected to the CCAL community and invites all residents to ongoing social events. This feedback is essential in creating and maintaining quality assisted living facilities for the aging that continue to meet our mission, vision, and values.

**7. Describe specific benefits to town residents including number of residents served if available:**

CCAL is proud to be a sustainable and responsive Douglas County nonprofit, offering assisted living options to all seniors, including those who are low-income. Our two homes in Castle Rock are currently serving twenty-seven residents at this time. In addition, we serve the entire community and the resident's families by providing high quality assisted living choices right here in Castle Rock.

**8. If the town is able to provide only partial funding, how will you fund the program/project?**

Castle Country Assisted Living is an established Douglas County nonprofit, committed to serving Douglas county residents of all income levels and is committed to continuing to increase its organizational and financial capacity by diversify funding sources.

**Attachments (Please put a check mark on the line next to the documents attached):**

**Program/Project budget.....X (Profit & Loss Budget Overview)**

**Certificate of Non-Profit Status.....X**

**2015 Audited Financials.....X (Financial Statements)**

**2016 YTD Financials.....X (Profit & Loss to Date: Fiscal Year is Nov 2015-Oct 2016)**

**If previously awarded a town grant, include a summary of the program/project and evaluate the success.....X**

CCAL is fortunate to have received grants from the Town of Castle Rock in prior years. We are grateful for this support. Prior grants have been used for the same purpose as this current grant request, to offset the cost of providing additional medication administration, and care level services to our Medicaid residents. Medicaid rules do not permit care provider organizations to bill for these additional services.

Castle Country Assisted Living and its residents have greatly benefitted from past grants given by the town of Castle Rock. CCAL proudly displays the wonderful results of these grants through our thriving assisted living communities and will continue to serve Castle Rock and its large population of seniors for years to come.

## Philip S. Miller Resource Grant Program 2016-2017 Application

PHILIP S. MILLER RESOURCE GRANT PROGRAM 2016-2017 APPLICATION  
*DUE BY 5:00 PM AUGUST 1, 2016*

ORGANIZATION:	<b>Society of St Vincent de Paul of Castle Rock</b>
ADDRESS:	2746 Fifth Street
CITY:	Castle Rock
STATE:	Colorado
ZIP:	80104
CONTACT PERSON:	Robert Lindeman
TITLE:	Grants Manager
PHONE NUMBER:	303-519-3842
E-MAIL ADDRESS:	<a href="mailto:drbobl_2000@yahoo.com">drbobl_2000@yahoo.com</a>
EXECUTIVE DIRECTOR/PRESIDENT:	Christina Steeg
BOARD OF DIRECTORS:	Mary Hothem Leann Biesterfelt Andy Sosnicky
NON-PROFIT STATUS:	501(C)(3)
AMOUNT REQUESTED:	12000
PROVISIONS FOR THE NECESSITIES OF LIFE:	SHELTER
PURPOSE OF GRANT:	Provide emergency rental and utility assistance to needy Castle Rock families in danger of eviction or loss of utilities (e.g. power, water or gas).
ORGANIZATION'S GOALS/MISSION STATEMENT:	With the goal of social justice, the mission of the Society of St Vincent de Paul is to serve those in need, in the geographical area of Castle Rock, through community outreach following the "Way" taught by Christ. Our goal is to identify those in need (specifically the low-income and underserved residents

in the Castle Rock area) and provide the support necessary to get them through times of personal and family crisis (e.g., illness or temporary unemployment). By helping them with such services as rental, utility or food assistance, we allow them to use their limited funds for other necessities, thereby avoiding the more serious consequences such as being homeless. All of our clients have low incomes by the HUD guidelines and over 95% are either very low or extremely low. (73% of them have incomes under \$25,000.)

---

**HOW WILL YOU USE  
THE FUNDS GRANTED:**

The proposed project will assist approximately 48 low-income Castle Rock families with their rent. By working directly with their landlords, we are able to keep them housed for another 30 days. In cooperation with other charitable organizations in the county, this can be extended for 2 to 3 months if needed. This period of time is often sufficient for the family to either get through a crisis or, if necessary, find other housing thereby avoiding being homeless. Under some circumstances, we can refer clients to DC Cares managed by Rand Clark at Douglas County for a unique case management program that includes 12 month counseling with low cost housing. We carefully screen clients using an application that lists family members, their ages, family income and special circumstances (illness, injury, unemployment, etc.). We try to help all those in need regardless of race, ethnicity or religious affiliation. Our organization is all volunteer with no paid positions. As a result we are extremely efficient with 98% of all funds spent directly on our client services.

---

**TIME TABLE FOR  
IMPLEMENTATION:**

We have been supporting Castle Rock families with rental assistance for over 10 years. We would be able to start spending the grant funds immediately after they are allocated. We expect to spend about \$1,000 per month of the Miller Grant funds and supplement these with our other funding sources as needed (see Attachments) . This would deplete the grant funds in one year.

---

**OTHER  
ORGANIZATIONS  
PARTICIPATING WITH  
YOUR ORGANIZATION  
IN THIS PROJECT:**

We would perform this project alone. We do coordinate our activities with many of the other charitable organizations in Castle Rock and Douglas County to provide the maximum level of support to our clients with our limited resources. The other organizations include D/E Task Force, Douglas County Human Services, Catholic Charities and many others.

---

**STRATEGIES FOR  
SUSTAINED FUNDING  
AT THE END OF THE  
GRANT PERIOD:**

We receive donations from individuals and groups to fund our activities. Our monthly expenditures varies based on the funds available. So far in FY2016 (October 1, 2015 to July 31, 2016) we have averaged over \$3,400 per month for rental and utility assistance to needy families. Of this amount, approximately \$700 per month was obtained from a 2016 CDBG Grant from Douglas County and the remainder, \$2,700 per month from private donations. Since donations vary from year to year, we are budgeting \$2,500 per month of private donations for FY2017.

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**EVALUATION:  
DISCUSS EXPECTED  
RESULTS, HOW YOU  
DEFINE AND  
MEASURE SUCCESS  
AND HOW THE  
PROJECT'S RESULTS  
WILL BE USED AND  
DISSEMINATED:**

As stated above, we budget \$2,500 per month for rental and utility assistance from our private donations. These consist of St Francis of Assisi Tithes, and donations from members and private individuals. If the level of donations allow, we will spend more since the need is always greater than our available funds. In FY 2016, we are spending about \$2,700 per month from these private donations. The CDBG Grant has allowed us to allocate an additional \$700 per month for the total of \$3,400. Normally we are out of funds on the first or second day of the month with several applications still pending. We are actively seeking a replacement for the CDBG Grant which will no longer be available as well as looking for additional funds that will allow us to service more of the demand each month. We hope to supplement our private donations with \$1,000 per month to support this larger number of families. Our metric for success would be to help at least 160 families in FY2017 with rental or utility assistance. So far in FY2016 we have helped between 9 and 10 families a month from our private donations. The CDBG grant supported the rent for a total of 28 additional families. Approximately 80% of the families we helped were Castle Rock residents.

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**DESCRIBE SPECIFIC  
BENEFITS TO TOWN  
RESIDENTS  
INCLUDING NUMBER  
OF RESIDENTS  
SERVED IF  
AVAILABLE:**

All of our activities are designed to help low income families avoid homelessness. The rental and utility assistance focuses on families that either have a temporary problem or need time to transition to lower cost accommodations. Over 95% of our clients have low or extremely low annual incomes by HUD standards and have received eviction or utility cutoff notices. In FY2015 we helped a total of 550 families with over 1700 individuals (1365 of which were Town of Castle Rock residents) through a combination of rental, utility and/or food assistance.

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IF THE TOWN IS ABLE TO PROVIDE ONLY PARTIAL FUNDING, HOW WILL YOU FIND THE PROGRAM/PROJECT?	We expect the private donations to be at least \$2,500 per month regardless of any grant funding. As stated above, this is not sufficient to meet the needs of the low income families in our area. We would greatly appreciate any funding from the Town. If it is less than the requested \$12,000, we will attempt to identify other funding sources to make up the shortfall..
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IF PREVIOUSLY AWARDED A TOWN GRANT, PLEASE INCLUDE A SUMMARY OF THE PROGRAM/PROJECT AND EVALUATE THE SUCCESS:	We have not received a previous grant from the Town of Castle Rock
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ATTACHMENTS:  
*PLEASE ATTACH ALL APPLICABLE DOCUMENTS*

PROGRAM/PROJECT BUDGET (Excel Form Provided on "Grants" Page)	<i>Field not completed.</i>
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PROOF OF NON-PROFIT STATUS	<i>Field not completed.</i>
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MOST CURRENT YTD FINANCIALS	<i>Field not completed.</i>
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MOST CURRENT AUDITED FINANCIALS & MANAGMENT LETTER (If Available)	<i>Field not completed.</i>
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CURRENT BUDGET (Including Revenues and Expenditures Detailing Percentage Relation Between Anticipated Administrative Costs and Project Costs)	<i>Field not completed.</i>
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OTHER:	<i>Field not completed.</i>
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OTHER:	<i>Field not completed.</i>
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**ADDITIONAL  
COMMENTS:**

We are one of 28 St Vincent de Paul conferences in the Denver Metro Council. Each year, we provide our financials and an overview of the clients served to the Metro Council. We derive our IRS 501(c)(3) status through the Metro Council which consolidates data from all of the conferences and files the IRS Form990 as well as executes the audits. We are attaching the Final Report from the last on-site audit performed by Douglas County staff as part of the CDBG requirements showing the Castle Rock Conference is quite familiar with providing services within a formal government grant.

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Please submit completed application and attachments or print and deliver to: Town of Castle Rock, Finance Department, 100 N. Wilcox Street, Castle Rock, CO 80104

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Email not displaying correctly? [View it in your browser.](#)

## Philip S. Miller Resource Grant Program 2016-2017 Application

PHILIP S. MILLER RESOURCE GRANT PROGRAM 2016-2017 APPLICATION  
*DUE BY 5:00 PM AUGUST 1, 2016*

ORGANIZATION:	<b>Catholic Charities of Central Colorado – on behalf of the Castle Rock Office</b>
ADDRESS:	c/o 228 North Cascade Avenue
CITY:	Colorado Springs
STATE:	CO
ZIP:	80903
CONTACT PERSON:	Paul Narduzzo
TITLE:	Regional Office Director
PHONE NUMBER:	(720) 254-8526
E-MAIL ADDRESS:	<a href="mailto:pnarduzzo@ccharitiescc.org">pnarduzzo@ccharitiescc.org</a>
EXECUTIVE DIRECTOR/PRESIDENT:	Andy Barton
BOARD OF DIRECTORS:	Ann Allott Stan Banaszak David Bondurant Vicki Dimond Robert G. Doerfler Richard Koprowski Dr. John A. Marta Ky McCarty Alison Murray Thomas J. Naughton, Chair Richard C. Olson Matthew D. Ramirez, Esq., Secretary Mike Schell, Vice Chair Joan Selman Bishop Michael J. Sheridan Peter Speiser, CPA, MBA Valery Stevenson, CPA, Treasurer Fr. John Toefer, O.F.M. Cap. Oscar T. Valdez, Jr.
NON-PROFIT STATUS:	501(C)(3)
AMOUNT REQUESTED:	\$7,500
PROVISIONS FOR THE NECESSITIES OF LIFE:	WATER, FOOD, ENERGY, SHELTER
PURPOSE OF GRANT:	From its regional office in Castle Rock, Catholic Charities of Central Colorado provides assistance for all four necessities of life to residents of Castle Rock and surrounding areas.

Funding for this community assistance comes primarily from the general resources of the agency, which are generated from contributions from the Diocese of Colorado Springs, donations from individuals and various fundraising activities. Even though these community assistance resources have been increased steadily over the past few years, demand from our neighbors in need consistently outstrips the allocated monthly amount. This grant will increase Catholic Charities' ability to fund this unmet demand by residents of Castle Rock.

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**ORGANIZATION'S  
GOALS/MISSION  
STATEMENT:**

In response to Jesus Christ's call to affirm the value and dignity of each human life, to build solidarity within the community, and to advocate for justice for the poor and vulnerable, Catholic Charities of Central Colorado humbly engages in the ministry of charity for those in both economic and spiritual poverty so that all – staff, volunteers, and clients – may fully achieve their God-given potential. Our goals are to reduce homelessness and end poverty throughout our 10-county service area. We will also bring as many people as possible as far along the self-sufficiency continuum as we can, and offer transformative services for those who are struggling emotionally. We will take our self-sufficiency programs to the next level: family strengthening initiatives, increased financial literacy, job readiness and search, linkage to the housing continuum, and expanded community health partnerships.

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**HOW WILL YOU USE  
THE FUNDS GRANTED:**

Proceeds would be used for Castle Rock residents in one of three ways: (1) partial or full payment of water, electric and gas utility bills where non-payment would lead to shut-off of these vital services; (2) the purchase of King Soopers gift certificates that clients may use for gasoline or grocery store items (excluding alcohol, tobacco and prescription drugs); and (3) payment to area motels for temporary shelter of individuals and families as a more permanent solution is sought.

---

**TIME TABLE FOR  
IMPLEMENTATION:**

Providing this type of community assistance is an ongoing program of Catholic Charities of Central Colorado. We would implement the proceeds as needed upon thorough review and screening with an eye toward maximizing the number of Castle Rock residents who could be positively impacted by assistance. We would ensure grant proceeds would be used within one year of receipt of funds.

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**OTHER  
ORGANIZATIONS  
PARTICIPATING WITH  
YOUR ORGANIZATION  
IN THIS PROJECT:**

No other specific organization directly participates with us in the funding contemplated by this grant application. However, in the ordinary course of client management, Catholic Charities collaborates extensively with Douglas/Elbert Task Force, The Crisis Center, St. Vincent de Paul and several other agencies that also serve residents of the Town of Castle Rock in a similar capacity.

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**STRATEGIES FOR  
SUSTAINED FUNDING  
AT THE END OF THE  
GRANT PERIOD:**

We are identifying foundations that are aligned with our efforts to address the issues of poverty and homelessness in Douglas, Elbert, and Park counties. These are the three counties specifically served by our satellite office in Castle Rock. We are optimistic that we will be able to continue to grow and diversify our funding streams through appropriately cultivated relationships not only with grant funders, but with individuals who share a passion for our mission. In this way, we will continue to fund this important component of Catholic Charities of Central Colorado's work and bring greater awareness of the services available through our Castle Rock office.

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**EVALUATION:  
DISCUSS EXPECTED  
RESULTS, HOW YOU  
DEFINE AND  
MEASURE SUCCESS  
AND HOW THE  
PROJECT'S RESULTS  
WILL BE USED AND  
DISSEMINATED:**

Over the past three years, Catholic Charities' Castle Rock office has been able to increase the results of our community assistance programs by identifying additional funding (from our own agency resources as well as through a Phillip S. Miller grant from Douglas County) and by outreach into the community to identify clients in need. This is demonstrated in the following chart: FYE 6/30/14 FYE 6/30/15 FYE 6/30/16  
Sources of Funds: Agency Resources \$3,618 \$8,788 \$18,375  
PS Miller Grant - 0 - \$5,000 \$ 5,000 Total Sources \$3,618 \$13,788 \$23,375  
Uses of Funds: Gasoline/Groceries \$1,065 \$5,400 \$9,348  
Utility Assistance \$1,398 \$4,198 \$6,571  
Temporary Shelter \$1,155 \$4,190 \$7,456  
Total Uses \$3,618 \$13,788 \$23,375  
Clients Assisted: Gasoline/Groceries 45 244 449  
Utility Assistance 14 39 59  
Temporary Shelter 9 43 85  
Total Clients 68 326 593  
We expect the subject grant to help us continue this trend of increasing support to the community. More specifically, applying the \$7,500 grant equally across all three areas in 2017 would result in the following growth rates in funding and clients assisted as compared to 2016, which would serve as our measure of success for the grant funds:  
Gasoline/Groceries 27% (120 additional CR residents)  
Utility Assistance 37% (22 additional CR residents)  
Temporary

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Shelter 34% (29 additional CR residents) Total Additional CR residents: 171

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DESCRIBE SPECIFIC BENEFITS TO TOWN RESIDENTS INCLUDING NUMBER OF RESIDENTS SERVED IF AVAILABLE:

Approximately 75-80% of the clients we currently serve are from the Town of Castle Rock. Conservatively speaking, this means that roughly 573 (.75 x 593, number of clients served FYE 16, plus 171, number of additional Castle Rock residents we expect to serve if awarded) duplicated individuals living beneath the poverty level in Castle Rock would be provided with essential supports to lift them out of crisis. Likewise, we would also offer these individuals elements of case management, counseling, and referral services for building maximum resiliency and stabilization. We would ensure restriction of the subject grant proceeds to only those clients with satisfactory proof of a valid Castle Rock address.

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IF THE TOWN IS ABLE TO PROVIDE ONLY PARTIAL FUNDING, HOW WILL YOU FIND THE PROGRAM/PROJECT?

Partial funding would result in fewer Castle Rock residents in need being served. We would continue searching for appropriate grant funders to help fill the gap. Likewise, we would continue our planned efforts at increasing individual donor support for the ongoing services provided specifically to Town of Castle Rock residents out of our Castle Rock office.

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IF PREVIOUSLY AWARDED A TOWN GRANT, PLEASE INCLUDE A SUMMARY OF THE PROGRAM/PROJECT AND EVALUATE THE SUCCESS:

N/A

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ATTACHMENTS:  
*PLEASE ATTACH ALL APPLICABLE DOCUMENTS*

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PROGRAM/PROJECT BUDGET (Excel Form Provided on "Grants" Page)

[PSMGP Project Budget\\_CCCC\\_Aug 2016.xlsx](#)

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PROOF OF NON-PROFIT STATUS

[Catholic Charities 501\(c\)\(3\) Letter - July 2016.pdf](#)

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MOST CURRENT YTD FINANCIALS

[CCCC YTD Financials - July 2016.pdf](#)

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MOST CURRENT  
AUDITED FINANCIALS  
& MANAGMENT  
LETTER (If Available)

[Catholic Charities Audit FY Ending June 30, 2015.pdf](#)

CURRENT BUDGET  
(Including Revenues and  
Expenditures Detailing  
Percentage Relation  
Between Anticipated  
Administrative Costs and  
Project Costs)

[FY2016-17 CCCC Budget Summary - Updated.pdf](#)

OTHER:

*Field not completed.*

OTHER:

*Field not completed.*

ADDITIONAL  
COMMENTS:

Our most current YTD Financials (Statement of Activities) do not yet reflect our FY16/17 budget amounts as those are currently being uploaded internally. Absolutely no grant funds awarded would be used for agency administration costs. Any funds awarded would be used solely for Town of Castle Rock residents needing gasoline, grocery, utility, or temporary shelter assistance.

Please submit completed application and attachments or print and deliver to: Town of Castle Rock, Finance Department, 100 N. Wilcox Street, Castle Rock, CO 80104

Email not displaying correctly? [View it in your browser.](#)