

COVER SHEET 2017 GRANTS - ORRVILLE AREA UNITED WAY

AGENCY NAME: Wayne United Chaplain Ministries

Mission Statement: WUCM lends emotional, spiritual, and practical support to the incarcerated and their families and to area hospitals.

AGENCY DIRECTOR/PRESIDENT: Name Ronald Borton

Telephone 330 345-6406 Fax _____ E-Mail borton.1@osu.edu

Board President: Name Ronald Borton

Address 3253 Armstrong Rd. City Wooster, OH 44691 E-Mail borton.1@osu.edu

<u>Compute your Agency's overhead using your most recent 990 using this formula</u>	
Add Management & General (Part IX, Line 25, Column C)	\$ <u>N/A</u>
Fundraising (Column D)	+ \$ <u>N/A</u>
	= \$ <u>N/A</u>
TOTAL	
Divide total by Part VIII, Line 12, Column A (Total Expenses)	_____ %

Program Funding Requests:

1) Wayne County Jail Chaplaincy New Request? No

Funded 2016 \$ \$5,000 2017 Requested \$ \$5,000

2) _____ New Request? _____

Funded 2016 \$ _____ 2017 Requested \$ _____

3) _____ New Request? _____

Funded 2016 \$ _____ 2017 Requested \$ _____

4) _____ New Request? _____

Funded 2016 \$ _____ 2017 Requested \$ _____

\$ \$5,000 Sum Total of all Dollars Requested for 2017

I affirm that I have reviewed this application for funding, and, to the best of my knowledge, confirm that the information presented here is a financially, statistically, and programmatically accurate representation of our agency.

Ronald Borton
Chief Professional Officer Signature

8/17/16
Date

James R. Garrett II
Board President or Treasurer's Name (Please indicate which)

James R. Garrett II
Board President or Treasurer's Signature

8/17/16
Date

2017 Program Information

Please use a separate form for each program.

1. Agency: **Wayne United Chaplain Ministries**

2. Program Name: **Wayne County Jail Chaplaincy Program**

A. Based on the targeted outcomes of this program, from which of the following community impact areas are you requesting funding?

Nurturing Children & Youth

(Provides positive outcomes that help children and youth succeed in school and develop into successful adults)

Helping In Hard Times

(Provides emergency assistance: food, shelter, clothing, and legal help)

Developing Life Skills

(Provides positive outcomes with programs that enable individuals and families to become more emotionally, physically, and/or financially stable)

Promoting Health & Wellness

(Provides positive outcomes with programs that enable individuals and families to have access to prevention and/or treatment in the health arena, enabling them to become and/or stay healthier emotionally, physically, and/or financially)

B. Is this Program

New program

Expanded program

Continuation of a previously funded program

3. Please complete the following for each program:

\$5,000	+	\$13,300	=	\$18,300
Funds Requested From OAUW		Funds Requested/Received From Other Sources		Total Program Funds

4. If previously funded program, are you asking for increased dollars of support?

Yes No

5. If yes, why are you requesting more money?

6. If your program was not funded for the full amount you requested for 2016, what impact did this have on your program? What adaptations did you have to make?

Not applicable. We truly appreciate being fully funded for 2016.

7. How will the agency adapt this program next year if your requested funding level cannot be met or if a decision is made that the program will not be funded at all next year?

According to other chaplains, our jail chaplain is funded at a very low level. We would hope not to go any lower on it.

8. Please describe the fees and reimbursements associated with this program.

In addition to providing the salary to the chaplain, we have provided a reimbursement up to \$125 per month for mileage transporting prisoners home at the end of their stay, transportation to funerals, hospitals, and nursing home to see family, and personal care products. This is an item for an upcoming discussion with the sheriff, the chaplain, and the support committee.

Fees:

N/A

Sliding Fee Schedule: N/A

Insurance Reimbursement: N/A

Government Subsidies: N/A

Community Impact

8. Describe the target population and eligibility requirements for the Program:

The services of the chaplain are available to all the inmates, family members of inmates and staff at the Wayne County Justice Center.

The goal of this program is to return prisoners to society as productive citizens. Another goal is to give prisoners a better understanding of how to live a Christian life.

Phil Klinefelter serves as the chaplain for Wayne United Chaplain Ministries at the Wayne County Jail. He facilitates the visits of area churches to the jail for Bible studies and church services on Sunday. He conducts Bible Studies in the block. The chaplain is responsible for visitors from churches and community groups having the correct credentials and being certified to enter the cell blocks. Five churches send volunteers to conduct Sunday worship services. One church takes responsibility for the 1st Sunday of the month, another church for the 2nd Sunday, etc. Without the chaplain's services, church programs by area churches and visits by pastors may not be possible. Women from several churches conduct Bible Studies two days a week in the women's block. One of those women is on our board and shares many great stories from this activity.

Once prisoners are released, the chaplain directs inmates to many social service agencies including Wayne County's Pregnancy Care Center for the Men of Honor Program. They are also referred to the Behind Bars and Beyond Re-entry Support group and the Wayne/Holmes Re-Entry Coalition. We had representatives visit one of our support team meetings so we could share what each group does for this population.

The chaplain's counseling sessions with prisoners, families and staff have proven invaluable at times when mental health professionals have not been successful.

The Trusty Program is a way that prisoners can work inside and outside the jail for the county jail while they are incarcerated. The chaplain advises the staff as to who may benefit and be trustworthy for this program. The goal is to improve the prisoner's work ethic, which he/she will hopefully carry over to the job market after release.

Inmates enrolled in the GED preparation (10 so far in 2016) may not have been successful without the support and advocacy of the chaplain. The inmates returning to the community with a GED are better prepared to make a living for themselves and their family.

9. What agencies or programs in the community provide similar services? Please be specific about how we can differentiate this program from others.

There are no other agencies or programs in the community that provide the services of the chaplain in the jail.

Impact Analysis

10. Describe the targeted outcomes of this program. In other words, you ran this program, you gave clients certain skill sets, you increased their knowledge, and you treated their illness, which is all good. But how have you changed the lives of those people, and as a result, our community?

Please include the following information in your narrative *and limit this to 2 pages:*

Targeted outcomes:

- Awareness of power of God to make a positive change in his/her life
- Return rate of prisoners is lowered
- Improved family units
- Improved work ethic
- Improved education level

- **Description of the activities and resources you use to accomplish these outcomes**

- Providing a salary for the chaplain to plan and perform a variety of services.
- Providing personal care products outside the county budget to indigent prisoners. This serves as an in-road to talking with them about personal issues and spiritual matters.
- Providing counseling for inmates individually and in groups
- Ministering to the spiritual needs of inmates through Bible studies, prayer, baptism, and church services. Worship services are conducted each Sunday of the month by area churches. The churches work through the chaplain for coordination of this service.
- Returning out-of-county inmates to their home counties
- Family counseling and marriage counseling via conference calls and in-person
- Advise and advocate for prisoners' involvement in the Trusty Program – a program where inmates work inside and outside of the jail for the county
- Advocacy for and providing information to prisoners to earn his/her GED while incarcerated
- Providing support in court to families of inmates

- **Information about the tools you use to measure outcomes**

- WUCM has a new chaplain at the jail. We have discussed with him that we need to develop tools to measure outcomes and believe he will provide us more information than we have had in the past.
- It may be anecdotal, but he has already shared about how he gave a young man a job lead and he received a thank-you note telling him that the young man had gotten the job.

- **Dialogue about the challenges you face in measuring the success of the program**

Spiritual success of others is impossible to measure. It is between the individual and God. Often there are outwardly signs that appear to indicate growth in this area, but it is difficult to document and measure.

The jail cannot share information that is not public information. Thus there is no data available to WUCM.

- **Specific information about the recorded outcomes you achieved last year.**

- The previous chaplain did not prepare an annual report at the end of 2015, thus we do not have recorded information about that year. The new chaplain provided information that was included in the Mid-year report for 2016.

- **Discussion of whether or not your outcomes met, exceeded or fell short of your desired outcomes.**
 - With the assistance of volunteers, the inmates and staff at the jail were provided spiritual services in the transition from one chaplain to another.
 - The Sheriff's Office has been very supportive of WUCM in this transition.

Program Outputs

11. Define a unit of service. If it is not possible to define one unit, please state why.

Remember that whatever the method of measurement, you are consistent from year-to-year.

The ministry is available to everyone at the jail.

12. Complete the following if the agency is seeking United Way funding for this program.

Year	Number of Clients in zip codes 44667, 44618, 44645	Number of Clients in all of Wayne County	Clients on a Waiting List
2015 Actual	Info not available	2676	0
2016 Projected	Info not available	2800	0
2017 Projected	Info not available	2900	0

Number of clients does not include staff members at the jail and family members of inmates. These numbers based only on inmates.

13. Unit Cost: Please explain changes either up or down in your cost.

Year	Individuals or Units of Service	Total Cost of Program	Unit Cost (Cost/Units)
2015 Actual	2676	\$13,500	13,500/2676 \$5.04
2016 Projected	2800 (chaplain transition year)	2 times mid-year statistics \$12,000	12,000/2800 \$4.09
2017 Projected	2900	\$13,500	13,500/2900 \$4.66

Based on not knowing about whether we will continue the supplies and maybe a slight raise for the new chaplain. Presently, paying him less than the previous chaplain.

14. Individuals served

Last year (actual): 2676

This year (projected): 2800

Client Demographics

14.

		NUMBER
Types of Clients:	Individuals	2676
	Information & Referral, Brochures	
	Organizations	

PLEASE COMPLETE THE INFORMATION FOR INDIVIDUAL CLIENTS ONLY		
Age Group:	Under 5	0
	6 thru 12	0
	13 thru 17	1
	18 thru 34	1723
	35 thru 54	823
	55 thru 64	103
	65 thru 74	27
	75 thru 84	0
	85 and over	0
	Unknown	0
TOTAL INDIVIDUALS:		2676 100%*
Gender:	Male	2044
	Female	632
	Unknown	
TOTAL INDIVIDUALS:		2676

	NUMBER		NUMBER
Household Income:	NOT Available	Ethnic/Racial Background:	2185
\$0 thru \$11,999		White	
\$12,000 thru \$14,999		Black or African American	278
\$15,000 thru \$24,999		Hispanic or Latino	35
\$25,000 thru \$49,999		American Indian or Alaska Native	
\$50,000 thru \$74,999		Asian	8
More than \$75,000		Native Hawaiian or Pacific Islander	
Unknown		Unknown	170
TOTAL INDIVIDUALS:		TOTAL INDIVIDUALS:	2676

*NOTE: All TOTALS should be the same number

**Orrville Area United Way
Supplemental Agency Questions**

Wayne United Chaplain Ministries

Agency Name

August 15, 2016

Date

Please check the appropriate box in answer to each question.

	Yes	No	Don't Know
Does the agency have checks/balances and distribution of responsibilities such that tasks such as opening mail, paying bills, signing checks, bookkeeping, producing internal financial reports do not rest in the hands of too few persons?	X	<input type="checkbox"/>	<input type="checkbox"/>
Have the board and top administrative officers discussed/reviewed/agreed upon what is appropriate in terms of division of these responsibilities?	X	<input type="checkbox"/>	<input type="checkbox"/>
Does the agency have a board approved Fiscal Policy?	X	<input type="checkbox"/>	<input type="checkbox"/>
Did the auditor meet with the board and top administrator to discuss audit results? Met with treasurer, Jim Gorrell.	X	<input type="checkbox"/>	<input type="checkbox"/>
Does the board conduct an annual evaluation of the top administrative officer?	<input type="checkbox"/>	X	<input type="checkbox"/>
Are the evaluation results in written form?	<input type="checkbox"/>	X	<input type="checkbox"/>
Does the agency have written by-laws to which they adhere?	X	<input type="checkbox"/>	<input type="checkbox"/>
Does the board and/or a Financial Committee or Executive Committee review complete financial statements monthly including cash flow statements? Bi-monthly meetings	X	<input type="checkbox"/>	<input type="checkbox"/>
Are the agency goals/objectives/plans in written form?	X	<input type="checkbox"/>	<input type="checkbox"/>
Do the agency by-laws/guidelines specify a length of term for board members?	X	<input type="checkbox"/>	<input type="checkbox"/>
Are board members required to rotate off the board for some minimum amount of time upon completion of some maximum time of service?	<input type="checkbox"/>	X	<input type="checkbox"/>
Is the agency currently compliant with guidelines for submitting an Audit including the management letter, 990, Agency Agreement, and Verification of Registration with the State of Ohio Attorney General's Office to United Way?	X	<input type="checkbox"/>	<input type="checkbox"/>
What percentage of your Board financially supports your agency?	60		

N/A
N/A

Ronald J. Bortz
Governing board representative (name, title)

Moderator, WUCM Board
Administrative official (name, title)

**Wayne United Chaplain Ministries
Fiscal Report for 2017 Application**

	FY2015 Actual	FY 2016 Projected	FY 17 Projected
Revenue			
Area Churches	\$12,595.00	\$ 12,000.00	\$ 12,000.00
Orrville Area United Way	\$5,000.00	\$ 5,000.00	\$ 5,000.00
Misc. Patrons	\$2,145.00	\$ 1,300.00	\$ 1,300.00
Total	\$19,740.00	\$18,300.00	\$18,300.00
Expenses			
Salaries*	\$15,600.00	\$ 11,350.00	\$ 13,800.00
Treasurer Bond	\$100.00	\$ 100.00	\$ 100.00
Post Office Box Rental	\$66.00	\$ 66.00	\$ 66.00
Postage	\$125.00	\$ 125.00	\$ 125.00
Brochures	\$225.00	\$ 225.00	\$ 225.00
Chaplain Insurance	\$88.00	\$ 88.00	\$ 88.00
Envelopes	\$42.00	\$ 42.00	\$ 42.00
Chaplain Continuing Education		\$ 125.00	\$ 125.00
Misc.	\$149.00	\$ 179.00	\$ 179.00
Justice Center Supplies**	\$1,500.00		
Total	\$17,895.00	\$12,300.00	\$14,750.00

* This includes the amount paid for our WUCM's contribution to salary of the chaplain at Orrville Aultman Hospital. The reason 2016 is less is because we didn't pay a chaplain for the jail a couple months in the transition, plus our starting salary is lower for the jail chaplain.

** This will depend on upcoming discussions with the Sheriff's Office

Grants & Collaborations

Orrville Area United Way – Complete this form for each applicant program

Date: 8/15/16

Agency: Wayne United Chaplain Ministries

Program: Wayne County Jail Chaplaincy

Please respond in writing to the following questions:

1. What would happen if your program were to disappear?

Our program has helped many inmates and staff at very difficult times of their lives. As we try to make Wayne County a better place to live, the help to the jailed individuals we hope helps them come out and do better as members of society.

2. What would happen if you were not to receive the requested amount?

We have an excellent chaplain who doesn't do the job simply for the sake of the money. However, the small salary we provide does allow him to pay for his expenses of working, transportation, etc.

3. Specifically, how would decreases in your grant impact your programming:

a. 25% decrease? Perhaps our chaplain could work less time for less salary?

b. 50% decrease? We would probably need to decrease the amount of services that the chaplain provides.

c. 75% decrease? The WUCM would not be able to support a jail chaplain. The jail chaplain does not get paid by the Sheriff's Office.

4. What other organization/s provide/s the same or similar services/programs?

None

5. Specifically, how are you collaborating with other agencies/organizations?

We met with representatives from Behind Bars and Beyond's Re-Entry Community Peer Support Group to understand that they are working with post-jail support.

Our program is about support in the Jail. Our chaplain works with staff too. The other group isn't involved with staff.

Our new chaplain is involved with the Men of Honor Program at Wayne Pregnancy Care Center. He refers men from the jail to that program.

6. What services/programs for which you are requesting support are complementary services in collaboration with other entities?

Our chaplain complements the services of the Wayne County Jail such as mental health counseling and GED programs.

List of Board Members & Attendance Records

Note: No Board Members are clients.

1. Loretta Baur – present for every meeting
2. Jim Ball – absent 10/21/15 and 2/17/16
3. Don Beane – absent 10/21/15, 3/16/16, and 6/22/16
4. Mike Borger – absent 2/17/16 and 3/16/16
5. Ron Borton – present for every meeting
6. Jim Gorrell – present for every meeting
7. Lorraine McMillan – joined 4/27/16 –attended all meetings since
8. Betty Smith – present for every meeting
9. Russell Yoder – present for every meeting Is in the jail once a month delivering a church service
10. Barbara Moline – present for every meeting Is in the jail frequently conducting Bible Studies for the women

June 28, 2016

To whom it may concern:

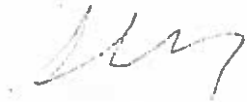
I have reviewed the deposit and disbursement records of the Wayne United Chaplain Ministries on June 27, 2016, for the period covering January 1, 2015 to December 31, 2015, which was the last completed calendar year of operation.

All disbursements were made by check and appeared to be in accordance with the directions of the governing board of directors and that of contributors. The review included the examination of deposits and balances in the checkbook as compared to bank statements which were totaled to the treasurer's reports as presented to the board of directors.

The only restricted uses placed on the contributed funds by the contributors themselves were, as indicated by verbal agreement, funds contributed by Orrville Area United, be used for expenses of the chaplain services at the Wayne County Justice Center. This request was accomplished with the expenses exceeding the contributions for such purposes.

Records requested at the time of the requested examination by James Gorrell, Treasurer of the Wayne United Chaplain Ministries, were adequate for determining the above statements. The review was completed by Sarah T. Slover at the request of James Gorrell as a form of internal checks and balances by an outside observer.

Sincerely,



Sarah T Slover
794 W Hutton Road
Wooster, OH 44691
(330) 465-1474

Loretta

Gmail

More 1 of 167

COMPOSE

Form 990-N E-filing Receipt - IRS Status: Accepted

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Inbox (22)

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Loretta

epostcard@urban.org

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EIN: 23-7421132

Submission Type: Form 990-N

Year: 2014

Submission ID: 7800582015204d|75948

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- EIN:237421132
- Tax Year2015
- Tax Year Start Date:02-01-2015
- Tax Year End Date:01-31-2016
- SubmissionID:10065520161830365225
- Filing Status Date:07-01-2016
- Filing Status:Pending

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MANAGE FORM 990-N SUBMISSIONS