

COVER SHEET 2018 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 Orrville Aultman Hospital patients and staff.**

AGENCY DIRECTOR/PRESIDENT: Name **Ronald Borton**

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

Board President: **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>
TOTAL	= \$ <u>N/A</u>
Divide total by Part VIII, Line 12, Column A (Total Revenue)	_____ %

NO PAID STAFF

Program Funding Requests:

- 1) Wayne County Jail Chaplaincy *New Request?* NO
Funded 2017 \$ \$5,000 *2018 Requested \$* \$5,000
- 2) _____ *New Request?* _____
Funded 2017 \$ _____ *2018 Requested \$* _____
- 3) _____ *New Request?* _____
Funded 2017 \$ _____ *2018 Requested \$* _____
- 4) _____ *New Request?* _____
Funded 2017 \$ _____ *2017 Requested \$* _____

\$ _____ **Sum Total of all Dollars Requested for 2018**

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

Board President
 Board President or Treasurer' Name (Please indicate which)

Ronald J. Borton 8/1/17
 Board President or Treasurer's Signature Date

2018 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	+	\$10,000 *	\$15,000
Funds Requested From OAUW		Funds Requested/Received From Other Sources	Total Program Funds

*Total WUCM funds received from other sources in FY16 was \$14,843.00. Some of the funds received from other sources is used for our other program, Chaplain for Orrville Aultman Hospital, which is not requested on this application. The \$10,000 listed here is for the **Jail Chaplaincy Program**.

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 2017, what impact did this have on your program? What adaptations did you have to make?

It was fully funded for the amount we requested in 2017, and we were very appreciative of that—especially since your agency received less than the goal.

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?

Our chaplain is not paid very much for the value of his services. We would not be able to even meet his salary without the help of United Way. He would need to be asked to reduce his hours and pay if not fully funded.

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

The chaplain has been using up supplies left from the previous chaplain. He also has a system for giving supplies to an inmate. He only gives them the needed underwear and personal care products if they haven't been purchasing frivolous things from vending machines in the jail. The Sheriff's department has changed their process for supplies. We will no longer be reimbursing the chaplain for supplies and mileage associated with his transporting inmates after release. He receives some reimbursement from the Sheriff's department for supplies. The chaplain is an employee of Wayne United Chaplain Ministries with no salary from the Sheriff's Department.

Fees:

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.

A change instituted this year by the Wayne County Jail is that they are having separate worship services for the men and the women for security reasons. This entails the volunteers doing two separate services on Sundays.

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. Our chaplain is the director of the Men of Honor Program. He has started special classes from the Men of Honor Program at the jail. Once the prisoner is released, many are enrolling in the classes at the Pregnancy Care Center. They are also referred to the Behind Bars and Beyond Re-entry Support group and the Wayne/Holmes Re-Entry Coalition.

The chaplain's counseling sessions with prisoners have proven invaluable at times when mental health professionals have not been successful. He works with Wayne County Children's Services to provide visitations for children of the incarcerated. He serves as the "representative adult" for that agency. Children's services does not have to provide their own staff at the jail for these visits. He also has a wonderful rapport with the staff at the jail and many have used him as a "sounding board," and he can give them spiritual assistance.

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 (7 so far in 2017) 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. Perhaps, this could be a portion of the new collaboration of Orrville United Way and Bridges Out of Poverty.

This year the Jail Support Committee of Wayne United Chaplain Ministries has instituted a quarterly reporting system for the Chaplain to the committee. The form is due each quarter. This system is working well from the standpoint of communication and accountability.

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

No other agency provides these services 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?

- 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

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

- **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.
 - 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.
 - Distributing personal care products to indigent prisoners. This serves as an in-road to talking with them about personal issues and spiritual matters. Our chaplain has a system for dispensing these products that causes it not to be a "free for all." WUCM no longer provides funds for this purpose, but the chaplain is involved in dispensing them.
 - Providing counseling for inmates individually and in groups
 - Returning out-of-county inmates to their home counties
 - Provides visits for inmates young children in conjunction with Children's Services.
 - 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
 - Provides greeting cards supplied by the WUCM Board to prisoners so they can send them to their families as appropriate. A church provides Christmas cards for this purpose to the chaplain.

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

- Improved family units—the chaplain held 25 individual family counseling sessions; only knows the positive outcome of a few from notes received. Jail would not have statistics on this.

- Improved work ethic—70 inmates participated in the Trusty Program which is an in-house work program within the jail for which the chaplain recommends individuals.

25 inmates were in the work release program which is outside the jail.

- Improved education level—7 inmates passed the GED examination. This a program for which the chaplain advocates and encourages when working with inmates.

- **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. The return rate of inmates is not shared with our agency. The chaplain works to not have this happen. However, with the increased drug related problems, he believes from observation that the return rate has gone higher the past year rather than decreasing as we would hope.

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

The chaplain has shared stories about how he has helped find jobs for inmates. He also knows that those with the GED are better prepared to find jobs than those without it. He has also had positive stories about how families are doing better as a result of his counseling.

- **Discussion of whether or not your outcomes met, exceeded or fell short of your desired outcomes**

Members of our Board who are directly involved with the inmates through Bible studies or worship services have reported very positive attitudes about the relationship the chaplain has with them. Plus Wayne County Jail Staff have had very positive comments about his work with the inmates and the staff.

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.
 Units are inmates. The services are offered to all.

- 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
2016 Actual	Info not available	2916	0
2017 Projected	Info not available	3000	0
2018 Projected	Info not available	3100	0

- 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)
2016 Actual	2916	\$13,167.00	\$4.52
2017 Projected	3000	\$14,793.00	\$4.94
2018 Projected	3100	\$15,718.00	\$5.07

- 14. Individuals served**

Last year (actual): 2916

This year (projected): 3000

Client Demographics

14.

	NUMBER
Types of Clients: Individuals	2916
Information & Referral, Brochures	
Organizations	

PLEASE COMPLETE THE INFORMATION FOR INDIVIDUAL CLIENTS ONLY		
Age Group:	Under 5	0
	6 thru 12	0
	13 thru 17	0
	18 thru 34	1808
	35 thru 54	862
	55 thru 64	223
	65 thru 74	23
	75 thru 84	
	85 and over	
	Unknown	
TOTAL INDIVIDUALS:		2916 100%*
Gender:	Male	2149
	Female	747
	Unknown	20
TOTAL INDIVIDUALS:		2916

	NUMBER		NUMBER
Household Income:		Ethnic/Racial Background:	
	Not Available	White	2447
\$0 thru \$11,999		Black or African American	345
\$12,000 thru \$14,999		Hispanic or Latino	38
\$15,000 thru \$24,999		American Indian or Alaska Native	
\$25,000 thru \$49,999		Asian	5
\$50,000 thru \$74,999		Native Hawaiian or Pacific Islander	
More than \$75,000		Unknown (They report as "other.")	81
Unknown			
TOTAL INDIVIDUALS:		TOTAL INDIVIDUALS: 2916	

*NOTE: All TOTALS should be the same number

**Orrville Area United Way
Supplemental Agency Questions**

Wayne United Chaplain Ministries

Agency Name

August 10, 2017

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. Everything was in order.	X	<input type="checkbox"/>	<input type="checkbox"/>
Does the board conduct an annual evaluation of the top administrative officer?		X	
Are the evaluation results in written form?		X	
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?		X	
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?	50		

Ron Borton, Chairman

Governing board representative (name, title)

Jim Gorrell, Treasurer

Administrative official (name, title)

Betty Aylsworth Smith, Chair of Jail Support Team



Confirmation

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Your Form 990-N(e-Postcard) has been submitted to the IRS

- Organization Name: WAYNE UNITED MINISTRIES
- EIN: 237421132
- Tax Year: 2016
- Tax Year Start Date: 02-01-2016
- Tax Year End Date: 01-31-2017
- Submission ID: 10065520171911309823
- Filing Status Date: 07-10-2017
- Filing Status: Pending

Note: Print a copy of this filing for your records. Once you leave this page, you will not be able to do so.

MANAGE FORM 990-N SUBMISSIONS

Janette Bauer
7/10/2017
WUCM secretary

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Wayne United Chaplain Ministries
Fiscal Report for 2018 Application

	FY 2016 Actual	FY 2017 Projected	FY 2018 Projected
Revenue			
Orrville Area United Way	\$5,000.00	\$5,000.00	\$5,000.00
Area Churches	\$11,338.00	\$12,000.00	\$12,000.00
Misc. Patrons ***	\$3,505.00	\$2,500.00	\$2,500.00
Total	\$19,843.00	\$19,500.00	\$19,500.00
Expenses			
Salaries*	\$12,100.00	\$13,800.00	\$15,000.00
Treasurer Bond	\$100.00	\$100.00	\$100.00
Post Office Box Rental	\$70.00	\$75.00	\$75.00
Postage	\$113.00	\$120.00	\$120.00
Brochures	\$230.00	\$230.00	\$0.00
Chaplain Insurance	\$88.00	\$88.00	\$88.00
Envelopes		\$45.00	\$0.00
Chaplain Continuing Education	\$125.00	\$125.00	\$125.00
Justice Center Supplies **	\$125.00	\$0.00	\$0.00
Misc. (Christmas Gifts, printing, labels, etc)	\$216.00	\$210.00	\$210.00
Total	\$13,167.00	\$14,793.00	\$15,718.00

* This includes the amount paid for WUCM's contribution to salary of the chaplain at Orrville Aultman Hospital as well as the chaplain at the jail. We did not have a chaplain at the jail for a couple of months in FY 16. We plan on giving the jail chaplain a slight raise in 2018. We did not start him as high as the previous chaplain. He has proven that he is deserving of a raise. This will be voted on at our next Board meeting.

** We only reimbursed the prior chaplain for one month's supplies in 2016. The Sheriff's Department has changed their procedures. They are providing the supplies, but the chaplain is involved in di:

***One large gift may not be repeated again in FY 17 & 18

Grants & Collaborations

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

Date: 8/9/17

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?

The Sheriff's office has made the statement that a person turning to a higher power can help those on drugs more than any program can do. Our chaplain and religious services have helped many inmates and staff at very difficult times of their lives. Our chaplain can lead those incarcerated to seek help from God for their problem and salvation. Without this guidance, many of the inmates would experience no spiritual assistance.

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 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?

Our chaplain is involved with the Men of Honor Program at Wayne Pregnancy Care Center. In the past, he referred men from the jail to that program. Now he is offering classes from the Men of Honor Program in the jail. He has had several continue the Men of Honor Program after their release. There is incentive from Pregnancy Care Center that completion of sections of the program, gift cards are issued that can only be used on diapers and necessary supplies for children.

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 Wayne County Children's services, mental health counseling, and GED programs.

List of Board Members & Attendance Records

Note: No Board Members are clients.

Six meetings per year. The Board of WUCM meets bi-monthly. The members are all members of different churches in the Wayne County area. We met eight times in 2016 due to circumstances.

1. Loretta Baur – attended all
2. Jim Ball – attended all but one meeting
3. Don Beane – attended all but one meeting
4. Mike Borger – attended all but one meeting
5. Ron Borton – attended all but two meetings
6. Jim Gorrell – attended all
7. Lorraine McMillan – after joining the board mid-year, she attended five meetings.
8. Betty Smith – attended all
9. Russell Yoder – attended all; He is in the jail once a month delivering a church service
10. Barbara Moline – attended all: She is in the jail frequently conducting Bible Studies for the women

The Jail Support team comprised of a subset of this Board meets an additional four times per year.

name	12/16/15	02/17/16	03/16/16	04/27/16	06/22/16	08/16/16	10/19/16	12/21/16
Jim Ball	X	X	---	X	X	X	X	X
Loretta Baur	X	X	X	X	X	X	X	X
Don Beane	X	X	X	X	---	X	X	X
Mike Borger	X	X	---	X	X	X	X	---
Ron Borton	X	X	X	X	X	---	---	X
Jim Gorrell	X	X	X	X	X	X	X	X
Lorraine McMillan	NA	NA	NA	X	X	X	X	X
Barb Moline	X	X	X	X	X	---	X	X
Betty Aylsworth Smith	X	X	X	X	X	X	X	X
Russ Yoder	X	X	X	X	X	X	X	X
	9	9	7 (2 ab)	10	9 (1 ab)	8 (2 ab)	9 (1 ab)	9 (1 ab)
					+ Phil Klinefelter			

June 9, 2017

To whom it may concern:

I have reviewed the deposit and disbursement records of the Wayne United Chaplain Ministries on June 8, 2017, for the period covering January 1, 2016 to December 31, 2016, 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

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DATE	DOCUMENT ID	DESCRIPTION	FILING	OVER PAYMENT	EXPED	CERT	COPY
04/03/2017	201709002996	NONPROFIT - CERTIFICATE OF CONTINUED EXISTENCE (CCE)	25.00	0.00	0.00	0.00	0.00

Receipt

This is not a bill. Please do not remit payment.

WAYNE UNITED CHAPLAIN MINISTRIES
 WILLIAM F. ROSS
 406 NORTH MARKET STREET
 WOOSTER, OH 44691

STATE OF OHIO
CERTIFICATE

Ohio Secretary of State, Jon Husted
 462967

It is hereby certified that the Secretary of State of Ohio has custody of the business records for

WAYNE UNITED CHAPLAIN MINISTRIES

and, that said business records show the filing and recording of:

Document(s)

NONPROFIT - CERTIFICATE OF CONTINUED EXISTENCE

Effective Date: 03/31/2017

Document No(s):

201709002996



United States of America
 State of Ohio
 Office of the Secretary of State

Witness my hand and the seal of the
 Secretary of State at Columbus, Ohio this
 3rd day of April, A.D. 2017.

Jon Husted
 Ohio Secretary of State