

Panel #1

COVER SHEET 2018 GRANTS - ORRVILLE AREA UNITED WAY

AGENCY NAME: Orrville YMCA

Mission Statement: To put Christian principles into practice through programs that build healthy spirit, mind and body for all.

AGENCY DIRECTOR/PRESIDENT: Name Dean Gogolewski

Telephone: 330-683-2153 Fax: 330-683-0064 E-Mail: d.gogolewski@orrvilledalton-ymca.org

Board President: Name: Tammy Lyons

Address: 1664 Woodlawn Rd City: Orrville E-Mail: coachtammylyons@gmail.com

Compute your Agency's overhead using your most recent 990 using this formula

Add Management & General (Part IX, Line 25, Column C)		\$	_____
Fundraising (Column D)	+	\$	_____
	=	\$	_____
TOTAL			
Divide total by Part VIII, Line 12, Column A (Total Revenue)			_____ %

Program Funding Requests:

1) Nurturing Children & Youth New Request? No

Funded 2017 \$30,000 2018 Requested \$25,000

2) Helping In Hard Times New Request? No

Funded 2017 \$15,000 2018 Requested \$15,000

3) Promoting Health & Wellness New Request? No

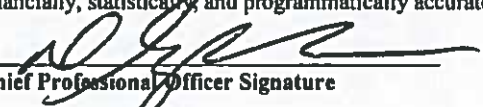
Funded 2017 \$15,000 7,943 2018 Requested \$15,000

4) _____ New Request? _____

Funded 2017 \$ _____ 2017 Requested \$ _____

\$55,000 Sum Total of all Dollars Requested for 2018

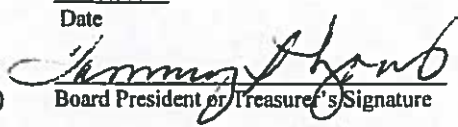
I affirm that I have reviewed this application for funding, and, to the best of my knowledge, confirm that the information presented here is a financially, statistically, and programmatically accurate representation of our agency.


Chief Professional Officer Signature

Tammy Lyons

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

9/7/17
Date


Board President or Treasurer's Signature

9/7/17
Date

2018 Program Information

Please use a separate form for each program.

1. Agency: Orrville YMCA

2. Program Name: School Age Child Care 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:

<u>\$25,000</u>	+	<u>\$100,000</u>	=	<u>\$ 125,000</u>
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 2017, what impact did this have on your program? What adaptations did you have to make?

Funding for the Child Care Program is used to provide families with financial assistance to make child care affordable which allows parents to go to work and provide for their family and for the purchase of program supplies to improve learning. Supplies are needed for the quality rating that the Ohio Department of Job & Family Services requires all licensed centers to acquire. This year the Orrville YMCA Child Care Program will be applying for a 5 star rating, the highest in the system. Because of not being fully funded in 2017, we reduced the amount of assistance we could provide and we had to limit the supplies we purchased for the program.

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?

In the summer of 2017, the YMCA summer day camp program doubled enrollment and in the fall program is showing growth in enrollment indicating the need for programming. If the requested funding level cannot be met in 2018 coupled with the rise in enrollment, the program will have to cut back in the supplies purchased which will impede the goal of helping children and youth succeed in school and develop into successful adults. We would try not to reduce financial assistance because parents need a safe, structured and supervised place to take their children so they know they are safe when they cannot be there themselves.

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

Fees:

Sliding Fee Schedule: Families that cannot afford program fees and are over the state threshold for assistance can apply for financial assistance through the YMCA. The federal poverty scale is used to determine the amount of assistance based on household size and income.

Insurance Reimbursement: None

Government Subsidies: As a state licensed center, families that fall below the income threshold receive government assistance from the Ohio Department of Job & Family Services. ODJFS will determine how much a family can afford to pay for child care and subsidize child care for the family. The weekly copayment and state funding totals 55% of normal fees, leaving the YMCA to subsidize the remaining amount.

Community Impact

8. Describe the target population and eligibility requirements for the Program: The School Age Child Care Program serves children who have entered Kindergarten through sixth grade (typically ages 5-12). The Before and After School program provides parents with a safe, supervised and structured place for their children to go before and after school plus an all-day program during school days off when they need to be at work or school. The Summer Day Camp program is an all-day program that offers the same care all day long. Children from all socio-economic backgrounds within the age requirements are eligible for the program. Children in the Orrville and Smithville School Districts are eligible for the school year program and children from Orrville, Dalton, Smithville and Marshallville, Rittman and Apple Creek attend the summer program.

9. What agencies or programs in the community provide similar services? Please be specific about how we can differentiate this program from others. The YMCA is the only state licensed school age child care program in Orrville. The Orrville Boys & Girls Club offers programming for youth in the same age range. The biggest differentiator between the YMCA and the Boys & Girls Club is that, because we are state licensed, our child care workers must be 18 years of age or older, and have a high school diploma. We must also adhere to a lower child to teacher ratio, provide instructional programming, and ongoing education for the child care workers. In addition, we are in the process of applying and being assessed for a high Step Up to Quality (SUTQ) Rating. The Step Up to Quality program ensures that children are being given quality child care services. The additional steps needed to attain SUTQ cause additional costs to run the program, but result in high quality care for the children who attend.

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?

The targeted outcomes of the school age program are to provide stability to children enrolled in the program; promote citizenship by providing positive role models exhibiting pro-social behaviors; stimulate cognitive, emotional and physical growth in each child attending the program.

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**

Our school age care program uses many different activities and resources to engage the children while they are here, help them in school, and have their families feel they are in a safe and caring environment. Primarily, the program uses the Cincy After School Curriculum for planning activities both before and after school. This curriculum has 50 different recreational activities and 98 learning enhancement activities. We use this curriculum, in conjunction with the State of Ohio Step up to Quality standards, to develop and carry out daily lesson plans. These standards proscribe that we, as a child care facility, plan all time spent in care, and have the resources available to carry out the plan. These resources include materials, facilities, qualified staff, and supplemental activities, such as STEM activities. All of these resources are provided at an additional cost to the program, but no additional cost is passed on to the children served.

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

Our main measurement of outcome is parent satisfaction. We perform customer satisfaction surveys of our parents on a yearly basis to determine if we are meeting their expectations of our programs. The most recent results of this survey, conducted in August 2017, show a 97.5% satisfaction rate in returned surveys. We also measure how many students actually attend care vs. how many are registered. The last measurement is financial performance to make sure we are operating as efficiently as possible.

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

Attendance: We strive to have high attendance rates, but many factors play into this measurement that have nothing to do with satisfaction of the program. Parents work schedules are the biggest factor that affects attendance. While we would like to have every student attend care every day, it is not practical or feasible when parents can be there to help their child with homework and build that bond.

Financial Performance: While we set our program rates at a level to be able to run the program profitably, there are in fact very few families that pay full price, thus making this measurement a difficult one to succeed at. More than 50% of our children receive support for their child care costs from the Ohio Department of Job and Family Services (ODJFS), who only reimburses us at 55% of our full pay rates. Currently, another 15% receive assistance from the YMCA due to financial need that is not covered by ODJFS.

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

One story in specific illustrates our best outcome from last year that was made possible by support from the United Way. Names have been changed.

This spring, we were contacted by the Wayne County Counseling Center asking if they could pay for six weeks of day camp for two children who have had a rough start in life. These children had been removed from their biological homes and are currently in the same foster home. Jane is very quiet and has self-esteem issues. John lashes out and tends to become upset if things don't go his way.

During the first five weeks of camp, Jane really started to come out of her shell and began to shine! She began engaging with the other girls, initiating activities and becoming more confident. It has been an inspiring thing to watch. John, even with a couple of rough days here and there, has become one of the most well behaved and well-mannered children in camp. The Counseling Center and children's foster mother noticed such a change in the kids that they extended their support for the remainder of summer camp and plan on enrolling the children in after school care to continue to provide them with positive role models and positive peer relationships.

These children attending camp would not have been possible without support from the United Way. The funding that the United Way provided to the YMCA allowed us to give the foster family a reduced fee membership, and reduced camp fees.

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

Overall, we have exceeded our expectations for 2016 and 2017.

Customer Satisfaction: The customer satisfaction study done during August 2017 showed 97.5%.

Attendance: During the 2016/17 school year, 73% of those enrolled attended care on a daily basis. Studies have shown that children attending an after school program at least 75% of the time tend to do better in school. This can be attributed to many factors present in our program, including healthy snacks, homework help, and strong adult behavior modeling. During the 2017 summer camp, 8 of the 11 weeks of summer had 60% expected attended on a daily basis. There are many reasons for lower attendance percentages during the summer, including vacations, extended family visits, and other opportunities for care becoming available. In the camping industry, of those who attend summer camp 96% of campers say that "camp helped me make new friends," and 92% say, "Camp helped me feel good about myself." 70% of camp parents say, "My child gained self-confidence at camp" (ACA, 2005).

Financial Performance: Before 2016, child care at the Orrville Y was regularly operating at a loss. Throughout 2016 and 2017, several actions have been taken to curtail this trend, including:

- Right-sizing staff and staff hours to meet the actual required staff to child ratio for Step Up to Quality
- Re-evaluating snacks being prepared and served, to eliminate waste
- Better account management for those parents who pay full price or a co-pay
- Closer attention paid to billing and receivables from ODJFS

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.

A unit of service is defined as a child enrolled in the school age program between January 1 and December 31.

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*	136	189	0
2017 Projected*	85	119	0
2018 Projected	103	130	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*	199	\$258,705	\$1,300
2017 Projected*	125	\$210,500	\$1,485
2018 Projected	135	\$125,000	\$926

14. Individuals served

Last year (actual): 199

This year (projected): 125

*Includes programs not operating in 2018

Client Demographics

14.

	NUMBER
Types of Clients: Individuals	199
Information & Referral, Brochures	
Organizations	

PLEASE COMPLETE THE INFORMATION FOR INDIVIDUAL CLIENTS ONLY	
Age Group: Under 5	95
6 thru 12	94
13 thru 17	8
18 thru 34	
35 thru 54	
55 thru 64	
65 thru 74	
75 thru 84	
85 and over	
Unknown	2
TOTAL INDIVIDUALS:	100%*
Gender: Male	113
Female	86
Unknown	
TOTAL INDIVIDUALS:	199

	NUMBER		NUMBER
Household Income:		Ethnic/Racial Background:	
\$0 thru \$9,999	14	White	149
\$10,000 thru \$19,999	16	Black or African American	28
\$20,000 thru \$29,999	10	Hispanic or Latino	12
\$30,000 thru \$39,999	0	American Indian or Alaska Native	
\$40,000 thru \$49,999	3	Asian	10
More than \$50,000	18	Native Hawaiian or Pacific Islander	
Unknown	138	Unknown	
TOTAL INDIVIDUALS:	199	TOTAL INDIVIDUALS:	199

*NOTE: All TOTALS should be the same number

**Orrville Area United Way
Supplemental Agency Questions**

Orrville YMCA
Agency Name

9/5/2017
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?	<input checked="" type="checkbox"/>	<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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the agency have a board approved Fiscal Policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Did the auditor meet with the board and top administrator to discuss audit results?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the board conduct an annual evaluation of the top administrative officer?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the evaluation results in written form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Does the agency have written by-laws to which they adhere?	<input checked="" type="checkbox"/>	<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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the agency goals/objectives/plans in written form?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do the agency by-laws/guidelines specify a length of term for board members?	<input checked="" type="checkbox"/>	<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<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?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
What percentage of your Board financially supports your agency?	100%		

Tammy Lyons, Chair
Governing board representative (name, title)

Dean Gogolewski, Executive Director
Administrative official (name, title)

**Orrville YMCA
Three Year Budget Analysis**

FISCAL YEAR - JANUARY1 - DECEMBER 31

Revenue

Acct.	Name	2016 Actual	2017 Projected	2018 Proposed
0100	Contributions	50,279.00	45,000.00	350,000.00
0300	Special Events		0.00	6,000.00
0500	Legacies and Bequests			
	Public Support Received Directly	\$50,279.00	\$45,000.00	\$356,000.00
0700	Contributed by Associated Organizations			
0800	Allocated by Federated Funding Org.	57,588.00	55,000.00	58,000.00
0900	Allocated by Unassociated Funding Org.			
1000	Fees and Grants from Govt Agencies	62,315.00	50,000.00	50,000.00
	Public Support Received Directly	\$119,903.00	\$105,000.00	\$108,000.00
1100	Membership Dues	284,523.00	265,000.00	280,000.00
1300	Program Service Fees	156,920.00	160,000.00	165,000.00
1400	Sales of Supplies and Services	1,010.00	1,000.00	1,000.00
1500	Investment Income	3,013.00	2,500.00	2,500.00
1600	Miscellaneous Revenue	19,058.00	17,000.00	17,000.00
1700	Support/Revenue Allocated to National			
1800	Inter-YMCA Allocations of Revenue			
1900	Other Changes in Fund Balances			
	Revenue	\$464,524.00	\$445,500.00	\$465,500.00
	Total Revenue	\$634,706.00	\$595,500.00	\$929,500.00

Expenses

Acct.	Name	Actual	Projected	Projected
2100	Salaries and Wages	339,540.20	314,000.00	325,000.00
2200	Employee Benefits	7,268.87	8,400.00	8,600.00
2300	Payroll Taxes	30,670.54	29,500.00	31,000.00
2400	Purchased, Contract or Donated Services	87,193.91	92,000.00	90,000.00
2500	Supplies	24,794.20	25,000.00	22,000.00
2600	Telephone	2,438.80	2,500.00	2,500.00
2700	Postage and Shipping	1,122.16	1,200.00	1,300.00
2800	Occupancy	90,255.94	89,000.00	90,000.00
2900	Equipment - Expendable or Rented	1,825.36	2,000.00	2,000.00
3100	Printing, Publications and Promotions	3,839.33	4,000.00	5,000.00
3200	Travel and Employee Expenses	1,164.38	1,500.00	1,500.00
3300	Conferences, Conventions and Meetings	241.02	300.00	300.00
3400	Dues & Fees	2,417.22	2,500.00	2,500.00
3500	Awards & Grants	4,733.25	5,000.00	5,000.00
3600	Financing Costs	7,136.01	7,000.00	6,800.00
3700	Other Insurance Premiums	2,050.00	2,000.00	2,500.00
3800	Miscellaneous Expenses	1,728.44	8,000.00	325,000.00
3900	Allocation of Exp	188.51	900.00	750.00
	Expenses	\$608,608.14	\$594,800.00	\$921,750.00
NET		\$26,097.86	\$700.00	\$7,750.00

NOTES

2016 booked approx 60K in deferred income in Membership dues (timing variance)

2018 Capital Campaign to repair pool - contributions - misc expense

2016-17

First	Last	Meetings								Total Attended					
		9/27/16	10/25/16	11/22/16	1/24/17	2/28/17	3/21/17	4/25/17	5/23/17		6/27/17	7/25/17	8/22/17		
Keith	Amstutz*	✓	✓											5	
Angela	Buller*	Joined Board in Feb 2017													7
Tracey	Cook	Joined Board in Feb 2017													4
Ken	Gable*	✓												4	
Eric	Hochstetler*													6	
Harold	Hochstetler*													3*	
David	Jensen													8	
Tammy	Lyons*													11	
Tom	Poulson													11	
Doug	Rawlings													7	
David	Rohrer*													3*	
Tony	Rohrer*													5	
John	Roncione*													6	
Bill	Seymour*													7	
Daphne	Silchuk-Ashcraft*													8	

* Denotes members of the Y

Grants & Collaborations

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

Date: 09/07/2017

Agency: Orrville YMCA

Program: School Age Child Care Program (NC&Y)

Please respond in writing to the following questions:

1. What would happen if your program were to disappear?
If the program were to disappear, the only public licensed school age child care program would disappear.
2. What would happen if you were not to receive the requested amount?
If the program were not to receive the requested amount, financial assistance and program improvements would decrease. Families may not be able to afford the program expense and program supplies needed to improve the content of the program would not be purchased.
3. Specifically, how would decreases in your grant impact your programming:
 - a. 25% decrease? Program supplies would be reevaluated and only a few purchased to keep funding used for financial assistance to give parents a safe place to take their children.
 - b. 50% decrease? Program supply purchase would be minimal and funding for parents would be limited.
 - c. 75% decrease? No program supplies would be purchased and financial assistance would be minimal.
4. What other organization/s provide/s the same or similar services/programs?
Similar to the YMCA, the Boys & Girls Club provides a similar service, the difference being the YMCA has trained staff and state program requirements.
5. Specifically, how are you collaborating with other agencies/organizations?
The YMCA is collaborating with the Ohio Department of Job & Family Services to ensure families that qualify for assistance have an option in the Orrville Area; COAD on standards and content; Orrville Area United Way on financial assistance for families that do not qualify under ODJFS guidelines and for program content improvements.
6. What services/programs for which you are requesting support are complementary services in collaboration with other entities?
None