



2018 S.L. Gimbel  
Foundation Fund  
Grant Application

RECEIVED

Internal Use Only:  
Grant No: 20180515

GRANTEE I.D: 19795

**Organization / Agency Information**

|  |             |                                       |
|--|-------------|---------------------------------------|
| <b>Organization/Agency Name:</b><br>Children & Families of Iowa            |             |                                       |
| <b>Physical Address:</b><br>1111 University Avenue<br>Des Moines, IA 50314 |             |                                       |
| <b>Mailing Address:</b> 1111 University Avenue, Des Moines IA 50314        |             |                                       |
| <b>CEO or Director:</b> Ms Janice Lane                                     |             | <b>Title:</b> Chief Executive Officer |
| <b>Phone:</b><br>(515) 697-7952  | <b>Fax:</b> | <b>Email:</b><br>janicel@cfiowa.org   |
| <b>Contact Person:</b><br>Stacey Haskins                                   |             | <b>Title:</b><br>Grant Specialist     |
| <b>Phone:</b><br>(515) 697-7952  | <b>Fax:</b> | <b>Email:</b><br>staceyh@cfiowa.org   |
| <b>Web Site Address:</b><br>http://www.cfiowa.org                          |             | <b>Tax ID:</b><br>42-0680416          |

**Program / Grant Information**

**Interest Area:** Animal Protection Education Environment Health Human Dignity

|   |  |  |   |
|---|--|--|---|
| <b>Program/Project Name:</b><br>Mental/Behavioral Health Services for Women and Children in Rural Iowa  |  |  | <b>Amount of Grant Requested:</b><br>\$25,000   |
| <b>Total Organization Budget:</b><br>\$16,724,880   | <b>Per 990, Percentage of Program Service Expenses (Column B / Column A x 100):</b><br>87% | <b>Per 990, Percentage of Management &amp; General Expenses Only (Column C / Column A x 100):</b><br>13% | <b>Per 990, Percentage of Management &amp; General Expenses and Fundraising (Column C+D / Column A x 100):</b><br>13% |
| <b>Purpose of Grant Request (one sentence):</b><br>Children & Families of Iowa respectfully requests a grant of \$25,000 from the S.L. Gimbel Foundation Fund to support mental and behavioral health services for at-risk and underserved populations of women and children in rural Iowa. |  |  |   |
| <b>Program Start Date (Month and Year):</b><br>7/1/2018   |  | <b>Program End Date (Month and Year):</b><br>6/30/2019   |   |
| <b>Gimbel Grants Received: List Year(s) and Award Amount(s)</b><br>2016 - \$25,000<br>2015 - \$25,000<br>2013 - \$25,000  |  |  |   |

## 2018 S.L. Gimbel Foundation Fund APPLICATION

### Narrative

#### **I. Organization Background**

Children & Families of Iowa (CFI) is a private, nonprofit, human services organization that was formed in 1888 to help children who had been abandoned, neglected, and abused. Since then, CFI has evolved into a full-service organization with a mission to restore hope, build futures, and change lives for Iowa's most vulnerable children and families.

#### **Organizational Accomplishments:**

2017:

- Janice Lane was named Business Record's Runner-Up: Business Minority Leader in Des Moines.
- In February 2017, CFI's WIOA program received recognition during United Way of Central Iowa's OpportUNITY Summit for career readiness and youth and young adult employment initiatives.
- In February 2017, Pat Rogness, VP of Behavioral Health Services, was a recipient of the Coalition of Child and Family Services Champion of Children award as a KINNECT Level III Trauma Coordinator. Rogness is one of six Level III Trauma Coordinators in Iowa.
- On January 24, 2017 the United Way of Central Iowa presented the OpportUNITY Award to CFI for its dedication to reducing poverty and increasing opportunities for Iowans.

2016:

- CFI renewed government contracts with Juvenile Court, the Iowa Attorney General's Crime Victim Assistance Division, and the Workforce Innovation and Opportunity Act.
- CFI's Fort Dodge Family Service Center received the Northwest Foundation and United Way Award for Agency Excellence.
- CFI opened the Northside Service Center, which focuses on mental health, domestic violence survivor support, and substance abuse services.

2015:

- CFI was selected by the Court Improvement Center – Safe Babies Court to serve as the host agency for the State of Iowa Zero to Three Program.
- CFI's Agency Board of Directors and Foundation Board of Trustees were included in the 2015 Business Record's Book of Lists in the "Most Influential Boards" category.

#### **Program Activities:**

CFI currently delivers its mission through five evidence-based, family-centered program areas: mental health therapy, family crisis support, teen care and education, domestic violence services, and early childhood development.

During CFI's fiscal year 2016-2017 (July 1, 2016 through June 30, 2017), CFI impacted the lives of 39,910 Iowans. Of this number, 19,361 received direct services and 17,802 were indirectly served. Of those directly served, 8,119 were children.

Last fiscal year, CFI served clients in all of Iowa's 99 counties, 80% of which are classified as rural by the United States Office of Management and Budget. CFI provided mental and behavioral health services in 27 counties, 21 of which are classified as rural. Overall, CFI provided direct mental and behavioral health services to 1,814 clients, 676 of whom lived in rural counties.

#### **II. Project Information:**

##### **A) Statement of Need**

Mental illness continues to be a major public health concern in Iowa, with 4.2% of individuals age 18 and over reporting a serious mental illness in the past year, which is above the national average of 4.1%. According to the National Alliance on Mental Illness, about half of all mental disorders begin by age 14, and 75% by age 24, with up to 10 years usually passing between the onset of symptoms and treatment. Meanwhile, women are more susceptible to mental health disorders like depression and anxiety than men.

In Iowa, about 80,000 children have a severe emotional disorder or mental illness that causes disability in school, at home, and in the community. More disheartening still is that suicide is the third leading cause of death in youth ages 10 - 24, and 90% of those who die by suicide have an underlying mental illness.

Residents of rural Iowa are not immune to mental illness. Unfortunately, teens and older adults who live in the country are more likely to commit suicide than those who live in urban areas. Often, rural residents are struggling with stresses such as cyclical farm crises, natural disasters, social isolation, and a lack of public transportation. Lack of money for transportation is particularly a problem for those who have extremely limited resources and cannot drive long distances to appointments. Additionally, social stigmas surrounding mental illness may be a deterrent in seeking treatment. With a grant from the S.L. Gimbel Foundation Fund, CFI would continue to focus mental and behavioral health services on women and children in rural Iowa, thus giving them the services they desperately need.

“Behavioral Health Barometer,” Substance Abuse and Mental Illness Services Administration, 2017, <<https://store.samhsa.gov/shin/content//SMA17-BAROUS-16/SMA17-BAROUS-16-IA.pdf>>, retrieved 3/7/18.

“Mental Health Facts: Children & Teens,” National Alliance on Mental Illness, n.d., <https://www.nami.org/getattachment/Learn-More/Mental-Health-by-the-Numbers/childrenmhfacts.pdf>, retrieved 3/7/18

“Study Finds Sex Differences in Mental Illness,” American Psychological Association, 2011, <<http://www.apa.org/news/press/releases/2011/08/mental-illness.asp>>, retrieved 3/7/18

“What You Need to Know about Iowa’s Children’s Mental Health Care Crisis,” NAMI Iowa, 2015, <<http://namiiowa.org/childrens-mental-health-committee/>>, retrieved 3/7/18

Ibid.

“Mental Health: Overlooked and Disregarded in Rural America,” Center for Rural Affairs, 2009, <<http://files.cfra.org/pdf/Mental-Health-Overlooked-and-Disregarded-in-Rural-America.pdf>>, retrieved 3/7/18

“Mental Health: Overcoming the Stigma of Mental Illness,” Mayo Clinic, <<https://www.mayoclinic.org/diseases-conditions/mental-illness/in-depth/mental-health/ART-20046477>>, retrieved 3/9/18.

## B) Project Description

CFI meets Iowa’s needs for mental and behavioral health services by providing quality and convenient programming delivered by highly-trained professionals. CFI’s mental and behavioral health services for women and children help clients make healthy, positive changes in their lives. CFI staff are trained in trauma-informed care, or TIC, where staff approach clients in a way that recognizes the presence of trauma symptoms and addresses trauma as the root cause of many mental and behavioral health challenges. The TIC approach recognizes that life is not made up of disconnected stages, but of events and experiences that influence health over the entire life span. CFI’s mental and behavioral health services feature the following:

- **Mental Health Services:** Services that help children, teens, and adults make healthy choices and positive changes in their lives through individual, couple, and family therapy. CFI therapists can provide play therapy, child-parent psychotherapy, eye movement desensitization reprocessing, parent-child interactive therapy, and cognitive behavioral therapy. Telehealth psychiatric services allows therapists to reach clients in rural areas through the use of live, two-way videoconferencing equipment. Offices in Fort Dodge and Osceola feature telehealth hubs.
- **Behavioral Health Services:** Services that provides support, direction, and education in a client’s home or community setting where the client feels safe. This therapy is designed for children and adults experiencing social, behavioral, and emotional challenges. The primary goal of these services is to assist clients in learning age-appropriate ways to manage behavior and self-control issues.

## C) Project Goal, Objectives, Activities, Expected Outcomes & Evaluation

*Project Goal:* CFI’s goal for this project is to increase the accessibility and effectiveness of mental and behavioral health services for women and children in rural Iowa.

*Project Objectives:* Approximately 70 women and 380 children in rural Iowa will receive services through CFI for mental and behavioral health.

*Project Activities:* Clients who seek out or are referred to CFI for mental and behavioral health services will be diagnostically interviewed by CFI staff, have presenting symptoms assessed, and will explore treatment options and therapy goals.

*Expected Outcomes:* Approximately 70 adult women and 380 children in rural Iowa will receive mental and behavioral health services between July 1, 2018 and June 30, 2019. These services will create a healthier community and a more accepting view of mental and behavioral health challenges.

*Evaluation:* 5. Evaluation

CFI's program managers compile client outcome data on a quarterly basis, which is analyzed by CFI's quality assurance manager. If outcomes do not meet benchmarks, CFI's leadership team evaluates possible program developments to address the issues.

CFI staff will track how many women and youth in rural Iowa receive mental and behavioral health services and account for numbers that are higher or lower than 70 women and 380 children.

D) Timeline

*Provide a timeline for implementing the project. State the start date and ending date of the project, include timeframes for specific activities, as appropriate.*

If a grant to CFI from the S.L. Gimbel Foundation Fund is approved, funds will be used between July 1, 2018 and June 30, 2019, unless otherwise preferred by the S.L. Gimbel Foundation Fund. Due to the unique needs of each client, individual timelines may vary.

E) Target Population

*Who will this grant serve? How many people will be impacted? Provide a breakdown: Number of Children, Youth, Adults, Seniors, Animals.*

The number of clients served by CFI can vary from year to year. However, based on the number of clients served last fiscal year, CFI projects that 1,814 total clients will be directly served through mental and behavioral health programs between July 1, 2018 and June 30, 2019.

The population served by this grant would include clients receiving mental and behavioral health services out of CFI's Fort Dodge and Osceola locations. Both of these locations are uniquely positioned to serve rural clients. CFI projects that out of the 824 clients who will receive services in Fort Dodge and Osceola, approximately 656 will be from rural Iowa. This will include approximately 70 women and 380 children.

F) Projects in the Community

*How does this project relate to other existing projects in the community? Who else in the community is providing this service or has a similar project? Who are your community partners (if any)? How are you utilizing volunteers?*

CFI works with local therapists, physicians, the Iowa Department of Human Services, Iowa Telecom, Lutheran Services of Iowa, and other community organizations to ensure it provides unduplicated critical mental and behavioral health services. CFI welcomes over 1,000 volunteers every year, but due to the confidential nature of mental and behavioral health services, these volunteers do not participate in these programs.

G) Use of Grant Funds

*How will you use the grant funds?*

Funds from this grant would be used to cover therapist salaries and other support costs.

### III. Project Future

#### A) Sustainability

CFI continues to cultivate an ever-growing base of funding from public entities, private foundations, corporations, individuals, and events.

### IV. Governance, Executive Leadership and Key Personnel/Staff Qualifications

#### A) Governance

CFI's Agency Board of Directors consists of 21 community members who meet on a monthly basis. Board members are annually trained on CFI's purpose, mission, goals, management practices, and conflicts of interest. The following board committees exist: executive, strategic planning, advocacy, audit, and governance.

#### B) Management

*Describe the qualifications of key personnel/staff responsible for the project.*

Janice Lane, CFI's Chief Executive Officer, holds an M.A. in rehabilitative counseling, and is a certified substance abuse counselor and a licensed master social worker. Patricia Rogness, CFI's Vice President of Mental Health Services, holds an M.S. in counseling and a B.A. in social work, and is a licensed mental health counselor and certified drug and alcohol counselor. Amy Stapp-Arpy, CFI's Chief Development Officer and Vice President of Development and Communications, holds a B.A. in business and is a certified fundraising executive. Amy Yeager, CFI's Chief Financial Officer and Vice President of Finance, has a B.A. in accounting and business administration.

**2018 S.L. Gimbel Foundation APPLICATION**

Organization Name:

Children & Families of Iowa (CFI)

**V. Project Budget and Narrative (Do not delete these instructions on your completed form).**

A) **Budget Table:** Provide a detailed line-item budget for your entire project by completing the table below.

Requested line items should be limited to Ten (10) line items. The less the better.

**A breakdown of specific line item requests and attendant costs should include:**

- 1) Line item requests for materials, supplies, equipment and others:
  - a. Identify and list the type of materials, supplies, equipment, etc.
  - b. Specify the unit cost, number of units, and total cost
  - c. Use a formula/equation as applicable. (i.e. 40 books @ \$100 each = \$4000)
- 2) Line item requests for staff compensation, benefits: **Do not use FTE percentages.**
  - a. Identify the position; for each position request, specify the hourly rate and the number of hours (i.e. \$20/hr x 20 hours/week x 20 weeks = \$8,000)
  - b. For benefits, provide the formula and calculation (i.e. \$8,000 x 25% = \$2,000)
- 3) Line items on Salaries/Personnel included in budget (contribution or in-kind) but NOT requested from the Gimbel Foundation must be broken down per number 2) above: Provide rate of pay per hour and number of hours.
- 4) Line Item Description should be **no more than two lines**; otherwise, it will get cut off. Additional descriptions should be included in the Budget Narrative.

| Line Item Request | Line Item Description<br>(Maximum two lines)   | Support From Your Agency | Support From Other Funders | Requested Amount From Gimbel/TCF | Line Item Total of Project |
|-------------------|--|--------------------------|----------------------------|----------------------------------|----------------------------|
| 1. Salaries       | Therapists <ul style="list-style-type: none"> <li>• 2 Therapists at \$19.60/hr. x 40 hrs/wk x 52 weeks = \$81,536</li> <li>• 3 Therapists at \$20.69/hr. x 40 hrs/wk x 52 weeks = \$129,106</li> <li>• 1 Lead Therapist at \$22.04/hr. x 16 hrs/wk x 52 weeks = \$18,337</li> <li>• 1 Lead Therapist at \$25.49/hr. x 40 hrs/wk x 52 weeks = \$53,019</li> </ul> BHIS Counselor <ul style="list-style-type: none"> <li>• 1 Counselor at \$40.77/hr. x 20 hrs/wk X 48 weeks = \$39,139</li> </ul> Customer Support Specialists <ul style="list-style-type: none"> <li>• 1 Specialist at \$14.28/hr. x 30 hrs/wk x 52 weeks = \$22,277</li> <li>• 1 Specialist at \$14.92/hr. x 36 hrs/wk x 52 weeks = \$27,930</li> </ul> Site Director <ul style="list-style-type: none"> <li>• 1 Director at \$31.75/hr. x 4 hrs/wk X 52 weeks = \$6,604</li> </ul> | \$351,963                | \$11,985                   | \$14,000                         | \$377,948                  |

|  |   |                  |                 |                 |                  |
|--|---|------------------|-----------------|-----------------|------------------|
| 2. Benefits                              | FICA, medical, workers' comp, etc.<br>@ 25.2% of gross salaries             | \$88,539         | \$3,015         | \$3,500         | \$95,054         |
| 3. Medical consultant                    | 300 hours @ \$128 per hour  | \$30,874         | \$0             | \$7,500         | \$38,374         |
| 4. Printing, supplies                    | Subscriptions, client activity<br>supplies, postage, printing,<br>brochures | \$2,600          | \$0             | \$0             | \$2,600          |
| 5. Buildings, grounds                    | Rent and maintenance at Fort<br>Dodge and Osceola facilities                | \$37,260         | \$0             | \$0             | \$37,260         |
| 6. Equipment lease,<br>repair, Equipment | Equipment lease at Fort Dodge<br>and Osceola locations                      | \$4,887          | \$0             | \$0             | \$4,887          |
| 7. Miscellaneous                         | Other miscellaneous program<br>expenses                                     | \$7,594          | \$0             | \$0             | \$7,594          |
| 8. Indirect Admin<br>Allocation          | Allocated at 12% of direct costs  | \$67,646         | \$0             | \$0             | \$67,646         |
| <b>TOTALS:</b>                           |   | <b>\$591,363</b> | <b>\$15,000</b> | <b>\$25,000</b> | <b>\$631,363</b> |

**B) Narrative:** The budget narrative is the justification of "how" and/or "why" a line item helps to meet the project deliverables. Provide a description for each line item request as necessary. Explain how the line item relates to the project. If you are requesting funds to pay for staff, list the specific duties of each position. See attached SAMPLE Project Budget and Budget Narrative

1. Salaries: CFI therapists meet with individuals and families to assess mental and behavioral health disorders, set personal goals, and refer to psychiatric services as appropriate. CFI therapists are highly trained in delivering trauma-informed, evidence-based services to individuals and families in various stages of crisis. Salaries include: 2 Therapists @\$19.60/hr. x 40 hrs/wk x 52 weeks, 3 Therapists @\$20.69/hr. x 40 hrs/wk x 52 weeks, 1 Lead Therapist @\$22.04/hr. x 16 hrs/wk x 52 weeks, 1 Lead Therapist @\$25.49/hr. x 40 hrs/wk x 52 weeks, 1 BHIS Counselor @\$40.77/billable hr. x 20 hrs/wk x 48 weeks, 1 Customer Support Specialist @\$14.92/hr. x 36 hrs/wk. x 52 weeks, 1 Customer Support Specialist @\$14.28/hr. x 30 hrs/wk x 52 weeks, and 1 Site Director @\$31.75/hr. x 4 hrs/wk x 52 weeks.
2. Benefits: This line item includes employee benefits for the staff in Line 1. These benefits include: FICA; medical, vision, and dental insurance; retirement; life and disability; unemployment comp; and workers' comp. These benefits are calculated at 25.2% of each staff person's salary.
3. Medical consultant: CFI offers the services of one licensed psychiatrist to provide psychiatric telehealth services to clients in rural areas. The doctor is located at the Des Moines Family Service Center, from which they video-conference with clients at the Osceola and Ft. Dodge offices.
4. Printing, supplies: In order to advertise mental and behavioral health services in rural areas, CFI designs and distributes brochures, flyers, and other informational publications.
5. Buildings, grounds: This item includes rent for CFI's Fort Dodge and Osceola facilities, along with building improvement and maintenance costs, grounds maintenance, building insurance, and other miscellaneous occupancy costs, such as phone and internet service. For 2018, CFI installed fiber internet in its Osceola office and allocated a higher percentage of the overall rent budget to the Therapy program to adjust for higher use of the space by that program.
6. Equipment lease, repair: CFI's mental and behavioral health services utilize agency-owned as well as leased equipment. Some of this equipment includes computers, video-conferencing implements for telehealth, and copier leases. For 2018, CFI upgraded copier equipment and paid higher costs for its copier leases, which led to an increase in the budget figures.
7. Miscellaneous: This line item encompasses miscellaneous expenses of CFI's mental and behavioral health services, such as training, cell phones, and furniture.
8. Indirect administration: Indirect administration, including grant management, is calculated at 12% of the direct program costs.



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**VI. Sources of Funding:** Please list your current sources of funding and amounts.

*Secured/Awarded*

| Name of Funder: Foundation, Corporation, Government | Amount    |
|---|-----------|
| United Way of Fort Dodge (Foundation)               | \$ 15,000 |
|   | \$        |
|   | \$        |
|   | \$        |
|   | \$        |
|   | \$        |
|   | \$        |
|   | \$        |

*Pending*

| Name of Funder: Foundation, Corporation, Government         | Amount    | Decision Date |
|---|-----------|---------------|
| Shopko Foundation (Foundation)                              | \$ 1,000  | April 2018    |
| S.L. Gimbel Foundation Fund (Foundation) (this application) | \$ 25,000 | June 2018     |
|   | \$        |               |
|   | \$        |               |
|   | \$        |               |
|   | \$        |               |

**Diversity of Funding Sources:** A financially healthy organization should have a diverse mix of funding sources. Complete those categories that apply to your organization using figures from your most recent fiscal year.

| Funding Source             | Amount       | % of Total Revenue | Funding Source  | Amount        | % of Total Revenue |
|----------------------------|--------------|--------------------|-----------------|---------------|--------------------|
| Contributions              | \$ see note  | %                  | Program Fees    | \$ 12,253,992 | 73.3 %             |
| Fundraising/Special Events | \$ see note  | %                  | Interest Income | \$            | %                  |
| Corp/Foundation Grants     | \$ 450,000   | 2.7 %              | Other:          | \$ 593,145    | 3.5 %              |
| Government Grants          | \$ 3,188,403 | 19.1 %             | Other:          | \$ 239,341    | 1.4 %              |

**Notes:**

The Foundation for Children & Families of Iowa coordinates a range of funding made up of corporate grants, family foundation grants, individual contributions, fundraising, and event revenues. This amount, \$450,00, is listed as Corp/Foundation Grants.  
 The first funding source listed as Other is United Way support in the amount of \$593,145; and the second funding source listed as Other is \$239,341 of other income.

**2018 S.L. Gimbel Foundation APPLICATION**

**VII. Financial Analysis**

**Agency Name:** Children & Families of Iowa

**Most Current Fiscal Year (Dates):** From July 1, 2017 To: June 30, 2018

This section presents an overview of an applicant organization's financial health and will be reviewed along with the grant proposal. Provide all the information requested on your **entire organization**. Include any notes that may explain any extraordinary circumstances. Information should be taken from your most recent 990 and audit. **Double check your figures!**

**Form 990, Part IX: Statement of Functional Expenses**

**1) Transfer the totals for each of the columns, Line 25- Total functional expenses (page 10)**

| (A)<br>Total Expenses | (B)<br>Program service expenses | (C)<br>Management & general expenses | (D)<br>Fundraising expenses |
|-----------------------|---------------------------------|--------------------------------------|-----------------------------|
| \$ 16,261,658         | \$ 14,102,887 (86.7%)           | \$ 2,158,771 (13.3%)                 | \$ 0                        |

**2) Calculate the percentages of Columns B, C, and D, over A (per totals above)**

- Program services (B) – A general rule is that at least 75% of total expenses should be used to support programs
- Management & general administration (C) – A general rule is that no more than 15% of total expenses should be used for management & general expenses
- Fundraising (D) – A general rule is that no more than 10% of total expenses should be used for fundraising

| (A)<br>Total Expenses | (B)<br>Program service expenses | (C)<br>Management & general expenses | (D)<br>Fundraising expenses |
|-----------------------|---------------------------------|--------------------------------------|-----------------------------|
| 16,261,658            | Columns B / A x 100             | Columns C / A x 100                  | Columns D / A x 100         |
| Must equal 100%       | 14,102,887 (86.7%) %            | 2,158,771 (13.3%) %                  | 0 %                         |

**3) Calculate the difference between your CURRENT year budget for management & general expenses and your previous management & general expenses per your 990 (Column C)**

| Percentage of Organization's <u>Current</u> Total Budget used for Administration | Column C, Management & general expenses per 990 above | Differential |
|--|---|--------------|
| 10.37 %  | 13.3 %  | -2.93 %      |

If the differential is above (+) or below (-) 10%, provide an explanation:

2017 management and general expenses included a high amount of uncollectable fees due to the transition to privatized Medicaid in Iowa.

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**Quick Ratio:** Measures the level of liquidity and measures only current assets that can be quickly turned to cash. A generally standard Quick Ratio equals 1 or more.

| <b>Cash</b> | <b>+ Accounts Receivables</b> | <b>/Current Liabilities</b> | <b>= Quick Ratio</b> |
|-------------|-------------------------------|-----------------------------|----------------------|
| \$ 523,139  | \$ 2,799,255                  | 1,233,510                   | 2.7                  |

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**Excess or Deficit for the Year:**

| <b>Excess or (Deficit)<br/>Most recent fiscal year end</b> | <b>Excess or (Deficit)<br/>Prior fiscal year end</b> |
|--|--|
| \$ (971,443)   | \$ 353,041   |

**Notes:**

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# children & families of iowa

## Children & Families of Iowa – Fiscal Year 2017-2018 Budget

### **Revenues:**

|                       |                   |
|-----------------------|-------------------|
| Purchase of Service   | 10,074,744        |
| Third Party Payments  | 1,877,130         |
| Client Fees           | 302,118           |
| Grants-Public         | 3,188,403         |
| United Way DSM        | 593,145           |
| Foundation CFI        | 450,000           |
| Misc. Income          | 239,341           |
| <b>Total Revenues</b> | <b>16,724,880</b> |

### **Expenses:**

|                             |           |
|-----------------------------|-----------|
| Salaries                    | 9,250,083 |
| Employer FICA               | 706,224   |
| Medical Insurance           | 876,158   |
| Retirement                  | 599,476   |
| Life and Disability         | 36,891    |
| Unemployment Comp           | 5,000     |
| Workers Comp                | 101,629   |
| Staff Tuition Reimbursement | 3,500     |
| Medical Consultant          | 72,990    |
| Contract Labor              | 1,541,085 |
| Audit Fees                  | 17,327    |
| Legal Fees                  | 25,000    |
| Office Supplies             | 41,950    |
| Subscriptions/Publications  | 8,298     |
| Medical Supplies            | 8,150     |
| Recreation and Crafts       | 18,800    |
| Food                        | 94,600    |
| Printing/Art                | 32,241    |
| Telephone                   | 143,159   |
| Cell Phone                  | 97,918    |
| Postage                     | 14,900    |
| Rent/Space                  | 120,300   |
| Building/Supplies           | 48,480    |
| Utilities                   | 117,686   |
| Care Building/Grounds       | 220,564   |
| Insurance                   | 108,640   |



# children & families of iowa

|                                      |                   |
|--------------------------------------|-------------------|
| Mileage/Auto Rent Staff              | 289,351           |
| Agency Vehicle Gas                   | 102,900           |
| Agency Vehicle Maintenance           | 58,850            |
| Agency Auto Insurance                | 10,700            |
| Meals/Lodging-Staff                  | 13,900            |
| Vehicles-Leases                      | 214,222           |
| Training/Conferences                 | 99,740            |
| DeCat Check writing                  | 574,545           |
| Client Allowances                    | 42,400            |
| Client Medical Services              | 4,000             |
| Client Recreation                    | 2,000             |
| Client Personal Needs                | 343,779           |
| Organization Dues                    | 24,575            |
| Office Equipment                     | 56,400            |
| Furniture and Fixtures               | 13,750            |
| Equipment Lease                      | 62,129            |
| Equipment Repair                     | 7,350             |
| Depreciation-Office Equipment        | 12,267            |
| Depreciation-Vehicle                 | 20,784            |
| Depreciation-Building Improvement    | 110,959           |
| Depreciation-Building 1111University | 51,509            |
| Depreciation-Building 801 Forest     | 5,184             |
| Uncollectable Fees                   | 75,137            |
| Misc. Expense                        | 217,401           |
| <b>Total Expenses</b>                | <b>16,724,880</b> |
| <b>NET SURPLUS/(DEFICIT)</b>         | <b>(0)</b>        |



# children & families of iowa

## Current Year (2017-2018) Operating Budget and Previous Year (2016-2017) Actual Expenses

|                                   | FY2017<br>Actual    | FY2018<br>Budget  | Variance         |
|-----------------------------------|---------------------|-------------------|------------------|
| <b>Revenues</b>                   |                     |                   |                  |
| Purchase of Service               | 9,075,041           | 10,074,744        | 999,703          |
| Third Party Payments              | 1,270,164           | 1,877,130         | 606,965          |
| Client Fees                       | 234,069             | 302,118           | 68,049           |
| Grants-Public                     | 3,220,433           | 3,188,403         | (32,030)         |
| United Way DSM                    | 648,145             | 593,145           | (55,000)         |
| Foundation for CFI                | 450,000             | 450,000           | 0                |
| Misc Income                       | 297,837             | 239,341           | (58,497)         |
| <b>Total Revenues</b>             | <b>15,195,689</b>   | <b>16,724,880</b> | <b>1,529,191</b> |
| <b>Expenses</b>                   |                     |                   |                  |
| Salaries & Benefits               | 10,669,897          | 11,578,960        | 909,063          |
| Medical Consultant                | 88,247              | 72,990            | (15,257)         |
| Contract Labor                    | 1,645,728           | 1,541,085         | (104,643)        |
| Audit Fees                        | 17,100              | 17,327            | 227              |
| Legal Fees                        | 24,354              | 25,000            | 646              |
| Printing & Supplies               | 237,826             | 218,939           | (18,887)         |
| Utilities                         | 304,010             | 358,763           | 54,753           |
| Rent/Other Building Costs         | 555,126             | 497,985           | (57,141)         |
| Vehicle Costs                     | 789,584             | 689,923           | (99,661)         |
| Training/Conferences              | 56,664              | 99,740            | 43,076           |
| De-Cat Check Writing Service      | 541,869             | 574,545           | 32,676           |
| Client Needs and Allowances       | 341,915             | 392,179           | 50,264           |
| Depreciation & Equipment<br>Costs | 324,401             | 340,332           | 15,932           |
| Misc Expense                      | 655,830             | 317,112           | (338,718)        |
| <b>Total Expenses</b>             | <b>16,252,552</b>   | <b>16,724,880</b> | <b>472,328</b>   |
| <b>Revenue Less Expense</b>       | <b>-\$1,056,863</b> | <b>0</b>          | <b>1,056,863</b> |

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

| Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.  | (A)<br>Total expenses | (B)<br>Program service expenses | (C)<br>Management and general expenses | (D)<br>Fundraising expenses |
|---|-----------------------|---------------------------------|--|-----------------------------|
| 1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21  |                       |                                 |  |                             |
| 2 Grants and other assistance to domestic individuals. See Part IV, line 22   |                       |                                 |  |                             |
| 3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16  |                       |                                 |  |                             |
| 4 Benefits paid to or for members   |                       |                                 |  |                             |
| 5 Compensation of current officers, directors, trustees, and key employees  |                       |                                 |  |                             |
| 6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)   |                       |                                 |  |                             |
| 7 Other salaries and wages  | 8,711,036.            | 7,697,363.                      | 1,013,673.                             |                             |
| 8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)  |                       |                                 |  |                             |
| 9 Other employee benefits   | 1,333,223.            | 1,178,407.                      | 154,816.                               |                             |
| 10 Payroll taxes  | 625,637.              | 559,567.                        | 66,070.                                |                             |
| 11 Fees for services (non-employees):   |                       |                                 |  |                             |
| a Management  |                       |                                 |  |                             |
| b Legal   |                       |                                 |  |                             |
| c Accounting  |                       |                                 |  |                             |
| d Lobbying  |                       |                                 |  |                             |
| e Professional fundraising services. See Part IV, line 17   |                       |                                 |  |                             |
| f Investment management fees  |                       |                                 |  |                             |
| g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)   | 41,454.               | 23,343.                         | 18,111.                                |                             |
| 12 Advertising and promotion  | 47,538.               | 42,537.                         | 5,001.                                 |                             |
| 13 Office expenses  | 210,118.              | 192,823.                        | 17,295.                                |                             |
| 14 Information technology   |                       |                                 |  |                             |
| 15 Royalties  |                       |                                 |  |                             |
| 16 Occupancy  | 625,020.              | 556,688.                        | 68,332.                                |                             |
| 17 Travel   | 789,584.              | 782,395.                        | 7,189.                                 |                             |
| 18 Payments of travel or entertainment expenses for any federal, state, or local public officials   |                       |                                 |  |                             |
| 19 Conferences, conventions, and meetings   | 56,664.               | 54,324.                         | 2,340.                                 |                             |
| 20 Interest   |                       |                                 |  |                             |
| 21 Payments to affiliates   |                       |                                 |  |                             |
| 22 Depreciation, depletion, and amortization  | 204,682.              | 118,511.                        | 86,171.                                |                             |
| 23 Insurance  |                       |                                 |  |                             |
| 24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.) |                       |                                 |  |                             |
| a <b>CONTRACT SERVICES</b>  | 1,733,975.            | 1,538,111.                      | 195,864.                               |                             |
| b <b>ASSISTANCE-INDIVIDUALS</b>   | 883,783.              | 883,774.                        | 9.                                     |                             |
| c <b>UNCOLLECTIBLE FEES</b>   | 563,418.              | 127,272.                        | 436,146.                               |                             |
| d <b>SUPPLIES</b>   | 179,287.              | 170,766.                        | 8,521.                                 |                             |
| e All other expenses  | 256,239.              | 177,006.                        | 79,233.                                |                             |
| <b>25 Total functional expenses.</b> Add lines 1 through 24e  | <b>16,261,658.</b>    | <b>14,102,887.</b>              | <b>2,158,771.</b>                      | <b>0.</b>                   |
| 26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.                                     |                       |                                 |  |                             |

Check here  if following BCP 990-2 (ASC 958-720)



# children & families of iowa

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4756 Timber Ridge Dr  
Dumfries, VA 22025

S.L. Gimbel Final Evaluation Report Questions.

Questions 1-15 are required and must be completed

1. Organization name: Children & Families of Iowa (CFI)
2. Grant # 20160816
3. Grant Period December 1, 2016 – November 30, 2017
4. Location of Services (City and State) Osceola, Iowa; Fort Dodge, Iowa
5. Name and Title of person completing evaluation. Stephen Dykstra, Communications Coordinator
6. Phone Number: 515.697.7969
7. Email address. StephenD@cfiowa.org
8. Total number of clients served through this grant funding. 867

**9. Describe the project's key outcomes and results based on the goals and objectives.**

The generous grant from the SL Gimbel Foundation supported three key objectives for CFI's mental health programs, each with their respective outcomes and results.

The first objective focused on making mental and behavioral health services readily available to women and children in rural Iowa. Consequently, during the last fiscal year, 70 women and 380 children utilized CFI's mental health services at either the Osceola or Fort Dodge location, both of which are uniquely positioned to serve rural clients.

Another identified objective was designed to increase the effectiveness of services provided to CFI clients through high levels of program participation. More specifically, CFI expected 75 percent of clients to attend their therapy appointments at the Osceola and Fort Dodge locations. CFI is pleased to report an attendance rate of 85 percent during the previous fiscal year, surpassing its identified benchmark.

The third and final objective pertained to overall client satisfaction and feedback. CFI's goal is for 100 percent client satisfaction throughout every program area, including mental and behavioral health services. Feedback is collected using routine client questionnaires. Last fiscal year, 96 percent of clients served expressed satisfaction with the therapy services they received at CFI's Osceola and Fort Dodge locations.

**10. Please describe any challenges/obstacles the organization encountered (if any) in attaining stated goals & objectives.**

CFI did not encounter any substantial obstacles in attaining stated objectives. CFI's mental and behavioral health services are well-established programs with a proven record of success.

**11. How did the organization overcome and/or address the challenges and obstacles?**

N/A

**12. Describe any unintended positive outcomes as a result of the efforts supported by this grant.**

CFI did not experience any unintended or unexpected outcomes as the organization's goal of empowering people to live healthy lives was the centralized objective throughout the grant period.

**13. Briefly describe the impact this grant has had on the organization and community served.**

Psychological health is fundamental to the overall wellbeing of individuals and families. When one's mental health is in jeopardy, it is tremendously difficult for individuals to live healthy lives. CFI's mental and behavioral health services empowered children, adults, and families to thrive, and equipped them with the tools and resources they needed to overcome mental disorders and/or past trauma. Though a trauma-informed lens, CFI's therapists employed various approaches – including family and community involvement, when appropriate – to help clients be successful.

**14. Please provide a narrative on how the funds were used to fulfill grant objectives.** Support documents (receipts, expense reports or marketing materials) can be emailed to [grant-info@thecommunityfoundation.net](mailto:grant-info@thecommunityfoundation.net) or faxed to 951-684-1911 or mailed to The Community Foundation, 3700 Sixth St. Suite 200, Riverside, CA 92501

Funds generously provided by the S.L. Gimbel Foundation played a vital role in meeting mental and behavioral health objectives during the previous fiscal year. Funds were allocated between two CFI locations – Fort Dodge and Osceola – both of which provide a comprehensive suite of mental and behavioral health services to children, individuals, and families in Iowa. CFI therapist and mental health staff salaries were supported through grant funding, enabling these staff members to provide important services and support to clients. Additionally, given that many clients served by these two locations reside in rural areas of the state, gas cards purchased using grant funds were provided to clients needing financial assistance in traveling to and from their scheduled appointments. In an effort to increase access to mental and behavioral health services for rural Iowans, CFI also allocated grant funding toward staff mileage expenses (therapists traveling to meet with clients), and other expenses associated with CFI's Telehealth program. This unique program, which operates out of the Fort Dodge and Osceola locations, provides therapy and medical services remotely to clients via video conferencing technology. Collectively, funds generously provided enabled CFI to provide quality mental and behavioral health services to Iowans, with a special emphasis on rural areas. All funds were spent by August 31, 2017. Please reference the provided expense report for breakdown of funds allocation.

**15. Please relate a success story.**

For a first-hand account of how funds provided impact the lives of Iowans, please consider the story of Jody and her son, Noah, whose names have been changed to ensure client confidentiality:

Jody knew her family needed help healing after a domestic violence incident left them broken and traumatized. Jody and her partner had gotten into an argument that escalated to the point where Jody was charged with domestic assault and the couple's children were removed from their care by the Department of Human Services. The incident and couples' separation that followed left the four children feeling scared and confused as they tried to process how their family had been torn apart overnight.

Although Jody's family was surrounded by supportive and understanding loved ones, they struggled to adapt to life amidst their challenging circumstances. Five-year-old Noah was having trouble adjusting to the sudden separation from his mother. He was still able to see her on a daily basis, but became overly anxious and afraid when left alone. Devastated but determined to help her family recover, Jody began

looking for services to help her family rebuild and overcome what they experienced. After searching for an agency that could meet her family's needs, she found Children & Families of Iowa (CFI) and the family began attending therapy to help them work through their grief in a healthy way.

Now, a few months later, Jody is happy to report that her family is making significant progress. Little Noah is learning to remain calm when his mother is absent, while Jody has found the strength and support she needed to begin healing and bring her family together again. The family will begin receiving additional services from CFI that will help them ensure their home remains a safe, positive place for everyone.

Jody says there are still times when she struggles, but with support from CFI and love from her children, she remains determined to build a better life for her family.

Questions 16-24 are optional questions and relate to demographic information on clients served. This helps us provide a broader picture of your organization and populations being served.

(Q16-17 optional space to relate additional success stories)

18. Which category best describes the organization. Please choose only one.

19. What is the organization's primary program area of interest?

20. Approximate percentage of clients served through grant in each ethnic group category. Total must equal 100%

Native American – 1%, Bi-Racial – 6%, Black – 5%, Hispanic – 8%, White – 79%, Other – 1%

21. Approximate percentage of clients served from grant funds in each age category.

87% adults, 13% children

22. Approximate percentage of clients served with disabilities from grant funds.

Do not track.

23. Approximate percentage of clients served in each economic group.

Do not track.

24. Approximate percentage of clients served from grant funds in each population category.

Do not track.



# children & families of iowa

## 2016-2017 Expense Report for S.L. Gimbel Foundation Grant Mental and Behavioral Health Services – Fort Dodge and Osceola

### *Revenues:*

|                              |               |
|------------------------------|---------------|
| S.L. Gimbel Foundation grant | 25,000        |
| <b>Total Revenues</b>        | <b>25,000</b> |

### *Expenses:*

|   |               |
|---|---------------|
| Salaries (therapists and mental health staff) | 12,500        |
| Benefits                                      | 2,737.50      |
| Psychiatrist                                  | 7,500         |
| Travel  | 1,641.45      |
| Client Needs                                  | 621.05        |
| <b>Total Expenses</b>                         | <b>25,000</b> |

**NET SURPLUS/(DEFICIT)** 0

### *Funds allocation by location:*

|                       |               |
|-----------------------|---------------|
| Fort Dodge            | 13,250        |
| Osceola               | 11,750        |
| <b>Total Revenues</b> | <b>25,000</b> |

**Internal Revenue Service**

**Date:** February 1, 2005

CHILDREN AND FAMILIES OF IOWA  
1111 UNIVERSITY  
DES MOINES IA 50314-2363

**Department of the Treasury**  
**P. O. Box 2508**  
**Cincinnati, OH 45201**

**Person to Contact:**  
Patricia Sims #31-04345'  
Customer Service Representative  
**Toll Free Telephone Number:**  
8:30 a.m. to 5:30 p.m. ET  
877-829-5500  
**Fax Number:**  
513-263-3756  
**Federal Identification Number:**  
42-0680416

Dear Sir or Madam:

This is in response to your request of October 27, 2004, regarding your organization's tax-exempt status.

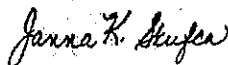
In January 1947 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a public charity under sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Janna K. Skufca, Director, TE/GE  
Customer Account Services