



The Community Foundation  
Serving Riverside and San Bernardino Counties

## S.L. Gimbel Foundation Fund Grant Evaluation Form

**Grant Period:**

October 1, 2012 – September 30, 2013

Organization: LifeStyles of Maryland Foundation, Inc.

Contact Name: Sandy Washington

Title: Executive Director

Phone Number: 301-609-9900

Grant Period: October 1, 2012 – September 30, 2013

Award Amount: \$20,000

Grant Number: 2012749

- Describe the project's key outcomes and results based on your goals and objectives. Provide the number of clients served and other relevant statistics.

The project's key goals were met by the following outcomes:

- Provided temporary housing to shelter persons from the outside elements: We assisted 180 individuals with housing through the Safe Nights program, and 18 persons in Martha's Place (10 of them were children under the age of 18). Of the total 198 persons that were assisted as a result of this grant, we assisted with transitioning 186 individuals to more permanent housing. This included: transitional housing opportunities; room rentals; rental properties; and successfully connecting them with relatives and friends that could provide housing. This was approximately 94% of the total population served.
- Connected participants to supportive services: Program participants were provided with the following services: financial management training; flu shots; connection to the Literacy Council regarding the General Equivalency Diploma; transportation services; vital records documentation; and, case management and advocacy services.
- Enabled individuals and families to obtain more permanent housing options: We worked diligently to connect with more than 10 local landlords to assist individuals in finding and securing more permanent housing. This includes funding for first months' rent, security and utility deposits, furniture, and covering moving expenses. We also provided transportation vouchers for persons to be re-connected with relatives and friends that were able to provide them with housing.

- What were the challenges and obstacles you encountered (if any) in attaining your goals & objectives? How did you overcome and/or address the challenges and obstacles? What were the lessons learned?

One of the challenges of working with the homeless population is finding affordable housing that they can maintain on their minimal incomes. To combat this issue, we expanded the role of one of our caseworkers to serve as a housing "matchmaker." She has been working diligently to advertise and market to private landlords to assist our clients in finding housing. They have been willing to set up payment arrangements for security deposits, accept our organization's commitment voucher to provide rental and security deposit assistance, and allow us to continue providing case management and inspection services for up to a year after persons are transitioned. We have also worked closely with local financial institutions to provide financial management and budgeting for those we serve. We have realized that those basic life skills are necessary for persons to not only obtain, but to also maintain, their housing.

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

The ability to provide housing services to the targeted homeless population allowed the organization to see that more is needed to operate as a one-stop-shop for homeless individuals. We are moving into a new office location that will provide approximately 2,000 more square footage in space to provide a client service center. This center will include the following free services: laundry room; warming and cooling station for persons to rejuvenate themselves and stay out of the elements, with access to electricity for charging their cell phones; computer lab; larger clothing closet; family and individual showers; and a working kitchen to provide cooking demonstrations and trainings on healthy eating on a limited food budget. We are excited about the progress this organization has made and see it as an unintended positive outcome of this grant.

- Describe the overall effect this grant has had on your organization.

This grant has had a tremendous effect on the services we provided to persons who resided in both Martha's Place and our Safe Nights programs. It allowed us to effectively and efficiently meet the needs of those persons who needed additional assistance in obtaining more permanent housing. We were able to provide direct financial support to allow them to successfully move, more than just providing them with resource information and connections to housing. It has allowed our organization to not only be known for the provision of emergency housing, but also as a source of effectively matching households that were previously homeless with landlords who are able to provide them with affordable housing options.

- Tell us a few success stories that made an impact on your organization and/or community as a result of this grant.

As a result of this grant, we were able to make the following impact:

- Assisted a mom with her two children previously involved in a domestic violence situation transition from Martha's Place transitional home to more permanent housing in August 2013. We assisted her with the move of her furniture, provided beds, helped her to receive one-year rental assistance through Charles County's Housing Authority, and provided her with financial management training.
- Assisted a mom with two teenage boys transition from homelessness, to being in the "Safe Nights" emergency shelter program, to now residing in her own residence. We assisted her in obtaining a vehicle so that she could maintain her employment, security deposit for her new place, and assistance with holiday gifts for her children.
- Assisted a family of four with two children to move into their own housing and provide their security deposit. We assisted the husband in obtaining steady employment and who is now working full-time as a tow-truck driver.

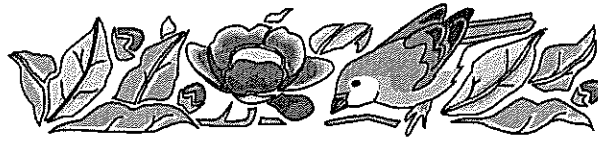
- Provide a financial report on the use of your grant funds (expenditures).

Please see attached.

- ❖ Please send copies of publicity and other promotional materials.
- ❖ All variances or time extensions must be approved by The Community Foundation's Grant Committee. Please contact us at 951-684-4194, ext. 114 immediately if a variance or extension becomes necessary.

**Please return the completed form to:**

Celia Cudiamat, Vice President of Grant Programs  
3700 Sixth St., Suite 200, Riverside, CA 92501 or fax to 951-684-1911  
Or email to: [ccudiamat@thecommunityfoundation.net](mailto:ccudiamat@thecommunityfoundation.net)



# LifeStyles, Inc.

## S.L. Gimbel Foundation Financial Report

Line Item Description	Line Item Explanation	Expended Amount
Personnel	Gimbel funds were spent the following ways for personnel (included in parenthesis): <ul style="list-style-type: none"> <li>■ full-time Housing Services Coordinator at \$40,000 annually of which 85% of her staff time is dedicated to these programs (\$2,000)</li> <li>■ full-time Support Services Director at \$30,000 annually, of which 50% of her time is dedicated to these programs (\$0).</li> <li>■ Four Resident Assistants at \$12/hour; Coordinators would work approximately 13 hours per day from November 1<sup>st</sup> – April 1<sup>st</sup> (160 program days). This cost is \$24,168. There is an additional cost of providing staff during the day at three major holidays: Thanksgiving, Christmas, and New Year's Day, and including three snow days, which totals \$864. The total cost is \$25,032. (\$4,800)</li> </ul>	\$6,800
Fringe Benefits	Fringe benefits are 28% of the salary expenses dedicated to this program, which entails FICA, based upon \$74,032 in personnel expenses. We expended \$1,904 towards this line item which is 28% of the personnel costs received from Gimbel.	1,904
Telephone	Gimbel funds were spent the following ways for telephone expenses (included in parenthesis): <ul style="list-style-type: none"> <li>■ Program-related Office telephone and toll-free number monthly expenses at \$311.66/month (\$1,000).</li> <li>■ Program-related Cell phone expenses at \$303.33/month (\$1,000)</li> </ul>	\$2,000
Utilities	Gimbel funds were spent on program-related utilities, to include electric and water for shower usage that is approximately \$433.33/month (\$2,000)	\$2,000
Postage	This line item represents program-related mailbox services and postage for client activities, i.e., receiving and mailing letters for participants. Persons can utilize our post office box as their address to send and receive mail. It costs \$44/year to maintain the post office box, and approximately 190 correspondences are sent each year, at an average rate of \$.60/correspondence. (\$26 expended)	\$26
Supplies	The budget line item of \$1,392 represents monthly supply costs of \$116 and includes administrative items, copy paper, print cartridges, envelopes, folders, staff binders, staff badges, etc. (\$752 expended)	\$752
Client Activities	Gimbel funds were spent the following ways for client activities (included in parenthesis): <ul style="list-style-type: none"> <li>■ Laundry services that are provided and towels, laundry supplies, cost of additional water bill to the on-site shower facilities, at a total of \$2,970. (\$1,375)</li> <li>■ Purchase of client-related items in the amount of \$5,250, i.e., new identification cards, prescription assistance, gas vouchers, work uniforms, etc. Approximately \$35 is spent per "Safe Nights" and Martha's Place participants for related items. This year, 187 persons utilized the programs. (\$3,481)</li> </ul>	\$4,856
Transportation	Gimbel funds were spent the following ways for transportation (included in parenthesis): <ul style="list-style-type: none"> <li>■ Mileage: an average of 47 miles/day, at a rate of \$0.58/mile for 160 program days, at a cost of \$4,361. This includes assisting persons with getting to mental</li> </ul>	\$1,463

	<p>health appointments and with assistance in obtaining employment and permanent housing. (\$350)</p> <ul style="list-style-type: none"> <li>▪ Insurance: Vehicle insurance provided through Maryland Association of Nonprofits, at a cost of \$3,000. (\$113)</li> <li>▪ Maintenance: Routine maintenance is provided for two vehicles, at a cost of \$1,000. (\$0)</li> <li>▪ Major vehicle repairs: \$1,200 was paid for program-related vehicle repair. (\$1,000)</li> </ul>	
Staff Development	<p>Gimbel funds were spent the following ways for staff development (included in parenthesis):</p> <ul style="list-style-type: none"> <li>▪ Resident Assistant staff training, a four-hour period for three staff members at \$12/hour, at a cost of \$144. (\$144)</li> <li>▪ Full-time employee staff training and expense reimbursement for case management/mental health trainings at a cost of \$200. (\$55)</li> </ul>	\$199
<b>TOTALS:</b>		<b>\$20,000.00</b>