

Town of East Montpelier FY2018 Funding Requests

Each year the Town of East Montpelier receives requests for funds from many different organizations. The Selectboard appoints a committee to review the requests and to recommend which should appear on the Town Meeting Warning for action. The committee requires certain information to make sound decisions for each request. In order for your organization to be considered for funding, it is mandatory that you complete this information form. Submit the form and supplementary information to:

Funding Request Study Committee
Town of East Montpelier
P.O. Box 157, East Montpelier, VT 05651-0157 (submit by mail)
eastmontadmin@comcast.net (submit by email)

on or before **Friday, October 21, 2016**. Incomplete forms and/or requests received after this date will be disqualified for funding. The Committee reserves the right to require any requesting organization to defend its request in person at the Committee's annual meeting normally held in early November. An organization applying for the first time or requesting a substantial increase in funding should expect an invitation to attend the annual meeting.

If your organization operates two or more programs with separate budgets or funding sources, please fill out one form for each program. All information should be given for your latest complete fiscal year (12 months). Approved requests will be acknowledged in the fiscal year 2018 (July 1, 2017 – June 30, 2018) budget for the Town of East Montpelier. Please feel free to submit any other information you feel would be helpful to the committee in making their decision.

If you have any questions please contact Bruce Johnson, Town Administrator, at (802) 223-3313 x 204 or eastmontadmin@comcast.net.

STANDARD INFORMATION

Organization Name: Vermont CARES

Address: P.O. Box 5248 Burlington, VT 05402

Fiscal Year Reported: FY 2015-2016

Program Description: Vermont CARES works for and with Vermonters affected by HIV/AIDS to promote wellbeing through a continuum of prevention, support, and advocacy services.

Name of Person filling out this form: Peter Jacobsen

Name of Person to contact with questions: Peter Jacobsen

Phone Number: (802) 863-2437 E-mail: peter@vtcares.org

AMOUNT OF FUNDING REQUEST: \$150.00

SERVICE INFORMATION

What is your organization's service area? State? Washington County? or Other?

Washington, Lamoille, Chittenden, Franklin, Grand Isle, Rutland, Addison, Caledonia, Essex, and Orleans Counties

What is the total number of individuals served by your organization in your prior Fiscal Year? Appx 5,000 individuals

How many people in East Montpelier were served by your organization in the same period? ~ 10 East Montpelier residents

What type of service(s) does your organization provide to East Montpelier residents?

Vermont CARES provides supportive services to individuals and families living with HIV/AIDS. These services include, but are not limited to case management and service coordination, psycho-educational support groups, local and agency wide social opportunities, housing assistance, emergency assistance funds, advocacy and support services, information and referral, cultural/entertainment/physical fitness opportunities, volunteer support and opportunities, transportation, and agency and community trainings. Prevention and education services including HIV testing are also provided to individuals at risk and to the general population.

Approximately how many staff hours are dedicated to provide the services your organization offered East Montpelier residents during this time period? ~200 hours

What services does your organization provide that are not available elsewhere?

Vermont CARES is the only AIDS Service organization offering services in this area.

What (if any) organizations provide similar services? H2RC in White River Junction and AIDS Project of Southern Vermont in Brattleboro/Bennington: no organizations provide similar services in East Montpelier.

If applicable, how does your organization collaborate with organizations providing similar services? Vermont CARES collaborates with, and leads coalitions of, groups whose missions are related to ours. This includes housing and healthcare coalitions, AIDS advocacy groups, poverty-focused organizations, and more. Our most recent partnership has been to team up with healthcare organizations in Barre, Newport, Plainfield, Vergennes, and Rutland to better serve opiate addicts with HIV prevention programming.

In what way are the services your organization provides preventative in nature?

Approximately 40% of our work is focused on harm reduction and prevention.

FINANCIAL INFORMATION

How did your organization determine the amount of the funding request? Please explain in detail your reasoning for any increase or decrease (use attached sheet if necessary). Based on the services we provide to Washington County, and our goal of raising \$1,500 from the Washington and Lamoille County area, this was the amount determined appropriate for East Montpelier.

If approved by the town, how will your organization use the funds? The funds will be used for supportive services and prevention education in the East Montpelier area.

Do any of your grant sources require local financial commitment? Explain. No

Is your organization approved by the IRS as tax-exempt? Yes

If yes, indicate your approval type: 501c3: **other:** _____

INCOME SOURCES	PERCENT OF INCOME	TOTAL INCOME
Federal	43%	\$374,708
State	34%	\$294,950
Local Towns	1%	\$3,410
United Way	1%	\$4,078
Fundraising	10%	\$82,991
Other – Grants	7%	\$66,200
Other – Earned Income/Misc	4%	\$31,540
TOTAL	100%	\$857,877

EXPENDITURES	Budgeted Percent	Budgeted Dollars	Actual Expense Percent	Actual Expense Dollars
Personnel	62%	\$514,700	59%	\$519,939
Insurance/Rent/Utilities	19%	\$156,635	18%	\$161,646
Fundraising Costs	2%	\$14,200	2%	\$18,466
Other - Client Services	13%	\$113,450	14%	\$120,008
Other - HIV Prevention	4%	\$30,600	7%	\$60,386
Total	100%	\$829,585	100%	\$880,445

Number of full-time paid staff positions (full-time equivalents or hours): 11.5

Number of full-time volunteer staff positions (full-time equivalents or hours): 3,500 hrs.