

## **Town of East Montpelier FY2019 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 27, 2017**. 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 2019 (July 1, 2018 – June 30, 2019) 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 2016-2017

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?**

We serve Washington, Lamoille, Chittenden, Franklin, Grand Isle, Rutland, Addison, Caledonia, Essex, and Orleans Counties: our nearest office to East Montpelier is in Montpelier.

### **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. Most recently, we have opened up a Syringe Support Service program in Barre, which offers sterile syringes to stop HIV risk, and overdose prevention kits, among other prevention services.

### **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 (\$4,500 from all the areas we serve), 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:**  X  **other:** \_\_\_\_\_

<b>INCOME SOURCES</b>	<b>PERCENT OF INCOME</b>	<b>TOTAL INCOME</b>
Federal	69%	\$670,748
State	5%	\$48,947
Local Towns	1%	\$2,610
United Way	1%	\$3,675
Fundraising	9%	\$91,235
Other	6%	\$54,000
Other	9%	\$82,712
<b>TOTAL</b>	100%	\$973,469

<b>EXPENDITURES</b>	<b>Budgeted Percent</b>	<b>Budgeted Dollars</b>	<b>Actual Expense Percent</b>	<b>Actual Expense Dollars</b>
Personnel	62%	\$563,200	65%	\$640,055
Insurance/Rent/Utilities	17%	\$150,452	17%	\$168,485
Fundraising Costs	2%	\$13,175	1%	\$12,962
Other	14%	\$123,250	11%	\$108,101
Other	5%	\$43,500	6%	\$60,910
Total	100%	\$911,768	100%	\$990,513

Number of full-time paid staff positions (full-time equivalents or hours):  10.5FTE

Number of full-time volunteer staff positions (full-time equivalents or hours):  -3,200 hrs