

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.

*Please refer to the following links as additional information about current programming and events....

Registration Form for Fall Classes:

<http://www.montpelier-vt.org/DocumentCenter/View/3363>

Fall 2016 Class Guide:

<http://www.montpelier-vt.org/DocumentCenter/View/3362>

Learn about Free Activities and Events:

<http://vt-montpelier.civicplus.com/340/Free-Activities-Events>

October Newsletter:

<http://www.montpelier-vt.org/ArchiveCenter/ViewFile/Item/3951>

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: ***Montpelier Senior Activity Center***

Address: **58 Barre Street, Montpelier, VT 05602**

Fiscal Year Reported: **FY16 (July 1, 2015-June 30, 2016)**

Program Description: **Healthy Aging, Lifelong Learning, Senior Meals, Activities, Classes, Events, Trips, and Volunteering. Many events Free and Open to the Public.**

Name of Person filling out this form: **Janna Clar, Director**

Name of Person to contact with questions: **Janna Clar**

Phone Number: **direct: 262-6283** E-mail: **jclar@montpelier-vt.org**

AMOUNT OF FUNDING REQUEST: \$7000 (increase over last year)

SERVICE INFORMATION

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

We primarily serve seniors from Central Vermont/Washington County, and we have a small number of members / participants that come from further away.

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

We served at least 1200 individuals last year, (including 994 members) but there were some uncounted individuals who attended presentations and events that were open to the general public when attendance data was not collected.

How many people in East Montpelier were served by your organization in the same period? ***At least 101 counted East Montpelier residents (number of people taking classes, attending meals, attending foot care clinic and/or tax clinic), but counting people who attended events open to the public when attendance data wasn't collected, the number is likely to be higher. 101 people is a 66% increase over the 61 East Montpelier residents served in the previous year.***

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

MSAC provides an extremely diverse and affordable range of movement, art, technology and humanities classes (currently 62/week, up from 50 one year ago), as well as twice weekly senior meals without charge for age 60+, discounts to area fitness facilities, free game equipment including billiards, a six-station computer lab, a resource room and brochure library, health and service clinics, a gateway to other senior services and community partners, affordable van trips around the region, and many free events including films, tax returns, and lectures.

Approximately how many staff hours are dedicated to provide the services your organization offered East Montpelier residents during this time period? ***At least 270***

hours. This does not include volunteers or contracted instructors' time.

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

Senior-specific movement classes such as Living Strong and Chair Yoga. Multiple levels of foreign language classes in Chinese, French, Italian and Spanish. Unique and ever-changing art classes. Healthy-aging focused presentations and lectures. A pleasant, welcoming environment where seniors can socialize. Free computer lab and tutoring. Affordable opportunities for such activities as swimming, yoga, etc. as well as financial aid to assist those who ask. The Montpelier Memory Café for people with dementia and their caregivers. Frequent van trips to area and regional destinations.

What (if any) organizations provide similar services?

To a lesser extent, or with a more limited selection of times and offerings, other area senior centers such as Twin Valley Senior Center and Barre Senior Center offer some similar services. Similar but different target populations are served at local colleges, fitness centers and libraries. Central Vermont Council on Aging helps seniors connect with some of the same services but without a community center facility.

If applicable, how does your organization collaborate with organizations providing similar services?

We partner with Barre Senior Center for trips now. We partner with Council on Aging for health insurance and other benefits counseling. We partner with Home Health for foot and flu clinics. We partner with AARP for tax services. We partner with the public school system to offer technology education. We partner with Just Basics to support senior nutrition. We partner with Vermont Associates for Training and Development to support employment for seniors. We partner with Westview Meadows, Heaton Woods, Gary Home, KH Library and some local businesses to do off-site programming. We partner with and pay First in Fitness to offer discounted swimming, tennis and gym benefits. These are several examples out of dozens of partnerships in which we participate and host.

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

Healthy Aging activities and classes we offer (such as Living Strong, yoga, tai chi, dance) improve physical health, preventing many physical ailments. All our activities encourage socialization, which prevents isolation and related mental health issues. We also host specific preventative health clinics such as regular twice monthly foot care, blood pressure clinics and seasonal flu clinics. We offer presentations about Fall Prevention and Brain Health. Finally, our senior meal program plays an important role in preventing poor nutrition and related health problems for hundreds of area seniors, and we know that at least 14 East Montpelier residents ate lunch at our meals last year on a regular basis.

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).

We are asking for a 40% increase over last year's request from \$5000 to \$7000 because there has been a 66% increase in the number of East Montpelier residents being served by our organization, from 61 in FY15 to 101 in FY16.

This request of \$7000 to the Town of East Montpelier amounts to a \$69 per person we served last year, which is a decrease when compared with the \$82 per person we sought last year. Therefore, although the request is going up for the first time in several years, the amount per person served is going down.

We feel good about decreasing our "per person served" request level for FY18 in light of the fact that your voters have discussed our appropriation heavily in recent years. We also recognize that East Montpelier has another important resource to support for area seniors – Twin Valley Senior Center. We support their efforts and commend them for their increase in programming, home delivered meal service, and everything else they do to enrich the lives of your residents. We feel that both senior centers are valuable to your residents and hope your committee and voters can support both at the requested amounts.

Our request is still a small fraction of what the Montpelier tax-payers pay to support area seniors who use our facility and services regularly. We have a city policy now and are required to demonstrate that we are moving in the direction of receiving equitable funds from area towns whose residents we are serving in great numbers. Our request is also a small fraction of what East Montpelier tax-payers pay to support youth education. This is an investment in your older residents.

If approved by the town, how will your organization use the funds?

We will use the funds to support the cost of classes and activities (subsidized in order to pay instructors) as well as our off-site programming and on-site senior meals, all of which your residents use regularly.

Do any of your grant sources require local financial commitment? **Not currently.**

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

If yes, indicate your approval type: 501c3:_____ other: **municipal (Section 170)**

Fiscal year 2016 (July 1, 2015 – June 30, 2016)

| Income Category FY16 | Percentage of Income | Total Income |
|----------------------------------|----------------------|--------------|
| Federal | 0.0% | \$0.00 |
| State of Vermont | 0.0% | \$0.00 |
| United Way | 0.0% | \$0.00 |
| City of Montpelier Appropriation | 28.7% | \$143,475.00 |

| | | |
|---|---------------|---------------------|
| Supporting Town Appropriations | 3.6% | \$17,800.00 |
| Program Fees incl Classes & Off-site activities | 15.7% | \$78,553.25 |
| Trip Income | 1.1% | \$5,273.50 |
| Membership Dues | 4.2% | \$20,998.00 |
| Investment Income | 9.1% | \$45,306.05 |
| Contributions, Gifts & Grants * | 33.0% | \$165,139.40 |
| Fundraising Events | 2.3% | \$11,392.02 |
| Rentals & Advertising & Misc | 2.4% | \$12,155.75 |
| Total Income | 100.0% | \$500,092.97 |

| Expense Category FY16 | % budgeted | \$\$ budgeted | % actual | \$\$ actual |
|---|-------------------|----------------------|-----------------|---------------------|
| Personnel | 45.2% | \$165,548.00 | 43.3% | \$170,115.95 |
| Contract Instructors paid to teach classes | 12.6% | \$46,000.00 | 13.2% | \$51,883.75 |
| Feast / Food-related | 8.3% | \$30,400.00 | 7.5% | \$29,506.12 |
| Other Program Expenses | 5.8% | \$21,260.00 | 7.2% | \$28,448.04 |
| Maintenance and condo fees for common areas such as heat, plowing, sanding, trash, inspections, grounds | 7.3% | \$26,800.00 | 6.8% | \$26,919.69 |
| Administrative and operating expenses | 6.1% | \$22,471.00 | 6.6% | \$25,905.69 |
| Professional Services including cleaning | 5.1% | \$18,800.00 | 4.8% | \$18,778.27 |
| Water/Electric | 3.8% | \$14,050.00 | 4.0% | \$15,765.54 |
| Debt Payment on Renovation loans | 3.6% | \$13,143.00 | 3.3% | \$13,142.76 |
| Trips/Van | 2.0% | \$7,200.00 | 1.4% | \$5,578.49 |
| Facility Improvements | 0.0% | \$0.00 | 1.3% | \$5,198.59 |
| Other/Miscellaneous | 0.1% | \$500.00 | 0.5% | \$1,875.68 |
| Total | 100.0% | \$366,172.00 | 100.0% | \$393,118.57 |

*Note: Contributions Revenue was unusually high this year because MSAC received a \$105,192 final payment on an estate bequest (Jackman Fund) started the previous fiscal year, which was not raised or used for operations in FY16.

Number of full-time paid staff positions (full-time equivalents or hours): **2.4 FTE**

Number of full-time volunteer staff positions (full-time equivalents or hours): **7 FTE (approximately 15,000 hours served by approximately 150 volunteers last year)**