

A. Organization & Contact Information

Case Id: 11056
Name: Eureka Ministry, Inc. - 2021/22
Address: *No Address Assigned

Completed by eureka@eurekahouse.org on 11/5/2020 6:55 AM

A. Organization & Contact Information

The Request for Proposals and additional materials to assist with completing the application can be found on the City's webpage for [Community Agencies](#)

A.1. Organization Name

Eureka Ministry, Inc.

A.2. Project/Program

11056

A.3. FY 2021-22 Funding Request Amount

\$20,000.00

A.4. Agency's Total Operating Budget

\$42,215.00

A.5. Mailing Address

3579 San Carlos Rd. Winston-Salem, NC 27105 Winston-Salem, NC 27105

A.6. Project/Program Location Address

3579 San Carlos Rd. Winston-Salem, NC 27105 Winston-Salem, NC 27105

A.7. Organization Website

eurekahouse.org

A.8. Year 501(c)(3) status obtained

2003

A.9. Organization Fiscal Year

Jan-Dec

A.10. Federal Tax ID Number

A.11. Federal DUNS Number

EXECUTIVE DIRECTOR/MANAGER

A.12. Name, Title

Harold Smith, President

A.13. Email

eureka@eurekahouse.org

A.14. Phone

(336) 782-3075

CONTACT

A.15. Name, Title

Harold Smith, President

A.16. Email

eureka@eurekahouse.org

A.17. Phone

(336) 782-3075

BOARD CHAIR

A.18. Name

John Davenport

A.19. Term Expiration

12/30/2025

A.20. Email

jdavenport@davenportworld.com

A.21. Phone

(336) 744-1636

B. Project Overview

Completed by eureka@eureka-house.org on 11/5/2020 6:55 AM

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B. Project Overview

Please provide the following information

APPROACH (7 POINTS)

B.1. Provide a concise description of the proposed project/program, indicating specifically how City funds will be used. Briefly, what are the goals/objectives of the project/program?

Eureka Housing Program (EHP) is seeking funds to help address the homeless condition of the ex-offender population in Winston Salem. EHP will provide case management services to assist these individuals in acquiring and retaining permanent housing. EHP will help participants learn how to develop a realistic budget and utilize resources to meet their multiple needs. Case management services will include needs assessment, resource identification, referring and linking, and life/success skills education and coaching. Using the grant, EHP will also assist with rental deposits, utility bills, household items, and food for program participants.

B.2. How will a participant access the proposed project/program, use the services, and derive a beneficial outcome from participation?

Access: EHP will ensure that program accessibility is a top priority. Participants learn of the program through printed promotional material that is distributed by EHP. This material is distributed at community sites that may be frequented by potential participants (bus stations, laundromats, pharmacies, neighborhood centers, etc.). It is also provided to community agencies that serve at risk populations. Participants are also referred by other community agencies and services such as 211. Participants can call the number provided to them by the referring agency or the number listed on the printed promotional material.

Use of Services: Due to COVID-19 the participant is served by completing an application from our website. The participant can access the application and all needed documentation from their personal device and submit it. Documents can be faxed for processing. Once potential participants submit an application, they will be contacted by EHP to review program requirements, eligibility and their needs. EHP will work with applicants to get required documentation submitted. Case management, coaching and follow up services will be provided over the phone.

Derive a beneficial outcome: Participants who complete the application and provide required documentation will be able to avert immediate crises associated with utility shut offs, evictions, food insufficiency, and household disruption. Referral to resources can help address additional and longer term needs. Budget assistance can help participants identify ways to better manage their finances or take action to improve their financial situations.

B.3. Below, please provide anticipated service metrics into the appropriate fields.

Where applicable, applicants will be reimbursed funds based upon timely submissions of eligible invoices. These invoices should describe services rendered and should align with the goals and objectives cited here. Where outcomes do not align with goals, please be prepared to provide a written summary of shortcomings. If applicable and serving individual clients over a period of time.

Average Number of Participants Served at a Single Time

1

Maximum Number of Participants to Be Served at a Single Time

1

Unduplicated Total Number of Participants to Be Served During the Program Year

36

NEED (7 POINTS)**B.4. Describe the population(s) to be served. Describe the key demographic and economic characteristics of the clients to be served.**

EHP plans to specifically target male and female ex-offenders who are housing insecure or homeless. These individuals may be behind on their rent, at risk of eviction, or have past due utility bills. They may lack food or basic household supplies. Others may need assistance with housing deposits, utility deposits in order to access housing. Some participants may be homeless and in need of case management and financial assistance to locate and obtain housing. Homelessness is defined as living at a shelter, on the street, in cars or in makeshift shelters not designed for or suitable for human habitation. Homelessness is further defined as living in a temporary arrangement with family or friends who have mandated that the ex-offender leave and find another place to live. In addition to meeting the above criteria, the targeted population must also have an income from either employment or disability income. They must also be able to afford to pay monthly rent at the housing location they select.

B.5. Describe the unmet need that the proposed project/program seeks to address. Why does the population described above need the proposed assistance? Include data supporting the need.

EHP seeks to address the unmet need for permanent housing and the housing insecurity experienced by ex-offender populations in Winston Salem. Ex-offenders often experience barriers to obtaining and maintaining gainful employment and these gaps can affect their finances for periods of time. In addition, they often are ineligible for many housing opportunities due to their criminal background. These challenges place them at risk for homeless and make it difficult for them to move out of homelessness. According to the NC Department of Commerce (2019) former offenders are primarily employed in jobs that are pay low wages or are slow growing. The NC Department Commerce (2018) also reported that only 39% of ex-offenders found job within a year of release in 2014 and that trend has worsened over time. The 2019 NC Reentry Summit Resource List states, " No population faces a greater challenge to housing affordability than those returning to local communities from incarceration."

EHP will provide assistance in locating acceptable housing, paying deposits and maintaining the housing they have through support with utilities, rent, food and household essentials.

In 2018, there were 500 individuals included in the Point in Time Count in Winston Salem. A large number of the individuals in that group have gone through the court system or have spent time in prison or jail. Among that group some have income from working a job or are receiving disability income and these are the ones EHP will serve.

There are other homeless individuals who were not included in the Point in Time Count. Among these are individuals who are living temporarily with a friend or relative and who are having a problem locating permanent housing on their own. Some of these individuals are ex-offenders with an income.

COLLABORATION (6 POINTS)**B.6. Describe any specific collaborative relationships with other organizations (public or private) and how they will impact the project/program. How will collaboration contribute to the planning, implementation, operation, oversight,**

and performance measurement of the proposed project/program?

Bethesda Center

EHP has assisted with a number of clients transferring from Bethesda Center into permanent housing. In 2019 approximately 20% of EHP referrals were from Bethesda Center for the Homeless. That connection is expected to continue. EHP will provide bridge funding often needed to overcome the transitional challenge faced by many homeless persons moving into permanent housing.

Project Reentry

Project Reentry provides a structured 12-week pre-release curriculum for inmates in several prisons in North Carolina. Project Reentry has partnered with EHP with a Memorandum of Understanding and offered their services whenever possible. They are a source of referrals to EHP and offer additional services to participants if needed.

Vocational Rehabilitation

Some ex-offenders who are released from prison and who are also homeless have jobs and are veterans. Program participants who are veterans will be referred to the Department of Veteran's Affairs for assessment of needs and determination of eligibility for services.

IDIS Setup

No data saved

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IDIS Setup

Please provide the following information

Project Name

National Objective

Activity Number ID

HUD Activity Code

Project Description

Accomplishment Type

Initial Application Date

Service Area

Ward

Census Tract(s)

Block/Group

MWBE

C. Strategy and Performance

Completed by eureka@eureka-house.org on 11/5/2020 6:56 AM

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C. Strategy and Performance

Please provide the following information

STRATEGY (5 POINTS)

C.1. The City of Winston-Salem adopted the [2017-2021 Strategic Plan \(2019 Update\)](#) as a guiding document to establish community priorities based on the vision, mission, and values set forward by the Mayor and City Council. Indicate which of the City's strategic focus areas your program aligns with best (select one):

Economic Vitality and Diversity

C.2. Select the service area(s) that your project/program relates to:

- Housing/Homelessness
- Economic Development
- Construction Rehabilitation
- Poverty Reduction
- Arts and Culture
- Youth
- Public Safety
- Transportation
- Other

PERFORMANCE (15 POINTS)

C.3. Explain the plan for monitoring and evaluating the project/program. Also include the steps that will be taken if the stated program goals provided in C.5. are not achieved.

The EHP project will keep track of the number of clients placed in permanent housing or whose housing situation was stabilized during the grant cycle. EHP will also track the number of clients who receive budget education/budget tool. EHP will also monitor client feedback about their experiences. Data will be entered daily to weekly.

An Excel spreadsheet is used to track progress toward goals. The data captured includes:

Client name and Address, Amount of money spent for client, Name and address of landlord paid, Check number or Confirmation number, Address of utility company paid, Dates of service, Running total of percentage of expenditures and balances.

If original goals are not on target EHP will evaluate its efforts and environmental factors that may be impacting

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progress. EHP will develop real time responses to address these challenges. For example, if referrals are down, EHP will increase marketing and communication. If participants have any difficulty accessing services EHP will find alternative ways to assist them.

C.4. Describe the system to be used to track participant and program data. List any key reports and their frequency that will be used to capture project/program performance.

EHP will use both Excel and Word software to record and calculate data for the program and participants. Excel will be used to calculate personal budgets for participants. It will also be used for the creation of graphs and formulas to track spending and other program trends. Word software will be utilized to generate documents for the program, and maintain participant data.

C.5. Use the chart below to show how your agency measures program effectiveness. List goals, activities, and performance measures you will use to evaluate services, facilities, and programs that will be funded by the City. Performance measures can be quantitative and/or narrative.

Applicants will be reimbursed funds based upon timely submissions of eligible invoices. These invoices should describe services rendered and should align with the goals and objectives cited here. Where outcomes do not align with goals, please be prepared to provide a written summary of shortcomings.

Stated Program Goals	Program Activities in Support of Goals	FY 19-20 Previous Year Results	FY 20-21 Current Year Projected Results	FY 21-22 Next Year Anticipated Results
36 ex-offenders will obtain or maintain permanent housing.	Provide housing assistance and case management services.	36 ex-offenders received services that allowed them to obtain or maintain permanent housing.	36 ex-offenders received services that allowed them to obtain or maintain permanent housing.	36 ex-offenders will receive services that will allow them to obtain or maintain permanent housing.
Ex-offenders will be educated on developing and maintaining a budget.	Educate ex-offenders on developing and maintaining a budget. Provide a budget tool.	36 ex-offenders received assistance with budget development.	36 ex-offenders received assistance with budget development.	36 ex-offenders will receive assistance with budget development.
Evaluate program from client perspective.	Invite clients to provide written or verbal feedback. Document feedback. Develop brief survey. Review results.	12 Clients provided expressions of appreciation for services rendered to them by email.	15 Clients provided expressions of appreciation for services rendered to them by email.	36 ex-offenders will provide program feedback.

	Total Unduplicated Number Served	Total Number Served
FY 19-20 Previous Year Results	36	36
FY 20-21 Current Year Projected Results	36	36

FY 21-22 Next Year Anticipated Results	36	36
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C.6. FY 19-20 Program Accomplishments

Eureka Housing Program (EHP) was successful in providing assistance to 36 participants with locating housing, paying past due rent, rent deposits, utilities deposits, food, household items and bus passes.

The program also provided budget management assistance as well as delivery of household items and food.

C.7. FY 21-22 Key Objectives

- 1) Successfully assist participants with obtaining or maintaining permanent housing.
- 2) Deliver effective case management to support client connection to resources and services.
- 3) Provide a budgeting tool to assist participants with better managing financial resources.

D. Organizational Capacity

Completed by eureka@eurekaohouse.org on 11/5/2020 6:56 AM

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D. Organizational Capacity

Please provide the following information

MISSION (5 POINTS)

D.1. Provide an overview of the organization. Include the organization's mission statement and the major services, programs, and activities provided. How does the proposed project/program help advance the mission of your organization?

Eureka Ministry Inc. (EMI) was organized in 2003. It is a nonprofit agency and has successfully served ex-offenders since its inception. Its mission statement is, "to provide a supportive environment to assist ex-offenders in becoming successful, law-abiding citizens. Emphasis is placed on promoting education and developing persons from the inside out through spiritual growth and character building". Programs currently under the umbrella of EMI are 1) MERGE, 2) Men's Bridge and 3) Eureka Housing Program.

Eureka Ministry, Inc. recently announced the introduction of MERGE, a wraparound program that will address the educational and employment needs of ex-offenders. MERGE is the acronym for: Making Education the Road to Gainful Employment. One of the most significant predictors of ex-offender success is gainful employment. Without stable, gainful employment ex-offenders are at higher risk for homelessness, substance abuse and reoffending. Employment for ex-offenders is frequently short term (ex. construction jobs that move away, restaurant help and temporary jobs). Additionally, many ex-offenders do not have the soft skills needed to help them navigate workplace challenges, manage conflict and advocate for themselves. Eureka House reviewed 17 years of data and found that most of its past graduates did not have stable jobs.

Trade school is one of the brightest paths available to ex-offenders to improve their employment status. Earning a trade school certificate or diploma typically requires 6 months to 1 year and much of the education involves hands on training in the classroom or lab. The job opportunities for skilled tradespersons are extensive because there is a shortage of skilled tradespersons and a relatively high pay scale. The job market for several trades is tolerant of candidates with low to mid-level criminal offenses in their background. It is often difficult for ex-offenders to find and navigate the path to earning a trade school certificate, diploma or degree. Some must start with earning a GED, others need assistance applying to trade school and functioning in the college environment. Many ex-offenders need to learn new skills and replace behaviors that hinder them from succeeding. MERGE will address these challenges faced by ex-offenders.

Eureka Ministry, Inc. launched Men's Bridge in 2005. It's a community-based support group for inmates at Forsyth Correctional Center. It's a proactive approach to bridge the gap between community and prison in order to assist ex-offenders in reorienting themselves back into the community once released. Each group meeting has a different facilitator and topic. The topics are: Financial Management, Dealing with Addiction, Building Relationships, Anger Management, Educational Opportunities at Forsyth Tech. The success of Men's Bridge is facilitated by Eureka Ministry, Inc. in collaboration with more than 15 volunteers, six local churches, Forsyth Jail and Prison Ministries and Forsyth Correctional Center.

Eureka Ministry, Inc. is a community partner using grant funds to advance the mission of the organization and the City by addressing specific needs of ex-offenders, helping them to gain housing stability which creates a foundation for their success in the community. It does this with Eureka Housing Program (EHP) by assisting ex-offenders with locating permanent housing, paying rent and utility bills & deposits, moving expenses, and providing food, bus passes and household items.

FUNCTION (5 POINTS)

D.2. How long has your organization been in operation?

Since 2003

D.3. How does your organization benefit and serve the City of Winston-Salem and its citizens?

EMI serves the City by preparing ex-offenders to reintegrate into society even before they are released from prison. This occurs through the Men’s Bridge, a support group that provides offenders with a series of sessions that are focused on their development. Group topics and guest speakers address a number of issues including: financial literacy, building and rebuilding relationships, parenting, substance abuse and relapse prevention, spiritual development, getting an education, job search, problem solving, conflict resolution and a host of other topics. Offenders who attend these EMI sessions while still incarcerated are better equipped to succeed upon release from prison and reentry into the City. All of the attendees will be released from prison within 12 months and some of them request to return to visit the group once they are released. The success of this program is in part due to a strong partnership with Forsyth Tech, Forsyth Prison Ministries, Forsyth Correctional Center and a host of local churches and volunteers.

MERGE by Eureka Ministry, Inc. (EMI) will benefit the city by keeping ex-offenders from utilizing city resources such as the police to address vagrancy and trespassing by homeless ex-offenders. MERGE assists ex-offenders in getting an education from Forsyth Technical Community College in the automotive and building trades. By developing knowledge and skills it can empower them to live as crime free and law-abiding citizens. When an ex-offender does not re-offend, numerous local dollars are saved. Another way to serve the City is once ex-offenders are educated, they have a better chance of finding and keeping employment. These employed ex-offenders become taxpayers and thereby pay their share to support the community.

For over 17 years and in the recent past, Eureka Housing Program (EHP) provided stable housing for ex-offenders. Stable housing provides a base from which these individuals can spend time with their children and reconnect with important and appropriate supportive relationships with family, and new friends who are interested in their success. When positive relationships are formed and facilitated, ex-offenders are more likely to become invested in the communities of which they are a part. Additionally, when ex-offenders have stable housing this provides a foundation for them to maintain routines that facilitate remaining employed and living crime free.

STRUCTURE (5 POINTS)

D.4. In the chart below, list key personnel involved in the proposed project/program.

Position Title	Activities/Inputs	Total Work Hours Per Week	% of hours proposed to be funded
Case Manager	Travel to conduct client interview/intake. Assist clients with budget education. Refer and connect clients to other resources as needed. Make payments, purchase/deliver needed items to client	8	100.00 %

	ex. (food/household items). Manage income and expenses. Manage bank accounts. Record all services to clients (Excel). Evaluate and monitor program and progress toward goals. Manage/update/submit reports to City. Archive all data files.		
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D.5. List all executive staff and their compensation (other than per diem).

Executive Staff Name	Title/Role	Compensation	% of Hours Proposed to be Funded
Harold Smith	President & Founder	\$12,480.00	0.00 %
Dr. Fonda Strickland	Secretary	\$0.00	0.00 %
William Schaffhauser	Treasurer	\$0.00	0.00 %
Bobby King	Vice President	\$0.00	0.00 %

D.6. Attach an organizational chart

Organizational Chart *Required

Board Members 2020.docx

D.7. Please complete the Diversity of Employment and the Employment Profile below. See the [Request for Proposals \(RFP\)](#) for definitions of position types used in the Employment Profile.

Describe the hiring process and how it is structured to provide the most diverse candidate pool.

Eureka Ministry Inc. intends to recruit, hire, and place applicants on the basis of the applicant's relative knowledge, skills, and abilities. The decision to employ an applicant will be based solely on the individual's qualification for the particular position along with other requisite job skills. Minimum qualifications shall be specified in the job description. When a new position is established, the Executive Director will prepare a job announcement identifying the position and advertise in mainstream and traditionally diverse platforms.

Eureka Ministry Inc. is committed to fair, clearly stated and supportive relationships between the organization and its staff. The personnel policies of the Eureka Ministry Inc. have been established in order to provide a guide to the personnel practices of the Eureka Ministry Inc. and to ensure consistency of personnel decisions. It is the intention of the Eureka Ministry Inc. to administer the personnel programs in a manner which complies with the letter and spirit of all applicable federal, state and local regulations. This document is designed to provide guidance to staff at the Eureka Ministry Inc.. It is not a part of any contract between the Eureka Ministry Inc. and its employees. It is only a set of informal guidelines for personnel practices. Notwithstanding the provisions of the personnel policies, all employees are "at will employees" which means that they may be terminated at any time with or without cause without subjecting the Eureka Ministry Inc. to a claim for breach of an employment contract.

Employee Classification:

All employees are classified as either regular or temporary. Regular employees are employees hired without a specific

termination date.

Temporary employees are employees whose position at the time of hire is for a short-term period.

Terms of employment will depend on agency needs, and in no case will a temporary position be construed as being a contract for a definite time.

Employees also are classified as either exempt or non-exempt according to provisions of the Fair Labor Standards Act. Regular Full-time Employees are those employees who work 40 hours per week and are eligible for all fringe benefits. Regular Part-time Employees are those employees working at least 20 hours but less than 40 hours per week. Part-time salaried employees are eligible for all fringe benefits and earn sick leave and vacation at a rate proportionate to the hours they work. Regular part-time employees that work less than 20 hours per week are not eligible for fringe benefits.

Temporary Employees are those employees who are paid hourly under Letter of Agreement for a specified period of time.

2. Affirmative Action:

The policy and intent of the Eureka Ministry Inc. is to provide equal employment opportunity for all persons regardless of race, color, religion, national origin, marital status, political affiliation, affectional orientation or gender identity, status with regard to public assistance, disability, sex, or age.

Eureka Ministry Inc. intends to respond affirmatively in its employment practices. Affirmative action applies to all aspects of employment practices including, but not limited to, recruiting, hiring, placement, promotion, demotion, transfer, training, compensation, benefits, layoff, recall, and termination. Eureka Ministry Inc. seeks to do business with organizations that encourage equal employment opportunity.

Please enter the total number of Full-Time Positions and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers	0	1	0	0	0	0
Professionals	0	0	0	0	0	0
Technicians	0	0	0	0	0	0
Office/Clerical	0	0	0	0	0	0
Laborers/Service Workers	0	0	0	0	0	0
Total Full-Time						

Please enter the total number of Temporary/Part-Time Positions (FTE) and Employees you have in the table below

	Male - White	Male - Black	Male - Other	Female - White	Female - Black	Female - Other
Executives/Managers	0	0	0	0	0	0
Professionals	0	0	0	0	0	0
Technicians	0	0	0	0	0	0
Office/Clerical	0	0	0	0	0	0
Laborers/Service Workers	0	0	0	0	0	0
Total Part-Time/Temp						

D.8.

Attach a list of all Board Members AND compensation (other than per diem) *Required

Board Members (compensation)2020.docx

D.9. Number of full Board meetings held during the last twelve months

4

D.10. Number of Board's Executive Committee meetings held during the last twelve months

1

ABILITY (5 POINTS)

D.11. Describe the implementation or operational plan to get the proposed project/program up and running in a timely manner. Describe any key contingencies on which the startup depends. Please upload any maps, milestones, etc. to "F. Required Documents."

Phase I Implementation

- Notification of grant award
- Develop intake packet using existing program resource
- Contact landlords known to be willing to accept ex-offenders
- Update community resource list with any new information or contacts
- Create marketing materials to generate awareness of the program.

Phase II Implementation

- Practicing CDC COVID-19 safety guidelines, visit places where potential participants live and gather (homeless shelter, bus terminal, etc.)
- Notify community agencies of program startup and request referrals.
- Virtually meet with potential clients (phone, email, text, fax, video conference).
- Process applications.
- Deliver case management services and budget training.

Phase III Evaluation

Ongoing evaluation of program progress

D.12. How do your policies and procedures (including marketing, outreach, eligibility determination and appeals) ensure fair and equal access to the benefits of the program to all persons who seek to participate?

Eureka Ministry, Inc.'s policies, procedures and practices embrace fair and equal access and diversity principles. Marketing and outreach occur across a broad range of organizations that serve diverse populations. This includes direct contact with these organizations as well as communicating with them about service availability through promotional flyers, email and phone calls. Marketing and outreach also include going to neighborhoods and sites where diverse members of the populations may be found going about their daily business (ex. laundromats, pharmacies, neighborhood stores, etc.)

Eligibility determination is based on clearly stated criteria and potential participants who have difficulty submitting requested documents are provided with instruction and assistance. Eureka Ministry Inc. works to ensure fair and equal access to benefits across all aspects of its programs. Regular tracking of client demographics allows quick analysis of populations being served. When potential participants call or make contact online to inquire about the

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program they are given the following requirements for acceptance into the program:

- Participant must present a copy of their criminal background.
- Participant must have an income from a job or disability income and be able to pay rent at the housing community they select, if they are searching for housing.
- If participant is already housed, they do not have to have an income to receive assistance
- If Participant is already housed, they must provide a copy of their rental lease with their name on it.
- Participant who have previously received services from EHP are not eligible.
- Participant's name must be on the bills to be paid.
- If participant is searching for permanent housing, once housing is located, the participant must be approved by landlord before funds are paid on their behalf.

The overall purpose of the program is to assist individuals with criminal backgrounds to locate and retain permanent housing housing by providing monetary assistance. This one time assistance is in the amount of \$300.00, no more and no less.

An (Appeal) of a decision by EHP may be verbally directed to the case manager. The decision will be reviewed by EHP based on program eligibility criteria, policy, procedure or funding availability. The participant will be notified of the decision once it has been reached.

E. Cost Effectiveness

Case Id: 11056

Name: Eureka Ministry, Inc. - 2021/22

Completed by eureka@eureka-house.org on 11/1/2020 9:11 PM

Address: *No Address Assigned

E. Cost Effectiveness

Please provide the following information

BUDGET AND FUNDING (10 POINTS)

E.1. Please complete the table to show the organization's operating budget.

Expenditures by Program	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
Program Services	\$20,000.00	\$20,000.00	\$20,000.00
Fundraising	\$16,903.00	\$16,903.00	\$17,500.00
Management and General	\$5,312.00	\$5,312.00	\$6,000.00
Total Expenditures by Program	\$42,215.00	\$42,215.00	\$43,500.00

Expenditures by Category	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
Employee Salaries and Wages	\$12,480.00	\$12,480.00	\$12,480.00
Employee Benefits	\$0.00	\$0.00	\$0.00
Facility Rent and Utilities	\$200.00	\$200.00	\$200.00
Training and Conference Registration	\$0.00	\$0.00	\$0.00
Membership and Dues	\$8,400.00	\$8,400.00	\$8,400.00
Travel and Transportation	\$600.00	\$600.00	\$600.00
Grants to Individuals and Organizations	\$10,800.00	\$10,800.00	\$10,800.00
Contracted Fundraising Services	\$0.00	\$0.00	\$0.00
Goods Purchased for Resale	\$0.00	\$0.00	\$0.00
Other Contracted Services	\$0.00	\$0.00	\$0.00
Other Operating Expenditures	\$9,735.00	\$9,735.00	\$11,020.00
Capital Outlay	\$0.00	\$0.00	\$0.00
Total Expenditures by Category	\$42,215.00	\$42,215.00	\$43,500.00

Revenues by Category	Budgeted FY 20-21	Projected Actuals FY 20-21	Proposed Budget FY 21-22
City of Winston-Salem	\$20,000.00	\$20,000.00	\$20,000.00
Forsyth County	\$0.00	\$0.00	\$0.00
State of North Carolina	\$0.00	\$0.00	\$0.00
Federal Government	\$0.00	\$0.00	\$0.00
Admissions/Program Revenues/Sales	\$22,215.00	\$22,215.00	\$23,500.00

Memberships	\$0.00	\$0.00	\$0.00
Donations	\$0.00	\$0.00	\$0.00
Foundation Grants	\$0.00	\$0.00	\$0.00
Interest and Investment Income	\$0.00	\$0.00	\$0.00
Parent Organization	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Total Revenues by Category	\$42,215.00	\$42,215.00	\$43,500.00

Describe any amounts listed under "Other Operating Expenditures" or "Other Revenues." Provide details on any specific federal government revenue sources.

Other Operating Expenditures

FY 20-21:

Budgeted

\$3,000 Office rental
 \$521.00 Website
 \$320.00 Office Supplies
 \$725.00 990 Tax Prep
 \$3,500 Review
 \$1,663.00 MERGE
 \$9,735.00 TOTAL

FY 20-21:

Projected Actuals

\$3,000 Office rental
 \$521.00 Website
 \$320.00 Office Supplies
 \$725.00 990 Tax Prep
 \$3,500 Review
 \$1,663.00 MERGE
 \$9,735.00 TOTAL

FY 21-22:

Proposed Budgeted

\$4,448.00 Office rental
 \$521.00 Website
 \$320.00 Office Supplies
 \$725.00 990 Tax Prep
 \$3,500.00 Review
 \$1,500.00 MERGE
 \$11,020.00 TOTAL

E.2. Has the City of Winston-Salem provided funding in the past? If so, provide a funding history of the most recent five years of City contributions in the table below.

Year	Funding Source	Funding Amount
2019	SOAR	\$20,000.00
2018	SOAR	\$20,000.00
2017	SOAR	\$20,000.00
2016	SOAR	\$20,000.00
2015	SOAR	\$20,000.00

E.3. Please complete the table below to show specific details of proposed City funding and other leveraged funding for the proposed project/program.

Activity	Funding Requested from City	Funds from Other Sources	Other Funds Source
EHP	\$20,000.00	\$0.00	None
	\$20,000.00	\$0.00	

E.4. For each activity and line item above, please provide a short but detailed description of how City resources will be used to carry out proposed programming.

EHP will use City funds to assist ex-offenders in locating and maintaining permanent housing. It will accomplish this by offering financial assistance in the amount of \$300 towards past due rent, rent deposit, utility bills, food and household items. If the participant is not housed, EHP will assist in the search for permanent housing and apply the \$300 once housing has been secured and approved by the landlord. City funds will also be used for administration cost.

E.5. Where another stakeholder or agency is providing non-monetary assistance with a particular aspect of your programming, please provide a short description of those activities and how they will supplement the use of City funds.

There are agencies that refer participants to the Eureka Housing Program (EHP) for assistance. This will help EHP to reach the maximum number of eligible participants. Some of these agencies will provide other needed services to EHP participants, services not covered by EHP. These referrals will not supplement City funds but will result in a more comprehensive supportive services experience for multi-need clients.

E.6. If this year's request is different in any way (amount, activities, etc.) from a prior year's request, explain how and why. If you are a new applicant, please describe how you would adjust your project/program if your funding request is not funded at the full amount.

This year's funding request is no different from prior years. However what is different is the way in which the program is administered. Due to COVID-19, face to face contact with participants to complete applicants has been replaced with online submission of applications through our website. For food needs; the participants requested food items are ordered online from Walmart. The participant is given a time and place to pick up their food in the parking lot at Walmart. The food pickup is also verified by the presence of the Eureka Housing Program case manager. Using CDC safety guidelines for COVID-19, promotional and marketing materials will still be distributed directly in areas where potential applicants may reside.

SUSTAINABILITY (7 POINTS)

E.7. Describe the plan to sustain the project/program funding in future years. Include information about other funding sources to leverage City funds requested.

Once the grant funding runs out, EHP will continue its various programs to help ex-offenders with re-entry programming. These include MERGE and Men's Bridge support group. While funds may no longer be available to

assist ex-offenders with the cost of permanent housing, EHP will continue to be an information resource for ex-offenders seeking information about housing resources. It will also remain committed to continuing its proactive approach to addressing the problem of ex-offenders returning to prison through, its Men’s Bridge support group with inmates at Forsyth Correctional Center.

BARRIERS (3 POINTS)

E.8. Describe any potential programmatic barriers to project implementation (e.g. recruitment or outreach challenges, etc.) and your plans for overcoming them.

(1) A potential barrier to implementation of the proposed program is the on set of COVID-19. We will continue to use our website as an instrument for participants to request services. Another barrier would be the unwillingness of landlords to allow ex-offenders to rent from them. Fortunately, during its implementation of the Rapid Rehousing grant, EHP was able to establish relationships with multiple landlords in the city who were willing to rent to ex-offenders who had been receiving case management services and training from EHP. The landlords were confident in renting to the ex-offenders knowing that EHP had predetermined that the participant had sufficient income to pay the rent. Also, EHP had provided budget counseling to the participant and was available to consult if the landlord had concerns. These working relationships with the landlords continue to this date and additional working relationships are being sought out.

(2) Another potential barrier is that some homeless ex-offenders may not earn sufficient income to pay the market rate for rent and still meet other living expenses. EHP has addressed this issue in the past by helping to pair willing and compatible ex-offenders in roommate situations where the rent and utility expenses can be shared. This has proven successful in the past. In other cases, the ex-offender does not appear to be able to make rent a part of his or her budget but after coaching from EHP they learn how to reduce non-essential expenses they are incurring while living with family or friends. For example, the ex-offender may have the most expensive cell phone plan or may be paying for lots of extras on a cable bill. In other cases, the ex-offender may be eating out daily rather than shopping for food items that can be easily prepared at home. Often ex-offenders have not been trained on how to handle money or make a workable budget and this assistance helps them with a successful transition into permanent housing.

(3) A third potential barrier to project implementation is that ex-offender participants may not have basic furniture and household items necessary to set up housekeeping. Through its experience helping other ex-offenders to transition into permanent housing, EHP has been able to identify sources for low cost items which participants may obtain to assist with some basic household set up.

E.9. Describe any institutional barriers to project implementation (e.g. staff vacancies, pending departures, etc.) and your plans for overcoming them.

An institutional barrier to the project would be if there was a delay or postponement in the dispensing of funds by the City.

AVERAGE COST (5 POINTS)

E.10. Use the table below to show the average amount of City funds requested per beneficiary to be served during the year and the average total cost of the service per beneficiary to be served during the year (including all funding sources)

Proposed funds from the City for this project:	\$20,000
Number proposed to be served for the year:	36

Average City funds per beneficiary:	\$300.00
Proposed funds from all sources:	\$20,000
Number proposed to be served for the year:	36
Average total funds per beneficiary:	\$300.00

F. Required Documents

Completed by eureka@eureka-house.org on 11/5/2020 6:54 AM

Case Id: 11056

Name: Eureka Ministry, Inc. - 2021/22

Address: *No Address Assigned

F. Required Documents

Please provide the following information

Documentation

- Code of Conduct/Conflict of Interest Policy *Required**
Code of Conduct.pdf

- Submit a copy of the agency's latest 990 Form as submitted to the Internal Revenue Service. *Required**
990 Tax 2019.pdf

- Organization By-Laws *Required**
BY-LAWS.pdf

- Articles of Incorporation *Required**
Articles of Incorporation.pdf

- Organization Policies (including personnel, formal non-discrimination, procurement, accounting, etc) *Required**
Personnel Policies of Eureka Ministry Inc.pdf

- IRS 501(c)3 Designation Letter *Required**
Tax Exemp Letter #51-0441702 .pdf

Audited financial statements or a third-party review ***Required**

Engagement Letter 2020.pdf

North Carolina Secretary of State - Current and Active Status (<https://www.sosnc.gov/search/index/corp>)

***Required**

Good Standing 2.pdf

Other

***No files uploaded*

G. Income Based Projects/Services Only

Case Id: 11056
Name: Eureka Ministry, Inc. - 2021/22
Address: *No Address Assigned

Completed by eureka@eurekahouse.org on 11/5/2020 6:53 AM

G. Income Based Projects/Services Only

** Complete this section only if you are requesting funds for a Community Development project (for CDBG, HOME and/or ESG funding).**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

G.1. In the right-hand column below, indicate the number of participants to be served by the proposed project/program within each income category during the year. Click [here](#) to see Winston-Salem income limits by household size.

Income Range	# to be served
0 to 30% of median	0
31% to 50% of median	0
51% to 80% of median	0
Greater than 80% of median	0

G.2. Describe policies, procedures, and criteria for determining who is eligible. Describe the procedures for screening, eligibility determination, intake, assessment and orientation of participants

H. Construction/Rehab Only

Completed by eureka@eurekahouse.org on 11/5/2020 6:58 AM

Case Id: 11056

Name: Eureka Ministry, Inc. - 2021/22

Address: *No Address Assigned

H. Construction/Rehab Only

** Complete this section only if you are requesting funds for a Housing Construction or Rehabilitation project.**
If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

H.1. Describe the proposed project, including any plans. If the project is approved, we will need a detailed work write-up.

H.2. Provide a projected timeline for the proposed work.

H.3. Describe how the project will be managed, including the contractor procurement process.

H.4. Describe the target market, including any special populations to be served.

H.5. Describe the services or program you plan to provide.

H.6. Describe the property management plan.

H.7. List the development team members.

H.8. Describe the financial capability of the sponsor/owner organization, including submission of the organization's operating budgets, agency audits, and Form 990s for the prior three years, unless already submitted to the City.

H.9. Listing of projects undertaken by principals over the past ten years, identifying project name and address, type of project, and number of units; please note any projects for which local government funding was received.

Project Name	Address	Type of Project	No. Units	Govmt Funding
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Documentation

Market study or other analysis to verify the need for the project.

***No files uploaded*

Development costs that include a detailed sources and uses statement of all funds, including the requested loan from the City, in electronic format, preferably a spreadsheet.

***No files uploaded*

Operating pro forma that includes rent and operating cost assumptions and all estimated loan payments, in electronic format.

***No files uploaded*

Operating Budget

***No files uploaded*

Form 990

***No files uploaded*

I. Emergency Shelter Only

Completed by eureka@eurekahouse.org on 11/5/2020 6:58 AM

Case Id: 11056

Name: Eureka Ministry, Inc. - 2021/22

Address: *No Address Assigned

I. Emergency Shelter Only

** Complete this section only if you are requesting funds for an Emergency Shelter project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Emergency Shelter: Essential Services

Activity	Total Budget (\$)
Case Management	\$0.00
Child Care	\$0.00
Education Services	\$0.00
Employment Assistance	\$0.00
Job Training	\$0.00
Outpatient Health Services	\$0.00
Transportation	\$0.00
Legal Services	\$0.00
Services to Special Population	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

Emergency Shelter: Operating Costs

Activity	Total Budget (\$)
Rent	\$0.00
Shelter Security	\$0.00
Fuel	\$0.00
Equipment	\$0.00
Insurance	\$0.00
Utilities	\$0.00
Food	\$0.00
Furnishings (limited to less than \$500 per item)	\$0.00
Supplies	\$0.00
Maintenance or Minor Repairs	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00
	\$0.00

J. Rapid Rehousing and HMIS Only

Completed by eureka@eurekahouse.org on 11/5/2020 6:58 AM

Case Id: 11056

Name: Eureka Ministry, Inc. - 2021/22

Address: *No Address Assigned

J. Rapid Rehousing and HMIS Only

** Complete this section only if you are requesting funds for a Rapid Rehousing project.**

If the section is not applicable to your project, please leave the questions blank and mark the step "Complete."

Prior to the beginning of any funding year, any ESG-funded program must participate in the local Homeless Management Information System (HMIS) designated by the Winston-Salem/Forsyth County Continuum of Care, or for domestic violence programs, a comparable database in accordance with HUD's standards.

Rapid Rehousing Financial Assistance

Activity	Total Budget (\$)
Rent Assistance	\$0.00
Rental Application Fees	\$0.00
Security Deposits	\$0.00
Last Month's Rent	\$0.00
Utility Deposits	\$0.00
Utility Payments	\$0.00
Moving Cost Assistance	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

Rapid Rehousing Services

Activity	Total Budget (\$)
Case Management	\$0.00
Housing Search and Placement	\$0.00
Mediation	\$0.00
Legal Services	\$0.00
Credit Repair	\$0.00
Counseling	\$0.00
Information and Referral	\$0.00
Monitoring/Evaluation of Progress	\$0.00
Overhead Costs (limited to 15% of total activity request)	\$0.00

HMIS/Data Collection Budget

HMIS Activity	City ESG Request	State ESG Request
Staff Costs	\$0.00	\$0.00
Equipment	\$0.00	\$0.00
User Fees	\$0.00	\$0.00
	\$0.00	\$0.00

Submit

Completed by eureka@eurekahouse.org on 11/5/2020 6:59 AM

Case Id: 11056

Name: Eureka Ministry, Inc. - 2021/22

Address: *No Address Assigned

Submit

I certify that the applicant meets the conditions specified in the application instructions and will be able to carry out the proposed services in concert with these conditions. I also certify that the organization is a certified IRS 501(c)(3) non-profit organization.

Harold Smith

Electronically signed by eureka@eurekahouse.org on 11/5/2020 6:59 AM