

A. Organization & Contact Information

Case Id: 14252
Name: Eureka Ministry, Inc. - 2022/23
Address: *No Address Assigned

Completed by eureka@eurekahouse.org on 10/18/2021 9:16 PM

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 2022-23 Funding Request Amount

\$20,000.00

A.4. Agency's Total Operating Budget

\$43,357.00

A.5. Mailing Address

3579 San Carlos Rd. Winston-Salem, NC 27105 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

eureka@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

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B. Project Overview

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Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

Address: *No Address Assigned

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?

EHP plans specifically to provide financial assistance and case management support to ex offenders who are housing insecure or homeless. Funds will be used to help individuals who are behind on their rent, at risk of eviction, or have past due utility bills. Others served with the City funds will include those who lack food or basic household supplies, need transportation assistance to get to and from work, and those who are in need of assistance with housing or utility deposits in order to access housing. Case management support will be provided to assist participants with the application process, budgeting to determine the housing cost they can afford, locating and obtaining affordable housing. The case manager will also share information on other community resources as appropriate to the client circumstances. The overarching goal of the program is to provide assistance to address homelessness and housing insecurity among ex-offenders in the community through case management and financial assistance. Persons served through this program must have an income from either employment or disability and be able to afford to pay monthly rent at the housing location they select.

In addressing housing insecurity among ex offenders, EHP makes it possible for them to get past a crisis point that would otherwise negatively impact them (and at times, their minor children, spouse or other relative living with them). When participants can remain in their housing this can prevent an additional draw upon the limited resources of the homeless shelters in the community.

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

Participants access the program by going to the Eureka Ministry website (www.eureka@eurekahouse.org) and submit an application. The application page provides all instructions the participant will need to apply for assistance from Eureka Housing Program including a list of required documents and where and how to get them at no charge. If the participant has a problem or question while attempting to submit their application they have a number to call to get help from the case manager. The submitted application from the participant will identify the type of assistance they are requesting. The program provides a one time amount of \$300.00 towards rent, utilities, rent deposit, food and transportation to and from work. If the applicant is homeless EHP will assist them with the search for affordable permanent housing. All services are paid for by check made out to the company to whom payment is due; not to the participants. Upon submitting a completed application and working with the case manager, a participation may benefit from financial assistance paid to the company on their behalf. This will aid them in maintaining housing or accessing housing.

B.3. Describe the unmet need that the proposed project/program seeks to address. Include data supporting the need.

Unmet need: EHP seeks to address the housing insecurity and homelessness experienced by ex-offender populations in Winston Salem. Ex-offenders often experience barriers to obtaining and maintaining gainful employment and these

barriers 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 homelessness 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 pay low wages or are slow growing. The NC Department Commerce (2018) also reported that only 39% of ex-offenders found jobs 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.

Individuals included in the Point in Time Count in Winston Salem continue to grow. 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 among those that 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 who have an income but face barriers to finding housing.

COLLABORATION (6 POINTS)

B.4. 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 with referrals. EHP will provide bridge funding often needed to overcome the transitional challenges 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.

Community Court:

Community Court is a source of referrals to EHP. They also refer clients needing assistance with rent and utilities. They also often refer clients who need assistance with transportation to and from work in order to maintain employment, and consequently, maintain housing. Transportation is provided by a designated van service. They also refer clients needing assistance with rent and utilities.

Collaboration with these organizations helps with referrals and reaching the target of 36 participants. The collaboration also allows more than one agency to serve a client who may be unable to get full financial assistance from one agency alone. The collaboration has also worked to facilitate obtaining feedback from clients and idea sharing with partner agencies. EHP recognizes the value of staying informed of community resources and services and maintaining good relationships with other community partners to facilitate successful service delivery to participants.

C. Strategy and Performance

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C. Strategy and Performance

Please provide the following information.

STRATEGY (5 POINTS)

C.1. The City of Winston-Salem's strategic priorities, adopted most recently in the [2017-2021 Strategic Plan \(2019 Update\)](#) and under review for adoption by City Council for FY 2022 - FY 2025 Strategic Plan, are used as guiding principles 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):

Safe and Secure Community

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. 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.

Participant data: The case manager uses Word, Excel and Quickbooks tracking participant and program data. The case manager tracks and records participant information, the details of the financial assistance provided, entities to whom checks were issued and copies of canceled checks. The case manager enters all financial information into Excel spreadsheets to record and track all spending in real time.

The following processes are in place for tracking data:

- Create hard copies of all documents submitted by each participant and store in the file cabinet.
- Computerize all documents submitted by each participant into a data base.

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-Create hard and soft copies of all checks including company name, address, check number and store in file cabinet and computer.

-Send a copy of the check to the participant for their proof of payment. (Account number redacted for security).

Submit quarterly follow up reports to the City to include:

-Quarterly budget Report

-Performance measures

-Request for funds

C.4. Explain the steps that will be taken if the stated program goals provided in C.3. are not achieved.

C3- Goal 1: 36 ex-offenders will obtain or maintain permanent housing.

Steps to be taken if goal is not achieved:

1. Contact applicants who did not follow through with completion of application or submission of documents.
2. Increase the geographical area where program promotional fliers were placed previously.
3. Increase outreach to landlords.
4. Make additional phone calls to referring agencies.
5. Contact previous participants and ask them to tell their friends about the program.

C3-Goal 2: 36 Participants will be assisted in developing and maintaining a budget.

Steps to be taken if goal is not achieved:

1. Case manager will explain the purpose of the budget review.
2. Provide flexibility in scheduling times to complete the budget review.
3. Provide assistance to participants in understanding the items on the form.

C3-Goal 3: 36 participants will provide a review of services received.

Steps to be taken if goal is not achieved:

1. Make the survey easily accessible on website where application was submitted.
2. Invite participants to complete the survey after services are received.
3. Allow participants to submit the survey anonymously if desired.

Attach participant/program data sample report



Participant/Program Data Sample Report *Required

Funds Tracker1 FY 21-22.xlsx

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

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with goals, please be prepared to provide a written summary of shortcomings.

| Stated Program Goals | Program Activities in Support of Goals | FY 20-21 Previous Year Results | FY 21-22 Current Year Projected Results | FY 22-23 Next Year Anticipated Results |
|--|---|--|--|---|
| 36 ex-offenders will obtain or maintain permanent housing. | Provide housing assistance and case management services to 36 participants. | Provide housing assistance and case management services to 36 Participants | Provide housing assistance and case management services to 36 Participants | 36 participants will obtain or maintain permanent housing.. |
| 36 Participants will be assisted in developing and maintaining a budget. | 36 participants were invited to have their income and spending recorded on an excel spread sheet. | 36 participants provided their income & spending info to be placed on an excel spread sheet for their own use. | 36 participants will participate in a budget review of income & expenses. | 36 participants will participate in a budget review of income & expenses. |
| 36 participants will provide a review of services received. | Provide a survey (easily accessible on the website) | 12 participants provided expressions of appreciation for by phone & email. | 36 participants will provide a review of services received. | 36 participants will provided a review of the services received. |

| | Total Unduplicated Number Served | Total Number Served |
|---|----------------------------------|---------------------|
| FY 20-21 Previous Year Results | 36 | 36 |
| FY 21-22 Current Year Projected Results | 36 | 36 |
| FY 22-23 Next Year Anticipated Results | 36 | 36 |

C.6. FY 20-21 Program Accomplishments

Eureka Housing Program assisted 36 ex-offenders with obtaining or retaining permanent housing. Services included:
 14 participants were assisted with past due rent
 14 participants were assisted with utility bills
 3 participants were assisted with food
 5 participants were assisted with transportation
 36-Total

C.7. FY 22-23 Key Objectives

Eureka Housing Program's key objectives are:

1. Maintain an easily accessible website for submission of applications
2. Promote the program through outreach in the community and collaboration with community agencies
3. Develop and strengthen contacts with landlords to facilitate communication about housing opportunities for participants

4. Assist and follow up with applicants who have trouble submitting required documents or completing the application process
5. Deliver quality case management services to participants
6. Maintain all required documentation and reports
7. Encourage participant feedback through review survey
8. Evaluate program for any need for real time updates or improvement

All of these objectives are targeted at fulfilling the overall goal of assisting ex offenders with obtaining and maintaining permanent housing.

Attach participant/program data sample report

Documentation



Participant/Program Data Sample Report

Funds Tracker1 FY 21-22.xlsx

D. Organizational Capacity

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

Address: *No Address Assigned

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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 2002. 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 trades persons 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 exoffenders. 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 exoffenders 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.

The proposed project advance the mission of the organization 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 2002

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 and executive staff involved in the proposed project/program.

| Position Title | Activities/Inputs | Total Work Hours Per Week | % of hours proposed to be funded |
|----------------|--|---------------------------|----------------------------------|
| Case Manager | Case management services provided include assessment of the individuals’ eligibility and needs, assisting the applicants with navigating the application completion process and obtaining and submitting supporting documentation. The case manager coordinates with their landlord or utility provider to verify amounts due and arrange payment. For participants receiving assistance with food, the case manager receives a list from them and makes the purchases and arranges for delivery. The case manager conducts a budget assessment with participants and makes recommendations for addressing budget shortfalls. The case manager will refer participants to other services when they identify needs beyond the | 8 | 100.00 % |

| | | | |
|--|---|--|--|
| | <p>scope of this program. The case manager completes documentation associated with serving the participants and maintains appropriate records. The case manager responds to requests for information from individuals and community entities and educates the community about services available through the program. The case manager enters all financial information into Excel spreadsheets to record and track all spending in real time. The following will take place: Create hard copies of all documents submitted by each participant and store in the file cabinet.</p> <p>Computerize all documents submitted by each participant into a data base. Create hard and soft copies of all checks including company name, address, check number and store in file cabinet and computer.</p> <p>Send a copy of the check to the participant for their proof of payment. (Account number redacted for security).</p> <p>Submit quarterly follow up reports to the City to include:</p> <ul style="list-style-type: none"> • Quarterly budget Report • Performance measures • Request for funds <p>Remain open and transparent for City audit of files.</p> | | |
|--|---|--|--|

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 | \$12,840.00 | 0.00 % |
| Dr. Fonda Strickland | Secretary | \$0.00 | 0.00 % |
| Bobby King | Vice President | \$0.00 | 0.00 % |
| William Schaffhauser | Treasurer | \$0.00 | 0.00 % |

D.6. Attach an organizational chart

Organizational Chart *Required

Board Members 2020.pdf

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. Best practices for accessing a diverse hiring process and candidate pool include:

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. 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, as well as the employee's appropriate race/ethnicity and gender identity.

| | 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, as well as the employee's appropriate race/ethnicity and gender identity.

| | 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)2021.pdf

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

2

ABILITY (5 POINTS)

D.11. If this is an application for new funding, please describe the steps your organization will take to establish an action plan for successful program launch, including appropriate stakeholder training and coordination. Articulate a clear methodology for service delivery within the context of established goals and include a timeline of key action items and approximate dates for delivery.

This application is not a request for new funding.

D.12. Describe your organizations' past success with flexibly responding to unforeseen events, which had the potential to negatively impact deliverables. What were best practices learned, if any? How would you successfully use these practices with the proposed program, if necessary?

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.) (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.13. How does your program's policies/procedures ensure fair treatment, equitable access, and utilization of benefits for all persons, particularly marginalized and underserved groups and communities (i.e., marketing, outreach, eligibility determination and appeals)?

E. Cost Effectiveness

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

Completed by eureka@eurekaohouse.org on 10/27/2021 11:13 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 21-22 | Projected Actuals FY 21-22 | Proposed Budget FY 22-23 |
|--------------------------------------|--------------------|----------------------------|--------------------------|
| Program Services | \$20,000.00 | \$20,000.00 | \$20,000.00 |
| Fundraising | \$8,460.00 | \$8,460.00 | \$8,460.00 |
| Management and General | \$14,897.00 | \$15,040.00 | \$14,897.00 |
| Total Expenditures by Program | \$43,357.00 | \$43,500.00 | \$43,357.00 |

| Expenditures by Category | Budgeted FY 21-22 | Projected Actuals FY 21-22 | Proposed Budget FY 22-23 |
|---|--------------------|----------------------------|--------------------------|
| 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 | \$102.00 | \$245.00 | \$302.00 |
| 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 | \$0.00 | \$0.00 | \$0.00 |
| 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 | \$11,575.00 | \$11,575.00 | \$11,375.00 |
| Capital Outlay | \$0.00 | \$0.00 | \$0.00 |
| Total Expenditures by Category | \$43,357.00 | \$43,500.00 | \$43,357.00 |

| Revenues by Category | Budgeted FY 21-22 | Projected Actuals FY 21-22 | Proposed Budget FY 22-23 |
|-----------------------------------|-------------------|----------------------------|--------------------------|
| 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 | \$14,897.00 | \$15,040.00 | \$14,357.00 |

| | | | |
|-----------------------------------|--------------------|--------------------|--------------------|
| Memberships | \$0.00 | \$0.00 | \$0.00 |
| Donations | \$8,460.00 | \$8,460.00 | \$9,000.00 |
| 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 | \$43,357.00 | \$43,500.00 | \$43,357.00 |

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

See line 18 page 1 of 2020 990 tax report.

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 |
|------|----------------|----------------|
| 2020 | City | \$20,000.00 |
| 2019 | City | \$20,000.00 |
| 2018 | City | \$20,000.00 |
| 2017 | City | \$20,000.00 |
| 2016 | City | \$20,000.00 |

E.3. Complete the table below to show specific details of proposed City funding and other leveraged funding for the proposed project/program. List each additional funding source for the program.

| Activity | Funding Requested from City | Funds from Other Sources | Other Funds Source |
|----------|-----------------------------|--------------------------|--------------------|
| SOAR | \$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.

\$20,000.00 of City funds will be used to assist participants with a criminal background to obtain and retain permanent housing.

\$10,800 will serve 36 participants with \$300 each with past due rent, rent deposit, utility bill, food, van transportation to and from work.

\$8,400 will be used for case management.

\$200. will be used for transportation

\$600 will be used for administration.

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.

The agencies listed below provide non monetary assistance by referring participants to Eureka Housing Program. They provide an important component to the EHP by allowing the program to geographically broaden the service to those who need it. Some of the agencies have exhausted their funds but still know Individuals who are in need and qualify for EHP.

.Project Reentry
.Community Court
.211 service
.United Way
.Goodwill
.Wells Center For Women in Transition

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 is not the first time EHP has requested or received grants funds from the City.

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 COVID-19 pandemic. 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 participants 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 informed about 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: | \$20,000.00 |
| Number proposed to be served for the year: | 36 |
| Average City funds per beneficiary: | \$300.00 |
| Proposed funds from all sources: | \$20,000.00 |
| 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 10/28/2021 9:34 PM

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

Address: *No Address Assigned

F. Required Documents

Please provide the following information.

Documentation

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

- Submit a copy of the agency's latest 990 Form as submitted to the Internal Revenue Service. *Required**
2020 Tax 990.pdf

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

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

- Organization Policies (including personnel, formal non-discrimination, procurement, accounting, etc) *Required**
Accounting Procedures & Procurement Policies.pdf

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

Audited Financial statements or third-party review from 2019 and 2020. *Required

Engagement Letter Year 2020.pdf

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

***Required**

Good Standing 2.pdf

Participant/Program Data Sample Report *Required

Funds Tracker1 FY 21-22.xlsx

Other

***No files uploaded*

G. Income Based Projects/Services Only

Case Id: 14252
Name: Eureka Ministry, Inc. - 2022/23
Address: *No Address Assigned

Completed by eureka@eurekaohouse.org on 10/27/2021 11:22 PM

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 10/28/2021 9:34 PM

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

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 and provide 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.

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 | Govt Funding |
|--------------|---------|-----------------|-----------|--------------|
|--------------|---------|-----------------|-----------|--------------|

Documentation

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

***No files uploaded*

Participant/program data sample report ***Required**

***No files uploaded*

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

We are not applying for this type of funding.pdf

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

We are not applying for this type of funding.pdf

I. Emergency Shelter Only

Completed by eureka@eurekahouse.org on 10/27/2021 11:25 PM

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

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 10/27/2021 11:25 PM

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

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 |

K. HOPWA

Completed by eureka@eurekahouse.org on 10/27/2021 11:25 PM

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

Address: *No Address Assigned

K. HOPWA

Please provide the following information.

Are requesting funds for a HOPWA project?

Submit

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Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

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 10/28/2021 9:36 PM

IDIS Setup

No data saved

Case Id: 14252

Name: Eureka Ministry, Inc. - 2022/23

Address: *No Address Assigned

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