

ABCCM Community Navigators

*FY 2017 Buncombe County Community
Funding*

Asheville Buncombe Community Christian Ministry

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Application Form

Project Name*

Name of Project

ABCCM Community Navigators

Amount Requested*

Amount Requested

\$75,000.00

Service Area*

Which Commissioner Districts are served by this program?

Access a map of Buncombe County Commissioner districts [here](#).

- District 1
- District 2
- District 3

Which county sustainability goal aligns best with the goals of this project?*

Based on the Buncombe County Sustainability Plan, select a Category, Goal & Objective that align with the focus of the project and the specific results that will be achieved.

Access the Buncombe County Sustainability Plan [here](#).

Community > Equity in Access > Ensure reliable access to information resources (i.e. broadband internet)

If applicable, select a second sustainability goal that aligns with project goals.

Result 2 is optional - Select if project aligns with more than one Sustainability Category, Goal & Objective.

Economy > Workforce Development > Identify and reduce barriers to employment (e.g., childcare, transportation, housing, insurance)

If applicable, select a third sustainability goal that aligns with project goals.

Result 3 is optional - Select if project aligns with more than one Sustainability Category, Goal & Objective.

Community > Healthy People > Assure the availability of a medical home for all

Project Description

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Description of Project

We respectfully request \$75,000 to support the community navigator at ABCCM South Crisis Ministry and \$25,000 for a community navigator at ABCCM Hominy Valley Crisis Ministry and ABCCM North Samaritan Ministry sites. ABCCM will provide a community Navigator to increase access to community resources and serve an additional 50 households per month at ABCCM South; 60 additional households per month at ABCCM Hominy Valley and 50 households per month at ABCCM North. Our strategy for providing these services includes a well-defined eligibility determination process; a needs assessment combined with income and expense verification; verification of cut-off notice or evictions; short-term solutions plan; plus an information and referral plan. Clients are asked to participate in developing their own individualized plan with time frames to complete the plan, avoid the crisis and build a bridge toward stability that is sustainable. This plan is documented by the volunteers and the community navigator in their paper file as well as in our database that provides a case management tracking system for complex issues while documenting short-term solutions that keeps the utilities on or prevents homelessness.

How many people will this project serve?*

State the number of individuals or households in Buncombe County that will be served by this project. Also state the number of people that will experience the desired result. For example, if dropout prevention services are being delivered to 100 students, how many will successfully graduate from high school?

ABCCM has a long standing track record of addressing comprehensive issues and needs of families in order to provide greater stability, self-determination and sustainability through education, advocacy, access to resources and referrals to community networks of support. ABCCM volunteers are able to provide additional time, experience and wisdom out of their own life experiences that becomes an invaluable part of assisting families in crisis in developing both short-term solutions to the crisis with long-term strategies toward sustainability. Both ABCCM South and ABCCM Hominy Valley utilize this model in serving our neighbors in need. With the expanded hours, we will be in a position to serve an additional 50 households per month at ABCCM South; and 60 additional households per month at ABCCM Hominy Valley. This will double their monthly capacity which will increase their combined total by about 1,300 households or 3,600 men, women and children a year.

Describe the people this project will serve.*

Characterize the demographics of the project's target population in terms such as age, gender, income, race, ethnicity, geographic area, etc. Include information about method of referral/recruitment of the target population.

ABCCM will serve all low-income persons and families in the Enka-Candler, south Buncombe and north Buncombe areas who are below 200% of the Federal Poverty Level. For example, the Hominy Valley area (Enka Candler, Hominy Valley and Avery's Creek) has about 4,000 households in poverty and about 3,600 Medicaid eligibles without a medical home. The focus will be on families below 50% average median income. ABCCM has a long history of partnering with Buncombe Co. DHHS on Tier I safety-net services and Tier III anti-poverty strategies to build bridges out of poverty. These facilities will significantly increase the capacity from about 2,000 households/yr. to 3,000 households/yr. In north, ABCCM will be able to expand from 4 hours a day to 8 hours a day, like our other two facilities with navigators. Our track record and trust in the community already has us filling 8 hours a day in serving low-income families.

What key steps will you take to achieve the results of this project?*

Describe the core elements of your implementation plan, including milestones that will take place within the funding timeframe.

We propose to track additional items of information and referral which demonstrate the following: 1) stable housing; 2) stable nutrition; 3) reduce unmet needs 4) access to additional education; 5) access to employment opportunities. In the area of stable housing, we will develop a plan to prevent eviction and remain stably housed with utilities assistance. Stable nutrition plan and food assistance provided with the nutritious meal planning guides. Reduce unmet needs by access to supportive services like financial counseling and budgeting, legal aid, health care, access to transportation, and mental health support services (including addiction/recovery). Education services refers to GED, literacy training, English as a second language (ESL). Employment refers to Job Link for work readiness training, vocational rehab, Workforce Solutions (formerly ESC) and referrals to a variety of employment listing services/agencies.

Describe the evidence of success that backs this project's approach.*

What evidence of success (i.e. evidence-based research, practice model, accreditation, industry standards, and/or other framework) are you using as a basis for your project design?

The track record of success has been established over the past year at ABCCM South and Hominy Valley and is well documented with DHHS and the community. The Hominy Valley site is the first center to integrate emergency assistance services and primary care medical home services targeted to low-income families in Buncombe County. We believe the holistic approach that addresses multiple needs of families to remove huge barriers such as choosing food versus health care; or heat versus medication will create a level of stability that greatly strengthens these families. ABCCM is working within the framework of the Community Navigator model, networking, tracking and reporting according to those best practices.

Describe your data collection, tracking, and reporting procedures.*

Explain your methods for documenting project, service and client information. Include a description of any software or other tools utilized.

Data collection through our database system called Charity Tracker and through our file documentation with Contracts for Success, IEPs, Employment and Housing tracking. We are utilizing a tracking system established by DHHS for the Community Navigators. For homeless services, ABCCM participates in the HMIS (Homeless Management Information System). For primary health care, ABCCM utilizes an electronic health record, AllScripts. ABCCM will document treatment of any acute health care issues. We will track chronic disease management in the area of diabetes, hypertension and asthma. We track participation in recovery programs for mental health and substance abuse.

Our accounting system and administrative capacity allows for individualized grant management and tracking of resources to specific client activities.

Explain your technological resources and capacity.*

Explain your current technological strengths and barriers and how this impacts your ability to track data and report outcomes. Who is responsible for adaptation and use of technology within your organization?

ABCCM has sophisticated technological resources and high speed fiber optics at all of our locations. ERC Broadband provides all the fiber connectivity and houses our servers with triple redundancy at their offices in the Federal Building; Electronic Office provides all maintenance and supportive services for our hardware, software, and networking; Crawley, Lee and Co. provide our Computer System Manager who handles all design, implementation, and backup systems for the Network, Databases, and Communication systems. ABCCM has invested in the Blackbaud database to integrate finances, grant management, donor and volunteer tracking. We utilize Charity Tracker for our case management and reporting and the NC Homeless Management Information System (HMIS) database. ABCCM has robust tracking and reporting capabilities that are flexible and have powerful analytic capacity.

Organizational Profile

How does the proposed project support your mission and strategic plan?*

State your mission and the date of your most recent strategic plan, and explain how the proposed project helps advance your organizational goals.

ABCCM's mission is two fold: to create opportunities for others to serve their neighbors in need; and, to fill gaps in the safety net that provide short-term and long-term solutions to sustain individuals and families. Pastors and volunteers led the vision to double our capacity at each site on the heels of the economic collapse. They're 2011-2015 plan implemented this expansion for ABCCM-South in 2012; for ABCCM-North in 2013; for ABCCM-Hominy Valley in 2014 which combined primary care with MAHEC Family Health Center Enka-Candler. Our General Assembly of Churches, with its 277 members, adopted the plan as presented by the Board of Directors at our annual meeting in November. The Board also approves an annual strategic plan tied to the 5 year plan at the annual meeting. In the last 10 years our operating budget and support grew from \$2.1 million to \$6.5 million. We added 80,000 sq.ft. of facilities.

What expertise/accomplishments do you have that are relevant to the proposed project?*

List your organization's strengths as well as accomplishments from the past 3 years that position the organization to be successful with the proposed project.

ABCCM has an outstanding track record over the past fifteen years which has resulted in multiple awards and levels of distinction as already stated. ABCCM currently has the support of about 300 churches, 5,000 volunteers and manages a cash budget of \$6.5 million dollars and an in-kind budget of about \$12 million annually. ABCCM currently manages eleven different federal, state and county contracts for services. Our accounting system and administrative capacity allows for individualized grant management and tracking of resources to specific client activities. ABCCM has received numerous awards, being recognized by the VA in 2008 as a "best practice" in transitional housing; being recognized by US-DOL in July 2012 as "best practice" for employment and training. The North Carolina American Legion has named ABCCM as the Economic Development Organization of the Year award for veterans.

Describe partners that are critical to the success of your organization.*

List any external partners, intermediaries or advisors important to your success, and describe their role and evidence of their commitment. Describe successful collaborations with these people or groups.

Describe partners that are critical to the success of your organization.*

At ABCCM-Hominy Valley there are 28 area churches, the Enka Candler Business Association, Lions Club, and Biltmore Lake Homeowners Association who are involved and representative of the broad support throughout the community. At ABCCM-South there are 56 churches, the Ramble, the South Buncombe Small Manufacturers, plus Lions Club and Rotary who are involved and representative of the broad support throughout the community. ABCCM North has the support of 32 churches and civic groups like the Kiwanis Club and Rotary, along with businesses like AB Emblem, Balcrank, Baldor Electric Company and Mills Manufacturing. These agencies all participate in the BEACON network and are partners in distributing the Crisis Intervention Program funds.

Financial Information

Nonprofit financial assurance requirements:

Financial statements, prepared using a recognizable basis of accounting (i.e., modified accrual) and IRS Form 990s must be submitted to Buncombe County annually.

- Organizations with annual revenues of \$300,000 or greater must submit financial statements audited in accordance with generally accepted auditing standards.
- Those with revenues between \$100,000 and \$300,000 must submit financial statements reviewed in accordance with SSARS 19.
- Those with revenues of less than \$100,000 must submit non-disclosure financial statements compiled in accordance with SSARS 19.

All financial statements must be reported on by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

These requirements are considered minimum requirements. Organizations may submit a higher level of assurance than is required.

IRS Form 990 - Upload Here

Click Choose File to upload a copy of the 990 form you most recently completed.

Audit+2014 and 2013.pdf

If your organization does not have a 990, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

ABCCM is exempt from filing a 990 by the IRS. We have uploaded our latest audit which is already on file with DHHS.

Financial Statements - Upload here

Click Choose File to upload a copy of the most recently completed financial statements (audit, compilation or review).

ABCCM Dec 2014 compiled statements.pdf

If your organization does not have financial statements, briefly state the reason.

Include a statement of intent to comply with nonprofit financial assurance requirements as listed above.

[Unanswered]

Complete Budget Worksheet - Upload Here*

Download the budget form [Here](#).

Complete the budget form for this project/program and the overall agency. Save it to your computer, then upload it by clicking Choose File.

fy17 - community-funding-budget-CommNav.xlsx

Budget Narrative*

Describe all differences between current year and proposed year. List all pending funding sources with expected date of notification. Please detail any other information that may help clarify the budget.

The proposed year budget represents a continuation of our current project being carried out at our West and South Crisis sites plus the addition of our North Crisis site. Project expenditures are for the salaries and benefits of the Community Navigators at each site (budgeted as \$25,000 per site). The organizational budget for the proposed year is a decrease in revenues and expenditures due to two of our Ministry programs being downsized due to governmental grants not being available anymore for the programs.

What (if any) portion of requested funds will be used to support capital expenses?*

Capital projects are defined as those used to acquire or upgrade physical assets such as property, buildings, or equipment. Please detail.

none

Employee Wages

Please provide information about the wage breakdowns of your employees. Living wage for Buncombe County has been identified as \$11.00 per hour for employees with employer-provided health insurance and \$12.50 per hour for employees without.

Employees with employer-provided health insurance*

List the number of employees in your organization with employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$10.99 per hour

\$11.00 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour

\$40.00+ per hour

ABCCM provides all of its full-time (1000 hours a year or more) with employer provided health insurance in every wage category.

\$7.25 - \$10.99	1
\$11.00 - \$14.99	12
\$15.00 - \$19.99	20
\$20.00 - \$24.99	7
\$25.00 - \$29.99	3
\$30.00 - \$34.99	1
\$35.00 - \$39.99	0
\$40+	4
Totals	48

Employees without employer-provided health insurance*

List the number of employees in your organization without employer-provided health insurance in each wage category. For salaried employees, use hourly wage equivalents.

\$7.25 - \$12.49 per hour

\$12.50 - \$14.99 per hour

\$15.00 - \$19.99 per hour

\$20.00 - \$24.99 per hour

\$25.00 - \$29.99 per hour

\$30.00 - \$34.99 per hour

\$35.00 - \$39.99 per hour
\$40.00+ per hour

ABCCM does not provide health insurance for part-time employees below 1000 hours a year in every wage category.

\$7.25 - \$12.49	46
\$12.50 - \$14.99	4
\$15.00 - \$19.99	6
\$20.00 - \$24.99	5
\$25.00 - \$29.99	0
\$30.00 - \$34.99	1
\$35.00 - \$39.99	0
\$40+	1
Totals	63