

**Buncombe County FY2019 Strategic Partnership Grants
Application Summary Sheet**

Project	Assistance with Housing
Organization	The Hope Chest for Women

Amount Requested	\$20,000	Strategic Priority or Sustainability Goal	Affordable Housing
New or Renewal Request	New	Area Served	Districts 1, 2 and 3

Organization Description	<ul style="list-style-type: none"> The Hope Chest for Women (HCFW) was incorporated as a 501-C3 organization in 2003. The mission is to support and provide financial resources for women with breast and/or gynecologic cancer living in Buncombe County and surrounding areas. The Hope Chest for Women was started in 2001 by oncology providers when they discovered women were having to choose between receiving treatment and providing for basic needs. Some patients were missing appointments and postponing surgeries because they could not afford life's basic needs – housing & utilities. HCWF assists with basic living expenses.
Key Steps	<ul style="list-style-type: none"> The HCFW receives referrals from a variety of medical providers in the community as well as public & community agencies, and other non-profits. Some of our clients are self-referrals. Project activities entail information gathering - client application, date of diagnosis, proof of income, pathology reports from their physician, copies of bills to be paid, and applicant summary sheet. The agency then determines eligibility and amount to be paid. The Hope Chest for Women does not directly pay the client but rather pays the mortgage holder, the landlord, the utility company, etc. All clients have an individual file folder plus financial assistance given to them is entered and maintained in a database for future reference. Each case is determined by individual need and the seriousness of their financial situation.
People Served	<ul style="list-style-type: none"> Approximately 100+ women will be served during the year. These women represent every area of our county – ages range from 28 years old to 92 years old (based on previous data), and all ethnicities. Approximately 60% of the women served live under the poverty threshold on fixed incomes with lost jobs or temporary loss of work due to treatment and disability. Another estimated 40% of the women live above the poverty threshold but after a cancer diagnosis and treatment, they find themselves with job losses, no savings, and the inability to meet their basic needs and living expenses.
Outcomes	<ul style="list-style-type: none"> Success will be measured by the actual number of women receiving funding from the HCFW to assist them in housing and utilities. Documentation of clients and all monies received by these clients will be maintained in a database. Comparisons will be made from previous years as to amount of funding available and actually distributed to the women clients.

Budget			
Amount Funded FY2018	n/a	Increase Request	n/a
Administrative Budget	13% (from 2016 IRS Form 990)	Total Organization Budget	\$192,500 (projected FY2019)
Other Funding Sources: Grants, Individual donations, Government funding, Private foundations, Fundraising			

Strengths
Project serves underserved, underrepresented, minority, and/or high-need population
Strong implementation plan
Thoughtful plan to sustain project for future years

The Hope Chest for Women - Assistance with Housing

FY2019 Strategic Partnership Grants

The Hope Chest for Women

Executive Director

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Application Form

Question Group

Project Name*

Name of Project.

The Hope Chest for Women - Assistance with Housing

Amount Requested*

\$20,000.00

PROJECT NARRATIVE

Area Served*

Which areas of the County will be served by this project? Which Commissioner District(s) will be served?

A Buncombe County Commissioner district map is available at [THIS LINK](#).

Districts 1, 2, 3

The Hope Chest for Women, Inc. serves women in every area of Buncombe County.

Organization Description*

Tell us about your organization. What is your mission? Highlight two or three key facts and accomplishments that best define your organization.

The Hope Chest for Women was incorporated as a 501-C3 organization in 2003. Our mission is to support and provide financial resources for women with breast and/or gynecologic cancer living in Buncombe County and surrounding areas.

The Hope Chest for Women was started in 2001 by oncology providers when they discovered women were having to choose between receiving treatment and providing for basic needs. Some patients were missing appointments and postponing surgeries because they could not afford life's basic needs – housing & utilities. It is our goal to assist these women by helping them meet their required living expenses.

We have been able to assist women & their children to remain in housing by avoiding foreclosure and eviction. We are also able to assist with heating & power bills.

Since 2003 we have awarded over \$250,000 in direct bill pay to assist women in need. Most of our financial assistance – about 90% goes directly to assist with housing and utilities

Strategic Priority*

Which of the following priorities best reflects the primary goal of your project?

Buncombe County Commissioners are dedicated to strengthening the quality of life for everyone by setting new fiscally, socially and environmentally responsible goals that will guide decisions and improve our community for future generations. The Board has committed to strategic priorities as a guide to shape partnerships and investments of resources to insure a healthy, safe, well-educated, thriving and sustainable community.

Details about the Strategic Priorities are available at [THIS LINK](#).

Affordable Housing

Strategic Priority - Other Sustainability Goal

If you selected "Other Sustainability Goal" from the list of Strategic Priorities, please list it here.

Details about the Sustainability Goals are available at [THIS LINK](#).

Shared Vision*

What critical community problem or challenge are you hoping to improve through this project?

Receiving a sustainability grant will assist the Hope Chest for Women, Inc. in our ability to provide direct financial assistance to women in Buncombe County who are undergoing serious and essential medical treatment for breast and/or gynecologic cancers. This project will enable the Hope Chest for Women to aid clients with mortgage payments – rent – and utilities during this critical time. The entire family is affected both emotionally & financially. A diagnosis and treatment regime of breast and/or gynecologic cancer impacts the entire household.

Key Steps*

How will the project work? What are specific activities and milestones that your project entails?

The HCFW receives referrals from a variety of medical providers in the community as well as public & community agencies, and other non-profits. Some of our clients are self-referrals. Project activities entail information gathering - client application, date of diagnosis, proof of income, pathology reports from their physician, copies of bills to be paid, and applicant summary sheet.

The agency then determines eligibility and amount to be paid. The Hope Chest for Women does not directly pay the client but rather pays the mortgage holder, the landlord, the utility company, etc.

All clients have an individual file folder plus financial assistance given to them is entered and maintained in a database for future reference. Each case is determined by individual need and the seriousness of their financial situation.

An award from the county will enable the HCFW to extend our service to more women within the county to insure housing needs.

People Served*

Who are the members of our community this project will serve? How many people will be served? Include demographics, including age, area median income, race, neighborhood and/or school.

Approximately 100+ women will be served during the year. These women represent every area of our county – ages range from 28 years old to 92 years old (based on previous data), and all ethnicities. Approximately 60% of the women served live under the poverty threshold on fixed incomes with lost jobs or temporary loss of work due to treatment and disability.. Another estimated 40% of the women live above the poverty threshold but after a cancer diagnosis and treatment, they find themselves with job losses, no savings, and the inability to meet their basic needs and living expenses. By the time, we receive applications for assistance from our clients - the median income is between \$15,000 and \$20,000 per year (net pay).

Partners*

Which other organizations are you working with to reach your goals? What other local organizations provide similar services or serve similar beneficiaries, and how do you work together?

We work with insurance companies and hospital charities to assist with medical bills and co-pays including the Mission Breast Center who refer women for assistance, the Minnie Jones Health Center/WNC Community Health, the Hope Women's Cancer Center, SECU Cancer Center, New Horizons, and 21st Century Oncology to help identify low income women and minorities in Buncombe County who need financial support and send applications for assistance to our organization. We also receive self-referrals from residents and referrals from other non-profit organizations. Additionally, we make referrals to Eblen, ABCCM, MANNA Food Bank, and Casting for Hope to help with additional support.

Personnel*

Who is responsible for the project? Briefly describe project leaders and the role each will play in the project. How do these leaders reflect the population or community that you serve?

The Executive Director of the Hope Chest for Women will be ultimately responsible for this project. (We currently are in the process of hiring a new director and will have someone in place by June 2018). Others will include part-time staff who receive requests for assistance and board members who will help provide oversight.

These identified persons overseeing the grant reside in different areas of the county and represent the Caucasian and African-American ethnic groups.

Success*

How will you measure results? What will success look like? How will you document the impact of your project? Include whether there is a model that serves as basis for project design.

Success will be measured by the actual number of women receiving funding from the HCFW to assist them in housing and utilities. Documentation of clients and all monies received by these clients will be maintained in a database. Comparisons will be made from previous years as to amount of funding available and actually distributed to the women clients.

Funding*

What is your plan for finding the balance of the project budget? What is your funding timeline and what are your other sources of support?

Funding balance will come from a diversified fundraising strategy including maintaining an on-going donor base - many who are regular givers, annual fundraising events in the community, a major annual fundraiser - Here's Hope which includes ticket sales, silent auction and raffle items - and major sponsorships, as well as local businesses, schools, and organizations who make annual donations to us. Courage over Cancer - wristband sales at Asheville after 5, hot dog sales at the Tourist games, and other events contribute to our fundraising awards. Other grants also include the People in Need Grant through the Community Foundation of WNC, Genentech, Parsec (requested), and Walmart.

The agency is continuously researching and seeking other fundraising and grant opportunities

The HCFW budget operates on the calendar year.

Sustainability*

How will this project be maintained? Please describe funding sources and how you plan to sustain the project in future years.

Funding will be maintained and sustained by continuing to work in the community to maintain a high level of visibility and support through our networking with a variety of community leaders and donors, businesses, other non-profit organizations and agencies who share our vision and mission. We will additionally work with the medical community to identify and connect with these women in need of our assistance.

We will continue to strive to increase our donor database - private donors, fundraising events, sponsors, and additional grants as well as continue to establish and grow a diversified funding plan.

ATTACHMENTS

Project Budget*

Download the budget form at [THIS LINK](#).

Complete the budget form for this project and the overall organization.

Save it to your computer, then upload it.

Buncombe strategic-partnership-grants-FY2019-budget-template v2(3392).xlsx

Financial Statements*

Upload a copy of the most recently completed financial statements.

All financial statements must be audited, reviewed or compiled by a certified public accountant and include a full balance sheet, income statement, and cash flow statement.

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

HCFW 2016 Final Compilation Report 2.pdf
Financial Compilation Report is attached.

IRS Form 990*

Upload a copy of the 990 nonprofit tax reporting form that you most recently completed.

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

HCFW 2016 Form 990 for Public Inspection.pdf
Copy of 990 nonprofit tax reporting form is attached.

Board of Directors List*

Upload a current list of your organization's Board of Directors.

If your organization does not have a board of directors, briefly state the reason.

BOD contact list 2018.doc.pdf
List attached

Authorized Signatory

By typing in below the name of the authorized signatory and date of submittal, you acknowledge that your governing body has authorized this application, that it is true and current to your knowledge. As a condition of any grant awarded, this organization will provide all information in the manner described in the contract to be executed between the organization and Buncombe County or its designee, including program and financial reporting.

Name & Date

Debby H. Burchfield, President - Board of Directors - The Hope Chest for Women, Inc. on this date - Feb. 9th, 2018