



City of Gaithersburg Community Advisory Committee (CAC)



Mayor and City Council
Work Session
Monday, December 9, 2013



GOALS

- Research gaps in social services for residents
- Develop statements of needs in priority areas
- Make funding recommendations to the Mayor & City Council
- Conduct site visits and evaluate programs
- Support efforts in building nonprofit capacity (training, volunteers, donations and more)
- Foster increased collaborations



MEMBERS

Volunteers

- Carol LeVine
- Michael Lukpetris
- Carol Martin, Chair
- DeVeda Powell
- Leslie Shapiro

Staff

- Britta Monaco, Director, Community & Public Relations
- Tim “ Smitty” Smith, Division Chief, Youth & Senior Services

Staff Liaison

- Maureen Herndon, Division Manager, Community Services



REVITALIZED CAC

- Addition of one new member in 2013
- Member education surrounding community needs, services and best practice application models
 - Revision of site visit format
 - Attention to social service trends and increased focus on quarterly outcome reports
- Evaluation of ongoing funding requests
- Revision of application forms, scoring sheets, budget pages, and outcome forms



ACCOMPLISHMENTS

- Site visits
 - Completed all 6 Nonprofit RFP
 - Developed new joint site visit process with Finance Dept. staff
- Fostered information sharing and increased collaborations among nonprofits during site visits and contract signing meetings
- Received and awarded two FY14 Opportunity Grants for \$10,012
- Finalized role of Finance Dept. for FY15 application review



ACCOMPLISHMENTS

- Developed and Implemented “What’s in a Score?”
- Developed and Awarded Workforce, Job Development and Financial Empowerment Grants
 - Received 8 applications in 4 areas for a total of \$128,545
 - Awarded 4 grants in 3 areas for a total of \$53,040
 - Developed “wish list” in 2 areas for a total of \$19,724
 - Established new relationships with CareerCatchers and Liberty’s Promise
- Stay Tuned for More.....



OPPORTUNITY GRANTS

- Designed to:
 - Fill a gap in a current program **OR**
 - Fund an unexpected challenge or opportunity
- Awarded to 501(c)(3) nonprofit agencies that serve residents in the areas of:
 - Health & Mental Health
 - Emergency Services
 - Housing Preservation
 - Food & Nutrition
 - Related Medical or Social Services
 - Workforce Development & Financial Wellness



FY13 OPPORTUNITY GRANTS (Status)

- 6 Funded

- **Gaithersburg HELP**

- \$5,000 awarded to fund transportation to medical and social service appointments.
- \$3,731 spent due to implementation time constraints after funding approval.

- **Manna Food Center**

- Purchased cooking demonstration equipment for use at distribution sites and nonprofit client assistance programs for \$2,920.
- Program modified due to unforeseen County Health Department requirements surrounding commercial kitchen preparation.



FY13 OPPORTUNITY GRANTS (Status)

- **Family Services Agency** (2 grants)
 - Purchased 5 laptop computers for financial wellness services and VITA site \$2,720.
 - Purchased 12 computers, monitors and workstations, a projector, and 2 printers for Bohrer Parent Resource Center for \$12,000.
- **Dwelling Place**
 - \$4,000 awarded to assist clients in maintaining and advancing their current employment and helping with education for future careers.
- **Spanish Catholic Center (SCC)**
 - \$3,430 awarded for transportation tokens and clothing allowance for summer youth employment program participants.
 - Portion of token/clothing allowance approved for use by families in SCC's adult employment program.



FY14 OPPORTUNITY GRANTS

- 2 applications received and funded
 - **Mercy Health Clinic**
 - Equipment and software to scan paper health records for \$6,589.
 - **Manna and Nourish Now**
 - Collaborative pilot at Forest Oak Towers combining prepared “recovered” food and standard shelf-stable and perishable food for \$3,423.



COMMUNITY NEEDS

- Ongoing research conducted through study of:
 - City, County, Nonprofit and Federal program reports and interviews
 - Review of quarterly RFP reports
 - Feedback from RFP site visits
 - GIS mapping of RFP services provided
 - 2012 Montgomery County Self-Sufficiency Study



COMMUNITY NEEDS

(continued)

- Major needs/challenges identified to-date for FY15:
 - Training, vocational counseling and living wage employment including comprehensive adult English literacy programming
 - Mental health services for seniors
 - Affordable food
 - Affordable and subsidized housing
 - Transportation
 - Child care vouchers
 - Health services for undocumented residents



COMMUNITY NEEDS

(continued)

- Montgomery County Homeless Survey from 2013
100,000 Homes Campaign
 - 43% (159) are considered medically vulnerable
- RFP agencies report an increased number of homeless in system ages 18-24
- City programs citing funding needs:
 - Job readiness for Wells/Robertson House residents
 - Mental health counseling at the Gaithersburg Senior Center



COMMUNITY NEEDS

(continued)

- U.S. Census Bureau 3-year American Community Survey (2012) - City of Gaithersburg statistics:
 - 2,174 of 22,526 City households (9.6%) are below the poverty level
 - 8% of seniors age 65 and over live below the poverty level
 - 6.1% unemployment rate
 - 2,275 households (10.1%) received food stamps (SNAP) in 12 months prior to survey
 - 9,526 individuals (15.6%) do not have health insurance
- Montgomery Coalition for Adult English Literacy Data Book



WHAT THE FUTURE HOLDS... (Status)

- ~~Set up post award meeting with CAC and nonprofits~~ **Done at contract signing meetings**
- Re-evaluate scoring methodology - **Ongoing**
- ~~Discuss issuance of nonprofit RFPs vs. nonprofit Grants~~ **Done, leaning toward grant process**
- ~~Discuss pros and cons of “encouraging” vs. “requiring” contracted collaborations~~ **Done, leaning toward “encouraging” using special wording within scope**
- ~~Discuss budget submission requirements~~ **Done, revised budget form**
- ~~Research feasibility/possibility of moving to a multi-year contract award (1 year with renewal options in 1 year increments up to 3-5 years)~~ **Done, leaning toward multi-year as appropriate to the scope**



WHAT THE FUTURE HOLDS... (Status)

- ~~Update quarterly outcome report format based on staff, CAC and nonprofit feedback –~~ **Done and implemented**
- Evaluate the impact of Health Care Reform - **Ongoing**
- ~~Evaluate potential need for additional mental health services for seniors including at the Gaithersburg Senior Center –~~ **Done, met with Director of Senior Center**
- Research annual community needs survey “best practice” models - **Ongoing**
- ~~Implement standardized City protocols and committee operating procedures -~~ **Done**



WHAT THE FUTURE HOLDS...

- Continue development of City Financial Wellness Coalition
- Conduct site visits for Workforce/Financial Wellness grants before April, 2014
- Develop committee procedures and policy document for CAC
- Review FY14 Scopes of Service and revise to ensure clarity, completeness and identification of new/critical ongoing needs for FY15



WHAT THE FUTURE HOLDS...

- Review scoring sheet questions to ensure relevancy
- Complete design recommendations for CAC City webpage and promotion of nonprofit best practices, services and needs
- Explore City business partnerships with Economic Development Department
- Complete research on the state and impact of adult literacy programs on self-sufficiency success
- Other??



CAC PROPOSALS FOR FY15

- Mayor & Council support for:
 - Use of a grant process
 - Use of “strongly encouraged” verbiage regarding agency collaborations within service scopes
 - Use of a multi-year award model
 - Reduction in Opportunity Grant approval process turnaround time



QUESTIONS?