

TOWN OF PLYMOUTH

Office of the Selectboard

6 Post Office Square

Plymouth, NH 03264

**NON-PROFIT FUNDING REQUEST – BUDGET INFORMATION FORM**

**This form must be filled out in its entirety. In addition, proof of non-profit status must be submitted with the completed form. Failure to provide requested information may affect consideration of your application.**

Agency: The Bridge House, Inc.

Mailing Address: 260 Highland St. Plymouth, NH 03264

Contact Person: Catherine Bentwood RN

Telephone: 603-536-7631

Title: Executive Director

We are a (check one or more): Private, non-profit:  Charitable foundation:

Other: Explain briefly:

IRS Status: 501(c) 3

Federal ID#: 20-1057931

Amount of funds requested: \$10,000

Type of request: Purchase of Service: \_\_\_\_\_ Outright Grant: X

Purpose for which funds are requested:

To continue to provide quality services for individuals and families experiencing homelessness. The end goals are two-fold: healthy, indepenent, permanent housing and positive integration into the community at large through improved self-esteem.

Are other forms available for this purpose?: Yes, however, they are not sufficient

If other funds are available for purpose of requested funds, why are town funds needed?:

Government and private contributions meet only a portion of Bridge House expenses.

If other agencies perform same or similar services within area, why are town funds requested?:

We are the only homeless shelter in Grafton County. Under NH RSA 165 every municipality accepts the burden "of relieving and maintaining any person in the municipality who "is poor and unable to support him/herself."

The Bridge House accepted people from 41 NH municipalities last year. All 41 welfare offices received BH invoices. The current charge is \$15/day. There is no charge for children. Only three towns contributed a nominal amount. Plymouth was not one of them.

Policy Making Body: Board of Directors X Advisory Committee \_

\_\_\_\_\_ Other \_\_\_\_\_

Board of Officers, Names/Titles and Addresses:

Charles Clarkson	President	PO Box 144, Plymouth, NH 03264
Jeff Brown	Treasurer	44 High Brook Rd, Thornton, NH 03223
Barbara McCahan	Secretary	17 High St MSC#22, Plymouth, NH 03264
Tom Martin CPA	Asst to Treasurer	PO Box 16c, Holderness, NH 03245
Jerrod Mitchell	Director	11 Cummings St, Plymouth, NH 03264_
Nancy Dailey	Director	PO Box 164, Holderness, NH 03245
Julie Bernier	Director	61 Langdon St, Plymouth, NH 03264__
Joan Andresen	Director	61 Langdon St, Plymouth, NH 03264_
Kelley White MD (Pediatrician)	Director	30 Belknap MtnRd Gilford, NH 03246
Betty Ann Trought	Director	188 Streeter Woods, Dorchester, NH 03244
Nancy Plantinga	Director	247 Reservoir Rd, Plymouth, NH 03264

Organization's Purpose:

To dignify those experiencing homelessness by offering and assisting with services to meet complex needs with the goal of healthy independent living. Continuing education for staff is a priority and occurs monthly.

Service Area: State of NH – 41 municipalities were served last year with the highest concentration from Laconia, Thornton, Plymouth, Littleton.

State accreditation, licenses, permits, etc. required for Agency operation:

501(c) 3 ID# 20-1057931

Approved by NH Dept of Health and Human Services. The state conducts an annual on-site review / evaluation.

Staffing: number of employees by classification (i.e., 2 clerical, 1 professional, 1 admin., etc.)

1 – Executive Director

1 – House Manager

1 – Case Manager

3 – Staff Counselors

Cost of one unit of service?: \$ 30.00/day

(1 unit of service = 1 child care day, 1 nursing hour, 1 counseling hr., etc.)

If not computed by unit of service, list what value of service is and how it was computed:

One unit or one bed night often consists of assisting in accessing services including but not limited to;

Health Services:

Medical, dental, mental health and pediatric, purchase of prescriptions when necessary

Educational Services:

GED acquisition and literacy evaluation, vocational training

Occupational Services:

Job counseling and acquisition, and connecting with NHEP for job readiness and volunteer opportunities, gas and clothing vouchers

Social Services:

DHHS for food stamps, TANF eligibility and SSDI disability support, and shelter relocation when necessary

Counseling:

AA, NA, parenting classes, anger management, Guiding Good Choices- one of a series of Whole Village educational programs. All programs mandatory when applicable for BH participants.

Support Services:

Life skills, credit repair and budget management and community interaction, Crisis Pregnancy Care Center, Family Planning, Head Start and Whole Village daycare

House Supervision:

Chore management and personal organization, individual counseling, medication supervision, room inspection, breathalyzer and drug testing

Period for which funds are being requested: FY2010 to 2011

Number of Plymouth Clients Served in Previous Year: **9 individuals accounted for a total of 483 bed nights...(267 adult bed nights and 216 children bed nights)**

Number of Plymouth Clients Projected for Proposed Year: **20**

Number of Total Clients Served in Previous Year: **166**

Number of Total Clients Projected for Year: **200 – 250**

Amount charged to Clients (including sliding scale schedule if applicable:

**If able: Three \$3.00/day per adult**

Please write or attach any additional data you feel may be of value in reviewing this application:

In the past three months, the number of people from Plymouth served by BH is four.

This is an increase of 50% per month from last year. As we transition into winter, we expect to see the current 1.25 person per month from Plymouth increase, minimally, to two persons per month. Currently, local families seem less able to absorb challenging adult children returning home due to loss of housing.

Very often the BH is full. In an effort to serve the predicted higher number of local people BH will attempt to relocate people who have come from outside our catchment area thus providing space for local Plymouth residents.

The Bridge House also prevents homelessness by being accessible to individuals who are at risk of, but not yet, homeless. Evaluations and recommendations are made based on eligibility for social services. Food boxes are provided. Also, BH staff provide a safety net for individuals and families who have moved into their own apartments by maintaining a caring and supportive relationship through regular contact.

Bridge House advocates for children. We prioritize accessing normal activities for children. Two who've moved on continue BH acquired dance lessons and all children over five both on and off site (total 7) received swimming lessons this summer.

Bridge House staff also provide a nutritious hot meal on Thursday evenings at Whole Village for all attending the parenting program series. This is an annual weekly six-month program open to the public.

In order to shorten the shelter experience and to avoid repeat homelessness Bridge House plans to have a part time on-site mental health professional who'll work with case management to identify and remediate obstacles to success. We are also partnering with a transitional housing project, at no cost to the Bridge House, in an attempt to quickly place families in their own apartment where studies show case management compliance is higher than in the shelter setting.

Bridge House hosted the first annual "Shelter Directors Unplugged" brainstorm in August where best practices and newest approaches were shared and discussed. Net working was a beneficial by-product. One result: BH connected a young pregnant woman interested in giving her baby up for adoption to a shelter on the sea coast specializing in adoptive resources.

### **Sources of Revenue\***

**General Operating Income    Please see attached sheets**

Special program/project income (funds which must be utilized for operation and/or maintenance of specific programs)

Specific Project & Purpose: \$15,000 for case management and \$10,000 for mental health component of case management. Both grants from the Linden Foundation, 2008 and 2009 respectively.

**Does your organization receive a Town of Plymouth real estate exemption or abatement? Yes X No \_\_\_**

If yes the dollar value of the exemption or abatement: \$9,636.00

Of the total services provided by your organization, what percentage is provided to the residents of the Town of Plymouth?

Over time and including out reach approximately 50% to the Town of Plymouth.

**I certify that the above information is true and accurate to the best of my knowledge and belief and that I am duly authorized by the requesting agency to represent them as their agent.**

---

**Signature**

**Print name and Title**

**Date**

**In reference to # 3 “your most recent Annual Report” on Kathryn Beisiegel’s letter regarding the Non-Profit Funding Request Application, Tom Martin, the BH CPA, stated he files a 990 with the IRS annually. This is 23 page document and is on file at the Plymouth Town Hall. If the committee prefers I can e-mail the document for your review. In an effort to save paper, ink and your time I did not enclose a hard copy. If a hard copy is mandatory please contact me at 60 –455-1057 or the Bridge House 536-7631**