



March 30, 2022

Please find attached the application from Family Promise of Laurens County for the **2022 Laurens County American Rescue Plan Grant**. We are excited to submit our application and share with you our needs, programs, and services.

Should you have any questions regarding this application, I would be glad to clarify or provide any additional information needed. You can reach me at: 864-681-4411 or by cell 864-494-9916 or via email at marylynn@familypromiselaurenscounty.org

Sincerely,

A handwritten signature in blue ink that reads "Mary Lynn Tollison".

Mary Lynn Tollison

Executive Director

Family Promise Laurens County



2022 *Laurens* *County*

AMERICAN RESCUE PLAN ACT GRANT APPLICATION

Applications must be received by 4/1/2022
 "Late Applications shall not be considered."

Return applications to: *Laurens County*
Attn: Administration
100 Hillcrest Square
Laurens, SC 29360

Or email to: ARPA@co.laurens.sc.us

| | |
|----------------------------|--------------|
| Amount you are requesting: | \$ 45,000.00 |
|----------------------------|--------------|

SECTION I: ORGANIZATION INFORMATION

| | | |
|---|--|--|
| Name of Organization: | Family Promise of Laurens County | |
| Contact Name and Title: | Mary Lynn Tollison, Director | |
| Mailing Address: | P.O. Bos 1608, Laurens SC 29360 | |
| Street Address (if different) | 205 Church Street, Laurens SC 29360 | |
| Phone Number: | 864-681-4411 | |
| City, State and Zip Code | Laurens, South Carolina 29360 | |
| Fax Number: | | |
| Email Address: | marylynn@familypromiselaurenscounty.org | |
| Website: | www.familypromiselaurenscounty.org | |
| How long has your organization been in existence? | 2 years | |

NOTE: Attach a list of your organization’s governance body: Board of Directors, Chief Officers and Executive Director.

Tax Status (check one)

- Tax-exempt charitable organization (501(c)(3) Governmental unit
- Other Tax-exempt (specify status) Federal State Local
- Church/Religious organization Unincorporated association
- Other (specify)

Please attach a copy of your organization’s IRS tax status determination letter (not applicable to government agencies or religious congregations). A tax exempt identification number is not sufficient.

| | |
|---|-------------------|
| Federal Employer Identification Number: | 82-0935712 |
|---|-------------------|

FOCUS AREA: (check one)

- Arts Community Development
- Education Environment
- Health and Wellness Public Safety
- Human Needs Youth Development

PROGRAM SERVICES (check one)

- Children Families Youth Senior Citizens
- Other (Specify)

| | |
|--------------------------------|----------------|
| Geographic area served: | Laurens County |
|--------------------------------|----------------|

| | |
|---|-------|
| Percentage of service delivered to the <u>Citizens of Laurens County</u> | 100 % |
|---|-------|

SECTION II FINANCIAL INFORMATION

Applicant’s overall operating budget: \$ 131,000. Fiscal Year 01/01/2021 to 12/31/2021
 \$ 127,500. Fiscal Year 01/01/2022 to 12/31/2022

Please list the history of funding to your agency from the Laurens County:

| <u>Year</u> | <u>Amount</u> |
|-------------|-----------------|
| 2018 | \$ 00.00 |
| 2019 | \$ 00.00 |
| 2020 | \$ 00.00 |

GIVE A BRIEF STATEMENT OF NEED FOR AMERICAN RESCUE PLAN ACT (ARPA) FUNDS.

This section is limited to 2900 characters including spaces, which is approximately 400 words.

Though there was always need in Laurens County for emergency shelter services and rental assistance, the COVID-19 pandemic has exponentially increased the number of individuals and families in need of our services.

We have three areas of need that the American Rescue Plan Act funds can be utilized for through Family Promise of Laurens County: First, we have a need to sustain and replenish our budget due to high cost of hotel accommodations needed to house families due to the pandemic. We had not anticipated, nor could we have imagined, a pandemic occurring one month into opening our doors that so severely affected our ability to host families within churches. The Family Promise model is based on church congregations hosting families for hours of sleep for one week. When churches closed their door and volunteers, who might otherwise host, were not accessible, we found ourselves without the locations needed for sheltering families. Although we were able to have families at one static site location within a church, we were forced to move families at times to hotels to house them. At a range of \$500 to \$800 weekly, depending on the size of the family, we depleted much of our funds during 2021 and some of 2022 for hotel cost. Secondly, we had not prepared for the demands for new technology to meet virtually with community partners, correspond with clients and address the needs due to limited face to face correspondence. We were forced to purchase tools to become more virtual in correspondence. Lastly, we were unprepared for what Prevention Services would be needed as we began to come out of the pandemic with families that needed support to prevent homelessness. We have had over 114 families needing our services to prevent being homeless due to wage cuts. We have assisted many families that are struggling due to distribution jobs and labor jobs that depend on supply and demand. Families who have had their hours cut at work post-covid and are managing their families on less hours of work therefore less wages. These families have been on the verge of homelessness due to late rent, needed rental assistance and support in budget management during these times.

PLEASE LIST OTHER CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT) / PAYCHECK PROTECTION PROGRAM (PPP) AND OR AMERICAN RESCUE PLAN ACT (ARPA) FUNDING YOUR ORGANIZATION RECEIVED (INCLUDING FROM OTHER GOVERNMENTS), THE AMOUNTS AND WHAT IT IS WAS USED FOR:

| TYPE OF FUNDS RECEIVED CARES ACT/PPP AND OR ARPA | YEAR RECEIVED | DESCRIPTION OF WHAT FUNDS WERE USED FOR | AMOUNT |
|--|------------------|--|----------|
| PAYCHECK PROTECTION PROGRAM | 2020 | Payroll | \$9,958. |
| CARES ACT LOAN | 2020 | Payroll | \$1,000. |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |
| | | | \$ |

PLEASE COMPLETE THE FOLLOWING BUDGET BREAKDOWN SECTIONS ON THESE PAGES (NO ATTACHMENTS.) You may get these figures from your most recently submitted IRS Form 990, or you may simply use your overall operating budget.

1. **CONTRIBUTIONS, GIFTS, GRANTS & OTHER SIMILAR AMOUNTS**

| SOURCE | FY 2019 | FY 2020 | FY 2021 |
|--|------------|------------|------------|
| Government Grants | | | |
| Municipal | \$ 0 | \$ 0 | \$ 0 |
| County | \$ 0 | \$ 0 | \$ 0 |
| State | \$ 0 | \$ 0 | \$ 0 |
| Federal other than COVID-19 Funds | \$ 0 | \$ 0 | \$ 0 |
| Foundation Grants | \$ 0 | \$ 0 | \$ 0 |
| Contributions/Federated Campaigns | \$ 55,998. | \$ 64,542. | \$ 55,258. |
| Membership dues | \$ | \$ | \$ |
| Fundraising events | \$ 3,474. | \$ 11,025. | \$ 37,637. |
| TOTAL CONTRIBUTED INCOME | \$ 59,472. | \$ 75,567. | \$ 95,895. |

2. **PROGRAM SERVICE REVENUE**

| SOURCE | FY 2019 | FY 2020 | FY 2021 |
|---------------------------------------|-------------|-------------|-------------|
| Fees / Sold Services | | | |
| Services | \$ 0 | \$ 0 | \$ 0 |
| Tuition / Fees | \$ 0 | \$ 0 | \$ 0 |
| Workshops, Seminars, Lectures, etc. | \$ 0 | \$ 0 | \$ 0 |
| Other (specify) | \$ 0 | \$ 0 | \$ 0 |
| Other (specify) | \$ 0 | \$ 0 | \$ 0 |
| TOTAL PROGRAM SERVICES REVENUE | \$ 0 | \$ 0 | \$ 0 |

3. **OTHER REVENUE**

| SOURCE | FY 2019 | FY 2020 | FY 2021 |
|---|-------------|-------------|-------------|
| Publications (Newsletters, etc.) | \$ 0 | \$ 0 | \$ 0 |
| Concessions and/or Merchandise | \$ 0 | \$ 0 | \$ 0 |
| Advertising | \$ 0 | \$ 0 | \$ 0 |
| Space Rental Fees | \$ 0 | \$ 0 | \$ 0 |
| Other (specify) | \$ 0 | \$ 0 | \$ 0 |
| Other (specify) | \$ 0 | \$ 0 | \$ 0 |
| TOTAL EARNED INCOME | \$ 0 | \$ 0 | \$ 0 |

| | | | |
|--------------------------------------|------------------|------------------|------------------|
| TOTAL COMBINED INCOME (1+2+3) | \$ 59,472 | \$ 75,567 | \$ 95,895 |
|--------------------------------------|------------------|------------------|------------------|

4. **EXPENSES**

| | FY 2019 | FY 2020 | FY 2021 |
|-------------------------------------|------------------|-------------------|-------------------|
| Program Services | \$ 14,354 | \$ 71,291 | \$ 102,421 |
| Fundraising | \$ 1,667. | \$ 96.00 | \$ 3,135 |
| Administration, Management, General | \$ 1,580 | \$ 25,903. | \$ 25,286. |
| Other (Specify) | \$ | \$ | \$ |
| TOTAL EXPENSES | \$ 17,601 | \$ 97,270. | \$ 130,842 |

If your organization receives "in-kind" support, please list below:

| SOURCE | TYPE OF IN-KIND SUPPORT |
|---------------------------------|--------------------------------|
| Volunteers | Labor/ Administration |
| Community | Supplies/Furniture/ and etc... |
| Church Sites (11) | Housing of families weekly |
| *Volunteer system now set up to | capture in-kind support. |

List funds already committed for the project for FY 2022 and the sources of these funds.

| SOURCE | AMOUNT |
|---------------|--------------------|
| Grants | 40,000.00 |
| Contributions | 60,000.00 |
| Fundraising | 27,500.00 |
| | \$ |
| TOTAL | \$ 127,500. |

Who in your organization is responsible for fundraising?

Staff

Board of Directors

Consultants

Members/Volunteers

5. Will your organization's 2022 budget be significantly different than 2021 and prior years?

Yes (if yes, explain in the box below)

No

This box is limited to 880 characters including spaces, which is approximately 125 words

Family Promise of Laurens County budget for 2022 is slightly lower than 2021, because cost of services are rising rapidly as are applications to supply services. We believe that the budget will need adjusting at the end of the second quarter and that the impact of the pandemic has not yet appeared in full in the ways it can impact our agency.

6. FUNDING REQUEST FOR BUDGET YEAR 2022

Please provide breakdown by categories:

| CATEGORY | PROGRAM SERVICES | ADMINISTRATIVE/ FY |
|---|---|--------------------------------------|
| | 2022 | GENERAL FY 2022 |
| Supplies: Paper supplies for higher volume printing | \$ 36.10 monthly for paper x 12=433.20 | TOTAL SUPPLIES: \$8,542.50 |
| Supplies: Bathroom restoration of shower for a static sight that can house families in lieu of hotel | \$ 3,200.00 for bathroom supplies only labor provided | |
| Supplies: Static Site Paint: cost of paint volunteers provide labor | \$54.00 gallon x 20 gallons=\$1,080. | |
| Supplies: Match for roof work for Covenant House matched with grant of Presbytery Foundation | \$3,829.30 Total cost \$6,000.00 with matching grant | |

| | | |
|--|--|--|
| Equipment (specify): Laptop: Computer with camera option for virtual meetings Microsoft Surface Pro: Tablet for out of office technology Rental of Copier: Copier for high volume printing for apartment applications | \$ 1,750. Computer \$1, 425.00 \$115.00x 12= \$1,350.00 due to high volume printing | TOTAL EQUIPMENT: \$ 4,525.00 |
| Travel/Training: Trauma Informed Care: Training of Board and Volunteers to address how to be more Trauma Informed | \$ 32.50 per person for training and packets @ 25 people =\$812.50 | TOTAL TRAINING: \$812.50 |
| Personnel | \$ | \$ 0 |
| Marketing / Promotions | \$ | \$ 0 |
| Other (specify) Plumbing Restoration: Family Promise Center plumbing restoration required in 2022*needed to restore the budget Virtual Zoom meeting Subscription: Access to zoom for agency usage for training and virtual access Direct Client Assistance: Direct Client Support Services: Rental Assistance, Deposits for families moving into new homes, mortgage assistance, eviction payment assistance clear way for moving into new property for clients. Direct Client Assistance: Housing Deposits for shelter families in transition \$25 feel x 4 location x 12 families= Hotel Cost: Restoration of budget during 2021-2022 for hotel cost at an average rate of \$595.00 weekly x 12 weeks required to keep homeless families in our program in hotel due to covid | \$3,615.00 \$ 42.50 x 12 months= \$510.00 \$ 18,655.00 \$1,200.00 \$7,140.00 | TOTAL OTHER: \$31,120.00 |
| TOTAL REQUESTED | \$ | \$ 45,000.00 |

SECTION III:

ORGANIZATIONAL PROFILE AND PROJECT DESCRIPTION

1. Briefly state the history and purpose of your organization.

This box is limited to 1400 characters including spaces, which is approximately 200 words.

Our mission is to help families with children experiencing homelessness within Laurens County. Our services seek to help low-income families achieve sustainable independence through a community-based response to finding a home.

Family Promise of Laurens County (FPLC) is one of over 200 Family Promise Affiliates, located throughout the country. We work in Laurens County to fulfill our mission by providing prevention services before families reach the crisis of needing emergency shelter. Secondly, we provide shelter when families become homeless. Finally, we follow families with case management up to one year to assure long term sustainability through our stabilization programs at the time when they have secured housing.

We provide all of these areas of service through the following: Case management and community support, rental assistance, security deposits, utility support, landlord mediation, housing location, transportation, payment for rent in arrears, security deposits, and other creative solutions leveraging a family’s strengths.

2. Describe in detail how the pandemic has affected your organization.

This box is limited to 1400 characters including spaces, which is approximately 200 words.

The Laurens County affiliate of Family Promise was in the works for several years but officially opened in Feb. 2020, weeks before the COVID-19 pandemic was declared. The Family Promise shelter model utilizes unused space in faith congregations' buildings; each host congregation hosts families in the program for a week at a time. Since the model relies entirely on volunteers, shelter operations were suspended at the beginning of the pandemic. We not only lost churches as hosting sites, but we lost many of our volunteers willing to assist families during the pandemic. We had to think creatively and adapt, which led to several iterations of programming including using one congregation as a static shelter site, hosting families in hotels, providing prevention services, and providing case management services without shelter. FPLC does not only provide emergency services, but also provides intensive case management for each family. Case plans are unique to the family based on their needs and may include support for finding employment, childcare, financial literacy, applying for benefit programs, paying off debts, etc.

3. How will any funding awarded be utilized?

This box is limited to 1400 characters including spaces, which is approximately 200 words.

FPLC is a new organization. We do not receive government funding nor major funding from foundations.

The grant provided through ARPA would allow for the following: **Materials** to upgrade the Covenant House, a building to house families. We can use this to cut hotel expenses and shelter families when churches are not accessible. This building needs restoration. Volunteers will complete the projects. **Training:** Through the utilization of the ACES tool, we have learned more about family trauma. We need to equip the Board/Volunteers with training to assure trauma informed care. We do not have a training budget to cover this. **Restoration of funding:** To recoup funding we spent during 2020-2021 on hotel cost. This line item took more of our budget than anticipated. Housing families positive with Covid and closing of churches due to pandemic forced us to move to hotels. During 2020 we fully restored the Day Center. But it wasn't until post-pandemic when we moved in families that we realized we had needed plumbing repairs. Expanded laundry, showers, had its toll on this old building. The restoration of these funds exceeds \$9,000.00. **Supplies:** We were/are not prepared through our technology to access virtual platforms.

4. State your organization's ability to continue operations (i.e. current staffing levels, staff qualifications, prior experience, etc.)

This box is limited to 1400 characters including spaces, which is approximately 200 words.

Family Promise of Laurens County is currently led by a 13-member Board of Directors who provide oversight to the Executive Director and part-time Case Manager. The Executive Director comes with 35 years of experience in the Human Service field working with state government. She has a Social Work degree and a vast amount of experience in alcohol and drug prevention. Our Case Manager has over 20 years' experience in Case Management and has strong connections with local housing authorities. She has an associate degree in Human Services. Due to the large number of volunteers who provide transportation, food delivery, hosting duties we can function with the current staff. As we grow, we have plans to expand our Case Manager and bring on additional staff. Our Family Promise Board is active and provides budget oversight through a volunteer/retired CPA. Other community volunteers provide their expertise for facilities maintenance and upkeep.

Family Promise of Laurens County is currently writing a long-term sustainability plan addressing the following components: 1) Data collection regarding homelessness to assure we are reaching the needs of the community, 2) Public Relations, 3) Board Development, 4) Secure Operating Expenses, 5) Strategic Planning 6) Services with strong outcomes.

5. Discuss your organization's relationship with other programs in the community designed to meet the same or similar needs, especially those that provide services/assistance to those most impacted by the pandemic. Describe collaborative partnerships that may result.

This box is limited to 1400 characters including spaces, which is approximately 200 words.

We could not do what we do without collaborative partnerships. We work closely with the following organizations within Laurens County: SC Department of Social Services in cases where we wish to reunite families. We work with the Baptist Crisis Center for food and clothing items for families. We are strong collaborative partners with Gateway Counseling Center who currently provides drug screening needed for families to enter our sheltering program. We serve on the Laurens County Non-Profit Roundtable sponsored by the Laurens Chamber of Commerce monthly and collaborate with other non-profits through this group. During the pandemic this group, which meets virtually, provided strong support for collaborating. We refer to GLEAMS services and often receive referrals through that program as well. We have built strong collaboration with both Laurens School District 55 and 56 in the transportation of children to school and through parenting education. We have worked with Thornwell Children's Home in referrals for Strengthening Families Programs Parent Programs for our families.

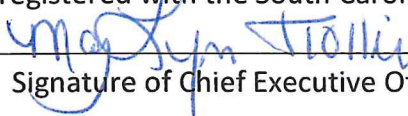
We cannot replace the value of working collaboratively with these organizations and many more. We refer out when a candidate doesn't qualify for our services, and we take clients in when referred by our partners.

6. What is your plan for continuing your program(s) in the future, including funding sources?

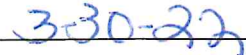
This box is limited to 1400 characters including spaces, which is approximately 200 words.

As part of our strategic plan FPLC will be developing a long-term sustainable plan. In all grant funds sustainability will be addressed through the following: **A diversification of revenue streams** for FPLC. We do that through engaging new faith communities, recruiting supporters, increasing fundraising efforts, and seeking other sources of income that have not been requested in the past. **Many of these funds requested will decrease once the initial set up occurs.** We are requesting some of these funds to recoup cost already expended leaving us better equipped to move forward. FPLC will continually **evaluate** our long-term sustainability plan and determine if there are other best practice methods to obtain funds to reach our goals. By continually evaluating our operations, we are better equipped to make needed changes. Finally, we have a strong plan for continued collaboration with community partners. We will seek out opportunities to collaborate with sources that have funding to meet the needs of our clients. It is the desire of FPLC to be in the continual process of sustaining outcomes not programs. Continually asking the question: What do we need to do to assure families and children have safe housing to thrive?

I hereby certify that the applicant organization complies with all Americans with Disabilities Act requirements, and does not discriminate on the basis of race, color, age, sex, religion, sexual orientation, physical disability, or national origin, and that all funds that may be received by applicant organization from Laurens County will be solely used for the purposes set forth in this application and will comply with all laws and statutes. In particular, organizations receiving Community Assistance Funding will comply with state regulations requiring organizations to be registered with the South Carolina Secretary of State's Division of Public Charities.



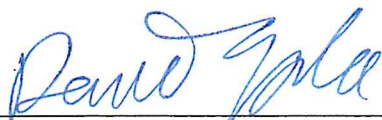
Signature of Chief Executive Officer or Executive Director



Date

MARY LYNN TOLLISON

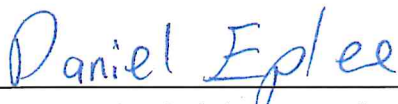
Name and Title (please print)



Signature of Chief Financial Officer or Board Chairperson



Date



Name and Title (please print)

Make sure your application includes the following: ○

your IRS Letter (if applicable),

- a list of officers, staff and board members,
- ○ Completed application with all required signatures.
- a copy of your confirmation letter of registration from the SC Secretary of State's Division of Public Charities



STAFF AND BOARD

FAMILY PROMISE OF LAURENS COUNTY

Mary Lynn Tollison: Executive Director

Kelly Woods: Staff/Case Manager

Daniel Eplee: Board Chairperson

Marlene Owings: Co- Chairperson

Steve Hobbs: Finance/Treasurer

Amber Graydon: Secretary

Kimberly Kitchens: Fundraising Chairperson

Renee Underwood: Personnel Chairperson

Peggy Nance: Chairperson of Congregational Ministries

Kay Leganes: Member

Steve Keck: Member

Cathy Little: Member

Brett Davis: Member

Maxie Burns* Volunteer Bookkeeper and Financial Advisor

George Love* Volunteer Bookkeeper and Financial Advisor

Family Promise of Laurens County
205 Church Street, Laurens, SC 29360
PO Box 1608, Laurens, SC 29360

www.familypromiselaurenscounty.org

864-681-4411

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 12 2017

FAMILY PROMISE OF LAURENS COUNTY
PO BOX 1608
LAURENS, SC 29360

Employer Identification Number:
82-0935712
DLN:
17053123343017
Contact Person:
TRACY P DORNETTE ID# 31330
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
March 30, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

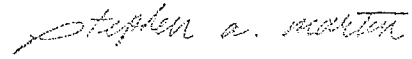
If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

FAMILY PROMISE OF LAURENS COUNTY

Sincerely,

A handwritten signature in cursive script that reads "Stephen A. Martin".

Director, Exempt Organizations
Rulings and Agreements

The State of South Carolina



Office of Secretary of State Mark Hammond

Certificate of Existence, Nonprofit Corporation

I, Mark Hammond, Secretary of State of South Carolina Hereby Certify that:

FAMILY PROMISE OF LAURENS COUNTY,
a nonprofit corporation duly organized under the laws of the State of South Carolina on March 30th, 2017, has as of the date hereof filed as a nonprofit corporation for religious, educational, social, fraternal, charitable, or other eleemosynary purpose, and has paid all fees, taxes and penalties owed to the State, that the Secretary of State has not mailed notice to the company that it is subject to being dissolved by administrative action pursuant to S.C. Code Ann. §33-31-1421, and that the nonprofit corporation has not filed articles of dissolution as of the date hereof.

Given under my Hand and the Great Seal
of the State of South Carolina this 18th day
of April, 2017.


Mark Hammond, Secretary of State

