

The Foundation Roundtable: Common Grant Application

Cover Sheet

Foundation you are applying to: St. Francis Foundation
Legal Name of Applicant Organization: St. Vincent's
Project Name (if applicable): Ceiling Fan Installation at Villa Caridad - Affordable Housing for Low-Income Seniors
Funds will pay for: Installation of ceiling fans in all the senior apartments
Full Mailing Address: 4200 Calle Real, Santa Barbara, CA 93110-1454
Location(s) if different from above: _____
Executive Director: Sister Margaret Keaveney, D.C.
Phone: 805-683-6381 Fax: 805-967-7508
Email: srmargaret@sv-sb.org Website: www.stvincents-sb.org
Contact Person & Title: Cheryl Gawron, Grant Writer Phone: 805-683-6381 Ext. 107

Tax-exempt Status:(Most foundations require 501(c)(3) status. You must check this requirement before applying.)

501(c)(3) Granted ☒ Tax I.D. Number: 95-164-3367 Other: _____

Type of Request: *Check with individual foundations to determine the types of accepted grant requests.*

General Support ☐ Program Support ☐ Seed Funding ☐ Research ☐

Capital ☒ Endowment ☐ Multi-Year ☐ Other: _____

This Grant Request: \$ 16,000 Total Project Budget: \$ 16,009.40

Grant Period from: July 1, 2014 To: June 30, 2015

Total Organizational Budget for Current Year: \$ 3,435,754.00 Fiscal year begins: July 1

Summarize the organization's mission statement (two to three sentences):

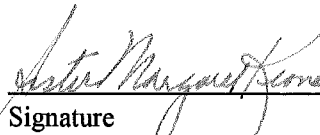
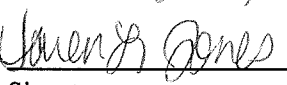
St. Vincent's is dedicated to strengthening low-income families and seniors through programs rooted in the Social Teachings of the Catholic Church. Faithful to the charism of the Daughters of Charity of St. Vincent de Paul, we serve our sisters and brothers by providing affordable housing, early childhood education, and family enrichment programs.

Summarize your grant request (two to three sentences):

The 95 units at Villa Caridad, St. Vincent's affordable housing for low-income seniors, currently have no cross ventilation or air conditioning. This places the health of our seniors in jeopardy during the hot summer months. St. Vincent's is seeking funding to help cover the cost of installing ceiling fans in each apartment.

Proposal Authorization

We certify that the information in this application is to the best of our knowledge true and accurate and is submitted with our Board of Directors'/Governing Body's full knowledge and endorsement:

	Sister Margaret Keaveney, D.C., President and CEO	<u>3/28/14</u>
Signature	Name & Title of Authorized Board/Governing Body Representative	Date
	Karen Jones Grandidier, Board Member	<u>3-27-14</u>
Signature	Name & Title of Authorized Board/Governing Body Representative	Date

PROPOSAL NARRATIVE

BACKGROUND

History and Accomplishments: St. Vincent's is Santa Barbara's longest, continuously-operating nonprofit human service agency. For 156 years, St. Vincent's has been providing support, education, and shelter, with compassion and caring, to low-income families in Santa Barbara without regard to race, ethnicity, gender, or religious beliefs.

In 1858, St. Vincent's opened the first English-speaking school and orphanage in Santa Barbara, and the first infirmary in the region in 1873. Responding to the needs of working parents in 1917 during WWI, St. Vincent's began one of the first childcare programs in California. Eventually, the orphanage gave way to the pressing need for residential, educational services for developmentally disabled children. St. Vincent's opened and operated the first such program in the western United States from 1936 to 1995.

Current Programs and Activities: Today St. Vincent's educates, houses, and cares for over 600 low-income and at-risk children, mothers, families, and seniors on its 21-acre campus in the heart of Santa Barbara:

St. Vincent's Family Strengthening Program offers shared transitional housing and extensive services for at-risk single and/or pregnant mothers with young children, helping them to move towards stability and independence.

St. Vincent's Early Childhood Education Center provides quality childcare and affordable education for 56 infants, toddlers, and preschoolers on campus and in the local Santa Barbara community, with a wait list of over 70 children.

St. Vincent's Heart is an on-site, volunteer-assisted food pantry and donation center providing basic necessities for clients and residents. Food is purchased weekly from the Foodbank of Santa Barbara County, and distributed along with clothing and other household items.

St. Vincent's Affordable Housing is the single largest affordable housing development in the history of Santa Barbara County. St. Vincent's Gardens provides 75 apartments for low-income families, and Villa Caridad provides 95 one-bedroom units for low-income seniors 62 or older.

Relationships With Other Organizations Working to Meet the Same Need:

St. Vincent's receives referrals from local clinics, hospitals, churches, women's and homeless shelters, and domestic and child abuse resource centers, as well as CALM, Child Welfare Services, CalWORKs, the Santa Barbara Council on Alcoholism and Drug Abuse, and the California Department of Rehabilitation. St. Vincent's successful creation of a large, multi-cultural and inter-generational community where low-income and at-risk individuals and families are cared for physically, emotionally, and spiritually is completely unique, and promises lasting change in the lives of those whom St. Vincent's serves.

FUNDING REQUEST

The Need or Problem Our Project Works To Address

Villa Caridad is the affordable housing for seniors 62 or older on St. Vincent's campus. The building, which was opened in 2007, has 95 one-bedroom apartments. In the summer months, and frequently throughout the year, our senior residents suffer from heat-related illnesses due to the lack of cross ventilation or air conditioning in the units. This is especially true for those seniors who are homebound, and unable to easily leave the building to seek cooler temperatures. We are requesting funding from the St. Francis Foundation to install ceiling fans in each of the units to help alleviate this problem.

Our Project's Goals and Specific Outcomes Projected for the Grant Period

Goal: Installation of ceiling fans in all Villa Caridad senior apartments

- Outcomes:
- 1) Reduced number of Villa Caridad senior residents becoming overheated in their apartments
 - 2) Reduced incidence of heat-related illnesses among Villa Caridad senior residents
 - 3) Increased level of comfort for Villa Caridad senior residents
 - 4) Enhanced quality of life for Villa Caridad senior residents

Description of Our Project

New, Ongoing, or Expansion: The installation of ceiling fans in the Villa Caridad senior apartments is a new project for the affordable housing program at St. Vincent's. As of January 1, 2014, St. Vincent's assumed the managerial responsibilities of Villa Caridad, which was previously managed by Mercy Housing. As such, St. Vincent's is now in the position to make needed improvements to the property. The installation of ceiling fans for the seniors is one of St. Vincent's top priorities, as it directly impacts the health of our residents.

According to the California Department of Health, seniors can get heat illness more easily than younger people. Their bodies do not adjust as well to sudden changes in temperature. They are also more likely to have a condition that upsets the body's normal response to heat. Further, they are more likely to take medications that make it harder for the body to control its temperature and to sweat. The National Institute on Aging states that heat-related illnesses can become serious if preventative steps are not taken. Many people die of heat stroke each year; most are over 50 years of age. Lifestyle factors that can increase risk include people who live in homes without fans or air conditioners, as well as a lack of transportation. People without fans or air conditioners often are unable to go to shopping malls, movie houses, and libraries to escape the heat because of age, illness, and/or the lack of transportation.

Target Audience: The 105 seniors who currently reside at Villa Caridad on St. Vincent's campus.

Activities/Strategies That Will Be Used To Meet Our Stated Outcomes:

- 1) Raise the senior residents' awareness of how to stay healthy during hot weather, and recognize the warning signs of heat stroke and heat exhaustion.
- 2) Educate the senior residents on the importance of, and use of the ceiling fans during the hot summer months.
- 3) Maintain and inspect the ceiling fans on a regular basis.

General Timeline: The installation of the ceiling fans at Villa Caridad is estimated by St. Vincent's Director of Maintenance, Antonio Frausto, to take approximately five weeks to complete, averaging four fans to be installed per day. While we are dependent upon funding to initiate this project, ideally we would like to have the work completed before July of this year, and the hottest weeks of the summer.

Plan to Evaluate the Effectiveness or Impact of the Project

St. Vincent's will conduct a survey of the senior residents at Villa Caridad after the ceiling fans are installed. We will evaluate their effectiveness in reducing the seniors' heat-related illnesses and increasing their overall comfort level during the hot summer months.

Skills and Relevant Experience of Key Staff Essential to the Project's Success

- Antonio Frausto, Director of Maintenance, St. Vincent's

This project will be led by Antonio Frausto, St. Vincent's Director of Maintenance. Antonio received his Associate of Science degree in Construction Technology from Santa Barbara City College in 2012. He began working at St. Vincent's in 2009, and became the Director of Maintenance in 2013. His job duties include developing and maintaining a preventive maintenance program on St. Vincent's 21-acre campus, communicating and preparing work schedules for St. Vincent's five-person maintenance crew, and performing work orders including but not limited to plumbing, electrical, drywall, cable, set up and clean up, landscape, irrigation, and inspections.

Also integral to the project are the following individuals:

- Sister Margaret Keaveney, D.C., President and CEO, St. Vincent's
- Laura Garcia, Property Manager, Villa Caridad
- Rose Paredes, Vice-President of Finance & Chief Financial Officer, St. Vincent's
- Jacob Andrade, Director of Human Resources & Safety Officer, St. Vincent's

Contingency Plan for Securing Additional Support and/or Modifying Our Proposal

Continue applying for grants that address the health and well-being needs of our seniors.

Board of Directors/Governing Body

[illegible]

2

The Foundation Roundtable: Common Grant Application

Project Budget

Note: Check with each foundation to see if this form is required.

Organization Name: St. Vincent's

Name of Project (if different): Ceiling Fan Installation at Villa Caridad

Budget dates for grant period: July 1, 2014 - June 30, 2015

NOTE - Do not use commas as thousand separators in any of the numerical fields

INCOME

Possible categories: Government grants, foundation grants, individuals, business support, events, fees for service, etc.

Source	Total Project (\$)	Pending (\$)	Secured (\$)	Notes
St. Francis Foundation	16009	16009	0	
TOTAL INCOME	16009	16009	0	

List the In-Kind (non-cash) contributions: _____

EXPENSES

Possible categories: Salaries, professional fees, rent and utilities, travel, publicity/outreach, events, capital items, etc.

Item	Total Project (\$)	This Request (\$)	Notes
Salaries	3800	3800	
Ceiling Fans	12209	12209	
TOTAL EXPENSES	16009	16009	

The Foundation Roundtable: Common Grant Application

Organization Financial Summary

Note: Check with each foundation to see if this form is required.

Organization Name: St. Vincent's Institution Fiscal Year Dates: 7/1/2013- 6/30/2014

INCOME

Possible categories: Government grants, foundation grants, individuals, business support, events, fees for service, etc.

Source	Prior Year's Actual 6/30/2013	Projected Annual Budget (\$) 6/30/2014	YTD Actual (\$) as of [12/31/13]
City of SB Human Svcs	14475	8000	4000
Santa Barbara County	66490	56492	28244
Foundation/Trusts	1304845	1308310	89063
Unrestricted Contributions	75294	171921	27235
Special Fundraising Events, net	189416	144108	118731
Tuition & Program Fees, net	320124	312714	180342
Rental Income-property management	240191	245717	118671
Other Income	204280	256886	1103435
TOTAL INCOME	2415115	2504148	1669721

List the In-Kind (non-cash) contributions: _____

EXPENSES

Possible categories: Salaries, professional fees, rent and utilities, travel, publicity/outreach, events, etc.

Item	Prior Year's Actual 06/30/2013	Annual Budget (\$) 06/30/2014	YTD Actual (\$) as of [12/31/13]
Salaries, Benefits, Payroll Taxes	1435983	2034724	721652
Consultants & Contracts	320657	450292	212029
Facility, Utilities, Maintenance	184869	195784	98863
Internet, Telephone, Fax	11624	16646	6693
Supplies	89140	110940	47424
Postage & Printing	12123	13906	6192
Marketing & Advertising	30728	11269	34979
Travel, Mileage, Training	37483	54453	13424
Insurance	108422	129968	63736
IT	9495	8729	2748
License,taxes,charity,dues,subs,storage(Other)	10461	38268	6542
Depreciation	321863	370775	161636
Investment Balance changes	(513497)	(524102)	26842
TOTAL EXPENSE	2059351	2911652	1402760
NET PROFIT OR LOSS	355764	(407504)	266961

Total Capital Expenses	120540	148396	13679
-------------------------------	---------------	---------------	--------------

i.e., computers, vehicles, building improvements, etc.:

Notes:

The Foundation Roundtable: Common Grant Application

Organization Balance Sheet Summary

Note: Check with each foundation to see if this form is required.

ASSETS	MOST CURRENT (\$) AS OF 12/31/13	PRIOR YEAR CLOSE (\$) June 30, 2013
Current Assets		
Cash and Equivalents	389,993	256,207
Accounts Receivable	70,137	84,139
Prepaid Expenses	26,008	5,812
Fixed Assets (Net)		
Fixed Assets, net	5,188,154	5,291,347
Investments		
Life Insurance and Trusts	1,826,211	1,826,211
Fund P Investments	5,179,963	4,764,713
TOTAL ASSETS	12,680,466	12,228,429
LIABILITIES		
Current Liabilities		
Accounts Payable	15,764	20,095
Accrued Expenses	105,035	108,546
Unearned Revenues	204,590	2,295
Deferred Lease Revenue	1,335,641	1,345,015
TOTAL LIABILITIES	1,661,030	1,475,951
Net Assets		
Unrestricted	7,831,984	7,565,026
Temporarily Resestricted	1,706,264	1,706,264
Permanently Resstricted	1,481,188	1,481,188
TOTAL LIABILITIES AND NET ASSETS	12,680,466	12,228,429

Internal Revenue Service

Date: January 8, 2004

St Vincents Institution
4200 Calle Real
Santa Barbara, CA 93110-1454

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Jackie Johnson 31-07453
Customer Service Specialist
Toll Free Telephone Number:
8:00 a.m. to 6:30 p.m. EST
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
95-1643367
Group Exemption Number:
0928

Dear Sir or Madam:

This is in response to your request of January 8, 2004 regarding your organization's tax-exempt status.

Our records indicate your organization is exempt under section 501(c)(3) of the Internal Revenue Code. Your organization is included in the group ruling issued to the United States Conference of Catholic Bishops, which is not a private foundation within the meaning of 509(a) of the Code because it is described in sections 509(a)(1) and 170(b)(1)(A)(i).

The United States Conference of Catholic Bishops is listed in Publication 78. Donors may deduct contributions to your organization under section 170 of the code.

As your organization is included in a group ruling, there is not an individual exemption letter for it. The group exemption letter applies to all of the subordinate organizations on whose behalf the United States Conference of Catholic Bishops has applied for recognition of exemption. If you want a copy of the group exemption letter, please contact your central organization.

If you are operating an educational organization that normally maintains a regular faculty and curriculum and normally has a regularly enrolled body of pupils or students in attendance at the place where its educational activities are regularly carried on, you are required to file Form 5578, *Annual Certification of Racial Nondiscrimination for a Private School Exempt From Federal Income Tax*. Form 5578 is due annually by the 15th day of the 5th month following the end of the organization's accounting period.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Donna Carlisle

Donna Carlisle, Acting Director, TE/GE
Customer Account Services