

Cover Sheet- (One Page Maximum)

Funder you are applying to: St. Francis Foundation

Legal Name of Applicant Organization: Casa Serena

Contact Person & Title: Craig Belknap, Executive Director

Phone: 805-564-8701 Fax: 805-884-9010 Contact Person's Email: craig@casaserena.org

Program Name/Capital Request: General Operating Support

Funds will pay for: General Operating

Full Mailing Address: 1515 Bath Street, Santa Barbara, CA, 93101

Location(s) if different from above: _____

Executive Director: Craig Belknap Email: craig@casaserena.org

Fax: 805-884-9010 Phone: 805-564-8701

Website: www.casaserena.org

Tax-exempt Status: {Most funders require 501(c)(3) status. Check this requirement before applying}

501(c)(3) Granted Other: _____ Tax ID Number: 95-2862385

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

Note: Check all that apply.

- General Support Program Support Seed Funding Research
- Capital Endowment Multi-Year Collaborative

This Grant Request: \$10,000 Of Total Budget: \$902,062

Funds will be used from: 01/01/2014 To: 12/31/2014

Total Organizational Budget Current Year: \$902,062 Agency fiscal year begins: July 1

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

The mission of Casa Serena is to provide effective treatment services and a safe, sober living environment to women seeking recovery from alcoholism or drug addiction; introduce them to the philosophy of Alcoholics Anonymous and the 12-Step process; and promote community awareness of Casa Serena's services.

Summarize your grant request (two to three sentences):

We are requesting a general operating grant of \$10,000, which will allow us to execute our mission successfully. Funding would support staff salaries, program costs, and operating costs.

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:

Mike Olsen, Board Chair  10/23/13

Name of Authorized Board/Governing Body Representative	Title	Signature	Date
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Craig Belknap, Executive Director  10/23/13

Name of Lead Staff Member (or 2 nd Representative)	Title	Signature	Date
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Proposal Narrative

Background

1. Your organization's history and accomplishments.

Since 1959, Casa Serena has been helping women recover from addiction to alcohol and other drugs. Casa Serena is a state licensed, non-denominational residential recovery treatment program. Annually, we serve 90-100 women and 10-15 children from all ethnic backgrounds. For up to two years, women can receive support in our program to build a solid foundation on which to base their recovery and reestablish their lives as sober women. Casa Serena's key staff are Certified Addictions Treatment Counselors or Marriage and Family Therapist (MFT) interns; all are supervised weekly by a licensed MFT. Our gender-specific program deals with the trauma, abuse, and violence that are unique to women in recovery. Our program prevents negative outcomes such as homelessness, crime, severe ill health, and even death. Our program is very successful, with approximately 71 percent of clients completing the first 30 days, and 53 percent completing the full 90-day program.

In 2008, Santa Barbara County Alcohol Drug and Mental Health Services (ADMHS) cut the funding to Casa Serena by 40 percent (\$83,000). In order to remain viable, we eliminated our case management program for mothers with substance abuse problems. In 2009, we lost an additional \$32,500 from Prop 36, a program that offers non-violent drug related offenders rehabilitation instead of jail time. We coped with the shortfall by cutting building maintenance costs, program staff, and salaries. In July 2010, we lost an additional \$36,000 of funding from ADMHS for drug testing supplies, perinatal care, treatment for mothers at Oliver House, and the Welfare to Work program at Oliver House (which provides childcare, job training, school transportation, and food stamps to mothers in treatment). Some good news is that early in 2013 Casa Serena received \$14,500 from CalWorks, which funds treatment and the welfare to work program for mothers in recovery.

2. Your current programs and activities. Include the constituency you serve ...

Casa Serena's clients are adult women from all ethnic backgrounds and their children. Approximately 87 percent of our clients are Caucasian, 12 percent Latina/Hispanic, and 1 percent African American, Asian, or other ethnicities. Approximately 51 percent live below the poverty line, and 30 percent are homeless upon entering our program. Of those who are homeless when they arrive, 40 percent are chronically homeless. Approximately 58 percent of our clients are from Santa Barbara County, 18 percent from Ventura County, and 12 percent from San Luis Obispo County. Casa Serena provides safe housing, meals, individualized treatment plans and counseling, extensive group counseling, introduction and support in the 12-Step recovery philosophy, family therapy, parenting support, career counseling, addiction education, and aftercare services once they leave the program. Casa Serena provides drug and alcohol testing, HIV and hepatitis C testing through a collaboration with the Westside Clinic, and referrals to affordable healthcare. We coordinate case management with Social Services (including Child Welfare Services) and law enforcement agencies. In addition to our core curriculum, we provide volunteer-led classes such as yoga, meditation, self-defense, and art.

3. Your organization's relationships with other organizations working to meet the same need.

Casa Serena works closely with Santa Barbara County Alcohol Drug and Mental Health Services, Child Welfare Services, and the Food Bank of Santa Barbara County. We also receive and provide referrals to Domestic Violence Solutions, the Santa Barbara Rape Crisis Center, Casa Esperanza's Homeless Shelter, the Sheriff's Treatment Program, and Cottage Hospital Residential. The Santa Barbara Neighborhood Clinics provides Casa Serena's clients with HIV and Hepatitis C testing. In Santa Barbara, we continue to be the only non-denominational residential treatment facility for women in Santa Barbara that is licensed by the State of California. We are also the only local residential program where women can live with children. Other residential treatment programs exist but they are either faith-based (Santa Barbara Rescue Mission's Bethel House), co-ed (Salvation Army's Hospitality House), or are cost-prohibitive. There are several sober living programs for women but they are not licensed and do not provide treatment for addiction.

Funding Request

1. What need or problem does your project work to address?

In addition to meeting the general need of providing drug and alcohol addiction treatment in our community, there are other specific needs that Casa Serena meets:

- **Women-Specific Treatment:** Our clients tend to be addicted to multiple chemical substances, and over 70 percent suffer with co-occurring mental disorders such as post-traumatic stress disorder, anxiety, bi-polar disorder, and depression resulting from physical, sexual, and emotional abuse. Because women require specialized treatment to address their unique issues, Casa Serena has adopted a gender-specific program which deals with the trauma, abuse, and violence that is unique to women. Addicted women with children often have even more complex issues to deal with. Oliver House provides women with the counseling, parenting support, and assistance needed to repair their families.
- **Affordable Treatment:** Many women in our community in need of addiction treatment cannot afford other, more expensive programs. Casa Serena's policy is that we do not turn away a woman in need of recovery services simply because she cannot afford to pay. Many of the women who apply to our program are homeless, living in poverty, or do not have familial support. Casa Serena provides need-based scholarships in order to serve women who are unable to pay the regular client fees of \$2,400 per month at Main House (actual cost of service is approximately \$3,200). The economic crisis has also increased the number of women in need of scholarships, as well as the amount of funding needed per client. In the past, we would provide scholarships for the first month and after thirty days, most women were able to find employment and pay for the next two months with little or no scholarship funding. Now, our clients are finding it difficult to obtain employment, and so are frequently unable to pay for the second and third months of treatment. Another contributing factor is that family support has decreased significantly. In 2012-13 we awarded over \$73,000 in scholarships to 37 of the women we serve.
- **Critical Needs:** By helping women get their lives back on track, our program helps prevent and address negative outcomes such as chronic homelessness, premature death, severe ill health, and child abuse and neglect, as illustrated by the following facts:
 - Substance abuse is often the cause of homelessness, and according to Didenko and Pankratz (2007), two-thirds of homeless people report that drugs and/or alcohol were a major reason for their becoming homeless.
 - Studies show that the life expectancy of addicts is shorter than the general population. A study out of the University of Birmingham found that people who use hard drugs into middle age are more likely to die at a younger age than the general population.
 - A 2001 study out of UCLA found that half of heroin addicts die prematurely, and that there were high rates of disability, hepatitis, mental health problems, and criminal activity among this population as well.
 - Research has demonstrated that children of parents with substance use disorders are more likely to experience abuse or neglect than children in other households (DeBellis et al., 2001; Hanson et al., 2006). Child Welfare Services estimates that up to two-thirds of child abuse and neglect involves substance abuse.

2. In a short paragraph, tell us your project's (or organization's) goals and outcomes...

Our program objectives for the next year are:

- For at least 53 percent of our clients to successfully complete our 90-day program.
- To continue providing scholarships to at least 40 percent of our clients.
- To serve 90-100 women.

3. Describe your project or the capital items requested...

N/A (this is a general support request)

4. **If this is a request for General Support, what are your organization’s most pressing needs.**

Our most pressing needs at this point are the following:

- **Scholarships for Low-Income Women**

A general operating grant would enable us to continue offering scholarships to low-income women. Currently, 56 percent of the women that we serve require some sort of financial support, either in the form of government assistance or a scholarship from us. Approximately 40 percent of the women who come through our program receive a scholarship from us, but this number would be higher if we had more funding for it. Funding for scholarships ultimately flows through to our operating budget, enabling us to pay for program staff salaries, food, and everything else we offer our clients.

- **Planning for the Future**

A general operating grant would also help us to conduct a strategic plan, which will cost approximately \$20,000. A strong strategic plan will allow us to develop sustainable sources of income, which ultimately will put us in a stronger position to serve our clients. In particular, we need to increase the amount we pay our counselors, both to offer staff a living wage as well as attract qualified, experienced people who do not require as much training. Currently, counselors are paid \$14-15/hour.

5. **How do you plan to evaluate the effectiveness or impact of the project?**

The national average for completion of a 30-day treatment program is 55 percent (*source: CASA Columbia National Advisory Commission on Addiction Treatment, 2012*). Casa Serena’s completion rate for 30 days of treatment is 71 percent—29 percent higher than the national average. Our 90-day completion rate is 18 percent higher than the national average, with 53 percent of our clients graduating as compared to only 45 percent nationally. We attribute this higher success rate to a number of things, including:

- **Evidence-Based Practices:** Our gender-specific programs—including Helping Women Recover and Seeking Safety—deal with the trauma, abuse, and violence that are unique to women in recovery. These programs are evidence-based, and include the motivational interview through which clients set their own treatment goals; techniques that help women learn to handle difficult emotions; cognitive interventions in which addicts learn to question assumptions that reinforce their addiction habits; and educational strategies that focus on positive potential rather than pathology.
- **Social Support:** One of the common factors in relapse is a feeling of loneliness due to the inability to spend time with old friends who still use drugs. Casa’s program builds strong communities of women who provide healthy, sober friendship circles for women who are newly in recovery.
- **Child-Friendly:** Mothers will sometimes leave treatment early in order to be with their children, or they may never enter treatment at all. For women with children, Oliver House provides an option to receive treatment while keeping the family together.

We will evaluate the success of our program through tracking graduation rates and scholarship recipients, as well as through client exit surveys. The majority of our clients absolutely rave about how much they got out of the program. Here are two quotes from some recent evaluations:

“My stay at Casa has helped me realize I want a sober life. I have learned to enjoy life without drugs. This is something I will look back on with great joy and pride to have completed this stage in sobriety. I look forward to going to Grad House, and also sticking close to Casa Serena.”

“Thanks for saving my life, and giving me the help, inspiration, and motivation to participate in my life and future. Casa has helped give me a life I only dreamed about. I feel blessed to be a part of the Casa family.”

6. **Summarize the skills and relevant experience of key staff/volunteers...**

Craig Belknap, Executive Director: Craig brings to Casa Serena over 31 years of experience in treating chemical dependency. He served nine years as the Executive Director of Nexus, a residential treatment program for women in Texas. He is very active in the local recovery community. Currently, he is a member of the Board of Directors for the Salvation Army, a panel member for Carp Cares and a consultant for several local organizations on issues of conflict resolution and chemical dependency.

Nancy Belknap, Program Director: Nancy has been working at Casa Serena since 2003. Nancy began as a counselor at Main House and in 2004 became the lead counselor at Grad House. She is a Certified Addictions Treatment Counselor as well as a Certified Relapse Prevention Therapist through the Gorski Institute. She is certified in the Matrix Model of Methamphetamine treatment. Nancy has also worked as a counselor for the Salvation Army in Carpinteria and Visiting Nurse and Hospice Care in Santa Barbara. Nancy received her Bachelor's Degree from the University of South Africa.

Sandy Mistretta, Oliver House Counselor: Sandy provides individual and group addiction counseling weekly at Oliver House. Sandy graduated from Casa Serena's recovery program in 2009. She was inspired to become a Certified Addictions Treatment Counselor, and graduated from Santa Barbara City College program with honors. Sandy is enrolled at Antioch University where she earned her Bachelor's degree in Applied Psychology and is currently working on her Masters in Clinical Psychology.

Kathleen McElroy, Main House Counselor: Kathleen's experience includes working as a perinatal treatment counselor at Project Recovery and as a volunteer case manager for Teen Court at the Counsel on Alcoholism and Drug Abuse. She holds a Masters in clinical psychology from Antioch University.

Kristine Freck, MFT, Main House Counselor: Kristine has over 20 years experience as a licensed Marriage and Family Therapist, and 10 years experience as a front line staff person and administrator in residential treatment programs for adults with chronic mental health, substance abuse, and developmental disabilities. She has also worked as a crisis counselor in a hospital emergency room and as counselor with Santa Barbara County District Attorney's Victim Witness Unit. She holds a Masters in Counseling Psychology from Pacifica Graduate Institute.

Board of Directors: Our Board of Directors is comprised of a variety of professionals whose wide range of skills can help us achieve our goals, including an engineer, general contractor, television and film producer, executive director, physician, and two attorneys.

7. **If full funding is not available through this request, how will you proceed? Please explain.**

If full funding is not available through this request, we will continue to seek funding from other sources. If our budget is not fully funded, we will not be able to increase the number of scholarships we provide.

Board of Directors/Governing Body

Name	City	Affiliation/Profession	Board Position	Member Since
Mike Olsen	Santa Barbara	Community Volunteer	President	2009
Doug Jackson	Santa Barbara	Physician	Vice-President	2011
Valerie Cavanaugh	Santa Barbara	Attorney	Secretary	2009
Bob Steele	Santa Barbara	Engineer	Treasurer	2011
Marilyn Gillard	Santa Barbara	Television & Film Producer	Development/Marketing Comm. Co-Chair	2011
Robbin Berhens	Santa Barbara	Property Management	Development/Marketing Comm. Co-Chair	2011
Ralph Binney	Carpinteria	General Contractor	Bldg/Grounds Chair	2012
Tom Coleman	Santa Barbara	Developer		2011
Bruce MacKenzie	Santa Barbara	Retired Attorney		2012
Miki Garcia	Santa Barbara	Executive Director, Contemporary Arts Forum		2013

How often does the Board / Governing Body meet? 1 time per month except for December

Applicant Name: Casa Serena**Organization Financial Summary**

Organization Name:	Casa Serena
Fiscal Year Dates	July 1, 2013 - June 30, 2014

INCOME

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

Source	Prior Year's Actual (\$) 30-Jun-13	Projected Annual Budget 2013-14	YTD Actual (\$) Sept. 30, 2013
Client Fees	\$ 300,246	\$ 300,000	\$ 91,453
Donations	\$ 121,286	\$ 125,000	\$ 140,354
Grants	\$ 313,516	\$ 260,562	\$ 10,250
Other Operating Revenues	\$ 5,817	\$ 6,000	\$ 884
Government Contracts	\$ 117,557	\$ 112,500	\$ 19,021
Endowment Transfer	\$ 27,400	\$ 48,000	
Release from Restricted Assets	\$ 73,062	\$ 50,000	
TOTAL INCOME	\$ 958,884	\$ 902,062	\$ 261,962

List the In-Kind (non-cash) contributions: Clothing, food, services

EXPENSES

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

Item	Prior Year's Actual (\$) 30-Jun-13	Annual Budget (\$) 2013-14	YTD Actual (\$) Sept. 30, 2013
Salaries and Benefits	\$ 574,135	\$ 585,162	\$ 124,017
Bldg. Maintenance	\$ 53,850	\$ 50,000	\$ 17,333
Property Tax	\$ 240	\$ 250	
Utilities	\$ 32,662	\$ 32,500	\$ 8,520
Telephone	\$ 7,407	\$ 9,000	\$ 1,530
Food	\$ 57,922	\$ 56,000	\$ 15,601
Program Expense	\$ 24,486	\$ 25,000	\$ 6,256
Insurance	\$ 23,889	\$ 25,000	\$ 5,386
Auto	\$ 6,291	\$ 7,000	\$ 879
Development Expenses	\$ 29,938	\$ 20,000	\$ 14,745
Dues & Subscriptions	\$ 653	\$ 750	\$ 115
Licenses & Fees	\$ 10,808	\$ 4,500	\$ 1,721
Professional Services	\$ 63,118	\$ 75,000	\$ 12,430
Office Expense	\$ 11,303	\$ 9,500	\$ 2,177
Small Equipment	\$ 40	\$ 200	
Staff Education	\$ 1,735	\$ 2,000	
Board Expense	\$ 219	\$ 200	\$ 3,194
TOTAL EXPENSES	\$ 898,696	\$ 902,062	\$ 213,904
NET PROFIT OR LOSS	\$ 60,188	\$ -	\$ 48,058

Total Capital Expenses	\$	\$	\$
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i.e., computers, vehicles, building improvements, etc:

Explanatory Notes:

Organization Balance Sheet Summary

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

	MOST CURRENT (\$)	PRIOR YEAR CLOSE (\$)
ASSETS	Sept. 30, 2013	30-Jun-13
Current Assets		
Cash and Equivalents	\$ 236,050.00	\$ 97,063.00
Accounts Receivable	\$ 6,867.00	\$ 21,713.00
Prepaid Expenses	\$ 46,418.00	\$ 4,073.00
Inventory		
Grants/Pledges Receivable		
Other: Scholarships	\$ 148,183.00	\$ 244,870.00
Fixed assets (Net)		
Property	\$ 292,597.00	\$ 292,587.00
Buildings	\$ 609,519.00	\$ 607,400.00
Equipment	\$ 7,026.00	\$ 5,827.00
Investments		
Endowments	\$ 1,318,174.00	\$ 1,248,126.00
Other:		
TOTAL ASSETS	\$ 2,664,834.00	\$ 2,521,659.00
LIABILITIES		
Current Liabilities		
Accounts Payable	\$ 63,388.00	\$ 17,831.00
Accrued Expenses	\$ 50,544.00	\$ 46,774.00
Long Term Debt (Current Portion)		
Short Term Debt		
Other: Deferred Revenue		\$ 22,745.00
Long Term Debt (over a year)		
Loan		
Other:		
TOTAL LIABILITIES	\$ 113,932.00	\$ 87,350.00
NET ASSETS	\$ 2,550,901.00	
Unrestricted		\$ 941,313.00
Temporarily Restricted		\$ 244,870.00
Permanently Restricted		\$ 1,248,126.00
TOTAL LIABILITIES		
AND NET ASSETS	\$ 2,664,833.00	\$ 2,521,659.00

Internal Revenue Service

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: January 15, 2000

Casa Serena
1515 Bath St.
Santa Barbara, CA 93101-3024

Person to Contact:
Daphene Naegele 31-04012
Customer Service Representative
Telephone Number:
877-829-5500
Fax Number:
513-263-3756
Federal Identification Number:
95-2862385

Dear Sir or Madam:

This letter is in response to your telephone request on January 15, 2000, for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in March 1974, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(2).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.