

*Partner Agency Application for Funding*

FY2016

**FACE SHEET**

<b>Agency Name:</b>	Rebuilding Together Fredericksburg, Inc.				
<i>Has the City/ County Funded This Agency in Previous Years?</i>					<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Physical Address:	1321 Alum Spring Rd. Fredericksburg, VA 22401				
Mailing Address/PO Box:	P.O. Box 41280				
City:	Fredericksburg	State:	VA	Zip:	22404
Telephone Number:	540-419-3799	Fax Number:	N/A		
Federal Tax ID #:	54-1697213				
Web Address:	www.rebuildingtogetherfbg.org				
General Email Address:	lshack@rebuildingtogetherfbg.org				
<b>Agency Main Contact:</b>	Larry Nelson	Title:	Treasurer		
Telephone Number:	540 371-8208				
E-Mail Address:	90hulls@msn.com				

**Agency General Information**

<b>Agency Mission:</b>	Rebuilding Together's mission is to preserve and revitalize houses and communities, assuring that low-income homeowners, from the elderly and disabled to families with children, live in warmth, safety, and independence. In partnership with communities, our goal is to make a sustainable impact.
<b>Number of years agency has been in operation:</b>	21
<b>Localities Served:</b>	City of Fredericksburg, Spotsylvania County, and Stafford County

**Agency Financial Information**

List Programs	Personnel Expenses	Benefits	Operating Expenses	Total Program Budget
1. Home Renovations	6,000		46,200	52,200
2. Non-Profit Facility Renovations	400		1,000	1,400
3.				
4.				
5.				
<b>Agency Administration:</b>	2,000		9,400	11,400
<b>Capital Outlay:</b>				
<b>Total Agency Budget:</b>	<b>8,400</b>		<b>56,600</b>	<b>65,000</b>

If your application includes funding increases for personnel (to include new positions or merit / COLA increases), please check here and explain in detail the need for this type of increase under each program budget.

<b>Submission Checklist:</b> <i>(include 1 copies of each)</i>	<input checked="" type="checkbox"/> IRS 501(c)(3) Letter	<input checked="" type="checkbox"/> Audit Report <i>(with Audit Management Letter)</i>	<input checked="" type="checkbox"/> Current Financial statement	<input checked="" type="checkbox"/> IRS 990
<input checked="" type="checkbox"/> Accountant Contact Information	<input checked="" type="checkbox"/> Organizational Chart	<input checked="" type="checkbox"/> Current Board Roster <i>(with contact information)</i>	<input checked="" type="checkbox"/> Agency's Current Strategic Plan	

**Agency Administrative Expenses:**

In the box below, provide an overview of the administrative costs detailed on the face sheet for the agency as a whole. **Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.** If your agency is requesting an increase or decrease in administrative funding, please describe, in detail, the reasons for these changes. (The description should not exceed 15 lines of text.)

We have not requested an increase in administrative expenses.

**Capital Outlay:**

In the box below, provide an overview of the capital expenses detailed on the face sheet for the agency as a whole. **Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.** (The description should not exceed 10 lines of text.)

No capital outlays are projected. Rebuilding Together – Fredericksburg has been able keep operating expenses at a minimum by avoiding capital outlay expenses. We have only one part-time employee, the Executive Director, who works from his home. All other workers are volunteers. We use donated facilities for all of our business activities. We are very thankful to Long and Foster (Fredericksburg Office for providing us a meeting place and to Steve Spratt Improvements for providing a location for our supply storage. We avoid capital outlays so that we can keep our operating expenses to a minimum and thereby maximize the amount we spend on our core mission of refurbishing homes for those who cannot afford to do it themselves and for refurbishing of non-profit facilities.

**Personnel Expenses (General):**

In the box below, provide an overview of any increases or decreases in general personnel expenses for the agency. This would include any planned or projected merit or COLA increases, or new positions being requested. Also include a description of any changes to agency benefits structure or cost. (The description should not exceed 10 lines of text.)

N/A Our personnel costs are projected to be the same as previous years.

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**BUDGET EXPLANATIONS**

**Budget Information**

Please complete the following chart with the financial information for the agency as a whole. In each area include the budget specifically allocated to your agency from each locality/entity listed below.

	<b>FY2014 Actual</b>	<b>FY2015 Budgeted</b>	<b>FY2016 Projected</b>
<b>Caroline</b>			
<b>Fredericksburg</b>	5000	5000	6000
<b>King George</b>			
<b>Spotsylvania</b>	7500	7500	8500
<b>Stafford</b>	3490	3490	6000
<b>United Way</b>			
<b>Grants</b>	2400	10000	15000
<b>Client Fees</b>			
<b>Fundraising</b>	23116	33200	30000
<b>Other</b> <i>(explain below)</i>			
<b>Total Agency Budget for PD16</b>	41506	59190	65000

Detail below what is included in the category 'Other':

N/A

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**BUDGET EXPLANATIONS**

Agency Name:

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Rebuilding Together Fredericksburg

Please detail below any legislative initiatives or issues that may impact the agency for the upcoming year and how you are planning for them. This could include new legislation that may increase or decrease projected funding at any level (Federal/State/Local), or could affect grants or designated funds as they are currently received. If you are aware of "outside" funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

N/A

Please detail below any identified agency needs or areas of concern that are currently not being addressed in your funding request. This could include training or technical assistance for specific areas, administrative support for a program or service, evaluation of current programs, or consultation for strategic planning, board support, or fundraising.

N/A

**Please use the area below to provide any locality specific notes or statements that may be relevant to your application.**

**City of Fredericksburg:**

We completed 18 home repair projects in Fredericksburg during FY 2015. Expenditures for these projects including donated materials were \$16,202. The estimated value of the completed work was \$61,567. One project replaced a dangerous crumbling rear porch and railing for a retired man in Mayfield. A steel pipe handrail on Charles St. enabled a disabled elderly gentleman to more safely enter his home. In a house that Habitat built years ago, we replaced the kitchen cabinets, fixed several electric outlets, replaced several busted doors, replaced flooring in the kitchen and living room, repaired holes in the drywall, painted bedrooms, and replaced smoke alarms for a disabled widow whose husband died in 2011. One of the biggest projects was for a widow with Alzheimer's that included repairs to the roof and soffit replace gutters, connect kitchen sink to plumbing, and miscellaneous electrical problems.

**Caroline County:**

N/A

Our service area is Spotsylvania, Stafford, and Fredericksburg. Due to budget and staffing limits, Caroline County is not served.

**King George County:**

N/A

Our service area is Spotsylvania, Stafford, and Fredericksburg. Due to Budget and staffing limits, King George County is not served.

**Spotsylvania County:**

We completed 12 home repair projects in Spotsylvania during FY 2014. Expenditures for these projects including donated materials were \$25,093. The estimated value of the completed work was \$73,372. Included: Exterior repairs to the home of a client who would have lost her mortgage because of insurance cancellation due to fire hazard. Cedar siding was removed and replaced with vinyl siding. The house received a new bath and was also cleaned and painted inside. Major interior and exterior repairs were also made to eight homes with severe weatherization, electrical and plumbing issues. Another client received a new roof with donated material and labor from a local contractor. Minor repairs were also made to the homes of several elderly individuals living on fixed income. These included roof and plumbing leaks as well as well pump replacements/repairs.

**Stafford County:**

We completed 12 home repair projects in Stafford during FY 2014. Expenditures for these projects including donated materials were \$12, 678. The estimated value of the completed work was \$51,980. These projects included major revisions on a double wide mobile home of a Korean War Veteran where the floor of the master bedroom had sunk more than 5 inches and would have totally separated from the home if not repaired. Home upgrades were also provided to 19 year old paraplegic recently injured in an auto accident. These upgrades included a handicap ramp, major bathroom upgrades, installing wider doors, and painting which made the home wheelchair accessible and greatly improved the living conditions for this young lady. Major upgrades were made to the home of a man disabled by multiple disabilities to include Turret's Syndrome. These revisions permit him to continue to live independently. Also performed weatherization and maintenance functions for 9 families which included plumbing, painting, HVAC repairs, electrical work, door and window replacement, etc. to improve the living conditions for these families.

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**PROGRAM INFORMATION**

<b>Program Name:</b>	<b>Page</b> 6
<b>Rebuilding Together Fredericksburg</b>	

Each agency submitting a funding request must fill out the following pages for each program serving citizens within the region and for which funding is requested. Any incomplete applications or programs that do not have a full application will not be considered for funding. PLEASE do not include any unrequested information. Each locality reserves the right to request additional information once the application has been submitted.

<b>Program Name:</b>	<b>Rebuilding Together – Fredericksburg, Inc.</b>	<b>Is this a new program?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<b>Program Contact:</b>	Larry Nelson	<b>Title:</b>	Treasurer
<b>Telephone Number:</b>	540 371-8208		
<b>E-Mail Address:</b>	90hulls@msn.com		

**1. Program Purpose/Description:** *(the following description should not exceed 10 lines of text)*

We are the local affiliate of the National Rebuilding Together Organization which supports low-income home and non-profit renovations throughout the United States. Our purpose is to provide at no charge critically needed home repair and rehabilitation services to qualifying low income and disabled homeowners who are unable to do these repairs themselves. We provide renovations for basic housing needs. Our process includes accepting nominations for home repair projects, determining who needs our services the most, supplying the materials needed for the project and assigning the work to volunteer groups from local churches, civic groups, businesses and private individuals. Renovations are done at a rate of 35 to 50 homes per year. Types of work we do include carpentry, roofing, painting, flooring, plumbing, heating and air-conditioning, drywall, and most any type of home repair. Most of our major projects are scheduled on the national workday which is the last Saturday in April. We also do smaller projects throughout the year on an as needed basis.

**2. Justification of Need:** *(Please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request. If this is a new program, be sure to include the benefit to the region for funding a new request. The following should not exceed 10 lines of text, and should include the most recent data available.)*

There are numerous low-income and disabled families in Stafford County that need our services. Many of these needy families are living in unsafe and unhealthy environments and cannot afford to make critically needed repairs on their own. We represent one of the few alternatives available for needy families to improve their living conditions. We do not charge for our services and are a funding multiplier in that we provide at least four dollars worth of home renovations for each dollar donated to our organization. We also enable other 501 (c) 3 non-profits to avoid paying for costly repairs. In addition we provide a cost avoidance for the Social Services Department by funding projects that may well have required funding from the Social Services Department. As a result of donated labor, and discounted or donated supplies, our cost is approximately 25% or less of what it would cost if Social Services were to contract this work out.

**3. Program Collaboration:** *(The following should describe, in detail, examples of collaborative efforts and key partnerships between your program and other programs or agencies in the area, and should not exceed 10 lines of text.)*

We collaborate with Social Services Departments at Spotsylvania and Stafford and the Community Planning Department at Fredericksburg to assist with home repair needs that are identified. We are also members of the Rappahannock Home Repair Coalition which includes Central Virginia Housing Coalition, Habitat for Humanity, Rebuilding Together, Rappahannock Area Agency on Aging, and the Disability Resource Center. These collaborative efforts enable the sharing of information to ensure that all members are aware of the home repair needs of the community and to share capabilities to ensure that as many home repair needs are accomplished with the limited resources that are available. This permits home repair applications that cannot be accomplished by one the member organizations to be considered by and accomplished by other members.

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**PROGRAM INFORMATION**

**4. Program Audience and Service Delivery:** *(The following should describe the program's intended audience or client base and how those clients are served. This should include the location of the service and what geographic areas are served or targeted for service. If your program has specific entry or application criteria, please describe it below. Please do not exceed 10 lines of text.)*

Our service area includes Spotsylvania County, Stafford County and the City of Fredericksburg. We serve low-income homeowners who are elderly, disabled, veterans or families with children. We also serve other 501 (c) 3 non-profits with the renovation of their facilities. The majority of our recipient's sole source of income is Social Security or a disability check, many with incomes of less than \$10,000 annually. These families cannot afford costly home repairs such as a new roof or new windows that are needed for a safe, secure, and comfortable environment for this increasing segment of our economy.

**5. Client Fees:** *(Please describe the fees clients must pay for the services provided in this program, and how those fees are determined.)*

There are no fees charged to the needy families that meet the qualifications for our services.

**6. Budget Information:** *(Please complete the following chart with the financial information for this program. In each area include the dollars specifically allocated/requested for this program.)*

	<b>FY2014 Actual</b>	<b>FY2015 Budgeted</b>	<b>FY2016 Projected</b>
<b>Caroline</b>			
<b>Fredericksburg</b>	5000	5000	6000
<b>King George</b>			
<b>Spotsylvania</b>	7500	7500	8500
<b>Stafford</b>	3490	3490	6000
<b>United Way</b>			
<b>Grants</b>	2400	10000	10000
<b>Client Fees</b>			
<b>Fundraising</b>	23117	33200	30000
<b>Other</b>			
<b>Total Program Budget for PD16</b>	41507	55190	65000

**Please indicate, in detail, reasons for increases or decreases in the amounts requested for FY2016. Include whether these changes come from increases in personnel, benefits, or operating expenses. If an increase is being requested, please describe the impact not receiving an increase would have on the program. In particular, please describe in detail if any increase is sought for new positions or personnel.**

The FY2016 request is the same as the FY2015 request. Total revenues for FY2014 and FY2013 have been down more than 20% as compared to the average income for the four previous years (FY2009 – 2012) . If funding is to remain at the FY2014 level, home repair work will have to be cut back dramatically and several less families will receive our services. These families will be forced to continue living in unsafe and unhealthy conditions such as leaky roofs, unsafe electrical problems, no heat and/or air conditioning and poor weather proofing conditions.

Rebuilding Together will also redouble efforts to improve our private sector fund raising to ensure that we can help as many low income families as possible.

**7. Goals, Objectives, & Evaluation:** *(Please provide the following information regarding the goals and objectives for your program. Space has been provided for two goals, with two objectives per goal. If your agency is funded by the United Way, please include a copy of your Logic Model for this program as a supplemental attachment. Individual descriptions should not exceed 5 lines of text.)*

**Program Goal 1:**

To continue renovating and repairing homes of low income elderly, disabled, and families with children residing within Stafford and Spotsylvania counties and the City of Fredericksburg. The goal is between 35 and 50 residential home projects per year.

**Objectives:**

<b>1a.</b>	To assure that agencies and personnel responsible for assisting in providing the physical safety and well-being of the above-described residents are cognizant of the local Rebuilding Together organization and how to solicit help for clients. Personal visits and/or phone calls and brochures will be used to accomplish this goal.
<b>1b.</b>	To obtain funding through business, civic and religious organizations, individual donors and local governments. To actively solicit both volunteer labor and skilled labor as needed to complete between 35 and 50 houses annually.

**Program Goal 2:**

To provide for the renovation and repair of 501 (c) 3 non-profit facilities. The goal is 1 to 2 non-profit facilities annually.

**Objectives:**

<b>2a.</b>	To assure that non-profit organizations are aware of the local Rebuilding Together organization and its goals by providing brochures and personally visiting or calling such organizations.
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<b>2b.</b>	To obtain funding through business, civic and religious organizations, individual donors and local governments. To actively solicit both volunteer labor and skilled labor as needed to complete 2 non-profit facilities annually.
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**PROGRAM INFORMATION**

<b>Program Name:</b>	<b>Page</b>	<b>9</b>
<b>Rebuilding Together Fredericksburg</b>		

**Evaluation Method:** *(Please describe the method used to measure the above goals/objectives. Please do not exceed 10 lines of text.)*

A member of our Board of Directors is assigned to each rehabilitation project and is responsible for completing a written report as well as an oral briefing to the Board of Directors. Each project is evaluated by the Board of Directors to determine the overall success of the project and determine if corrective actions are necessary. The overall success of the Rebuilding Together – Fredericksburg Program is based on the cumulative accomplishments at each rehabilitation project. Overall success is based upon homeowner satisfaction, number of projects completed and the dollar value of the completed work.

**8. Outcome Data:** *(Please give the most recent outcome data for the objectives above. Indicate below what time period the data covers.)*

<b>Data Collection Period:</b>	<b>July 1, 2013 through June 30, 2014</b>
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**Objective 1a.**

We encouraged agencies and personnel responsible for assisting to make nominations to Rebuilding Together – Fredericksburg of families that are living in unsafe and unhealthy conditions. Personal visits and phone calls were made to known agencies and individuals as well as responding to public inquiries received by phone, mail, E-mail and the website..

**Objective 1b.**

Rehabilitation/repair work was accomplished for 41 low-income families during this period. All scheduled work was successfully completed at each of the 41 sites. There were approximately 350 volunteers that were recruited to accomplish this work. The value of work accomplished for these 41 families exceeds \$188,000.

**Objective 2a.**

To assure that non-profit organizations are aware of the local Rebuilding Together organization and its goals by providing brochures and personally visiting or calling such organizations.

**Objective 2b.**

To obtain funding through business, civic and religious organizations, individual donors and local governments. To actively solicit both volunteer labor and skilled labor as needed to complete 2 non-profit facilities annually.

**9. Program Goal Updates:** *(Please provide a brief description of the current status of your program goal(s), given your outcome data. For example, if reported data was well below the stated outcome measure, please indicate why you feel that is the case. Also, include how your outcome data will influence or modify the program for the upcoming fiscal year. These descriptions should not exceed 20 lines of text.)*

**Program Goal 1:**

The past fiscal year (July 1, 2013 – June 30, 2014) was another successful period for our residential renovations. We completed renovations at the residences of 41 low income families in our service area of Spotsylvania, Stafford and Fredericksburg. We recruited more than 350 volunteers to accomplish this work. The value of work accomplished for these 41 families is estimated at \$188,000. We are very grateful to the community for the continued willingness of volunteers to come out and support our program and to give up their valuable time to help the less fortunate. The 41 families served by our program will be warmer, safer, and dryer as a result of the work accomplished through our program. We estimate a lost opportunity of approximately \$120,000 due to funding shortfalls. Work at most homes had to be limited to available funding. This limited the number of homes we could improve and also the amount of work we could accomplish at each home that we worked on.

The current fiscal year (July 1, 2014 – June 30, 2015) presents considerable challenges that we are actively pursuing. The economic environment is resulting in more people in need and less people available to help. Since July 1, we have been concentrating on emergency requirements such as leaky roofs, HVAC, and plumbing while implementing our plans for the National Workday when most of the major projects will be accomplished. During November and December, we are actively recruiting applications from low income homeowners; January through March is the time period for verifying and prioritizing applicant needs, recruiting volunteers and house sponsors, approving or rejecting applications, and matching/assigning projects to the various house sponsors. April will be the time period to plan and implement the individual projects to ensure that the work at each site is accomplished in a professional manner. We expect this year's challenges to be numerous which provides opportunities for great success.

**Program Goal 2:**

During the past fiscal year (July 1, 2013 – June 30, 2014) there were two 501 (c) 3 non-profit facilities that we were able to help. With limited funds available, we concentrated our efforts on residential renovations for low income homeowners. We were able to arrange for a temporary refrigeration unit for Feed Fred a local non-profit that provides meals for the homeless, low income and disabled, the elderly, after school meals for children, etc. This action prevented a loss of more than \$600 worth of food and permitted them to continue operations during the 60 day period that it took to get replacement refrigeration. We also had a project at Hazel Hill to make improvements to the garden plots that are used by the residents.

The current fiscal year (July 1, 2014 – June 30, 2015) presents considerable challenges that we are actively pursuing. The economic environment is resulting in more people in need and less people available to help. Since July 1st, we have been concentrating on emergency requirements such as leaky roofs, HVAC, and plumbing while implementing our plans for the National Workday when most of the major projects will be accomplished. During November and December, we are actively recruiting applications from non-profits; January through March is the time period for verifying and prioritizing applicant needs, recruiting volunteers and sponsors, approving or rejecting applications, and matching/assigning projects to the various project sponsors. April will be the time period to plan and implement the individual projects to ensure that the work at each site is accomplished in a professional manner. We expect this coming year's challenges to be numerous, which provides us with opportunities for great success.

**10. Community Impact:** (Please provide at least two examples of how your services have impacted members of our community. This description should not exceed 20 lines of text.)

During our 21 years of service to the community, we have completed approximately 800 renovation projects for low income home owners and at the facilities of local non-profits. Some examples of these renovations follow:

- Extensive work was done at the Battered Women's Shelter now managed by Empower House to resolve serious issues with flooding and erosion that had caused parts of the home to become unfit for habitation and also provided a much needed upgrade to the kitchen with new cabinets, countertops and ceramic tile.
- At the Thurman Brisben Center our support resolved a serious health issue of the showers in the women's bathroom flooding the food preparation area in the kitchen and the men's shower flooding into the sleeping facilities. This involved redesign and replacement of the majority of the shower infrastructure in the men's and women's bathrooms.
- We have worked at the S.E.R.V.E. facility on 3 occasions and replaced the leaky roof; did major interior renovations to include enclosing a porch to enlarge the food pantry storage by more than 50%, refinishing the wood flooring, installing new carpet, and painting the entire interior. Exterior repairs included new siding, new windows, and a concrete ramp. The S.E.R.V.E facility would not still be usable if not for the many repairs and upgrades that were accomplished through these Rebuilding Together accomplishments.
- We have done numerous projects to make homes handicap accessible by installing roll in showers, wheelchair ramps, wider doors and wheelchair friendly flooring and driveways.
- A significant investment in aluminum ramp parts has enabled us to install ramps for disabled clients in a more timely manner. These ramps can also be reused as needed. Install time for an aluminum ramp is 1 to 3 hours versus several days for a wood ramp.
- Improved living conditions at hundreds of homes by performing weatherization and maintenance functions which included plumbing, painting, HVAC repairs, electrical work, gutter repair, insulation, window and door replacement, etc.

**11. Collaborative Impact:** (Please describe how the community would be impacted if your agency were dissolved or merged with another partner agency. This description should not exceed 20 lines of text.)

Rebuilding Together Fredericksburg is a funding multiplier. For every dollar we take in we accomplish completed work with a market value of four dollars or more. This is made possible by using hundreds of volunteers and donated materials. Our community has generously supported our mission by providing the volunteers, donated materials and the funding to accomplish great things for the needy homeowners and non-profits in our community. Our goal is to expand our services to more needy homeowners by recruiting more volunteers and additional fundraising to allow more people in our community to experience the joy of helping the needy. If Rebuilding Together was not available, many homeowners would be stuck with intolerable living conditions or the work would have to be contracted out at a much higher price. There would be between \$200,000 and \$400,000 worth of home repairs annually that would either go undone, or the work would have to be contracted out by local government at a much higher price. Also thousands of volunteer hours would go unused.

**Partner Agency Funding Application FY 2016**  
**SERVICE DATA**

**Program Service Data:** **Service Period:** July 1, 2013 to June 30, 2014

Locality Served	Total Served		Gender		Race					
	FY2014	FY2016*	Male	Female	Caucasian	African American	Asian	Hispanic	American Indian	Other
Fredericksburg	23	25	8	15	1	22	0	0	0	0
Caroline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
King George	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Spotsylvania	21	30	7	14	15	6	0	0	0	0
Stafford	23	25	12	11	16	2	0	0	0	5
Other	535*	600*	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>	<b>602</b>	<b>680</b>	<b>27</b>	<b>40</b>	<b>32</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*\*Please include the projected number to be served in each locality for the upcoming fiscal year.*

Locality Served	Age Groups								Income Levels				
	0-4	5-10	11-13	14-18	19-25	26-40	41-60	60 +	Under \$10,000	\$10,000 - \$19,000	\$20,000 - \$39,000	\$40,000 - \$59,000	Over \$60,000
Fredericksburg	0	1	1	1	1	1	9	9	10	13	0	0	0
Caroline	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
King George	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Spotsylvania	1	1	1	0	2	2	7	7	7	14	0	0	0
Stafford	2	2	1	0	2	2	6	8	12	6	5	0	0
Other	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>21</b>	<b>26</b>	<b>29</b>	<b>33</b>	<b>5</b>	<b>0</b>	<b>0</b>

**Please describe below your data collection methodology and tracking measures. Indicate systems or processes that are used and responsible parties. Please also describe how your projections are determined for the upcoming year. If any of the above information is not available, please indicate why:**

**Methodology:** The data above is required on all applications completed by the homeowner for each job done by RTF in 2014. The info is then confirmed during an on-site inspection of each home accepted by RTF as a 2014 project. **Projections:** Projections for the upcoming year are best estimates based on the number of applicants, anticipated resources, and the financial information from the previous and coming years. **Not Available:** King George and Caroline Counties are not included in these projections because Rebuilding Together-Fredericksburg, Inc. (RTF) is chartered to serve the City of Fredericksburg, and Spotsylvania and Stafford Counties. King George and Caroline Counties are outside our service area. **Other:** Includes Total Served by RTF at non-profit facilities in 2014 and projected in 2016.