

Partner Agency Application for Funding ~ FY2020

Agency Name: Spotsylvania Emergency Concerns Association	
Physical Address:	8812 Courthouse Rd.
Mailing Address/PO Box:	P.O. Box 923
City: Spotsylvania	State: Virginia Zip: 22553
Telephone Number:	540-582-2465 Fax Number: 540-582-8938
Federal Tax ID #:	54-1423039
Web Address:	n/a
General Email Address:	cloydwilliams@msn.com
Agency Main Contact:	Dianne E. Williams Title: Treasurer
Telephone Number:	540-621-0135
E-Mail Address:	cloydwilliams@msn.com

Agency General Information

Agency Mission

To provide an organization through which concerned individuals and groups can work together to alleviate local human suffering and meet emergency needs of citizens of Spotsylvania County without consideration of religious creed or ethnic background.

Number of years agency has been in operation 32 years **Founded in** 1986

Localities Served Spotsylvania County

REQUIRED items to be submitted with the application: *(include 1 copy of each)*

IRS 501(c)(3) Letter

Audit Report *(with Audit Management Letter)*

Current Financial statement

IRS 990

Accountant Contact Information

Organizational Chart

Current Board Roster *(with contact information)*

Agency's Current Strategic Plan

Agency Overview

Purpose/Description

Our purpose is to provide an organization through which concerned individuals and groups can work together to alleviate local human suffering and meet emergency needs of citizens of Spotsylvania County without consideration of religious creed or ethnic background.

Justification of Agency and Requested Funding

Please state clearly why this service should be provided to the citizens of Spotsylvania County and why the County should consider this funding request.

Approximately 85% of our clients are referred from the Spotsylvania County Department of Social Services. In the past year we financially assisted 2,327 families consisting of 8,330 individuals: 320 with electricity, 140 with water, 71 with rent and shelter, 374 with clothing, 26 with prescriptions, 165 with fuel for heating. Some of these families were helped multiple times during the year. We gave away 141,408 pounds of food to 1,701 families. We were also able to provide Thanksgiving food baskets and Christmas food baskets and toys. Our requested funding helps cover our administrative cost of operation. Therefore, 100% of Thrift Shop proceeds and donations are used to assist our clients with emergency needs. (This data was compiled for our prior fiscal year, May 1, 2017 - April 30, 2018)

Program Collaboration

The following should describe, in detail, examples of collaborative efforts and key partnerships between your agency and other programs or agencies in the area.

Various churches such as Tabernacle UMC, Kirk O'Cliff Presbyterian, Christ Episcopal, Waller's Baptist, Savannah Baptist, Traveler's Rest Baptist, Hope Presbyterian, Wilderness Baptist, Goshen Baptist and Hebron Baptist made monetary and food donations. Schools and staff donated their food collections and monetary gifts. Various civic organizations such as Newcomers and Old Friends, Inc., Spotsylvania County Women's Club, Spotsylvania Fire Department Co. 1 Ladies Auxiliary, and American Legion Spotsylvania Chapter donated food and money. During our past year we received 72,773 pounds of food. We also partner with the Fredericksburg Regional Food Bank through USDA in addition to purchasing food.

Collaborative Impact

Please describe how the community would be impacted if your agency were dissolved or merged with another partner agency.

SECA was originally formed to assist County citizens impacted with emergency needs such as eviction, loss of electricity, fuel, medical and food assistance and for emergency situations such as fire and natural disasters. Last year SECA spent \$121,800 in such assistance. This 32 year ongoing ministry has impacted thousands of citizens and alleviated the County programs from absorbing approximately 2,327 4,000 individuals yearly into an emergency system.

Agency Overview *cont'd*

Program Audience and Service Delivery

The following should describe the agency'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 agency has specific entry or application criteria, please describe it below.

Spotsylvania Emergency Concerns Association (SECA) is located at Spotsylvania Courthouse behind the Marshall Center at 8812 Courthouse Rd. This 501(C)3 organization was formed in 1986 to address the needs of our County citizens. It is manned totally with volunteers and continues to this day in ministry to the citizens of Spotsylvania County. Clients that come to us with needs such as food, clothing and financial assistance in areas such as fuel/electricity, water, rent/shelter, medical needs and other necessities. There is no fee assessed to our assistance. Approximately 85% of our clients are referred from the Spotsylvania Department of Social Services with necessary documentation. We also serve clients referred from churches.

Community Impact

Please provide at least two examples of how your services have impacted members of our community.

- (1) During the past calendar year SECA assisted 1,395 families in need consisting of 4,822 individuals.
- (2) Approximately 40 families were provided Thanksgiving Dinners including the turkey and approximately the same number but different families received toys for the children and Christmas dinners including the turkey or ham.

Client Fees

Please describe the fees clients must pay for the services provided by your agency, and how those fees are determined.

There are no fees attached to our services.

Agency Financial Information

FY 2020 Total Agency Expenditures

	List Program Title/Name	Salary	Benefits	Operating Expenses	Capital Expenses	Total
Program 1	Client Assistance	n/a	n/a	13,841	n/a	13841
Program 2						
Program 3						
Program 4						
Program 5						
Total Agency Expenditures						13,841

- 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 in the Salary/Benefits Costs section under Agency Budget Justifications.

Total Agency Revenues

	FY2018 Actual	FY2019 Budgeted	FY2020 Projected
Spotsylvania	12,500	13,250	13250
United Way			
Grants			
Client Fees			
Fundraising			
Other (explain below)	75,512	85,000	89,250
Total Agency Revenues	88,012	98,250	102,500

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

Monetary donations, gifts in honor or memory, SECA Memberships (individual and organizations), Thrift Shop proceeds



On the following page titled "Agency Budget Justifications", please indicate, in detail, reasons for increases or decreases in the amounts requested for FY 2020. 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 agency. In particular, please describe in detail if any increase is sought for new positions or personnel.

Agency Budget Justifications

Salary/Benefit Costs

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.

There are no expenses related to personnel, benefits or salaries as we are a total volunteer organization.

Operating Costs

In the box below, provide an overview of the administrative costs detailed on the Total Agency Expenditures table for the agency as a whole. Please provide justification for and specific amounts of operating costs that are defrayed by locality funds. If your agency is requesting an increase or decrease in operating funding, please describe, in detail, the reasons for these changes.

Last year our operating costs totaled \$13,841. This amount includes utilities, insurance, routine maintenance cost, and supplies. Last year we expended \$75,766 helping the needy citizens of our county. Our current budget for this year projects administrative costs of approximately \$17,000. We are requesting \$13,250 for consideration in the FY2020 budget. Any funds received through this request would allow us to direct all donations and proceeds from the SECA Thrift Shop to assisting the citizens of our County.

Capital Outlay Costs

In the box below, provide an overview of the capital costs detailed on the Total Agency Expenditures table for the agency as a whole. Please provide justification for and specific amounts of capital costs that are defrayed by locality funds.

Agency Budget Issues

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.

We are not aware of any legislative initiatives or issues that may impact our agency

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.

Other Agency Information?

Is there any additional information that the agency would like to provide, and that hasn't already been provided in this application, that will help Spotsylvania County in the review of your application and funding determination?

Program Service Data:

Service Period: January 2017

December 2017

Locality Served	Total Served			Gender		Race					
	FY2017	FY2018*	Male	Female	Caucasian	African American	Asian	Hispanic	American Indian	Other	
Fredericksburg											
Caroline											
King George											
Spotsylvania	4,822	5,000	2,191	2,631	2,274	1,955	23	307	22	241	
Stafford											
Other											
Total	4,822	5,000	2,191	2,631	2,274	1,955	23	307	22	241	

*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													
Caroline													
King George													
Spotsylvania	498	712	350	524	521	862	937	418	562	512	299	19	3
Stafford													
Other													
Total													

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.