



Seward Community Foundation

An Affiliate of The Alaska Community Foundation

Board of Advisors Agenda
Breeze Inn Motel
Wednesday, July 17, 2019 - 6:00 PM

| | | |
|-------------------|-----------------|---|
| Kim Reiersen | President | |
| Patricia Linville | Vice President | |
| Phyllis Shoemaker | Secretary | |
| Melody Hatch | Treasurer | |
| Rodger Painter | Advisor | |
| Mark Kansteiner | Advisor | |
| David Paperman | Advisor | |
| Katie Cornwell | Advisor | |
| Ryan Fisher | Advisor | |
| Robbie Huett | Advisor | E |
| Amy Hankins | Program Manager | |

- A. Call to Order
- B. Approve Agenda
- C. Mission Connect – Robbie Huett new advisor
- D. Business Session
 - Approve June 19, 2019 minutes
 - Donations/Treasurer’s Report—Melody
 - Team Reports
 - I. Grant Team Update—Patty
 - a. Mini grants – No new ones other than SIFA submitted ?
 - 1. SIFA – Sister City Exchange, \$1,500
 - 2. Senior Center policy change
 - b. Major grant – Ice Rink return of the funds
 - II. Executive Team – Kim
 - III. Fundraising/Development Team – Kim
 - a. Who has made business contacts/results for operating endowment?
 - b. Pull tab information
 - IV. Community Outreach Team – Kim
 - c. Summer Newsletter
 - d. Revised remit envelope
 - V. Program Manager Report – Amy
- E. Mt. Marathon Race Raffle - \$1,090 to operating endowment
- F. Brown Bag Lunch for Nonprofits
- G. Calendar – SCF Potluck scheduled for September 6th, September meeting in Moose Pass
- H. Other Business – New member orientation follows meeting
- I. Comments
- J. Adjourn

Next Meeting Date: August 21, 2019 @ 6pm, Breeze Inn.



Seward Community Foundation

An Affiliate of The Alaska Community Foundation

Board of Advisors DRAFT meeting Minutes Breeze Inn Wednesday, June 19, 2019 - 6:00 PM

| | | |
|-------------------|-----------------|---|
| Kim Reiersen | President | ✓ |
| Patricia Linville | Vice President | |
| Phyllis Shoemaker | Secretary | ✓ |
| Melody Hatch | Treasurer | ✓ |
| Rodger Painter | Advisor | ✓ |
| Mark Kansteiner | Advisor | ✓ |
| David Paperman | Advisor | ✓ |
| Katie Cornwell | Advisor | ✓ |
| Ryan Fisher | Advisor | ✓ |
| Amy Hankins | Program Manager | ✓ |

Documents sent out in board packet prior to meeting: Agenda, May revised DRAFT meeting minutes, SCF Fundraising Plan and Current Status, 2019 Mini-Grant Tracking Report, June Program Manager's Report.

- A. Call to Order: 6:00 pm
- B. Approve Agenda: **Mark moved to approve the agenda. Katie seconded the motion. PASSED**
- C. Mission Connect –
 - Robbie Huett, from Edward Jones, attended the meeting as a guest. He is interested in joining the board.
 - Dave has reminded Sarah to submit her application if she is still interested in joining the board.
 - Ryan has talked to Tekla about joining the board. Either Tekla or Tyrell are interested.
 - Community events:
 - a. Amy reported that the bike park grand opening was well attended. The park is already getting a lot of use.
 - b. Katie attended the PRIDE brunch at Seward Brewing Company. There was a good turnout. PRIDE held several events over the weekend which were well organized.
- D. Business Session
 - Approve May 22, 2019 minutes: **Rodger moved that the revised minutes be approved. Mark seconded the motion. PASSED.**
 - Donations/Treasurer's Report—Melody: See written report.
 - a. **Melody asked permission to pay the bills for the PO Box rent and the Seward Chamber of Commerce annual membership dues. Mark and Phyllis approved that Melody should pay the bills.**
 - b. Kim reported that there is about \$14,726 in the SCF operating fund right now. She projects SCF will spend about \$6,500 for operations before the end of the year.
 - c. Amy has corrected the figures and Kim reported that there is \$7,794 available for mini-grants the rest of the year.

- Team Reports

- I. Grant Team Update

- a. Mini grants – SIFA Sister City Exchange: The City Clerk has completed the correct application and submitted it to ACF so we should get this to approve at the next meeting. The request has been revised due to one more student being accepted to participate in the exchange. The request will be for \$1,500. This will come out of the Seward Student Exchange Donor Advised Fund, not SCF’s budget.
 - b. Kim said she had gone into the grant application website and found it a bit confusing, since it lists grants which can be applied for from ACF and all of the affiliates together. **She hopes ACF and/or Amy can make the process a little more user friendly.** Both Dave and Rodger said they had no problem with the application process, but both have a lot of experience applying for grants. Amy will look at this. She cannot change the framework of the website, but can change the content. ACF is also hiring some IT people who may improve things.
 - c. Major grant – Ice Rink Extension: Katie reported that Seward Prevention Coalition has not yet received the funds given to the ice rink project, but as fiscal agent is ready to write SCF a check for those funds. **The board asked Katie to continue to pursue getting the funds returned and wait a little longer to write the check.**
 - d. Brown Bag Luncheon – Jessie Lavoie from the Pick Click Give Program will be in Seward June 27 to provide information to local non-profit organizations regarding Pick Click Give. Patty sent out invitations via Greenvelope. Kim reported she has received about 10 responses so far. **Mark will advertise this event in Seward Sun.** Dave suggested posting information on Facebook.
 - e. Kim and Rodger reported that the Robotics Club, which received a \$500 mini-grant in 2017, has completed that project and posted their signs at the Seward Boat Harbor, Army Rec Camp and Trail Lakes Hatchery. They thought a grant report had been submitted in the past but should submit a new one now that the project is complete. **Rodger will contact Wendy Bryden.**
 - f. Mark reported that there are two thank you letters to SCF posted on the Seward Journal web site. They can be found by scrolling all the way down through the “Opinion” section.

- II. Executive Team – Kim:

- a. **Orientation for new board members and Amy will take place after the July 17th meeting.**
 - b. Mark has volunteered to take the secretary position when Phyllis leaves the board in December.
 - c. **Kim asked the rest of the board to consider serving as either treasurer or Vice-president.**

- III. Fundraising/Development Team –

- a. Kim emailed two documents to the board before this meeting: SCF Operating Endowment Fundraising Plan and Business Donation Request Letter. She also spoke at Rotary meeting yesterday and gave board members a list of the talking points she used. When approaching businesses, Kim suggests at least two people go together. Ask high – the business can always request a lower donation. Explain the difference between the funds, especially the funds used for grants and the operating endowment fund. Stress that only the earnings are used; the original donation will always be there. Emphasize that the business needs to choose the correct fund into which their donation will go. Offer to come back to pick up the donation check in person.
 - b. **Several board members offered to contact businesses where they had a personal connection: **Rodger will contact Moose Pass businesses. Ryan will contact Seasonal****

Outdoor-oriented businesses. Kim will contact Seward Properties. Dave will contact Advanced Physical Therapy. Mark will contact Brown & Hawkins. Amy will contact the commercial fishing fleet, Icicle Fisheries, Captain Jacks, and Elliot's sister who is his PR person.

- c. Amy will make a Google Doc and share it with the board to keep track of which businesses have been contacted.
- d. SCF can accept securities and property. It was suggested that SCF let accountants and financial advisors know all the ways donations can be made. With Planned Giving up to 5% of the value is matched right now.
 - a. Amy suggested SCF contact people who have started funds in their names and encourage them to continue to contribute. Kim talked to the new Seward City Manager about the City of Seward Fund. He seemed interested in learning more. Kim reminded the board that in the last grant cycle we were only able to fund 2/3 of the requests received, so there is still a need for donations.
 - b. So far this year the operating endowment has received \$8,325 out of the \$15,000 eligible for a match. The Pick Click Give donations will go into this fund when received in the fall. SCF will put out information encouraging PCG donations in August.
 - a. The donation envelopes need to be revised. ACF has a template which the Development Team tweaked to include information we would like on it. Amy will edit ACF's PDF donation envelop template and send to Mariko. Rodger moved we set a budget not to exceed \$500 for printing new donation envelopes. Dave seconded the motion. PASSED. Several old donation envelopes were distributed and updated with stickers for use when requesting donations from businesses in person.

IV. Community Outreach Team

Kim, Ryan and Mark are working on the Summer Newsletter which will go out in July. Last year it cost \$2,800 for Great Originals to prepare and mail out the newsletter. The board had a discussion about the most efficient and cost effective way to distribute the newsletter. Options include email, direct mail, all PO Box holders, only past donors, include in weekly newspaper, target previous donors with email, personalize the newsletter to past donors, and provide a small personalized gift for the top tier donors. We should thank donors at least six times. Thanks can be in the same form donation was given. Dave made a motion to approve up to \$3,000 for the newsletter and let the Community Outreach team decide the best method to distribute. Rodger seconded the motion. PASSED. Amy will edit the mailing list so that a PO Box does not receive more than one newsletter. Kim will include thank you's to the 2018 & 2019 donors in the newsletter.

V. Program Manager Report – See written report sent with board packet. Amy reminded the board that ACF has offered \$1,000 to each affiliate to be used for training.

E. Other Business:

- Kim would like the board to have access to SCF grant reports as they are submitted. Amy will work on this.
- On July 3rd the Mount Marathon Race committee raffles off one race entry and has pledged to give the raffle proceed to SCF. Kim, Ryan and Amy will be at Seward High School to sell raffle tickets. Amy suggested putting SCF information into the racers' Swag bags.
- Katie will get a list of Seward businesses that have pull tab licenses and find out how to get on their list for non-profit donations.
- Amy reminded the board she will be taking photos of everyone after the meeting and needs a short bio from everyone.

F. Comments:

Dave: It's all good.

Robbie: An interesting meeting.

Mark: Thank you to Robbie for coming.

Melody: Thank you to Robbie for coming.

Rodger: Moose Pass had a great Solstice Celebration.

No other comments.

G. Adjourn: 7:40 pm

Next Meeting Date: July 17, 2019 @ 6pm, Breeze Inn.

Seward Community Foundation Fundraising Plan and Current Status for Rasmuson Match

SCF GOALS TO ACHIEVE RASMUSON MATCH

| | | | | | |
|--|-----------------|--------------|--------------|------|--|
| Fundraising Goals: [APPROVED BY SCF ADVISORY BOARD ON 8/22/18] | Results: | Endowment | Operating | June | |
| 2017: Raise \$40,000 for endowed gifts and raise \$15K for operating endowment | | \$ 53,563.32 | \$ 13,375.00 | | |
| 2018: Raise \$20,000 for endowed gifts and raise \$15K for operating endowment | | \$ 57,721.37 | \$ 9,530.00 | | |
| 2019: Raise \$40,000 for endowed gifts and raise \$15K for operating endowment | | \$ 705.00 | \$ 8,625.00 | | *Does not include raffle income from Mt. Marathon. |
| 2020: Raise \$25,000 for endowed gifts and raise \$15K for operating endowment | | | | | |
| Total Raised: \$125,000 for Endowed Gifts and \$60,000 for operating Endowment | | | | | |
| Action Plan: | | | | | |
| 1. SCF will work with local businesses utilizing matching challenge from Rasmuson to create employee giving programs and encourage donations from owner/operators. | | | | | |
| 2. SCF will increase Pick Click Give donations by advertising during PFD application season. | | | | | |
| 3. SCF will increase outreach efforts and invest more in general public relations, announcing the challenge match from Rasmuson and seeking new donors. | | | | | |

CURRENT SCF FUND SUMMARY

| Fund Name | Fund Balance | Current Year | | | | | Grand Total | |
|---|--------------------|-----------------|-----------------|-----------------|------------------------|-----------------------|------------------|---------------------|
| | | 2017 | 2018 | 2019 | 2019 Goal ¹ | Variance ² | Funds Raised | Target ³ |
| Endowed Funds (Match Eligible) | \$2,887,214 | \$53,563 | \$57,721 | \$38,926 | \$40,000 | (\$1,074) | \$98,926 | \$125,000 |
| City of Seward Unrestricted Fund | \$7,684 | \$200 | \$50 | \$0 | | | \$250 | |
| Dieter Family Endowment Fund for the Prevention of Domestic Violence and Teen Suicide | \$80,893 | \$25,000 | \$25,998 | \$0 | | | \$50,998 | |
| Frank Dieckgraeff Memorial Fund for Seward Seniors | \$18,577 | \$0 | | | | | \$0 | |
| Kaanta Community Fund for the Beautification of Seward | \$122,083 | \$0 | | | | | \$0 | |
| Larson Family Fund | \$11,041 | \$600 | \$550 | \$0 | | | \$1,150 | |
| Margaret A. Anderson Fund | \$26,436 | \$200 | \$200 | \$0 | | | \$400 | |
| Paul and Sharon Ruppel Fund | \$19,080 | \$3,004 | \$500 | \$500 | | | \$4,004 | |
| Seward Community Foundation Fund | \$2,589,946 | \$24,409 | \$16,860 | \$705 | | | \$41,974 | |
| Seward Wellness Fund | \$11,473 | \$151 | | | | | \$151 | |
| Roll-Over from Previous Year(s) | | | \$13,563 | \$37,721 | | | | |
| Operating Endowment | \$76,260 | \$13,375 | \$9,530 | \$8,625 | \$15,000 | (\$6,375) | \$31,530 | \$60,000 |
| Seward Community Foundation Operating Endowment Fund | \$76,260 | \$13,375 | \$9,530 | \$8,625 | \$15,000 | | \$31,530 | \$60,000 |
| Non-endowed Funds (Not Match Eligible) | \$22,112 | \$16,499 | \$22,905 | \$5,000 | \$0 | \$0 | \$49,404 | \$0 |
| Seward Affiliate Operating Fund | \$12,782 | \$7,000 | \$22,905 | \$5,000 | | | \$34,905 | |
| Seward International Friendship Assoc. Sister City Exchange Fund | \$9,330 | \$9,499 | \$0 | \$0 | | | \$14,499 | |
| Grand Total | \$2,985,586 | \$83,438 | \$90,156 | \$52,551 | \$55,000 | (\$7,449) | \$179,861 | \$185,000 |

Note: This amount is included in the Fund Balance for SCF Fund, but not eligible for the match.

\$21,699 \$40,700 \$20,000

Note: This amount is included in the Fund Balance of SCF Operating Endowment, but not match eligible.

\$13,375 \$14,530

¹ Must meet annual goal for non-operating funds in order to receive matching funds
² Any amount raised above the annual goal will roll-over towards the next year's match
³ The match to SCF's Endowment Fund is a 1:1 match of up to \$100,000 and is only available January 1, 2017- December 31, 2020. A bonus of 1:1 match of \$25,000 is available after the \$100,000 match is raised; the Affiliate Advisory Board may decide how best to utilize the additional \$25,000 match funds.

2019 Mini-Grant Tracking Report

7/12/2019

SUMMARY

| | |
|--|----------------------------------|
| Original Allocation*: \$23,000 | Total Requested: \$11,662 |
| 6/14/2019 Adjusted Allocation**: \$15,898 | |
| Balance: \$7,795 | Total Granted: \$8,103 |

** Allocation includes rollover amount not used in 2018 (\$3070) and unused amount from Major Grant Cycle (\$3,127).
 ** Original allocation is off. The amount has been adjusted.*

DETAIL

| Organization | Project | \$ Requested | \$ Granted | Date Reviewed |
|-------------------------------------|--|--------------|------------|---------------|
| Seward Arts Council | Skip and Marie Fletcher Movie Series "Earn a Ticket" | \$1,000 | \$1,000 | 12/19/2018 |
| Bunnell Street Arts Center | Seward Artist in Schools sponsored by Bunnell Street Arts Center | \$1,000 | \$1,000 | 12/19/2018 |
| Seward PTSA | Missoula Children's Theater Residency | \$1,000 | \$1,000 | 12/19/2018 |
| Resurrection Lutheran Church | Community Christmas Tree | \$500 | \$0 | 1/16/2019 |
| Hopecam, Inc | Give Hope, Get Connected - Alaska | \$1,000 | \$0 | 1/16/2019 |
| SOS Pets | Road Trip for Cats and Dogs | \$873 | \$436 | 2/13/2019 |
| Resurrection Bay Historical Society | Seward Community Library Museum Exhibit Upgrade Spring 201 | \$1,000 | \$1,000 | 2/13/2019 |
| Marathon Wrestling Club | Purchase a Certified Weigh In Scale | \$439 | \$439 | 2/13/2019 |
| Kenai Mountains Public Media, Inc. | KMPM Legal Counsel | \$1,000 | \$0 | 3/20/2019 |
| <i>No April Mini Grants</i> | | \$0 | | |
| Inspiring Girls Expeditions | Guess the Amount Winner from Grant Announcement Luncheon | \$1,000 | \$1,000 | 5/22/2019 |
| Seward Little League | Bats | \$1,000 | \$978 | 5/22/2019 |
| Kenai Watershed Forum | Weed Pulling | \$850 | \$250 | 5/22/2019 |
| Seward Pride Alliance | Pride Event - BBQ | \$1,000 | \$1,000 | 5/22/2019 |
| <i>No June Mini Grants</i> | | \$0 | | |
| SeaView Community Services | CPR/First Aid Skills Instructor Equipment | \$616 | | |
| SeaView Community Services | Therapeutic Self-Care | \$1,000 | | |

| | | |
|--|----|-----------|
| Available as of 6/14 via Grant Central | \$ | 11,022.51 |
| Available after May Grants | \$ | 7,794.51 |
| Granted | \$ | 8,103.00 |

CPR/First Aid Skills Instructor Equipment

2019 Seward Community Foundation Mini-Grant Program

SeaView Community Services

Ms. Christine Sheehan
POB 1045
302 Railway Ave
Seward, AK 99664

csheehan@seaviewseward.org
O: 907-224-5257
F: 907-224-7081

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POB 1045
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Application Form

Instructions

The Seward Community Foundation (SCF), an Affiliate of The Alaska Community Foundation (ACF), seeks applications from qualified, tax exempt 501(c)(3) organizations (or equivalents, such as Tribal entities, schools, and faith-based organizations) that support charitable organizations and programs in the **Seward/Moose Pass** area. Mini-grants of up to \$1,000 are intended to be a flexible funding opportunity that may support a broad range of community needs throughout the year, including but not limited to health and wellness, education, the great outdoors, arts and culture, and community development.

Grant projects must be completed within one year of award and are subject to the grantee completing an online grant agreement signifying acceptance of the terms and conditions of the grant. A final grant report and any other outstanding follow ups must also be submitted online before the grantee will be eligible for future grant opportunities from SCF. Due dates and the forms to submit for these follow ups can be found by logging into the online grant system.

Grant applications must be submitted online. The Seward Community Foundation's Advisory Board reviews mini-grant applications at their monthly meeting and the **deadline to submit an application for consideration is the first Wednesday of each month.** Any overdue grant reports or other follow ups for previous grant awards from ACF and its Affiliates must also be submitted using the online grant system prior to the deadline for the current application to be considered.

Please review SCF's Mini-Grant Guidelines to determine your eligibility before applying.

Please direct **general questions** to SCF's Program Manager, Allison Fong, at afong@alaskacf.org. Please direct **eligibility and technical questions** about the online grant system to ACF's Affiliate Program staff at grants@alaskacf.org or 907-334-6700.

Organization Information

Name of Organization*

SeaView Community Services

Organization's EIN*

92-0043803

Comment: GuideStar check confirmed. - LH

Organization Type*

Only qualified, tax-exempt 501(c)(3) organizations (or equivalents, such as Tribal entities, schools, and faith-based organizations) that support charitable organizations and programs in the **Seward/Moose Pass** area are eligible to apply. Please review SCF's Mini-Grant Guidelines to determine your eligibility **before applying.** If you are unsure of

your organization's eligibility, please contact ACF's Affiliate Program staff at grants@alaskacf.org or call 907-334-6700.

501(c)(3)

Organization's Location*

Is your organization located in the Seward/Moose Pass area? If not, will your project/program benefit this area?

Yes

Benefits to Area (optional)

If your organization is not located in the area but you believe your proposed project/program will benefit area residents, please explain how.

Mission Statement*

What is your organization's mission statement?

To provide community-based services that strengthen families, foster self-sufficiency and enhance quality of life.

Description of Organization (optional)

Please provide any additional information about your organization that you wish to share.

SeaView Community Services has been serving Seward area residents since 1972. SeaView currently provides behavioral health services that include outpatient substance use treatment, community support and rehabilitative services for the seriously mentally ill, general mental health and family counseling services. The continuum of behavioral health services includes residential group home/assisted living for those experiencing serious mental illness and/or a co-existing disability, as well as safe recovery housing for those experiencing substance use disorder. For many years, through the Infant Learning Program, SeaView has been providing screenings, assessments, early intervention and support for families with children 0-3 who may be experiencing developmental delays. SeaView also provides advocacy and victim services for survivors of domestic violence and sexual assault (DVSA). SeaView staff are on call 24/7 to respond to mental health emergencies and DVSA through the crisis lines for each service.

Previous Grant Award Details (if applicable/known)

Please list the project title and date of your most recent grant award, if applicable/known.

Accessing Recovery Resilience through Experiential Therapeutic Activities, 04/02/2019

Comment: *Up-to-date on reports and in good standing. -LH*

Any outstanding follow ups for previous grant awards from ACF and its Affiliates must be submitted using the online grant system prior to the deadline for the current application to be considered.

Please contact ACF's Affiliate Program staff at grants@alaskacf.org or 907-334-6700 before continuing your application if you have not or are unsure if you have completed a grant report for a previous grant award.

Project/Program Information

Project/Program Name*

CPR/First Aid Skills Instructor Equipment

Project/Program Start Date*

When will your proposed project/program begin?

08/01/2019

Project/Program End Date*

When will your proposed project/program end? **Please note that awarded grant projects must be completed within one year of receiving a grant.**

07/31/2020

Project/Program Description*

Please describe your proposed project/program, including a discussion of the community need and if you are planning to collaborate/partner with other community organizations or entities.

SeaView is seeking funding for CPR/First Aid training equipment. As an umbrella agency that encompasses the full lifespan of those we serve, staff with direct client contact are required to be certified in CPR/First Aid. Staff are trained at SeaView's expense as part of their orientation and are recertified per State of Alaska requirements. Currently, staff complete an online course for CPR/First Aid and then must complete a 30-minute skills test with a certified instructor. There is only one local resource who provides the skills test and due to timely availability, staff must travel to Anchorage to complete their skills test. This is costly, prolongs the new staff member's ability to start or continue providing services until re-certified. In order to reduce immediate and long-term expense, streamline hiring and training processes, and better serve our clients, our Human Resources Technician completed a CPR/First Aid Skills Instructor training on June 22nd. For her to begin conducting the skills test, our organization will need to purchase the CPR dummies and associated equipment.

Funds from this grant will be utilized for a one-time purchase of the necessary instructor training materials and equipment to conduct the skills test in house.

Project/Program Goals*

Please describe the goals of your proposed project/program, including what outcomes you hope to achieve.

Nationally, there is a high turnover rate in mental health and substance use disorder direct service positions and SeaView experiences turnover similar to the national rates. Direct service positions are responsible for providing individualized services, basic care, skills training and support to youth, adults and families with disabilities, serious mental illness and/or substance use disorders. While SeaView is successful in promptly filling most vacant positions, new hires are not able to start immediately or provide independent services until they are certified in CPR/First Aid; depending on availability and location of the skills test, this can cause up to two-week delay before staff can begin working independently with clients. By having a CPR/First Aid Skills Instructor on staff, we plan to establish a more efficient orientation and training process for new staff, eliminate the need to send staff out of the community for CPR/First Aid training, reduce expenses and decrease the amount of time it takes for staff to work independently, and to maintain required recertifications.

Project/Program Benefits*

Please describe the benefits of your proposed project/program. What will improve on in the Seward/Moose Pass area as a result of this project/program? Who and how many individuals will benefit from this program/project?

The benefits of having a CPR/First Aid Skills Instructor on staff are, the ability to streamline our hiring and orientation process, more efficiently train staff and speed up the timeline of new hires being able to work independently, thus better serving our clients and increasing our capacity to provide services.

Measuring Success*

Please describe the outcomes that will define if your project/program is successful, including how your organization plans to track and report on these outcomes. Please also describe how your proposed project/program will continue beyond the original grant term, if applicable.

Targeted outcomes for success include improved staff starting and service delivery dates, an increase in training efficiencies and timely receipt of CPR/First Aid certification. The equipment purchased with the grant funds will be utilized for years to come. We will be able to ensure staff certifications are maintained according to state guidelines and staff are recertified every two years.

Project/Program Budget

Total Project/Program Budget*

\$951.35

Amount Requested*

Please note that individual grant amounts will be awarded up to \$1,000.

\$616.35

Project/Program Budget Form*

Please download, complete, and upload the Project/Program Budget Form below. At the bottom of the form, please also list other sources of funding you are seeking and the status of those requests.

Project/Program Budget Form

In the box below, please describe the line items from the budget worksheet in detail.

SCF-CPR Instructor Materials.xls
 BVM Masks, Adult: $\$2.61 \times 4 = 10.44$
 BVM Masks, Infant: $\$2.61 \times 4 = 10.44$
 CPR Training Mouthpiece for Manikin: $\$2.13 \times 4 = 8.52$
 Baby Anne, CPR Manikin Kit: \$124.00
 Little Anne, CPR Manikin Kit: \$249.00
 Prestan AED Ultra Trainer: \$99.00
 CPR Compression Wrist Monitor: \$39.95
 Estimated Shipping: \$75.00
 TOTAL: \$616.35

Optional Documentation

Other Useful Information (optional)

Please provide any other useful information that could help the SCF Grants Committee evaluate your grant application. If desired, you can also upload letters of support and other documentation below.

[Unanswered]

Electronic Signature

Authorized Signature*

By typing my name below, I certify that the information provided in this grant application is accurate and complete to the best of my knowledge, and that I am authorized to submit this application on behalf of my organization.

I authorize The Alaska Community Foundation to verify any information submitted as part of this application. I also agree to allow any information on this application (unless otherwise noted) to be released for publication.

Christine Sheehan

Title*

Executive Director

Date*

06/28/2019

Please complete the grant application process by clicking the [Submit Application] button below.

File Attachment Summary

Applicant File Uploads

- SCF-CPR Instructor Materials.xls

Therapeutic Self-Care

2019 Seward Community Foundation Mini-Grant Program

SeaView Community Services

Ms. Christine Sheehan
POB 1045
302 Railway Ave
Seward, AK 99664

csheehan@seaviewseward.org
O: 907-224-5257
F: 907-224-7081

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Organization's EIN*

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Only qualified, tax-exempt 501(c)(3) organizations (or equivalents, such as Tribal entities, schools, and faith-based organizations) that support charitable organizations and programs in the **Seward/Moose Pass** area are eligible to apply. Please review SCF's Mini-Grant Guidelines to determine your eligibility **before applying.** If you are unsure of

your organization's eligibility, please contact ACF's Affiliate Program staff at grants@alaskacf.org or call 907-334-6700.

501(c)(3)

Organization's Location*

Is your organization located in the Seward/Moose Pass area? If not, will your project/program benefit this area?

Yes

Benefits to Area (optional)

If your organization is not located in the area but you believe your proposed project/program will benefit area residents, please explain how.

Mission Statement*

What is your organization's mission statement?

To provide community-based services that strengthen families, foster self-sufficiency and enhance quality of life.

Description of Organization (optional)

Please provide any additional information about your organization that you wish to share.

SeaView Community Services has been serving Seward area residents since 1972. SeaView currently provides behavioral health services that include outpatient substance use treatment, community support and rehabilitative services for the seriously mentally ill, general mental health and family counseling services. The continuum of behavioral health services includes residential group home/assisted living for those experiencing serious mental illness and/or a co-existing disability, as well as safe recovery housing for those experiencing substance use disorder. For many years, through the Infant Learning Program, SeaView has been providing screenings, assessments, early intervention and support for families with children 0-3 who may be experiencing developmental delays. SeaView also provides advocacy and victim services for survivors of domestic violence and sexual assault (DVSA). SeaView staff are on call 24/7 to respond to mental health emergencies and DVSA through the crisis lines for each service.

Previous Grant Award Details (if applicable/known)

Please list the project title and date of your most recent grant award, if applicable/known.

Accessing Recovery Resilience through Experiential Therapeutic Activities, 04/02/2019

Comment: *Up-to-date on reports and in good standing. -LH*

Any outstanding follow ups for previous grant awards from ACF and its Affiliates must be submitted using the online grant system prior to the deadline for the current application to be considered.

Please contact ACF's Affiliate Program staff at grants@alaskacf.org or 907-334-6700 before continuing your application if you have not or are unsure if you have completed a grant report for a previous grant award.

Project/Program Information

Project/Program Name*

Therapeutic Self-Care

Project/Program Start Date*

When will your proposed project/program begin?

07/01/2019

Comment: Note timing of year-long project. - LH

Project/Program End Date*

When will your proposed project/program end? **Please note that awarded grant projects must be completed within one year of receiving a grant.**

06/30/2020

Project/Program Description*

Please describe your proposed project/program, including a discussion of the community need and if you are planning to collaborate/partner with other community organizations or entities.

SeaView is seeking assistance to enhance our Community Support program and enrich the lives of those we serve by launching a Therapeutic Self-Care group. The Therapeutic Self-Care group will address the issues of emotional dysregulation, lack of connection with others, lack of physical exercise and poor dietary choices that are often present for those impacted by mental illness or substance use disorder. Funds from this grant will be utilized to purchase supplies and fund access to activities that support therapeutic self-care.

SeaView's Community Support Program (CSP) provides individualized services, basic care, skills training and support to adults with disabilities, serious mental illness (Schizophrenia, Bipolar Disorder and/or Major Depression) and substance use disorders. The Community Support program offers case management, individual and group services to over 60 individuals residing in the Seward/Moose Pass area. These services include assistance in daily living skills, group therapy, supportive employment, social/recreational opportunities and education regarding mental illness and substance use. The Community Support Program also focuses on skill and resource building in order to strengthen and support clients with their long-term recovery plans. Our staff assist clients in strengthening and building skills through participation in individual and group services that provide education, modeling and practical practice of recovery skills.

Project/Program Goals*

Please describe the goals of your proposed project/program, including what outcomes you hope to achieve.

The Therapeutic Self-Care group will work with 20 adults with severe mental illness and/or substance use disorders and focus on activities to improve mental, emotional and physical health. This group will participate in local and regional community activities, such as the Seward community garden, hiking, picnics, festivals and fairs. The self-care group will also participate in art projects as an additional means to express self-care, relieve stress, boost self-esteem and provide a sense of accomplishment. Clients are expected to experience significant improvement in moods and markedly higher levels of involvement and spontaneity when engaged in self-care activities. Positive changes in diet and social interaction are also expected.

Project/Program Benefits*

Please describe the benefits of your proposed project/program. What will improve on in the Seward/Moose Pass area as a result of this project/program? Who and how many individuals will benefit from this program/project?

The proposed self-care group will assist clients in developing necessary skills and habits, as well as will educate clients on healthy coping skills, grounding techniques and mindfulness that are all proven to assist in healthy management of mental health symptoms. The self-care group will also decrease isolation which is prevalent among SeaView's Community Support Program clients and will assist in developing healthy and positive socialization skills which is important to positive mental health recovery.

Measuring Success*

Please describe the outcomes that will define if your project/program is successful, including how your organization plans to track and report on these outcomes. Please also describe how your proposed project/program will continue beyond the original grant term, if applicable.

The targets for success relate to personal responsibility, emotional and physical well-being, and connection with others. Each client has an individualized treatment plan, which includes goals they have identified for their recovery. These plans are reviewed on a quarterly basis and success towards the goals are measured by utilizing evaluation tools. SeaView will measure the effects of participation during the evaluation of progress towards individual goals and the decrease in negative mental health symptoms among the Community Support Program clients.

Project/Program Budget

Total Project/Program Budget*

\$1,500.00

Amount Requested*

Please note that individual grant amounts will be awarded up to \$1,000.

\$1,000.00

Project/Program Budget Form*

Please download, complete, and upload the Project/Program Budget Form below. At the bottom of the form, please also list other sources of funding you are seeking and the status of those requests.

Project/Program Budget Form

In the box below, please describe the line items from the budget worksheet in detail.

SCF-Therapeutic Self Care Group.xls
Garden Supplies: \$100.00
Art and Craft Supplies: \$100.00
Community Outing Assistance (admission fees/park fees/lunches): \$800.00
TOTAL: \$1000.00

Optional Documentation

Other Useful Information (optional)

Please provide any other useful information that could help the SCF Grants Committee evaluate your grant application. If desired, you can also upload letters of support and other documentation below.

[Unanswered]

Electronic Signature

Authorized Signature*

By typing my name below, I certify that the information provided in this grant application is accurate and complete to the best of my knowledge, and that I am authorized to submit this application on behalf of my organization.

I authorize The Alaska Community Foundation to verify any information submitted as part of this application. I also agree to allow any information on this application (unless otherwise noted) to be released for publication.

Christine Sheehan

Title*

Executive Director

Date*

06/28/2019

Please complete the grant application process by clicking the [Submit Application] button below.

File Attachment Summary

Applicant File Uploads

- SCF-Therapeutic Self Care Group.xls

