



City of San Marcos
HUMAN SERVICES FUNDING APPLICATION
Fiscal Year 2022

Name of Agency/Organization: Hands of Hope

Address: 325 West McCarty Lane

City, State & Zip: San Marcos, Texas 78666

Charlotte Evans Title: Lead Coordinator

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Phone: (512) 618-0723 (512) 576-0117 Fax: _____

Program Title: Hands of Hope

Amount of Funds Requested: \$6000

Status: (check one) Existing Program Program Expansion New Program

Briefly describe the program proposed for funding and the services it provides:

Hands of Hope is a free, adult educational ministry targeting undereducated and disadvantaged women, teaching them life and employment skills to lead them toward self-sufficiency. Known internationally as Christian Women's Job Corps, Hands of Hope was organized in San Marcos in 2004. After extensive training, the first class was held in January, 2005 in public housing. The program is designed for two ten-week sessions each year, providing a broad curriculum of life and pre-job training taught by retired certified teachers. Each participant has a trained mentor volunteer who meets with her weekly, supports and guides her, and helps her set and meet goals. Transportation and childcare are provided the participants at no cost; and a scholarship program has been set up to help those who want to pursue further education and/or training. Hands of Hope is an all-volunteer organization and community support comes through coordinators, teachers, mentors, and the Advisory Council, as well as, community volunteers who provide the Thursday luncheon.

In March, 2020, Hands of Hope was forced to close due to COVID-19. This occurred just before our annual fundraiser, Tea 'N More, which was scheduled in April. Subsequently, we have missed two years of fundraising which brought in a large percentage of our funding, along with local grants. Classes have not been able to return until now (September 27, 2021). Even though we were not able to hold classes, our alumni and the ladies who were in the last class as we shut down, began to have financial difficulties. As ladies lost their jobs, had to stay home with school age children, and with children who had been in day care, they began to reach out to us for financial help. We have spent a large amount of our yearly budget on benevolence, which was not budgeted to that degree. We have spent funds for rent, utilities, car repairs, computers, food, and dental bills. Most of our local grant providers did not provide grants during this time. We are planning on beginning classes again on September 27, 2021. Our finances are not in good shape and we need an infusion of money to be able to hold two ten - week classes during 2022.

Describe who will benefit from this program and how: The participants and their families benefit from Hands of Hope. The classes that are taught by certified, retired teachers are Skills to Pay the Bills, Health and Nutrition, Writing/Reading/ English as a Second Language, Computer Skills, Exercise, Math, Money Management, Personal Discovery, Communication, and Self-Care. Guest Professors are brought in weekly to talk about different job opportunities, different training opportunities, and what is offered in the community. Classes can change from semester to semester depending on the needs of the participants. So many of the participants do not have their high school diploma. Many of our classes help them to begin to get ready to take the GED; and we strive to get them set up with the free GED classes at the library. One of the ladies in our last class completed her GED during the Pandemic. The participants come out of the program with a professional resume and letters of recommendation. If they successfully complete the ten weeks, they are eligible to apply to the Scholarship Committee to receive financial help to continue with specialized training or go on to community college or university. Most important, we provide unconditional love, support, counseling, and a path forward. The ladies find their self-esteem, find a job, and become a more capable person, wife, and/or mother.

A participant who was in our last class that had to close down within a few days of graduation, came to us as a single mother who was a few months out of rehabilitation for drug abuse and an abusive situation.. Her little girl was in CPS foster care placement and she could not have any contact with her at that time. She did have a job working at a Dollar General and she wanted to get her life back. She was so happy to be at Hands of Hope and took full advantage of all the classes. As the ten weeks went by, she was able to first have supervised visits with her daughter and then to have her daughter at her apartment for short periods of time, and then overnight. Before we shut down with COVID, she had full custody of the little girl again. During the Pandemic, she was able to keep working, CPS provided day care, and she worked hard to be ready to take her GED tests. Hands of Hope paid for the tests and by the first of August, she had passed all 4 of the tests and had her high school equivalency. She is now looking for a better paying job, is looking into taking community college classes, and wants to become a drug counselor. This is a story we experience over and over. Not every lady is successful...but many are.

If requested funds are to be used as matching funds, identify source and amount of primary grants: N/A

Source: _____ Amount: _____

Source: _____ Amount: _____

Client Information Specific to This Program:

1) Describe the direct clients for this program. Ladies of Hays County (and often from New Braunfels and Redwood) who are 18 years and above.

2) How is the program marketed to direct clients? How do you find these clients? Our greatest marketing strategy is through the ladies who graduate from Hands of Hope. However, we have a flyer that is also our application and we distribute it through out Hays County and in New Braunfels and Redwood.. The flyer explains the program and has the application that can be detached from the flyer and brought/mailed to us. We distribute these to libraries, food banks, Communicares, TRUECHOICE, Community Action, Salvation Army, Southside Community Center, Casa Esperanza in Redwood, Hays-Caldwell Women’s Center, Headstart, Churches, doctors’ and dentists’ offices, St. Vincent de Paul, and numerous public housing and apartment buildings. As the Lead Coordinator, I speak anywhere I am invited. I speak at women’s groups, civic organizations, and churches. (Flyer/Application is attached)

3) Describe the indirect clients for this program, if any. The indirect clients will be the participant’s family, especially her children and her husband.

4a) Expected total annual unduplicated direct clients for this program: We average 6-12 clients per semester

4b) Expected annual unduplicated direct clients who are City of San Marcos residents: The majority come from San Marcos

5) Does program participation depend upon income or any other determination of eligibility?

NO

Yes: _____ If Yes, please attach a copy of the eligibility guidelines.
(If a sliding scale is used attach a copy of the scale used.)

Submitted By:

See attached copy of signature page in the other folder.

Signature of Executive Director

8/31/21

Date

Charlotte Evans

Printed Name of Executive Director

Approval:

Signature of Board President

8/31/21

Date

Melesa Yager

Printed Name of Board President



HUMAN SERVICES FUNDING QUESTIONNAIRE FY 2022

The Board strongly requests that all answers be typed.
Responses should not exceed 75 words per question.

PLEASE COMPLETE ALL QUESTIONS.

- 1. What is the agency's or organization's mission?** The mission of Hands of Hope is to encourage, inspire, and support hope in the lives of the women who attend our classes. We aspire to provide an atmosphere and curriculum where women in need are equipped for life and employment, and leave capable of self-sufficiency for themselves and their families.

- 2. Regarding the program for which funding is being requested, what evidence suggests this program is needed in San Marcos or nearby?** San Marcos has a very high poverty rate, and the women we serve are the ones who have fallen through the cracks of the support systems in San Marcos. Most of the ladies who come are unmarried, do not have a high school diploma or equivalence, have at least one child, and have never worked or had a very low paying job. They do not have health care for themselves and have never been to a dentist. Many have been abused and have grown up in poverty.

- 3. What specific, measurable outcomes or results do you hope to achieve with this program?** The measurable outcomes of Hands of Hope are that the ladies complete the ten- week semester successfully, make changes in their lives for the better, get a job, bring additional income into the family, obtain their high school equivalency if needed, and provide a better life for themselves and their children.

- 4. How will you measure results throughout the year?** If every participant who begins the program completes the 10 weeks and goes through the graduation ceremony, sets goals for herself and has a plan to implement those goals, we have met our goal. We try hard to stay in touch with the participants after graduation to continue to support them and their goals. We hope to find out about jobs, GED completions, etc.

5. Please answer the following questions if funding is requested for staff: N/A

- a. List the title of each position for which funding is requested, how many hours per week will be spent on this program vs other programs, and the activities associated with each position.
- b. If staff funding requests can only be partially funded, how will you supplement the funding to cover the remainder needed?
- c. Staff pay may only be funded for one year. What will you do to provide for this position next year?

6. Funding Questions:

a. **What has your organization done in the past two years to raise different funding for this program?** Writing grants to local civic organizations, as well as, the city of San Marcos. Writing grants offered by local and state church organizations.

b. **What do you plan to do this year to find different funding for this program?** Continue to write grants to local civic and church organizations. We hope to be able to begin to hold our annual fundraiser in the spring which is a high tea, silent auction, and style show.

7. What additional funding is your agency requesting for this program ?

Funding Source	Amount Requested	Amount Granted	Pending (Y/N)
Noon Lions Club (2021)	\$5000		Y
Bluebonnet Lions Club (2022)			
Bonner Community Needs Prog.		\$600	
Texas Baptist Hunger Initiative	\$5000	\$2000	

8. **Describe any differences between the way you had proposed spending last year's allocation and they way you actually spent it.** We proposed the grant last year to help purchase the expendables given to the ladies for class: notebooks, paper, pens, pencils, highlighters, computer program updates. We were also going to use it to provide the paper goods, etc. for our lunch meal each day which was brought in by community volunteers. When we were not able to open for classes, I wrote a letter to the Human Services Advisory Board and asked that we be able to use the funds for benevolence. This was granted. (Letter attached)

9. How many volunteers does your agency or organization have and how many hours do they spend on the program requesting funding?

Lead Coordinator – 1- At least 20 hrs. weekly=220 yearly

Coordinators-10----Each spend 4 hours weekly=80 hrs yearly

Faculty – 12 -----Spend 1 hour weekly teaching (approximately 1 hr. weekly preparing)

Faculty – 6-----Spend 2 hours weekly teaching (approximately 2 hr. weekly preparing)

Mentors- the number depends on the number of participants – They are asked to spend at least one hr. per week. Most spend more than that.

Lunch will be brought in once a week this semester. Numerous volunteers from civic organizations, women's org. and churches provide this. There will be two 10 week semesters =20 luncheons provided by community volunteers.

10. Board of Directors Questions:

a. **How is the agency's or organization's Board of Directors selected?** Advisory Council members are chosen from various churches and organizations in San Marcos who indicate an interest in Hands of Hope.

b. **How often does the Board meet?** The Council meets quarterly. However, because of COVID, the Council last met on February 24, 2020. We were scheduled to meet next on May 18, 2020, but everything was closed down at that time. We will meet next in October.

c. **What actions do Board members take to support the programs of the agency or organization?** The Council approves the Budget and are informed about money transactions. They support the participants by attending special events, they support the Lead Coordinator in decision making, and they are instrumental in putting on our major fundraiser, Tea 'N More.