

**HOUSING SERVICES MID MICHIGAN  
BOARD OF DIRECTORS MEETING  
TUESDAY February 10, 2015 2:00 pm  
LOCATION: MSU Extension Office CHARLOTTE, MICHIGAN  
Call In Number 517-541-1180 (only 1 person)  
AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES December 2014**

**ACCEPTANCE OF FINANCIAL REPORT January 2015**

**EXECUTIVE DIRECTOR'S REPORT**

Monthly Statistics and Activities- December 2014 and January 2015

**OLD BUSINESS**

Line of Credit Resolution- we were awarded the \$25,000 line of credit

**NEW BUSINESS**

Annual Meeting Nomination Committee Report

Annual Meeting Elections

Neighborhood Doors funds received- discussion

Conflict of Interest Annual Signatures

Golf Outing Decisions

	Financial Statement Legend	Con't	
CAPR	Capital Area Prisoner Re-entry	MICAH	Michigan Coalition Against Homelessness
CRCF	Capital Region Community Foundation	MSHDA	Michigan State Housing Development Authority
DCH	Department of Community Health	NDC	Neighborhood Doors Corporation
EFSP	Emergency food and shelter program (FEMA)	NMFC	Neighborhood Works (foreclosure) funds
ESG	Emergency Solutions Grant	NMS	National Mortgage Settlement
HEART	HUD funding for permanent supportive housing	PSH	permanent supportive housing
HEP	Homebuyers Education Program (MSHDA)	REACH	seriously mentally ill PSH
HUD	Housing and Urban Development	SSVF	Supportive Services for Veteran Families
IDA	Individual Development Account		
JHLPR	Jackson, Hillsdale, Lenawee Prisoner Re-entry		

Next Meeting- April 14, 2015 – Meeting to be held at the 551 Building

If you will not be able to attend, please advise Denise Dunn, (517) 541-1180.

## Housing Services Mid Michigan Board of Directors Meeting

Tuesday, December 9, 2014 1:05 pm

Location: 551 Courthouse Drive, Charlotte, MI

Call to Order by Vice President Cotter at 1:05 pm.

**Members Present:** Nicole Shannon, Sean Cotter, Dar Benjamin, Jim Dexter, Bob Brown, Tom Fuller, Janice Land, and Denise Dunn Ex-Officio. Proxy received from Karen Hathon to Dar Benjamin and Leon Monroe to Jim Dexter.

**Minutes:** Dexter moved to approve August 12, 2014 and Oct 14, 2014 minutes and Shannon supported.

**Financial Report:** Dexter, Treasurer, reviewed report with Dunn commenting, Dunn noted that some funds we have been waiting for came in to the bank in Oct/Nov. Fuller moved to accept reports as presented. Shannon supported. Motion passed.

**Executive Report:** Dunn reported October was a very busy month. Because HSMM has extended its reach in Mid Michigan several communities have been added to the County Breakdown Grid. Several new employees were hired with good skill-sets. Dunn is contesting an employee requesting unemployment compensation after quitting HSMM and accepting a new position. Donations were received from Bed, Bath & Beyond in October and November. Dunn requested information about holding a job for an employee who is off for 12 weeks after an auto accident. Dunn needs an employee to fill her position for Home-Buyer Classes for MSHDA loans and the billing process. Cotter suggested having a new volunteer who was formerly a teacher and an expert in economics to fill her position. She will be notified of HSMM plans. Shannon suggested having the 501 Alliance present a letter to her with information.

### **Old Business:**

Name Change- Dunn continues name changes on documents as they come in.

Up-date on By-Laws- Electronic voting was included. This procedure added because of MSHDA funding and its grant. Dexter moved to have the changes immediately accepted. Fuller Supported. Motion passed.

Audit Bids- Dunn Sent out bid letters for pre-audit and audit. Shannon recused from discussion of audit bids. There were 10 requests and little response. Maner responded with bids for both audits and Abraham submitted with just the main audit. It was decided to have Maner do the pre-audit and Abraham do the main audit.

Fraud Policy to meet a new MSHDA requirement to have a fraud procedure/policy. Dunn used a template provided by MSHDA to get ESG funds. Dexter moved to accept fraud procedures policy. Shannon supported. Motion passed.

### **Annual Meeting Nomination Committee**

Dunn will send out the list of officers and the member Renewal calendar to the chair of committee, Sean Cotter.

Line of Credit Resolution- Dunn has written a letter to Eaton Federal Savings Bank requesting a \$25,000.00 line of credit. HSMM has always had a line of credit and she is requesting the

continuation. Shannon will check on whether a judgment could be made on this money. A motion was made by Benjamin to apply for loan. Dexter supported. Cotter abstained. Motion passed. A resolution was signed by appropriate Board members.

Other

Dunn reported that our 2015 unemployment rate has been reduced by ½% from 2.89 to 2.39.

We received a new grant of Tri-County Electric for \$5,000.00 for prevention funds.

Staff is working through Round 9 of foreclosure.

The hold up on EFSP funding funds was finally cleared. None of the 2014 money has been received.

Dunn reviewed a Continuum of Care report that she shared with the staff and congratulated them on positive management of HSMM Cases.

Dexter moved to adjourn. Fuller supported motion at 2:30 P.M.

**CONFIDENTIAL**

Housing Services Mid Michigan  
Board Report  
Month Ending January 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
Revenues	\$	\$	\$		
Interest Income	0.00	704.82	1,000.00	(295.18)	1,500.00
Contributed Services	0.00	0.00	0.00	0.00	0.00
Contributions - Unrestricted	211.40	2,194.70	2,000.00	194.70	3,000.00
Flex plan	0.00	0.00	500.00	(500.00)	750.00
Fundraising	0.00	6,654.70	10,000.00	(3,345.30)	15,000.00
HUD	19,919.00	131,435.00	121,308.00	10,127.00	181,962.00
MICAH	5,000.00	5,000.00	3,000.00	2,000.00	4,500.00
JHLPR	26,564.61	128,504.56	157,650.64	(29,146.08)	236,476.00
MSHDA	0.00	72,580.00	77,354.64	(4,774.64)	116,032.00
EFSP	0.00	19,477.00	25,969.36	(6,492.36)	38,954.00
HEART 900	0.00	6,301.00	4,966.64	1,334.36	7,450.00
HEART 900 Tenant co-pay	56.00	448.00	448.00	0.00	672.00
Tri-County	0.00	5,000.00	3,333.36	1,666.64	5,000.00
CRCF	0.00	15,000.00	10,000.00	5,000.00	15,000.00
HEART 1300	1,002.00	7,085.00	4,943.36	2,141.64	7,415.00
HEART 1300 Tenant co-pa	206.00	1,872.00	2,448.00	(576.00)	3,672.00
PSH 1400	3,663.00	40,266.00	35,266.00	5,000.00	52,899.00
PSH 1400 Tenant co-pay	122.00	2,240.00	3,832.00	(1,592.00)	5,748.00
OTHER Income	0.00	2,553.86	0.00	2,553.86	0.00
Project Connect Income	790.00	790.00	0.00	790.00	0.00
Adopt A Family Income	0.00	250.00	0.00	250.00	0.00
IDA	0.00	0.00	286.64	(286.64)	430.00
IDA Client payments	0.00	0.00	0.00	0.00	0.00
HEART 1800	0.00	0.00	3,189.36	(3,189.36)	4,784.00
HEART 1800 tenant co-pay	0.00	0.00	0.00	0.00	0.00
Section 8 funds	36,585.00	258,469.00	316,000.00	(57,531.00)	474,000.00
Section 8 Admin	3,605.00	28,217.00	28,000.00	217.00	42,000.00
Section 8 interest	0.00	76.70	56.64	20.06	85.00
Sect 8 Fraud Recovery	0.00	0.00	0.00	0.00	0.00
Eaton Co. United Way	3,004.50	9,013.50	8,173.36	840.14	12,260.00
NDC	0.00	0.00	0.00	0.00	0.00
NMS foreclosure	0.00	13,968.00	39,836.00	(25,868.00)	59,754.00

For Management Purposes Only



**CONFIDENTIAL**

Housing Services Mid Michigan  
Board Report  
Month Ending January 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
REACH Admin	819.31	1,625.83	0.00	1,625.83	0.00
REACH Tenant co-pay	250.00	2,482.00	3,168.00	(686.00)	4,752.00
Eaton County Counseling	3,750.00	10,000.00	10,000.00	0.00	15,000.00
DCH	12,599.00	28,396.75	28,331.36	65.39	42,497.00
NFMC Income	600.00	6,743.00	3,900.00	2,843.00	5,850.00
CAPR	25,670.76	180,669.79	210,000.00	(29,330.21)	315,000.00
SD Pool	0.00	0.00	0.00	0.00	0.00
SSVF Income	16,171.76	144,325.43	121,333.36	22,992.07	182,000.00
HEP Income	50.00	3,494.00	0.00	3,494.00	0.00
Links	0.00	0.00	4,000.00	(4,000.00)	6,000.00
CoC Planning Grant	9,705.00	14,849.00	6,737.36	8,111.64	10,106.00
<b>Total Revenues</b>	<b>170,344.34</b>	<b>1,150,686.64</b>	<b>1,247,032.08</b>	<b>(96,345.44)</b>	<b>1,870,548.00</b>
<b>Expenses</b>					
Overhead Expenses	37.25	1,657.77	4,666.72	(3,008.95)	7,000.00
Flex Plan Expenses	(226.00)	730.28	2,080.00	(1,349.72)	3,120.00
HUD Expenses	12,529.81	112,191.36	124,508.00	(12,316.64)	186,762.00
JHLPR Expenses	14,243.36	136,062.46	130,457.36	5,605.10	195,686.00
MSHDA Expenses	6,431.17	87,293.67	79,672.72	7,620.95	119,509.00
EFSP Expenses	0.00	14,801.37	25,969.28	(11,167.91)	38,954.00
HEART 900 Expenses	700.00	6,624.75	4,966.64	1,658.11	7,450.00
TRI COUNTY Exp.	922.00	7,815.34	3,333.36	4,481.98	5,000.00
CRCF Expenses	0.00	4,564.74	10,000.00	(5,435.26)	15,000.00
HEART 1300 Expenses	1,650.00	6,748.61	4,943.28	1,805.33	7,415.00
PSH Expenses	8,909.67	44,191.88	35,266.00	8,925.88	52,899.00
Other Expenses	945.54	8,555.49	6,666.64	1,888.85	10,000.00
IDA Expenses	0.00	67.83	286.64	(218.81)	430.00
HEART 1800 Expenses	0.00	0.00	9,567.36	(9,567.36)	14,351.00
Sec 8 Expenses	39,084.41	320,481.75	347,333.36	(26,851.61)	521,000.00
Eaton Cty UW Expenses	0.00	0.00	2,000.00	(2,000.00)	3,000.00
NDC Expenses	0.00	0.00	0.00	0.00	0.00

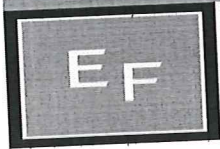
For Management Purposes Only

**CONFIDENTIAL**

Housing Services Mid Michigan  
Board Report  
Month Ending January 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
NMS Expenses	2,566.77	19,448.73	38,626.64	(19,177.91)	57,940.00
REACH Expenses	4,138.51	32,325.02	37,072.64	(4,747.62)	55,609.00
NMFC Expenses	1,189.60	10,322.15	0.00	10,322.15	0.00
CAPR Expenses	21,978.10	174,090.17	205,266.64	(31,176.47)	307,900.00
SSVF Expenses	11,428.10	139,989.77	118,920.00	21,069.77	178,380.00
HEP Expenses	608.85	4,312.60	840.00	3,472.60	1,260.00
Links Expenses	0.00	1,203.72	4,000.00	(2,796.28)	6,000.00
CoC Expenses	4,124.00	4,442.92	6,737.28	(2,294.36)	10,106.00
<b>Total Expenses</b>	<b>131,261.14</b>	<b>1,137,922.38</b>	<b>1,203,180.56</b>	<b>(65,258.18)</b>	<b>1,804,771.00</b>
<b>Unrestricted Cash</b>	<b>\$ 39,083.20</b>	<b>\$ 12,764.26</b>	<b>\$ 43,851.52</b>	<b>(31,087.26)</b>	<b>\$ 65,777.00</b>

Company: HOUSING SERVICES MID MICHIGAN



# EATON FEDERAL SAVINGS BANK

CONFIDENTIAL

Welcome to our Account Summary Page! Use this page to view all your Account balances. Click the underlined link to view Account Details.

## Account Summary

Information valid as of Monday, January 26, 2015 at 01:09 PM EST. Get the latest balances.

### Deposit Accounts

Description	Type	Account Number	Current Balance	Available Balance	More	Stmt
Checking	Checking	0160051505	109,842.21	109,842.21		
Checking	Checking	0160051091	84,502.76	84,502.76		
Checking	Checking	0165051351	102,834.93	102,834.93		
Checking	Checking	0115038663	1,752.65	1,752.65		
Checking	Checking	0115027971	55,436.65	55,436.65		
Checking	Checking	0104056769	10,813.93	10,813.93		
Savings	Savings	0100373637	24,168.18	24,168.18		
<b>Totals</b>			<b>389,351.31</b>			

### Other Accounts

Description	Type	Account Number	Current Balance	Available Balance	Stmt
Certificate of Deposit	Certificate of Deposit	0100040616	5,823.75	5,823.75	
Certificate of Deposit	Certificate of Deposit	0100041046	7,292.88	7,292.88	
Certificate of Deposit	Certificate of Deposit	0100040653	5,793.40	5,793.40	
Certificate of Deposit	Certificate of Deposit	0100041198	11,992.79	11,992.79	
Certificate of Deposit	Certificate of Deposit	0100040811	5,683.30	5,683.30	
Certificate of Deposit	Certificate of Deposit	0100040932	5,675.27	5,675.27	
Certificate of Deposit	Certificate of Deposit	0100040471	5,972.27	5,972.27	
Certificate of Deposit	Certificate of Deposit	0100040565	5,901.48	5,901.48	
Certificate of Deposit	Certificate of Deposit	0100040790	5,699.82	5,699.82	
Certificate of Deposit	Certificate of Deposit	0100041716	5,769.17	5,769.17	
Certificate of Deposit	Certificate of Deposit	0100040529	5,942.01	5,942.01	
Certificate of Deposit	Certificate of Deposit	0100042001	10,256.90	10,256.90	
Certificate of Deposit	Certificate of Deposit	0100040725	5,727.57	5,727.57	
Certificate of Deposit	Certificate of Deposit	0100040877	5,677.46	5,677.46	
Certificate of Deposit	Certificate of Deposit	0100040839	28,358.27	28,358.27	
<b>Totals</b>			<b>121,566.34</b>		

### Loan Accounts

Description	Account Number	Note Number	Interest Rate	Outstanding Principal	Payment Due Date	Payment Amount Due	More
Line of Credit	0180009236		03.250	0.00	02/01/2015	0.00	

6



CONFIDENTIAL

1170

**SUGAR MILL LIMITED  
DIVIDEND HOUSING ASSOCIATION**

P.O. BOX 517  
ALPENA, MI 49707  
PH. 989-354-2424

DATE December 31, 2014

9-91  
720-615

\$ 2281.05

PAY TO THE ORDER OF Neighborhood Doors Corporation

Deposit Account  
Number Only



Two Thousand Two Hundred and Eighty-One and 05/100 \*\*\*\*\* DOLLARS

**National City.**

National City, Bank of the Midwest  
Kalamazoo, Michigan

*Nancy A. Repte*

MP

FOR

⑆00001170⑆ ⑆072000915⑆ 98220239⑆

2

1168

**SUGAR MILL LIMITED  
DIVIDEND HOUSING ASSOCIATION**

P.O. BOX 517  
ALPENA, MI 49707  
PH. 989-354-2424

9-91615  
720

DATE December 31, 2014

PAY  
TO THE  
ORDER OF

Neighborhood Doors Corporation

\$ 7500.00

Seven Thousand Five Hundred and no/100\*\*\*\*\* DOLLARS

Security Features  
Check in Back

**National City.**

National City Bank of the Midwest  
Kalamazoo, Michigan

FOR

*Nancy A. Repte*

⑈00001168⑈ ⑆072000915⑆

98220239⑈

MP

CONFIDENTIAL

**CONFIDENTIAL**

0100

**Sugar Mill L.D.H.A.**

**Sugar Mill Apartments in Charlotte, MI**

2013 RETURN TO OWNER

Maximum amount authorized per Rural Development Loan Agreement and approved budget is \$22,569.00.

Distribution per Amended and Restated Limited Partnership Agreement

13.8.1 Summit Corporate Tax Credit Fund IV L.P. #5168	\$2500.00
13.8.2 Darwin Group LLC	\$0
13.8.3 KAP Investments, LLC #5168	\$7500.00
Neighborhood Doors Corporation #5168	\$7500.00
(Partnership management fee \$15,000 or cash balance split between partners)	
13.8.4 KAP Investments, LLC #3002	\$2281.05
Neighborhood Doors Corporation #3003	\$2281.05
(Incentive management fee 90% of remaining cash)	
13.8.6 Summit Corporate Tax Credit Fund IV LP #3001	<u>\$506.90</u>
Total Return to Owner Paid=	\$22,569.00
Paid by checks: 166,1167,1168,1169,1170,1171	
Dated 12/31/2014	
cjk	



**CONFIDENTIAL**

**Capital Region**  
**community foundation**  
*The Center for Charitable Giving*

Your fund information is available from 1/1/2013 to 1/13/2015

**Fund Statement for:** 809 - ECCF Housing Services Mid Michigan Endowment Fund ▼  
 From: 1/1/2014 To: 12/31/2014

**809 - ECCF Housing Services Mid Michigan Endowment Fund**

Net Assets Beginning 1/1/2014 \$35,085.83

**Additions** 835.00  
 Contributions - Nonspendable 508.38  
 Interest Income on Investments 593.95  
 Realized Gain (Loss) on Investments 935.15  
 Unrealized Gain (Loss) on Investments 935.15  
**Total Additions:** \$2,872.48

**Subtractions** 281.00  
 Foundation Administrative Fees 281.00  
**Total Subtractions:** \$281.00

Net Assets Ending 12/31/2014 \$37,677.31

	Beginning 1/1/2014	Activity	Ending 12/31/2014
<b>Net Assets</b> <a href="#">Show Details</a>			
Net Assets - Accumulated Earnings	\$8,565.83	\$1,756.48	\$10,322.31
Net Assets - Nonspendable	\$26,520.00	\$835.00	\$27,355.00
<b>Total Net Assets</b>	\$35,085.83	\$2,591.48	\$37,677.31

**Purpose of this Fund:** sub fund of Eaton County Community Foundation - an agency fund for the benefit of Housing Services for Eaton County 501(c)(3)

[Download Contributions List](#)

[Make a Grant Recommendation](#)

[Printer-friendly version](#)

**Contact Information**



**CONFIDENTIAL**

**Capital Region**  
**community foundation**  
*The Center for Charitable Giving*

Your fund information is available from 1/1/2013 to 1/13/2015

**Fund Statement for:**   
 From:  To:

**809 - ECCF Housing Services Mid Michigan Endowment Fund**

Net Assets Beginning 1/1/2015 \$37,677.31

**Additions** **Total Additions: \$0.00**

**Subtractions** 315.00  
 Foundation Administrative Fees **Total Subtractions: \$315.00**

Net Assets Ending 1/13/2015 \$37,362.31

	Beginning 1/1/2015	Activity	Ending 1/13/2015
<b>Net Assets</b> <a href="#">Show Details</a>			
Net Assets - Spendable	\$0.00	\$1,260.00	\$1,260.00
Net Assets - Accumulated Earnings	\$10,322.31	(\$1,575.00)	\$8,747.31
Net Assets - Nonspendable	\$27,355.00	\$0.00	\$27,355.00
<b>Total Net Assets</b>	<b>\$37,677.31</b>	<b>(\$315.00)</b>	<b>\$37,362.31</b>

**Purpose of this Fund:** sub fund of Eaton County Community Foundation - an agency fund for the benefit of Housing Services for Eaton County 501(c)(3)

[Download Contributions List](#)

[Make a Grant Recommendation](#)

[Printer-friendly version](#)

**Contact Information**

Name: Richard Comstock  
 Phone: 517/272-2870  
 Address: 330 Marshall Street, Suite 300






Department of Treasury  
Internal Revenue Service  
Ogden UT 84201-0074

Notice	CP156
Tax period	May 31, 2014
Notice date	December 22, 2014
Employer ID number	38-3245099
To contact us	Phone 1-877-829-5500 FAX 801-620-5555

Page 1 of 1

035291.361561.307494.10945 1 AT 0.406 373  


HOUSING SERVICES MID MICHIGAN  
% LEON MONROE PRESIDENT  
PO BOX 746  
CHARLOTTE MI 48813-0746



035291

## Reduction to credit for small employer health insurance premiums We applied the sequestration reduction rate to your credit

We received your Form 990-T, Exempt Organization Business Income Tax Return, and Form 8941, Credit for Small Employer Health Insurance Premiums, for the tax period May 31, 2014 claiming the Credit for Small Employer Health Insurance Premiums.

We reduced your credit based on the following:  
Pursuant to the requirements of the Balanced Budget and Emergency Deficit Control Act of 1985, as amended, certain automatic reductions take place as of October 1, 2014. These required reductions include a reduction to the refundable portion of the Small Business Health Care Tax Credit for certain small tax-exempt employers under Internal Revenue Code section 45R. As a result, the refundable portion of your claim will be reduced 7.3%. The sequestration reduction rate will be applied until the end of the fiscal year (September 30, 2015) or intervening Congressional action, at which time the sequestration rate is subject to change.

### Next Steps

If you haven't received your refund, you should receive it within 3-4 weeks as long as you don't owe other tax or debts we're required to collect.

### Additional information

- Visit [www.irs.gov/cp156](http://www.irs.gov/cp156).
- For tax forms, instructions, and publications, visit [www.irs.gov](http://www.irs.gov) or call 1-800-TAX-FORM (1-800-829-3676).
- For Exempt Organization information, visit [www.irs.gov/Filing/Charities-&-Non-Profits](http://www.irs.gov/Filing/Charities-&-Non-Profits)
- If a tax practitioner or someone else prepared your return, you may want to give them a copy of this notice. (If you have a power of attorney on file with us, a copy has been sent to him/her automatically.)

If you need assistance, please don't hesitate to contact us.



012320

UNITED STATES DEPARTMENT OF THE TREASURY

10-01  
000

K 931,055,500

Check No.



Pay to  
the order of

12 23 14 20092900 KANSAS CITY, MO  
000237143936 4034 36134915 I  
HOUSING SERVICES MID MICHIGAN  
% LEON MONROE PRESIDENT  
PO BOX 746  
CHARLOTTE MI 48813 0746

4034 36134915  
00002014342290

\*\*\*\*\*2357\*36

VOID AFTER ONE YEAR

REGIONAL DISBURSING OFFICER



HOUS OGDEN 05/2014 F-990T REF 34

⑈40348⑈

⑆000000518⑆ 361349153⑈ 051214

1600  
refund

UNITED STATES DEPARTMENT OF AGRICULTURE  
 RURAL DEVELOPMENT  
 ANNUAL STATEMENT OF LOAN ACCOUNT

SAVE THIS INFORMATION  
 FOR INCOME TAX PURPOSES

CASE NUMBER 26-023-\*\*\*\*\*5099 FINAL YEAR OF LOAN 2044 AMOUNT OF LOAN 177,500.00  
 FUND CODE 97 LOAN NUMBER 01 DATE OF LOAN 05/04/04 INTEREST RATE 04.3750

DESCRIPTION	ADVANCES	INTEREST	PRINCIPAL	TOTAL	T	INTEREST RATE	EFFECTIVE DATE
BEGIN LOAN BALNCE		508.99	157,275.10	157,784.09			010114
PAYMENT		584.39	205.20	789.59	R	04.3750	010414
PAYMENT		583.64	205.95	789.59	R	04.3750	020414
PAYMENT		526.46	263.13	789.59	R	04.3750	030414
PAYMENT		581.89	207.70	789.59	R	04.3750	040414
PAYMENT		562.37	227.22	789.59	R	04.3750	050414
PAYMENT		580.27	209.32	789.59	R	04.3750	060414
PAYMENT		560.81	228.78	789.59	R	04.3750	070414
PAYMENT		578.65	210.94	789.59	R	04.3750	080414
PAYMENT		577.86	211.73	789.59	R	04.3750	090414
PAYMENT		558.46	231.13	789.59	R	04.3750	100414
PAYMENT		576.22	213.37	789.59	R	04.3750	110414
PAYMENT		556.86	232.73	789.59	R	04.3750	120414
TOTAL LOAN PMTS		6,827.88	2,647.20	9,475.08			
TOTAL PAID ON ALL LOANS THIS YEAR		6,827.88	2,647.20	9,475.08			

CONFIDENTIAL

LOAN ACTIVITY	0.00	6,827.88	2,647.20	9,475.08
LOAN BALANCE	UNPD INTEREST	500.43 **	UNPD PRIN	154,627.90 **
NXT AMT DUE	9,475.00	DATE DUE	050415	
PAYMENT STATUS	ON SCHEDULE	INT PAID	6,827.88	
ALL LOAN ACTIVITY	0.00	6,827.88	2,647.20	9,475.08
BORR BAL	UNPD INTEREST	500.43	UNPD PRIN	154,627.90

RECIPIENT'S/LENDER'S name, street address, city or town, state or province, country, ZIP or foreign postal code, and telephone number  
 USDA RURAL DEVELOPMENT  
 PHONE# (314) 457-4310  
 4300 GOODFELLOW BLVD FC-1332  
 ST. LOUIS, MO 63120

\*CAUTION: The amount shown may not be fully deductible by you. Limits based on the loan amount and the cost and value of the secured property may apply. Also, you may only deduct interest to the extent it was incurred by you, actually paid by you, and not reimbursed by another person.

OMB NO. 1545-0901  
**2014**  
 Form 1098

CORRECTED (if checked)  
**Mortgage Interest Statement**

RECIPIENT'S federal identification no. 431757115  
 PAYER'S social security number \*\*\*\*\*5099

- 1 Mortgage interest received from payer(s)/borrower(s)\* \$ 0.00
- 2 Points paid on purchase of principal residence \$
- 3 Refund of overpaid interest \$
- 4
- 5 IRS FORM 1098 DOES NOT APPLY TO YOUR LOAN TYPE. PLEASE SEE IRS INSTRUCTIONS.

PAYER'S/BORROWER'S name, street address, city or town, state or province, country, and ZIP or foreign postal code  
 HSG SVCS EATON CO 26-705  
 319 S. COCHRAN AVE  
 P.O. BOX 746  
 CHARLOTTE MI 48813

**COPY B FOR PAYER/BORROWER**  
 The information in boxes 1, 2, 3, and 4 is important tax information and is being furnished to the Internal Revenue Service. If you are required to file a return, a negligence penalty or other sanction may be imposed on you if the IRS determines that an underpayment of tax results because you overstated a deduction for this mortgage interest or for these points or because you did not report this refund of interest on your return.

Account number (see instructions)  
 26023\*\*\*\*\*509997 01

## December 2014

Total Adults	63	
Total Children	64	
Intakes	46	47%
Number of "No Shows"	14	14%
Rescheduled	9	9%
Cancelled	5	5%
File Updates	12	12%
Foreclosure Follow Ups	6	6%
Budgeting Only	0	0%
SOAR	0	0%
Inspections	2	2%
Mediations	0	0%
Veterans	4	4%
Total Appointments	98	100%
Total Payments	23	

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bellevue				0%
Charlotte	14	18	19	30%
Dimondale				0%
Eaton Rapids	3	5	3	7%
Hastings	1	1	0	2%
Grand Ledge	3	3	5	7%
Lansing	9	13	9	20%
Delta Twp(489)	3	5	3	7%
Mulliken	2	2	5	4%
Nashville				0%
Olivet				0%
Other	4	7	7	9%
Pottersville	4	5	8	9%
St. Johns	1	1	0	2%
Sunfield				0%
Vermontville	2	3	5	4%
Totals	46	63	64	100%

STATUS						
H	E	F	R	T	O	Total
						0
4	1	1	8	0	0	14
						0
0	2	0	1	0	0	3
1						1
0	1	0	1	1		3
2	3	1	3	0	0	9
0	1	1	1	0	0	3
1	0	0	1	0	0	2
						0
						0
0	1	1	1	1	0	4
1	2	0	1	0	0	4
1	0	0	0	0	0	1
						0
1	0	1	0	0	0	2
11	11	5	17	2	0	46

CLIENT EMERGENCY STATUS		
Homeless	11	24%
Eviction	11	24%
Relocation	17	37%
Foreclosure	5	11%
Back Property Taxes	2	4%
Other	0	0%

CLIENT PAYMENTS		
Client Paid	\$10,585.43	47%
Leveraged Funds	\$6,184.74	28%
HSM	\$5,694.33	25%
Total Payments Made	\$ 22,464.50	100%

Director's Report December 2014

**Meetings**

Continuum of Care Clinton Co- no meeting, Eaton-Denise

Strategies/Grants- X1- looking at the changes ESG will impose next year

CQI—no meeting

SSVF – team meetings X 2

Held a homebuyers lender referral class for 2 households

Project Resource Connect meetings X2- will be held on January 27, 2015 (Christie)

CAPR and JHLPR- contract changes meeting

AmeriCorps supervisory meeting

**Training**

**Grants**

Monthly invoicing – REACH-to DCH, ESG, HUD, CAPR, JHLPR, SSVF, Section 8, and Eaton Counseling Center

SSVF monthly roll-up

Worked on the AHAR-annual homeless report

**Performance Objectives**

Collected information to use for the reporting tool

**Presentations**

**Fundraising-** Adopt a Family- sponsors assisted 45 households

**Donations – see attached**

January 2015

Total Adults	57		
Total Children	53		
Intakes	48		40%
Number of "No Shows"	11		9%
Rescheduled	15		12%
Cancelled	11		9%
File Updates	27		22%
Foreclosure Follow Ups	4		3%
Inspections	5		4%
Veterans	12		10%
Total Appointments	121		110%
Total Payments	12		

CLIENT EMERGENCY STATUS		
Homeless	11	23%
Eviction	13	27%
Relocation	18	38%
Foreclosure	5	10%
Back Property Taxes	1	2%
Other	0	0%

CLIENT PAYMENTS		
Client Paid	\$1,874.40	19%
Leveraged Funds	\$2,817.18	28%
HSMM	\$5,262.00	53%
Total Payments Made	\$ 9,953.58	100%

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bellevue	2	3	0	4%
Charlotte	16	20	15	33%
Dimondale	1	1	2	2%
Dowling	3	3	5	6%
Eaton Rapids	3	3	4	6%
Hastings	1	1	0	2%
Grand Ledge	4	4	6	8%
Lansing	3	3	2	6%
Delta Twp(48917)	10	12	13	21%
Middleville				0%
Mulliken				0%
Nashville				0%
Olivet	1	1	2	2%
Ovid	1	3	2	2%
Pottersville	2	2	2	4%
St. Johns				0%
Sunfield	1	1	0	2%
Vermontville				0%
Totals	48	57	53	100%

H	E	F	STATUS			Total
			R	T	O	
	1			1		2
6	1		1	8		16
				1		1
			2		1	3
				2		3
						1
						4
			1	1		3
						3
						10
				3		0
						0
						0
			1			1
						1
						1
						0
						1
						0
11	13		5	18	1	48

Director's Report January 2015

**Meetings**

Continuum of Care Clinton Co- Courtney attended, Denise- Eaton

Strategies/Grants- no meeting

COI – prepared for the Point In Time County

SSVF – team meetings X 2

Held a homebuyers lender referral class for 2 households

Project Resource Connect meetings X3- will be held on January 27, 2015 (Christie)  
Region 7- no meeting

Interviewed for an administrative assistant

Financial Capabilities marketing plan meeting (Sandra, Christie, Anna, and Denise)

**Training**

**Grants**

Monthly invoicing – REACH-to DCH, ESG, HUD, CAPR, JHLPR, SSVF, Section 8, and Eaton  
Counseling Center

SSVF monthly roll-up

Filed our SPDAT (an assessment tool required by MSHDA) implementation plan

NFMC (foreclosure funds) 1<sup>st</sup> Quarter report

Was able to successfully get us from the call in system- HUD funds into the new eloccs system-  
Bob has his user ID and password now so he can recertify me in the new system.

**Performance Objectives**

Collected information to use for the reporting tool

**Presentations**

Project Resource Connect 128 participants - 69 households

**Fundraising-**

Golf outing- started preparing the flyers, collecting data for the fact sheet, sent a sponsorship  
request to MSUFCU and asked Eaton Federal to sponsor the outing again, both said yes- MSU  
FCU sent \$350 for breakfast and Eaton Federal was invoiced for \$2500.

**Donations – see attached**

*Donation Log Dec 14 & Jan 15*

12/1/2014 Bed Bath and Beyond #610	General Household Items	\$1,017.68	
12/5/2014 Bed Bath and Beyond #610	General Household Items	\$639.73	
12/12/2014 Bed Bath and Beyond #610	General Household Items	\$511.89	
12/19/2014 Bed Bath and Beyond #610	General Household Items	\$1,934.04	\$4,103.34
1/5/2015 Bed Bath and Beyond #610	General Household Items	\$1,396.70	
1/9/2015 Bed Bath and Beyond #610	General Household Items	\$1,754.46	
1/16/2015 Bed Bath and Beyond #610	General Household Items	\$2,559.28	
1/23/2015 Bed Bath and Beyond #610	General Household Items	\$1,732.96	
1/30/2015 Bed Bath and Beyond #610	General Household Items	\$1,784.52	\$9,227.92



**DATE:** December 9, 2014  
**TO:** Directors, Housing Services for Eaton County  
**FROM:** Nominating Committee Chairperson Sean Cotter  
**RE:** Director and Officer Nominations for the Annual Meeting 2015

The following Directors' terms expire in February 2015:

Janice Land
Michael Blau
Nicole Shannon
Tom Reich

A nomination needs to be made to elect all of the above members to a term ending February 2018.

The following Directors are placed in nomination to serve as Officers for the following year with their terms expiring in February 2015:

- President
- Vice President
- Secretary
- Treasurer

Nominations for the above Officer positions will be accepted from the floor. A motion needs to be presented to elect the Officers for a one-year term ending in February 2015.

February 2016	February 2017	February 2018
Robert Brown	Leon Monroe	
Tom Fuller	Karen Hathon	
Sean Cotter	James Dexter	
Dar Benjamin	Sue Hoffman	

**HOUSING SERVICES MID MICHIGAN  
CONFLICT OF INTEREST DISCLOSURE FORM**

By my signature below, I certify that:

1. I will serve Housing Services Mid Michigan as a whole, rather than only serving a special interest group, constituency, or service provider.
2. I will avoid even the appearance of a conflict of interest that might embarrass the agency and jeopardize the credibility of the funds allocation process.
3. I will maintain independence and objectivity and do what a sense of fairness, ethics, and person of integrity dictate, even though not necessarily obligated to do so by law.
4. I will never accept (or offer) bribes from (or to) anyone who is funded by or doing business with the agency, or anyone seeking funding by or business with the agency. Donations made to support the activities of service providers of consumer organizations are not considered bribes.
5. I have read and understand Housing Services Mid Michigan's Code of Conduct and will abide by it.
6. As such, if any possible conflict of interest exists, I am declaring that relationship here (attach additional sheets if necessary):
7. Where no conflict exists, I hereby acknowledge that I understand if in the future one becomes to exit, I will notify the Board of Directors immediately.

---

Name

---

Affiliation/Title of Position

---

Period of Affiliation

Nature of the Conflict (check N/A or describe)

N/A \_\_\_\_\_ or,

---

---

---

---

Signature



# HOUSING SERVICES MID MICHIGAN

15th Annual Charity Golf Outing

Proudly sponsored by

## Eaton Federal Savings Bank

Friday, May 29th, 2015 • 9:00 am Shotgun Start

Hosted by: Centennial Acres Golf Course



**Luncheon Sponsorship**  
Available at \$350.00 each



**Golf Cart Sponsorship**  
Available at \$2000.00



**Breakfast Sponsorship**  
Available at \$275.00 each



**Printing Sponsorship**  
Available at \$129.00 each



**Hole/Tee Sponsorship**  
Available at \$199.00 each



**Contest Sponsorship**  
Available at \$99.00 each

Please make checks Payable to "HSMM":

*Potential sponsors, please try to return sponsorship fees ASAP to maximize the publicity for your company.*

You can sign up or donate on our website: [www.hsmidmichigan.org](http://www.hsmidmichigan.org) or

Mail to: HSMM Golf Outing, PO Box 746, Charlotte MI 48813

*Tax receipts sent under separate cover following golf outing*

Please CALL 517-541-1180 with any questions, FAX: 517-541-0269, or EMAIL: [hsmminfo@hsmidmichigan.org](mailto:hsmminfo@hsmidmichigan.org)

**Please Print** the Names and Addresses of Your Team's Players

Name	Name
Address	Address
Phone/Email	Phone/Email
Name	Name
Address	Address
Phone/Email	Phone/Email

Company/Team Name \_\_\_\_\_ Phone \_\_\_\_\_

Primary Contact \_\_\_\_\_ E-mail: \_\_\_\_\_

Single Golfer @\$70.00 = \$ \_\_\_\_\_ \$260.00/Team of 4 = \$ \_\_\_\_\_  
*(Each golfer's entry includes: 18 holes of golf with a cart, all hole contests, continental breakfast, and the all-day barbeque)*

Any Sponsorships (from above list) = \$ \_\_\_\_\_ *(All sponsorships are tax deductible)*  
*Please try to return sponsorship fees before May 8th, 2015 to allow for sign production.*

**Package Deal: Sponsor a team of 4 and a tee for \$ 375.00! = \_\_\_\_\_**

Artwork or logo for sponsor sign enclosed?  YES  NO If No, a general sign with your name will be provided.

I will not be able to play or sponsor this year,  
but I would be pleased to help out by:

- Provide Golfer "Goodie Bags" (72 sets)
- Donate Prize/s (Will mail or drop off to you)
- Make a tax-deductible donation \$ \_\_\_\_\_

Principals

Dale J. Abraham, CPA  
Michael T. Gaffney, CPA  
Steven R. Kirinovic, CPA  
Aaron M. Stevens, CPA  
Eric J. Glashouwer, CPA  
Alan D. Panter, CPA  
William I. Tucker IV, CPA



**ABRAHAM & GAFFNEY, P.C.**  
Certified Public Accountants

3511 Coolidge Road  
Suite 100  
East Lansing, MI 48823  
(517) 351-6836  
FAX: (517) 351-6837

*signed  
& returned  
1/12/2015*

January 7, 2015

Ms. Denise Dunn, Executive Director  
Housing Services Mid Michigan  
319 S. Cochran  
P.O. Box 746  
Charlotte, MI 48813

Dear Denise:

We are very pleased that Housing Services Mid Michigan has selected Abraham & Gaffney to perform the audit of the financial statements for the years ending May 31, 2015 through 2017. Please find enclosed two (2) copies of the proposed engagement letter that will serve as the agreement between Abraham & Gaffney, P.C. and Housing Services Mid Michigan to provide audit services. If the terms are acceptable, the engagement letters can be signed with one (1) copy being returned to us.

Thank you for the opportunity to continue to provide services for Housing Services Mid Michigan. Please feel free to call or e-mail me if you should have any questions.

Sincerely,

*Aaron M. Stevens*

AARON M. STEVENS, CPA  
Principal

Enclosures



*accepted  
12/22/14*

Maner Costerisan PC  
2425 E. Grand River Ave.  
Suite 1  
Lansing, MI 48912-3291  
T: 517 323 7500  
F: 517 323 6346  
www.manercpa.com

November 21, 2014

Denise M. Dunn, Executive Director  
Housing Services Mid Michigan  
319 S. Cochran  
Charlotte, Michigan 48813

Dear Ms. Dunn:

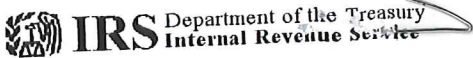
Thank you for the opportunity to work again with your organization. Please see below for our quote regarding the year end reconciliation, review and adjustment of specific general ledger accounts for accruals. These services will include assisting in the preparation of post-closing entries, researching balancing problems, and preparing working trial balances for the auditors.

Year end audit support services \$3,750

If you should have any question concerning the above information, please feel free to contact me at 517-886-9584. Thank you for your consideration.

Sincerely,

  
James R. Dedyne, CPA  
Principal



OGDEN UT 84201-0038

In reply refer to: 0438189347  
Dec. 04, 2014 LTR 4399C 1  
38-3245099 201305 34

00043644  
BODC: TE

HOUSING SERVICES MID MICHIGAN  
% LEON MONROE PRESIDENT  
PO BOX 746  
CHARLOTTE MI 48813-0746

*Sent  
out  
12/30/14*

Taxpayer Identification Number: 38-3245099  
Tax Period(s): May 31, 2013

Form: 990T

Dear Taxpayer:

Thank you for your inquiry of Sep. 30, 2014.

We received Form 8941 for 990-T and cannot process your request as filed. In order for us to process your request we also need a completed Form 990-T. We have included a copy of what you filed. You can resubmit your Form 8941 along with your Form 990-T.

If you have any questions about this letter, please write us at the address shown on this letter or, you may call 1-877-829-5500 toll-free.

Whenever you write, please include your telephone number and the best time for us to call, in case we need additional information.

Telephone Number (\_\_\_\_) \_\_\_\_\_ Hours \_\_\_\_\_



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

Dear Executive Director:

**SUBJECT: 2015 Mainstream 5 Year Program Renewal Awards**


The Consolidated and Further Continuing Appropriations Act, 2015, (the Act) (P.L. 113-235), signed by the President on December 16, 2014 provides the 2015 Appropriations for the Department of Housing and Urban Development, including appropriations for renewals of Mainstream 5 Year (MS5) programs. The purpose of this letter is to advise public housing agencies (PHAs) of important information regarding the MS5 program renewal allocations.

The calendar year (CY) 2015 renewal funding for your MS5 program, similar to CY 2014, will be based on actual, eligible MS5 Housing Assistance Payments (HAP) expenses incurred during CY 2014, and as reported by your PHA in the Voucher Management System (VMS). In order for HUD to allocate funds promptly now that appropriations are enacted, PHAs are advised that **the deadline for submitting all CY 2014 VMS data and revisions for the MS5 program for purposes of funding allocations will be January 22, 2015, the due date for the December 2014 submissions.** Please provide this notification to your staff members or representative(s) accountable for MS5 VMS reporting.

PHAs should be aware that changes to prior months' data may require the HUD Financial Analyst to review data that fail hard edits in VMS; therefore, HUD recommends that PHAs start reporting changes immediately to ensure that all MS5 actual expenses in CY 2014 are accurately reflected in VMS. Please note that some PHAs have reported problems when they attempt to submit prior month corrections (PMC) to the Voucher Management System. This may be due to compatibility problems between browsers. As a reminder, users are advised to use only Internet Explorer when accessing HUD Systems to input data. Additionally, attached are detailed instructions to resolve compatibility problems for both Internet Explorer 10 and Internet Explorer 11.

If you should have any questions, please contact your assigned Financial Analyst (FA) at the Financial Management Center (FMC).

Sincerely,

  
Milan M.  
Ozdinec  
Signature  
Valid

Digitally signed  
by Milan M.  
Ozdinec  
DN: cn=Milan M.  
Ozdinec, c=US

Milan Ozdinec  
Deputy Assistant Secretary  
Office of Public Housing and Voucher  
Programs

Enclosure

12/8/2014

FW: National Mortgage Settlement (NMS) - Electronic Funds Transfer(EFT) Confirmation

## FW: National Mortgage Settlement (NMS) - Electronic Funds Transfer(EFT) Confirmation

From: Anderson, Jacinda (MSHDA)  
Sent: Mon, Dec 8, 2014 at 12:39 pm  
To: ddunn@housingservicesec.org  
Cc: Lawson, Karen (MSHDA)

---

### **NATIONAL MORTGAGE SETTLEMENT (NMS) Counseling Funds – EFT Funding Notification**

MSHDA transmitted NMS funds to your agency on Friday, December 5, 2014.

Please note that funds can take a minimum of (5) business days to arrive via the Electronic Funds Transfer (EFT) process.

This is to confirm that funds in the amount of \$13,968 have been approved.

Total EFT Disbursement = \$13,968

Component Activity = \$12,146

AmeriCorps Match = \$0

Admin Costs = \$1,822

If you have questions please feel free to contact me.

Tara Gilman  
Homeownership Division  
Michigan State Housing Development Authority (MSHDA)





# Supportive Services for Veteran Families (SSVF) Fiscal Year 2014 Grant Closeout Certification

**I. Purpose**

The purpose of this document is to: (a) provide the grantee with a Fiscal Year 2014 Closeout Certification, (b) provide an overview of the Federal Financial Reporting requirements; and (c) provide a summary of the annual outcomes pertaining to the grant. *This document is provided for informational purposes only; no response is required.*

**II. Reporting Requirements**

In addition to monthly and quarterly report submissions that grantees have submitted throughout the grant term, SSVF grantees are required to submit the Federal Financial Report (SF-425). Grantees may complete this report within the HHS Payment Management System. Instructions can be found within the Program Requirements and Reporting section of the SSVF University website. Under 38 CFR § 62.71, grantees are required to comply with VA reporting procedures.

**III. Audits and Monitoring**

SSVF grantees are required to comply with OMB Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations". SSVF grantees that expend \$500,000 or more in a year in federal awards must have an independent audit conducted in accordance with OMB Circular A-133. If a grantee expends less than \$500,000 per year in federal awards, it is exempt from the audit requirements for that year. However, records must be available for review or audit by VA, the VA Financial Services Center and/or the U.S. Government Accountability Office (GAO).

**IV. 38 CFR§ 62.80 - Withholding, suspension, deobligation, termination, and recovery of funds by VA**

The SSVF Program Office will recapture all funds that are not expended for eligible activities by the end of grant agreement. Additionally, VA will deobligate any unexpended or undrawn funds. Recapture and/or deobligation occurs within 90 days after grantee receives this certification, at which time SSVF and HHS will close out accounts.

## Grantee Closeout Certification

**Grantee Name:** Housing Services for Eaton County

**Grantee Number:** 14-MI-224

The Grantee hereby certifies that: (1) the grant as described in the approved grant agreement has been performed in accordance with the terms and conditions of the executed SSVF Grant Agreement; and (2) the amounts below are accurate and can be supported by the VA-approved reports and other SSVF related documents.

<b>Grant amount authorized:</b>	\$ 178,380.00
<b>Grant amount expended:</b>	\$ 178,380.00
<b>Balance of grant funds to be deobligated:</b>	\$ 0.00

*(These remaining funds will be deobligated by VA in order for the funds to be returned to the U.S. Treasury.)*

**Grant Summary for Fiscal Year 2014**

<b>Households Served</b>	<b>Projected</b>	<b>Actual</b>
	100	59
<b>Budget</b>	<b>Percent Expended</b>	
Extension <input type="checkbox"/> <input checked="" type="checkbox"/> Yes      No	100%	
<b>Consumer Survey Compliance</b>		
Compliant		
<b>Monitoring Outcome</b>		
MIP		

**Reference**

**Consumer Survey Compliance**

Grantee has distributed the SSVF electronic survey to SSVF clients.

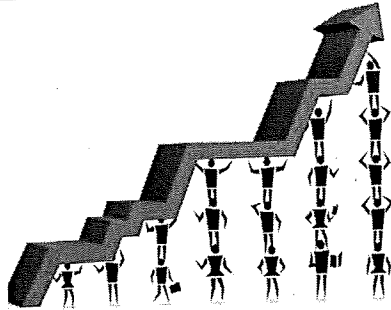
**Monitoring Outcome:**

CAP – if in the above monitoring outcome section you received a CAP, then a Corrective Action Plan was assigned due to findings during annual review.

MIP – if in the above monitoring outcome section you received a MIP, then a Management Improvement Plan was recommended as a guide for program improvement.

PASS – if in the above monitoring outcome section you received a PASS, then no findings or concerns were identified during your annual review.

# MAXIMIZING TRAINING AND OUTREACH OPPORTUNITIES



The Office of Housing Counseling's Office of Outreach and Capacity Building coordinated outreach to more than 6,800 stakeholders in Fiscal Year 2014 through stakeholder meetings and training webinars, more than doubling participation from Fiscal Year 2013. The Office of Housing Counseling's *ListServ* and *The Bridge* subscribers increased to 12,806 by the end of September 2014.

The Office produced training webinars for housing counseling stakeholders with overall attendance exceeding 5,200 participants. The Office partnered with HUD colleagues in the Federal Housing Administration, the Office of the Chief Information Officer, and Center for Faith-Based and Neighborhood Partnerships. The Consumer Financial Protection Bureau also partnered with the Office to educate housing counselors about the bureau's programs.

The January 30, 2014 webinar, *First Look at the New Form HUD-9902 Housing Counseling Agency Activity Report* was the top viewed training session with 940 participants. The webinar provided housing counselors with an introduction to the new Form HUD-9902 which was implemented October 1, 2014.

One housing counseling agency representative described to her HUD Point of Contact how her agency hosts monthly *Lunch and Learn* training sessions where the agency gathers all housing counselors to review archived OHC trainings.

How does your housing counseling agency maximize training and outreach resources? Send *The Bridge* a brief write-up and pictures of your agency or network training activities for an upcoming issue on training in FY2015!

## 22 New Housing Counseling Agencies Become HUD Approved



### HUD APPROVAL AS A HOUSING COUNSELING AGENCY

The U. S. Department of Housing and Urban Development approves the following named entity as a Local Housing Counseling Agency. The entity has:

- (1) met the Department's initial approval criteria and
- (2) submitted an acceptable housing counseling work plan to serve its target community.

In the Office of Outreach and Capacity Building, a team of 12 Housing Specialists reviewed 52 new applications from housing counseling agencies seeking to become HUD approved.

The Office of Housing Counseling approved 22 new agencies including Local Housing Counseling Agencies, Multi State Organizations, and Intermediaries.

The approval process consisted of reviewing the minimum requirements described in HUD's housing counseling regulation 24 CFR 214 and in Handbook 7610.1 Rev described in Chapter 2 and in the application Form HUD 9900.

### Improving the Approval Process

The Office improved the process by having staff available to interact with potential applicants prior to submitting their application. The potential applicant would send an email to [housing.counseling@hud.gov](mailto:housing.counseling@hud.gov) and request an appointment with an application advisor who assisted the agency with questions relating to their application and the approval process.

This appointment saves time and resources for both the agency and the Office of Housing Counseling by informing the applicant if there is a reasonable opportunity to be approved based on the criteria.

For further information on HUD's application approval process please review the [Instructions for Agency's Submitting Applications to HUD for Approval](#).

1/16/2015

Eaton County (All) - Eaton County- All categories marked as Useable/ Not Useable

## Eaton County (All) - Eaton County- All categories marked as Useable/ Not Useable

From: HUD HDX

Sent: Thu, Jan 15, 2015 at 3:15 pm

To: Denise Dunn

Cc: lisa\_setrakian@abtassoc.com, ddunn@hs-mm.org, rmadigan@mihomeless.org

Thank you for contributing data to the 2014 Annual Homeless Assessment Report (AHAR). Annual Homeless Assessment Report (AHAR). The usability of your data has been assessed by the AHAR team. The assessment focuses on the accuracy and reliability of the data—reflected primarily by your HMIS-bed coverage rates, bed utilization rates, and discussions with your community

Based on this assessment, the status of your data is described at the bottom of this message.

A community with "Usable" data in any of the categories marked as "Reporting" is considered a participant in the 2014 AHAR. If you have any questions regarding the use of your data or how the data were assessed, please contact your AHAR data collection team member.

Also, we appreciate your feedback on the AHAR data collection process and your views on the information reported in the AHAR. Please take this short anonymous survey to help us improve future AHARs:

<http://survey.abtassociates.com/s/post-AHAR-survey/>

The HDX contains numerous reports based on the data you submitted. We encourage you to make the most of your AHAR participation by sharing these reports with others in your community.

If you would like to request HMIS technical assistance, please submit a request at:

<http://www.hudhre.info/index.cfm?do=tarrs.actMakeTARrequest>

1. Emergency Shelters for Families - Reporting - Useable
2. Emergency Shelters for Individuals - Reporting - Useable
3. Transitional Housing for Families - Reporting - Useable
4. Transitional Housing for Individuals - Reporting - Useable
5. Permanent Supportive Housing for Families - Reporting - Useable
6. Permanent Supportive Housing for Individuals - Reporting - Useable
7. Summary of the reporting categories - Reporting - Useable

32



**Eaton County Continuum of Care  
Funding Recipient Program Performance Report**

Agency/Program Name: Housing Services Mid Michigan - HEART 2

Report Period: 2/1/2014 to 10/31/2014      Program (Grant) Year: 2/1/2014 to: 1/31/2015

Submitted By: Denise Dunn      Date: December 8, 2014

**Section I: Program Description:** Provide a short synopsis (3 - 5 sentences) of program services that includes the target population(s) and total number of clients to be served (based on current funding contract).

Permanent supportive project that serves 1 family per year. Over the first 9 months of this grant year we have served 1 family with 3 people who are currently on the program.

**Section II: Funding Allocation and Spend-down:** Enter the funding amount allocated for the current grant period and the total dollars spent, year-to-date, from the beginning of the current grant period to the end-date of this report.

Funding Amount:	Funds Expended YTD:	% of Funds Expended
7,415	4,797.13	65%

**Section III: Program Performance during Report Period:** Enter applicable information for A-E below, using the HMIS (ART) reports *indicated* in each left column cell. All programs should report items A-D; ES programs report items A-E; PSH programs report items A-D & F.

A. <u>Total Unique Clients Served To-Date</u> (#1 Count Report - All Clients version if prevention services):	3	
B. <u>Total Positive Housing Destinations</u> (Discharge Destination report): 1-HH	#	%
	0	
C. <u>Clients Employed at Exit</u> (Exit Income Outcomes Report):	#	%
	0	0%
D. <u>Clients with Increased Income at Exit</u> (Exit Income Outcomes Report):	#	%
	0	
E. <u>Emergency Shelter Recidivism</u> (2. ESG Dash Board Report LOS & Recidivism ES - By Agency report):	#	%
	n/a	
F. <u>PSH Clients Who Retained Housing for 7 Months or More</u> (3. ESG Dash Board LOS - Retention in PSH by Provider Agency report):	#	%
	3	100%

**Section IV: Program Comments/Elaboration/Corrective Action (if needed):** Add comments of interest for review by the CoC. State corrective action steps if any of the performance measures above need improvement.



**Eaton County Continuum of Care  
Funding Recipient Program Performance Report**

Agency/Program Name: Housing Services Mid Michigan-Permanent Supportive Housing Program

Report Period: 2/1/2014 to 10/31/2014 Program (Grant) Year: 2/1/14 to 1/31/15

Submitted By: Denise Dunn

Date: December 8, 2014

**Section I: Program Description:** Provide a short synopsis (3 - 5 sentences) of program services that includes the target population(s) and total number of clients to be served (based on current funding contract).

This is a permanent supportive housing program that provided 11 single disabled adults with monthly leasing assistance and supportive services during the first 9 months of this grant. The participants pay 30% of their income into a supportive services fund which can be used for a variety of services including adding in participants in the future.

**Section II: Funding Allocation and Spend-down:** Enter the funding amount allocated for the current grant period and the total dollars spent, year-to-date, from the beginning of the current grant period to the end-date of this report.

Funding Amount:	Funds Expended YTD:	% of Funds Expended
52,899	33,870.07	64%

**Section III: Program Performance during Report Period:** Enter applicable information for A-E below, using the HMIS (ART) reports *indicated* in each left column cell. All programs should report items A-D; ES programs report items A-E; PSH programs report items A-D & F.

A. <u>Total Unique Clients Served To-Date</u> (#1 Count Report - All Clients version if prevention services):	11	
B. <u>Total Positive Housing Destinations</u> (Discharge Destination report): 1 out of 3 that exited 1- death, 1-jail, 1-disappeared	#	%
	1/3	33
C. <u>Clients Employed at Exit</u> (Exit Income Outcomes Report):	#	%
	0	0
D. <u>Clients with Increased Income at Exit</u> (Exit Income Outcomes Report): 1- Increased benefits	#	%
	1/3	33
E. <u>Emergency Shelter Recidivism</u> (2. ESG Dash Board Report LOS & Recidivism ES - By Agency report):	#	%
	n/a	
F. <u>PSH Clients Who Retained Housing for 7 Months or More</u> (3. ESG Dash Board LOS - Retention in PSH by Provider Agency report):	#	%
	9/11	82

**Section IV: Program Comments/Elaboration/Corrective Action (if needed):** Add comments of interest for review by the CoC. State corrective action steps if any of the performance measures above need improvement.



## Eaton County Continuum of Care Funding Recipient Program Performance Report

Agency/Program Name: Housing Services Mid Michigan-HEART 1

Report Period: 2/1/2014 to 10/31/2014      Program (Grant) Year: 2/1/2014 to: 1/31/2015

Submitted By: Denise Dunn      Date: December 8, 2014

**Section I: Program Description:** Provide a short synopsis (3 - 5 sentences) of program services that includes the target population(s) and total number of clients to be served (based on current funding contract).

The project is permanent supportive housing where the participant pays 30% of their income to HSMM and the project pays 100% of the rent to the landlord. To date 1 family with 3 people who are currently housed.

**Section II: Funding Allocation and Spend-down:** Enter the funding amount allocated for the current grant period and the total dollars spent, year-to-date, from the beginning of the current grant period to the end-date of this report.

Funding Amount:	Funds Expended YTD:	% of Funds Expended
7,450	5,066.66	68%

**Section III: Program Performance during Report Period:** Enter applicable information for A-E below, using the HMIS (ART) reports *indicated* in each left column cell. All programs should report items A-D; ES programs report items A-E; PSH programs report items A-D & F.

A. <u>Total Unique Clients Served To-Date</u> (#1 Count Report - All Clients version if prevention services):	3	
B. <u>Total Positive Housing Destinations</u> (Discharge Destination report):	#	%
	0	0
C. <u>Clients Employed at Exit</u> (Exit Income Outcomes Report):	#	%
	0	0%
D. <u>Clients with Increased Income at Exit</u> (Exit Income Outcomes Report):	#	%
	0	0
E. <u>Emergency Shelter Recidivism</u> (2. ESG Dash Board Report LOS & Recidivism ES - By Agency report):	#	%
	n/a	
F. <u>PSH Clients Who Retained Housing for 7 Months or More</u> (3. ESG Dash Board LOS - Retention in PSH by Provider Agency report):	#	%
	3	100%

**Section IV: Program Comments/Elaboration/Corrective Action (if needed):** Add comments of interest for review by the CoC. State corrective action steps if any of the performance measures above need improvement.



**Eaton County Continuum of Care  
Funding Recipient Program Performance Report**

Agency/Program Name: Housing Services Mid Michigan- Homeless Assistance and Extended Services

Report Period: 4<sup>th</sup> Q and final Program (Grant) Year: 6/1/2013 to 5/31/2014

Submitted By: Denise Dunn Date: December 8, 2014

**Section I: Program Description:** Provide a short synopsis (3 - 5 sentences) of program services that includes the target population(s) and total number of clients to be served (based on current funding contract).

This program provides case management, direct service financial assistance, HMIS support for the entire CoC, substance abuse services (EBH), and transportation for our CoC's homeless population. The total number of clients to be served is approximately 500.

**Section II: Funding Allocation and Spend-down:** Enter the funding amount allocated for the current grant period and the total dollars spent, year-to-date, from the beginning of the current grant period to the end-date of this report.

Funding Amount:	Funds Expended YTD:	% of Funds Expended
191,886	191,886	100%

**Section III: Program Performance during Report Period:** Enter applicable information for A-E below, using the HMIS (ART) reports *indicated* in each left column cell. All programs should report items A-D; ES programs report items A-E; PSH programs report items A-D & F.

A. <u>Total Unique Clients Served To-Date</u> (#1 Count Report - All Clients version if prevention services): 286 Households	719	
B. <u>Total Positive Housing Destinations</u> (Discharge Destination report):	#	%
	493	69%
C. <u>Clients Employed at Exit</u> (Exit Income Outcomes Report): 298 adults with 181 employed at exit	#	%
	181/298	61%
D. <u>Clients with Increased Income at Exit</u> (Exit Income Outcomes Report): 270/388 working at exit adults	#	%
	270/388	70%
E. <u>Emergency Shelter Recidivism</u> (2. ESG Dash Board Report LOS & Recidivism ES - By Agency report):	#	%
	n/a	
F. <u>PSH Clients Who Retained Housing for 7 Months or More</u> (3. ESG Dash Board LOS - Retention in PSH by Provider Agency report):	#	%
	n/a	

**Section IV: Program Comments/Elaboration/Corrective Action (if needed):** Add comments of interest for review by the CoC. State corrective action steps if any of the performance measures above need improvement.





STATE OF MICHIGAN

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

RICK SNYDER  
GOVERNOR

WAYNE WORKMAN  
ACTING-EXECUTIVE DIRECTOR

December 2, 2014

Ms. Denise Dunn  
Executive Director  
Housing Services Mid Michigan (formerly Housing Services for Eaton Co.)  
319 South Cochran Avenue  
P.O. Box 746  
Charlotte, MI 48813-0746

**RE: Closeout of Grant # HML-2010-0675-ESF**

Dear Ms. Dunn:

The Michigan State Housing Development Authority (MSHDA) has reviewed the relevant financial and program documentation records related to the grant number referenced above.

Our office now considers this project complete.

Please retain grant records for a period of five years from the date of this letter. MSHDA reserves the right to reopen this grant if circumstances deem it necessary. Should any further information be desired, please contact your Specialist, Stephanie Oles at (517) 241-8591.

Sincerely,

Kelly Rose, Director  
Office of Rental Assistance and Homeless Solutions

cc:



5151 Corporate Drive  
Troy, Michigan 48098-2639  
Phone: (248) 312-2000  
www.flagstar.com

January 13, 2015

Housing Services for Eaton County  
Denise M. Dunn  
319 S. Cochran Ave.  
Charlotte, MI 48813

Dear Denise M. Dunn,

It is our pleasure to provide this corporate contribution to Housing Services for Eaton County. Flagstar Bank has a proud history of supporting communities in which our employees live and work. Through these sound investments, Flagstar Bank has worked to improve and enrich the quality of life of families and individuals living in Michigan.

As you may know, Flagstar Bank must remain in compliance with the requirements of the Community Reinvestment Act (CRA). Therefore we are requesting 100% of our dollars go to support programs and services that serve a majority of families and persons that are low – to- moderate- income. It may also be used for affordable housing and small business that promotes economic development.

We would ask that you sign this letter, attesting that 100% of the dollars received by your organization from Flagstar will go to support programs that meet the above stated criteria. We also ask that you tell us how the funds will be used. Please fax a copy of this signed letter to my attention ASAP. Fax number 248-250-5711 or e-mail it to [chris.aikens@flagstar.com](mailto:chris.aikens@flagstar.com). Failure to return this document may result in non funding going forward.

We appreciate your support in our efforts to meet the needs in our communities and wish you much success with your endeavors.

Sincerely,

Chris Aikens,  
Vice President

RECEIPT ACKNOWLEDGED

Denise M. Dunn  
Recipient's Name

1/16/15  
Date

# FORGOT PROJECT CONNECT



SPREAD  
THE  
WORD!!!

MANY  
FREE SERVICES  
AVAILABLE  
FROM LOCAL  
AGENCIES !!

**CALL EATRAN  
FOR A FREE  
RIDE!**

**(517) 543-3040**

Services for homeless individuals, families and those at risk of becoming homeless include on-site assistance and information about:

- ◆ Housing
- ◆ Healthcare
- ◆ Employment
- ◆ Benefits

FREE FOOD, CHILD CARE AND PERSONAL CARE ITEMS, AND CLEANING SUPPLIES  
*Community Service Focus Groups at 11am and 1pm, free gift will be given to participants.*

**ONE DAY  
"ONE STOP SHOP"**

**First Lutheran Church  
550 E. Shepherd  
Charlotte, MI 48813**

**Tuesday, January 27th,  
2015 10am to 4:30pm**

# ECCF gives 30 Eaton County nonprofits given a boost in 2014

The Eaton County Community Foundation and Capital Region Community Foundation funds awarded 41 grants to 30 Eaton County nonprofits in 2014, totaling more than \$130,000.

The ECCF Pray Family Fund II awarded \$840 to the Friends of the Charlotte Performing Arts Center, which the Friends of CPAC gave to

Andromeda Community Theatre, a new group in Charlotte that aims to enrich the community through theatrical performance and education.

"We're proud to be able to play a role in helping this group get started, and we're excited to see what they will add to our community's performing arts landscape," said Joe E. Pray, the fund's manager.

Andromeda's first show, "It's a Wonderful Life," will be on stage at 7 p.m. Dec. 20 and 2 p.m. Dec. 21 at the Charlotte Performing Arts Center. Tickets are available at [cpacpresents.com/boxoffice.htm](http://cpacpresents.com/boxoffice.htm).

Among the other grants awarded through ECCF grants in 2014:

- \$15,000 to Housing Services for Eaton County for

its homelessness prevention program

- \$10,000 to Maple Valley High School for college and career readiness programs

- 10,000 to the Eaton Rapids Weekend Food Backpack Program

- \$7,000 to Eaton Clothing and Furniture Center for the back-to-school event

- \$6,900 to SIREN/Eaton Shelter for its volunteer program

- \$6,000 to the Olivet Fire Department's radio replacement project

- \$2,000 to the Friends of Eaton County Parks for waterway improvement at Memorial Park

The Eaton County Community Foundation is a component of the Capital Region Community Foundation,

which currently has more than \$83 million in assets and was created by the community as a vehicle to support the charitable needs and philanthropic interests of people living in Ingham, Eaton and Clinton counties. The Community Foundation receives gifts to establish endowment funds, and the income generated by the more than 400 funds is returned to the community each year in the form of grants.

Learn more about the Community Foundation online at <http://crcfoundation.org>, find us on Facebook at [www.facebook.com/givelansing](http://www.facebook.com/givelansing) and follow us on Twitter @givelansing.

*Article submitted by Eaton County Community Foundation.*

## Eaton County Project Resource Connect announced for Tuesday, January 27

On Tuesday, Jan. 27, individuals and families who are experiencing homelessness or any type of housing issue will find a "one-stop shop" for essential housing, employment, health and financial services. Local agencies will be available to meet with individuals privately to discuss their situation.

All participating agencies are members of the Eaton County Continuum of Care. These agencies include: Housing Services Mid Michigan, SIREN/Eaton Shelter, Capital Area Community Services, Salvation Army, Eaton County Counseling Services, Peckham, Inc., the Barry-Eaton County Health Dept., the Eaton County Dept. of Human Services, St. Vincent de Paul, Eaton Clothing and Furniture Center, Tri-County Of-

fice on Aging, Legal Services of South Central Michigan, Helping Hands, Eaton County Housing and Veterans Services, Eaton Great Start, McKinney Vento/Clinton RESA, and Gateway Community Services.

This is a free event. A package of helpful items such as personal care or cleaning supplies, along with lunch, will be available to everyone in attendance.

The event will also include two focus groups to gather information about needed services and current services with the intention of improving service delivery. Each of the first 20 participants (two sessions) will receive a gift card for their involvement.

If you are interested in volunteering to assist the project or make a donation of goods, services, or money, please con-

tact Kelly Patmore at Housing Services Mid Michigan, (517) 541-1180. At this time, organizers are asking for personal care items, cleaning supplies, fuel only gas cards, baked goods, and financial assistance to pay for EATRAN transportation, meals provided to the participants, and any last minute items needed to be purchased.

Organizers are asking that local agencies refer any homeless individual or family seen to Project Resource Connect on Jan. 27. If the individual or family cannot come to First Lutheran Church, a staff member from one of our agencies will come to your office to interview the homeless person(s). Guests of PRC can also call EATRAN (517-543-3040) for free trans-

portation to and from the event that day. Additional information can be found at [www.hsmid-michigan.org](http://www.hsmid-michigan.org).

*Article submitted by Housing Services Mid Michigan.*

**BUSINESS SERVICES**

DISH TV Starting at \$19.99/

Sunfield Sentinel 1-8-15

---

## **Eaton County Project Resource Connect Tuesday, January 27, 2015 Announced**

On Tuesday, January 27, 2015, individuals and families who are experiencing homelessness or any type of housing issue will find a "one-stop shop" for essential housing, employment, health and financial services. Local agencies will be available to meet with individuals privately to discuss their situation. All participating agencies are members of the Eaton County Continuum of Care. These agencies include: Housing Services Mid Michigan, SIREN/Eaton Shelter, Capital Area Community Services, Salvation Army, Eaton County Counseling Services, Peckham, Inc, the Barry-Eaton County Health Dept., the Eaton County Dept. of Human Services, St. Vincent de Paul, Eaton Clothing and Furniture Center, Tri-County Office on Aging, Legal Services of South Central Michigan, Helping Hands, Eaton County Housing and Veterans Services, Eaton Great Start, McKinney Vento/Clinton RESA, and Gateway Community Services. This is a FREE event. A package of helpful items such as personal care or cleaning supplies, along with, lunch will be available to everyone in attendance. The event will also include 2 focus groups with the intention of improving service delivery. Each of the first 20 participants (2 sessions) will receive a gift card for their involvement. If you are interested in volunteering to assist the Project or make a donation of goods, services, or money, please contact Kelly Patmore at Housing Services Mid Michigan (517-541-1180). At this time, we are asking for personal care items, cleaning supplies, fuel only gas cards, baked goods, and financial assistance to pay for Eattran transportation, the meals provided to the participants, and any last minute items needed to be purchased.

**Date: Tuesday, January 27, 2015**

**Event: Project Resource Connect (PRC)**

**Where: First Lutheran Church- 550 E. Shepherd, Charlotte  
(517-541-1180 for information that day)**

**Time: 10am-4:30pm**

We are asking that local agencies refer any homeless individual or family seen on 1/27/2015 to Project Resource Connect. If the individual or family cannot come to First Lutheran Church, a staff member from one of our agencies will come to your office to interview the homeless person(s). Guests of PRC can also call EATRAN (517-543-3040) for FREE transportation to and from the event that day. Additional information can be found at [www.hsmidmichigan.org](http://www.hsmidmichigan.org).

**For more information, or to arrange an outreach contact on the day of the event, please contact Kelly Patmore at Housing Services Mid Michigan at (517) 541-1180.**

## Project Resource Connect emphasizing assistance for homeless veterans

Travis Silvas  
Editor

On any given night, there are hundreds of homeless individuals, including children in Eaton County. In 2013 alone, Housing Services Mid Michigan served 415 homeless individuals, which may or may not include the 100-plus individuals served by SIREN/Eaton Shelter on any given night.

Homelessness doesn't have a face in Eaton County, as the problem isn't always easily visible. That makes programs such as Project Resource Connect so important to the homeless throughout the county and the organizations designed to provide support.

This year's event, the sixth annual, will take place Tuesday, Jan. 27 at First Lutheran Church in Charlotte connecting the homeless or those at risk of being homeless with more than 25 support services within the county, including housing, employment, health and financial services.

Project Resource Connect

also provides service organizations with a point in time (PIT) count of the homeless in the area. Identifying different types of homeless individuals or families is important in making sure the right kinds of services are available.

"Part of that dynamic is our veterans," said Mel Burke, whose primary focus with Housing Services Mid Michigan is helping veterans. "Part of the process is letting the community know because they're going to be the ones who probably have more influence in getting them here."

Identifying homeless veterans can be difficult for a number of reasons, Burke said. First, he said a lot of younger servicemen and women do not necessarily identify as being veterans. He said anyone who has served in the military is eligible for services. Second, Dunn said many in the military have been taught to be self-reliant, making a request for assistance difficult.

Denise Dunn, HSMM director said it's also important

to identify those who are considered "couch" homeless — individuals who do not have a permanent residence and may be relying on friends or family for short-term lodging.

"We want them to show up as well because they have needs that we have to meet in a different way," Dunn said. "All of the problems can domino and at some point they run out of personal resources or places to turn. We would like to see them long before that happens."

In addition to identifying the homeless in the county, the program is primarily set up to educate individuals as to the types of services available. Agencies participating in this year's event include: Housing Services Mid Michigan; SIREN/Eaton Shelter; Capital Area Community Services; Salvation Army; Eaton County Counseling Services; Peckham, Inc.; the Barry-Eaton County Health Dept.; the Eaton County Dept. of Human Services; St. Vincent de Paul; Eaton

Clothing and Furniture Center; Tri-County Office on Aging; Legal Services of South Central Michigan; Helping Hands; Eaton County Housing and Veterans Services; Eaton Great Start; McKinney Vento/Clinton RESA; and Gateway Community Services.

Each participant will be given an assessment as to the kinds of services that would most benefit them. They will be guided through the process of applying for assistance as well.

"There will be a lot of education taking place to make sure people are effectively getting served," Dunn said.

Dunn is asking community members to contact Housing Services Mid Michigan — (517) 541-1180 or [www.hsmidmichigan.org](http://www.hsmidmichigan.org) — if they know of any homeless individuals who could use assistance on Jan. 27. Transportation to the event is free through EATRAN. Individuals must call EATRAN to set up their ride by Jan. 26.



## Important 'Counting the Homeless' event to take place Jan. 27

An Eaton County Project Resource Connect (PRC) "Counting the Homeless" event will take place on Tuesday, Jan. 27. The event will take place at First Lutheran Church located at 550 E. Shepherd in Charlotte and will run from 10 a.m. to 4:30 p.m.

At the event, individuals and families who are experiencing homelessness or any type of housing issue will find a "one-stop shop" for essential housing, employment, health and financial services. Local agencies will be available to meet with individuals privately to discuss their situation.

This day is also a federally mandated national count of the homeless. During the day, a team of volunteers will be out

looking in known locations for homeless who use these areas as shelter. The team will interview those individuals using a federally mandated set of questions. To assist us with this count, we are asking that local agencies refer any homeless individual or family seen on Jan. 27 to Project Resource Connect. If the individual or family cannot come to the First Lutheran Church, a staff member from one of agencies involved will come to interview the homeless person(s). Anyone in the community who knows of someone who is homeless and not staying in the shelter system should inform them of this event and encourage them to attend.

This is a free event. A

package of helpful items, such as personal care or cleaning supplies, along with lunch will be available to everyone in attendance. Guests of PRC can also call EATRAN at (517) 543-3040 for free transportation to and from the event that day.

The event will also include two focus groups to gather information about needed services and current services with the intention of improving service delivery. Each of the first 15 participants (two sessions) will receive a gift card for their involvement. The event will also include budgeting classes at noon and 2 p.m. with a door prize drawing at both sessions.

Anyone interested in volunteering to assist the project

or make a donation of goods, services or money can contact Kelly Patmore at Housing Services of Mid Michigan at (517) 541-1180.

At this time, organizers are still in need of cleaning supplies, fuel only gas cards and baked goods to provide to the participants during the event.

Additional information can be found at [www.hsmidmichigan.org](http://www.hsmidmichigan.org). For more information, or to arrange an outreach contact on the day of the event, contact Kelly Patmore at Housing Services of Mid Michigan (HSMM) at (517) 541-1180.

Article submitted by HSMM.



Thank You for the  
extra time off for  
the Holidays.  
Merry Christmas  
Mel Bunce

Thanks,  
Joy  
Keyes



It is great to  
have a Board of  
Directors that  
Cares about the  
Staff. Thank you  
for thinking of us  
during this holiday  
Season.

-Christie Harry

As always -  
thank you for all  
you to support  
the agency & its staff!  
Merry Christmas -  
Denise

Thanks  
[Signature]

Thank you  
for being so  
awesome and giving  
our families extra  
Holiday time!  
-Kalli Dempsey

Extra time off  
of the holidays  
great, Thanks  
Bunce

Thank you so  
much for the  
extra family  
time this  
holiday season.  
It will be fully  
enjoyed and  
appreciated.

-Cherlene Smith

Thank you for giving  
the office extra time off  
and the opportunity to  
be with family for Christmas  
and New Years. Lisa

Thank you!  
Courtney  
Hays

Thank you for the extra  
time off it is very much  
appreciated. Ashley Bertram

Thank you  
for the extra time  
off to spend with  
family this holiday  
season  
Aime