

**HOUSING SERVICES MID MICHIGAN  
BOARD OF DIRECTORS MEETING  
TUESDAY April 14, 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 February 2015**

**ACCEPTANCE OF FINANCIAL REPORT March 2015**

**EXECUTIVE DIRECTOR'S REPORT**

Monthly Statistics and Activities- Feb and March 2015- including my new outcomes report

**OLD BUSINESS**

Conflict of Interest Annual Signature

Golf outing update

Banking Resolution -Eaton Federal- need signatures

**NEW BUSINESS**

New potential member for the Board of Directors

Client Hearing Request and Report

Health Insurance Decision

Annual Review time- Executive Director

Budget preview

	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- June 9, 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 Report  
Month Ending March 31, 2015

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
Revenues					
Interest Income	\$ 17.77	\$ 756.19	\$ 1,250.00	(493.81)	\$ 1,500.00
Contributed Services	0.00	0.00	0.00	0.00	0.00
Contributions - Unrestricted	0.00	2,334.70	2,500.00	(165.30)	3,000.00
Flex plan	0.00	0.00	625.00	(625.00)	750.00
Fundraising	3,804.00	10,808.70	12,500.00	(1,691.30)	15,000.00
HUD	15,598.11	159,562.92	151,635.00	7,927.92	181,962.00
MICAH	0.00	5,000.00	3,750.00	1,250.00	4,500.00
JHLPR	15,056.56	157,804.48	197,063.30	(39,258.82)	236,476.00
MSHDA	0.00	72,580.00	96,693.30	(24,113.30)	116,032.00
EFSP	0.00	19,477.00	16,230.80	3,246.20	19,477.00
HEART 900	749.83	7,979.83	6,208.30	1,771.53	7,450.00
HEART 900 Tenant co-pay	0.00	504.00	560.00	(56.00)	672.00
Tri-County	0.00	5,000.00	4,166.70	833.30	5,000.00
CRCF	0.00	15,000.00	12,500.00	2,500.00	15,000.00
HEART 1300	749.83	8,384.83	6,179.20	2,205.63	7,415.00
HEART 1300 Tenant co-pa	0.00	2,078.00	3,060.00	(982.00)	3,672.00
PSH 1400	389.20	44,713.20	44,082.50	630.70	52,899.00
PSH 1400 Tenant co-pay	111.00	2,583.00	4,790.00	(2,207.00)	5,748.00
OTHER Income	0.00	10,253.86	0.00	10,253.86	0.00
Project Connect Income	0.00	790.00	0.00	790.00	0.00
Emergency Fund	0.00	2,000.00	0.00	2,000.00	0.00
Adopt A Family Income	0.00	250.00	0.00	250.00	0.00
IDA	0.00	0.00	358.30	(358.30)	430.00
IDA Client payments	0.00	0.00	0.00	0.00	0.00
HEART 1800	105.65	105.65	3,986.70	(3,881.05)	4,784.00
HEART 1800 tenant co-pay	0.00	0.00	0.00	0.00	0.00
Section 8 funds	36,585.00	331,639.00	395,000.00	(63,361.00)	474,000.00
Section 8 Admin	3,605.00	35,427.00	35,000.00	427.00	42,000.00
Section 8 interest	9.28	103.11	70.80	32.31	85.00
Sect 8 Fraud Recovery	0.00	0.00	0.00	0.00	0.00
Eaton Co. United Way	0.00	9,013.50	10,216.70	(1,203.20)	12,260.00
NDC	0.00	0.00	0.00	0.00	0.00

For Management Purposes Only

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

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
NMS foreclosure	12,146.00	26,114.00	49,795.00	(23,681.00)	59,754.00
REACH Admin	0.00	1,806.25	0.00	1,806.25	0.00
REACH Tenant co-pay	470.50	4,064.50	3,960.00	104.50	4,752.00
Eaton County Counseling	0.00	12,500.00	12,500.00	0.00	15,000.00
DCH	0.00	31,176.75	35,414.20	(4,237.45)	42,497.00
NFMC Income	0.00	6,743.00	4,875.00	1,868.00	5,850.00
CAPR	22,568.45	225,216.34	262,500.00	(37,283.66)	315,000.00
SD Pool	0.00	0.00	0.00	0.00	0.00
SSVF Income	10,200.00	165,953.53	151,666.70	14,286.83	182,000.00
HEP Income	3,444.00	6,938.00	0.00	6,938.00	0.00
Links	0.00	0.00	5,000.00	(5,000.00)	6,000.00
CoC Planning Grant	0.00	14,849.00	12,374.20	2,474.80	14,849.00
<b>Total Revenues</b>	<b>125,610.18</b>	<b>1,399,510.34</b>	<b>1,546,511.70</b>	<b>(147,001.36)</b>	<b>1,855,814.00</b>
<b>Expenses</b>					
Overhead Expenses	13.98	1,671.75	5,833.40	(4,161.65)	7,000.00
Flex Plan Expenses	(73.24)	824.00	2,600.00	(1,776.00)	3,120.00
HUD Expenses	12,744.71	140,541.43	155,635.00	(15,093.57)	186,762.00
JHLPR Expenses	22,197.13	164,787.16	163,071.70	1,715.46	195,686.00
MSHDA Expenses	5,420.31	99,365.84	99,590.90	(225.06)	119,509.00
EFSP Expenses	0.00	14,801.37	32,461.60	(17,660.23)	38,954.00
HEART 900 Expenses	784.73	8,159.31	6,208.30	1,951.01	7,450.00
TRI COUNTY Exp.	686.37	9,750.00	4,166.70	5,583.30	5,000.00
CRCF Expenses	1,307.21	5,871.95	12,500.00	(6,628.05)	15,000.00
HEART 1300 Expenses	84.73	6,883.17	6,179.10	704.07	7,415.00
PSH Expenses	3,609.59	48,190.67	44,082.50	4,108.17	52,899.00
Other Expenses	1,394.36	17,811.90	8,333.30	9,478.60	10,000.00
IDA Expenses	0.00	67.83	358.30	(290.47)	430.00
HEART 1800 Expenses	925.05	1,030.70	3,986.40	(2,955.70)	4,783.66
Sec 8 Expenses	37,773.15	398,419.48	434,166.70	(35,747.22)	521,000.00
Eaton Cty UW Expenses	0.00	0.00	2,500.00	(2,500.00)	3,000.00

For Management Purposes Only

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

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
NMS Expenses	3,195.70	25,909.15	48,283.30	(22,374.15)	57,940.00
REACH Expenses	3,665.27	40,089.77	46,340.80	(6,251.03)	55,609.00
NMFC Expenses	430.23	10,668.76	8,890.60	1,778.16	10,668.76
CAPR Expenses	22,628.89	220,037.51	256,583.30	(36,545.79)	307,900.00
SSVF Expenses	13,501.44	163,691.21	148,650.00	15,041.21	178,380.00
HEP Expenses	891.34	6,461.27	5,384.40	1,076.87	6,461.27
Links Expenses	0.00	1,203.72	5,000.00	(3,796.28)	6,000.00
CoC Expenses	53.22	4,502.58	8,421.60	(3,919.02)	10,106.00
<b>Total Expenses</b>	<b>131,234.17</b>	<b>1,390,740.53</b>	<b>1,509,227.90</b>	<b>(118,487.37)</b>	<b>1,811,073.69</b>
<b>Unrestricted Cash</b>	<b>\$ (5,623.99)</b>	<b>\$ 8,769.81</b>	<b>\$ 37,283.80</b>	<b>(28,513.99)</b>	<b>\$ 44,740.31</b>

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Capital Area  
**MICHIGAN WORKS!**™

2110 S. Cedar St. • Lansing, Michigan 48910 • Phone (517) 492-5599 • Fax (517) 487-0113

Jane Doty, Chair  
Workforce Development Board

March 17, 2015

Kathleen Boyle, Chair  
Administrative Board

Denise Dunn  
Executive Director

Edythe Hatter-Williams  
Chief Executive Officer

Housing Services Mid-Michigan  
319 South Cochran Avenue  
Post Office Box 746  
Charlotte, Michigan 48813

Dear Ms. Dunn:

Capital Area MI Works! has received and reviewed the Financial Statements and Supplementary Information for the period-ending May 31, 2014, prepared by your accounting firm, Abraham & Gaffney, P.C.

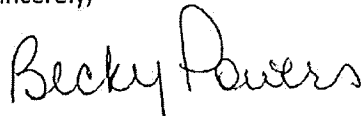
The audit has been accepted; however, CAMWI is requesting the following information pertaining to finding 2014-001:

- 1) A written explanation outlining the material adjustments to fund balance and the fund sources affected.
- 2) Copies of the adjusting journal entries.
- 3) A written corrective action.

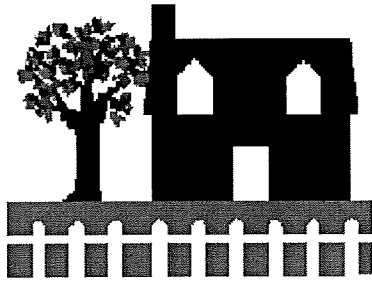
During the CAMWI on-site monitoring visit later this year, follow up will be performed on corrective action response for finding 2014-001.

Congratulations on a productive year and best wishes for continued success with your programs.

Sincerely,



Becky S. Powers  
Chief Financial Officer



**HOUSING SERVICES MID MICHIGAN**  
**"HSMM is an equal opportunity provider"**

319 S. Cochran, P. O. Box 746  
Charlotte, MI 48813  
(517) 541-1180 • (517) 541-0269 fax Dial 711 TTY  
www.hsmidmichigan.org  
hsmminfo@hs-mm.org

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March 20, 2015

Becky Powers  
Chief Financial Officer  
CAMW!  
2110 S. Cedar St  
Lansing, MI 48910

Dear Ms. Powers,

Please consider this letter a response to complete the corrective action necessary for the 2014 audit of Housing Services Mid Michigan.

As you are aware, during our audit it was discovered there was a problem with our trail balance. During the investigation as to why it was out of balance, it was discovered that during the migration from the old Peachtree software to the new SAGE software some information did not carry over correctly. To address this issue, the Auditor's staff called SAGE technical assistance who corrected the errors using remote technology.

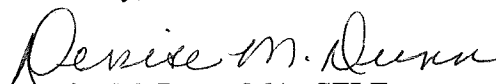
No fund sources were affected by this adjustment. Enclosed is a copy of the adjusted trial balance, no copy of the original out of balance is available from the auditor or from the SAGE accounting system.

Below is the corrective action we included in our audit documents:

"Although not a human error, the system's not loading the correct information should have been addressed in a more-timely manner. Going forward, the agency will review the trail balance bi-monthly at the Board of Director's regular meetings. If an issue arises, it will be dealt with immediately."

If you have any further questions, or you feel this does not address the finding adequately, please contact me immediately at 517-541-1180.

Sincerely,

  
Denise M. Dunn, MA, CFLE  
Executive Director



Capital Area

# MICHIGAN WORKS!

2110 S. Cedar St. • Lansing, Michigan 48910 • Phone (517) 492-5599 • Fax (517) 487-0113

Jane Doty, Chair  
Workforce Development Board

March 24, 2015

Kathleen Boyle, Chair  
Administrative Board

Denise Dunn

Executive Director

Edythe Hatter-Williams  
Chief Executive Officer

Housing Services Mid-Michigan

319 South Cochran Avenue

Post Office Box 746

Charlotte, Michigan 48813

Dear Ms. Dunn:

Capital Area MI Works! has received and reviewed the corrective action response regarding the Finding 2014-001 cited in the May 31, 2014 audited financial statements. The response is accepted with no additional requests.

Thank you for your submission.

Sincerely,



Becky S. Powers  
Chief Financial Officer



# Project Homeless Connect LETTER OF AGREEMENT

February 13, 2015

Dear PHC Coordinator:

The terms established by the Michigan Coalition Against Homelessness, as summarized by this Letter of Agreement, are to be put into effect upon its signed completion. All 2015 Project Homeless Connect grant recipients must read the terms set forth in this Agreement before giving their signed consent.

## TERMS OF AGREEMENT

As a **PHC grant recipient**, the following requirements must be fulfilled:

1. Marketing and subsequent media coverage is expected to clearly portray Project Homeless Connect as an event specifically targeting people who are homeless or at-risk of becoming homeless.
2. A copy of an event press release and/or flyer must be submitted **no later than one week prior to your event**.
3. The grant administrator must be contacted regarding any changes in information that deviate from the original application, specifically concerning *event date, time, venue, or primary and fiduciary contact*.
4. Data collection and report are required. The 2015 Final Report and 2015 PHC Budget Excel Spreadsheet, in the designated formats, must be submitted **no later than 30 days** after your event, unless granted an extension.

As the **PHC grantor**, the Michigan Coalition Against Homelessness agrees to:

1. Provide technical assistance in support of your event.
2. Promote the PHC event via our website and other social media outlets.
3. Distribute the grant award funding within 30 days of receipt of all required post-event documentation and reports.

Please sign and submit this Letter of Agreement to the grant administrator as a PDF file via email at [phc@mihomeless.org](mailto:phc@mihomeless.org). Please also forward a copy of this agreement to the CoC Chairperson and Coordinator identified in your grant application.

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**I understand the expectations set forth by the Michigan Coalition Against Homelessness in this document and agree to honor these terms to be eligible to receive the 2015 Project Homeless Connect grant payment.**

Local PHC Coordinator (please print): Denise Dunn

Signature: Denise Dunn Date 2/18/15





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Washington D.C. 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

March 12, 2015

MI880  
HSNG. SERVICES OF EATON COUNTY

Dear Executive Director:

**Subject: Mainstream Five (MS5) Program Calendar Year (CY) 2015 Renewal Funding Allocation**

The purpose of this letter is to advise your agency of the renewal funding allocation for CY 2015 for the Mainstream 5 (MS5) program.

Your agency's CY 2015 MS5 renewal funding: **\$447,191**

PHAs are reminded that there are no funds available to provide in the event the PHAs' expenses exceed available resources (renewal funding and available program reserves).

In prior years, funding for the MS5 program was provided under the Section 811 Appropriations. Beginning in 2011, funding for MS5 was provided under the Tenant-Based Rental Assistance (TBRA) appropriation.

In order to align the calculation of renewal funding for MS5 with the TBRA renewal allocations for the Housing Choice Voucher (HCV) program, the Department determined that, beginning in CY 2014 and continuing in CY 2015, renewal funding for the MS5 program will be based on the same rebenchmarking methodology as that used for the HCV program.

To calculate your agency's MS5 renewal funding for CY 2015, the Department has established a new baseline for MS5 funding eligibility, based on Voucher Management System (VMS) data for the MS5 program for CY 2014 (January 1, 2014 through December 31, 2014). This practice is commonly referred to as re-benchmarking. The VMS data used is the data reported by each PHA for the MS5 program and accepted in VMS as of January 22, 2015.

It is each PHA's responsibility to retain the appropriate records to support VMS submissions for the collected periods, as they are subject to on-site review by HUD. VMS data is subject to review by our Quality Assurance Division (QAD), and subsequent recalculation of CY 2015 MS5 renewal funding eligibility will occur if a QAD review demonstrates that costs were incorrectly reported, resulting in excess funding.

Additionally, HUD is required to control disbursement of funds to PHAs in such a way as to ensure that PHAs do not receive federal funds before they are needed. Treasury Financial Manual, Vol. 1, Part 6, Section 2025 states: "Advances to a recipient organization will be limited to the minimum amounts necessary for immediate disbursement needs and will be timed to be in accord only with the actual immediate cash requirements of the recipient organization in carrying out the purpose of an approved program or project. The timing and amount of cash advances will be as close as is administratively feasible to the actual disbursements by the recipient organization for direct program

costs and the proportionate share of any allowable indirect costs.” This requirement is reiterated in the Joint Explanatory Statement of the Committee of Conference that accompanies the 2012 Appropriations Act, which states that the conferees expect HUD to follow Treasury’s rules on cash management in the tenant based rental assistance account.

Disbursements will be based on PHA’s latest validated HAP expenses for MS5 as reported in the Voucher Management System (VMS). Disbursements will be reconciled based on actual CY 2015 validated HAP expenses for MS5 as reported in VMS and in accordance with PIH Notice 2011-67 (or successor) to ensure compliance with Treasury requirements. In the event that the PHA’s MS5 expenses exceed the PHA’s disbursement, the PHA should contact their Financial Analyst at the Financial Management Center.

In order to more closely align the MS5 program with the regular voucher program, PHAs are no longer required to submit Budgets, Requisitions and Year-end Settlement Statements. HAP reconciliations will be completed using MS5 leasing and cost data as reported in the Voucher Management System (VMS). PHAs will be limited to their CY eligibility and HUD-held reserves and, as with the voucher program, over-leasing (costs for units leased above the baseline ACC units) cannot be paid from these sources of funds. MS5 programs are ineligible for funding under the \$120 million HAP set-aside.

Calculations are not included herein for CY 2015 administrative fees. Beginning in CY 2014 and continuing in CY 2015, fees will be paid for the MS5 program solely on the basis of leasing as of the first of each month and reported in VMS. Monthly fee advances are provided, based on estimated earnings, and are reconciled once actual leasing is reported. National eligibility for the quarter is compared to one-quarter of the appropriations available for MS5 administrative fees, and all PHAs’ fee earnings are prorated at the same percentage of eligibility (estimated at 74%) as in the HCV program. This proration is required by the Consolidated and Further Continuing Appropriations Act, 2015, (the Act) which states:

**Mainstream Five-Year Programs:**

*“...\$83,160,000 for the renewal of tenant-based assistance contracts under section 811 of the Cranston-Gonzalez National Affordable Housing Act (42 U.S.C. 8013), including necessary administrative expenses: Provided, That administrative and other expenses of public housing agencies in administering the special purpose vouchers in this paragraph shall be funded under the same terms and be subject to the same pro rata reduction as the percent decrease for administrative and other expenses to public housing agencies under paragraph (3) of this heading.*

Fee rates for CY 2015 have been posted on the Department’s web site to enable PHAs to estimate eligibility:

[http://portal.hud.gov/hudportal/HUD?src=/program\\_offices/public\\_indian\\_housing/programs/hcv](http://portal.hud.gov/hudportal/HUD?src=/program_offices/public_indian_housing/programs/hcv)

PHAs should note that HUD intends to augment the \$83,160,000 in renewal funding provided for MS5 using carryover funds, which should fully support the renewal eligibility of all PHAs at 100%.

If you have any questions concerning your CY 2015 MS5 program renewal funding, please contact your Financial Analyst at the Financial Management Center.

U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
 PIH SECTION 8 - FUNDING EXHIBIT  
 PROGRAM-BASED

ACC Number: MI880

FIELD OFFICE: 5FPH

MI880  
 HSNB. SERVICES OF EATON COUNTY  
 P.O. BOX 746

CHARLOTTE, MI 48813

HA FISCAL YEAR-END:

03/31

PROGRAM TYPE: 5 Year Mainstream

FUNDING INCREMENT NUMBER	FIRST DAY OF TERM	LAST DAY OF TERM	CONTRACT TERM	BUDGET AUTHORITY	UNITS
MI880DV0011	4/1/2013	4/30/2013	1	44,600	75
MI880DV0012	5/1/2013	6/30/2013	2	89,200	75
MI880DV0013	7/1/2013	12/31/2013	6	311,030	75
MI8808F0001	1/1/2014	3/31/2014	3	10,266	N/A
MI880DV0014	1/1/2014	3/31/2014	3	129,441	75
MI880DV0015	4/1/2014	4/30/2014	1	42,533	75
MI8808F0002	4/1/2014	6/30/2014	3	10,267	N/A
MI8808F0003	7/1/2014	9/30/2014	3	10,267	N/A
MI8808FR214	9/1/2014	9/30/2014	1	655	N/A
MI8808F0004	10/1/2014	12/31/2014	3	10,267	N/A
MI880DV0016	5/1/2014	12/31/2014	8	287,365	75
MI8808F0005	1/1/2015	1/31/2015	1	3,605	N/A
MI880DV0017	1/1/2015	1/31/2015	1	38,278	75
MI8808F0006	2/1/2015	3/31/2015	2	7,210	N/A
MI880DV0018	2/1/2015	3/31/2015	2	76,556	75
MI8808F0007	4/1/2015	6/30/2015	3	9,994	N/A
MI880DV0019	4/1/2015	12/31/2015	9	332,357	75



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT

January 26, 2015

Mr. Robert Brown  
President  
Housing Services Mid Michigan  
PO Box 746  
Charlotte, MI 48813

Dear Mr. Brown:

Congratulations! I am delighted to inform you that the Fiscal Year (FY) 2014 Continuum of Care (CoC) Program project application(s) your organization submitted was selected for funding in the total amount of \$262,829.

The CoC Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of homeless men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2014 CoC Program Competition. The programs and CoCs funded through the CoC Program continue to demonstrate their value by improving accountability and performance every year. HUD commends your organization for its work and encourages it to continue to strive for excellence in the fight against homelessness.

The conditionally obligated funds for your award(s) are detailed in the enclosure, which lists: the name(s) of the individual project(s); the project number(s); and the specific amount(s) of the obligation(s) for each conditionally selected application. Your local field office will be sending a letter to provide your organization with more information about finalizing your award(s), including execution of your grant agreement(s). Your organization will not have access to these funds until all conditions are satisfied and the grant agreement is fully executed.

Sincerely,

A handwritten signature in dark ink, appearing to read "Clifford Taffet", with a long horizontal flourish extending to the right.

Clifford Taffet  
General Deputy Assistant Secretary  
for Community Planning and Development

Enclosure

Enclosure

MI0277L5F231407

Homeless Assistance and Extended Services

\$179,419

MI0327L5F231403

Heart for Families

\$7,572

MI0355L5F231403

Heart for Families 2

\$7,532

MI0356L5F231404

Housing Services' Permanent Housing Program

\$53,715

MI0386L5F231402

Heart for Families 3

\$14,591

Total Amount:

**\$262,829**



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF ASSISTANT SECRETARY  
FOR COMMUNITY PLANNING AND DEVELOPMENT

January 26, 2015

Mr. Robert Brown  
President  
Housing Services Mid Michigan  
PO Box 746  
Charlotte, MI 48813

Dear Mr. Brown:

Congratulations! I am delighted to inform you that the Fiscal Year (FY) 2014 Continuum of Care (CoC) Program project application(s) your organization submitted was selected for funding in the total amount of \$9,479. The enclosure lists the name(s) of the individual project(s), the project number(s), and the maximum award amount(s) for each conditionally selected project application(s).

The CoC Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of homeless men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2014 CoC Program Competition. The programs and CoCs funded through the CoC Program continue to demonstrate their value by improving accountability and performance every year. HUD commends your organization for its work and encourages it to continue to strive for excellence in the fight against homelessness.

Your local HUD field office will be providing a letter to your organization with more information about finalizing its award(s), including finalizing the amount of the award(s). HUD is counting on your organization to use these important resources in a timely and effective manner.

Sincerely,

Clifford Taffet  
Assistant Secretary (Acting)  
for Community Planning and Development

Enclosure

MI0460L5F231400

Eaton CoC Planning Project

\$9,479

Total Awarded:

**\$9,479**



**Capital Region**

**community foundation**

*The Center for Charitable Giving*

**Statement of Financial Activity**  
1/1/2014 through 12/31/2014

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**ECCF Housing Services Mid Michigan Endowment Fund**

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*Contributions and Revenue*

Contributions - Nonspendable	835.00
Interest Income on Investments	1,113.45
Realized Gain (Loss) on Investments	593.95
Unrealized Gain (Loss) on Investments	(57.18)
<i>Total Contributions and Revenue</i>	<u>2,485.22</u>

*Expenditures*

Foundation Administrative Fees	281.00
<i>Total Expenditures</i>	<u>281.00</u>

Net Assets Beginning 1/1/2014	35,085.83
Change in Net Assets	<u>2,204.22</u>
Net Assets Ending 12/31/2014	37,290.05

<b>Amount available for grantmaking from this fund as of December 31, 2014:</b>	<b>0.00</b>
---	-------------

<b>Amount available for grantmaking from this fund as of February 16, 2015:</b>	<b>1,260.00</b>
---	-----------------





**Capital Region**  
 community foundation<sup>sm</sup>  
*The Center for Charitable Giving*

Feb 27, 2015

Denise Dunn, Executive Director  
 Housing Services Mid-Michigan  
 319 S. Cochran Ave  
 PO Box 746  
 Charlotte, MI 48813

Dear Denise:

On behalf of our Board of Trustees, I would like to thank you for your recent contribution to the Capital Region Community Foundation. Your generosity enables us to continue working to improve the quality of life for all in our community. It is a job we take seriously, and we are grateful for your trust in us to carry out your charitable wishes.

Our records reflect the following details regarding your gift:

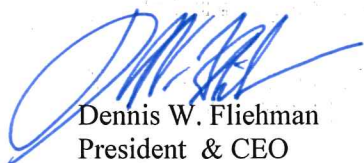
**Donor Name as it will appear in our publications:** Housing Services Mid-Michigan  
**Designated for:** ECCF Housing Services Mid Michigan Endowment Fund  
**Amount of Gift:** \$7,700.00      **Date received:** 2/26/2015      **Check Number:** 3656  
**Receipt Number:** 40987      **Comments :**

If any of the above information is incorrect, or if you would like to remain anonymous, please contact Lisa Levandowski at (517) 664-9851 or [llevandowski@crfoundation.org](mailto:llevandowski@crfoundation.org).

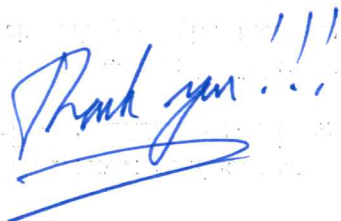
Your gift is eligible for charitable deduction under federal law and the Community Foundation provided no goods or services to you in return for your gift. Please retain this receipt for tax purposes.

If you have not already done so, please visit our website – [www.crcfoundation.org](http://www.crcfoundation.org) – to read stories about the people and programs supported by the generosity of thousands of people like you. Thank you again for choosing the Community Foundation as your philanthropic partner. Together, we are leading the way to a better future for mid-Michigan.

Sincerely,



Dennis W. Flichman  
 President & CEO



**Please see the reverse side of this letter for certain conditions that apply to gifts to the Foundation.**

330 Marshall St. • Suite 300 • Lansing, MI 48912  
 517-272-2870 • [www.crcfoundation.org](http://www.crcfoundation.org)  
 email: [info@crfoundation.org](mailto:info@crfoundation.org)

**For good. For ever.<sup>sm</sup>**

Your fund information is available from 1/1/2013 to 3/25/2015

**Fund Statement for:** 809 - ECCF Housing Services Mid Michigan Endowment Fund ▼

From: 1/1/2015 To: 3/25/2015

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

Net Assets Beginning 1/1/2015 \$37,290.05

**Additions**

Contributions - Agency 7,700.00  
 Interest Income on Investments 50.80  
 Realized Gain (Loss) on Investments (.41)  
 Unrealized Gain (Loss) on Investments 1,128.43  
**Total Additions: \$8,878.82**

**Subtractions**

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

Net Assets Ending 3/25/2015 \$45,853.87

17

	Beginning 1/1/2015	Activity	Ending 3/25/2015
<b>Net Assets</b>			
Net Assets - Spendable	\$0.00	\$1,260.00	\$1,260.00
Net Assets - Accumulated Earnings	\$9,935.05	(\$396.18)	\$9,538.87
Net Assets - Nonspendable	\$27,355.00	\$7,700.00	\$35,055.00
<b>Total Net Assets</b>	\$37,290.05	\$8,563.82	\$45,853.87

**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)

## Director's Report February 2015

### **Meetings**

Continuum of Care Clinton Co- Courtney attended, Denise- Eaton, Christie and Anne attended Barry (introduced Anne as the new foreclosure specialist that will be in Barry County)

Strategies/Grants- no meeting- but we worked on verifying the HUD grant inventory worksheet through email and then I submitted it to Detroit HUD.

CQI – Housing Inventory chart

SSVF – team meetings X 2

Interviewed a new AARP person who will start doing Custodial work on 3/2

TEAM- this is our new weekly meeting between the Director, Assistant Director, our assistant, and the HMIS system administrator – we are using this weekly hour to review projects, set timelines, and assign tasks

Held a homebuyers lender referral class for 2 households

Region 7- working on a new protocol to have referrals back to Eaton and Clinton Counties when residents go to Lansing shelters

Opened an IDA account and met with one new IDA holder- case management

SSVF- regional meeting in Jackson

### **Training**

IDA- set up some TA with the regional- March 4

TA – phone call with a new technical advisor for HUD guidelines- really good source

### **Grants**

Monthly invoicing – REACH-to DCH, ESG, HUD, CAPR, JHLPR, SSVF, Section 8, and Eaton Counseling Center- began teaching the Director's Assistant to begin filling these out for my review

SSVF monthly roll-up

SSVF webinar for the new grant announcement- due March 17, 2015

Project Resource Connect grant- wrote and turned in and was awarded \$500 for the 2016 PRC.

NFMC report done for Round 8

United Way mid-year report

Applied for 2 MSHDA grants, one to work with people who have high assessment scores and one for some recaptured funds

### **Presentations**

#### **Fundraising-**

Golf outing- started holding internal staff meetings, set timeline, went over the incentives

#### **Donations- see attached**

February 2015

Total Adults	57
Total Children	49
Intakes	41
Number of "No Shows"	14
Rescheduled	14
Cancelled	6
File Updates	20
Foreclosure Follow Ups	3
Inspections	2
Veterans	1
Total Appointments	100
Total Payments	27
	41%
	14%
	14%
	6%
	20%
	3%
	2%
	1%
	101%

CLIENT EMERGENCY STATUS	
Homeless	11
Eviction	11
Relocation	13
Foreclosure	4
Back Property Taxes	2
Other	0
	27%
	27%
	32%
	10%
	5%
	0%

CLIENT PAYMENTS	
Client Paid	\$13,488.39
Leveraged Funds	\$6,908.52
HSM	\$9,170.26
Total Payments Made	\$29,567.17
	46%
	23%
	31%
	100%

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bellevue	3	5	3	7%
Charlotte	12	15	19	29%
Corunna	1	1	1	2%
Delta Twp(48917)	5	7	0	12%
Dimondale	1	1	1	2%
Eaton Rapids	2	3	2	5%
Grand Ledge	4	7	6	10%
Holt	1	1	0	2%
Lansing	2	3	5	5%
Mulliken	1	2	2	2%
Nashville	3	4	5	7%
Olivet	2	2	4	5%
Pottersville	1	2	1	2%
Vermontville	3	4	0	7%
Totals	41	57	49	100%

STATUS						
H	E	F	R	T	O	Total
	1	1				3
5	3	1	3			12
1						1
1	2		2			5
	1					1
1			1			2
	2		2			4
1						1
	1			1		2
				1		1
1		1				3
	1		1			2
1						1
11	11	4	13	2	0	41

March 2015

Total Adults	35
Total Children	29
Intakes	27
Number of "No Shows"	15
Rescheduled	4
Cancelled	4
File Updates	25
Foreclosure Follow Ups	6
Inspections	3
Veterans	4
Homebuyer Education	3
Financial Capabilities	2
Total Appointments	84
Total Payments	22
	100%

CLIENT EMERGENCY STATUS		
Homeless	11	41%
Eviction	3	11%
Relocation	9	33%
Foreclosure	3	11%
Back Property Taxes	1	4%
Other	0	0%

CLIENT PAYMENTS		
Client Paid	\$3,724.42	24%
Leveraged Funds	\$5,101.99	33%
HSM	\$6,600.79	43%
Total Payments Made	\$15,427.20	100%

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bellevue	2	2	2	7%
Charlotte	9	12	8	33%
Delta Twp(48917)	2	2	5	7%
Delton	1	1	0	4%
Dimondale	1	2	0	4%
Eaton Rapids	3	4	3	11%
Grand Ledge	1	2	3	4%
Hastings	1	1	0	4%
Lansing	2	2	6	7%
Portland	1	2	0	4%
Pottsville	1	1	0	4%
Springport	1	1	0	4%
Vermontville	2	3	2	7%
Totals	27	35	29	100%

STATUS						
H	E	F	R	T	O	Total
1	0	0	0	1	0	2
5	1	0	0	3	0	9
1	0	0	0	1	0	2
0	0	0	1	0	0	1
1	0	0	0	0	0	1
0	0	0	1	2	0	3
0	1	0	0	0	0	1
0	0	0	1	0	0	1
0	1	0	0	1	0	2
1	0	0	0	0	0	1
1	0	0	0	0	0	1
1	0	0	0	0	0	1
0	0	0	0	1	1	2
11	3	3	3	9	1	27

## **William “BJ” Behnke**

**Summary:** I’m a client service-driven employee and I pride myself on excellent communication with my clients and co-workers alike. I work well in a team setting as well as independently. I enjoy working in diverse settings with different challenges each day. I believe this keeps the job interesting and an innovative spirit alive. I also believe community involvement is essential to company/professional success because it creates relationships and that is what helps businesses remain sustainable for the long term.

**Education:** Olivet College  
Bachelors of Arts (BA) Insurance and Risk Management  
Graduation May of 2008

**Work Experience:** **J.J.B. Hillard W.L. Lyons, LLC – Charlotte, MI 48813**  
**February 2013 – Present; Financial Consultant**

Hillary Lyons is a full- service wealth management firm. I help guide my clients through the entire wealth management process with a hands-on approach. Every client is different and therefore has different needs. That’s why I start every relationship with a discovery meeting or series of discovery meetings. This helps deepen the client- advisor relationship while uncovering the true needs of the client instead of just trying to pitch a product. This process allows me to create a plan tailored to each client’s individual needs.

**Peckham, Inc. – Charlotte, MI 48813**  
**September 2009 – February 2013; Employment Specialist**

As an Employment Specialist, it was my job to assist individuals with disabilities in finding community employment, as well as to teach them such skills as resume building, interviewing, and workplace behavior. A large part of the job involved networking with the local employers and community. It was essential to have my finger on the pulse of the job market and community as a whole.

**Farm Bureau of Michigan – Lansing, MI 48912**  
**April 2008 – July 2009; Life Insurance Underwriter**

As a Life Insurance Underwriter at Farm Bureau it was my job to underwrite smaller life insurance policies. This included life policies that were \$50,000 and less, I also performed an abundance of data entry,

Executive Director's Outcomes Report 2014-15

Funding Source	Program Name	Number Served	Measurement	outcome	Audit findings	Financials	comments
HUD 2/1/14- 1/31/15	Heart 1	2	The % of persons who remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized) during the operating year.	2/2 - 100%	none	7450	These 2 small grants and third that was just funded will finally be merged this coming year
	Heart 1	2	The % of persons age 18 and older who maintained or increased their total income (from all sources) as of the end of the operating year or program exit.	1 of 2 - 50%	none		
		2	The % of persons age 18 and older who have a disability gained the ability to function with their disability	2 of 2 - 100%	none		
2/1/14- 1/31/15	Heart 2	4	The % of persons who remained in the permanent housing program as of the end of the operating year or exited to permanent housing (subsidized or unsubsidized) during the operating year.	4/4- 100%	None	7415	
	Heart 2	2	The % of persons age 18 and older who maintained or increased their total income (from	1 of 2- 50%	None		





9/30/15				destinations					
Applications Made									
4/17/2015	UW	25,000							
11/2014	SSVF	pending		181,394 requested					
2/6/15	Project connect	awarded		\$500 for 1/2016 project					
3/13/15	Dart	pending		\$5000					
3/20/15	HEP	pending		12,500				MSHDA homebuyer education	
Other tasks									
Jan 2015				Project Connect					
Jan 2015	180 reviews			Joy Johns & Courtney Hayes					
Jan 2015	SPDAT			Implementation				MSHDA required assessment tool	
Feb 2015	90 reviews			Kevin Thompson & Emily Berming					
March 2015	New Project							Rolled out Financial Capabilities	
March 2015	New Project							MOU to assist Eaton Co. homeless in Ingham shelters	
March 2015	MDOC audit	Pending results						Both PR projects reviewed	



## William "BJ" Behnke

Financial Consultant at J.J.B. Hilliard W.L. Lyons  
Charlotte, Michigan | Financial Services

480 connections

Current J.J.B. Hilliard W.L. Lyons, LLC

Previous Peckham, Inc., CHS, Farm Bureau of Michigan

Education Olivet College

Join LinkedIn and access William "BJ"'s full profile. It's free!

As a LinkedIn member, you'll join 300 million other professionals who are sharing connections, ideas, and opportunities.

- See who you know in common
- Get introduced
- Contact William "BJ" directly

[View William "BJ"'s Full Profile](#)

### Summary

I'm a client service-driven employee and I pride myself on excellent communication with my clients and co-workers alike. I work well in a team setting as well as independently. I enjoy working in diverse settings with different challenges each day. I believe this keeps the job interesting and an



# Housing Services of Mid Michigan Market Analysis

## July 2015 Health Plan

Carrier Plan	BCN Focus						CURRENT BCN HMO Gold
	ALTERNATIVE BCN HMO Gold	ALTERNATIVE BCN HMO Gold	ALTERNATIVE BCN HMO Silver	ALTERNATIVE BCN H.S.A. Gold	ALTERNATIVE BCBS Simply Blue PPO Gold	ALTERNATIVE BCBS Simply Blue PPO Silver	
<b>Enrollment</b> 2 Singles 0 Two Person 0 Family	\$1,376.26 \$38.34 \$1,414.60	\$1,336.83 \$37.24 \$1,374.07	\$1,226.16 \$34.16 \$1,260.32	\$1,360.38 \$37.89 \$1,398.27	\$1,482.03 \$82.94 \$1,564.97	\$1,283.78 \$71.86 \$1,355.64	\$1,484.10 \$83.07 \$1,567.17
<b>Monthly Premium</b>	0.2%	-2.7%	-10.7%	-1.0%	10.8%	-4.0%	11.0%
<b>Monthly Taxes and Fees</b>	\$20 \$40	\$20 \$40	\$20 \$40	80% after ded 80% after ded \$4/\$15/\$40	\$20 \$40	\$40 \$60	80% after ded 80% after ded
<b>Total Monthly Premium</b>	\$4/\$15/\$40 \$80/20%/20%	\$4/\$15/\$40 \$80/20%/20%	\$4/\$15/\$40 \$80/20%/20%	\$80/20%/20% after ded	\$15/\$50/50% 20%/25%	\$20/\$60/50% 20%/25%	\$10/\$40/\$80 15%/25%
<b>Difference from current rates</b>	\$50 \$150 100%	\$50 \$150 100%	\$50 \$150 100%	80% after ded 80% after ded 100%	\$60 \$150 100%	\$60 \$250 100%	80% after ded 80% after ded 100%
<b>IN-NETWORK BENEFIT OPTIONS:</b>	\$40/ 30 visits	\$40/ 30 visits	\$40/ 30 visits	80% after ded/ 30 visits	\$40/ 30 visits	\$40/ 30 visits	80% after ded/ 30 visits
Office Visit Copay	\$1,000	\$1,500	\$1,500	\$1,300	\$1,000	\$2,000	\$1,300
Specialist Visit Copay	20% & 50%	20% & 50%	20% & 50%	20% & 50%	20%	20%	20%
Rx Copay	\$2,500	\$1,500	\$1,500	\$1,000	\$2,000	\$4,600	\$1,000
Urgent Care Copay	\$3,500	\$6,600	\$6,600	\$2,300	\$6,600	\$6,600	\$2,300
ER Copay	\$2,000	\$3,000	\$3,000	\$2,600	\$2,000	\$4,000	\$2,600
Preventive Care Services	20% & 50%	20% & 50%	20% & 50%	20% & 50%	20%	20%	20%
Chiropractic Coverage	\$5,000	\$3,000	\$3,000	\$2,000	\$4,000	\$9,200	\$2,000
Employee	\$13,200	\$13,200	\$13,200	\$4,600	\$13,200	\$13,200	\$4,600
Medical Deductible							
Coinsurance Copay							
Coinsurance							
Annual Out of Pocket Max							
Family							
Medical Deductible							
Coinsurance Copay							
Coinsurance							
Annual Out of Pocket Max							

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**Housing Services Mid Michigan Market Analysis**  
June 2015 Life & Disability

Life wAD&D  
Carrier  
Plan

Average Cost

Total Monthly Premium  
Total Annualized Premium

9 Employees

ALTERNATIVE  
Principal  
\$25,000 Flat  
w/AD&D

\$10.05

\$90.46  
\$1,085.52

Short Term  
Carrier  
Plan

Average Cost  
3 Employees

Total Monthly Premium  
Total Annualized Premium

CURRENT	RENEWAL
Guardian 1/8, 13 Weeks 60%, \$500 max	

\$25.17	\$25.17
---------	---------

\$75.50	\$75.50
\$906.00	\$906.00

9 Employees

ALTERNATIVE  
Principal  
1/8, 13 weeks  
60%, \$500 max

\$34.86

\$313.71  
\$3,764.52

Long Term  
Carrier  
Plan

Average Cost  
3 Employees

Total Monthly Premium  
Total Annualized Premium

CURRENT	RENEWAL
Guardian 90 days 60%, \$2,000 max	

\$39.56	\$39.56
---------	---------

\$118.67	\$118.67
\$1,424.04	\$1,424.04

9 Employees

ALTERNATIVE  
Principal  
90 days  
60%, \$2,000 max

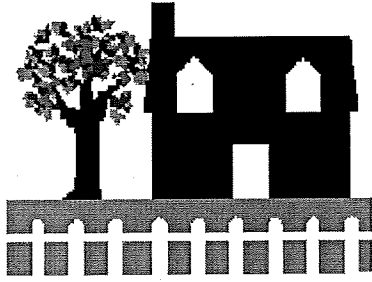
\$22.96

\$206.65  
\$2,479.80

Grand Total Monthly Premium  
Grand Total Annualized Premium

\$194.17	\$194.17
\$2,330.04	\$2,330.04

\$610.82
\$7,329.84



**HOUSING SERVICES MID MICHIGAN**  
"HSM is an equal opportunity provider"

319 S. Cochran, P. O. Box 746

Charlotte, MI 48813

(517) 541-1180 • (517) 541-0269 fax Dial 711 TTY

[www.hsmidmichigan.org](http://www.hsmidmichigan.org)

[hsmminfo@hs-mm.org](mailto:hsmminfo@hs-mm.org)

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March 6, 2015

Blue Care Network of Michigan  
27000 W. 11 Mile Rd., MC B470  
Southfield, MI 48304

Re: Policy #00117832-0001

To Whom It May Concern:

Effective immediately, please change our agency name to Housing Services Mid Michigan. None of our other information including our Tax Id number has changed.

Thank you,

Denise M. Dunn, MA, CFLE  
Executive Director



**HOUSING SERVICES OF EATON COUNTY**  
**Employee Performance Review**

Name: \_\_\_\_\_ Position: \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_ -90 day \_\_\_\_\_ - 6 months \_\_\_\_\_ -Annual Review

**Rating Descriptions**

For each section of the review, assign the appropriate rating based on the descriptions provided.

**R=Role Model:** An employee whose exceptional performance in a category exceeds the expectations of HSEC to such an extent that they may serve as a role model for other employees who aspire to excellence. Role models' superiors may receive compliments regarding the employee from customers or other employees.

**M=Meets Expectations:** An employee whose performance in a category meets the work-quality standards expected for their position. Housing Services sets high expectations, a rating of Meets Expectations means an employee has performed at a high level and should be viewed as a positive rating.

**I=Needs Improvement:** An employee whose performance in some aspect of a category, while not considered seriously deficient to the extent that a Needs Immediate Improvement rating is warranted, nonetheless fails to meet work-quality standards in some material way. A Needs Improvement rating will often focus on one aspect of a category and does not mean that performance in all aspects of a category is deficient. The shortcoming which resulted in this rating should be corrected through some means such as behavior modification or additional training and a goal should be established to focus improvement in this category.

**II=Needs Immediate Improvement w/Action Plan:** An employee whose performance in a category is seriously deficient to the extent that it is negatively affecting their overall work and/or the workplace. Goals must include an action plan to address and correct the deficiency. If the action plan is not followed and significant improvement is not realized, the employee is at risk of incurring further corrective action up to and including termination of employment.

**N=Needs Development/Training:** This rating will be assigned when an employee is too new to Housing Services or a position to have had the opportunity to complete the necessary training and development. Goals should focus on completing training and improving job knowledge.

**Position Specific Performance:**

Rating: \_\_\_\_\_

- Perform assigned tasks accurately and within the prescribed timeframe
- Understands and follows policy, procedures and written instructions.
- Plans and uses time wisely and performs in an efficient manner.
- Receives feedback in a positive way and is open and willing to make changes to improve individual and departmental performance.
- Shows initiative by thinking of ways to improve individual and departmental performance and finding additional tasks to fill slow times.

Comments:

**Client Services:**

Rating: \_\_\_\_\_

- Delivers timely, accurate and helpful service to both external and internal clients.
- Delivers service in a courteous, friendly manner which strengthens client relations (shows respect)
- Identifies multiservice opportunities, educates clients on the benefits of available services.
- Maintains confidentiality.

Comments:

**Communication:**

Rating: \_\_\_\_\_

- Maintains a positive attitude; demonstrates respectful behavior; is open and honest in everything said and done.
- Conducts proper and timely communication with co-workers and clients.
- Communicates concerns appropriately and constructively. Does not promote negativity within the work environment.
- When using the phone, is courteous and uses proper phone etiquette.

Comments:



**Teamwork:**

Rating: \_\_\_\_\_

- Displays supportive, cooperative behavior towards fellow co-workers. Looks for ways to improve the work environment.
- Is dependable; arrives to work on time and ready to work; leaves for and returns from breaks and lunches on time; and is not excessively absent.
- Willing to take on additional or different responsibilities when requested.
- Accepts and adjusts to funding source changes in a positive way. Is open and willing to make required adjustments due to changes in rules and regulations.

Comments:

**Professionalism:**

Rating: \_\_\_\_\_

- Exhibits professional behavior which is appropriate in a business environment. Is courteous and respectful to clients, other employees and any other persons in which the employee has contact with during their time as a representative of HSEC.
- Wears professional attire which complies with acceptable business standards.
- Willing to take responsibility for mistakes, and learn from them.

Comments:

**Goals Review from Previous Evaluation**: Review goals established during the last evaluation and indicate if they were met, not met, in progress or need to be deleted or adjusted.

1.

2.

Comments:

**New Goals for the Next Evaluation Period**

Establish goals for the upcoming period. The goals should be consistent with the contents of this evaluation. Goals should follow the S.M.A.R.T. format. (Specific, Measurable, Attainable, Realistic, and Time bound). There are not a required number of goals that must be established.

1.

2.

3.

**Employee Comments:**

By signing this form, the employee is acknowledging that he or she has received a copy of this review, discussed it with their supervisor and been provided an opportunity to provide his or her own comments.

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Executive Director Signature \_\_\_\_\_ Date: \_\_\_\_\_

(Employee receives a copy.)

Budget 2015-2016 All Costs

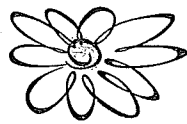
Revenues	FICA
MSHDA ESG	\$ 116,938.00
FEMA	\$ 56,400.00
HUD SHP	\$ 179,419.00
Eaton Co. UW	\$ 12,018.00
Flagstar Bank	\$ 1,500.00
Tri-County Electric	\$ 10,000.00
JHLPR	\$ 236,476.00
CRCF	\$ 15,000.00
IDA	\$ 500.00
Section 8	\$ 447,191.00
REACH Supportive Housing	\$ 42,497.00
participants pool	\$ 4,600.00
MICAH	\$ 4,500.00
Neighborhood Doors	\$ 10,000.00
MISC	\$ 2,000.00
Fundraising	\$ 15,000.00
Interest Income	\$ 1,500.00
CoC planning	\$ 9,479.00
Eaton Permanent Supportive Housing	\$ 53,715.00
participants pool	\$ 10,000.00
HEP	\$ 6,888.00
CAPR Prisoner Reentry	\$ 315,678.00
Foreclosure specialist (s) NMS	\$ 58,104.00
veterans grant	\$ 181,947.00
NFMC	\$ 12,000.00
HEART 1	\$ 7,572.00
HEART 2	\$ 7,532.00
HEART 3	\$ 14,591.00
Totals	\$ 1,833,045.00
Salary	\$ 40,383.28

Total Revenues	Total Expenses	FICA
\$ 1,833,045.00	\$ 1,159,080.00	
Salary		
Director	\$ 92,372.80	\$ 7,066.52
Intake/assist Dir	\$ 47,902.40	\$ 3,664.53
Housing Intake/foli-	\$ 24,960.00	\$ 1,909.44
Houings Resource	\$ 27,040.00	\$ 2,068.56
CAPR case mang	\$ 47,632.00	\$ 3,643.85
CAPR house mang	\$ 46,883.20	\$ 3,586.56
JHLPR	\$ 49,920.00	\$ 3,818.88
foreclosure special	\$ 32,240.00	\$ 2,466.36
Clinton SSVF	\$ 16,640.00	\$ 1,272.96
Clinton SSVF	\$ 16,640.00	\$ 1,272.96
Veteran case man:	\$ 41,600.00	\$ 3,182.40
Section 8	\$ 16,250.00	\$ 1,243.13
REACH case man	\$ 9,890.40	\$ 756.62
Perm S case man	\$ 13,187.20	\$ 1,008.82
homebuyer educat	\$ 3,450.00	\$ 263.93
admin assist	\$ 17,342.00	\$ 1,326.66
CAPR data aide	\$ 1,056.00	\$ 80.78
Bookkeeping/HMIS	\$ 22,880.00	\$ 1,750.32
Totals	\$ 527,886.00	\$ 40,383.28

proposed 4/14/2015

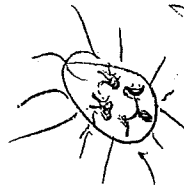
Client payments	Operation	Program	Admin expenses
\$ 6,300.00	\$ 5,200.00	\$ 22,500.00	\$ 2,500.00
\$ 55,572.00	\$ 3,400.00	\$ 2,000.00	\$ 12,000.00
\$ 24,000.00	\$ 1,000.00	\$ 1,200.00	\$ 1,500.00
	\$ 9,480.00	\$ 31,000.00	\$ 3,000.00
	\$ 5,000.00	\$ 100.00	\$ 1,000.00
\$ 10,000.00	\$ 2,000.00	\$ 1,500.00	\$ 100.00
\$ 126,000.00	\$ 3,500.00	\$ 500.00	\$ 2,500.00
\$ 15,000.00	\$ 1,900.00	\$ 750.00	\$ 680.00
\$ 407,000.00	\$ 1,150.00	\$ 250.00	
\$ 37,656.00	\$ 1,100.00	\$ 4,500.00	
\$ 3,000.00	\$ 900.00	\$ 1,000.00	
	\$ 500.00	\$ 500.00	
\$ 2,000.00	\$ 1,000.00	\$ 20,290.00	
	\$ 3,650.00	\$ 21,000.00	
	\$ 5,400.00	\$ 3,000.00	
	\$ 3,120.00	\$ 4,080.00	
	\$ 2,000.00	\$ 4,000.00	
\$ 37,800.00	\$ 2,000.00	\$ 9,479.00	
\$ 10,000.00			
\$ 158,600.00			
\$ 37,000.00			
\$ 6,091.00			
\$ 5,832.00			
\$ 12,000.00			
\$ 953,851.00	\$ 51,300.00	\$ 130,649.00	\$ 23,280.00
MI Unemploy	3.15%	Health IN	
\$ 4,203.25	\$ 20,123.00	Work Comp	
\$ 2,375.49	\$ 2,400.00	S & L Dis	
Total Salary	\$ 597,371.02		
Difference	\$ 76,593.98		
MI Unemploy	2.89%	Health IN	
\$ 274.55	\$ 7,775.00	Work Comp	
\$ 274.55	\$ 215.56	S & L Dis	
\$ 274.55	\$ 112.32		
\$ 274.55	\$ 121.68		
\$ 274.55	\$ 214.34		
\$ 274.55	\$ 210.97		
\$ 274.55	\$ 224.64		
\$ 274.55	\$ 145.08		
\$ 274.55	\$ 74.88		
\$ 274.55	\$ 74.88		
\$ 274.55	\$ 187.20		
\$ 274.55	\$ 73.13		
\$ 274.55	\$ 44.51		
\$ 85.00	\$ 59.34		
\$ 274.55	\$ 15.53		
\$ 274.55	\$ 78.04		
\$ 274.55	\$ 4.75		
\$ 274.55	\$ 102.96		
\$ 4,203.25	\$ 20,123.00	\$ 2,375.49	\$ 2,400.00
			total
			\$ 597,371.02
			\$ 597,371.02
			total / hour
			\$ 108,904.55
			\$ 52,407.04
			\$ 30,561.31
			\$ 29,629.79
			\$ 51,764.74
			\$ 60,923.29
			\$ 54,238.07
			\$ 35,125.99
			\$ 18,262.39
			\$ 18,262.39
			\$ 45,244.15
			\$ 17,840.80
			\$ 10,691.52
			\$ 9,314046923
			\$ 3,814.45
			\$ 19,021.25
			\$ 1,141.54
			\$ 25,007.83
			\$ 597,371.02

March 18<sup>th</sup>, 2015



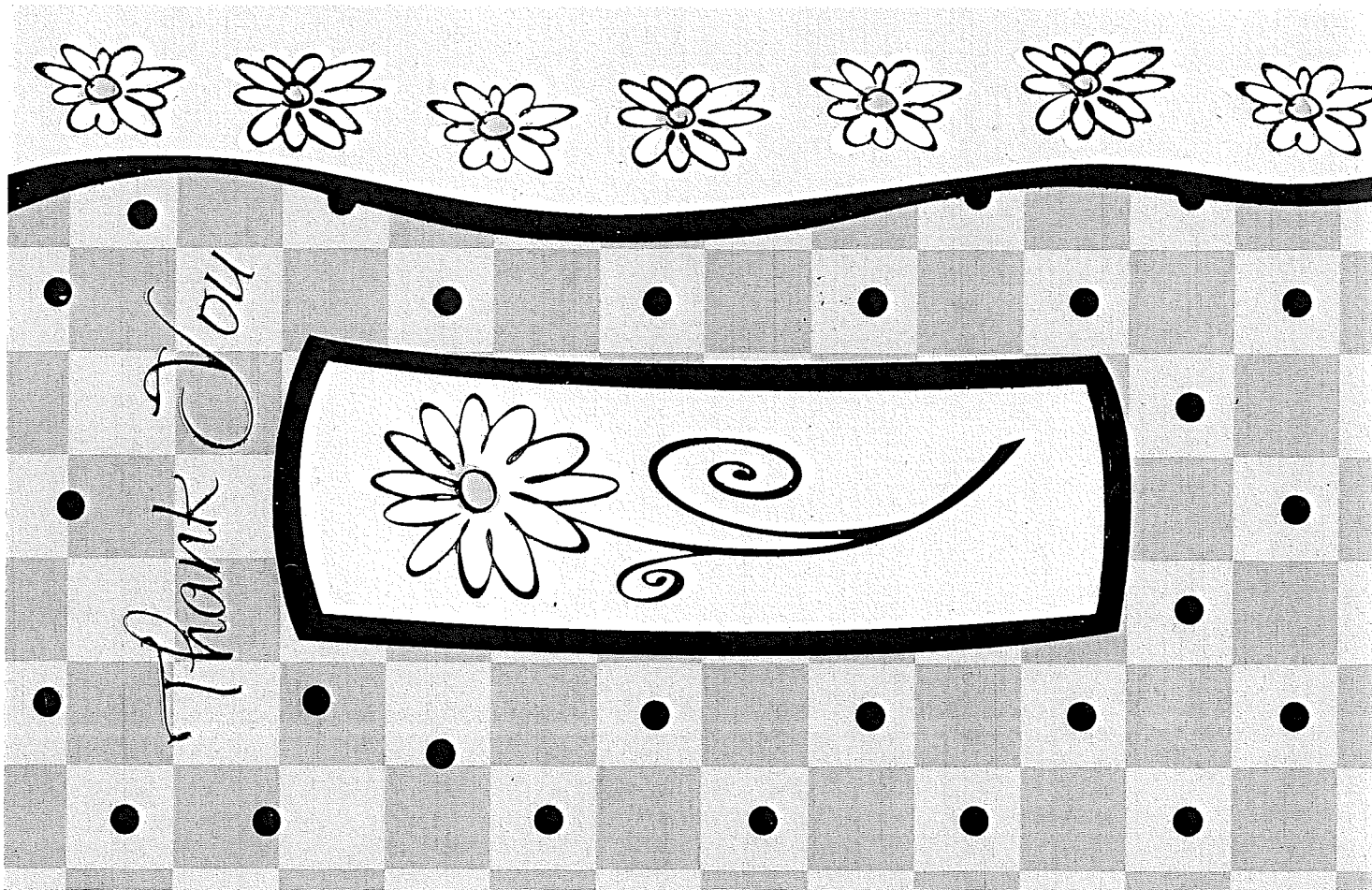
Emily, The words "thank you" hardly seem enough,

But they're coming from my heart,

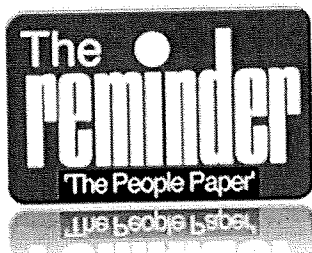


A heart uplifted by your kindness.

Thank you so much for being there for me and helping me every step of the way to get into my new home and starting a new beautiful life for myself. I appreciate you. All the best,



Thank You



The Hastings Reminder 'The People's Paper' 1351 N. M-43 Hastings, MI 49058 PH: 800-870-7085 FAX: 269-945-5192

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Voluntary Partnership Program



How Are We Doing



How Are we Doing

Foods

Save up to \$52

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Share Like 18

**Housing Service of Mid Michigan welcomes new staff member / 2-28-15**



A new face can be seen at the Housing Services of Mid Michigan offices in Barry and Eaton counties. Ann Van Den Goor is the organization's new foreclosure prevention specialist, and she's ready to help homeowners at risk of foreclosure keep their homes. "Our office provides foreclosure prevention counseling," she said. "We talk to people to find out their specific situation and then work with them to figure out what options are available to

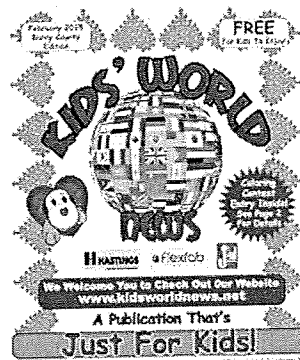
them." Van Den Goor said she often works with mortgage companies to see if loan modification is an option. Her office also offers the Michigan version of the Federal Hardest Hit program, called Step Forward, which is a loan rescue or modification program. "We help them with the paperwork, and we also go through people's budget and help connect them with other resources, as well," she said. "They may qualify for food stamps; or, if they get food stamps but the food stamps aren't enough, we connect them with local food banks and other agencies like the United Way. "We get a lot of people who come from the treasurer's office or the United Way; but you don't need a referral or to be part of another program to qualify for ours," added Van Den Goor. Van Den Goor, who earned her masters degree in social work from Michigan State University in May 2014 completed her internship at Housing Services of Mid-Michigan's Charlotte office and started working for the organization in June. She completed her training as a foreclosure prevention specialist in November. "I am originally from the east side of the state, but I am definitely interested in working with the rural population," she said. "I enjoy my job because it allows me to connect with people and see all the connection in the community. I could not do my job without those connections. A lot of people facing foreclosure don't realize there are programs and options available in their community to help save their homes." Van Den Goor is in the Barry County office, 231 S. Broadway, Hastings; from 8:30 a.m. to 5 p.m. Monday and Thursday; 517-983-9277; and the Eaton County office, located at 319 S. Cochran, Charlotte, from 8:30 a.m. to 5 p.m. Monday, Wednesday and Friday; 517-541-1180 ext. 225.

Share Like 18

**Snake fungal disease confirmed in Barry County / 2-28-15**

A group of scientists confirmed in early February that snake fungal disease has been found in three populations of Eastern massasauga rattlesnakes in Michigan. The snakes were found near Grayling, Cassopolis and at Pierce Cedar Creek Institute in Barry County. The scientists, including Grand Valley State University

CLICK HERE FOR WINTER FUN



Hastings, MI

Currently | Hourly Info | 15 Days

Mostly cloudy  
27°F

RealFeel®: 18°F  
Winds: NW at 13 mph  
Weather Forecast |  
Weather Maps

THE HASTINGS BANNER



# 'Homelessness' has varied definitions, often young faces

*School district tasked with helping*

**Carla Bumstead**  
Editor

The "look" of homelessness depends on where you live. In Eaton County, homelessness looks different than in the big cities and different from the mental picture most of us have of shabby men sleeping in doorways. While many of the county's homeless are served through Housing Services Mid Michigan (HSM) and the SIREN/Eaton Shelter, others have to look to their local school district for help.

"People typically don't see rural homelessness," said Denise Dunn, HSM's executive director. "They are not walking the streets daily, not on benches on our main streets, but just because you don't see them doesn't mean they are not there."

HSM is located in Charlotte and provides a variety of housing assistance services, including helping those classified as homeless as defined by the U.S. Department of Housing and Urban Development (HUD).

Dunn emphasizes that, when it comes to the home-

less, definitions are important.

"There is a difference between 'homelessness' as defined by HUD and 'homelessness' as defined by the department of education," Dunn said.

For HUD, homelessness is defined as living in a place "not meant for human habitation." Dunn explained this includes on the streets, in a car, in an abandoned building or trailer or in a tent. Those living like this qualify for HUD services and assistance — including placement in a homeless shelter like the SIREN/Eaton Shelter in Charlotte. Dunn said there are currently 35 families living in the shelter, with between 35 and 50 on a waiting list. Add to that 10 people, or families, living in their cars at any given time. In 2014, HSM served a total of 271 families. Such is the reality of HUD-defined homelessness in Eaton County.

But there is another definition that affects people, particularly children and teens, to a much greater extent than many people realize. These are individuals or families that are living with relatives or friends, or those who are "couch surfing" from place to place on any given night. These families, mostly single mothers with children, may

have lost a home for any number of reasons, but the effect is still the same — they don't have a permanent place to stay and struggle with the question "where am I going to sleep tonight?" For these people, if they have children, it is up to the school district to provide help.

## Schools' involvement

Dunn explained that a federal law known as the McKinney-Vento Act states that children who become homeless have to be served at the "school of origin," or the school in which the child was enrolled at the start of the school year. Each school district has a staff member designated to serve as the McKinney-Vento coordinator, and it is this person who has to make sure students get the services they need and are entitled to. For the Eaton Rapids Public Schools (ERPS), that person is Kelly Ballor.

Ballor said serving homeless students in their "home district" makes sense.

"The less change and the less disruption in their lives, the better," Ballor said. "They know their teachers, they know the curriculum, and their friends are here."

Ballor works in the district's central office. Her title as central registrar makes her responsible for all district students who meet the McKinney-Vento definition of homelessness. When a student

is enrolled in the Eaton Rapids Public Schools, and they fall into any of the McKinney-Vento categories, Ballor finds out what their needs are and what resources the district can provide to help them.

"McKinney-Vento is a very broad definition of homelessness," Ballor said. "Any student under 18 that is living with anyone that is not their legal parent or guardian is considered homeless."

As of March 17, that meant 176 students. That number includes 27 that are in the SIREN shelter, one who is "couch surfing" on their own and 32 students who live at the VFW National Home for Children. Ballor said the VFW home is considered "transitional housing" and thus falls into the McKinney-Vento definition.

The rest of Ballor's caseload, over 100 students, fall into an often over-looked category referred to as being "doubled up." These are families, most likely single mothers, who have lost their home and are now staying with relatives or friends.

"Although they may have good shelter, they often don't have all the necessities they need to get by," Ballor said. "It's a strain on both families, the hosting family and the family staying with them, especially if the host family has children of their own."

With more mouths to feed, there is less food to go around.

And there is less money available for needed school supplies, clothing, etc.

Ballor said all ERPS students under McKinney-Vento receive free breakfast and lunch at school. Those living in shelters are either bused from the shelter to their Eaton Rapids school or they get EATRAN tokens or gas cards to allow them to get back and forth.

In addition, over 30 students on Ballor's caseload receive weekend meals provided through the Eaton Rapids Weekend Food Backpack program.

"For some of these kids, truly the only meals they get are the ones they get at school," Ballor said.

The backpack program is operated through the United Methodist Women group at the Eaton Rapids First United Methodist Church and headed up by Cathy Taylor. It provides students in kindergar-

ten through fifth grade with a backpack to take home on the weekend filled with enough food for two breakfasts, two lunches and two dinners.

For students in grades six and above, parents and guardians are sent instant alerts telling them when they can come in and get food or gift cards direct from Ballor. Ballor said she works closely with the Heart and Hands Food Bank and also gets gift cards from Meijer.

"We count a whole lot on the backpack program, and the Eaton Rapids hospital has been donating toiletries," she said.

She said she also tries to get school supplies to students in need. The best way for community members to help students on her list is to donate food or money to the backpack program or Heart and Hands.