

**HOUSING SERVICES MID MICHIGAN
BOARD OF DIRECTORS MEETING
TUESDAY February 14, 2017
LOCATION: MSU Extension Office CHARLOTTE, MICHIGAN**

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES December 2016

ACCEPTANCE OF FINANCIAL REPORT January 2017

EXECUTIVE DIRECTOR'S REPORT

Monthly Statistics and Activities- December 2016 and January 2017

OLD BUSINESS

New Golf Outing Idea- Dar Benjamin
PATH grant application update
United Way changes
Nominations Committee Report

NEW BUSINESS

Annual Board Meeting
CRA First National Bank award
HUD audit issue information
HUD announcement
HUD Section 8 changes
New Proposed Board Member – Sarah Martin

	Financial Statement Legend		
CAPR	Capital Area Prisoner Re-entry	MICAH	Michigan Coalition Against Homelessness
CRCF	Capital Region Community Foundation	MSHDA	Michigan State Housing Development Authority
EFSP	Emergency food and shelter program (FEMA)	NDC	Neighborhood Doors Corporation
ESG	Emergency Solutions Grant (MSHDA)- Eaton and Clinton	NMFC	Neighborhood Works (foreclosure) funds
ESG-Vet	Emergency Solutions Grant – Veterans	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	PATH	Homeless Outreach- DHHS
HC	Housing Counseling-HUD		
JHLPR	Jackson, Hillsdale, Lenawee Prisoner Re-entry		

Next Meeting – April 11, 2017 - Meeting to be held at the 551 Building at 2:00 pm

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

HOUSING SERVICES MID MICHIGAN
December 13, 2016 Meeting

Call to order: President Bob Brown called the meeting to order at 1:42 p.m.

Present: Brown, Nicole Shannon, Jim Dexter, Sue Hoffman, Tom Fuller, Sean Cotter, Denise Dunn (ex officio). Dar Benjamin proxy to Brown.

Minutes: Approval of the HSMM Minutes for October 2016. Move to approve minutes by Cotter. Hoffman seconded. Motion carried.

Acceptance of Financial Report: Dunn pointed out that approximately \$40,000 in reimbursement was submitted at the end of the month and JHLPR checks came in shortly before the meeting. Acceptance of financial report by Hoffman. Shannon second. Motion carried.

Executive Director's Report: Dunn reported that we did not apply for a Homeless Youth grant this round but we expect to apply in the future. We also applied for a Family Self-Sufficiency Grant for which we were not selected but received feedback for the future. Dunn and Assistant Director put together a video history of the organization.

Old Business:

New Proposed Board Member: Levi Martin attended the staff portion of the meeting at 12:00. Cotter moved to accept him as a new board member. Dexter second. Motion carried. Dunn will set up board member orientation.

Golf Outing: Tabled

New Business:

PATH Grant Application: Dunn reported we applied to a regional grant that will allow us to go into the field and locate clients, particularly clients who are eligible for Permanent Supportive Housing. We would be the fiduciary with Advent House in Lansing working as a subgrantee. There will be one staff in Clinton/Eaton and one in Ingham. Though we have not officially been awarded the grant we expect to receive it.

Financial Capacity Building: Dunn reported that we purchased a scanner and software for approximately \$3,000 that dramatically reduces the labor involved in entering financial information and client file information. This will reduce our need to keep paper files on site for 7 years.

Formal Appeal: Dunn reports the organization is engaged in a formal appeal on behalf of a client attempting to get into housing. The client was a victim of financial exploitation leading to a judgment against her, preventing her from leasing an apartment.

United Way: Dunn reported that the Eaton County United Way is considering joining the Capital Area United Way.

Nominating Committee: Cotter will chair the committee. All current officers expressed interest in continuing their positions.

Brown adjourned at 3:00 p.m.

Respectfully submitted,
Nicole Shannon

Secretary

Housing Services Mid Michigan
Board Report
Month Ending January 31, 2017

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
Revenues					
Interest Income	\$ 16.29	\$ 764.38	\$ 666.64	97.74	\$ 1,000.00
Contributions - Unrestr	329.57	963.42	1,666.64	(703.22)	2,500.00
Flex plan	0.14	269.91	366.64	(96.73)	550.00
Fundraising	0.00	802.00	10,000.00	(9,198.00)	15,000.00
HUD	12,319.83	133,571.74	119,612.64	13,959.10	179,419.00
MICAH	0.00	4,500.00	3,000.00	1,500.00	4,500.00
JHLPR	35,047.96	138,424.06	139,612.64	(1,188.58)	209,419.00
MSHDA	0.00	128,506.00	92,104.00	36,402.00	138,156.00
AmeriCorpGrant	0.00	250.00	1,333.36	(1,083.36)	2,000.00
EFSP	0.00	15,150.00	20,200.00	(5,050.00)	30,300.00
HEART 900	491.00	6,297.17	5,048.00	1,249.17	7,572.00
HEART 900 Tenant co	14.00	112.00	450.00	(338.00)	675.00
HUD HC	0.00	12,707.05	14,672.64	(1,965.59)	22,009.00
CRCF	0.00	15,000.00	10,000.00	5,000.00	15,000.00
HEART 1300	1,488.68	4,429.21	5,021.36	(592.15)	7,532.00
HEART 1300 Tenant c	0.00	0.00	2,000.00	(2,000.00)	3,000.00
PSH 1400	5,289.02	39,384.42	35,810.00	3,574.42	53,715.00
PSH 1400 Tenant co-pa	682.00	3,848.00	2,333.36	1,514.64	3,500.00
OTHER Income	1,271.42	1,710.20	333.36	1,376.84	500.00
Project Connect Incom	0.00	0.00	666.64	(666.64)	1,000.00
Emergency Fund	0.00	0.00	1,333.36	(1,333.36)	2,000.00
Adopt A Family Incom	0.00	750.00	500.00	250.00	750.00
IDA	0.00	0.00	573.36	(573.36)	860.00
HEART 1800	2,464.67	9,340.60	9,727.36	(386.76)	14,591.00
HEART 1800 tenant co	75.00	195.00	0.00	195.00	0.00
Section 8 funds	0.00	303,260.00	258,148.00	45,112.00	387,222.00
Section 8 Admin	0.00	31,496.00	29,496.00	2,000.00	44,244.00
Section 8 interest	19.58	68.58	60.00	8.58	90.00
Sect 8 Fraud Recovery	0.00	0.00	0.00	0.00	0.00
Eaton Co. United Way	0.00	8,523.77	8,666.00	(142.23)	12,999.00
DCH REACH Admin	390.48	1,845.31	1,466.64	378.67	2,200.00
REACH Tenant co-pay	939.00	6,507.00	5,466.64	1,040.36	8,200.00

For Management Purposes Only

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Housing Services Mid Michigan
Board Report
Month Ending January 31, 2017

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
Eaton County Counseli	5,000.00	8,750.00	10,000.00	(1,250.00)	15,000.00
DCH REACH RENTS	6,159.00	28,760.25	23,207.52	5,552.73	34,811.25
NFMC Income	0.00	0.00	3,666.64	(3,666.64)	5,500.00
CAPR	50,336.62	157,693.80	184,749.36	(27,055.56)	277,124.00
SSVF Income	14,158.02	134,085.08	121,298.00	12,787.08	181,947.00
HEP Income	2,827.32	7,633.13	1,066.64	6,566.49	1,600.00
CoC Planning Grant	0.00	22,243.00	14,828.64	7,414.36	22,243.00
NMS Round 6 Foreclos	0.00	(29,493.00)	37,325.52	(66,818.52)	55,988.23
NMS ROUND 7 Forecl	0.00	17,914.81	10,565.52	7,349.29	15,848.23
ESG VET	0.00	0.00	5,108.64	(5,108.64)	7,663.00
HEART	0.00	0.00	0.00	0.00	37,071.68
Clinton HARA	0.00	0.00	23,034.68	(23,034.68)	46,069.36
Clinton EFSP	0.00	21,000.00	4,571.45	16,428.55	8,000.00
Clinton Moteling(ESP)	0.00	0.00	3,000.00	(3,000.00)	6,000.00
Eaton Treasurer FC	0.00	2,500.00	1,666.64	833.36	2,500.00
Eaton Commissions	0.00	10,000.00	6,666.64	3,333.36	10,000.00
5/3 Bank	0.00	0.00	1,666.64	(1,666.64)	2,500.00
Clinton Tri County	0.00	0.00	2,000.00	(2,000.00)	3,000.00
Total Revenues	139,319.60	1,249,762.8	1,234,757.8	15,005.08	1,903,368.7
Expenses					
Overhead Expenses	31.99	2,775.17	9,333.40	(6,558.23)	15,333.36
Flex Plan Expenses	546.78	(344.47)	2,333.36	(2,677.83)	3,500.00
HUD Expenses	12,480.76	120,380.87	119,612.64	768.23	179,419.00
JHLPR Expenses	19,427.23	153,430.81	139,612.72	13,818.09	209,419.00
MSHDA Expenses	2,435.67	100,176.65	84,491.72	15,684.93	126,104.88
EFSP Expenses	7,766.53	25,302.88	31,828.16	(6,525.28)	46,599.26
HEART 900 Expenses	166.27	5,543.68	4,966.64	577.04	7,450.00
HUD HC	4,295.15	12,191.14	12,306.72	(115.58)	18,460.00
TRI COUNTY Exp.	0.00	4,165.33	3,333.36	831.97	5,000.00
CRCF Expenses	397.50	14,515.29	10,000.00	4,515.29	15,000.00

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Housing Services Mid Michigan
Board Report
Month Ending January 31, 2017

	Current Month Actual	Year to Date Actual	Year to Date Budget	Difference	Annual Budget
HEART 1300 Expense	1,837.52	2,986.91	4,943.28	(1,956.37)	7,415.00
PSH Expenses	9,326.75	43,120.46	35,266.00	7,854.46	52,899.00
Other Expenses	1,825.63	10,926.18	8,666.64	2,259.54	13,000.00
IDA Expenses	65.62	424.41	573.36	(148.95)	860.00
HEART 1800 Expense	1,582.34	8,222.65	3,190.00	5,032.65	4,785.00
Sec 8 Expenses	42,337.59	334,215.11	287,644.00	46,571.11	431,466.00
Eaton Cty UW Expense	0.00	0.00	0.00	0.00	0.00
NMS Expenses	0.00	0.00	0.00	0.00	0.00
REACH Expenses	7,626.25	41,184.61	34,940.80	6,243.81	52,411.25
NMFC Expenses	0.00	0.00	2,766.64	(2,766.64)	4,150.00
CAPR Expenses	16,864.82	153,033.17	184,749.28	(31,716.11)	277,124.00
SSVF Expenses	13,395.20	136,098.60	117,221.20	18,877.40	175,832.00
HEP Expenses	561.32	7,165.46	1,353.36	5,812.10	2,030.00
Links Expenses	0.00	0.00	0.00	0.00	0.00
CoC Expenses	196.14	12,271.97	6,324.00	5,947.97	9,486.00
Total Expenses	143,167.06	1,187,786.8	1,105,457.2	82,329.60	1,657,743.7
Unrestricted Cash	\$ (3,847.46)	\$ 61,976.01	\$ 129,300.53	(67,324.52)	\$ 245,625.00

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Mid Michigan Housing Services
Balance Sheet
January 31, 2017

ASSETS

Current Assets		
General Checking	\$	96,774.12
CD		123,101.58
Payroll Checking		88,621.55
MSHDA Checking		2,377.31
Savings Account		24,734.36
Savings Building Acct		10,857.25
Section 8 Checking		74,131.44
Petty Cash		25.00
Flex Plan Checking		1,922.15
Hud 1 receivable		35,058.18
Prisoner re-entry receivable		36,608.36
Other Receivables		<u>13,311.77</u>
Total Current Assets		507,523.07
Property and Equipment		
Building		162,065.00
Furniture and Fixtures		6,348.59
Leasehold Improvements		33,652.00
Land		17,750.00
Accum Depreciation		<u>(76,980.84)</u>
Total Property and Equipment		142,834.75
Other Assets		
CRCF Endowment		<u>32,571.55</u>
Total Other Assets		<u>32,571.55</u>
Total Assets		<u><u>\$ 682,929.37</u></u>

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LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable	\$	5,817.72
Accrued Payroll		4,384.12
Accrued Vacation		16,730.61
Deferred Revenue		199,229.53
Current portion LTD		<u>2,873.00</u>
Total Current Liabilities		229,034.98
Long-Term Liabilities		
Long Term Debt - House		0.16
Mortgage Loan		<u>147,801.28</u>
Total Long-Term Liabilities		<u>147,801.44</u>
Total Liabilities		376,836.42
Capital		
Retained Earnings		313,802.42
Net Income		<u>(7,709.47)</u>
Total Capital		<u>306,092.95</u>
Total Liabilities & Capital		<u><u>\$ 682,929.37</u></u>

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

SAVE THIS INFORMATION
FOR INCOME TAX PURPOSES

PAGE 001
DATE 123116

DESCRIPTION	ADVANCES	INTEREST	PRINCIPAL	TOTAL	T	INTEREST RATE	EFFECTIVE DATE
BEGIN LOAN BALNCE		491.48	151,862.54	152,354.02			010116
PAYMENT		564.29	225.30	789.59	R	04.3750	010416
PAYMENT		563.44	226.15	789.59	R	04.3750	020416
PAYMENT		508.16	281.43	789.59	R	04.3750	030416
PAYMENT		561.57	228.02	789.59	R	04.3750	040416
PAYMENT		542.62	246.97	789.59	R	04.3750	050416
PAYMENT		559.79	229.80	789.59	R	04.3750	060416
PAYMENT		540.91	248.68	789.59	R	04.3750	070416
PAYMENT		558.02	231.57	789.59	R	04.3750	080416
PAYMENT		557.16	232.43	789.59	R	04.3750	090416
PAYMENT		538.35	251.24	789.59	R	04.3750	100416
PAYMENT		555.36	234.23	789.59	R	04.3750	110416
PAYMENT		536.60	252.99	789.59	R	04.3750	120416
TOTAL LOAN PMTS		6,586.27	2,888.81	9,475.08			
TOTAL PAID ON ALL LOANS THIS YEAR		6,586.27	2,888.81	9,475.08			
LOAN ACTIVITY	0.00	6,586.27	2,888.81	9,475.08			
LOAN BALANCE	UNPD INTEREST	482.13 **	UNPD PRIN	148,973.73 **			
NXT AMT DUE	9,475.00		DATE DUE 050417				
PAYMENT STATUS	ON SCHEDULE	INT PAID	6,586.27				
TAXES PAID							
ALL LOAN ACTIVITY	0.00	6,586.27	2,888.81	9,475.08			
BORR BAL	UNPD INTEREST	482.13	UNPD PRIN	148,973.73			

**These unpaid balances may not reflect the total amount due to the Agency at payoff.

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 2016 (Rev. June 2016) Form 1098	<input type="checkbox"/> CORRECTED (if checked) Mortgage Interest Statement
RECIPIENT'S/LENDERS federal identification number 431757115	PAYER'S/BORROWER'S taxpayer identification no. *****5099	1 Mortgage interest received from payer(s)/borrower(s)* \$ 0.00	COPY B FOR PAYER/BORROWER The information in boxes 1 through 9 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, reported in boxes 1 and 2; or because you didn't report the refund of interest (box 4); or because you claimed a non-deductible item.
PAYER'S/BORROWER'S name, Street address (including apt. no.), city or town, state or province, country, and ZIP or foreign postal code HOUSING SERVICES 26-705 MID MICHIGAN PO BOX 746 CHARLOTTE MI N 48813	2 Outstanding mortgage principal as of 1/17/2016 \$	3 Mortgage origination date	
	4 Refund of overpaid interest \$	5 Mortgage insurance premiums \$	
	6 Points paid on purchase of principal residence \$	7 Is address of property securing mortgage same as PAYER'S/BORROWER'S address? If Yes, box is checked <input checked="" type="checkbox"/> If No, see box 8 or 9, below	
10 Other IRS FORM 1098 DOES NOT APPLY TO YOUR LOAN Account number (see instructions) 26023*****509997 01	8 Address of property securing mortgage	9 If property securing mortgage has no address, below is the description of the property	





Capital Region
community foundation
The Center for Charitable Giving

Your fund information is available from 1/1/2015 to 1/20/2017

Fund Statement for: 809 - ECCF Housing Services Mid Michigan Endowment Fund ▼
 From: 1/1/2016 To: 12/31/2016

809 - ECCF Housing Services Mid Michigan Endowment Fund

Net Assets Beginning 1/1/2016	\$44,189.19
Additions	
Contributions - Nonspendable	400.00
Contributions - Agency	9,020.55
Interest Income on Investments	1,474.42
Realized Gain (Loss) on Investments	125.24
Unrealized Gain (Loss) on Investments	2,778.51
Total Additions:	\$13,798.72
Subtractions	
Foundation Administrative Fees	367.00
Total Subtractions:	\$367.00
Net Assets Ending 12/31/2016	\$57,620.91

	Beginning 1/1/2016	Activity	Ending 12/31/2016
Net Assets Show Details			
Net Assets - Accumulated Earnings	\$8,684.19	\$4,011.17	\$12,695.36
Net Assets - Nonspendable	\$35,505.00	\$9,420.55	\$44,925.55
Total Net Assets	\$44,189.19	\$13,431.72	\$57,620.91

Purpose of this Fund: sub fund of Eaton County Community Foundation - an agency fund for the benefit of Housing Services Mid Michigan 501©(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

Eaton/ Barry January 2017

Total Inquiries	106	
Intakes	46	47%
Number of "No Shows"	12	12%
Rescheduled	18	18%
Cancelled	6	6%
File Updates	10	10%
Foreclosure Follow Ups	4	4%
Inspections	0	0%
Veterans	2	2%
Homebuyer Education	0	
Financial Capabilities	0	
Total Appointments	98	98%
Total Payments	24	

CLIENT EMERGENCY STATUS		
Homeless	9	20%
Eviction	9	20%
Relocation	19	41%
Foreclosure	5	11%
Back Property Taxes	4	9%
Other	0	0%

CLIENT PAYMENTS		
Client Paid	\$8,017.62	33%
Leveraged Funds	\$5,228.10	22%
HSM	\$10,943.38	45%
Total Payments Made	\$24,189.10	100%

Outreach Response	
Agency	15
Facebook	
Lender	
Mailer	
Walk in	7
Newspaper	
Website	1
Word of mouth	11
Radio	3
Television	
No Response	10

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bellevue	4	7	6	9%
Charlotte	14	18	9	30%
Delta Twn(48917)	2	2	2	4%
Eaton Rapids	6	7	7	13%
Grand Ledge	3	3	5	7%
Hastings	1	2	2	2%
Lansing	8	12	9	17%
Mulliken	1	1	0	2%
Olivet	3	3	5	7%
Pottersville	3	4	6	7%
Vermontville	1	1	0	2%
				0%
				0%
Totals	46	60	51	100%

STATUS						
H	E	F	R	T	O	Total
1			2		1	4
4	2			7	1	14
1				1		2
2	1		2	1		6
	1			2		3
			1			1
	5			3		8
1						1
				3		3
				2	1	3
					1	1
						0
						0
9	9	5	19	4	0	46

Clinton January 2017

Total (Screening) Inquiries		70
Intakes	15	47%
Number of "No Shows"	3	9%
Rescheduled	4	13%
Cancelled	2	6%
File Updates	3	9%
Inspections	5	16%
Veterans	0	0%
		0%
		0%
		0%
		0%
		0%
		100%
Total Appc	32	
Total # Payments	4	

CLIENT EMERGENCY STATUS				
Homeless		1		7%
Eviction		6		43%
Relocation		8		57%
		0		0%
		0		0%
		0		0%
CLIENT PAYMENTS				
ESP		\$325.00		5%
Client Paid		\$650.00		10%
Leveraged Funds		\$1,477.32		23%
HSMIM		\$4,406.86		67%
SSVF		\$0.00		0%
Total Payments Made		\$6,534.18		100%

Outreach	Response
Agency	11
Facebook	0
Lender	0
Mailer	0
Walk in	1
Newspaper	0
Website	0
Word of mouth	2
211	1
No Response	0

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bath	0	0	0	0%
Dewitt	0	0	0	0%
Eagle	0	0	0	0%
East Lansir	2	2	5	13%
Elsie	0	0	0	0%
Fowler	0	0	0	0%
Lainsburg	1	4	2	7%
Lansing	4	6	3	27%
Maple Rap	0	0	0	0%
Ovid	1	3	0	7%
St. Johns	7	10	8	47%
Watertown Twn.				0%
Totals	15	25	18	100%

STATUS				
H	E	R	Veteran	Total
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	2	0	0	2
0	0	0	0	0
0	0	0	0	0
0	1	0	0	1
0	2	1	0	3
0	0	0	0	0
1	0	0	0	1
0	1	6	0	7
1	6	7	0	14

December 2016

Date	Funding Source	Program Name	Number Served	Measurement	Outcome	Financials	Comments
12/5/16				Started cross-training in bookkeeping, in anticipation of bookkeeper's absence due to surgery			
12/6/16				Board Luncheon & Meeting			
12/7/16	HUD			AHAR submitted annual homeless assistance report, scorable to our HUD grant for the entire CoC			
12/8/16				Conference call with 5/3 Bank CRA officer			
12/9/16				New scanner installed in bookkeeping.			
12/12/16				Initial training session.			
12/13/16							
12/14/16							
12/15/16				Adopt-A-Family gifts dropped off			
12/16/16				Adopt-A-Family gift pick-up			
12/19/16				Worked with new "Cabinets" vendor for our new electronic scanning system.			
12/20/16				Met with Flagstar Bank staff regarding a board membership and CRA funds			
12/21/16	SSVF			Finished the SSVF 2015-2016 year-end report.			
12/21/16	SSVF			Began writing the SSVF grant, which is due February 3 rd .			
12/22/16	MSHDA	ESG		Listened to webinar regarding a new billing procedure			
12/23 & 12/26/16				Closed for the Christmas Holiday			

Eaton/ BarryDecember 2016

Total Inquiries	148
Intakes	43
Number of "No Shows"	8
Rescheduled	9
Cancelled	7
File Updates	9
Foreclosure Follow Ups	2
Inspections	4
Veterans	5
Homebuyer Education	0
Financial Capabilities	0
Total Appointments	82
Total Payments	38
	100%

CLIENT EMERGENCY STATUS		
Homeless	8	17%
Eviction	13	27%
Relocation	17	35%
Foreclosure	5	10%
Back Property Taxes	0	0%
Other	5	10%

CLIENT PAYMENTS		
Client Paid	\$4,970.90	16%
Leveraged Funds	\$4,225.39	14%
HSM	\$18,515.65	60%
Veterans	\$2,970.00	10%
Total Payments Made	\$30,681.94	100%

Outreach Response	
Agency	13
Facebook	
Lender	
Mailer	
Walk in	6
Newspaper	
Website	1
Word of mouth	11
	211
No Response	8
Radio	1

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Charlotte	18	22	15	42%
Delta Twn(48917)	5	5	6	12%
Dimondale	1	1	0	2%
Eaton Rapids	2	2	0	5%
Grand Ledge	6	7	7	14%
Hastings	1	1	0	2%
Lansing	7	9	8	16%
Nashville	1	1	0	2%
Olivet	1	1	2	2%
Vermontville	1	1	0	2%
				0%
				0%
				0%
Totals	43	50	38	100%

STATUS						
H	E	F	R	T	Vets	Total
4	3	1	10		2	18
2	2	0	1		0	5
1	0	0	0		0	1
1	0	0	1		0	2
0	3	1	2		0	6
0	0	1	0		0	1
0	5	0	2		0	7
0	0	1	0		0	1
0	0	1	0		0	1
0	0	0	1		0	1
						0
						0
						0
8	13	5	17	0	5	48

Clinton December 2016

Total (Screening) Inquiries	40	
Intakes	10	59%
Number of "No Shows"	2	12%
Rescheduled	0	0%
Cancelled	1	6%
File Updates	4	24%
Inspections	0	0%
Veterans	0	0%
		0%
		0%
		0%
Total Appointments	17	100%
Total # Payments	3	

CLIENT EMERGENCY STATUS		
Homeless	2	20%
Eviction	5	50%
Relocation	3	30%
	0	0%
	0	0%
		0%
CLIENT PAYMENTS		
ESP	\$715.00	22%
Client Paid	\$94.76	3%
Leveraged Funds	\$605.24	18%
HSMM	\$2,595.08	79%
SSVF	\$0.00	0%
Total Payments Made	\$3,295.08	100%

Outreach		Response
Agency		5
Facebook		0
Lender		0
Mailer		0
Walk in		2
Newspaper		0
Website		0
Word of mouth		3
211		0
No Response		0

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bath	1	1	1	10%
Dewitt	1	1	0	10%
Eagle	0	0	0	0%
East Lansing	2	3	6	20%
Elsie	0	0	0	0%
Fowler	0	0	0	0%
Lansing	1	1	3	10%
Maple Rapids	0	0	0	0%
Ovid	0	0	0	0%
St. Johns	5	6	2	50%
Watertown Twn	0	0	0	0%
Totals	10	12	12	100%

STATUS					
H	E	R	Veteran	Total	
0	1	0	0	1	
0	1	0	1	1	
0	0	0	0	0	
0	0	2	0	2	
0	0	0	0	0	
0	0	0	0	0	
0	1	0	0	1	
0	0	0	0	0	
0	0	0	0	0	
2	2	1	0	5	
0	0	0	0	0	
2	5	3	1	10	

January 2017

Date	Funding Source	Program Name	Number Served	Measurement	Outcome	Financials	Comments
01/03/17				Attended the Clinton County CoC			
01/03/17		SSVF		Worked on SSVF grant			
01/03/17	HUD			Worked on merger of 4 HUD grants			
01/04/17				Attended a work session for PRC Focus Group materials			
01/05/17		SSVF		Completed the SSVF quarterly report			
01/06/17		EFSP		Completed the EFSP semi-annual report, Phase 33			
01/06/17				Completed the revisions to the SSVF policy manual			
01/09/17				Interviewed for our vacant HARA position. Hired a new case manager to start 01/30/17.			
01/10/17	VA	SSVF		SSVF conference call to meet the new Regional Coordinator			
01/11/17				Eaton CoC meeting			
01/11/17	MDOC			Supervisory meeting with JHLPR staff			
01/12/17				HSMC staff meeting			
01/13/17				Updated HSMC Employee Handbook			
01/16/17				Holiday			
01/17/17				Training via conference call on Cabinet Safe scanning and filing system			
01/18/17				Barry CoC – SSVF grant app letter of support			
01/19/17				Board training meeting with Levi Martin			
01/20/17				Planned the “Love Charlotte” volunteer work day – a team of H.S. volunteers removed carpeting from the kitchen/office areas of the basement in preparation for replacement.			
01/23/17				MDHHS Impact Analysis was completed and turned in by the due date of 01/23/17. The analysis included many questions about our policies and procedures.			
01/24/17				HSMC was very involved with Project Resource Connect, held on Tuesday. The PIT Count was conducted.			
01/25/17				Attended a Board Meeting for EFSP			
01/25/17				Sent staff to work outreach for Clinton CoC PIT Count night.			
01/26/17				Received a call from Charlotte Congregational Church, who are putting on a spaghetti dinner fundraiser. Proceeds will purchase cleaning supplies for our homeless follow-up clients. Gave permission to mention us in their press release.			
01/26/17				Nominated a staff person for an award.			
01/27/17				Received an announcement from MDHHS on a grant award for PATH Outreach.			
01/30/17				New Housing Resource Specialist, Todd Rockhill, started work today.			
01/31/17				Submitted SSVF grant for \$183,766 today			
01/31/17				Applied for \$2500 grant from Charlotte WalMart			

DATE: February 11, 2017
TO: Directors, Housing Services Mid Michigan
FROM: Nominating Committee Chairperson: Sean Cotter
RE: Director and Officer Nominations for the Annual Meeting 2017

The following Directors' terms expire in February 2017:

Karen Hathon
James Dexter
Susan Hoffman
Levi Martin

A nomination needs to be made to elect all of the above members to a term ending February 2020.

The following Directors are placed in nomination to serve as Officers for the following year with their terms expiring in February 2017:

President
Vice President
Secretary Nicole Shannon
Treasurer James Dexter

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 2017.

February 2018	February 2019	February 2020
Michael Blau	Robert Brown	
Nicole Shannon	Sean Cotter	
Tom Reich	Tom Fuller	
B.J. Behnke	Dar Benjamin	



First National Bank
of America

December 13, 2016

Housing Services Mid Michigan
319 South Cochrane
P. O. Box 746
Charlotte, Michigan 48813

Dear friends:

Please accept the enclosed check of \$500.00 toward your program needs. We hope that this grant will benefit the low-to-moderate income individuals and families in our area that are served by your organization.

Thank you for all that you and your organization do for our community.

Sincerely,

Nancy J. Fox
Community Reinvestment Act Officer
First National Bank *of America*
241 East Saginaw
East Lansing, Michigan 48823
517-203-7354
nfox@fnba.com

enclosure



241 East Saginaw, E. Lansing, MI 48823 • www.fnba.com





U.S. Department of Housing and Urban Development

Michigan State Office
Office of Public Housing
Patrick V. McNamara Federal Building
477 Michigan Avenue
Detroit, MI 48226-2592
Tel. (313) 226-7900

DEC 27 2016

Denise Dunn
Executive Director
Housing Services Mid Michigan
319 S Cochran Avenue
Charlotte, MI 48813

SUBJECT: Closure of Independent Auditor Report MI880-05312015

Dear Ms. Dunn:

Thank you for the submission of the independent audit report for the fiscal year ending (FYE) May 31, 2015. The audit was performed by Abraham & Gaffney, P.C. and contained no findings.

While there were no findings, the audit report did note that your organization did not qualify as a low-risk auditee. The Office of Public Housing is requesting you to send a statement explaining why the organization did not qualify as a low risk auditee for the FYE 2015. This statement should be sent to DFOFinancial@hud.gov within 10 business days from the date of this letter. Upon receipt and review of the explanation, the audit will be officially closed.

We wish you continued success in the current fiscal year.

If you have any questions or comments, please feel free to contact Arlene Golden, Financial Analyst, at 313-234-7465, or myself at 313-234-7463.

Sincerely,

A handwritten signature in black ink, appearing to read "Doug Gordon", written over a horizontal line.

Douglas C. Gordon
Director
Office of Public Housing

cc:

Robert Brown
President, Board of Commissioners
35 Ferguson Street
Grand Ledge, MI 48837



HOUSING SERVICES
M I D M I C H I G A N

"Opening doors for people in our communities"

319 South Cochran, PO Box 746
Charlotte, MI 48813

Phone: (517) 541-1180

Fax: (517) 541-0269

Dial 711 TTY

www.hsmidmichigan.org

ddunn@hs-mm.org

January 3, 2017

To Whom It May Concern:

I have received your letter dated December 22, 2016 concerning the agency's audit did not qualify as a low-risk auditee.

On page 19 the audit report states no findings were discovered in 2015. It also states the agency is not a low-risk auditee. In order to be considered a low-risk auditee, the agency cannot have had a material weakness in the past two previous audit periods. Housing Services had a material weakness in 2014 in which it prepared a comprehensive action plan and address the weakness. Going forward, the agency expects to receive a low-risk designation.

If you have any questions, please contact me at 517-541-1180.

Sincerely,

Denise M. Dunn, MA, CFLE
Executive Director



"HSMM is an equal opportunity provider"

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RE: HUD audit response letter MI880_05312015

Tue 1/3/2017 11:02 AM

From: DFOFinancial (DFOFinancial@hud.gov)**To:** ddunn@hs-mm.org (ddunn@hs-mm.org)**Cc:** Robert Brown (brwrbrt405@comcast.net)

Good morning Ms. Dunn,

Thank you for the response to satisfy our request in the December 22, 2016 letter. The FYE2015 audit for the Housing Commission is closed.

Thank you again,
Arlene

Arlene Golden

Financial Analyst

Department of Housing & Urban Development

Detroit Field Office, Public & Indian Housing

477 Michigan Ave, Detroit, MI 48226

*(p) 313-234-7465 * (f) 313-226-6160*



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

OFFICE OF ASSISTANT SECRETARY
FOR COMMUNITY PLANNING AND DEVELOPMENT

December 20, 2016

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) 2016 Continuum of Care (CoC) Program project application(s) your organization submitted was selected for funding in the total amount of \$443,878.

The CoC Program is an important part of HUD's mission. CoCs all over the country continue to improve the lives of men, women, and children through their local planning efforts and through the direct housing and service programs funded under the FY 2016 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 conditional 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) conditional selected application. Your local field office will send additional information and instructions for the next step in the process which include information to complete the technical submission. Upon approval of the technical submission phase, the field office will send the grant agreement, which must be fully executed by the both you and the field office before the project can begin expending funds for the new project.

Sincerely,

A handwritten signature in black ink, appearing to read "Cliff", with a long horizontal flourish extending to the right.

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

Enclosure

MI0356L5F231606

Housing Services' Permanent Supportive Housing Program

\$53,715

MI0327L5F231605

HEART for Families

\$7,572

MI0355L5F231605

HEART for Families 2

\$7,532

MI0386L5F231604

HEART for Families 3

\$14,591

MI0514L5F231601

HEART for Families 4

\$111,215

MI0277L5F231609

Coordinated Homeless Assistance Program

\$179,419

MI0550L5F231600

CoC Planning Grant

\$26,188

MI0551L5F231600

HEART for Families 5

\$43,646

Total Awarded:

\$443,878

HOTMA Notice: Implementation of Various Section 8 Voucher Provisions

Wed 1/18/2017 1:51 PM

From: "HUD Office of Public and Indian Housing" (updates@pih.hud.gov)

To: ddunn@hs-mm.org (ddunn@hs-mm.org)



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WASHINGTON, DC 20410-5000

PRINCIPAL DEPUTY ASSISTANT SECRETARY FOR PUBLIC AND INDIAN HOUSING

January 18, 2017

Dear Executive Director,

I am pleased to announce that HUD published a new Federal Register notice today to implement a number of Housing Opportunities Through Modernization Act (HOTMA) of 2016 provisions that affect the Housing Choice Voucher (HCV) and Project-based Voucher (PBV) programs. Many of these provisions provide greater PHA flexibility and will simplify program administration. For example, the notice implements significant changes to the housing quality standards (HQS) inspection process as it relates to initial inspections. A PHA will now be able to approve an assisted tenancy and commence housing assistance payments to an owner in a case where the unit failed the initial HQS inspection but had no life-threatening deficiencies and the owner is willing to correct the non-life threatening deficiencies within no more than 30 days.

This section will affect us positively →

Key changes to the PBV program implemented by this notice include simplifying the calculation used to determine if the PHA is at its PBV limit, allowing the PHA to project-base an additional 10 percent of its units to serve certain populations, increasing the maximum initial term of the PBV HAP contract and the maximum term of PBV HAP contract extensions, permitting the PHA to add additional units to PBV HAP contracts without competition, and establishing a preference for PBV units for families who qualify for voluntary services, including disability-specific services.

The notice also seeks public comments on the implementation of the covered provisions. I encourage you to submit comments to ensure that these provisions are implemented in a manner that best reflects local and operational needs. Comments are due on March 20, 2017, and the provisions in the notice will become effective on April 18, 2017. Comments may be submitted by mail or through the Federal rulemaking Portal at www.regulations.gov, please refer to the document for further details. Should you have any questions about the HOTMA Notice, please submit them to HOTMAquestionsPIH@HUD.gov.

Thank you for all you do to support families and strengthen communities.

With much appreciation,

SARAH N MARTIN

SNMARTIN91413@GMAIL.COM

11353 BENTON RD • GRAND LEDGE, MI 48837 • 517-819-2435

OBJECTIVE

I want to succeed in a stimulating and challenging environment, building the success of the company while I experience advancement opportunities.

EXPERIENCE

2007-Current Flagstar Bank Grand Ledge, MI

Assistant Branch Manager

- Sales
- Certified Lender, NMLS
- Customer Service
- Train new hires
- Vault teller
- Compliance Audits
- Bring in new clients

2004-2007 Felpausch Food Center Grand Ledge, MI

Front End Manager

- Customer Service
- Cash Audits
- Managing cashier line of 10
- Train new hires

EDUCATION

Grand Ledge High Grand Ledge, MI

- Diploma

Ross Medical Education Lansing, MI

- Office Administration

INTERESTS

Gain work experience and develop my skills, showing initiative and teamwork.



TRI-COUNTY ELECTRIC PEOPLE FUND
7973 E. Grand River Ave.
Portland, Michigan 48875

phone: 1-800-421-8956 ext 1218
fax: 517-647-7615
www.homeworks.org

January 25, 2017

Housing Services Mid Michigan
Attn: Christie Harry
P.O. Box 746
Charlotte, MI 48813

Dear Christie,

I am happy to inform you that the Tri-County Electric People Fund board has reviewed your application for funding and has approved a grant in the amount of **\$3,000** for the housing assistance program.

Below is information regarding the approved grant:

<u>Check #</u>	<u>Payee</u>	<u>Amount</u>
2255	Housing Services Mid Michigan	\$3,000

I have also attached a copy of this letter for you to sign and return in the enclosed envelope, agreeing to accept the grant.

If you have any questions, please contact Tanya Schneider at 1-800-421-8956 ext 1218.

Sincerely,

Richard Palermo
Chairperson

RP/ts

Signature _____

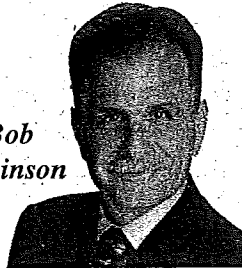
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Protecting yourself in a mortgage foreclosure

There are many reasons folks may be faced with the unimaginable tragedy of mortgage foreclosure. Job loss, health problems, disability, or divorce are just a few. Making matters worse, predatory buyers and scam artists often pretend they want to help you, when all they really want is your property. This column outlines suggestions on ways to protect yourself if mortgage foreclosure proceedings have been started against you.

As county treasurer, I've talked a lot over the years about "tax" foreclosure. "Mortgage" foreclosure is entirely different. (For complete "tax" foreclosure information, go to my treasury website at www.eatoncountytreasurer.org.) "Mortgage" foreclosure is when a bank or other financing company has decided to take the property because loan payments have not been made. The process in a mortgage foreclosure usually involves what is called a "sheriff's" sale. That is, a sale conducted by the sheriff under the authority of a local court in order to satisfy the unpaid balance owed on the property. All sheriff sales are on public record and listed in local newspapers, and also on many websites that offer the property for sale. While most of these properties are purchased by legitimate investors and private owners who agree to pay the remaining balance of the mortgage, financial predators are known to take advantage of people going through foreclosure. These financial barracudas surf local papers and websites to take unfair advantage of people. Be wary of anyone who calls or stops by to give you an offer that sounds too

**Bob
Robinson**



good to be true. While signs posted on telephone poles and along roadways offering "cash for your home" may look genuine, remember that legitimate businesses don't commonly advertise this way.

What can you do if mortgage foreclosure is at your doorstep?

Call a reputable counseling service such as Housing Services Mid Michigan in Charlotte at (517) 541-1180, or the Housing Rights Center of mid-Michigan, located in Lansing/Delta Township at 1-866-400-9164. If help is available, these respected non-profit organizations will know about it.

Check out MSHDA's Step Forward, Hardest Hit program for possible assistance with your mortgage. The Step Forward Michigan Program works directly with Michigan homeowners to help them stay in their home. The program provides up to a \$30,000 interest free loan to assist with mortgage, property taxes, and/or condominium association fees. Hardest Hit Fund loans are forgivable at 20 percent each year, as long as the property remains the homeowner's primary residence. For more information, go to StepForwardMichigan.org.

Try to get ahead of the collection agency. Go right to the mortgage company's "foreclo-

sure prevention" department if your mortgage becomes unmanageable. Ask them to update your financial information including income, expenses, and other debts. If you qualify, several options may be available including:

A Forbearance Agreement: A written repayment plan based on your current financial status. You make a regular payment plus part of the amount you are behind on until you catch up. Some lenders will even suspend payments for a month or two.

Mortgage Modification: An extension of time, for example, on the original mortgage loan over a new thirty-year period. This will reduce your monthly payment.

Partial Claim: FHA or HUD may consider lending you the money to catch up on what you owe with an interest-free loan that you pay back when you sell the property or pay off your first mortgage.

Pre-Foreclosure or "Short" Sale: Selling the property for less than the mortgage balance. This damages your credit less than an actual foreclosure.

Deed-In-Lieu of Foreclosure: You agree to give the house back to the lender. This is better for your credit than an actual foreclosure.

Call a realtor and consider selling your home before it forecloses. You could get a higher price and turn your home's equity into cash rather than losing it to the bank and being sent away with nothing.

Look at refinancing options. Interest rates are low. A new loan with good terms could reduce your payments and keep the home affordable. Make a plan. Consider

where you will live if you cannot redeem your home from foreclosure. Staying in the home through the six month redemption period may be better than abandoning the home altogether, which could speed up the foreclosure process.

Don't ignore the problem. Keep an eye out for eviction and foreclosure notices. Don't get blindsided. It's better to know exactly when you will need to vacate the home than to be locked out and lose all the valuable property you have inside.

Never ever feel pressured to sign a contract. Take your time, ask questions, and seek good advice.

It is important to remember that owners usually have six months in which to redeem a mortgage foreclosure after a sheriff's sale. That's enough time to establish a plan and set priorities. (This should not be confused with tax foreclosure where the redemption period is before the foreclosure and not after it.) A good rule of three is: (1) get the equity out of your home, (2) preserve your credit rating and, (3) increase your future housing options.

Home ownership has always been an important part of our American dream. Sadly, the dream has been seriously threatened for many people over the last decade. While local foreclosure statistics are improving, they are still hovering high with 231 mortgage foreclosures and 48 tax foreclosures in Eaton County last year. That's a 1.3 percent increase over 2014.

Bob Robinson, APR, ACP-FIM, is the Eaton County Treasurer.

Housing Services Mid Michigan would like to wish our Veterans and their families Happy Holidays!

Are you a Veteran or
know a Veteran struggling
with housing issues?

Call us,
we may be able to help.

517-541-1180 / www.hs-mm.org

Supportive Services
for Veteran Families



HOUSING SERVICES
MID MICHIGAN

"...opening doors for people in our communities..."



Flashes
1-21-17

Sunfield
Sentinel 1-21-17

Project Resource Connect Event is January 24

On Tuesday, Jan. 24, 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. Project Resource Connect will take place at First Lutheran Church, located at 550 E. Shepherd Street in Charlotte from 10 a.m. to 4:30 p.m.

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 for shelter. The team will interview those individuals using a federally mandated set of questions.

To assist with this count, organizers are asking that local agencies refer any homeless individual or family seen on Jan. 24 to Project Resource Connect (PRC). 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). 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 offer free haircuts and child care.

If you are interested in volunteering to assist the Project or make a donation of goods, services, or money, please contact Mykayla Bower at Housing Services Mid Michigan, (517) 541-1180.

At this time, we 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 hsmidmichigan.org.

Article submitted by Housing Services Mid Michigan.

Eaton County Project Resource Connect Tuesday, January 24, 2017 Announced

It's time for another year of Eaton County's Project Resource Connect. On Tuesday, January 24, 2017, you, your family, or your friends who are experiencing homelessness or any type of housing issue will find that this is a "one-stop shop" for essential housing, employment, health and financial services. Local agencies will be available to meet with you privately to discuss your situation. The event will be held at First Lutheran Church 550 E. Shepard, Charlotte from 10 AM to 4:30 PM.

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, Peckham Inc., the Barry-Eaton County Health Dept., the Eaton County Dept. of Health and Human Services, Eaton Clothing and Furniture Center, Tri-County Office on Aging, Legal Services of South Central Michigan, Helping Hands, Eaton Great Start, McKinney Vento/Clinton RESA, BECKA Management, Head Start Preschool, Community Mental Health, Cherry Health, Department of Veteran Affairs, My Community Dental Center, Potterville Housing Commission, and TrueNorth Community Services.

This is a FREE event. A package of helpful items such as personal care along with, lunch will be available to anyone who is in need of these services. Free transportation will be available through Eatran, to get to and from the event. Call to set up your pick up by calling 517-543-3040.

The event will also include 2 focus groups to gather information with the intention of improving service delivery. Each of the first 20 participants (2 sessions, one at 11am and one at 1pm) will receive a gift card for their involvement.

Come and see what we can do for you, your family, or friends! Hope to see you there!

Project Resource Connect aims to end homelessness in Eaton County

By Adam Droscha
Staff Writer

For the last few years Charlotte has hosted the Eaton County Project Resource Connect event. PRC is an opportunity for Eaton County homeless to find agencies and resources that will aid in moving them out of poverty and homelessness. Tuesday, Jan. 24 from 10 a.m. to 4:30 p.m. people struggling with homelessness are welcome to First Lutheran Church of Charlotte, located at 550 E. Shepherd St. in Charlotte, to connect with 20 or so helpful agencies.

PRC is an event put on by Housing Services Mid Michigan, but Mikayla Bower, an AmeriCorps representative in Charlotte, is organizing and facilitating

the event. Some of the agencies and resources that will be available to attendees include Housing Services Mid Michigan, SIREN/Eaton Shelter, Capital Area Community Services, Salvation Army, Eaton County Counseling Services, as well as several others. Bower noted that while the purpose of the event is to ultimately end homelessness in Eaton County, it is also an opportunity for such agencies to find new clients.

The event is completely free, and there are many benefits for those who choose to attend. EATRAN will be providing free transportation to and from the event if called ahead at (517) 543-3040. Food will be provided, as well as opportunities to gather clothing and coats.

Two raffle prizes will be dispersed during the event, and personal care packages will be available. Other opportunities include free health screenings from Barry Eaton District Health Department, and a focus group for the first 18 attendees to arrive.

Some of the volunteers helping with the event include the Olivet College Men's Basketball team, Charlotte High School cheerleaders, and Charlotte High School football players. Head coach of the Olivet Men's basketball team, Steve Ernst is pleased to see his team and other young people coming to volunteer in whatever way they can. Ernst wants his players specifically to realize that there's still a world moving

around them while they're at school.

"I want the guys to understand that we can get into a bubble as college athletes," said Ernst. "They're a step away from being in the real world for the rest of their lives. We can all do more for those around us."

Bower is likewise appreciative of the volunteers coming to help with PRC. It's quite the accomplishment to organize such an event her first year out of high school, but Bower knows that she couldn't do it without the help of her volunteers and other agencies present at the event.

Those wanting to learn more about Project Resource Connect can reach Mikayla Bower at (517) 541-1180.

2000 - 01 Budget Fiscal Year

Revenues Budgeted

MSHDA	33,000.00
FEMA	12,075.00
HUD	139,240.00
ECUW	5,646.00
Olivet UW	1,500.00
Eaton Fed.	6,000.00
Tri-Co. Electric	6,000.00
1st Cong. Church	200.00
CRCF	5,000.00
MI. National Bank	500.00
MISC.	2,000.00
Fundraising	4,000.00
Interest	350.00
Total revenues	215,511.00

Client Assistance

Payments

MSHDA	10,000.00
FEMA	12,075.00
HUD	10,330.00
Olivet UW	1,500.00
Tri-Co. Electric	6,000.00
CRCF	5,000.00
Sub-total	(44,905.00)

Skills/training/trans.

Life skills	18,396.00
Substance Abuse Ed.	18,396.00
Transportation	200.00
Staff training	1,000.00
Sub- Total	(37,992.00)
Total payment	82,897.00

Payroll Salary 1% raises

Total Salaries 89,304.00

FICA

7.65 % total salary 6,840.00

MI Unemployment

5 % X \$46,325 salary 2,316.00

Workman's Comp.

Insurance policy 665.00

Health In.

2 X 230 X 12 5520.00

Mileage 1000.00

Total Salary Support 105,645.00

Case Management Support/Operating Costs

Utilities

Telephone 4,200.00

Utilities (Heat/Electric/
Water/Garbage) 2,000.00

Rent 4,800.00

Printing

Newsletter 600.00

Business Cards 200.00

Directory 1,000.00

Equipment

Equipment Purchases 300.00

Copier Maint. 800.00

Office supplies 1,200.00

Postage 1,600.00

Total 16,700.00

Administration Expenses/Accounting

Payroll 1,200.00

Audit 4,600.00

Insurance

D & O 1,500.00

Homeowners 360.00

Building

Maintenance 500.00

Banking Expenses 200.00

Dues and Subscriptions 600.00

Ads for personnel 500.00

Total 9,460

Fundraising Expenses 1,000.00

Total Expenses 215,702.00

Expenses over Income 191.00

Amended 11-22-00

Budget 2000-01

	Revenues		Expenses				
	Client payments	Operations	Program	Admin Expenses			
MSHDA	\$ 33,000.00	Telephone	\$ 4,200.00	Life Skills	\$ 18,396.00	Payroll	\$ 1,200.00
FEMA	\$ 12,075.00	heat/lights	\$ 1,300.00	Substance	\$ 18,396.00	Audit	\$ 4,600.00
HUD 1	\$ 139,240.00	water/garb	\$ 700.00	training	\$ 1,000.00	Banking	\$ 200.00
Eaton Co. UW	\$ 5,646.00	Rent	\$ 4,800.00	transportation	\$ 200.00	Dues	\$ 600.00
Olivet UW	\$ 1,500.00	Maintenance	\$ 500.00	mileage	\$ 1,000.00	Personnel Ads	\$ 500.00
Eaton Federal	\$ 6,000.00	Equipment	\$ 300.00	newsletter	\$ 600.00	Fundraising	\$ 1,000.00
Tri-County Electric	\$ 6,000.00	Copier	\$ 800.00	directory	\$ 1,000.00	workmans com	\$ 260.00
1st Cong. Church	\$ 200.00	Office supplies	\$ 1,200.00	business cards	\$ 200.00		
GRCF	\$ 5,000.00	Postage	\$ 1,600.00				
MI National Bank	\$ 500.00	D & O Ins.	\$ 1,500.00				
MISC	\$ 2,000.00	Business Ins.	\$ 360.00				
Fundraising	\$ 4,000.00						
Interest Income	\$ 350.00						
Totals	\$ 215,511.00		\$ 17,260.00		\$ 40,792.00		\$ 8,360.00

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Salary Support					
Salary	FICA	MI Unemploy	Health IN	Work Comp	S & L Dis
Total Staff	\$ 89,304.00	\$ 6,840.00	\$ 2,316.00	\$ 5,520.00	\$ 405.00
Totals	\$ 89,304.00	\$ 6,840.00	\$ 2,316.00	\$ 5,520.00	\$ 405.00

Total Revenues	\$ 215,511.00
Total Expenses	\$ 215,702.00
Difference	\$ (191.00)

104,385.00