

**HOUSING SERVICES MID MICHIGAN  
BOARD OF DIRECTORS MEETING  
TUESDAY June 13, 2017  
LOCATION: MSU Extension Office CHARLOTTE, MICHIGAN**

**AGENDA**

**CALL TO ORDER**

**APPROVAL OF MINUTES April 2017**

**ACCEPTANCE OF FINANCIAL REPORT May 2017**

**EXECUTIVE DIRECTOR'S REPORT**

Monthly Statistics and Activities- April and May 2017

**OLD BUSINESS**

- Investments update- see account summary sheets –highlighted lines
- Golf outing- profit worksheet
- Building- info about realtor, rentals, etc
- Veteran Stand down
- Financial report info from Aaron Stevens- new director's report included in packet

**NEW BUSINESS**

- Conflict of Interest signatures
- Board Bios for website/pictures
- New proposal for Board members- Richard Ballard and Doug Kelsey
- New rental seminars
- Name change on the agency retirement plan (403 b) Mass Mutual
- Evaluations
- Budget approval

	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 – August 8, 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  
APRIL 11, 2017 Meeting

**Call to order:** President Bob Brown called the meeting to order at 2:08 p.m.

**Present:** Brown, Nicole Shannon, Sean Cotter, Sarah Martin, Sue Hoffman, Denise Dunn (ex-officio), Christie Harry.

Dar Benjamin, Tom Reich, Jim Dexter provided proxy to Brown.

**Establishment of agenda:** Shannon added "Building" to new business.

**Minutes:** Amendments included:

- Cotter present
- Dexter "as" Treasurer

Hoffman moved to approve as amended. Cotter second. Motion carried.

**Financial report:** Dunn reported that the financial software will have "13th month" capabilities beginning June 1. This will allow receivables from prior years to be parked and will enable us to differentiate between FYs on grants. Hoffman advised that it's difficult to determine if there are budget issues based solely on the financials without further explanation because of the different FYs on the individual grants. Cotter asked if our auditor might have an idea on how we can best approach this. Dunn will ask Abraham & Gaffney.

Dunn advised that line items for Clinton HARA, Clinton EFSP, Clinton Moteling, Eaton Treasurer, and Eaton Commissions are all new this year.

The board discussed potentially changing the names of the grants in the software to reflect the grant year beginnings.

Brown asked about the disparity on the net income. Dunn advised that it may be because of different dates on the pulls, but she will review to determine the reason for the difference.

**Executive Director's report:** Dunn reported that the Executive Board voted for the first alternative for health insurance.

Dunn reported that HSMM is advertising on WKAR for veteran issues. Dunn has also been researching senior housing needs and has been in discussions regarding potential senior housing developments. There is a current lack of accessible housing units, but those are included in recent grants.

Hoffman asked about the Veteran Stand Down. Dunn reported we have about \$3000 for the event but can't buy food with that funding. We are currently looking for food donations.

Dunn reported there were only 32 intakes, but that is typical for this time of year.

### **Old business:**

PATH Update: The grant has a start date of May 1. The total grant is \$119,228 for 12 months. Advent House is the subgrantee for Ingham County. The grant also includes salary increases for Dunn and Harry due to increased responsibilities. Hoffman moved to implement the proposed PATH funds. Shannon second. Motion carried.

Investments update: Dunn has been rolling over CDs as they become due. Cotter stated we should review other options for conservative investments. Cotter wants to know the totals in the CDs that are coming due. Dunn estimates it is \$30,000. This is an item to be added to the agenda for next time.

Golf outing: EFSB provided a \$2500 sponsorship and is the name sponsor. Letters went out the prior sponsors and many are already signed up. We have tabled the discussion with Sunfield FD and will revisit with them in the future. Cotter reports that EFSB will keep the sponsorship with HSMM.

### **New business:**

Veteran stand down: The event is scheduled for June 16. State and federal lawmakers will be in attendance.

Signatory request – Christie Harry: Shannon moved to make Harry a signor up to \$3500, with the executive board (and any others necessary) given authority to execute a corporate resolution to implement the change. Hoffman second. Motion carried.

CRCF update: Dunn reports we did not apply for CRCF funding this year because CRCF no longer funds ongoing needs. Dunn reports she has voiced to CRCF that she hopes they will change the criteria. Harry has been looking for other funders from Consumers, Dart Bank, and Tri County People Fund.

Walmart grant: Walmart has donated \$1500.

Budget preview: This preview doesn't include CRCF. Harry helped construct the budget. Shannon noted a discrepancy between Harry's salary and the PATH proposed funds. Brown asked for an update for the next board meeting.

Evaluations: Cotter and Brown will review the format for this evaluation, including 360 reviews for Dunn and Harry. Dunn needs to do evaluations of staff ahead of the June meeting.

Building: Potential solutions include adding on to the building, finding additional space, or moving (and either selling/renting the current building). Dunn will consult with a local agent on what the options are.

Cotter moved to adjourn. Shannon second. Motion carried.

Adjourned at 4:29 p.m.

Respectfully submitted,

Nicole Shannon

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Housing Services Mid Michigan  
Board Report  
For the Twelve Months Ending May 31, 2017

	Current Month Actual	Year to Date Actual	Annual Budget
<b>Section 8</b>			
Revenue	\$ 41,072.23	\$ 499,507.36	\$ 505,205.00
Expenses	43,279.08	504,716.32	509,615.00
Net Income	\$ (2,206.85)	\$ (5,208.96)	\$ (4,410.00)
<b>Vets</b>			
Revenues			
ESG Vet	\$ 0.00	\$ 0.00	\$ 7,663.00
SSVF	11,500.53	189,236.99	183,766.00
Total Revenue	11,500.53	189,236.99	191,429.00
Expenses			
ESG Vet	0.00	5,813.13	7,663.00
SSVF	16,739.71	194,657.54	183,766.00
Total Expense	16,739.71	200,470.67	191,429.00
Net Income	\$ (5,239.18)	\$ (11,233.68)	\$ 0.00
<b>CoC Planning</b>			
Revenue	\$ 0.00	\$ 22,243.00	\$ 22,243.00
Expenses	664.35	13,582.90	22,243.00
Net Income	\$ (664.35)	\$ 8,660.10	\$ 0.00
<b>Prisoner Re-entry</b>			
Revenues			
JHLPR	\$ 21,223.24	\$ 217,730.08	\$ 209,419.00
CAPR	16,745.07	223,952.56	277,124.00
Total Revenue	37,968.31	441,682.64	486,543.00
Expenses			
JHLPR	21,143.74	234,098.77	209,419.00
CAPR	19,092.40	222,037.17	277,124.00
Total Expense	40,236.14	456,135.94	486,543.00
Net Income	\$ (2,267.83)	\$ (14,453.30)	\$ 0.00
<b>Clinton</b>			
Clinton HARA	\$ 0.00	\$ 27,000.00	\$ 69,109.00
Clinton EFSP	0.00	4,000.00	8,000.00
Clinton Motel ESP	260.00	3,315.00	6,000.00
Clinton Tri County	0.00	3,000.00	3,000.00
Clinton BOS HMIS	0.00	1,630.72	876.00
Revenue	260.00	38,945.72	86,985.00
Clinton HARA	7,505.90	42,052.84	69,109.00
Clinton EFSP	0.00	8,000.00	8,000.00

yr end 3/30

overages are  
Reimbursed on  
Rents and audit  
- Received all funds in  
2016-17

→ spent some funds in  
our prior yr. 3/1/16 to  
5/3/16

our funds

Receivable from 5/30/16  
pd in June 2016

same as above  
Reduced the grant

billed on June 1, 17

Requested Reimbursement  
+ 754.72 for a one time  
purchase

Housing Services Mid Michigan  
Board Report  
For the Twelve Months Ending May 31, 2017

	Current Month Actual	Year to Date Actual	Annual Budget
Clinton Motel ESP	669.76	4,555.21	6,000.00
Clinton Tri County	227.62	3,000.00	3,000.00
Clinton BOS HMIS	0.00	1,629.97	876.00
Expense	8,403.28	59,238.02	86,985.00
Net Income	\$ (8,143.28)	\$ (20,292.30)	\$ 0.00

→ Received additional funds  
to purchase computer  
+ 754.72

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Housing Services Mid Michigan  
Board Report  
For the Twelve Months Ending May 31, 2017

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	Current Month Actual	Year to Date Actual	Annual Budget
<b>Homeless</b>			
Revenue	\$ 14,668.79	\$ 191,679.99	\$ 183,919.00
Expenses	18,842.06	181,113.74	183,919.00
Net Income	\$ (4,173.27)	\$ 10,566.25	\$ 0.00

*Receivable*

**Home Counseling**

<b>Revenues</b>			
HUD	\$ 13,891.86	\$ 33,916.05	\$ 22,009.00
IDA	0.00	1,908.00	860.00
HEP	5,942.41	14,831.97	31,169.00
Total Revenue	19,834.27	50,656.02	54,038.00
<b>Expenses</b>			
HUD	0.00	22,008.31	18,460.00
IDA	0.00	663.16	860.00
HEP	6,267.85	18,237.07	31,169.00
Total Expense	6,267.85	40,908.54	50,489.00
Net Income	\$ 13,566.42	\$ 9,747.48	\$ 3,549.00

*additional funds*

*s/b 22,009.00*

**Homeless Prevention**

<b>Revenues</b>			
MSHDA	\$ 0.00	\$ 158,506.00	\$ 148,156.00
EFSP	0.00	30,300.00	30,300.00
Tri County	0.00	0.00	(5,000.00)
CRCF	0.00	15,000.00	15,000.00
Total Revenue	0.00	203,806.00	188,456.00
<b>Expenses</b>			
MSHDA	13,937.63	158,687.20	148,156.00
EFSP	0.00	29,835.00	30,300.00
Tri County	250.00	6,786.94	5,000.00
CRCF	0.00	14,515.29	15,000.00
Total Expense	14,187.63	209,824.43	198,456.00
Net Income	\$ (14,187.63)	\$ (6,018.43)	\$ (10,000.00)

*Receivable*

*?*

*these should match is it adding in admin?*

**Outreach**

Revenue	\$ 0.00	\$ 0.00	\$ 9,935.67
Expenses	5,618.29	5,618.29	9,965.69
Net Income	\$ (5,618.29)	\$ (5,618.29)	\$ (30.02)

*1 month of funding*

Housing Services Mid Michigan  
 Board Report  
 For the Twelve Months Ending May 31, 2017

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	Current Month Actual	Year to Date Actual	Annual Budget	
<b><u>Supportive Housing</u></b>				
Revenue	14,021.10	136,187.63	271,793.00	
Expense	16,711.62	134,996.44	269,393.00	
Net Income	\$ (2,690.52)	\$ 1,191.19	\$ 2,400.00	
<b><u>Other</u></b>		<i>actual</i>		<i>projected</i>
Revenue	7,288.83	50,738.64	58,949.00	
Expense	2,195.77	23,128.03	30,833.36	<i>projected</i>
<u>Net Income</u>	\$ 5,093.06	\$ 27,610.61	\$ 28,115.64	



2017 Golf Outing Profit/Loss Statement

14 teams- one golfer (55 golfers)

Receipts:

\$5164.81

Outstanding receipts- Eaton Federal \$2,500

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Expenses:

Golfing: \$2,310

Other: \$626.55

Expected profit: \$4908.26



- Welcome
- Reports
- Transfers and Payments
- Account Services
- Administration

Activity - deposit accounts  
Balances - deposit accounts

Quick Links:  
Stop check payments

## Balances - Deposit Accounts

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Report created: 05/31/2017 10:25:04 AM (ET)  
 Accounts: 272471166 • \*0471 • CertificateOfDeposit • CD  
 272471166 • \*0529 • CertificateOfDeposit • CD  
 272471166 • \*0565 • CertificateOfDeposit • CD  
 272471166 • \*0616 • CertificateOfDeposit • CD  
 272471166 • \*0653 • CertificateOfDeposit • CD  
 272471166 • \*0725 • CertificateOfDeposit • CD  
 272471166 • \*0790 • CertificateOfDeposit • CD  
 272471166 • \*0811 • CertificateOfDeposit • CD  
 272471166 • \*0839 • CertificateOfDeposit • CD  
 272471166 • \*0877 • CertificateOfDeposit • CD  
 272471166 • \*0932 • CertificateOfDeposit • CD  
 272471166 • \*1046 • CertificateOfDeposit • CD  
 272471166 • \*1198 • CertificateOfDeposit • CD  
 272471166 • \*1716 • CertificateOfDeposit • CD  
 272471166 • \*2001 • CertificateOfDeposit • CD

Date range: 5/30/2017  
 Account sort: Account number

(To view detailed transaction information, click an account number.)

As of Date	Account Number Description	Closing ledger balance	Accessible balance	Total credits	Total debits	Current balance	Available balance
<b>CertificateOfDeposit Accounts</b>							
05/30/2017	*0471 CD	\$6,044.00	\$6,044.00	\$0.00	\$0.00	\$6,044.00	
05/30/2017	*0529 CD	\$6,042.17	\$6,042.17	\$0.00	\$0.00	\$6,042.17	
05/30/2017	*0565 CD	\$5,993.55	\$5,993.55	\$0.00	\$0.00	\$5,993.55	
05/30/2017	*0616 CD	\$5,907.42	\$5,907.42	\$0.00	\$0.00	\$5,907.42	
05/30/2017	*0653 CD	\$5,869.48	\$5,869.48	\$0.00	\$0.00	\$5,869.48	
05/30/2017	*0725 CD	\$5,795.28	\$5,795.28	\$0.00	\$0.00	\$5,795.28	
05/30/2017	*0790 CD	\$5,848.73	\$5,848.73	\$0.00	\$0.00	\$5,848.73	
05/30/2017	*0811 CD	\$5,827.27	\$5,827.27	\$0.00	\$0.00	\$5,827.27	
05/30/2017	*0839 CD	\$29,105.38	\$29,105.38	\$0.00	\$0.00	\$29,105.38	
05/30/2017	*0877 CD	\$5,746.26	\$5,746.26	\$0.00	\$0.00	\$5,746.26	
05/30/2017	*0932 CD	\$5,785.55	\$5,785.55	\$0.00	\$0.00	\$5,785.55	
05/30/2017	*1046 CD	\$7,404.56	\$7,404.56	\$0.00	\$0.00	\$7,404.56	
05/30/2017	*1198 CD	\$12,190.78	\$12,190.78	\$0.00	\$0.00	\$12,190.78	
05/30/2017	*1716 CD	\$5,884.34	\$5,884.34	\$0.00	\$0.00	\$5,884.34	
05/30/2017	*2001	\$10,536.46	\$10,536.46	\$0.00	\$0.00	\$10,536.46	

# April 2017

Date	Funding Source	Program Name	Number Served	Measurement	Outcome	Financials	Comments
4/3/17	MDOC	Prisoner ReEntry		Sent two staff members for ½ day of face-to-face training regarding MDOC billings.			
4/4/17				Attended CoC. Submitted HIC (Housing Inventory) and PIC (Point-in-Time Count).			
4/5/17				Personal time			
4/6/17				Personal time			
4/7/17				Reviewed grants inventory chart – sent to other HUD-funded partners for their review.			
4/10/17				Wrote drafts of audit bid letters.			
4/11/17				Board of Directors meeting (budget preview)			
4/12/17				Started a correction worksheet to finish merger of HEART projects.			
4/13/17				Worked on finishing merger of HEART projects.			
4/14/17				Submitted MSHDA ESG and SSVF quarterly financial reports.			
4/17/17				Staff meeting – planning session for golf outing			
4/18/17				Worked on the Board financial report template			
4/19/17				Submitted press releases for golf outing and Vet Stand Down event.			
4/20/17				Reviewed webinar with Christie regarding Unemployment Denial.			
4/21/17				Strats meeting regarding HUD CoC requirements			
4/24/17				CQI - attended with Christie, Randi, & Alex			
4/25/17				E-grams training with Christie and Randi. They are learning to use this online system for our MDHHS contracts.			
4/26/17				Submitted press release for golf outing.			
4/27/17				Completed reports for ESG, CAPER, and HC. Sent out audit bid letters (5 agencies) and pre-audit work letters (4 agencies).			
4/28/17				Site review follow-up work. Submitted final ESG-Vet grant reimbursement.			

## May 2017

Date	Funding Source	Program Name	Number Served	Measurement	Outcome	Financials	Comments
5/1/17				New employee started PATH program			
5/1/17				SSVF roll-up			
5/2/17				Completed & submitted VET-ESG reimbursement request			
5/3/17				Worked with auditor to set up a new director's financial report			
5/4/17				Held first PATH team meeting with Advent House and the 3 employees and Christie to gear up work			
5/5/17				Monitored SIREN's ESG funds			
5/8/17				Attended EFSP's board meeting; turned in our final documents			
5/9				Attended CoC meeting Gave annual reports for HEART 1-3 and PSH			
5/10				Met with new copier vendor to get service quotes			
5/11				Issued press release for golf outing			
5/12				Chaired the Region 7 meeting			
5/15/17				Worked on employee reviews			
5/16/17				Strats/Grants CoC meeting			
5/17/17				MICAH Breakfast of Champions Award breakfast			
5/18/17				PATH team meeting			
5/19/17				17 <sup>th</sup> Annual Golf Outing			
5/22/17				Attended the Clinton CoC – continue to be the HARA and fiduciary in Clinton			
5/23/17				Submitted PATH intended use plan (IUP)			
5/24/17				Held the first tri-county outreach team meeting at Advent House; Denise is team facilitator			
5/25/17				Preparing for SSVF audit			
5/26/17				Preparing to add 13 <sup>th</sup> month financials on 6/1/17			
5/29/17				Turned in SSVF site monitoring documents			
5/30/17				PATH team meeting at Advent House preparing for Tri-County Outreach Meeting on 6/1/17			
5/31/17				Closed HUD grant 5/31/17			

# Eaton/ Barry May 2017

Total Inquiries	84
Intakes	52
Number of "No Shows"	21
Rescheduled	20
Cancelled	2
File Updates	11
Foreclosure Follow Ups	2
Inspections	3
Veterans	3
Homebuyer Education	6
Financial Capabilities	
<b>Total Appointments</b>	<b>120</b>
Total Payments	28

CLIENT EMERGENCY STATUS			
Homeless	13	25%	
Eviction	19	37%	
Relocation	19	37%	
Foreclosure	1	2%	
Back Property Taxes	0	0%	
Other	0	0%	

CLIENT PAYMENTS			
Client Paid	\$1,664.75	12%	
Leveraged Funds	\$2,230.56	16%	
HSMIM	\$10,249.56	72%	
<b>Total Payments Made</b>	<b>\$14,144.87</b>	<b>100%</b>	

Outreach Response	
Agency	21
Facebook	1
Lender	1
Mailer	
Walk in	7
Newspaper	
Website	2
Word of mouth	11
	211
No Response	3

COUNTY BREAKDOWN				
City	Intakes	Adults	Children	%
Bellevue	1	1	0	2%
Charlotte	19	25	29	37%
Delta Twn(48917)	9	13	9	17%
Eaton Rapids	9	12	15	17%
Grand Ledge	5	12	4	10%
Hastings	1	1	0	2%
Lansing	3	3	3	6%
Olivet	2	5	2	4%
Pottersville	3	4	7	6%
				0%
				0%
				0%
				0%
<b>Totals</b>	<b>52</b>	<b>76</b>	<b>69</b>	<b>100%</b>

STATUS						
H	E	F	R	T	O	Total
				1		1
10	1			8		19
	6			3		9
2	3	1		3		9
	4			1		5
1						1
	2			1		3
	1			1		2
	2			1		3
						0
						0
						0
						0
<b>13</b>	<b>19</b>	<b>1</b>	<b>1</b>	<b>19</b>	<b>0</b>	<b>52</b>

Clinton May 2017

Total (Screening) Inquiries	61	Client Emergency Status	Homeless	3	21%
Intakes	13	Eviction	5	36%	
Number of "No Shows"	2	Relocation	6	43%	
Rescheduled	3			0%	
Cancelled	0			0%	
File Updates	6			0%	
Inspections	2			0%	
Veterans	1			2%	
		ESP	\$130.00	31%	
		Client Paid	\$1,637.37	10%	
		Leveraged Funds	\$504.63	59%	
		HSMVM	\$3,083.98	0%	
		SSVF	\$0.00	0%	
Total # Payments	27	Total Payments Made	\$5,225.98	100%	

Outreach Agency	Response
Agency	7
Facebook	0
Lender	0
Mailer	0
Walk in	2
Newspaper	0
Website	1
Word of mouth	3
211	0
No Response	0

COUNTY BREAKDOWN		STATUS				Total			
City	Intakes	Adults	Children	%	H	E	R	Veteran	Total
Bath	0	0	0	0%	0	0	0	0	0
Dewitt	0	0	0	0%	0	0	0	0	0
Eagle	1	1	0	7%	0	0	1	0	1
East Lansing	2	3	2	14%	0	2	0	0	2
Elsie	1	1	2	7%	1	0	0	0	1
Fowler	1	1	3	7%	1	0	0	0	1
Lansburg	0	0	0	0%	0	0	0	0	0
Lansing	1	1	0	7%	0	0	1	0	1
Maple Rap	0	0	0	0%	0	0	0	0	0
Ovid	2	4	1	14%	0	0	2	0	2
St. Johns	6	8	4	43%	1	3	2	1	6
Waterford	0	0	0	0%					0
Totals	14	19	12	100%	3	5	6	1	14

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

Agency/Program Name: Heart for Families 1  
 Program (Grant) Year: 2/1/2016 to 1/31/2017  
 Submitted By: Denise Dunn Date: 5/8/2017

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

The project is permanent supportive housing for families where the participant pays 30% of their income to HSMM and the project pays 100% of the rent to the landlord.

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

Funding Amount:	Funds Expended :	% of Funds Expended:
\$7,450	\$7,450	100%

**Section III: Program Performance during Report Period:** Enter applicable information for A-F below, using *indicated* questions from the HMIS ART. All programs should report items A-D; TH programs report items A-E2; PSH programs report items A-D & F.

A. <u>Number of Persons in Households Served (Q8 APR)</u>	#	%
	3	100
B. <u>Number of Leavers Exiting to Permanent Housing Destinations (Q29a1/29a2 APR):</u> No leavers	#	%
	0	0%
C. <u>Number of Adult Leavers with Cash Income (Q25a1 APR):</u> <i>(earned income, unemployment, SSI/SSDI, veteran disability, private disability, private disability, Workers Compensation, TANF equivalent, General assistance, Retirement (Social Security), Veteran pension, pension from former job, child support, alimony/spousal support, etc.)</i>	#	%
	0	0%
D. <u>Number of Adult Leavers with Increased Earned Income at Exit (Q24b APR):</u>	#	%
	0	0%
E1. <u>Transitional Housing Length of Stay Less Than 1 year (ART LOS and Recidivism Report)</u>	#	%
	N/A	
E2. <u>Transitional Housing Length of Stay 1 year &gt;2 years (ART LOS and Recidivism Report)</u>		%
	N/A	
F. <u>PSH Clients Who Retained Housing for 6 Months or More ( Q27 APR): at 1096 to 1460 days in this program</u>	#	%
	3	100%

**Section IV: HUD performance measures met (Q37/Q40 APR):**

**Yes**    **No**

List agency HUD performance measures. If no is indicated for any performance measure, provide an explanation of the difference between anticipated and actual program outcomes.

- PSH: Persons remaining in permanent housing as of the end of operating year or exited to permanent housing destinations during operation year. **100%**
- Adults who maintained or increased their total income (from all sources) as of the end of year or exit: **100%**

**Section V: Program Comments/Elaboration/Corrective Action (if needed/Q42 APR):** Add comments of interest for review by CoC. State corrective action steps if any of the performance measures above need improvement. **None**

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

Agency/Program Name: Heart for Families 2

Program (Grant) Year: 2/1/2016 to 1/31/2017

Submitted By: Denise Dunn Date: 5/8/2017

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

The project is permanent supportive housing for families where the participant pays 30% of their income to HSMM and the project pays 100% of the rent to the landlord.

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

Funding Amount:	Funds Expended :	% of Funds Expended:
\$7,415	\$7,415	100%

**Section III: Program Performance during Report Period:** Enter applicable information for A-F below, using *indicated* questions from the HMIS ART. All programs should report items A-D; TH programs report items A-E2; PSH programs report items A-D & F.

A. <u>Number of Persons in Households Served (Q8 APR)</u>	#	%
	6	100
B. <u>Number of Leavers Exiting to Permanent Housing Destinations (Q29a1/29a2 APR):</u>	#	%
	4	0%
C. <u>Number of Adult Leavers with Cash Income (Q25a1 APR):</u> <i>(earned income, unemployment, SSI/SSDI, veteran disability, private disability, private disability, Workers Compensation, TANF equivalent, General assistance, Retirement (Social Security), Veteran pension, pension form former job, child support, alimony/spousal support, etc.)</i>	#	%
	0	0%
D. <u>Number of Adult Leavers with Increased Earned Income at Exit (Q24b APR):</u>	#	%
	1	0%
E1. <u>Transitional Housing Length of Stay Less Than 1 year (ART LOS and Recidivism Report)</u>	#	%
	N/A	
E2. <u>Transitional Housing Length of Stay 1 year &gt;2 years (ART LOS and Recidivism Report)</u>		%
	N/A	
F. <u>PSH Clients Who Retained Housing for 6 Months or More ( Q27 APR): 4 leavers had 1096 days+ and the stayers had 181-365 days</u>	#	%
	6	100%

**Section IV: HUD performance measures met (Q37/Q40 APR):**

**Yes      No**

List agency HUD performance measures. If no is indicated for any performance measure, provide an explanation of the difference between anticipated and actual program outcomes.

- PSH: Persons remaining in permanent housing as of the end of operating year or exited to permanent housing destinations during operation year. **100%**
- Adults who maintained or increased their total income (from all sources) as of the end of year or exit: **50% 3 out of 6 adults**

**Section V: Program Comments/Elaboration/Corrective Action(if needed/Q42 APR):** Add comments of interest for review by CoC. State corrective action steps if any of the performance measures above need improvement. **None**



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

Agency/Program Name: **Heart for Families 3**  
 Program (Grant) Year: **2/1/2016** to **1/31/2017**  
 Submitted By: **Denise Dunn** Date: **5/8/2017**

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

The project is permanent supportive housing for families where the participant pays 30% of their income to HSMM and the project pays 100% of the rent to the landlord.

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

Funding Amount:	Funds Expended :	% of Funds Expended:
<b>\$14,351</b>	<b>\$14,351</b>	<b>100%</b>

**Section III: Program Performance during Report Period:** Enter applicable information for A-F below, using *indicated* questions from the HMIS ART. All programs should report items A-D; TH programs report items A-E2; PSH programs report items A-D & F.

A. <u>Number of Persons in Households Served (Q8 APR)</u>	#	%
	<b>2</b>	<b>100</b>
B. <u>Number of Leavers Exiting to Permanent Housing Destinations (Q29a1/29a2 APR):</u>	#	%
No leavers	<b>0</b>	<b>0%</b>
C. <u>Number of Adult Leavers with Cash Income (Q25a1 APR):</u> <i>(earned income, unemployment, SSI/SSDI, veteran disability, private disability, private disability, Workers Compensation, TANF equivalent, General assistance, Retirement (Social Security), Veteran pension, pension form former job, child support, alimony/spousal support, etc.)</i>	#	%
	<b>0</b>	<b>0%</b>
D. <u>Number of Adult Leavers with Increased Earned Income at Exit (Q24b APR):</u>	#	%
	<b>0</b>	<b>0%</b>
E1. <u>Transitional Housing Length of Stay Less Than 1 year (ART LOS and Recidivism Report)</u>	#	%
	<b>N/A</b>	
E2. <u>Transitional Housing Length of Stay 1 year &gt;2 years (ART LOS and Recidivism Report)</u>		%
	<b>N/A</b>	
F. <u>PSH Clients Who Retained Housing for 6 Months or More ( Q27 APR): 366-730 days</u>	#	%
	<b>2</b>	<b>100%</b>

**Section IV: HUD performance measures met (Q37/Q40 APR):**

Yes      No

List agency HUD performance measures. If no is indicated for any performance measure, provide an explanation of the difference between anticipated and actual program outcomes.

1. PSH: Persons remaining in permanent housing as of the end of operating year or exited to permanent housing destinations during operation year. **100%**
2. Adults who maintained or increased their total income (from all sources) as of the end of year or exit: **0%- client lost income during the year.**

**Section V: Program Comments/Elaboration/Corrective Action(if needed/Q42 APR):** Add comments of interest for review by CoC. State corrective action steps if any of the performance measures above need improvement. **None**

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

Agency/Program Name: HSMM's Permanent Supportive Housing  
 Program (Grant) Year: 2/1/2016 to 1/31/2017  
 Submitted By: Denise Dunn Date: 5/8/2017

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

The project is permanent supportive housing for singles where the participant pays 30% of their income to HSMM and the project pays 100% of the rent to the landlord.

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

Funding Amount:	Funds Expended :	% of Funds Expended:
\$52,899	\$52,899	100%

**Section III: Program Performance during Report Period:** Enter applicable information for A-F below, using *indicated* questions from the HMIS ART. All programs should report items A-D; TH programs report items A-E2; PSH programs report items A-D & F.

A. <u>Number of Persons in Households Served (Q8 APR)</u>	#	%
	11	100
B. <u>Number of Leavers Exiting to Permanent Housing Destinations (Q29a1/29a2 APR):</u> (4 out 11) 2 left to live with friends permanently and 2 are deceased	#	%
	4	33%
C. <u>Number of Adult Leavers with Cash Income (Q25a1 APR):</u> <i>(earned income, unemployment, SSI/SSDI, veteran disability, private disability, private disability, Workers Compensation, TANF equivalent, General assistance, Retirement (Social Security), Veteran pension, pension form former job, child support, alimony/spousal support, etc.)</i>	#	%
	3	100%
D. <u>Number of Adult Leavers with Increased Earned Income at Exit (Q24b APR):</u>	#	%
	1	0%
E1. <u>Transitional Housing Length of Stay Less Than 1 year (ART LOS and Recidivism Report)</u>	#	%
	N/A	
E2. <u>Transitional Housing Length of Stay 1 year &gt;2 years (ART LOS and Recidivism Report)</u>		%
	N/A	
F. <u>PSH Clients Who Retained Housing for 6 Months or More ( Q27 APR): 1@t 181+; 3 @ 366+; 3 @ 1096+; 1 @ 1461+</u>	#	%
	8	82%

**Section IV: HUD performance measures met (Q37/Q40 APR):**

Yes No

List agency HUD performance measures. If no is indicated for any performance measure, provide an explanation of the difference between anticipated and actual program outcomes.

1. PSH: Persons remaining in permanent housing as of the end of operating year or exited to permanent housing destinations during operation year. **100%**
2. Adults who maintained or increased their total income (from all sources) as of the end of year or exit: **10/11=91%**

**Section V: Program Comments/Elaboration/Corrective Action(if needed/Q42 APR):** Add comments of interest for review by CoC. State corrective action steps if any of the performance measures above need improvement. **None**

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

By my signature below, I certify that:

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

\_\_\_\_\_  
Name

\_\_\_\_\_  
Affiliation/Title of Position

\_\_\_\_\_  
Period of Affiliation

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

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

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **RICHARD G. BALLARD**

**1428 Somerset Close, East Lansing, MI 48823-2436**  
**Phone: 517-230-9155 (Office/Mobile); 517-332-1848 (Home)**  
**E-mail: richard.g.ballard@gmail.com**

### **Professional Experience:**

**January 2011-present. Principal, Richard G. Ballard, LLC, and Founding Member, North Coast Community Consultants, LLC.** I serve as a consultant to state and local governments and nonprofit organizations, as well as to companies providing technical assistance and program administration, in areas relating to affordable housing and community development, including:

- Program design and compliance in HUD Community Planning and Development (CPD) programs, including the HOME Investment Partnership, Neighborhood Stabilization Program (NSP) and Community Development Block Grant (CDBG);
- Program administration, including development of local plans, monitoring, management and evaluation of local partners, documentation systems and compliance;
- Neighborhood revitalization, including the identification of strategic target areas and the development of community renewal strategies;
- Development of affordable rental housing using low-income housing tax credits and other incentives;
- Homebuyer development projects, including rehabilitation, underwriting and marketing;
- Capacity building for Community Housing Development Organizations (CHDOs) and other nonprofits;
- Design and delivery of training programs for state and local officials.

**April 1989-December 2010. Michigan State Housing Development Authority (MSHDA), 735 E. Michigan Avenue, P. O. Box 30044, Lansing, MI 48909**

I held progressively responsible positions designing and administering affordable housing and community development programs and projects statewide using US Department of Housing and Urban Development (HUD) funds from the HOME Investment Partnership (HOME), the Community Development Block Grant (CDBG), the Neighborhood Stabilization Program 1 and 2 (NSP1 and NSP2) and Emergency Shelter Grants (ESG), as well as MSHDA and State General Funds. Major accomplishments include:

- Assembling and leading a team of staff and consultants to develop a competitive proposal for NSP2 funding which was awarded \$223 million from NSP2 (the largest single NSP2 grant in the nation);
- Leading the Council of State Community Development Agencies (COSCDAs) in the development and start-up of a successful national training academy for State-level housing and community development officials;
- Implementing an extensive program of targeted neighborhood revitalization through HOME-funded homeownership development in cooperation with CHDOs and nonprofits;
- Re-focusing of CDBG funds for rental rehab into downtown, mixed-used buildings to enhance the vibrancy of downtowns in small communities throughout Michigan;
- Providing leadership for a successful, internally-driven reorganization to deploy field staff geographically, rather than by program, creating community-wide single points of contact for all housing and homeless programs offered by MSHDA through nonprofits and local governments;

- Refocusing and aligning program around key statewide program priorities such as outcome management, smart growth, mixed-use development, and community targeting in order to maximize the impact of funded projects on local real estate investment patterns;
- Developing and implementing an online project management system for HOME and CDBG, permitting real-time tracking of projects throughout the State, successfully migrating this system to NSP to develop what MSHDA's NSP TA provider has identified as a national model for accountability;
- Creating homebuyer development models that led to the production of over 3000 HOME homebuyer units statewide.

Positions held at MSHDA are as follows:

**2003-2010. Director, Office of Community Development.** Responsible for 32 staff implementing over \$25 million annually in HOME, CDBG housing, NSP1 and nonfederal grants to nonprofits and local governments for affordable housing projects, neighborhood revitalization, and technical assistance statewide. Serve as member of the Authority's Senior Management team.

**2005. Interim Deputy Director.**

**1998-2003. Director of Operations, Office of Community Development.**

**1996-1998. Regional Manager, Office of Community Development.**

**1993-96. HOME Coordinator, Office of Community Development.**

**1991-93. Grant Manager, Office of Community Development.**

**1989-91. Project Director, Michigan Neighborhood Corps, Neighborhood Builders Alliance.**

**1983-1989. Executive Director, Michigan Community Action Agency Association.**

Served as Chief Executive Officer of statewide association of 31 Community Action Agencies (CAAs), providing \$130,000,000 annually in community-based programs, including Head Start, weatherization and housing, emergency services, employment and training, senior and youth services, community organization and advocacy. Implemented association's policy and advocacy priorities; managed state and federal grants. Developed Michigan's first allocation formula for Community Services Block Grant (CSBG) funding; negotiated consensus acceptance by all CAAs in Michigan.

**1980-1983. Director of Development, Association for Retarded Citizens/Michigan (ARC/Michigan).**

**1975-80. The Chicago Theological Seminary, Chicago, IL 60637**

**1979-80. Director of Development**

**1977-79. Director of Admissions and Resource Development**

**1975-77. Director of Recruitment and Resource Development**

### **Training Experience:**

Member of Training Team delivering HUD training on *The Consolidated Plan in IDIS*, on 12 occasions.

Delivered national CDBG Boot Camp training on 2 occasions

Served on a three-person team to develop and deliver Housing 101, a 2-1/2 day overview of housing issues for state and local HOME, CDBG and NSP professional staff. Developed modules and test questions on homebuyer programs, homeowner rehabilitation, mortgage financing (underwriting, mortgage insurance, etc.) and secondary markets. Delivered Housing 101 course with positive evaluations on 5 occasions

Numerous workshops, trainings, and presentations

**Current and Recent Professional Certifications/Affiliations:**

Michigan State Housing Development Authority (MSHDA) Qualified Technical Assistance Provider, 2011-2013

Council of State Community Development Agencies, Board of Directors  
President, 2009-2010; Vice Present, 2007-2009; Treasurer, 2005-2007

Michigan Community Development Association, Board of Directors, 2011-

Capital Area Housing Partnership, East Lansing, Board of Directors, 2012-

**Education:**

B.A., Earlham College, 1971, *magna cum laude*: Major in religion and sociology.  
Phi Beta Kappa

M. Div., The Chicago Theological Seminary, 1974

Further study, The Chicago Theological Seminary, theology and ethics (1974-75)

Further study, University of Chicago, political science (1974-75)

Further study, Lansing Community College, real estate development and finance (1990-1992) and landscape architecture (1996-1998)

**DOUGLAS C. KELSEY, MPA, CAE<sub>(RET)</sub>, IOM**

<http://www.visualcv.com/douglasckelsey>

<http://www.linkedin.com/in/douglasckelsey>

151 West Main St., PO Box D  
Vermontville, MI 49096

Phone: 517-449-2978  
Email: [dkelsey@sbcglobal.net](mailto:dkelsey@sbcglobal.net)

**CAREER SUMMARY**

Innovative nonprofit executive with proven results in creating and implementing strategic plans that build successful and profitable organizations, a strong collaborative leader experienced in working with boards, building public relation campaigns, creating and implementing marketing and communication programs.

- ◆ Strategic & Mission Planning
- ◆ Collaborative Leader & Mentor
- ◆ Marketing & Ecommerce
- ◆ Financial Management & Budgeting
- ◆ Fund Raising
- ◆ Social Media & Communications
- ◆ Policy Development (Internal & External)
- ◆ Grant Writing
- ◆ Staff & Volunteer Management
- ◆ Leadership Training & Development
- ◆ Profitability Management
- ◆ Facility Management

**EDUCATION AND CERTIFICATIONS**

- ◆ Master of Public Administration (MPA) – Wester Michigan University
- ◆ Bachelor of Arts – Olivet College
- ◆ Institute of Organizational Management – US Chamber of Commerce at Notre Dame University
- ◆ Certified Association Executive – American Society of Association Executives

**PROFESSIONAL EXPERIENCE**

***SENIOR MANAGEMENT – FINANCIAL – LEADERSHIP – PUBLIC RELATIONS – FUNDRAISING***

**Historical Society of Michigan (Awards Coordinator)**

**Kelsey Consulting and Management Group, LLC (Owner/Manager)**

**Associated Builders and Contractors, Central MI (Chief Staff Officer)**

**Michigan Home Health Association (Chief Staff Officer)**

- Build collaborative relationships and assisted with fundraising efforts to support the programs for the Historical Society of Michigan. Through promotion of the Michigan Centennial Farm Program and the Milestone award program.
- Supervised staff and administer human resource functions for the organizations, determined manpower needs and specialties to accomplish strategic plan goals.
- Managed financial records and oversaw accounting of funds. Established financial operating processes insuring safety of organizations funds and transparency of accounts to members and board created and managed annual budgets for organizations and committees. Established functional accounting processes for departments to measure profitability and costs of programs. Transitioned organizations from Cash based accounting to Accrual based accounting.
- Worked directly with the board in establishing leadership succession and training, prepared and distributed communications to board and membership on a regular basis. Recommended and wrote standard operating procedures for board governance. Facilitated strategic planning and setting of annual goals, wrote the implementation plans and benchmarking for the approved strategic plans.
- Chief Spokesperson for the associations, worked with board and committees to establish an annual public relations and marketing plan for internal and external stakeholders. Interviewed and recommended the hiring of Public Relations firms and Lobbying firms to advocate for the organizations. Trained in crisis communications and have provided training to key volunteers in media relations. Successfully lead public awareness campaigns raising the profile and brand of the organizations with media and general public.

**EVENT PLANNING – EDUCATIONAL PROGRAMMING – MEMBERSHIP RECRUITMENT/RETENTION**

**International Hearing Society (Director of Membership Programs)**

**National Board for Certification in Hearing Inst. Sciences (Director of Certification)**

**Professional Insurance Agents of Michigan (Director of Meetings and Education)**

**Michigan State Floral Association (Membership Services Manager)**

- Planned and developed annual membership recruitment and retention campaign. Consistently provided annual growth in new members and maintained annual retention in the low to mid 90%.
- Administered an international certification program for Hearing Instrument Specialists™, successfully relocated a near bankrupt organization from Arizona to Michigan and within 7 years had built it from less than 400 members to over 3200 members with a budget income increase from an annual \$30,000 to over \$500,000. Worked with contracted testing agency to maintain security and validity of the test and credentialing program, completed accreditation applications to the National Commission of Certifying Agencies.
- Key staff person responsible for the planning and implementation of the annual meeting for the organizations, including site selection recommendations, educational planning and goals, cost analysis on educational programs to insure profitability of program.
- Promoted member affinity programs to members and potential members through Business to Business selling and on site visitations as well as working with members to resolve problems associated with purchased affinity programs.

**CUSTOMER SERVICE – PLANNING- CONSULTING – SALES**

**Staples Inc. (Copy/Print Specialist – Sales Associate)**

**Michigan Society of Association Executives (Internship)**

**Microenterprise Network of Michigan (Internship)**

**Electronic Merchants Systems (Sales Representative)**

- In store retail sales working with customers on their printing and promotional needs. Interview customers understand their needs and make recommendations on possible products and services that will meet these needs.
- Planned and coordinated conferences and educational programming recommending speakers and programs that would appeal to the target audience for the conferences and program reviewed and recommended marketing ideas to promote educational programming for senior level association executives while insuring confidentiality.
- Performed SWOT analysis, created strategic business and marketing plan for the Microenterprise Network along with recommendations on how to grow over the next 5 years.
- Direct sales to businesses of Visa/MasterCard/Discover credit card processing and additional services such as website development and gift/affinity card processing to retail merchants

**COMMUNITY AND PROFESSIONAL INVOLVEMENT**

- Relevant Academy of Eaton County (Present)– Secretary/Treasurer Charter School Board Member
- Vermontville Zoning Board of Appeals (Present) – Chairman
- Michigan Society of Association Executives 2010 – 2014 Served on Professional Leadership Task Force
- Maple Valley Community Center of Hope 2012 – 2015 Board President (local community food and clothing bank)
- Candidate Eaton County Board of Commissioners District 1 – (2012)
- Vermontville Historical Society – Past President (2008 – 2010)
- Eaton County Courthouse Square Association – Past board member and Treasurer (2004 – 2011)
- Village of Vermontville – Village President (2004 – 2010), Trustee (2000 – 2004)
- Vermontville Maple Syrup Festival – Master of Ceremonies (1974 – 2009),
- Vermontville Maple Syrup Festival – Chair of Arts and Craft Show (2002 – 2010)
- Michigan Meeting Professionals International – President (1996 – 1997)
- National Commission for Certifying Agencies – Vice Chairman ( 1994 – 1996)



**Budget 2017-2018 Proposed All Costs**

proposed 4/11/2017

**Expenses**

Revenues	Client payments	Operation	Program	Admin expenses
MSHDA ESG	\$ 138,156.00	\$ 9,000.00	MICAH	Payroll \$ 2,500.00
EFSP	\$ 30,300.00	\$ 3,400.00	training	Audit \$ 12,000.00
HUD SHP	\$ 179,419.00	\$ 1,000.00	transportatio	Dues \$ 2,000.00
Eaton Co. UW	\$ 12,000.00	\$ 9,480.00	mileage	Fundraising \$ 3,000.00
Flagstar Bank	\$ 2,500.00	\$ 8,000.00	annual repoi	1099 \$ 1,000.00
Tri-County Electric	\$ 8,000.00	\$ 2,000.00	directory	post office box \$ 100.00
JHLPR	\$ 38,000.00	\$ 5,500.00	business cal	Sect 8 accounting \$ 4,000.00
CRCF	\$ 71,654.00	\$ 4,000.00	apartment g	flex plan \$ 680.00
IDA	\$ 3,000.00	\$ 2,000.00	Postage	
Section 8	\$ 505,115.00	\$ 1,200.00	Sect 8 ads	
REACH Supportive Housing	\$ 45,904.00	\$ 3,000.00	CAPR partit	
ECCC- Reach salary participants pool	\$ 15,000.00	\$ 900.00	credit report	
MICAH	\$ 7,000.00	\$ 250.00	shelter expe	
Neighborhood Doors	\$ 4,500.00	\$ 700.00	SIREN	
HMS- Bal of State (Clinton)	\$ -	\$ 4,200.00	veterans out	
Fundraising	\$ 10,000.00	\$ 2,700.00	Advent Hou	
Interest Income/misc	\$ 3,500.00	\$ -	vet training	
5th/3rd Bank	\$ 2,500.00	\$ -	CoC plannin	
Project Connect	\$ 500.00	\$ -	ER funds	
CoC Planning Grant	\$ 26,188.00	\$ -	endowment	
Eaton Permanent Supportive Housing participants pool	\$ 57,463.00	\$ 45,388.00	JHLPR partit	
HEP	\$ 5,000.00	\$ 1,500.00		
CAPR Prisoner Reentry	\$ 28,000.00	\$ 124,500.00		
Eaton Co Commissioners	\$ 223,830.00	\$ -		
PATH	\$ 119,228.00	\$ -		
veterans grant	\$ 181,947.00	\$ 37,000.00		
HC	\$ 22,009.00	\$ -		
HEART	\$ 150,666.00	\$ 118,158.00		
HEART 5	\$ 43,646.00	\$ 31,800.00		
Clinton ESG	\$ 69,109.00	\$ 24,000.00		
Clinton EFSP	\$ 7,778.00	\$ 7,623.00		
Clinton ESP	\$ 9,000.00	\$ 8,100.00		
<b>Totals</b>	<b>\$ 1,983,712.00</b>	<b>\$ 1,020,935.00</b>	<b>\$ 57,330.00</b>	<b>\$ 25,280.00</b>

**Salary Support**

Salary	FICA	MI Unemploy	Health IN	Work Comp	S & L Dis	total / hour
<b>Totals</b>	<b>\$ 567,873.84</b>	<b>\$ 43,442.35</b>	<b>\$ 3,300.30</b>	<b>\$ 24,514.00</b>	<b>\$ 2,555.43</b>	<b>\$ 644,212.92</b>
Director	\$ 101,732.80	\$ 7,782.56	\$ 183.35	\$ 8,552.00	\$ 457.80	\$ 119,658.51
Assist Director	\$ 58,572.80	\$ 4,480.82	\$ 183.35	\$ 352.00	\$ 263.58	\$ 63,852.55
Housing Intake/foli	\$ 26,228.80	\$ 2,006.50	\$ 183.35	\$ 3,326.00	\$ 118.03	\$ 31,987.68
Eaton HARA	\$ 28,080.00	\$ 2,148.12	\$ 183.35	\$ 125.00	\$ 126.36	\$ 30,662.83
CAPR case mang	\$ 41,600.00	\$ 3,182.40	\$ 183.35	\$ 2,310.00	\$ 187.20	\$ 47,612.95
JHLPR- Travis	\$ 16,979.60	\$ 1,298.94	\$ 183.35	\$ 76.41	\$ 76.41	\$ 18,538.30
JHLPR- Theresa	\$ 13,600.00	\$ 1,040.40	\$ 183.35	\$ 61.20	\$ 61.20	\$ 14,884.95
foreclosure special	\$ 33,862.40	\$ 2,590.47	\$ 183.35	\$ 3,326.00	\$ 152.38	\$ 21,889.632
PATH outreach	\$ 33,280.00	\$ 2,545.92	\$ 183.35	\$ 3,500.00	\$ 149.76	\$ 40,264.60
Veteran case man:	\$ 40,144.00	\$ 3,071.02	\$ 183.35	\$ 150.00	\$ 180.65	\$ 39,809.03
Section 8	\$ 16,386.24	\$ 1,253.55	\$ 183.35	\$ 150.00	\$ 73.74	\$ 17,896.88
Perm S case man	\$ 30,596.80	\$ 2,340.66	\$ 183.35	\$ 3,500.00	\$ 137.69	\$ 36,883.49
homebuyer educat	\$ 9,280.00	\$ 709.92	\$ 183.35	\$ 125.00	\$ 41.76	\$ 10,215.03
admin assist	\$ 13,540.80	\$ 1,035.87	\$ 183.35	\$ 60.93	\$ 60.93	\$ 14,820.95
HMSIS system admi	\$ 12,480.00	\$ 954.72	\$ 183.35	\$ 56.16	\$ 56.16	\$ 13,674.23
SSVF outreach	\$ 27,300.00	\$ 2,088.45	\$ 183.35	\$ 122.85	\$ 122.85	\$ 29,694.65
Clinton HARA	\$ 34,320.00	\$ 2,625.48	\$ 183.35	\$ 154.44	\$ 154.44	\$ 37,408.27
Bookkeeping	\$ 29,889.60	\$ 2,286.55	\$ 183.35	\$ 134.50	\$ 134.50	\$ 32,619.01
<b>Totals</b>	<b>\$ 567,873.84</b>	<b>\$ 43,442.35</b>	<b>\$ 3,300.30</b>	<b>\$ 24,514.00</b>	<b>\$ 2,555.43</b>	<b>\$ 644,212.92</b>

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