

American Rescue Plan Act (ARPA) Funding Application

[Print](#)**Submitted by:****Status:** Open**Priority:** Normal**Assigned To:** Jonathan Storage**Due Date:** Open**American Rescue Plan Act (ARPA)****Funding Application****Non-Profit, Community Groups, Neighborhood Associations, and Businesses****APPLICATION DEADLINE: December 15th 2021**

Application must be completed in full to be considered. Applications may be submitted online using this fillable form. But forms and attachments may also be submitted by email to ARPA@cityofcharleston.org or by U.S. Mail to City Manager's Office, 501 Virginia Street East Charleston, WV 25301.

All requests for funding **must be directly related to COVID-19 mitigation or recovery efforts** and must fall within the parameters of at least one of the goals set by the treasury department along with other requirements listed within this application.

GENERAL INFORMATION*** Name of Project/Program:**

The Harbor House of Charleston - a Maternity Residential Home

*** Organization Name:**

Hope for Appalachia

*** Address:**

213 Randolph Street, Charleston, WV 25302

*** Primary Contact Person:**

Erin Flanagan

Title:

Director of Development and Donor Relations

*** Phone:**

304-993-5693

*** Email:**erin@hopeforappalachia.org**Federal Tax ID:**

47-2796944

If applicable: DUNS Number:

014658065

To obtain a DUNS number please visit <https://fedgov.dnb.com/webform> After obtaining, please register your organization with the System for Award Management at <https://sam.gov/SAM/>

List the organization's owner(s), Board of Directors, senior staff members, and other key members:

JASON MCCLANAHAN - President Jason is a pastor at Randolph Street Baptist Church in Charleston, W.Va. Jason's undergraduate work in social work allowed him to work in a number of nonprofit organizations, including Sojourners Women's Shelter, the Mountain Mission and as a chaplain at the Union Mission Crossroads Men's Shelter in Charleston. Jason serves as the president of Hope for Appalachia. He holds a bachelor's degree in social work degrees from West Virginia State University, a master's of divinity from Virginia Beach Theological Seminary and a doctor of ministry from The Master's Seminary. ROGER SHEALY - Treasurer Roger is a certified public accountant and the chief financial officer of the law firm Bailey & Glasser, LLP, regionally headquartered in Charleston, W.Va. Previously, Roger served as the CFO and chief economist for SKadvisors, LLP, the CFO of Heritage Communications Corporation and as a senior internal auditor for Brevard County, Florida. Roger graduated from Liberty University with a bachelor's degree in accounting. ANDREW STONESTREET - Secretary Andrew is an attorney at the law firm Bowles Rice, LLP in Charleston, W.Va. Andrew is admitted to practice law in the state of West Virginia, federal courts, and the United States Court of Appeals 4th Circuit. Andrew earned a bachelor's degree in accounting from Marshall University and a doctor of jurisprudence from West Virginia University. MICHAEL FARMER Michael is a Program Manager for Step by Step Charleston, a Pastor of Risen City Church, and a Youth Community Outreach Coordinator of Resurrection Church. Previously, Michael was the Afterschool Director of the Charleston Resource Center and a Program Manager of Boys and Girls Clubs of Charleston/Saint Albans. KEITH PICKARD Keith is a banking officer and Associate Relationship Manager with BB&T Wealth and has over 8 years of banking experience. He holds a B.A. from Appalachian Bible College and an M.A. from The Southern Baptist Theological Seminary. JULIA MORAN Julia Moran has lived most of her life in Charleston WV. A graduate of Marshall University she has worked most recently in banking as a Trust Advisor. She enjoys community service and has served as Treasurer for Daymark, a youth service organization and as a founding member and board President of Charleston's Main Street, a community focused revitalization organization. She enjoys gardening, cooking, helping with her husband's business, Retirement Planning Group of WV, and being her son's Chauffeur to his many interests in sports, arts and friends. ERIN FLANAGAN - Director of Development and Donor Relations Erin has worked at Hope for Appalachia for 3 years. She has helped in the opening of the Children's Resource Center and established the HOPE Closet Program, which allows a partnership with many Kanawha County Schools. She and her husband moved from Colorado 11 years ago and live on the East End with their 4 children. Their love for the region and the people of Charleston has kept them in West Virginia. RACHEL ASHWORTH - HR/Financial Coordinator Rachel has worked in Human Resources for the past 7 years, assisting with staffing, training, and development. She believes that helping people perform at their very best is crucial for any organizations success. Rachel was born and raised in West Virginia and has an enduing love for the people in our community. TRACY TUGWELL - Family Advocate Tracy works for the Children's Resource Center helping families get emergency assistance and getting them connected to services that other organizations offer in Charleston.

Describe any partner organizations, their roles, and your relationship with them:

Hope for Appalachia opened the Children's Resource Center (CRC) in February 2020. The need for support for families and children that have been impacted by addiction continues to grow and at times there seems to not be enough support. The focus of the CRC is to help those that have been impacted by addiction in their families. The CRC has helped families that are struggling to get by if a parent is going through a recovery program, families that have lost a parent because of a fatal overdoes, or food and clothing to families where kids lack necessities such as food and clothing because of money mismanagement in relation to substance abuse. Through the pandemic we have partnered with Step by Step and helped distribute over 70,000 meals to children struggling with food insecurity. Another partnership is with over 20 Kanawha County Schools. The CRC place a HOPE Closet in schools so children that do not have toiletry items at home have access to them so they are able to maintain their hygiene and arrive at school ready to learn.

BUDGETARY OVERVIEW - Must match Budget Worksheet

* Funds Requested	* Total Program/Project Cost	Annual Organization Budget
75,000	355,000	450,000

Request Summary

1. Provide a narrative overview/summary of the request.

Topics that may be included but not limited to:

- Purpose and anticipated outcomes
- Individuals, entities, or communities served

- c. How the pandemic has necessitated this request
- d. Amount of any estimates and bids received to date
- e. Timeline for project completion

The COVID-19 Pandemic has changed the dynamic of our nation. Families and individuals struggled with job loss, food insecurity, and isolation along with amplified stressors of everyday life. For some this caused a new substance addiction, relapsing after addiction recovery, or moving further into an active addiction. As a result, in the year 2020, West Virginia experienced the highest year of drug overdoses and lost a total of 1,349 people to fatal overdoses. That is on average three people a day. That is three families broken every day over the loss of a loved one. West Virginia has stepped up and increased programs to support people battling addiction with more recovery options as well as distributing naloxone to save lives! However we do have one gap in service in our Capital City that affects the smallest of West Virginians; lack of supportive housing programs for pregnant women battling addiction. While they may have access to recovery programs that are uniquely tailored to their needs and the needs of their baby, there needs to be a safe and collaborative housing program to help women through their pregnancy as well as the post birth transition. This will not only have an impact on the woman, but their child as well! In meetings we have had with staff from the CAMC Women's Health Addictions Program, they site lack of a stable and supportive living situation as one of the main factors that women leave the recovery program, or choose why they choose not to start it in the first place. They have family in active addiction in their home, they don't have a partner that is supportive to the change in their lifestyle, or they cannot leave their children with unsafe family members while they themselves complete a recovery program. A woman battling addiction comes with many factors. If she is pregnant that adds many more to consider. In late 2022, Hope for Appalachia (HFA) aims to open The Harbor House of Charleston - a residential maternity program that meets the unique needs of pregnant women battling addiction. Women will find support through their recovery program and grow in their spiritual health, physical health, mental/emotional health and education & training. All these things will assist them when they are ready to transition out of the Harbor House into a safe and substance free lifestyle with their child. For women that already have children, HFA is toward having a number of host families certified through Safe Families for Children. This will allow women to enter the Harbor House while a safe and certified family cares for their child. By using a resource such as Safe Families we take the burden off of the foster care system. The Harbor House will have 24 hour staffing to ensure the safety and security of the residents at all times. During the day staff and volunteer staff will help residents work through goals they have set for themselves as well as be consistent with appointments that are a part of their recovery program and development. The harm reduction portion of their recovery will be carried out by the CAMC Women's Addiction Program. This is a seasoned program that helps taper women off of harm reduction medications so they are abstinent at the time of birth. This drastically reduces the changes of Neonatal Abstinence Syndrome (NAS) and NICU time for the baby. After a resident gives birth they will continue to live at the Harbor House for a flexible amount of time. The transition time with a newborn can be difficult, so residents are not pressured to leave until they have a secure transition plan that will allow them to maintain a substance-free life successfully. At this stage of developing the Harbor House, HFA is looking for a facility near Women's & Children's so care will be easily assessable for residents. Once a facility is found and modified to fit the needs of residents we will be able to move quickly to open the House. The goal is to have it open by the 4th quarter of 2022. Initially we will be open to house 6-8 women, but ultimately we are serving 12-16 through the entirety of the program. Once open, the Harbor House will continue to serve pregnant women battling addiction. The affects of covid will be with us for many years to come. Our communities have been battling addiction for many years and COVID-19 has increased the struggle that many West Virginians have with addiction. The Harbor House will not only help women who are currently working to overcome their addiction, but it will also help the next generation to have a better foundation and a better chance to overcome the cycle of addiction.

Attach any additional information such as bids, concepts, designs, letters of support, etc. If submitting electronically the documents must be in PDF, Excel, or Word format and total file size must not exceed 10 megabytes.

Program/Project Details

* 1. The funding will be used to:

- Start a new program/project
- Maintain an existing program/project
- Expand an existing program/project

* 2. If funded, will the program/project be completed within FY 2022?

If no, when is expected completion year?

Yes No

3. Which eligible ARPA Expenditure Category does this program/project represent (See

<https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf> for further details)? Please check all that apply:

*

- Public Health**
- Negative Economic Impacts**
- Services to Disproportionately Impacted Communities**
- Premium Pay**
- Infrastructure**
- Other**

4. Briefly describe the program/project funds are being requested for:

The funds requested will be used for half of a year's salary for the Director of the Harbor House, a portion of the initial expense for a facility where the residents will live, and start up items that will be needed for the facility. We are currently looking for a facility near CAMC Women's and Children's Hospital so the residents are close to where they receive their prenatal and recovery care.

5. Describe the need for this program/project:

The number of women in the Charleston area that actively use substances during pregnancy is high. In July 2019, 35-76% of the UDS (urine screen) were positive for a substance. This substance abuse can result in Neonatal Abstinence Syndrome (NAS) which can increase the cost of deliver from \$2,000 to \$36,000. Women battling addiction while pregnant have more incentive to go through a recovery program. They are concerned for the health of their child and want to maintain custody of their child after birth. Women lacking safe and supportive housing while undergoing treatment are more likely to relapse. Unsupportive partners, stressful home life, living with a person in active addiction, or simply not having housing are just some factors that contribute to a relapse or quitting a recovery program. This is reality for many women in our community.

6. List other Charleston organizations in Charleston that address this need:

At this time there are many programs that assist women in recovery during pregnancy. However there is not a residential program that is specifically for pregnant women going through recovery.

7. Describe the level of collaboration with other organizations on this program/project:

We are currently meeting with the staff of the CAMC Women's Health Addictions Program. We have discussed strategies on how to communicate during the recover process of a resident, what the biggest needs of their patient are, and how we can help women battling addiction. Jennifer DePond said 'You cannot start this soon enough'. They were very excited to have an organization willing to change the lives of women in our community. Cross Roads Pregnancy Center has an amazing Earn While You Learn program that educates women and their partners about pregnancy, childbirth, and parenting as well as a number of other useful topics. When clients complete classes, they can earn items for their child such as cribs, clothing, and diapers. We have discussed having staff from Cross Roads come to the Harbor House for the classes once the facility is open. Daily we are working to make more connections with organizations and people that have a passion for this area of service, and that have services we can use to help residents prepare for the birth of their child and the transition away from the Harbor House.

8. How will duplication of services be prevented?

Through our community with the Children's Resource Center, we know and understand what many other organizations in our community provide. We often refer clients to organizations that provide services that we do not. We refer outside because we know that the issues in our community cannot be solved by one organization alone and that it would be fruitless to duplicate something that another organization does well. We will continue to make connections and partnerships with organizations that can benefit our residents.

Program Requirements and Objectives

1. Identify the target recipients of proposed services. Specify the number of City residents the program will serve during the fiscal year and explain the basis upon which this number is calculated.

The Harbor House is a residential maternity home designed specifically for women battling addiction during their pregnancy. While some women have supportive homes and communities that are helpful while undergoing treatment for addiction while pregnant, many do not have a stable environment that will support or assist her with her recovery or a woman may not have housing at all. We will serve around 12 women a year through our residential maternity home program and anticipate the birth of 6 babies that will live in the home with their mom until they are ready to transition into a stable living situation. Relapse is a part of recovery. We understand that a woman might begin the recovery program, but for reasons decides not to continue. For that reason we anticipate women beginning the residential program, but not finishing through time of birth. If a resident has a committed partner that is active with the pregnancy, we will incorporate them into the woman's individual program. But only women and their infants can live at the Harbor House.

2. List any eligibility requirements the program has with respect to age, gender, income, or residence.

The Harbor House is open for women that are 18 years or older, at any stage of pregnancy, and enrolled in the CAMC Women's Health Addictions Program or a complementary program that uses tapering harm reduction medications with the goal of abstinence at the time of birth. There is no cost for the resident live in the Harbor House.

3. If this is a continuing activity, describe a measurable outcome of the previous year's work regardless of funding source.

n/a

4. If this is a new program describe two anticipated measurable outcomes for the proposed program.

6 women will live at the Harbor House and complete the recovery program through the birth of their child. 12 women will receive education related to their needs, stage of pregnancy, and stage of life.

Budget

*** 1. Has the organization received funding from the City of Charleston in the past for a similar program/project?**

Yes No

*** 2. Has the organization requested funding from other Federal, State, or Local government entities for any program/project support related to COVID-19?**

Yes No

3. If yes, explain from which entities and the amounts requested for each program/project.

n/a

4. List any other Federal, State, Local, or private funding or grant awards received in the last three years and the amount and status of each award.

n/a

5. Briefly summarize project revenues and expenses related to this request. This should coincide with the budget worksheet.

The first year the cost of the Harbor House will be \$355,000. Bulk of the expenses will be from salaries/wages and Program Materials, specifically the facility. In order to keep residents safe we will have 24 hour staffing. The initial downpayment and modifications to a building are a high expense for the first year, but will drastically reduce in following years.

6. If this request is not fully funded, what adjustments to the program/project is the organization prepared to make?

If our request is not fully funded we would will continue to pursue other foundations and grants that have monies specificity for a program like ours. All budgeted portions of the program and necessary for the success of residents.

7. Describe the plan for sustainability of the program/project or initiative after the requested award has been exhausted.

The first year of operation for the Harbor House will be the most expensive. We strive to be conservative in what we spend money on so we are good stewards of funds that have been donated to us. Finding a facility and making modifications for residents will be an expense that we will have in the first year. Grants and private donations will be an ongoing effort to keep the facility open. We have also been fortunate to save a large sum so we will have operating expenses for three months in the bank.

8. Briefly describe the organization's fiscal oversight / internal controls to minimize opportunities for fraud, waste, and mismanagement.

On an annual basis our board approves a budget for Hope for Appalachia. The HR/Financial Coordinator monitors spending and manages the categories we have set in quickbooks. It is reviewed on a monthly basis with the Director of Development to check for errors and make sure it is on track with the budget. This is reported to the President and the Board of Directors.

9. How does your agency plan to separate ARPA funds from other agency funds for purposes of identification, tracking, reporting and auditing?

The Financial/HR Coordinator will continue to use Quickbooks to track the grant spending. She will "track expenses by donor" and enter all information regarding every transition related to the grant. Then the same checks we have in place for our general spending will apply also

to grant money.

REQUESTED BUDGET WORKSHEET

Revenue Source Projections

List all Estimated Funding for this Program/Project

*** Proposed City ARPA Funding**

Internal/Self-Funding

75,000

50,000

Donations/Other Fundraising

Government Grants/Other

115,000

115,000

*** TOTAL REVENUE**

355,000

Expenses Projections

List all Estimated Expenses for this Program/Project

Salaries/Wages

Amount Requested from City

Amount from Other Sources

Total Estimated Expenses

15,000

110,000

125,000

Benefits & Matchings

Amount Requested from City

Amount from Other Sources

Total Estimated Expenses

0

0

0

Contracted Services

Amount Requested from City

Amount from Other Sources

Total Estimated Expenses

0

20,000

20,000

Program Materials

Amount Requested from City

Amount from Other Sources

Total Estimated Expenses

45,000

130,000

175,000

Marketing

Amount Requested from City	Amount from Other Sources	Total Estimated Expenses
0	10,000	10,000

Supplies

Amount Requested from City	Amount from Other Sources	Total Estimated Expenses
15,000	10,000	25,000

Other

Amount Requested from City	Amount from Other Sources	Total Estimated Expenses
0	0	0

Total Expenses

* Amount Requested from City	* Amount from Other Sources	* Total Estimated Expenses
75,000	280,000	355,000

NOTE: Revenues and Expenses must balance, and the use of requested funds must be directly related to COVID-19 recovery efforts.

Organizational Details

1. Describe the history of the organization and its current programs and activities.

Hope for Appalachia was established six years ago in response to the opioid epidemic in Charleston. The founders knew men that they had grown up with in Charleston that were battling addiction. From there, Hope for Appalachia started a men's transition home that was free for men who had gone through a recovery program and were working on integrating back into their community. During their time at the transition home they worked to pay off debt and reconcile relationships that had been broken as a result of their addiction. In 2020 Hope for Appalachia opened the Children's Resource Center as a way to support whole families who have been impacted by addiction. Choices that family members make can leave spouses and children in desperate situations without food or housing. We get children and families the things they need and get them connected to services that will support them as well. In 2021 we decided to close the transition home because the location was not favorable for our residents or for the neighborhood it was in. We want to be an organization that elevates a neighborhood, not one that can bring stress to neighbors. Upon closing on the sale of the house in a planning meeting we decided to pursue a new kind of residential program, for pregnant women. From that meeting, the plans for the Harbor House began.

2. Provide the organization's mission statement/purpose.

Hope for Appalachia seeks to provide a safe community and resources for those who are affected by addiction in order to create autonomous and healthy lifestyles for those affected by this epidemic. Our programs are focused on those in active addiction and children and family directly affected. Hope for Appalachia's whole family approach with a Children's and Family resource center for children and families with active addiction in their home, and Outreach Program for men and women who are in active addiction but not ready for a recovery program.

3. List any third-party references that can verify the organizations qualification or prior grant experience.

Hope for Appalachia has been fortunate to be fully funded by private donors up to this point. Our desire to move into this much needed area of service will require more funds to make sure we adequately serve pregnant women who are going through recovery.

COVID-19 Impact

1. Explain the impact of the COVID-19 pandemic and how it relates to your request. For example, reduction in services, closures, increased costs, community impact, etc.

Substance use and overdoses have risen drastically during the COVID-19 Pandemic. Because of this there needs to be more services in place for those that are seeking recovery, and more specifically, for pregnant women battling addiction. This would not only impact the woman battling addiction, but it could change the course of her child's life and generations to follow.

2. If funds are being requested to replace revenue lost due to COVID-19, provide details, and attach supportive documentation.

n/a

3. If awarded, how will ARPA funding aid in the recovery from the COVID-19 pandemic?

If awarded the ARPA funding aid, it would open up services that have not been available in Charleston before. Right now many families are struggling to recover from all that COVID-19 has brought. The Harbor House will provide a safe, secure, and supportive refuge for women so they can focus on their recovery and not be pulled back into the stressors of life that may contribute to their addiction.

THE APPLICANT UNDERSTANDS:

*

1. This application and other materials submitted to the City may constitute public records which may be subject to disclosure under the West Virginia Freedom of Information Act. Documents containing sensitive information may be marked as "confidential."

*

2. Submitting false or misleading information in connection with an application may result in the applicant being found ineligible for financial assistance under the funding program, and the applicant or its representative may be subject to civil and/or criminal prosecution.

THE APPLICANT CERTIFIES THAT:

*

1. I have reviewed the US Treasury guidelines regarding the eligible uses of American Rescue Plan State and Local recovery funds. <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-fund/request-funding>

*

2. By submitting this request, I represent that I am an authorized officer, or member of the organization for which I am submitting, and the information contained in my submittal is true and correct to the best of my knowledge and belief.

*

3. The information submitted to the City of Charleston ("City") in this application, and substantially in connection with this application, is true and correct.

*

4. The applicant is in compliance with applicable laws, regulations, ordinances and orders applicable to it that could have an adverse material impact on the project. Adverse material impact includes lawsuits, criminal or civil actions, bankruptcy proceedings, regulatory action by a governmental entity or inadequate capital to complete the project.

*

5. The applicant is not in default under the terms and conditions of any grant or loan agreements, leases or financing arrangements with its other creditors that could have an adverse material impact on the project.

*

6. I understand and agree that I must disclose, and will continue to disclose, any occurrence or event that could have an adverse material impact on the project.

*

7. I certify that the requested funding is needed to ensure this program/project will occur within the City limits of Charleston West Virginia.

*

8. The Board of Directors or governing body of the organization has approved submission of this application. Please attach a copy of the authorizing resolution or meeting minutes using the file upload.

* Signature

* Date

Erin Flanagan

12/15/2021

Authorized representative of Applicant/Organization

Format: MM/DD/YYYY

* PRINTED NAME:

Erin Flanagan

* TITLE OF APPLICANT:

Director of Development and Donor Relations

* ORGANIZATION NAME:

Hope for Appalachia

Upload a File

Choose File No file chosen