

# American Rescue Plan Act (ARPA) Funding Application

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## 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](mailto: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:**

Elevate

**\* Organization Name:**

The Healing House Inc

**\* Address:**

503 Grant Street Charleston, WV 25302

**\* Primary Contact Person:**

Nakia Austin

**Title:**

CEO

**\* Phone:**

216-832-7533

**\* Email:**

nakia.austin@thehealinghouseinc.org

**Federal Tax ID:**

84-5127387

**If applicable: DUNS Number:**

130183216

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:**

Timothy Wilburn – Treasurer Timothy.wilburn@gmail.com Lynn Goebel – Interim Chair Lynn.b.goebel@gmail.com Shamaya Morris – Interim Secretary Shamaya.morris@gmail.com Patricia Hines - Patricia.l.hines@wv.gov Nakia Austin M.A. – CEO nakia.austin@thehealinghouseinc.org Tiffany Hill – House Manager tiffany.hill@thehealinghouseinc.org

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

Community Partners will have on-site representatives at The Healing House in order to maximize participant involvement in wrap-around services. BridgeValley Community and Technical College – Partnered with for Post-Secondary Education including options for college, providing college readiness, assisting with enrollment and filling out FASFA forms City National Bank – Partnered with for providing Financial Literacy to our participants Goodwill Industries – Partnered with for providing workforce readiness, resume writing, application submission, and interview skills. YMCA – Partnered with for Health and Wellness by providing scholarships for our participants to use their facilities, as well as physical fitness classes at The Healing House. Legal Aid – Partnered with to provide legal advice and services to our patients. Including child custody and divorce proceedings. HRDF – Human Resource Development Foundation – Partnered with to provide Life Skills as well as education and/or job programs.

**BUDGETARY OVERVIEW - Must match Budget Worksheet**

<b>* Funds Requested</b>	<b>* Total Program/Project Cost</b>	<b>Annual Organization Budget</b>
\$265,000	\$317,000	

**Request Summary**

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

Topics that may be included but not limited to:

- a. Purpose and anticipated outcomes
- b. 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 Healing House is requesting funds to obtain full operational status. Currently we have made huge strides in getting there, but approval of our request can bring our services to the Charleston area faster. This will enable us to help more people that desperately need our services. We anticipate a highly successful operation that makes breakthroughs for many women. As an approved 501(c)(3) we are excited about the opportunity to impact our community and provide an innovation and evidence-based approach to healing and recovery. Our organization will offer a full range of therapeutic services for trauma that has been exacerbated by the pandemic. Such traumas include domestic violence, loss of jobs, depression, substance abuse and anxiety disorders. As an organization we recognize trauma to be an emotional or psychological response to an event or series of events. Traumatic events can include: Homelessness, Sexual Assault, Domestic Violence, Child Abuse, Substance Abuse, Divorce, or termination of employment. Though our services are meant to last much longer than the proposed year, funding during this crucial year will be vital to our success. Becoming fully functional will be the steppingstone we need to become financially dependent in the future.

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?

Yes  No

If no, when is expected completion year?

The funds will be used to speed up opening, once we reach full operating status we will continue the program with our Fee for Service program.

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:

Elevate is a community initiative that provides a wide variety of behavioral health and supportive services to women in our community that have been negatively impacted or affected by trauma. Elevate seeks to address and reduce the effects of social and behavioral health issues, in order to improve participants quality of life.

5. Describe the need for this program/project:

The city of Charleston would greatly benefit from more mental health and recovery options. Our programming provides women with a more holistic approach to their mental health needs, especially our minority women. The Healing House supports a focused and prioritized approach to minority mental health and recovery through our Minority Impact Initiative. The Minority Impact Initiative addresses Historical and Generational Trauma, and Social and Emotional Intelligence to break cycles of learned helplessness, close mental health gaps, and reduce/eliminate the stigma of counseling and mental health support in the minority community. We focus on addressing the root-work required to heal so recovery can be a long-lasting experience. We also provide services to maintain that success, such as: workforce readiness, post-secondary education, financial literacy, health and wellness, and basic life skills. Our programming promotes increased self-esteem, self-worth and, empowers women of all types to be stewards of their own success story.

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

Our research has shown that no one organization provides all these services under one roof. Studies have shown that individuals impacted by trauma are less likely to seek help when asked to travel to multiple locations for services. The burden of retelling their trauma can lead to feeling overwhelmed and hopeless, and even feelings of re-traumatization. The Healing House makes the path to recovery seem obtainable. Our "One Stop" approach makes steps toward healing and recovery easier, especially for women who don't have access to their own transportation.

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

The level of collaboration we have had with other types of organization has been astounding. We sought to cover every aspect of one's life that could be affected by trauma, We specialize in a collaborative approach and have built sustainable partnerships and collaborations with some of the Kanawha Valley's most reputable organizations. Our community partners provide the crucial wrap-around services our participants need after the healing process has begun in order to rebuild.

8. How will duplication of services be prevented?

The Healing House will make a concerted effort to prevent duplication of services. Our program focuses on offering participants individualized care. Our enrollment process covers participant treatment and services thoroughly, and takes the necessary steps to establish coordination of care when need to help prevent duplicating and overlapping services. Each program participant will be assigned a case manager who will monitor participant services, outside agency service enrollment, and oversee any necessary coordination of care.

## 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 Healing House, Inc. serves all adult women impacted by trauma, however low-income and at-risk women receive priority services. The exact number of women would be hard to specify since there are numerous variables including multiple therapy sessions and the different services each woman would need to rebuild her life. A conservative estimate would be 500. We calculated this number by: • 8 women per day x 5 days per week = 40 women. (based on seeing 1 woman per hour) • 40 women a week x 4 weeks in a month = 160 (based on a monthly service scheduled for each woman) • 160 women a month x 3 therapists = 480 , and then we rounded up.

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

Target recipients are adult women of any age. The Healing House does not and shall not discriminate on the basis of race, color, religion (creed), gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations

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

Not Applicable

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

Two of our measurable outcomes are: After 6 weeks of community programming enrollment at least 80% of all program participants will be able to verbalize their trauma/trauma history and how it currently affects their life. After 12 weeks of community programming enrollment at least 80% of all program participants will be able to demonstrate at least two new positive coping strategies. Measurable outcomes will be in the number of women we see and the number of those women who are success stories. We can also measure demographics of every women seen, as our intake process includes compilation of demographics for statistical purposes. This includes, race, ethnicity, income, education, the type of trauma treated, and the mental health issues associated with the trauma.

## 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.**

**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.**

Greater Kanawha Valley Grant - \$5,000 Enterprise Holding - \$4,000 Toyota - \$4,000 TC Energy - \$13,000 Marshall Minority Health Institute - \$5,000 Mullen Heating and Plumbing – HVAC system, and installation Aspen Contracting – new roof and installation Girl Scouts of America – Provided cleaning of the dilapidated building we purchased for the Healing House. Walmart - \$500 Online Fundraising through Social Media - \$10,000 Blue's, Beats and Barbecue Fundraiser - \$5,000

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

Project revenues will be returned to the project as we are a nonprofit group. We expect those revenues to come from insurance billing including Medicaid, as well as private billing of patients that can afford it. To obtain clientele that allows us to be self-sufficient we have to first get the word out there and let our success be our advertisement. The expenses will include a budget for payroll, utilities, phones/internet, insurance, payroll taxes, workers compensation, accounting services and office supplies for the first year in service.

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

If the request is not fully funded, we will make the necessary adjustments to still open our facilities. It will mean that we wait longer to become fully operational, or that we can't hire as many therapists resulting in fewer women being seen the first year. Our volunteer staff will spend more time fundraising than assisting in the education and life needs of our women. We have worked towards this goal feverishly and intend to continue with our vision.

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

Once the award is exhausted our plan is to be up and running at full capacity. The Healing House will operate as a "Fee for Service" agency to help our development and sustainability plan. Additionally, The Healing House will continue a strategic approach to fundraising. We will also continue to pursue private funding and grant opportunities.

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

We are going to hire an experienced medical billing specialist to ensure proper procedure is followed when billing for services. We have also retained an Accountant to audit our revenues and expenses

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

Our plan is to deposit these monies in a separate bank account. Funds from this account will only be used to cover the services covered in this request

**REQUESTED BUDGET WORKSHEET**

**Revenue Source Projections**

List all Estimated Funding for this Program/Project

<b>* Proposed City ARPA Funding</b>	<b>Internal/Self-Funding</b>
\$265,000	\$6,000
<b>Donations/Other Fundraising</b>	<b>Government Grants/Other</b>
\$15,000	\$31,000
<b>* TOTAL REVENUE</b>	
\$317,000	

**Expenses Projections**

List all Estimated Expenses for this Program/Project

**Salaries/Wages**

<b>Amount Requested from City</b>	<b>Amount from Other Sources</b>	<b>Total Estimated Expenses</b>
\$200,000	0	\$200,000

**Benefits & Matchings**

<b>Amount Requested from City</b>	<b>Amount from Other Sources</b>	<b>Total Estimated Expenses</b>
\$5,000	\$1,000	\$6,000

**Contracted Services**

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

## Program Materials

Amount Requested from City	Amount from Other Sources	Total Estimated Expenses
0	\$5,000	\$5,000

## Marketing

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

## Supplies

Amount Requested from City	Amount from Other Sources	Total Estimated Expenses
\$5,000	\$1,000	\$6,000

## Other

Amount Requested from City	Amount from Other Sources	Total Estimated Expenses
\$45,000	\$45,000	\$90,000

## Total Expenses

* Amount Requested from City	* Amount from Other Sources	* Total Estimated Expenses
\$265,000	\$52,000	\$317,000

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.

The Healing House, Inc. is a newly incorporated human service agency, with federal recognition as a 501(c)(3) non-profit organization. Since our inception, we have maintained our focus in providing services for women residing in Kanawha County, West Virginia that have been impacted by trauma. The Healing House is a holistic behavioral health program dedicated to serving and empowering women. We help women who have been impacted by trauma to heal and rebuild their lives. We provide an innovative approach to healing and the necessary tools to experience a positive life after trauma through the highest quality of coaching, counseling, education, and resource connection by offering both community and residential programming. The Healing House is scheduled to offer full scale programming in the first quarter

of 2022. While our programmatic initiatives are not yet being offered in their entirety, we are providing open, ongoing free support groups to women in the Kanawha Valley. Our group attendance has been comprised of women from various races, socioeconomic status, and ages. We offer a recovery group, led by a certified peer recovery addiction coach, a women's empowerment group and a grief and loss group both lead by a Masters level clinician. As an organization we understand that the COVID-19 Global Pandemic has caused a great strain mentally, physically, financially, and emotionally on millions of Americans. Our desire during these trying times is to add a community resource that provides quality care for the women of our community and surrounding areas.

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

Mission Statement The Healing House Inc. is dedicated to serving and empowering women impacted by trauma. We provide a holistic approach to healing and recovery through the highest quality of coaching, counseling, and education. Vision Statement To create a safe environment for women that promotes healing, development, transformation, and growth in all areas. We offer a holistic behavioral health program dedicated to serving and empowering women. We help women who have been impacted by trauma heal and rebuild. We provide an innovative holistic approach to healing, and a fresh take on life after trauma

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

Carla Blankenbuehler (BridgeValley) – 304-634-4923 Emily Robinson (HRDF) – 304-709-4919 Tonya Losh (Enterprise) – 304-421-5733

## 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.

Founded during the declaration of a global pandemic, The Healing House, Inc. has experienced a slower than expected, yet steady start. We planned for a capitol kick-off campaign in the summer of 2020, that was cancelled as a result of national and state-wide public health restrictions. Despite this, our team was able to pivot our efforts so as not to completely neglect our own fundraising and development endeavors. The COVID-19 pandemic has also increased our client need and caused our resources to be scarcer. As an organization, we assist women who have been impacted by trauma, heal and rebuild their lives. We understand trauma to be an emotional or psychological response to an event or series of events. It occurs when an individual is unable or unwilling to process and move forward through the hurt and pain caused by the event or series of events. Trauma is deeply distressing and disturbing. Intimate partner violence (IPV) is one potential trauma. Public health threats and other disasters inherently intensify IPV1. According to the National Domestic Violence Hotline, they experienced a 9% increase in total contacts received compared to the same period in 2019 and over 6,000 (about 10% of all contacts) of those contacts cited COVID-19 as a source of increased tension2. All indications are that the statistics maintain globally and there is no signal that the case is different within our own community. IPV has become known as the pandemic within the pandemic. This increased need has placed an urgency on our organization to increase and build capacity to satisfy the need as the world continues to answer the unique challenges posed by the COVID-19 pandemic

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

Not applicable

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

The following are demographics and needs of the service area that affect the well-being of the women in our program. Data suggests that Kanawha County is steadily approaching nearly 180,000 residents according to the most recent 2020 census7. Population change inherently suggests a correlate to increased social service needs, particularly for our target population of women. Intimate Partner Violence (IPV), inclusive of domestic and sexual violence, remains an issue nationally, and this is no different in our locale. Nationwide, IPV accounts for 15% of all violent crime3. In WV, 1/3rd of all homicides is related to IPV; and of the women victims, 2/3rds of them are killed by a family/household member4. 33.6% of WV women experience IPV or stalking in their lifetime. The Department of Justice reports that women ages 18-24 experience are more commonly abused by their partners5. 19% of all IPV incidents involve a weapon, and the presence of a gun the risks of a resulting homicide by 500%6, establishing an immediate need for intervention strategies and increased access to social support services. IPV has been linked directly to physical, mental, and sexual-reproductive health impacts to include depression, suicide, PTSD, anxiety, and addiction. One of the many contributing factors to IPV is economic stress on families. Intra-familial economic dependence leads to victims staying in violent situations. Rising unemployment claims increased economic depression, and the gender wage gap instigate this phenomenon. It is clear that our programs will be vital to make an impact in these statistics. To this end, we propose to provide our multifaceted approach to addressing trauma and to promote healing. In order to effectively reach and serve the target population, staff must have a good understanding of these statistics and key intervention measures, and have the capacity to operate effectively and efficiently as we serve those in need. Funding from ARPA will help us address the above concerns, and provide appropriate and necessary services that have been greatly exacerbated by the pandemic. These conditions continue to worsen as the pandemic continues. Our city needs immediate intensive interventions to help those impacted most by this difficult time. 1Sharma, A., Borah, S.B. Covid-19 and Domestic

Violence: an Indirect Path to Social and Economic Crisis. J Fam Viol (2020). <https://doi.org/10.1007/s10896-020-00188-8> 2  
<https://www.thehotline.org/resources/a-snapshot-of-domestic-violence-during-covid-19/> 3,5,6 National Coalition Against Domestic  
 Violence <https://ncadv.org/STATISTICS> 4 National Coalition Against Domestic Violence  
[https://assets.speakcdn.com/assets/2497/west\\_virginia.pdf](https://assets.speakcdn.com/assets/2497/west_virginia.pdf) 5 US Department of Justice <https://www.bjs.gov/content/pub/pdf/ndv0312.pdf>  
<https://www.census.gov/quickfacts/kanawhacountywestvirginia>

### **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

Nakia Austin

12/15/2021

Authorized representative of Applicant/Organization

Format: MM/DD/YYYY

\* PRINTED NAME:



Nakia Austin

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**\* TITLE OF APPLICANT:**

CEO

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**\* ORGANIZATION NAME:**

The Healing House Inc

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**Upload a File**

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