

HUMAN AFFAIRS COMMITTEE
ANNUAL SITE VISITS OF
APPLICANTS FOR CDBG/HOME FUNDS

FEBRUARY 29, 2016

On Monday, February 29, 2016, members of the Human Affairs Committee participated in the annual site visits for applicants who applied for CDBG/HOME funds.

Members of the Committee present: Alderman-at-Large Lori Wilshire, Chair
Alderman Tom Lopez
Alderman Don LeBrun
Alderwoman Mary Ann Melizzi-Golja

Members not in Attendance: Alderman June M. Caron, Vice Chair

Also present: Carrie Schena, Urban Programs Department
Joany ILG, Urban Programs Department
Robert Rice, Urban Programs Department
Alderman David Schoneman arrived at 3:00 PM at the Tolles Street Mission site visit

No votes were taken and no discussion on the funding of the applicants occurred during the site visits. The committee visited the following locations:

Time	Organization	Address
1:00 PM	Nashua Children's Home	125 Amherst Street
1:45 PM	Nashua Police Athletic League (PAL)	52 Ash Street
2:30 PM	Girls, Inc.	27 Burke Street
3:15 PM	Tolles Street Mission	52 Whitney Street

1:00 PM – Nashua Children's Home

1:45 PM – Nashua Police Athletic League (PAL)

2:15 PM – Girls, Inc.

3:15 PM – Tolles Street Mission

The site visits began at 1:00 p.m. and concluded at 3:45 p.m.

Alderman Mary Ann Melizzi-Golja
Committee Clerk

ENTERED

1942

TOLLES STREET MISSION FOOD PANTRY

APPLICANT INFORMATION

DATE OF BIRTH:	TYPE OF ID:	PHONE:
ETHNICITY:	MAY WE CALL OR TEXT YOU:	YES <input type="checkbox"/> NO <input type="checkbox"/>
ADULTS INFORMATION LIVING IN HOUSEHOLD		
FULL NAME:	DATE OF BIRTH:	RELATIONSHIP:
FULL NAME:	DATE OF BIRTH:	RELATIONSHIP:
FULL NAME:	DATE OF BIRTH:	RELATIONSHIP:
FULL NAME:	DATE OF BIRTH:	RELATIONSHIP:
FULL NAME:	DATE OF BIRTH:	RELATIONSHIP:
CHILDRENS FULL NAME AND BIRTHDATE:		
CHILDS FULL NAME:	DATE OF BIRTH:	
CHILDS FULL NAME:	DATE OF BIRTH:	
CHILDS FULL NAME:	DATE OF BIRTH:	
CHILDS FULL NAME:	DATE OF BIRTH:	
CHILDS FULL NAME:	DATE OF BIRTH:	
CHILDS FULL NAME:	DATE OF BIRTH:	
I HEARBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE; I UNDERSTAND THAT THIS FOOD MAY NOT BE SOLD OR EXCHANGED.		
Signature of recipient: _____		Date: ____/____/____
FOR OFFICE USE ONLY		
NOTES:		

EMERGENCY FOOD ASSISTANCE PROGRAM

Please Print

Applicant Name: _____ Tel. No.: _____

Name of Spouse or other adult in household: _____

Street Address: _____

Mailing Address: _____ How many in household? _____

(If Different)

How many age ~~60~~ ⁵⁵ and over? _____

How many age 18 and under? _____

SECTION I: Program Eligibility

Are you or any member of your household currently eligible for and/or receiving help from any of the following programs? (If so, please check every program which applies to your household.)

Eligible: Yes No

Fuel Assistance

Food Stamps

Women, Infants and Children (WIC)

Medicaid (State Welfare)

Commodity Supplemental Food Program (CSFP)

Aid to the Needy Blind

Temporary Assistance to Needy Families (TANF)

Old Age Assistance

Aid to Permanently and Totally Disabled (APTD)

Subsidized Housing (Rental Subsidy)

Head Start

County, City or Town Welfare

SECTION II: Income Eligibility

If you placed a checkmark next to **at least one** program in SECTION I, **DO NOT COMPLETE SECTION II.**

Eligible: Yes No

Is your combined **Gross Yearly Household Income** at or below the following guidelines?

1 - \$21,590	3 - \$36,612	5 - \$51,634	7 - \$66,656
2 - \$29,101	4 - \$44,123	6 - \$59,145	8 - \$74,167

I hereby certify that the above information is true and accurate. I understand that it is sought in connection with the receipt of one household allotment of surplus food! This food is not to be sold or exchanged.

Signature of Recipient

Date

FOR OFFICE USE ONLY (USDA Commodities Received)

The Tolles Street Mission

From: The Tolles Street Mission <tollesstreetmission@comcast.net>
Sent: Thursday, February 25, 2016 1:58 PM
To: 'tess barr'; 'ttsm@comcast.net'
Cc: Ilg, Joany
Subject: RE: Questions from Review and Comment

Hello Tess,

Thank you for reaching out to us, we appreciate the opportunity to do whatever is necessary to allow this process to go smoothly.

What is your total program budget? On the Application I included our total financial report. Below I will list the Food Pantry Outreach Budget for the year. The total expenditures for the Food Pantry for the year 2015 is \$47,253.58. As you can see a large amount of our payables are for the food pantry/outreaches.

Supplies - \$686.38
Equipment - \$565.55
Storage & rental - \$2,389.92
Food Pantry/Events - \$8,320.78
Insurance - \$1,320.50
Utilities - \$5,643.57
Mortgage - \$4,717.08
Maintenance - \$1,858.33
Salary - \$15,164.44
Van (Tolls, Gasoline & repairs) - \$2,861.04
Fees - \$1,422.58
Benevolence - \$2,303.41

2 - On the application it is written you are requesting \$35,899 but on Part III Column A your sum total is \$39,050. Please explain the discrepancy? The correct amount is \$39,050.00. On our CDBG application there were items which were considered Operational cost, Joany explained that CDBG does not fund operational cost and those requests should go to Review and Comment. I updated the amount on part III but not on the Part I, so that was a clerical error.

3 - Please give the Committee some specifics of the Cargo van. We are looking for a stripped down 2 seater cargo van, with radio, a/c and heat. No more than 4 years old with low miles.

4 - Please tell us if you're planning fundraiser events in the future and if so tell us about the events. We plan to do a small in-facility silent auction fund raiser as we do not have the funds to do a large scale event.

-----Original Message-----

From: tess barr [<mailto:tb460d@yahoo.com>]
Sent: Wednesday, February 24, 2016 3:21 PM
To: ttsm@comcast.net
Subject: Questions from Review and Comment

Hello Josephine and Chevan,

Here are some of the questions I have receive thus far. In an effort to make the process go as smoothly and quickly as possible I ask that you answer as many as you can via email.

Toll Street Mission:

1 - What is your total program budget?

2 - On the application it is written you are requesting \$35,899 but on Part III Column A your sum total is \$39,050. Please explain the discrepancy?

3 - Please give the Committee some specifics of the Cargo van.

4 - Please tell us if you're planning fundraiser events in the future and if so tell us about the events.

Thank you and we look forward to hearing from you, Review and Comment Commission

The Tolles Street Mission Financial Report for 2015

Closing Balance December 2014-----	\$10,980.04
Tithes and Offering-----	\$31,685.05
Grant Money-----	\$1,500.00
Donations-----	\$12,195.00

Total Accounts Receivables for 2015-----\$56,360.09

Expenditures for 2015

Supplies-----	\$807.50
Equipment-----	\$628.38
Storage & Rentals-----	\$2,389.92
Food Pantry/events-----	\$8,320.78
Insurance-----	\$1,650.50
Utilities-----	\$6,639.50
Mortgage-----	\$7,861.80
Maintenance-----	\$2,322.91
Salary-----	\$16,849.32
Van (tolls, gasoline & repairs) ----	\$2,861.04
Fees-----	\$1,422.58
Benevolence-----	\$2,303.41

Total Accounts Payables for 2015-----\$54,058.14

Closing Balances as of December 2015 ----- \$2,301.95

Food Distribution 2015

Total in pounds – 103,191.5

Food bank – 25,815 pounds

Lull farm – 15,000 pounds

USDA – 38,430 pounds

Chipotle – 2,504.5 pounds

Hannaford – 7,000 pounds

Turkeys from USDA – 6,720 pounds

Bread donation- 2,730 pounds

Bread from Teen Challenge – 4,992 pounds

Starbucks – 4,550 pieces

Postal Workers food drive – 1,500 pounds

Churches and other organizations – 1,200