

INDEPENDENT LIVING PROGRAM 2018 REPORT ON EXECUTION OF SERVICES

REPORT ON EXECUTION OF SERVICES

The Service Provider shall submit a quarterly report to accompany each quarterly invoice for the first, second, and third quarters of each calendar year. The quarterly report shall provide information on the number of clients served in the quarter and the percent of clients served who were Bainbridge Island residents.

Information for the fourth quarter shall be provided within an annual report. The Service Provider shall submit an annual report prior to or accompanying its fourth quarter invoice for each calendar year. For 2017 activities, the annual report will be due on January 19, 2018. For 2018 activities, the annual report will be due on January 18, 2019. In each annual report, the Service Provider shall:

1. Summarize the activities undertaken in providing the scope of services described in Attachment A.

The Independent Living Program provides financially eligible Bainbridge Island residents with the means and resources to complete needed health and safety modifications to their residence. Resident households earning less than 80% Kitsap County AMI are eligible for grant funding within program guidelines. Program case management assists with recommendations, estimates, contracting, and seeing projects to completion. Proposals are funded by a 2017 – 2018 Human Services Grant from the City of Bainbridge Island. Funds for Direct Services including materials were paid directly to the contractor and suppliers. In 2018 work proposals were limited to \$6,000 for Direct Service costs (supplies, equipment, contractor services) per household.

In 2018 fourteen households benefitted from completed modifications. Two were clients under the age of 60 years with disability. Twelve client households were over 60 years of age. There are no age restrictions to qualify for the program. In 2018 the scope of services improved accessibility and sustainable living at home. Projects included:

- several installations of handrails and guardrails with repairs to entry landings.
- the safety recommendations of an occupational therapist to meet individual situations.
- the installation of bathroom grab bars.
- restoration of plumbing function for two households.
- resources to reduce fall risks such as clutter, deteriorated flooring, inadequate lighting.

The Program serves low income residents with specified and non-specified health impairments, or physical challenges to remain at home independently. Clients receive program assistance making application, enabling scheduling, and project management.

2. Reference the project objectives identified in your project proposal. Were those objectives achieved? Why or why not? Were there any unexpected positive outcomes or challenges?

2018 Services enabled clients to sustain living independently at home with improved accessibility and safety while preserving assets. Objectives were achieved with 100% of Direct Service funding expended in 2018 exclusively for Bainbridge Island residents. HRB does receive off island requests. They are referred on to appropriate county resources.

2018 Direct Service funding exceeded appropriated program funding. HRB is applying unexpended Indirect Service funding to cover Direct Service costs exceeding the program.

Positive outcomes provided long term improved quality of living for clients which is especially rewarding for residents of our community experiencing a need for increased supports but remain able to reside independently. 2018 three kitchens were extensively modified. In one case Community Grant Funding from Bainbridge Community Foundation contributed to project costs along with Independent Living.

Another kitchen was improved for a Bainbridge Island resident with disability. Increased limitations now require the client to rely on a wheelchair to maintain a safe independence. Removal of a kitchen partition allowed for increased workspace and extension of the existing countertop. New base cabinets were configured to meet the client's needs at a reduced height for seated usage. A new countertop was installed along with an accessible kitchen sink. The bathroom door was modified for convenience in maneuvering.

Independent Living provided resources and project management to a household struggling with a variety of moisture issues in the home affecting their health. Since spring numerous assessments of conditions provided assistance in setting priorities and prevent further deterioration to the home. County Weatherization services (Kitsap Community Resources, KCR) was contacted. KCR qualified assistance to replace the roof and reinsulate and seal the home. Independent Living funds and efforts of the homeowner prepared the crawl space for this work which was completed by KCR in the Fall. The Program assisted with application for additional repair funds through Housing Kitsap’s Home Rehabilitation Loan program. The application is qualified but awaiting funding. Independent Living is reserving BCF community funding to improve existing drainage.

3. Reference the specific measurable results identified in your project proposal. Were they achieved? If not, what challenges prevented the achievement of the anticipated results? How many Bainbridge Island residents were served? Are the conditions for those residents generally improving or worsening? Please explain.

FINAL CONTACTS/COMPLETED PROJECTS DECEMBER 31, 2017

PROGRAM SERVICES	ANNUAL GOAL	COMPLETED OUTCOMES
Unduplicated contacts	# Completed projects	2018 Projects
40	14 - 20	14

Measureable results: the number of households able to be served is dependent on the variable cost of Direct Services for each project in a budget year. In 2018 fourteen projects were completed serving 22 individuals. Two actionable projects are carried to 2019.

The need for this support will continue and is likely to increase. The increase in need for home improvements is not because of worsening conditions but because of the increase in the older population on fixed income. It’s also because of the lack of accessible, affordable housing designed for seniors and the disabled. Seniors able to live independently have limited housing options; they are living longer. In 2018 the program served five seniors well into their eighties, and two seniors in their nineties. Independent Living modifications conserve resources. Clients are able to remain in familiar surroundings near family and friends.

4. Describe the involvement of any partners identified in your project proposal, as well as any unexpected cooperative relationships that developed through implementation of the project. Did the City funding help you attract additional funding or other types of support?

City funding attracts agency partnerships and financial supports as a need valued by the community. The BCF matching grant program generously supplemented the home modification Program. The Independent Living Program has an ongoing relationship with Helpline House to provide stop gap measures and durable medical equipment to clients. Referrals and services are exchanged with Island Volunteer Coordinators, IVC. The program seeks and receives financial discounts from contracting partners to complete modifications. KCR’s Weatherization program is supportive in contributing to the efficient use of energy and assessing possibilities for home maintenance and renovation. Housing Kitsap offers deferred loans and project management for more extensive home rehabilitation. USDA offers a home repair program with some grant funds for those over 62 years in age.

5. Reference the project budget specified in Attachment A. Provide an analysis of actual expenses and income in relation to the projected budget.

2018 BUDGET & EXPENDITURES for INDEPENDENT LIVING 12/31/18

2018 PROGRAM LIMITS		%	2018 ACTUAL EXPENSES		%
Direct service costs	22,470.00	42%	22,470.00	43%	
Staffing/salaries/travel					
(includes \$4,500 adm)	31,030.00	58%	30,999.01	57%	
BUDGET TOTAL	53,500.00	100%	53,469.01	100%	

Actual Direct Services costs exceeded the budgeted amount by \$694.87. The over expenditure is included in Indirect service costs for staffing and salaries.

6. Please provide a short description of how the City funding has helped your organization or helped the community. Please also include any quotes or stories related to this support.

A manufactured home owner sends appreciation for replacement of a tub/shower in 2018 and is also most thankful for the program help provided to neighbors. Another client states, “It’s a lot safer, carrying the wood inside, with the broken screen door gone and the banister installed.”

Independent Living improvements sustain residents at home, preserve assets, and improve the quality of life in the home. The program reduces isolation by introducing community and county supports including social services when appropriate. Affordable housing is preserved and maintained. Individually, Independent Living responds to urgent health and safety needs of clients.

7. What recommendations, if any, do you have regarding future funding cycles?

As various measures to support affordable housing are considered it's suggested that one element of any funding for affordable housing be adaptation of this program in need of expansion.