

The Help Office was created as a cooperative, non-profit organization in 1972 by an ecumenical group of churches who saw the need to provide effective referral to community agencies as well as provide emergency assistance to the less fortunate. The agreement was for churches in Daviess County to finance the organization as well as provide volunteers. The services/programs have always been provided by volunteers who are led to be servants to the poor and the homeless in Daviess County. *The Help Office is solely funded by the generosity of churches, organizations, schools, individuals, grants and foundations in our community.*

The Help Office of Owensboro is unique in our community because of the plethora of services that are provided to meet *critical community needs*. For over 50 years, the Help Office has provided homeless prevention funds that have impacted thousands of individuals and households who are facing an eviction and the real possibility of becoming homeless. This life changing funding is detrimental because once a household becomes homeless it is hopeless for most to ever gain the stability to acquire housing again due to the upfront cost involved with first month's rent and deposit as well as deposits and other costs for utility connections. Because Daviess County homeless shelters are at capacity the majority of the time and the shelters have barriers that keep individuals and households from seeking refuge there, it is imperative that we assure no one is without a home. In the last four years, **1910 households** have received rental assistance and are living healthy happy and productive lives.

The Help Office is able to decrease poverty by assisting individuals and households who are in danger of having their electricity, water or gas service disconnected. In the last four years **1,733** households have received utility assistance and are able to keep their families safe, warm, clean and healthy. Individuals and households are assisted with bus passes, gas vouchers, diapers, financial assistance with prescription medicine and driver's license/ID, dental and vision services.

Hunger and food insecurity are major issues in our community. The Help Office has provided hundreds of thousands of individuals with food assistance since 1972. The food orders are unique to meet the household size with food that will last for five days. Individuals and families are able to choose from a list of food items to ensure their dietary needs are met and that they will not receive items that they will not eat. All food orders include personal care items that are considered "luxury items" and cannot be purchased with Food Stamps. From 2020- April 2024. 361,335 meals were provided to 24,100 individuals.

On a daily basis, the clothing closet has on average forty individuals in need of clothing. The clothing closet provides much more than clothing to the less fortunate at no cost. Our generous community donates books, toys, cookware, sheets, towels, comforters, miscellaneous household items. Over 2,000 items of clothing are given freely each month.

The Help Office is the "first stop" for the less fortunate who are seeking financial assistance for rent or utility bills. Local churches with benevolence programs that provide financial assistance refer clients to the Help Office first because of our detailed application process before they will even interview a client. Our community truly depends on the Help Office and they need programs/services we provide as the need continues to increase for years to come. Many of the individuals and households that receive our services are referrals from Family Resource Centers from local schools, local churches that serve the less fortunate, Owensboro City Hall, the Center, many churches that do not provide any services to the less fortunate in

need, Catholic Charities, Salvation Army, homeless shelters, Owensboro Health Case Managers, physician offices.

The Help Office project will be transformational involving essential upgrades and improvements that are long overdue. This investment for the future is sustainable as we have been successfully serving the less fortunate in Daviess County since 1972. The project is focused on the safety, security of the clients, staff, and volunteers and will ensure that non-perishable food items secure in the case of a power outage.

This project will ensure that generation after generation of volunteers and clients will be safe and secure.

The Help Office is located at 1316 West Fourth Street and was donated by an anonymous donor in 1998.

This is the perfect location for our ministry with low-income housing just steps away, homeless shelters nearby, a motel that is home to many low-income one block away, and is located in a food desert where families are unable to purchase healthy nutritious food. Therefore, these improvements and the investment will make a huge impact on thousands and thousands of the less fortunate in the years to come.

Security Cameras - The need for security cameras is and has been needed for years. This investment is essential because of the increase in violence in our neighborhood, because of the population of people that we serve on a daily basis which include those suffering from mental illness and substance abuse. There is also a Bus Stop located on the Help Office property that is used by hundreds of people each day which adds to the issue of potential problems during office operating hours when there are on average twenty volunteers/staff and thirty plus clients in the building. It is simply a necessity for the Help Office to protect our staff, volunteers, and clients. The cameras will also deter any unlawful behavior and dumping of trash on our property.

Generator - The Help Office is the only pantry that provides food assistance four days a week. Therefore, to ensure the safety of our perishable food items it is imperative to have a generator. With the extreme weather changes that are occurring, it is very concerning that there is not a secondary power source to ensure that we can keep our perishable food safe. Our cold storage is stocked with thousands of pounds of donated and purchased meat, eggs, milk, cheese, and more. It would be devastating in the event that there was a power failure for the food to be wasted when hunger insufficiency is a major issue in our community.

Window Perf for Doors and Front Windows. This is a great way to add additional security for clients, staff, and volunteers and still be able to see through from the inside.

New employee – Donation Coordinator. Due to insufficient and inconsistent volunteers in the clothing closet there is a need for a new employee with the title Donation Coordinator. It is imperative to have an employee who can keep the clothing closet clean, organized, sort and hang clothing donations in a timely manner, and provide assistance to clients when in need of specific clothing or household items. The Help Office purchased an exterior clothing donation bin that was delivered in May 2024 and there has been a drastic increase in the donations.

Desktop computers for volunteers to use Charity Tracker a software for nonprofits that have services/ programs to assist the less fortunate in our community. This is the tool for connecting with our community partners including Salvation Army and local churches.

Flooring Replace carpeting in high traffic areas to improve the overall appearance.

Executive Board Members: Sydney Settle, Charles Kamuf, Aaron Payne, Pam Smith-Wright, Bob Farmer, Reid Haire, Brenda Sharp, Sheila Miller, Karen Havener, Kelly Armour, Jacob Burton

**FORM D
GRANT CAPITAL REQUEST BUDGET**

Name of Organization: Help Office of Owensboro Inc.
 Time Period: 2024

<i>Items typical for capital project:</i>	
REVENUES/SUPPORT	BUDGET
Corporate grants	
Foundation grants	100,000.00
Gov't. grants/contracts/per diem (identify)	
Contributions	
United Way	
Other federated campaigns (identify)	
Fine Arts Funds	
Membership dues	
Special events, fundraisers	
Sponsorships	
Admissions	
Sales, rent	
Revenue, tuition	
Investment income	
Interest, dividends	
Loans	
Tax credits	
Other	
Total Revenue Support	
CAPITAL EXPENSES	
Purchases	
Installations	
Site preparations	
Furnishings	
Professional fees	
Contingency	
Other	
	Generator 59,447.00
	Security Cameras 7,648.00
	Window Perf 1,500.00
	Flooring 15,581.00
	New/Created Staff Position 11,000.00
	Desk Top Computers 7,207.62
Total Capital Expenses	* 100,383.62
Revenue less Expenses	

If Capital expenses exceed revenues/support, please explain how difference will be offset. Accompanying narrative is welcome if additional explanation is warranted; for example, an explanation of in-kind gifts.

* 383.62 the Help Office will pay this amount