

## Review Your Application

Please review your proposal information. If you are not ready to submit your proposal at this time, click the "Save Only" button. The proposal will then be available to edit from the Welcome page. Clicking the Submit button will immediately send the application to The Boeing Company and you will then be unable to perform further editing.

### Contact Information

<b>Salutation</b> <i>(required)</i>	Rev.
<b>First Name</b> <i>(required)</i>	David
<b>Last Name</b> <i>(required)</i>	Alger
<b>Title</b> <i>(required)</i>	Executive Director
<b>Address</b> <i>(required)</i>	1224 South I Street
<b>City</b> <i>(required)</i>	Tacoma
<b>State, Province or Territory</b>	
<b>Zip/Postal Code</b> <i>(required)</i>	98405-5021
<b>E-mail Address</b> <i>(required)</i>	
<b>Telephone</b> <i>(required)</i>	253-383-3056
<b>Fax</b>	253-383-2672
<b>Contact Type</b> <i>(required)</i>	Executive Director

### Organization Information

<b>Organization Name</b> <i>(required)</i>	Associated Ministries
<b>Organization Nickname</b>	A.M.
<b>Street Address</b> <i>(required)</i>	1224 South I Street
<b>City</b> <i>(required)</i>	Tacoma
<b>State</b> <i>(required)</i>	Washington
<b>State, Province or Territory</b>	
<b>Country</b> <i>(required)</i>	United States of America
<b>Zip or Postal Code</b> <i>(required)</i>	98405-5021
<b>Telephone</b> <i>(required)</i>	253-383-3056
<b>Fax</b>	253-383-2672
<b>E-mail Address</b> <i>(required)</i>	
<b>Website Address</b>	www.associatedministries.org
<b>Organization Type</b> <i>(required)</i>	----Human & Social Services
<b>Governing Board</b> <i>(required)</i>	ASSOCIATED MINISTRIES 2006 BOARD OF DIRECTORS President - Arne Bergland, Pastor, Spanaway Lutheran Church Vice-President-Kate Amundson, Parish Adminstrator, Visitation Catholic

Church

Secretary-Connie Robey, Retired, Christian Disciples of Christ

Immediate Past President-Julia Price, Pastor, Lakewood United Methodist

Treasurer-Jeff Cunningham, Retired Diplomatic Corps Member, Episcopal Church

BOARD MEMBERS:

Amir Abdul-Matin, Imam, Tacoma Islamic Education Center

Gordon Aleshire, Pierce County Building Official, Gig Harbor Methodist

Carol Baarsma, Retired Kitsap Co. Assessor, Urban Grace Church

Arline Baker, Retired, First Church of Christ Scientist

Frank Bonaro, Safeway Manager, Redeemer Lutheran

David Brown, Pastor, Immanuel Presbyterian

Gregory Christopher, Pastor, Shiloh Baptist (Nat'l Baptist)

Danna Clancy, Retired, Mason United Methodist

Mar Corpuz, Tacoma Rescue Mission Development Director, Holy Disciples Catholic Church

Jack & Sue Cousins, Retired: Educator & Dental Hygienist, South Tacoma Church of Latter Day Saints

Liz Dunbar, DSHS Deputy Secretary, St. Theresa Parish

Warren Freeman, Pastor, Allen AME Church

Chris Gilbert, Tacoma Community College Business Dept. Chair, Tacoma Baha'i Community

Adam Harmon, Pastor, Tacoma First Christian Church

David Isom, Pastor, Miles Memorial CME Church

Sylvia Kauffman, Retired Medical Doctor, Tahoma Unitarian Universalist Congregation

Jim Lewis, Pastor, United Methodist Church in Puyallup

Jackie Lownie, Retired LTC Army Nurse Corps Ret, United Methodist Church at Lakewood

Tad Monroe, Associate Pastor, Trinity Presbyterian Church

Joyce Newman, Retired, Temple Beth El

Susan Smith, Catholic Community Services Family Preservation Worker, United Church of Christ

Ken Swanson, Pierce Co. Prosecutor's Criminal Investigator, Mountain View Lutheran Church

Gwen White, Co-Director of Diversity, Bellarmine Preparatory School (Jesuit)

### Organization Background *(required)*

Associated Ministries, founded in 1969, has been a trusted service-provider, advocate, and resource for low-income individuals and families in the Tacoma-Pierce County communities. We are an ecumenical organization representing over 200 congregations, organizations, religious groups and interfaith partners in Pierce County. Our mission is "building community that is humane, compassionate and just . . . through advocacy, education and service." To fulfill this mission, Associated Ministries provides human services, mediates conflict, is a unifying force for diverse churches and faiths, and acts as a bridge between the secular and religious life.

Our programs serve homeless and at-risk families and individuals, aid the elderly and disabled, those living with mental illness, and families transitioning from welfare to sustainable employment. We also help institutions and individuals work together on difficult issues such as domestic violence, civil rights, police accountability, fair wages, and most recently, financial predators and literacy--issues that are often connected to homelessness and hunger.

Our goals are to increasingly serve and meet the needs of under-represented, at-risk, and/or low-income and homeless individuals and families in the greater Pierce County community. We also aim to educate the communities they live in, creating awareness and, in turn, the resources for prevention and the conduits which enable our constituents to work toward self-sufficiency.

Directly and indirectly, our programs serve approximately 20 percent of Pierce County residents. For 2005, we estimate that we directly served nearly 8,000 clients ranging in age from birth to 90-plus. When considering our indirect services, we served almost 160,000 Pierce County residents with the help of more than 4,000 volunteers.

Our programs are constantly changing to meet the needs of the community. Current services and areas of outreach include the following (asterisked programs indicate they are operated by management or "core" staff, because the program doesn't have a designated director):

#### a) Combating Homelessness and Addressing Housing Needs

\* Housing and Shelter Services received more than 1,650 calls in 2005, helping the homeless find shelter and those facing eviction find resources to stay in their homes. This program coordinates information amongst the county shelter programs and networks with them to maintain shelter opening information for clients.

\* For the last 20 years, Associated Ministries has been receiving funding from the Emergency Shelter Assistance Program\* of Washington, for whom Associated Ministries currently administers \$1,138,174 and

oversees the work of 14 programs.

\* The Severe Weather Assistance Program\* provides motel rooms for homeless people when shelters are full during freezing weather. The Family Emergency Fund\* helps at-risk families with unique emergency needs when other agencies cannot. Last year, these two programs served more than 50 families and individuals.

\* Grand Chance\* is a new program that assists folks facing barriers to housing, like poor credit and rental history, by providing case management support and a monetary back-up guarantee during the first six months.

\* Open Hearth Ministries in Puyallup specifically serves east county families who have limited or no other resources related to housing and special needs emergencies. The program helped 95 families last year for a total of 780 bednights.

\* In 2005, Paint Tacoma-Pierce Beautiful brought together 107 teams of volunteers (approximately 2,000 people) to paint 93 homes for low-income elderly or disabled homeowners.

#### b) Fighting Hunger and Poverty

\* The 2005 Pierce County Hunger Walk\* was one of the most successful ever with nearly 1,300 walkers raising more than \$230,000.

\* Project Interdependence helps families on Temporary Aid to Needy Families (TANF) prepare to be self-sufficient by pairing them with teams of caring mentors, and providing intensive case management for DSHS clients with need of extra care and attention. Project Interdependence helped more than 663 families since this time last year.

\* The Assets Building Coalition is a new program committed to help low income wage earners build and protect their assets, understand and access the resources to which they are entitled, and become financially literate, so they expect and demand fair treatment in their efforts to move from poverty to self sufficiency.

#### c) Advocating Against Violence and For Community

\* Faith Partners Against Family Violence is a partnership between faith groups and secular advocates to motivate faith communities to take action against family violence. The program developed a four-part training curriculum for churches, is conducting a workshop about how to work with perpetrators, and is coordinating with the new Family Justice Center named for Crystal Judson (Brame) to train chaplains who will work there.

\* In 2005, the Chaplaincy (formerly the Mental Health Chaplaincy), provided spiritual care and outreach to 150 people and their families living with mental illness. In 2006, the Chaplaincy program is expanding to address family violence, specifically staffing the chaplains at the Family Justice Center.

\* Originally organized to respond to gangs, drugs, and crime on the Hilltop, the Hilltop Action Coalition now also works on other issues affecting neighborhood stability, such as housing, health, and a clean environment. In 2005, the program involved 2,276 residents of the

Hilltop community.

e) Educating and Reaching Out

\* Since September 2005, Associated Ministries has responded to the Gulf Coast Hurricane Disaster by training and organizing Care Teams to serve evacuee families relocated to this area.

\* Moments of Blessing\* services provide support to family, friends, and neighbors in places where homicides have occurred. In 2005, Associated Ministries held 22 ceremonies for Pierce County communities.

\* The South Sound Peace and Justice Center is hosting an Interfaith Camp for teens in 2006 inviting children of different faiths to come together in a neutral, recreational environment that enables them to talk and learn openly about their various beliefs, in turn teaching tolerance and understanding.

\* CommUniversity \*offers community education with a spiritual dimension. The Community Services Resource Fair\* informs churches, their staff and volunteers about human services providers.

\* The Interreligious Round Table\* meets monthly and provides meaningful collaboration among representatives of varied faith traditions. Eleven different religious groups participate regularly in the round table. Likewise, annual Thanksgiving Eve\*, Week Without Violence\*, and Week of Prayer for Christian Unity\* services bring together different traditions in interfaith or ecumenical worship.

approx. 10 page maximum

**Top 5 Highest Paid Staff** *(required)*

**Organization Certification: All Applicants**

<b>The organization has at least 3 board members</b> <i>(required)</i>	Yes
<b>Less than 20% of the organization's governing board is directly or indirectly compensated</b> <i>(required)</i>	Yes
<b>Organization has conflict of interest policy and procedures</b> <i>(required)</i>	Yes
<b>Organization has one separate financial or accounting person or function.</b> <i>(required)</i>	Yes
<b>Board, staff and organization are free of indictments, convictions, and conflicts of interest</b> <i>(required)</i>	Yes
<b>The organization does not have any branch offices, operations, or representation in U.S. sanctioned countries</b> <i>(required)</i>	Yes
<b>No Boeing employee, customer, or board members has a financial interest</b> <i>(required)</i>	Yes
<b>Less than 20% of total annual expenditures are used for lobbying or other political</b>	Yes

**activities (required)**

If answering "no" to any of the above questions, please explain. NOTE: Answering "no" to any question does not imply ineligibility. Any additional comments to any question can be included below (1,500 character maximum)

2000 character maximum

**Project Summary**

**Project Title (required)**

2006 AM Roof and Building Rehabilitation Project

**Project Description (required)**

The purpose of this project is to replace Associated Ministries' existing roof and carpet.

ROOF

During the 2005-2006 winter, Associated Ministries experienced 5 major leaks in the building's roof. The leaks caused water damage and spillage in 5 of the 9 rooms and office spaces on the second floor of the organization's two-story building. As a result, several desks were moved in order to avoid computer damage and further destruction of some in-process projects. Buckets were placed in certain areas to prevent any further damage to the existing carpet, and possible leakage in the main floor offices. Since this time, during a period of heavy or extended rain, these same upstairs offices experience consistent leakage and repeated water damage. The leaks interrupt work activities, and pose a risk to equipment and projects when staff are not prepared for changes in weather, i.e. rain during the night. If the roof is not repaired in the near future, Associated Ministries also faces potential dry-rot, electrical problems, and mold issues to the building's infrastructure.

ROOF BID SUMMARY (SEE ATTACHMENT A)

During the bid process for this portion of the project, each roofing company indicated that Associated Ministries has a major problem with its roof. Photos of the roof in its current state have been included in this proposal, as well as the water damage caused by the leaks. The agency sought bids from the following (3) companies with the respective materials and costs listed:

- 1) F\*\*\*\*.; Materials-Polyglass 202C-E, smooth surface, modified bitumen roof system; Cost-\$\*\*\*\*\* + tax and permit
- 2) W\*\*\*\*.; Materials-SBS Modified Roofing System with Sopra-G, Elastophene, and Elastophene FR GR; Cost-\$\*\*\*\* + tax
- 3) C\*\*\*\*.; Materials-Carlisle Sure-Weld .045 TPO Single Ply membrane; Cost-\$\*\*\*\* + tax and permit

Under the guidance of our Property Committee Chair, who is an employee of Pierce County in the Planning and Land Services Department's Building division, Associated Ministries selects Bid 3, C\*\*\*\*. County officials highly recommend the type of materials used by this company for its reliability and durability.

CARPET

Associated Ministries' carpet comprises the second portion of this grant

proposal.

When Associated Ministries moved to its current location in 1988, the building went through a complete renovation. The carpet has not been replaced since that time. In addition to the natural stains and deterioration that has occurred with daily wear and tear, the carpet is now frayed at the seams and has bunched and rippled under constant foot traffic and movement of furniture. Because funding our programs is our utmost priority, the replacement of the carpet has been left to the wayside for several years. The gradual deterioration has been addressed by quick fixes with duct-tape. The current condition of the carpet, however, is not longer acceptable both professionally as a part of a business environment and functionally where it has increasingly become a health hazard. The duct-taped seams and rippled areas create a tripping hazard, and the frayed seams, which are regularly renewed with duct-tape, release dust and other materials from the carpet into the air.

#### CARPET BID SUMMARY (SEE ATTACHMENT A)

The bids for the carpet include the following:

- 1) E\*\*\*\*for \$\*\*\*\*\* with tax included at 8.8%. All carpet materials for each bid were comparable.
- 2) G\*\*\*\*\* for \$\*\*\*\* with tax included at 8.8%
- 3) C\*\*\*\* for \$\*\*\*\* plus tax at 8.8%

Associated Ministries selects bid 2, with the contractor Great Floors because the bid is the most comprehensive, and reflective of the total costs Associated Ministries is likely to incur upon the replacement of the carpet.

It should also be noted that the bids for both the roof and carpet are only representative of the final costs for this project, because new bids will be required once the project's revenue budget has been met and upon the commencement of the project itself.

approx. 10 page maximum

**Request Amount** *(required)*

\$\*\*\*\*

**Request Date** *(required)*

05/26/06

**Request Type** *(required)*

Cash - Capital

**Geographical Area Served** *(required)*

Local / Regional / State

**Date Needed**

**Total Project Budget** *(required)*

\$\*\*\*\*\*

#### Project Detail

**Program or Project Outcomes**

This project will replace Associated Ministries leaky roof and worn carpet; success will be achieved upon the replacement of both.  
2000 character maximum

<b>Population Served</b> <i>(required)</i>	General Public / Other
<b>Gender</b> <i>(required)</i>	All / Not Applicable
<b>Age Group</b> <i>(required)</i>	All / Not Applicable
<b>Ethnicity</b> <i>(required)</i>	All / Not Applicable
<b>Number of People Served</b> <i>(required)</i>	0
<b>Program Location Outside US?</b> <i>(required)</i>	No
<b>Community Needs</b> <i>(required)</i>	<p>This project is critical because without immediate attention to our roof this year, Associated Ministries risks future damage to computer equipment, further water damage to the interior ceilings, dry-rot damage to the building's structure, as well as mold and possible electrical problems. The clients we serve utilize the building in addition to the staff. The health risks posed by the roof as well as the carpet threaten clients and staff alike.</p> <p>2000 character maximum</p>
<b>Line Item Project Budget and Description</b> <i>(required)</i>	<p>Repair/replacement of existing roof: \$***** (original bid of \$**** plus tax at 8.8%)</p> <p>Installation of new carpet: \$**** (original bid included tax)</p> <p>These costs were estimated by professional contractor roof and carpet companies. The expenditures listed herein are the assessed amounts provided by the selected bid companies. Final selection of the aforementioned bids was based upon reliability and durability of materials used by the company, the comprehensiveness of the bid summary, and the personal interview with the company.</p> <p>2000 character maximum</p>
<b>Project Budget Upload</b>	
<b>Timeline for Project</b>	<p>Associated Ministries will commence the project in September 2006 before the Fall rains.</p> <p>2000 character maximum</p>
<b>Collaboration</b>	<p>n/a</p> <p>2000 character maximum</p>
<b>Additional Info</b>	<p>2000 character maximum</p>
<b><u>Financial Information</u></b>	
<b>Financial Statements</b>	<p>05 AM Annual Report.pdf (969.09 K)</p>
<b>Agency Operating Budget</b> <i>(required)</i>	<p>2006 AM Budget.xls (136 K)</p>
<b>Pending Funding Sources</b> <i>(required)</i>	<p>*** Foundation - \$*****</p>

\*\*\* Foundation - \$\*\*\*\*\*

2000 character maximum

**Firm Funding Commitments** *(required)*

A\*\*\*\*\* - \$\*\*\*\*

2000 character maximum

**LAST YEAR**

**Liabilities-Last Year** *(required)* \$\*\*\*\*

**Assets-Last Year** *(required)* \$\*\*\*\*

**Overhead Expenses-Last Year** *(required)* \$\*\*\*\*

**Expenses-Last Year** *(required)* \$\*\*\*\*

**Revenue-Last Year** *(required)* \$\*\*\*\*

**YEAR PRIOR TO LAST**

**Liabilities-Year Prior to Last** *(required)* \$\*\*\*\*

**Assets-Year Prior to Last** *(required)* \$\*\*\*\*

**Overhead Expenses-Year Prior to Last** *(required)* \$\*\*\*\*

**Expenses-Year Prior to Last** *(required)* \$\*\*\*\*

**Revenue-Year Prior to Last** *(required)* \$\*\*\*\*

**ECF Addendum**

Attachment D - Driving Directions.doc (214 K)  
Attachment A - bid sheet.doc (13.5 K)  
Attachment B - Roof Images 01.doc (179.5 K)  
Attachment B - Roof Images 02.doc (105 K)  
Attachment B - Roof Images 03.doc (125 K)  
Attachment B - Ceiling Images.doc (104 K)  
Attachment B - Carpet Images.doc (91.5 K)  
Attachment C - Financial Explanation.doc (159.5 K)

**Grant Agreement Clause**

**Accuracy Certification** *(required)* I confirm

**Board Review and Approval of this Application** *(required)* I confirm

**Acceptance of Review** *(required)* I confirm

**Confirmation of Charitable Intent** *(required)* I confirm

**Government Officials, Boeing Customers Not to Benefit** *(required)* I confirm

**Use of Funds** *(required)* I confirm

**Lobbying and Political Use Restrictions** *(required)* I confirm

**Non-Violence and Anti-Terrorism Certification** *(required)* I confirm

**Religious Proselytizing Restriction** *(required)* I confirm

**Organization Review Certification**

**Organization Review Completed** *(required)* Yes