



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

NAME OF AGENCY			
National Alliance on Mental Illness – Cook County North Suburban (NAMI CCNS)			
CONTACT PERSON AND TITLE			
Nathaniel Ekman (Executive Director)			
ADDRESS			
8324 Skokie Blvd.			
CITY		STATE	ZIP
Skokie		IL	60077
PHONE		FAX	
(847) 716-2252		(847) 716-2253	
E-MAIL			
nekman@namiccns.org			
WEB			
www.namiccns.org			
NO. OF YEARS IN EXISTENCE		TOTAL AGENCY FUNDING REQUEST FOR PROPOSED YEAR	
31		\$ 6,000	
PROGRAMS REQUESTING FUNDING	AMOUNT RECEIVED LAST YEAR	\$ AMOUNT FOR PROPOSED YEAR	FUNDED BY TOWNSHIP SINCE? (Estimate of Year OK)
1. Family to Family Program	\$20,000	\$6,000	2012
2. _____	\$ _____	\$ _____	_____
3. _____	\$ _____	\$ _____	_____
4. _____	\$ _____	\$ _____	_____



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

Eligibility Criteria For Funding

New Trier Township General Statement of Policy:

- **Each agency/program requesting funding from the Township will be referred to either the Agency Oversight Committee, the Mental Health Committee, or the Money Follows the Person Committee of the Township. Those committees will make funding and agency/program recommendations to the New Trier Township Board of Trustees. You will be notified of their final decisions sometime in the spring.**
- Agencies considered for funding should have been in existence for one year after receiving their not-for profit status from the State of Illinois and have been providing services to the community during that time.
- No agency with the ability to tax or conduct referendums will receive Township funding.

In order to be eligible for funding an agency must meet the following minimum requirements:

- **Area Served** - While an agency may serve areas other than New Trier Township, its programs must serve residents of New Trier Township.
- **Proportion of Township Residents Served**- For agencies serving more than New Trier Township, the amount of funding requested shall take into consideration the proportion of the agency's service rendered to residents of New Trier Township.
- **Non-Profit** - Funded agencies must be 501 (c) (3) not-for-profits.
- **Needs**- The need for the service must be demonstrated.
- **Standards** - An agency requesting funding must have at least one full-time paid staff person, or its equivalent; the credentials of the applicant's staff shall meet professional standards, commensurate with the responsibilities involved.
- **Employment Practices** - The agency must be an equal opportunity employer.
- **Articles of Incorporation** - Submit a copy, as amended, if changed in the last 12 months.
- **Bylaws** - Submit a copy, as amended, if changed in the last 12 months.
- **Use of Funds** - Funds must be used as specified in the grant application and as approved by the Township. Changes must be cleared with the Township.
- **Accessibility** - *All services must be available to clients with disabilities and the agency must be able to deliver services from a site that is ADA accessible. If not, please explain.*



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

- **Accountability** - The agency shall maintain communication with the assigned advisory committee liaison, who must be allowed to attend board meetings upon request. The agency may dismiss the person from a board meeting if they convene into Executive Session. The agency shall provide meeting minutes to the liaison upon request
- **Financial** - *All agencies with budgets of greater than \$300,000 must have an annual audit performed by an independent CPA. Those agencies with a budget of \$300,000 or less must submit to the Township a copy of form AG990 that is sent to the Attorney General's Office. The Township reserves the right to request an audit be performed for agencies with budgets of \$300,000 or less.*
- **Absence of Conflicts of Interest** – The agency certifies, to the best of its knowledge, information, and belief, that it has no current relationship or involvement with any New Trier Township Trustee, Employee, or Committee Member which the Agency reasonably believes could either favorably or unfavorably influence the Township's possible grant of the Agency's funding request.
YES X
NO _____ - If no, please explain.

The Mission of New Trier Township is to provide leadership, advocacy and resources to benefit the physical, mental, and social well-being of Township residents.

Guiding Principles of New Trier Township

The following principles guide the Board and Staff's action as we work together to fulfill our mission:

- . The Township's primary role is to identify and address the needs of our community.
- . Our efforts are to create new energetic ideas and programs while maintaining existing programs which are relevant and effective.
- . Our intent is to primarily support, given due diligence and fiscal accountability, programs providing services to our neighbors; including youth programs; senior citizen supports; aid to persons with disabilities, food, shelter and financial and emotional emergency relief for people in need.
- . We seek opportunities to meet community needs by providing assistance directly to individuals as well as indirectly, through third-party sources/providers.
- . The Township will pursue coalition-building with other community entities and advocate on behalf of Township residents.
- . We believe that people have the freedom to choose where they receive services and assistance, including those the Township provides and supports.

Financial Support Issues

1. The Township prefers to support organizations that have a demonstrated need for financial support and funding. While we do not intend to penalize those organizations that



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

are highly successful fundraisers, we do have to recognize need as a legitimate funding criteria. Therefore organizations that have a reserve level in excess of one year's budget will be a reduced priority for funding (excluding a true endowment). This will be ascertained by a review of the agency audit. Reserve levels are usually calculated by subtracting current liabilities from current assets and comparing it to the total agency budget. However, the Township may examine other financial criteria, including long term debt, endowment, and other funds.

2. The Township does not fund capital or infrastructure projects such as land or building acquisition and development, or the creation or support of capital or reserve or endowment funds.

3. The Township does not support programs that are primarily arts/education, recreation or environmental related services, though they may be a component of a broader service designed to meet more basic human and social service needs consistent with our priorities listed above.

4. A Township funded program must serve all of New Trier Township, or be part of a group of similar agencies designed to serve the entire Township.

5. The Township prefers to support community-based agencies; meaning those that are located in our community or nearby and exist primarily to serve people in those communities. National and international organizations, even those located in New Trier Township, are not necessarily disqualified, but must demonstrate a substantial impact on our communities.

6. Agencies requesting funding from New Trier Township should serve a significant number of Township residents, or generate substantial costs in serving our residents.

7. Township funding is program specific, but there are no restrictions in how those funds are used within the program. They are meant to support and provide access to services for New Trier Township clients



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

Other Certification Issues

Please mark yes, no, or other as appropriate next to each statement. If no, or other, please explain. Supporting documents may be requested at a future date and must be supplied upon request.

YES NO OTHER (PLEASE EXPLAIN)

- | | | | |
|-------------------------------------|--------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency maintains a personnel policy manual |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency has a non-discrimination policy |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency has a sexual harassment policy |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency has a grievance procedure |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency has a Strategic Plan
NAMI CCNS adopted a new multi-year Strategic Plan (2022-2025) in FY22. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency produces an Annual Report
Most recent report covers period FY21 (7/01/20– 6/30/21) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency has an effective fiscal management system in place and has disclosed any and all Conflicts of Interest as described in the Eligibility Criteria for Funding. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Audit or AG990 completed and copy provided to the Township for most recent fiscal year |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency maintains general liability insurance coverage and names New Trier Township as additional insurer
Amount of coverage <u>\$2,000,000</u>
Name of insurer <u>Great American Insurance Company</u>
Effective dates of coverage <u>3/15/22– 3/15/23</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency pays all state and federal payroll taxes |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Agency has a conflict of interest policy. |



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

YES NO OTHER (PLEASE EXPLAIN)

- Agency has by-laws in place
Date last amended/accepted 2016
- Agency is accredited by recognized accreditation organization (where appropriate)
Date of most recent accreditation 2016
Accreditation Organization NAMI National
- Agency's board serves without compensation
Number of board members 18
Number of Board vacancies 0- Although, the Board could add up to five members
List board sub-committees Programs, Fund Development, Organizational Development, Outreach & Communications, and Strategic Planning
Schedule of board meetings Six (6) per year, held on 1st Wed. of alt. months
- Agency has Auxiliary or other Advisory/Governing Board. If so, please explain:
Yes, NAMI CCNS has a Sustainers Board and an Advisory Board to provide financial support, oversight, and guidance for all organizational activities.
- Agency provides staff with opportunities for training and personal development
- Agency has filed its annual report with the Illinois Attorney General
#01055678
- Agency has filed its annual report with the Illinois Secretary of State
#6648-600-1
Federal Tax ID # 36-3714540

We certify that we meet all the eligibility criteria for funding and that the information contained in this application is true and correct to the best of our knowledge and agree to comply with all requirements of the program and funder if we are awarded and accept funding. Furthermore, our Board has been advised of the Eligibility Criteria and approved our signing of this document.

Agency Director Name Nathaniel Ekman

Signature

Nathaniel P. Ekman

Date: 08/19/2022



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

Board President Name Richard DeCleene

Signature

Richard J DeCleene (HK)

Date: 08/19/2022

Organizational Profile

(A) The Organizational Profile is part of the New Trier Township Application For Funding; and (B) It is the Agency's responsibility to keep the Organizational Profile information current each year and provide New Trier Township with further information on an ongoing basis if there are any significant changes, such as to the mission, organization, board requirements, and/or other changes.

(1) Briefly summarize the agency's mission, history, services, and organizational structure. Have these changed significantly over the lifespan of the organization? (Please attach a current organizational chart, if available.)

Mission Statement, History, Organizational Structure and Services:

NAMI Cook County North Suburban's mission is to give help and hope to individuals affected by serious mental illness and those who love and care for them. Our goal is to eliminate the harmful stigma associated with mental illness at the individual, family, and community levels. Our vision is that the stigma associated with mental illness will no longer exist. We operate in the greater Chicago area, specifically the northern suburbs of Cook County, which covers 17 communities and townships. The population served by NAMI CCNS programs is the 40,000+ residents of its 17-community catchment area who have any mental illness (including 16,000 who have a serious mental illness such as major depression, schizophrenia or bipolar disorder) and their countless families and loved ones. There are no eligibility requirements to receive NAMI CCNS services, and they are always 100% free of charge, though some of our initiatives require pre-registration, such as "Stable-ity" which is equine-assisted therapy.

NAMI CCNS is a grassroots organization and an affiliate of NAMI, the National Alliance on Mental Illness, headquartered in Arlington, Virginia. Our affiliate was started in the early 1990's by a group of family members who were all dealing with the challenges of caring for loved ones with mental illness. They offered a Family to Family class, and that was the beginning of our affiliate. Today, NAMI CCNS operates with 4 part-time professional staff, and governed by an 18-member volunteer Board of Directors.

NAMI CCNS offers multiple support, education, and advocacy groups, workshops and mental health classes to families and individuals. Our **peer-to-peer support activities** for families and for individuals with a mental health disorder includes Family Support Groups, Connection Recovery Support Groups and a Dual Solutions peer support group for young adults experiencing co-occurring mental health and addictions (currently under redesign). Sundays at One is a social group for adults with serious mental illness that combats the isolation that tends to come with (and often worsens) the disease. Balance for Success is a support group for young adults seeking to incorporate their mental health recovery with their careers and educational pursuits. NAMI CCNS also offers an innovative equine therapy support group, Stable-ity, in partnership with Equestrian Connection in Lake



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

Forest, and a Grief and Loss Support Group for those who live or have lived with a person with a mental illness. Moreover, we provide innovative mental health **direct support services** that include NAMI Chats, NAMI Frontline for healthcare workers. We operate a crisis hotline called "Warm Line" from our Skokie office to assist callers in crisis or who require resources, information, services and/or support to assist them and their loved ones affected by mental illness. The Warm Line is available 5 days per week.

(2) Briefly summarize the role of the board and the requirements for serving on it. What role does the board play in the administration and operation of your organization and what is the desired size of a full and active board?

The Board of Directors plays an integral and highly active role in governing and serving NAMI CCNS. Many have experienced mental illness directly, either because of a loved one's mental illness or because they have firsthand ('lived') experience with an illness. Other than possessing a connection to and passion for our mission and a willingness to be a working board member, there are no formal requirements for board service. The NAMI CCNS Board currently has 18 voting members. Our by-laws provide for a full and active board of between 18 and 23 members.

Agency/Program Funding Request Information

PROGRAM DESCRIPTION

(1) Describe the services provided by this program, eligibility requirements, and the target population.

The **Family to Family** program which has been offered live at several New Trier community locations, is an **8-week course (online or in-person) taught by trained individuals who care for an adult with a serious mental illness.** Most often a family member is the first responder to an individual's mental illness. Family to Family educates these first responders about mental illness as a brain disorder and teaches strategies for responding constructively to someone who is mentally ill.

The course also provides resources and support and stresses the need for caregivers to also take appropriate care of themselves in order to care patiently and positively for their loved one. A recent study estimated the average caretaker contributes up to 104 hours per week supporting an individual with mental illness. The course is taught by two volunteer teachers who have taken Family to Family to help with their own situation and who have been certified by NAMI Illinois as a **Family to Family teacher, following 40 hours of professional training.**



AGENCY/PROGRAM APPLICATION FOR FUNDING Fiscal Year 2022-2023

Anyone dealing with mental illness is eligible for the **Family to Family program**. There is no charge to participants for 8 week course and participants also participate in family support groups while they attend the course sessions. The target population for the NAMI CCNS Family to Family program are the Township residents who are likely to be living with a mental illness, and their families and loved ones.

- (2) How does this program fit in with one or more of the priorities identified by New Trier Township in its strategic plan? Please explain.

New Trier Township strives to provide advocacy, leadership and resources to benefit the physical, mental and social well-being of its residents. We work to help the Township fulfill this mission by providing tangible and effective mental health services to residents by the way of mental health support, advocacy, and education. Hence, the **Family to Family program** is in direct alignment with the priorities identified by New Trier Township's strategic plan. The stigma of mental illness continues to prevent too many people from fulfilling their potential and contributing to the common good.

It's important to note once again that the pandemic has exacerbated mental health issues across the board, worsening mental health issues in those that already have mental illness, and suddenly occurring in people who had not previously experienced mental illness. Social distancing and isolation, economic uncertainty, financial losses and job losses, fear for loved ones' health, these pandemic-related factors are all known factors for mental health illness. We are seeing significant increases in participation in the Family to Family program. We expect this to continue for a while as experts have noted the start of a long-term mental health fallout from the pandemic.

NAMI CCNS goal is to generate grassroots advocacy on behalf of those who live with mental illness, in their community and beyond. We help anyone, of any age, gender, socio-economic background or circumstances. NAMI CCNS' Family to Family program based in New Trier Township to make the township a better place for people with mental illness and their families to live, and thrive.

Please check each priority you feel the program addresses. (Most programs will address only one or two priorities.)

See our website at www.newtriertownship.com for more information.



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

- Aging in Place
- Youth Services
- Other People and families affected by serious mental illness and its related challenges.
- Low Income Families
- Persons with Disabilities

NEED

- (3) Describe the need and demand for this program in the community and justify that it deserves investment of Township funding. You may include both data and examples of individual clients.

The ongoing (and undeserved) stigma of mental illness is endemic to our society. NAMI CCNS works to fight the harmful stigma that others place on mental illness. Embarrassment, shame and guilt are most frequently mentioned by Family to Family class participants when they discuss how they felt when they realized their child or other family member had a mental illness. The stigma of mental illness prevents many from seeking the help that they so urgently need. Of the 55,896 people who reside in New Trier Township (2020 Census estimate), 2,414 likely are living with mental illness, based on the 4.3% rate of "serious" mental illness in Illinois (NAMI National State Fact Sheet). According to the CDC, 1 in 5 Americans will experience a mental illness in a given year, and a full 42% of the U.S. adult population could be diagnosed with anxiety, depression or another illness. Add family and loved ones to this figure and you have innumerable Township residents who are dealing with mental illness day to day.

In 2021, NAMI CCNS delivered direct services via our Family to Family program to **327 New Trier Township** residents (unduplicated). The 8-week course has been very impactful and, in some cases, life-saving to some the participants as noted in the testimonial below from a New Trier resident, whom shall remain anonymous

Family to Family Program Testimonial:

"Thank you so much for teaching the class and providing insights on how to deal with stressful situations. It was my first time ever taking a course like this, that was nice and structured. I plan to go back and review the material, when I get a chance.

In the beginning, I did dread taking the course, not knowing what to expect and also the idea of spending every Monday talking about it, seemed overwhelming. But I am so glad I took it, because I have learned so much from it and hope one day I can apply it. I might consider joining a support group in the future. I am just not there yet, I still struggle talking about it." Family to Family program participant

- (4) Are you able to meet the full demand for this service or is there a waiting list? What new or unmet needs do you see in the community or for the clients served in this program?

While the demand for the Family to Family program continues to increase, we go where we are needed. NAMI CCNS utilizes teachers and facilitators to meet the demand for programs in the different communities it serves. Family to Family classes are offered at an optimal size with the maximum being 20 participants. Most Family- to- Family courses have 10-12 participants. If we have a waiting list, we can usually add a class. During the pandemic, with Family to Family classes being available online, we were able to quickly ramp up if a waiting list accrued and added additional classes. The services we continued to offer, amid the challenges of the pandemic provide evidence that supports our efficacy in



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

responding to the needs of the communities we serve, including New Trier Township. As COVID-19 has affected and changed our society, we will remain responsive to the mental health needs of our people.

CAPACITY

- (5) Demonstrate that the program has the vision, personnel, and skills to successfully carry out the program and achieve its goals, objectives and performance measures. Summarize any major changes in staff or personnel.

The NAMI CCNS Board of Directors and staff comprise many individuals who have lived experience dealing with mental illness. They are extremely well informed and deeply committed to meeting the needs of everyone in our service area. They have successfully raised funds to increase the organization's administrative capacity and program development and will continue to do so. Executive Director, Nathaniel Ekman, begins his fourth year at NAMI Cook County North Suburban, and the Family to Family program continues to be delivered by experienced and well-qualified staff and volunteers. NAMI CCNS services replicate the foundational services designed and offered by NAMI National and are held to high standards of quality, model fidelity, goal-orientation, and a commitment to evidence-based practice. We remain focused on evaluation with an eye to continuous quality improvement.

SERVICE STATISTICS/DEMOGRAPHICS

- (6) Who is being served by this program? Please provide a statistical breakdown of the number of clients served, the total units of service delivered, and costs per unit of service by filling in the chart below. Please state and define your unit of service for this program and why you chose it. To calculate cost per unit of service, divide the total number of units of service into the total budget for the program. (Suggestions for the appropriate unit of service are included in the proposal in the directions. For some programs you may wish to calculate cost per unit of service in more than one manner.)

(6a) Unit of service definition – *Individual x Service x Number of Times Service is Delivered*
For request, this definition includes Family to Family Class participants in 8 week course.

(Example: 1 IOOV presenter educates 35 attendees = 35 units of service)

(6b) SERVICE STATISTICS – Please indicate fiscal year dates for each column

PLEASE INDICATE FISCAL YEAR/DATES IN EACH COLUMN	Prior Year FY21	Present Year FY22	Proposed Year FY23
Number of persons served (unduplicated count)	327	327	425
Number of units of service	2,616	2,616	3,400



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

Cost per unit of service	\$3.48	\$3.48	\$4.53
<p>(7) What are the demographics of New Trier clients served in the prior year? (breakdown by community). TBD; This information will be available at the time of the grant hearing.</p> <p>(8) Total from New Trier Township (unduplicated). 1,063 (served in all programs)</p> <p>(9) New Trier Township clients are what % of total? About 12% of NAMI CCNS clients are from New Trier Township. During the height of the COVID-19 pandemic we witnessed an increase, as our services and activities were particularly popular among New Trier Township residents, who can now take any class, group, workshop or presentation on-line (without needing to travel) and in person.</p> <p>(10) Units of Service to New Trier clients. See Question #9.</p>			
<p>(11) Units of Service to NTT clients are what % of total Approximately 12% (as before).</p> <p>(12) New Trier clients age breakdown As in previous years, New Trier clients may be of any age, though a majority are between the ages of 30 and 76.</p>			
<p>OUTCOMES/EVALUATION</p> <p>(13) What outcomes did you achieve for your clients in the prior year? Results should be client-outcome based, specify a target level of achievement, the measurement tool that was used, the rationale for setting the target at a certain level, and a timeframe for accomplishment. Detail any changes made in the program as a result of these outcome results.</p>			



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

The overall goal of NAMI CCNS services and support is to eliminate the harmful stigma associated with mental illness at the individual, family, and community levels. We do this by providing peer support to individuals living with a mental health disorder, educating family and loved ones on how to best support and care for a person with mental illness, and advocating for people with mental illness through public education and advocacy. Goals for each of our programs are drawn from the outcomes identified by NAMI National.

Our goal is for 95% of our Family to Family class participants to:

- More effectively manage crises, solve problems and communicate.
- Learn how to take care of yourself and handle stress
- Understand the challenges and impact of mental health conditions on your entire family
- Learn about current treatments, including evidence-based therapies, medications and side effects
- Find and use local supports and services for your loved one (Family to Family)

To evaluate our Family to Family programming, we administer a survey at 8 weeks. We use an evaluation tool named Survey Monkey to survey with consistency and effectiveness. Course evaluations indicate that our Family to Family program continue to meet or exceed course outcome objectives.

- (14) What results are you committed to achieving in the present year? (If outcomes are the same as above, simply state that we hope to improve upon the past year's results)

Our outcomes remain the same; we hope to keep improving on last year's results. We are aware of the long-term mental health impacts of the pandemic and want to ensure that we can serve even greater amounts of people in need.

- (15) Are there any other program effectiveness/evaluation measures you think are important, such as customer/client satisfaction surveys, quality of service measures, or other indicators? Please describe.
- (16) We obtain continuous feedback from facilitators and teachers to gauge their opinions on how programming is proceeding and whether they have suggestions or recommendations on honing their particular classes or groups. We also obtain informal feedback from participants and are extremely responsive to feedback.

CHANGES/CHALLENGES

- (17) What changes or challenges (legal, socio-economic, demographic, financial, political or other) did the agency, program, and clients face in the prior year? How did you respond? What challenges or changes do you anticipate in the present year? (If changes/challenges were the same for all programs, do not repeat).

The demand for our free, peer-led, community-based mental health programs remains greater than ever and increased enormously as the COVID-19 pandemic tested the limits of our mental health care system. With widespread social isolation, unemployment and unprecedented levels of stress, we are truly in a mental health crisis. Doctors continue to see more and more patients with worsening mental health issues. They are also seeing patients who never experienced mental health issues before COVID-19 but are now seeking help for anxiety, depression and other conditions due primarily to social isolation and medical/economic/financial fears.



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

The mental health and substance abuse fallout from the pandemic is expected to be substantial and long-lasting. We continue to expand our service offerings to meet emerging needs. As in prior years, discrimination against those with a mental illness remains a serious barrier to employment. The unemployment rate for adults living with a mental illness is three-to-five times higher than for those without one, according to the Centers for Disease Control.



AGENCY/PROGRAM APPLICATION FOR FUNDING

Fiscal Year 2022-2023

RECOMMENDATION RESPONSES

N/A

RESOURCES/BUDGET

- (18) What non-financial resources are required to deliver this service? Specify staffing/volunteer requirements, budgetary needs and other resources, inputs, and/or community partners that are needed for this program. If the Township is unable to fund this program at the desired level, what will the impact be on services? Describe how your program will or will not continue without investment by the Township. Complete the attached budget forms. Were any cost reduction measures implemented in the prior year? If there is a sliding fee scale for this program, please attach it and indicate how many clients paid each fee level.

The non-financial resources needed to deliver current New Trier Township programs are primarily volunteer time to teach, facilitate, lead and present these programs, along with donated meeting space for in-person groups and events, where viable.

All services and activities are still delivered at no cost to participants; **we do not charge any fees**. For Family Education Courses delivered in person (Family to Family), course materials are provided for each participant and are paid for by NAMI CCNS at \$50 each. Teachers and facilitators donate their time; the audited value of their time is \$25 per hour; clearly a substantial contribution. With two teachers per 8-week course, this comes out to \$1,200 per course. We do pay them a stipend of \$600 each. NAMI CCNS pays for volunteer training by NAMI Illinois at \$150 for each trainee. NAMI CCNS staff register program participants, assemble the course materials and coordinate pick up of course materials by the teachers. Our Program Director provides guidance to teachers and monitors classes. She regularly visits all classes and support groups to offer assistance, field questions and ensure that programs are conducted in compliance with NAMI standards.

Should New Trier Township be unable to fund the Family to Family program at the desired level, the impact on our programs will be negative, but we will work to enhance our fundraising for the Annual Appeal (December 2022), the Fall Walk (October 2022), and the Spring Gala (April 2023) which will be held in person. Additionally, we are actively seeking new funders (i.e. private corporation and foundations,) and fundraising is one of the key drivers in our new Strategic Plan. Our Board continues to provide resources and support to help ensure NAMI CCNS is focused on long-term organizational sustainability to meet the growing need for mental health services and support.

- (19) If your program or agency budget request represents an increase from last year, please explain the reason for the change and what the increase will be used for.

.We are not seeking an increase from last year for the Family to Family Program.

**NEW TRIER TOWNSHIP
ANNUAL FUNDING REQUEST FORM**

2022-2023 TOTAL AGENCY BUDGET FORM

AGENCY NAME: NAMI CCNS

Indicate year in each column

	PRIOR YEAR 2021	PRESENT YEAR 2022	PROPOSED YEAR 2023
AGENCY REVENUES			
New Trier Township	\$ 20,000	\$ 20,000	6,000
Federal Government	\$ -	\$ -	
State Government	\$ -	\$ -	
Local Government/Townships	\$ 20,000	\$ 20,000	25,000
Client Fees	\$ 1,200	\$ 1,200	1,200
Grants: Foundations, Corporate, Religious	\$ 65,000	\$ 65,000	75,000
Individual Contributions	\$ 15,150	\$ 15,159	25,000
Special Events	\$ 265,000	\$ 265,000	275,000
Membership	\$ 5,000	\$ 5,000	
United Way	\$ -	\$ -	5,000
Sales	\$ -	\$ -	
Other Revenues	\$ 150	\$ 150	150
TOTAL REVENUES	\$ 391,500	\$ 391,500	412,350
AGENCY EXPENDITURES			
Program Staff Salaries, Benefits, Taxes	\$ 140,256	\$ 140,256	140,256
Administrative Staff Salaries, Benefits, Taxes	\$ 46,022	\$ 46,022	46,022
Fundraising Staff Salaries, Benefits, Taxes	\$ 41,873	\$ 41,873	41,873
Professional Fees/Contractual Services	\$ 36,100	\$ 36,100	36,100
General Operating Expenses	\$ 31,040	\$ 31,040	31,040
Occupancy and Utilities	\$ 29,500	\$ 29,500	29,500
Specific Assistance to Individuals	\$ -	\$ -	
Major and Minor Equipment	\$ 3,500	\$ 3,500	3,500
Major Capital Expenses	\$ 6,000	\$ 6,000	6,000
Other Programming Expenses	\$ 49,598	\$ 49,598	49,598
Other Fundraising Expenses	\$ 22,171	\$ 22,171	20,000
Other/Miscellaneous	\$ 3,000	\$ 3,000	3,000
TOTAL EXPENDITURES	\$ 409,060	\$ 409,060	406,889
SURPLUS (DEFICIT)	\$ (17,560)	\$ (17,560)	5,461
NET GAIN/LOSS FROM OTHER FUNDS	\$ -	\$ -	
SURPLUS (DEFICIT)	\$ (17,560)	\$ (17,560)	5,461
TOTAL FUNDRAISING/ADMIN COSTS	\$ 110,066	\$ 110,066	107,895

**NEW TRIER TOWNSHIP
ANNUAL FUNDING REQUEST FORM**

2022-2023 PROGRAM BUDGET FORM

PROGRAM NAME: FAMILY EDUCATION (Family to Family Program)

Indicate year in each column	PRIOR YEAR 2021	PRESENT YEAR 2022	PROPOSED YEAR 2023
PROGRAM CLIENT FEES/REVENUE	\$ -	\$ -	\$ -
PROGRAM RESTRICTED REVENUE	\$ 20,000	\$ 20,000	\$ 6,000
ALL OTHER REVENUES (GEN. OPERATING)	\$ -	\$ -	\$ 14,000
TOTAL REVENUES	\$ 20,000	\$ 20,000	\$ 20,000
PROGRAM EXPENDITURES			
Program Staff Salaries, Benefits, Taxes	\$ 4,500	\$ 4,500	\$ 4,500
Professional Fees/Contractual Services	\$ 5,292	\$ 5,292	\$ 5,292
General Operating Expenses	\$ 2,000	\$ 2,000	\$ 2,000
Occupancy and Utilities			
Specific Assistance to Individuals			
Administrative/Fundraising Costs	\$ 3,000	\$ 3,000	\$ 3,000
Major and Minor Equipment			
Major Capital Expenses			
Other/Miscellaneous	\$ 6,250	\$ 6,250	\$ 6,250
TOTAL EXPENDITURES	\$ 21,042	\$ 21,042	\$ 21,042