

Annual Report

2014-15

(July 1, 2014 – June 30, 2015)



SHORT TERM EMERGENCY AID COMMITTEE

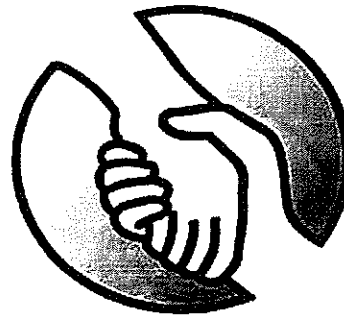
Extending A Helping Hand in Yolo County Since 19

Providing A Helping Hand

The symbol on the STEAC logo is a pair of hands, helping hands.

For over 40 years, the organization has been lending a helping hand to low-income residents of Yolo County. That help has come in the form of service providing rental and utility assistance and free food and holiday gifts and food baskets.

With this 2014-15 annual report, STEAC is proud to present the progress of several new efforts to provide work clothes and education assistance as part of the "Road to Independence" set of programs, which is designed to do even more than lending a helping hand.



Several years ago, STEAC expanded its programs to help needy residents become independent of public assistance. The goal was a simple one – provide assistance to help these residents stand on their own.

In order to be able to stand on their own, these residents typically have three needs: a permanent home for the homeless; an education that leads directly to employment; and a job that provides income and stability.

To help meet the housing needs, STEAC helped 34 families through its First Month's Rent Program and kept 85 families housed through its Eviction Prevention Program.

To help meet the job-related needs, STEAC's expanded its Suit Up for Success program, providing interview attire for 67 low-income job seekers, 75 percent of whom found employment. The new Educational Assistance Program is paying for books so that students can complete their coursework and find employment. The food closet provided enough food for 55,110 meals for the hungry in Davis.

STEAC is excited about not only sustaining the needy, but expanding its services to help our Yolo County neighbors help themselves.



Mission

The mission of the Short Term Emergency Aid Committee (STEAC) is to provide immediate short-term assistance with basic necessities to vulnerable Yolo County families and individuals with incomes below the poverty level. Assistance may include help with rent, utilities, clothing, food and other basic necessities. STEAC is committed to enlarging the social awareness of the community and to providing opportunities for local citizens to help others in need.



Board of Directors

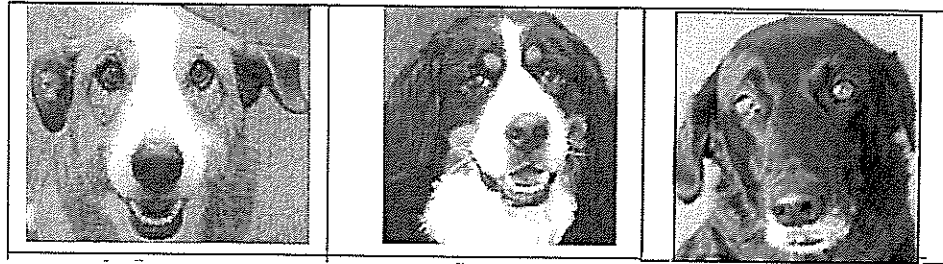
STEAC's Board of Directors set policies for the organization:

Name	Home	Position
Jana Tuton	Davis	President
Susan Carl	Davis	Vice President
Marshall Miller	Davis	Treasurer
Pam Baird	Davis	Secretary
Mike Carl	Davis	Member
Debra Denton	Davis	Member
Kim Eichorn	Davis	Member
Kathleen Ward	Davis	Member

Staff

STEAC has these part-time employees:

Executive Director, Tom Martens,
Associate Executive Director, Katy Zane
Office Manager, Mary Fichera



Rocky

Ginger

Lucy

The Dogs of STEAC

STEAC's administrative office on Eighth Street is as blur of activity with phones ringing, computers whirring, printers printing and copiers copying. The FAX machine springing unexpectedly to life. Volunteers enter data, stuff envelopes, screen clients, work with partner agencies and do lots of other work. Bring a sense of order to all the excitement are the dogs of STEAC, who put the work in perspective – mostly by looking cute and sleeping through it all. We lured the dogs awake with treats to have their portraits taken. They were totally worn out by the experience. And went back to sleep.



History

STEAC is an organization that was born out of a rainstorm.

In 1967, late spring rains inundated the rural areas of Yolo County, so many of the migrant workers couldn't get to the fields to work.

Without work, they had no way to pay for food or housing. Some lived in their cars. Without cars, others couldn't leave the migrant camps for necessary errands, such as to seek medical help for their children. Eventually, they ran out of food and needed clothing.

Their requests for food flooded area churches, whose parishioners couldn't keep up with the demand.

Under the leadership of key volunteers, the nonprofit Short Term Emergency Aid Committee was born to provide emergency aid to those workers. Although the name changed along the way, the concept of all its volunteers serving on one big committee was the key to operating without paid staff. The volunteer committee members did everything – set policies, worked in teams for various programs and assisted those in need.

The group's first "office" was on a volunteer's kitchen table. Names of volunteers were kept on 3x5 cards in a recipe box.

Over the years, STEAC hired staff to manage its expanded programs, which included providing help for residents in the entire county. Staff was needed to take care of the paperwork that came along with grant funds.

Today, STEAC has a dozen programs and an annual budget of just over \$300,000. The model used by the founders to provide free emergency assistance remains unchanged.

Some 200 volunteers do most of the work, from donating money to delivering food to providing clothing for the needy. STEAC's annual Holiday Adopt-A-Family Program is one of the largest annual community assistance activities in Davis.

While the look and operating structure may have changed over the years, STEAC commitment to its mission of helping vulnerable low-income residents of the county remains unchanged



Meeting Community Needs

Nothing is more frustrating than a nonprofit organization not meeting the needs of the community it serves.

For STEAC, our programs and services have been selected to meet community needs as determined by annual surveys of low-income residents and the homeless in Yolo County. These surveys are used by the county and its nonprofit social services partners to create its 47-page plan called, "One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents."

The plan, which has been endorsed by the mayors of the cities of Davis, Woodland, West Sacramento and Winters and by the Yolo County Board of Supervisors, reports that nearly 500 homeless live in the county – 230 living in West Sacramento; 145 in Woodland, 114 in Davis and 2 in rural areas.

The goals of the plan are to:

PREVENTION: Prevent homelessness through early, comprehensive assistance to those at risk;

HOUSING: Provide a wide range of housing opportunities and services to help people access and maintain extremely affordable permanent housing;

SUPPORTIVE SERVICES: Provide comprehensive, integrated services to help people access and maintain housing and maximize their self-sufficiency;

IMPLEMENTATION: Effectively administer, coordinate and finance implementation of the county's ten-year plan and its efforts to prevent and end homelessness.

At one of the county's nonprofit partners, STEAC's contribution to implementation is to:

- Help low-income residents overcome barriers to locating in permanent housing by providing rental and utility assistance;
- Provide free food so that the residents are healthy and can use their limited funding for rent;
- Make available financial support for needs residents to take vocationally-oriented community college courses, which will lead to getting and holding a job;
- Provide cash assistance for residents to gain certificates and licenses needed for employment;
- In partnership with All Things Right and Relevant, provide clothes to wear for job interviews.

This work, which meets the needs of need and homeless residents, is embodied in the programs and services on the following pages.



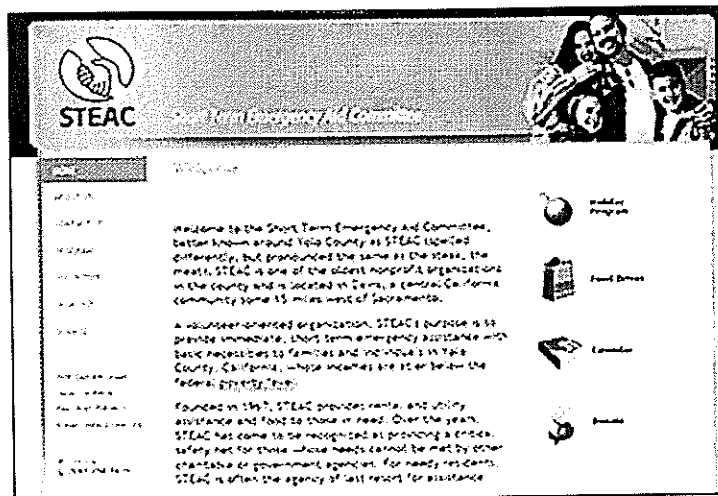
In Pictures

Boy Scout Food Drive



The annual Scouting for Food Drive was a roaring success with boy scouts collecting and sorting food in the parking lot next to the food closet at Fifth and D streets in Davis.

Keep Up With STEAC Online



Friends, donors, volunteers and public officials can keep up on the latest STEAC news online. Updates are regularly provided on the STEAC Facebook page at <https://www.facebook.com/STEAC4u>. If you like us, then "Like Us" on the page. STEAC also provides updates, newsletters, photos and information on services and programs on the STEAC web site at <http://steac.org>.



STEAC Facts

Here are some basic facts about STEAC and its service:

- STEAC provides assistance only to Yolo County residents whose income is at or below the federal poverty levels.

2015 Federal Poverty Levels	
Persons in Family	Annual Income
For families/households with more than 8 persons, add \$4,160 for each additional person.	
1	\$11,770
2	\$15,930
3	\$20,090
4	\$24,250
5	\$28,410
6	\$32,570
7	\$36,730
8	\$40,890

- STEAC never pays assistance directly to low-income residents, rather provides the cash for services to landlords, utilities or vendors.
- STEAC is a California nonprofit corporation with its office in Davis.
- The organization has earned tax exempt status under Section 501(c)(3) of the IRS Code. Tax identification number: 94-6138684.
- STEAC is a member of the Yolo County Homeless and Poverty Coalition and is affiliated with United Way regions in Sacramento and Woodland. As a member of United Way, STEAC participates in the combined federal and state agency workplace giving campaigns.

The following pages contain a program-by-program summary of the services provided in the 2014-15 budget year

Eviction Prevention Program

The goal of the Eviction Prevention Program is to help very low-income individuals and families in emergency situations pay rent to keep them from being evicted from their homes.

2014-15 Assistance		
Area	Families Served	Individuals Served
Davis	31	74
Woodland	32	94
West Sacramento	49	135
Rural Areas	6	21
TOTAL	118	324

During the budget year, STEAC helped many Yolo County low income residents who fell behind in their rent payments because of a sudden reduction in income, as a result of a loss of a job, an unexpected medical expense, having to take care of a parent or for other reasons.

Before providing one-time assistance of up to \$600, STEAC determined that the recipient was able to pay for the rent in future months. According to the last U.S. Census, the average rent in Yolo County ranges from a low of \$722 per month to a high of \$1,343 (the average is \$988 per month).

In most cases, the event that caused the emergency was temporary, lasting only a month. Rental assistance is only provided once every two years.

During 2014-15, STEAC helped 118 families consisting of 324 individuals with eviction prevention services. The residents' 152 children benefited from the assistance. The average payment for eviction prevention assistance was \$222 for each individual. In the 2014-15 budget, STEAC has earmarked \$72,000 for rental assistance.



What's at STEAC?

As a certified agency of the Woodland Chapter of United Way, STEAC's staff and volunteers make presentations to encourage workplace giving through this United Way chapter, which serves only the City of Woodland. STEAC's United Way ID is #0040.

First Month's Rent Program

The goal for the First Month's Rent Program is to help low-income Yolo County

2014-15 Assistance		
Area	Families Served	Individuals Served
Davis	7	13
Woodland	13	30
West Sacramento	11	28
Rural Areas	2	7
TOTAL	33	78

residents overcome the barrier of paying first month's rent when moving into permanent housing.

STEAC helped 33 families with first month's rent services in 2014-15, which included 78 individuals. Twenty seven children benefited from this assistance.

Similar to last year, the majority of families helped live in Woodland and West Sacramento.

Under its rules, STEAC can pay up to \$600 for such assistance every two years.

The average payment for first month's rent was \$410 in 2014-15.



What's at STEAC?

Policies at STEAC are set by a nine-member, all-volunteer Board of Directors, whose members get advice from a team of volunteers who work on the programs and projects.

Road to Independence

2014-15 Assistance									
Type of Assistance Provided	Davis Families	Davis Individuals	Woodland Families	Woodland Individuals	West Sacramento Families	West Sacramento Individuals	Rural Areas Families	Rural Areas Individuals	
Utilities Assistance	1	1	4	16	3	12	1	6	
Total Families									9
Total Individuals									35

Utility Assistance Program

The goal of the Utility Assistance Program is to stabilize low-income families and vulnerable individuals who are suffering temporary economic hardship by maintaining or restoring utilities.

STEAC pays up to \$200 in such assistance to residents every two years.

In 2014-15, the organization helped 9 families consisting of 35 individuals with utility assistance. Prior to the fiscal year, utility assistance was provided through a program managed by Yolo County and other nonprofit service providers. During the fiscal year and at the urging of public officials, public STEAC restarted providing assistance for utilities – either to prevent utilities from being turned off or restoring them. The program was restarted to make up the shortfall in public funds and limitations on agency programs.

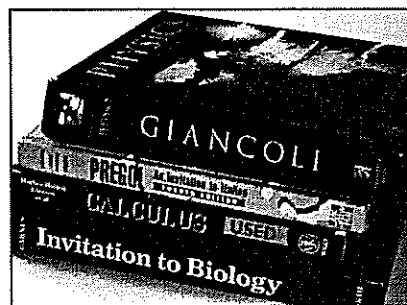
Road to Independence

Area	Students Served
Davis	0
Woodland	1
West Sacramento	0
Rural Areas	0
TOTAL	1

Educational Program Restarted

Late in the fiscal year, STEAC restarted its Educational Assistance Program, which provides assistance to low income students primarily for books, but also for special equipment, tuition and fees needed for vocational training and community college courses.

The goal of this program is to help individuals with expenses that are directly related to completing school courses that lead to finding and keeping a job. Given that college textbooks cost \$1,100 on average annually, STEAC assistance can make a significant difference in a student's ability to remain in school and complete their education.



In 2014-15, STEAC provided such assistance only to one community college student. During the year, staff rebuilt the relationship with community colleges and vocational schools so that assistance could be provided. This form of assistance is expected to be in demand and directly relate to low income residents getting jobs. In 2006-07, STEAC provided education assistance to 79 students, who were mostly attending the community college in Woodland. This compares with only 22 students helped in 2005-06 when the program was first being established.

Programs and Services

The following is an overview of the STEAC's four programs and services provided for each:

Homelessness Prevention Program

STEAC helps Yolo County's low-income residents through a temporary housing emergency with these services:

Rent Assistance: Providing rental assistance to prevent evictions.

First Month's Rent: Providing assistance with first month's rental assistance for long-term housing.

Utility Assistance: Providing help to keep the power on or to have it restored.

Road to Independence

STEAC helps residents overcome the barriers to becoming employed with these services:

Educational Assistance: Helping fund vocational and community college courses.

Suit Up for Success: Providing free clothes to wear for job interviews.

Employment: Providing assistance for expenses related to finding and keeping a job.

Family Expenses: Providing emergency assistance for expenses related to maintaining families.

Helping Hand

STEAC lends a helping hand by providing funds to pay for everyday needs for the most vulnerable residents with these services

Free Food: Providing food from a Davis food closet.

Holiday Adopt-A-Family: Providing food and gifts for the holidays.

Community Awareness

STEAC expands awareness of community needs by encouraging volunteerism and with partnerships.

Community Volunteers: Providing opportunities to learn about the needs of low-income residents by volunteering for STEAC programs.

Partnerships: Working with the Yolo County Homeless Poverty and Action Coalition to gather information through survey, increase the awareness of the needs of homelessness and promote efficient delivery of services in the county.

Road to Independence

Suit Up Success Story

This photo was taken in October, 2004 when the Suit Up for Success Program was started. Then unemployed, Raymond Rivera was "suited up" and now works for Yolo County helping low-income residents and homeless become employed.



Suit Up for Success Program

Sometimes, small things can make a big difference. That's the case for the Suit Up for Success Program. Initiated in Fall 2004, this program provides clothes for low income residents to wear for job interviews.

2014-15 Assistance		
Area	Families Served	Individuals Served
Davis	21	34
Woodland	15	29
West Sacramento	6	12
TOTAL	42	76

The program, which served 76 individuals in 2014-15, is implemented in partnership with All Things Right and Relevant, a Davis thrift and consignment store, and My Sister's Closet, a consignment store in Woodland.

Under the program, low income residents who are applying for jobs can receive work attire for that all important interview. The individual can receive more clothes after getting the job.

Road to Independence

Assistance Provided	Davis Families	Davis Individuals	Woodland Families	Woodland Individuals	West Sacramento Families	West Sacramento Individuals	Rural Areas Families	Rural Areas Individuals
Miscellaneous	44	57	49	61	191	437	50	61
Legal Documents	59	119	216	464	9	17	0	0
Total	103	176	265	528	200	454	50	61

Meeting Every Day Needs Program

The goal of this program is to provide assistance to help individuals and families pay for miscellaneous expenses, which are typically the cost of living for families.

Typical miscellaneous expenditures include medical prescriptions, legal documents such as ID's, driver's licenses, birth certificates, and transportation expenses, such as bus tickets, gas and car repairs.

In fiscal year 2014-14, STEAC provided cash assistance for a large number of legal documents, which resulted from a law requiring that residents provide ID cards in order to obtain drivers licenses and jobs.

Assistance for these cards made up the overwhelming expenses in the Meet Every Day Needs Category.

STEAC Provides Free Food for ...

55,110 Meals

In 2014-15, STEAC provided roughly 55,110 meals for residents of Yolo County through the Davis-based food closet.

STEAC volunteers collect food in drives led by community groups, and then distribute

enough food for three meals a day for five days for clients, who are limited to one visit per month. In 2007, STEAC volunteers began collecting fresh produce from the Davis Farmer's Market on a weekly basis to increase the nutritional value of distributed food by adding fruits and vegetables to the food pack. Volunteers also conducted several field trips of the food closet with local Brownie and Boy Scout Troops to increase the awareness of elementary school children regarding public service and STEAC's purpose in the community.

A quick calculation shows that STEAC provided enough food for 55,110 meals for individuals from the tiny closet, located in downtown Davis on property donated by the City of Davis.

2014-15 Assistance		
Area	Families Served	Individuals Served
Davis	1,403	3,672
Woodland	1	1
West Sacramento	1	1
TOTAL	1,405	3,674

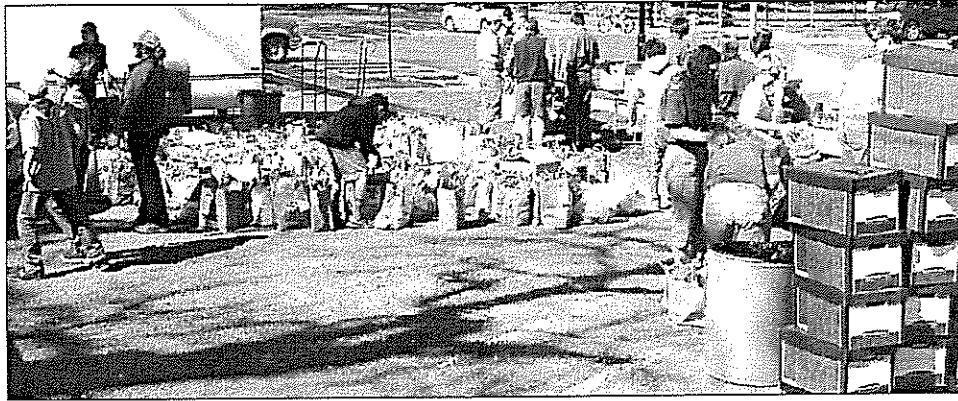
Donated Warehouse Space

Part of the Free Food Program's success is the result of keeping expenses low. This was partially made possible in 2014-15, because the owners of Ron Dupratt Ford provided free warehouse space in Dixon for food storage and sorting.

The food was delivered at an average cost of 35 cents per meal.

The closet volunteers work closely in partnership with the Food Bank of Yolo County, which provides free storage space and sells food to STEAC for a fraction of commercial prices.

In addition, STEAC receives grant funding from the City of Davis Community Development Block Grant program to purchase food that is not donated.



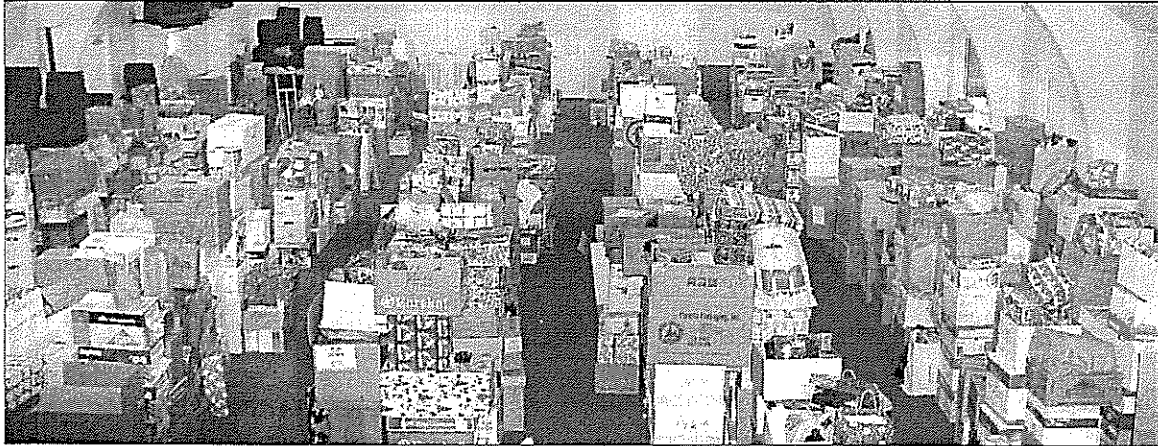
Food Drives

75,000 Pounds Donated in Community Effort

In a sweeping effort, community groups collected 75,000 pounds of food in these STEAC food drives:

Name of Drive	Pounds
Davis Postal Drive, sponsored by the U.S. Post Office and Davis Realtors.	10,000
Service Club Drive, sponsored by 8 service clubs from Davis.	2,000
Holiday School Drive	5,500
Scouting for Food Drive	8,200
National Postal Food Drive	12,750
Covenant Church	4,000
Bet Haverim	1,600
Lutheran Church of the Incarnation	900
St. James	700
St. Martins	2,000
Other Drives	27,350
TOTAL	75,000

Helping Hand for Families



Holiday Program ...

Gift and Food Baskets for 370 Davis Families

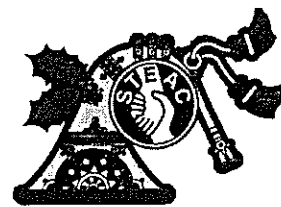
As possibly the largest community effort in Davis, STEAC provided gifts and food to 370 families consisting of 1,349 individuals in the 2014 Holiday Adopt-A-Family Program. The program benefited 634 children.

As part of the program, volunteers "adopt" a family, whose members provide a list of their holiday gift needs.

The adopters purchase the items on the list for delivery to the Holiday Program Headquarters at the First Baptist Church on Russell Boulevard in Davis. The adopted families pick up their gifts, which also include a gift certificate for perishable food for a holiday meal.

In addition, STEAC distributes free coats and other gifts for children on the day the recipients pick up their gifts.

Nearly 100 volunteers take part in the popular annual program, which serves low income families and individuals in Davis.



Increasing Community Awareness



Charles Judson

(1927-2015)

STEAC would not be able to do its work without the tireless effort of its volunteers. While all their efforts are noteworthy, sometimes a volunteer stands out above the rest. Such was Charles Judson, who played a key role in organizing the Holiday Program. Charles died on July 26, 2015 at age 88. He can rest in peace knowing STEAC will carry on his Holiday Program organizational legacy well into the future.

STEAC Volunteers Program

Volunteers are the lifeblood of STEAC.

Some 200 volunteers donated 7,003 hours helping with the following jobs:

- Answer the telephone service request hotline weekdays from 9 a.m. to 4 p.m.
- Review client cases to determine eligibility for service.
- Run community food donation drives.
- Provide free food from the Davis closet.
- Distribute boxes with gifts, food and other essential items in an annual Holiday Adopt-A-Family Program.
- Assist with administrative tasks in the office.
- Help job seekers select free clothes as part of the Suit Up for Success Program.

Total 2014-15 Service

Programs	Families	Individuals	Children	Homeless
<i>Homeless Prevention Program</i>				
Rental Assistance	85	246	110	na
Utility Assistance	9	35	17	na
<i>Road to Independence Program</i>				
First Month's Rent	34	79	34	na
Miscellaneous – Legal Documents	526	1,166	541	141
Miscellaneous – All Other	141	183	39	38
Employment (1)	0	0	0	0
Education Assistance (2)	1	1	0	0
Suit Up for Success	36	67	na	11
<i>Helping Hand Program</i>				
Free Food	1,405	3,674	1,338	265
Total Meals for Which Food Provided: 55,110				
Holiday Adopt-A-Family	370	1,349	634	39
TOTAL	2,607	6,800	2,713	494
<i>Community Awareness Program</i>				
		Hours		
Community Volunteers		7,142		
Partnership Coalitions		1,223		

(1) The Employment Program was just started at the end of the 2014-15 budget years, so not much assistance was yet provided.

(2) The Education Program was started at the end of the 2014-15 budget year, so only a small amount of assistance was provided.

Program	Hours Donated
Community Volunteers Program	7,142

<i>Agencies Referring Clients to STEAC</i>				
Davis Community Meals	1,281	3,139	1,037	278
Yolo County Employment & Social Services	689	1508	679	141
Cesar Chavez Plaza	26	39	8	1
Community Housing Opportunities Center (CHOC)	51	104	29	3
CommuniCare Health Care	17	53	24	0
Eleanor Roosevelt Apartments	18	21	1	0
Other	525	1,936	395	71
TOTAL	2,082	4,864	1,778	423

Finances

Revenue

According to the 2014-15 Audited Financial Statement, STEAC received revenue from the following sources:

Source	2014-15	2013-14
Cash Contributions	242,994	224,386
Grants	20,562	29,370
In-kind	166,972	87,004
Investments	522	322
TOTAL REVENUE	431,050	341,082

Ten years ago, STEAC's directors started implementing a Fundraising and Marketing Plan with strategies that called for increasing the organization's contributions from private donations, such as from individuals, businesses, service clubs and churches. That strategy was in response to the wild fluctuations in revenue as a result of the reduction of federal and state grants, which provided a growing part of the organization's income. Many of the public agency grant programs have been eliminated or greatly reduced.

That strategy of expanding STEAC's base of private donors result in increased revenues, with cash contributions of \$242,994 in 2014-15, compared to \$224,386 the previous year. Total revenue was \$431,050 in 2014-15, compared to \$341,082 in 2013-14. Directors have made fundraising from businesses, services club and churches a priority. They have also set a goal of carrying a one-year operating reserve in order to eliminate cash flow fluctuations that could limited ability to provide assistance.

In addition, STEAC has reserved funds to pay for construction and operation of a new food closet.

Expenses

	2014-15	2013-14
Program Services	316,724	245,311
Management	22,038	12,472
Fundraising	24,871	18,894
TOTAL EXPENSES	363,633	276,677

Management expenses increased in 2014-15, compared to the previous year, primarily because STEAC return to operating with a three person staff.

Fundraising expenses also increased in 2014-15 compared to the previous year because of expenses for mailing supplies, using the services of a mail house, overhauling the fundraising database and other expenses.

Despite the increasing fundraising and administrative expenses, STEAC's operational overhead was less than 15%. That means that over 85% of the revenue was devoted to paying for programs.

National Center for Charitable Statistics

Watchdog groups provide various guidelines for nonprofit management and fundraising activity. For example, the BBB Wise Giving Alliance recommends that nonprofits spend at least 65% of its annual expenses on program activity, while the American Institute of Philanthropy sets its minimum standard at 60% of expenses. The United Way of the National Capital Area, on the other hand, sets its minimum requirement for agencies that receive funds at 80% of total expenses spent on programs.

Expenses – Programs vs. Management/Fundraising

STEAC	2014-15	2013-14
Management and Fundraising	14.8%	12.7%
Programs	85.2%	87.3%
TOTAL	100%	100%

Expenses

STEAC's relatively low expenses is partially made possible because of the generous key donation of facilities and services by these area agencies and businesses:

City of Davis donates the use its property at Fifth and D streets for the existing food closet and parking for the STEAC truck and van;

Episcopal Church of St. Martin has donated staff time and participated in planning and an agreement for the relocation of the new food closet on its property in late 2015;

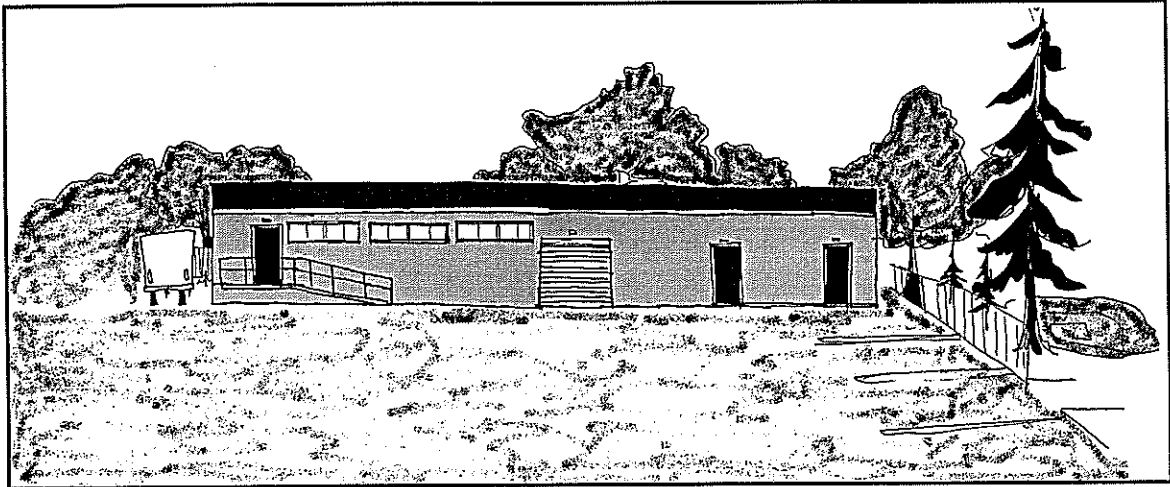
Davis Waste Removal has donated a free commercial trash bin and pickup service at the food closet;

Ron DuPratt Ford has donated warehouse space in Dixon for food storage and sorting;

Dave and Connie Ormiston donate free space for STEAC's administrative office at 1900 E. Eighth St.;

Baytel Communications in Davis has provided networking, internet and web site services for the office;

First Baptist Church of Davis has provided free space for collection and distribution of gifts and food as part of the annual Holiday Program.



Drawing of the New STEAC Food Closet

STEAC to Build New Food Closet

In addition, STEAC has reserved funds to pay for construction of a new food closet, which will be located in the parking lot behind the Episcopal Church of St. Martin on Hawthorne Blvd. in Davis. The new closet is expected to be completed in mid-November 2015 and put into operation in January 2016

The trend in reduced public grant funding will continue to be one of the biggest challenges facing STEAC in the upcoming year.

On the federal level, the trend has continued toward earmarking housing assistance to nonprofits that operate shelters rather than homeless prevention services similar to what STEAC provides. This means that STEAC will have a much more difficult time receiving these grant funds.

With demand for services expected to rise, given the downturn in the economy, this situation places an increased urgency on the need to find alternative funding sources.

Consequently, STEAC will expand efforts to solicit funds from private donors and grants, in particular reaching out to increase awareness of STEAC's services especially in the Woodland community where the majority of STEAC's cash assistance program recipients reside.



Short Term Emergency Aid Committee

Extending A Helping Hand in Yolo County Since 1967

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