



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: K-1516-22**

**File ID:** K-1516-22

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item 39

**In Control:** City Council

**Department:** Planning and  
Community  
Development  
Department

**Cost:** \$27,500.00

**File Created:** 07/13/2015

**File Name:** SVSC Contract with Food and Shelter, Inc.

**Final Action:**

**Title:** CONSIDERATION OF A RECOMMENDATION FROM THE SOCIAL AND VOLUNTARY SERVICES COMMISSION TO APPROVE A REQUEST FOR FUNDING IN THE AMOUNT OF \$27,500 AND ENTER INTO CONTRACT K-1516-22 WITH FOOD AND SHELTER, INC.

**Notes:** ACTION TAKEN: Motion to approve or reject the recommendation from the Social and Voluntary Services Commission to fund a request in the amount of \$27,500 from Food and Shelter, Inc. and Contract K-1516-22; and, if approved, authorize the execution thereof and direct payment in the amount of \$27,500 to Food and Shelter, Inc.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 07/28/2015

**Agenda Number:** 39

**Attachments:** K-1516-22 FSI.pdf, Attachment A SVSC funding..pdf

**Project Manager:** Lisa Krieg, Grants Planner

**Entered by:** lisa.krieg@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File K-1516-22

Body

**BACKGROUND:** Funding for social service agencies of \$175,000 was established in the Fiscal Year 2015-2016 City of Norman budget, adopted on June 9, 2015. Interested agencies were required to submit an application that required information regarding the overall mission of the agency, specific project for which funding was being requested, financial information including budget summary and projected budget, copy of most recent audit and copy of IRS tax exempt status letter. The application also required a list of the current board members and staff members of the agency.

Agency project funding will be on a reimbursement basis. Payment will be made as invoices with appropriate documentation of project execution and receipts are received.

**DISCUSSION:** On May 15, 2015, the Social and Voluntary Services Commission (SVSC) heard presentations from 18 social service agencies who had submitted applications for funding. The Commission held a

subsequent meeting on May 22, 2015 to discuss the applications received and to determine their funding recommendations.

After consideration of the applicants, the SVSC Commission determined that all 18 of the agencies would be recommended for funding to the Norman City Council at the July 28, 2015 meeting. Attachment A is a spreadsheet that details the \$160,000 of funding being awarded this time, the remaining \$15,000 will be awarded as three \$5,000 awards through a RFP process later this summer.

Each of these listed agencies, if funded, will be visited a minimum of once during the fiscal year by Commission members. The members will visit each workplace and meet with agency staff. They inquire about future trends, what special challenges are ahead for the organization and how partnerships with others doing work in this field can be established. They evaluate and form an overall impression of the organization as well as determine contract compliance.

Food and Shelter, Inc., founded in 1983 is a 501(c)(3) non-profit, United Way agency. The mission is simple, Food and Shelter feeds those who are hungry and helps those who are lost and alone find their way home. The funds will provide \$5,000 towards the utilities and maintenance expenses in the 23 housing units and \$10,000 towards the case management expenses associated with the services provided to these residents. In addition \$12,500 will be utilized to cover the operation costs of the overnight shelter. This staffed emergency overnight shelter is operated from approximately November 1 thru March 31 dependent on the severity of the weather.

**RECOMMENDATION:** The Social and Voluntary Services Commission recommends approval of the proposed contracts. Funds are available in Contributions (account 010-1087-411.47-41).